

Council Meeting
Tuesday, April 2, 2013
City Council Chambers
7:30 p.m.
AGENDA



Call to Order
Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes–March 19, 2013
2. Consent Agenda
 - Minutes
 - Arena Building Committee – March 14 & 25, 2013
 - Telecom Commission – March 19, 2013
 - Community Center Commission – March 25, 2013
 - Utility Commission – March 27, 2013
3. Public Comment – Brianna Grandprey – Need for Humane Society
4. Department Heads
5. Proclamation National Library Week
6. 2013A Bond Pre-Sale
7. Telecom Commission Cable TV Rate Recommendation
8. Arena Donations
 - MN National Hockey League Alumni Association – Defibrillator
 - Arena Booster Club – Tempered Hockey Glass
 - Fast Distributing – Powder Paint
9. 2013 Street Project Engineering Services Agreement
10. Declaration of Surplus Equipment & Authorization for Sale
11. Fire Department – Approval for Capital Purchase from Donated Funds
12. Resolution Supporting Street Improvement Districts
13. Hospital Board Re-Appointments – Al Peterson
14. New Business
15. Old Business
 - Revenue Resource Discussion
16. Regular Bills
17. Council Concerns
18. Adjourn



**Regular Council Meeting
Windom City Hall, Council Chamber
March 19, 2013
7:30 p.m.**

1. Call to Order:

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

2. Roll Call:
- | | |
|-------------------------|---|
| Mayor: | Corey Maricle |
| Council Members: | Brian Cooley, Kelsey Fossing, Dominic Jones and JoAnn Ray |
| Council Members Absent: | Bradley Powers |
| City Staff Present: | Steve Nasby, City Administrator; Bruce Caldwell, Streets & Parks Superintendent; Aaron Backman, EDA Director; Mike Haugen, Water/Wastewater; Jim Kartes, Building Official; Chelsie Carlson, Finance Director/Controller; Al Baloun, Recreation Director and Jeremy Rolfes, Telecom |

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Ray second by Fossing to approve the City Council minutes from February 19, 2013. Motion carried 4 – 0 (Powers absent).

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions:

- Utility Commission – February 27, 2013, February 28, 2013 and March 13, 2013
- Economic Development Authority – March 11, 2013
- Street Committee – March 11, 2013
- Library Board – March 12, 2013
- Planning Commission – March 12, 2013
- Parks & Recreation Commission – March 13, 2013

Maricle said there was a request for an Exempt Gaming Permit for the Windom Area Chamber of Commerce for their raffle on June 9, 2013.

Jones said he had a question or clarification for the EDA minutes so he requested that those be excluded from the consent agenda.

Motion by Ray second by Cooley to approve the Consent Calendar, without the EDA minutes from March 11, 2013, as presented. Motion carried 4 – 0 (Powers absent).

6. Public Comments:

Dave Vaupel noted that he is part of the Finding Windom group and he wanted to discuss neglected properties and cluttered yards in Windom. He said the mission of the Finding Windom group is to make the community a destination point. He noted that the Council had recently adopted a long range plan that included goals to have a positive image and progressive, active community. He had handouts of information that included the goals of his group, beautification projects, references for recycling or unwanted items, a neighborhood action plan and ICMA guideline on nuisance abatement. He asked that the City actively undertake enforcement of codes and ordinances as they relate to the appearance of the community. Data from the City has shown that there may be as many as 33 properties that could be classified as dilapidated.

Maricle asked staff for an overview of the City's current process. Nasby said that the Building Official processes these matters on a complaint basis. When a complaint is received staff investigates the site and makes a determination as to possible violations of the City codes. If a violation exists a letter is sent to the property owner citing the issue and providing a timeframe for compliance. The Building Official will then follow-up with the property to determine compliance. If there the property is not in compliance other attempts are made to work with the property owner. If these efforts are unsuccessful, then there can be action taken through citations. These citations then involve the Police and Court system. In the past, the courts have not been strict with the interpretation of the nuisance codes. When criminal action is required the cost of undertaking this is expensive and the fines to the property owner, if any, are generally low.

Vaupel said the group has developed a flyer on where people can go to dispose of items. Also, their group is willing to provide some assistance with clean-ups.

Fossing noted that the City does have a housing rehabilitation program and encouraged property owners to take advantage of it.

Jones said the ideas are good and we need to pursue what we can. He suggested that the Finding Windom group meet with the Building Official and the Planning & Zoning Commission to discuss this matter.

Mari Harris said she has worked with Community Pride Day and Eagle Achievement projects with the School District to help clean-up the community. Finding Windom is a non-profit organization working to bring businesses to the community and a beautiful city would help those efforts. Solutions need to be found through positive actions and they need partners to move forward and the City needs to set a priority with this issue and commit financial resources. To her, quality of life equals cleanliness. She thanked Aaron Backman, EDA Director, for his help and efforts in the community.

Preliminary

Maricle said that the actions he envisions are 1) distribute the flyers on disposition of unwanted items; 2) a detailed action plan from Finding Windom and 3) joint meeting of Finding Windom group and the Planning & Zoning Commission.

Cooley said that the meeting with Planning & Zoning Commission is a good start to bring their ideas forward. The Courthouse and square is an asset for tourism.

Mitch Voehl said he is representing GCC Ready Mix and wants to discuss the benefits of using concrete for the upcoming City street project and North Windom Industrial Park (NWIP). He had information in the Council packets regarding life cycle costs that compared concrete with bituminous. He noted the numbers he distributed include joint seal applications, but he does not feel those are absolutely necessary and are not done by MN DOT. Even with the joint sealing the savings on the life cycle costs are \$938,445 for the Street project and \$352,804 for the NWIP even factoring the higher bid price of concrete. The NWIP will have heavy truck traffic and many turning motions so concrete will hold up better. There are also environmental benefits to concrete associated with not having to do seal coatings.

Jones asked about the use of salt in the winter and its effect on concrete. Voehl said that salt is often stored in concrete bunkers and the effects of salt on concrete have been addressed through the use of a new cure agent.

7. Department Heads:

Al Baloun, Recreation Director, said that the Park & Recreation programming information will be out very soon in the Community Education booklets that will be available after Easter. Registration for recreation programs will start on April 18 from 5-6:30 pm at the Community Center and after that registration on-line will be open.

Baloun thanked Page Kern for her work with youth racquetball and noted they had about 40 participants.

Aaron Backman, EDA Executive Director, noted that Fast Distributing has closed on Lots 3, 4 and 5 in Block 1 of the NWIP. This sale is for approximately 22 acres. Their project will be underway soon.

8. Planning Commission Recommendation – Variance Request – 1595 17th Street

Jim Kartes, Building Official said he heard the prior discussion on nuisances and regard should be given for property owner rights.

He said that his item from the Planning Commission is in a request from the owners of 1595 17th Street are seeking a variance in the requirement for a side yard set-back to all for the installation of a 12 x 24 screened in porch on the site of an existing deck. The property is considered a corner lot as it is bordered by a street and a “paper street” which is platted but unopened. The set-back requirement is 25 feet and they are requesting a variance to 14

feet on the side with the paper street. The Planning Commission noted there are no immediate plans to open the street and no other public input had been received. Kartes noted that notices were sent to the neighbors within 350 feet and no objections were received. The Planning Commission is recommending the approval of the variance request from the owners of 1595 17th Street.

Motion by Ray second by Jones to approve the variance request for a side yard setback reduction from 25 feet to 14 feet for the property located at 1595 17th Street. Motion carried 4 – 0 (Powers absent).

9. 2013 Street Project - Bid Award:

Dennis Johnson, Wenck Associates, Bruce Caldwell, Streets & Parks Superintendent and Mike Haugen, Water\Wastewater Superintendent introduced themselves. Johnson noted that there were five bids for the Street project, 10 for the NWIP project and four for the Highway 71 turn lanes. The Street Committee and Utility Commission are recommending accepting the base bid and alternate #1 for the 2013 Street Project and that it is concrete. Their recommendation for the NWIP is also for the base bid and Commerce Boulevard extension as concrete. The EDA board is recommending accepting the base bid and Commerce Boulevard extension for the NWIP project, but that it is bituminous.

Jones said that the EDA did review the numbers from the bids, costs and life cycle costs. At that meeting the engineer stated there was not a large difference in costs even when life cycle expenses were included. He appreciates the 30 year view of the costs and wonders if those differences are reality since the City has not done all of the anticipated maintenance such as five seal coats and two overlays shown in the life cycle analysis. He also does not like to go against committee recommendations, and with conflicting recommendations it is even more difficult. The additional cost for concrete on both projects is about \$430,000.

Ray said that the impacts of bus traffic, garbage trucks, material durability and life cycle costs were factors the Street Committee discussed when making its recommendation for concrete.

Caldwell said that the City would have been doing more overlays on streets, but it is the underground utility replacements that are driving the reconstruction of streets. He noted that there will be some of the 1980s streets that will be in the plans for overlays.

Maricle asked if this would be the first overlay on the 1980s streets. Caldwell said it would be the first overlay, but the seal coating has been done.

Jones asked why the County did not do River Road and 6th Street in concrete this last year. Johnson said the County was planning on milling and an overlay and only did the reconstruction as the City replaced water and sewer lines, the road is designed as a 10 ton road but the plan was to re-do it "as is" which was asphalt.

Preliminary

Tom White, Cottonwood County Commissioner, said that the County would have considered concrete but the project was designed and too far along in the bidding to make the change. They will likely look at concrete in future projects.

Jones said that the cost of oil was very high last year when the City started this project and as a result the decision was to bid concrete an option and now the bid are in so the cost differences are known. Jones said the cost difference is about 10-12% in the bids and the dollars saved now can be used for other priority projects such as the fire truck that is being discussed.

Fossing asked if the heavy truck traffic has more of an impact on asphalt. Johnson said that is a possibility early in the life cycle of an asphalt street, but asphalt is built to flex. The freeze and thaw cycles will be present in both asphalt and concrete.

Caldwell asked about the cure times. Johnson said 2-3 weeks dependent upon the weather.

Voehl asked if he could make a statement. Maricle recognized Voehl. Voehl said that truck tires push against asphalt and with concrete the tires pass over the surface of the street.

Maricle asked about the Utility Commission input and what their share of cost would be for the two options. Nasby said that the water and wastewater funds are charged about 33-35% of the street cost, due to the reconstruction aspect to replace water and sewer lines. This percentage though is based on the lowest cost alternative and anything over the lowest bid, such as going with concrete, would be the responsibility of the City.

Fossing asked about the streets included in the base bid. Caldwell said these include 5th Street, Drake Avenue, 20th Street, 16th Street and 6th Avenue. Alternate #1 includes 18th Street and 9th Avenue. Alternate #2 was not recommended as the cost for the street portion of the project was very high. Alternate #2 included Plum Avenue, 7th Street and 17th Street.

Fossing asked if the bid on the street project could be split between asphalt and concrete. Johnson said the project was bid as one option or the other and if it were a mix of surfaces the costs would be higher due to additional equipment, etc.

Jones said that the Council has other projects it wants to fund, which is why he will vote against the resolution with the concrete option.

Fossing said that the concrete option will save the City money over time. Johnson said the amount saved depends upon the maintenance with the joints.

Fossing asked Caldwell what is his preference. Caldwell said the concrete streets are easier on his equipment.

Cooley noted his vote will be to accept the Street Committee's recommendation for concrete.

Council member Ray introduced the Resolution No. 2013-18, entitled “A RESOLUTION AWARDING THE CONTRACT FOR A PROJECT ENTITLED “2013 STREET IMPROVEMENT PROJECT”” and moved its adoption. The resolution was seconded by Cooley and on roll call vote: Aye: Cooley, Fossing and Ray. Nay: Jones. Abstain: None. Absent: Powers. Resolution passed 3 – 1 – 1.

Sidewalk Component

Ray said the Street Committee is recommending against the installation of the sidewalk and she has done some research with others and the number of children walking is very low.

Jones asked when the area was observed. Ray said they did it for 10 days last fall.

Jones says he is in favor of building the sidewalk as the City is trying to partner with the School and the sidewalk is recommended by the Safe Routes to School group. A letter was received from one affected property owner that wants the sidewalk. He feels that the City should pay for the sidewalk so that cost is on not only those property owners and the school has indicated they will do snow removal on school days. As such, the objections to the sidewalk should be addressed.

Cooley asked about the width of the area and if it was adequate for the sidewalk. Caldwell said there is five feet and that is enough room.

Ray said there was a letter handed out at the meeting from three other property owners objecting to the sidewalk.

Jones noted the letter objecting referred to the cost and the maintenance issues.

Cooley asked if the property owners would object if they knew the cost was being covered by the City and the school was going to do snow removal. Ray and Nasby said they had talked with the property owners and feel that they would still not be in favor of the sidewalk.

Johnson said he did speak to the School Superintendent and the school will do the snow removal on school days.

Motion by Jones to install the sidewalk as proposed with the City covering the installation cost and the school district doing snow removal. Motion died for lack of a second.

Fossing asked about the cost for moving the power lines. Marv Grunig, Electric Utility Manager, said the cost would be about \$50,000. Jones asked if those lines were to be moved underground anyway. Grunig said the plan is to bury lines and eventually these would be moved anyway. He also noted they may have to be moved even without the sidewalk if the paving machine with integrated curbs needs more room to perform its work.

Winfair School Component

Johnson said that the school board is recommending going with the bituminous option for its parking lot work. This project was bid along with the City's work.

Jones asked why they chose asphalt. Johnson said that they went with the lowest cost option as they had other projects to fund as well.

Council member Jones introduced the Resolution No. 2013-19, entitled "A RESOLUTION AWARDING THE CONTRACT FOR A PROJECT ENTITLED "2013 STREET IMPROVEMENT PROJECT" FOR COMPLETION OF THE WINFAIR SCHOOL COMPONENT" and moved its adoption. The resolution was seconded by Fossing and on roll call vote: Aye: Ray, Fossing, Jones and Cooley. Nay: None. Abstain: None. Absent: Powers. Resolution passed 4 – 0 – 1.

10. North Windom Industrial Park and TH71 Turn Lane Projects – Bid Award:

Ray said that she will be abstaining from any discussion and vote on this item. She left the Council table.

Johnson, Aaron Backman, EDA Executive Director, Caldwell and Mike Haugen, Water\Wastewater Superintendent introduced themselves.

Johnson said they got four bids on the Highway 71 project and 10 on the NWIP project. The bids for the Highway 71 work were all for bituminous as that is what MN DOT specified. The EDA board recommended awarding the bid to Svoboda Construction, which was the lowest bid and MN DOT has concurred.

Johnson said the bid award for the NWIP was dependent on the asphalt or concrete option. Holtmeier was the low bid at \$1,147,506.66 base and \$159,975.81 Commerce Boulevard extension in asphalt and Svoboda was the low bid at \$1,338,548.70 base and \$171,060.50 Commerce Boulevard extension for concrete.

Backman said the EDA board recommended bituminous as the cost savings was about \$202,000. If the concrete option is selected he can cover the additional cost, but the amount of the GO bond will need to be increased. He noted that all parties agree on the Highway 71 work. He also talked to other communities such as Worthington, Jackson and Redwood Falls, which all have asphalt in their industrial areas. He said that Jackson has noted they would use concrete if building it new today. He is neutral on the issue.

Cooley said he has seen what heavy truck traffic can do to asphalt roads in hot weather, so he has concerns about the bituminous at the industrial park.

Jones noted that some shallow soil borings have been done in the NWIP and sandy soils have been found so extra attention has to be given to the road base by the engineer. He thought concrete would experience more problems if the base shifts and asphalt will be more forgiving.

Preliminary

Fossing said he sees advantages and disadvantages to both products.

Jones said that the EDA board recommended asphalt and he is okay with that recommendation.

Cooley said that Highway 71 is asphalt and it has a lot of truck traffic too.

Fossing asked Johnson what was his recommendation. Johnson said either project is engineered and built to be a 10 ton road so either option works.

Council member Jones introduced the Resolution No. 2013-20, entitled “A RESOLUTION AWARDING THE CONTRACT FOR A PROJECT ENTITLED “NORTH WINDOM INDUSTRIAL PARK INFRASTRUCTURE AND TH 71 TURN LANES PROJECT”” and moved its adoption. The resolution was seconded by Cooley and on roll call vote: Aye: Jones, Fossing and Cooley. Nay: None. Abstain: Ray. Absent: Powers. Resolution passed 3 – 0 – 1 – 1.

11. 2012 Wastewater Treatment Plant Award:

Haugen said that the Windom plant had received an award from the State for the operation of the treatment plant. He thanked the staff for all their dedication and hard work. This award has been given to Windom for a number of years and shows the high level of operational efficiency.

Council congratulated the Water\Wastewater Department on a job well done.

12. Windom Area Schools\City of Windom – Ball Field Use Agreement:

Caldwell said that he and Al Baloun, Recreation Director, had met with representatives from the school to work out an agreement on the maintenance of the ball fields and compensation. The outline of the work and the amount paid to the City are shown in the agreement in the packet. Some of the maintenance work will be done by the school staff\coaches and some by the City Parks department staff. The agreement benefits both parties as the maintenance work is shared and the school gets a lower cost. The fee was reduced from \$3,500 to \$2,500. The Parks & Recreation Commission was involved in this matter and recommends approval.

Cooley asked if there were provisions written in for rain days. Caldwell said yes.

Motion by Ray second by Cooley to approve the 2013 Agreement between the Windom Area Schools and City of Windom for ball field maintenance and use as presented. Motion carried 4 – 0 (Powers absent).

Fossing noted this is for two Windom Rec Area fields and the two small fields at Island Park for the duration of the school season.

13. City-wide Clean-up Quotes:

Nasby said the City Council had requested that staff re-bid the fall 2013 clean-up work and then do a 2014-2016 bid on city-wide clean-up so we can secure dates in the spring for future years. The information was provided to Hometown Sanitation and Waste Management. The dates bid were for the last weekend in April through the second weekend in May and the vendor could do one weekend or two consecutive weekends. One quote was returned from Hometown Sanitation, which is in the packet. Waste Management indicated they were not going to bid as they could not commit spring dates to us as the City of Windom does not have a contract with them as do other communities. Nasby noted the quote from Hometown Sanitation was reasonable compared with costs the past few years and recommended acceptance.

Motion by Jones second by Fossing to approve the quote for the 2013 City-wide Fall Clean-up and the 2014-16 City-wide Spring Clean-up to Hometown Sanitation. Motion carried 4 – 0 (Powers absent).

14. Advantage Collection Professionals Agreement:

Nasby said that the memorandum in the Council packet shows the City has \$10,000 - \$15,000 in uncollected utility bills in a typical year. The City does go through its due diligence to recover these funds. Both the Telecom Commission and Utility Commission have been asked for input and were supportive. An agreement between the City and Advantage Collection Professionals is on the agenda for the Council's consideration. The City will not pay a fee for the service, but the collection agency keeps a commission of 30-40% of the monies they recover. The estimate of recoverable funds is about one-third. The City Attorney has reviewed the agreement and did not have any issues.

Fossing said he can see pros and cons. He is concerned about causing hardship on people that are already having a difficult time.

Jones asked why this firm. Nasby said the Finance Director\Controllor had done some research and made this recommendation.

Cooley said we are getting zero back from these bad debt accounts now so 30% is better than nothing is.

Nasby noted that both the Hospital and Ambulance currently use collection agents, so this is a totally new practice for the City.

Motion by Jones second by Cooley to approve the agreement between the City of Windom and Advantage Collections as presented. Motion carried 3 – 1 – 1 (Fossing voting No and Powers absent).

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15. Mayor Appointments:

Maricle said that he requesting approval of Mitch Voehl to the Community Center Commission and Darris Snelling to the HRA. The Hospital Board appointment is Diane Noyes.

Motion by Ray second by Fossing to approve the appointments to the HRA, Community Center Commission and Hospital Board as presented. Motion carried 4 – 0 (Powers absent).

16. Personnel Committee Recommendations:

Jones said there is a recommendation from the Committee to revise the City's funeral policies. He said a situation came up last year and staff was asked to discuss the issue so the Police Chief, Fire Chief, Ambulance Director and City Administrator met and came up with the new language.

Motion by Jones second by Fossing to approve the proposed changes to the Windom Personnel Policy regarding use of staff equipment for funerals. Motion carried 4 – 0 (Powers absent).

Jones noted there is also a recommendation to fill a position in the Water\Wastewater Department that will be created due to a pending retirement. The position will be a combined water\wastewater operator with a preference for experience. The Personnel is recommending approval of the position and advertising.

Maricle noted that this would be filling a position that will be vacated due to a retirement.

Motion by Fossing second by Jones to approve the re-filling of an upcoming vacancy in the Water\Wastewater department, approve the job description and proceed to advertising the position. Motion carried 4 – 0 (Powers absent).

17. Fire Department Budget Amendment:

Nasby said there was an email from the Fire Chief requesting a budget change for about \$1,200. They are asking that some of the operational funds be reallocated to capital for the purchase of a computer.

Motion by Ray second by Cooley to reallocate \$1,200 from the Fire Department budget to capital and authorize the purchase of one computer and related software. Motion carried 4 – 0 (Powers absent).

18. New Business:

Nasby said that the City of Montevideo had surplus sand bags and rolls of plastic they were selling. He noted the City has about 25,000 sand bags on-hand, but that is a small amount

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if there were to be a need for flood control. The City had purchased these bags at about .25 cents each and Montevideo is asking .16 cents per bag and \$54 per roll of plastic. He had spoken to the City's Emergency Management Coordinator and Mark Marcy, who works with the State Emergency Management office and they both recommend increasing the City's stock of supplies. Nasby asked the Council for approval to spend up to \$5,000 from the General Fund reserves to purchase 20,000 sand bags and 20 rolls of plastic to keep as inventory. The Street Department can pick up the items from Montevideo and has a place to for storage.

Motion by Fossing second by Ray to approve the use of up to \$5,000 from the General Fund reserve to purchase sand bags and plastic from the City of Montevideo for emergency management inventory. Motion carried 4 – 0 (Powers absent).

19. Old Business:

Maricle said that he had followed up on the City Council's discussion regarding funding sources relating to transfers from enterprise operations by talking to the Hospital Administrator. He said the Hospital has a list of improvements and rationale of why they prefer not to make a payment in lieu of taxes to the City similar to the Electric Department and Liquor Store. Maricle also noted that the City Council will need to add a discussion about Liquor Store management as there were some options on the table. He suggested adding financing issues to the next City Council agenda.

20. Regular Bills:

Motion by Ray seconded by Cooley, to approve the regular bills. Motion carried 4 – 0 (Powers absent).

21. Council Concerns:

Maricle said that Senator Weber will be in Slayton on Monday, March 25 at 4 pm for town hall meeting and encouraged the City Council to attend to discuss the City's legislative issues.

22. Adjourn:

Maricle adjourned the meeting by unanimous consent. Meeting adjourned at 9:55 p.m.

Corey Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

**Arena Building Committee
Minutes
City Council Chambers
March 14, 2013**

1. Call to Order:

Council Member Ray called the meeting to order.

2. Roll Call:

Committee Members Present: JoAnn Ray, Joel LaCanne, Justin Espenson, Kelsey Fossing, Leland Thiesen, Melanie Patterson, Donna Dunse, Rick Fredrickson and Terry Fredin.

City Staff Present: Al Baloun, Steve Nasby and Denise Nichols

Committee Members Absent: Damon Weinandt

Public Present: None

3. Election of Officers:

Motion by Ray to nominate Joel LaCanne as Chair. Lacanne declined the nomination.

Motion by LaCanne, seconded by Dunse, to nominate Justin Espenson as Chairman. Motion carried 8-0, Absent Fossing.

Motion by Patterson, seconded by Fredin, to nominate Donna Dunse as Vice-Chairman. Motion carried 8-0, Absent Fossing.

4. Role of Committee:

Reviewed list of Committee goals and requested the Committee consider if there were additional goals that should be added to the list. Following review of the list the Committee agreed that there were no additional goals at this time.

5. Discuss/Determine Budget Needed for Committee:

The Committee discussed the budget and the funding allocation request that must be submitted to the City Council. They reviewed a preliminary budget and discussed if there were any other additions to the budget. Nasby noted that City funds cannot be used for marketing and promotion of the Local Sales Tax Option.

6. Discuss Plan of Action/Timeline/Goals

Reviewed preliminary timeline. Discussed timeline for September Bonding Request.

7. Potential Locations for Site Visits

Ray referred to the current Zoning Map and Zoning Districts that would accommodate the location of the new facility.

Baloun questioned what type of sites the Committee would like to visit. The Committee indicated interest in sites implementing Geo Thermo. The list of potential site visits includes: Mankato, Albert Lea, New Ulm, Sleepy Eye,

Redwood Falls, Hutchinson and possibly Wadena and St. Cloud. The Committee requested that Baloun complete research and provides a list and information for the Committee to make selections for site visits. The Committee discussed obtaining information on funding, sales tax, Mighty Duck funding.

8. User Group Meetings

The Committee agreed that meetings with the user groups were essential in planning and designing a new facility. Fredrickson requested a list of all current user groups.

9. Establish Meeting Schedule

The Committee agreed to meet on the 1st and 3rd Mondays of each month at 5:15 p.m. The next meeting was scheduled for March 25, 2013, at 5:15 p.m. for a facility tour of the arena.

10. Other Business

The Committee discussed contacting the City of Marshall regarding their Committee's findings. Dunse will research websites to obtain brochures. Baloun will contact site list to obtain information on funding and user groups.

11. Adjourn:

Motion by LaCanne, seconded by Fredin, and carried to adjourn the meeting at 5:55 p.m.

**Arena Building Committee Meeting
Windom Arena Community Room
March 25, 2013
5:15 p.m.**

1. Call to Order:

The meeting was called to order by Chairperson Espenson at 5:15 p.m.

2. Roll Call:

Members Present:	Joel LaCanne, JoAnn Ray, Melanie Patterson, Donna Dunse, Rick Fredrickson, Terry Fredin, Damon Weinandt, Leland Thiesen and Kelsey Fossing
Members Absent:	None
City Staff Present:	Steve Nasby, City Administrator and Al Baloun, Recreation Director
Public:	Dirk Abraham

3. Approval of Minutes:

Motion by Patterson second by Fredin to approve the Arena Building Committee minutes from March 14, 2013. Motion carried 9 – 0.

4. Tour of Facility:

Espenson suggested this item be moved to the end of the agenda as the members were familiar with the building and that Baloun had done tours with a couple of members that requested them at the last meeting. Nasby said it would be helpful for the members to say what works or does not work well at the facility for their user groups, as what may work for hockey may not work for horse shows.

5. Review and Approve Architectural RFP:

Nasby said the document in the packets was drafted by the City for the Fire Hall RFP and was revised to fit the Arena project. He added that the RFP calls for design services for either a renovation of the existing space or the design for a new facility. Espenson asked if there were any questions from the committee.

Nasby said the time lines are tight and he would like to have the RFP responses back by April 12 so the Committee could review them on April 15. Ads will be placed with the League of Minnesota Cities and Baloun may have a trade site for recreation programming.

Motion by Fredin second by LaCanne to approve the RFP and start advertising immediately. Motion carried 9 – 0.

6. Review Capital Improvement Plan and Operational Budget:

Baloun reviewed the 2013-2017 Capital plans including the following items:

- ADA accessible seating area and hand rails in the bleachers
- Zamboni re-painting
- Locker room expansion
- Rink panel replacement
- Hard surface flooring with cooling system
- Carpet replacement in racquetball area
- Roof repair
- Parking lot rehabilitation – overlay
- Outdoor riding area

Thiesen asked if a concrete floor in the rink would work for the horse shows. Dunse said that it works when there is sand brought in to cover the floor and this is done in a number of facilities. Where problems can occur is with the racing activities and then the facilities usually put in a clay base covered by sand.

Baloun said the size of the outdoor riding area is what drives the cost. Espenson asked about other options such as covered walk ways between the buildings or using space within the Arena for horse warm up areas.

Dunse said that other options have been considered and are possibilities. Fredin said that the current plan is for a hoop building as an outdoor riding area. Dunse noted that horse shows are more likely to come here if there were multiple areas and covered walkways from the stalls to the Arena.

Espenson asked if there were questions on the operational budget. Thiesen said he was glad this information had been included for the committee's discussion.

Espenson said he did a quick look at the revenue and it appears \$27,014.50 is received from horse shows. Baloun replied that was probably correct, but he had not done the calculation.

Thiesen asked what the charge is for ice time and if that fee was consistent with other Arenas. Baloun said the ice time charge is a flat rate, but works out to be about \$107.50 per hour. Fredin said that ranges for ice time can be \$135/hour in this area and \$150/hour in the metro areas.

Espenson and LaCanne said that one of the goals is for the group to see how to make the operations more efficient and deliver the services people need. The cost of the tax subsidy to the Arena is high and these monies could be used to improve the facility and services.

7. Potential Locations and Facility Questions for Site Visits:

Nasby suggested getting a list of a few possible sites started so staff can research. Committee consensus on the three sites that may be the most viable included the existing site for renovation\expansion, the school and community center sites for a new facility.

Baloun said that he started a list of questions to send out to arenas to get preliminary information so site visits could be targeted to certain arenas. The Committee members made suggestions for additional questions and Baloun would re-do the survey questionnaire and collect the information.

LaCanne asked if the parking lot and capacity needed to be discussed. Baloun said the parking lot is primarily on the land the City leases. Thiesen asked if there is a street on that side of the building. Baloun and Dunse replied that there is not a street on the front side of the Arena. Baloun noted that there are spots for camper hook ups in this area too so if parking were expanded there may be other issues to address.

8. Discuss Hosting User Group Meetings:

Committee members said they could start a Facebook page to get the word out on what the group is doing and develop email lists of the Arena users so information on meetings and input can be more easily coordinated.

Espenson said that he would like to see three sub-committees set up as there is a great deal of work to do. He suggested Design, Finance and Promotion. The consensus of the Committee was to proceed with the sub-committees.

9. Next Meeting Date:

Espenson said that April 15, 2013 at 5:15 pm is the next scheduled meeting date.

10. Other Business:

Nasby said that the Minnesota House and Senate have scheduled hearings for the City's local option sales tax bill for April 4, 2013 in St. Paul. He had notified the City Council and the Mayor may ask if there are any members of this committee that can go along, so please look at your schedules.

11. Adjourn:

Motion by LaCanne second by Patterson to adjourn. Meeting adjourned at 6:35 p.m.

Justin Espenson, Chair

Telecommunications Commission Meeting

March 19th 2013

11:30 A.M.

City Hall Chambers

I. Call to Order :

Virgil called the meeting to order at 11:33 a.m.

II. Roll Call:

Commissioners Present: Forrest Fosheim, Virgil Meier, Wendell Woodcock, Dominic Jones

Commissioners Absent: Brian Cooley

City Staff: Dan Olsen, Londa Fosheim, Steve Nasby

III. Rate Increases:

Dan stated that there is a need to raise Windomnet Cable rates to stay even with the Programming rates increasing. Discussion took place on when last rate increase took place. Windomnet has never raised rates for anything other than programming rate increases.

Motion for a \$2 rate increase in Windomnet Cable rates.

Motion by Forrest, 2nd by Wendell

All in Favor 4-0

IV. IP Off Airs:

Negotiations are still ongoing with this project. Engineer used for this project is busy for the next 6 to 8 weeks. Dan is in contact with engineer, will keep the board informed.

V. Hwy 60-90 Technology Corridor Marketing Grant:

Windomnet & SMBS have received a Blandin Grant. The grant will produce a brochure that will promote Windomnet and SMBS. This brochure will be given to the local EDA boards when available. . Dominic want to see that Windom is taken care of too, not just the SMBS Communities.

VI. SMBS Update:

SMBS has been paying Windom back for operating costs that have incurred. RUS still holding money slated for SMBS. SMBS is paying Windom for late penalties until debt is paid off.

VII. Manger's Update:

Dan is going to be going to the MTA Convention March 25th – March 27th in the Twin Cities.

Joint Projects with some customers still ongoing.

Dan is talking to a few companies wanting broadband services from Windomnet.

Dan stated that the Windom Theatre Group has asked him for internet access to help them raise funds for the theatre.

Motion made to provide internet access to theatre for 6 months for 1 day a week event.

Motion made by Wendell, 2nd None

Motion failed

Amended motion made by Forrest

To provide internet connection to the theatre for 2 months free for community event.

2nd Wendell

3 in Favor

1 opposed

Motion carried.

Dan has been called by a couple of Counties asking about services through Windomnet. Dan will be meeting with them at a later date.

Discussion was held on having the Telecom Commissioners meetings on the 3rd Tues of the month.

VIII. Commissioner's Comments & Concerns:

Dominic had a concern of having SMBS local access stations showing on Windom customers TV's. Discussion was had that SMBS has the same channel lineup as Windom customers. SMBS customers can see Windom's local access channel too.

IX. Adjourn:

Virgil adjourned the meeting at 1:07 p.m.

Community Center Commission Minutes
Monday March 25, 2013

1. Call to Order: The meeting was called to order by President Wayne Maras at 5:35 p.m.
WCC Commission welcomed Mitch Voehl to the Commission

2. Roll Call:

President:	Wayne Maras
CC Director:	Brad Bussa
Commission Members:	Linda Stuckenbroker Kelly Woizeschke Mitch Voehl Tom Cowan
Commission Liaisons:	Brian Cooley-Absent Bruce Caldwell-Absent Jo Ann Ray-Absent
EDA Director:	Aaron Backman – Absent
Public:	

3. Approval of Minutes:

Motion by Linda Stuckenbroker, seconded by Kelly Woizeschke to approve the January 14, 2013 Community Center Commission Minutes. Motion carried 4-0

4. Additions to the agenda:

- a. Thank You to Hilary Mathis for her years of service and her resignation is accepted
- b. Swearing in of Mitch Voehl
- c. Tabled election of Secretary to next meeting due to no nominations

5. Correspondence:

None to report

6. President's Report:

- a. WCC Director Bussa told Commission of busy March with Deer Hunters Banquet, CVB Motorcycle Swap Meet, ZED'S 2 day Volleyball Tourney, Township Meeting Lion's Pancake Breakfast, and 13 other meetings that went on, figures 5,000+ People went through the doors of WCC.
- b. Director Bussa also reported the Township meetings are now booked through 2016

7. Director's Report:

- a. WCC Director Bussa noted he would like some input of Commission Concerns and Goals as to where we are going in the future. Mitch Voehl asked about a few

past goals Commission has had. It was stated we had received a full liquor license and had brought Net Cash Balance to the Black

- b. WCC Commission added some Goals and Activities to look into for future activities such as Ag Stag, Casino Night, 2 Firemen's Dances, and a Kid's Night
- c. WCC Director to look into some prices and talk to a few groups on their input

8. Resource Management:

Schedule of Events: Bookings still coming in

Income & Expense: Commission looked over figures

9. Miscellaneous:

Nothing to Report

10. Open Forum:

Nothing to Report

11. Next Meeting:

Monday April 22, 2013 @ 5:30 pm

Adjourn:

Motion by Tom Cowan, seconded by Mitch Voehl, to adjourn the meeting at 6:35pm. Motion carried 5-0.

Wayne Maras, WCC President

, WCC Secretary

Attest: _____
Brad Bussa, WCC Director

UTILITY COMMISSION MINUTES
City Hall, Council Chamber
March 27, 2013

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 a.m. on March 27, 2013 in the City Hall Council Chamber.

Members Present: Utility Commission Chairperson: Mike Schwalbach

Members Present: Glen Francis and Tom Riordan

Member Absent: None

City Council Liaison: Dominic Jones, Present

Staff Present: Steve Nasby, City Administrator; Marv Grunig, Electric Utility Manager; and Mike Haugen, Water / Wastewater Superintendent; Aaron Backman (EDA Director) and Jim Kartes, Building Official

Others Present: Windom Area High School Robotics team and teacher

APPROVE MINUTES

Motion by Riordan, seconded by Francis, to approve the March 13, 2013, Utility Commission minutes as presented. Motion carried 3 - 0.

Schwalbach said that the Windom Area High School Robotics team was present to give a presentation so the Commission re-ordered the agenda to do New Business and then continue that item again at the end of the meeting.

New Business

Three students and a teacher from Windom Area High School showed the Commission the robot they assembled and discussed all of the work that was needed in engineering, mathematics and computer programming they had done to build the machine and time spent in practices and competition. The Windom team was the second place team in Minnesota and will be going to the national/international competition in California.

The Commission thanked the students for the information and congratulated them on their success.

WATER/WASTE WATER ITEMS – ANNEXATION REQUEST

Haugen said that a property owner at 43108 County Road 26 has requested annexation for the purpose of obtaining municipal water. Jim Kartes, Building Official said that the Planning and Zoning Commission's only role is zoning the parcel. He asked if only one parcel could be served and the Commission noted it could be served as there is a main in the area.

Schwalbach said it is the property owners responsibility to pay for the cost of the connection which included both getting the service to the property line and the service line. Haugen said the City would likely end up doing the work, but the property owner would have to pay for the work. Haugen said that there is sewer available to the location too. Schwalbach said it made sense to annex the parcel as it is not large enough for a drain field and eventually they would probably have to hook up to sewer as well as the water connection they are requesting now.

Consensus of the Commission was to proceed with the annexation request through the township, City Council and State.

WATER TOWER REPAIR

Haugen said that there were three quotes for the interior bowl repair work on the East Tower and the bids were within about \$2,000 of each other, with the total about \$40,000. He had spoken to one of the firms about the charge for additional work. The Commission reviewed the quotes, materials used and previous experience with the firms. Haugen recommended Scandia Consulting with a quote of \$41,850.

Jones said that some of the inspection work could be done by Haugen such as checking in on the work and taking photos of the work.

Motion by Riordan, seconded by Francis, to approve the quote from Scandia Construction in the amount of \$41,850. Motion carried 3 - 0.

OTHER WATER/WASTEWATER ITEMS

Haugen said that the County is looking into annexation for their building on north Highway 71. They have also talked with Haugen about their plans for Dynamite Park. Both of the properties are in need of sewer service. Jones noted that the property on north Highway 71 may need additional owners to annex as the County building is not currently contiguous to the city limits.

Jones asked about the progress on the agreement for Red Rock to build the south meter station building. Haugen said he had not started anything and may be Nasby could draft some language amending the current agreement to include this item.

ELECTRIC ITEMS

NESHAP RICE UPDATE – Grunig said that the City Council had approved the engineering agreement and the plans\specifications are currently being drafted. He expects plans in April and bids in May with the City Council considering the construction contract on June 4, 2013.

MINNESOTA ELECTRIC SERVICE TERRITORY MAPPING PROJECT – Grunig handed out a series of maps showing the history of the territory maps from 1974 to present. He said the State started a process to have digital mapping back in 2008. He has met with Federated Electric and South Central Electric and all parties agreed on boundaries. The information was submitted to the State and the mapping completed after some minor adjustments were made.

Motion by Riordan second by Francis to approve the 2013 electric service territory map as presented. Motion carried 3 – 0.

UPDATE ON NORTH WINDOM INDUSTRIAL PARK (NWIP) – Grunig and Backman said they had met with the South Central Electric Association board regarding service to the NWIP and the USDA loan guarantee program for Fast Distributing. The South Central board is open to doing the loan guarantee as the NWIP is in their service territory, but asked that the stand-still agreement be amended to allow for more time.

Backman said the EDA office is supportive of building partnerships and working with South Central as they have access to these federal loan guarantees and the City EDA does not. These projects would benefit both South Central and the City.

The Commission discussed the future service plans of the Windom Electric Utility and provided the Electric Utility Manager with some suggestions to negotiate a proposal with South Central and bring something back to a future meeting.

LEGISLATIVE UPDATE – Grunig handed out the Minnesota Municipal Utility Association newsletter on the current legislation relating to a new energy bill. Main points included a mandated move to solar, increasing the percentage of renewable energy and changing the threshold for small wind generators and requirements for utilities to purchase that excess power. Grunig said several of the provisions have changed, but the utilities are still not going to favor the bill as there are too many unknowns and mandates that would cause higher prices.

OTHER ELECTRIC ITEMS – Grunig handed out the invitation to the CMMPA annual meeting that will be held April 18 in Springfield or April 23 in Owatonna. RSVPs are due to City Hall by April 10.

REGULAR BILLS

None.

OLD BUSINESS

None.

NEW BUISNESS

The Commission discussed the possibility of advertising for the Windom Area High School Robotics team as they would be participating in a national/international competition and the subject matter is related to energy conservation, engineering, and technology. Nasby handed out guidance on public purpose expenditures from the League of Minnesota Cities.

ADJOURN

Schwalbach adjourned the meeting at 12:38 p.m.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

Date/Time received: 3-28-13 @ 4:30 p.m.

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: Brianna Brandprey Telephone No: 507-822-1021

Address: 740 12th Street Winclom, MN

Date of Council Meeting: 4/2/13 (Agenda item must be turned into the city office by Friday noon preceding the Tuesday meeting.)

Subject: The need ~~for~~ a humane society in Winclom or Cottonwood County.

Have you brought this to the attention of the appropriate department head? no - however, will.
Committee? NA

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.

Brianna Brandprey
Signature

RESOLUTION #2013-

INTRODUCED:

SECONDED:

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

2013 NATIONAL LIBRARY WEEK PROCLAMATION

WHEREAS, libraries are the heart of their communities, campuses and schools; and

WHEREAS, librarians work to meet the changing needs of their communities, including providing resources for everyone and bringing services outside of library walls; and

WHEREAS, libraries and librarians bring together community members to enrich and shape the community and address local issues; and

WHEREAS, librarians are trained professionals providing technology training and access to downloadable content such as e-books; and

WHEREAS, libraries offer programs to meet community needs, providing residents with resume writing classes, 24/7 homework help, and financial planning services for all ages from teens applying for student loans to older adults planning their retirement; and

WHEREAS, libraries continuously grow and evolve in how they provide for the needs of every member of their communities; and

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the week of April 14-20, 2013, is proclaimed National Library Week. All residents are encouraged to visit the library this week to take advantage of the wonderful library resources available @ your library and thank your librarians and library workers for making information accessible to all who walk through the library's doors. Communities matter @ your library.

Adopted by the Council this 2nd day of April, 2013.

Corey J. Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

RESOLUTION #2013-

INTRODUCED:

SECONDED:

VOTED:

Aye:

Nay:

Absent:

Abstained:

Resolution Providing for the Sale of \$5,125,000 General Obligation Bonds, Series 2013A

Council Member _____ introduced the following resolution and moved its adoption:

- A. WHEREAS, the City Council of the City of Windom, Minnesota, has heretofore determined that it is necessary and expedient to issue the City's \$5,125,000 General Obligation Bonds, Series 2013A (the "Bonds"), to finance (i) the construction of the City's 2013 Street and Utility Improvements and the North Windom Industrial Park Subdivision Improvements; and (ii) the acquisition of certain capital equipment for the City; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);.

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

1. Authorization; Findings. The City Council hereby authorizes Ehlers to solicit proposals for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 7:30 p.m. on Tuesday, May 7, 2013, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Adopted by the City Council this 2nd day of April, 2013.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator



April 2, 2013

Pre-Sale Report for

\$5,125,000 General Obligation Bonds,
Series 2013A

City of Windom, Minnesota



Prepared and Presented by:

Todd Hagen, CIPFA
VP/Public Finance Advisor

And

Rebecca Kurtz, CIPFA
VP/Public Finance Advisor



EHLERS
LEADERS IN PUBLIC FINANCE

Minnesota
Offices also in Wisconsin and Illinois

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3060 Centre Pointe Drive
Roseville, MN 55113-1122

Executive Summary of Proposed Debt

Proposed Issue:	\$5,125,000 General Obligation Bonds, Series 2013A
Authority:	<p>The Bonds are being issued pursuant to Minnesota Statutes, Chapters 475 (general bond law), 429 (special assessment law), and 412 (equipment law),</p> <p>The Bonds will be general obligations of the City, for which its full faith, credit and taxing powers are pledged.</p> <p>Because the City assessing at least 20% of the project costs, the improvement portion of the Bonds can be a general obligation without a referendum and will not count against the City's net debt limit of 3% of market value.</p> <p>If the amount of equipment portion of the Bonds is more than .25% of the taxable market value, a resolution must be adopted allowing a reverse referendum to be held. The equipment portion of the Bonds counts against the City's net debt limit.</p> <p>The City has held the required public hearings and is under the maximum amount of net debt limit proscribed in each statutory authority.</p>
Purposes/Funding Sources:	<p>The proposed issue includes financing for the following purposes:</p> <ul style="list-style-type: none"> • 2013 Street and Utility Improvements. Debt service will be paid from special assessments and a tax levy. It is the intent of the City to decrease the tax levy with net revenues from the sewer and water system. • Equipment Acquisitions. Debt service will be paid from a tax levy. • Northwest Windom Industrial Park Improvements. Debt service will be paid from special assessments and a tax levy.
Term/Call Feature	<p>The Bonds are being issued for a 20-year term. Principal on the Bonds will be due on February 1 in the years 2015 through 2034. Interest is payable every six months beginning February 1, 2014.</p> <p>The Bonds maturing 2023, and thereafter will be subject to prepayment at the discretion of the City on 2022 or any date thereafter.</p>
Bank Qualification	<p>Because the City is issuing less than \$10,000,000 in the calendar year, the City will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.</p>



<p>Rating:</p>	<p>The City's most recent bond issues were rated A+ by Standard & Poor's. The City will request a new rating for the Bonds.</p> <p>If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.</p>
<p>Method of Sale/Placement:</p>	<p>In order to obtain the lowest interest cost to the City, we will solicit competitive bids for purchase of the Bonds from local banks in your area and regional underwriters.</p> <p>We have included an allowance for discount bidding equal to 1.00% of the principal amount of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of its compensation in the transaction.</p> <p>If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to lower your borrowing amount.</p>
<p>Review of Existing Debt:</p>	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.</p>
<p>Continuing Disclosure:</p>	<p>Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually as well as providing notices of the occurrence of certain "material events" to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.</p>
<p>Arbitrage Monitoring:</p>	<p>Because the Bonds are tax-exempt securities, the Issuer must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the non-arbitrage certificate prepared by your bond attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you. We also recommend that you establish written procedures regarding compliance with IRS rules.</p>



<p>Risk Factors:</p>	<p>We have not assumed any pre-paid special assessments and assessments levied as projected. If the Issuer receives a significant amount of pre-paid assessments or does not levy the assessments, it may need to increase the levy portion of the debt service to make up for lower interest earnings than the expected assessment interest rate.</p>
<p>Summary:</p>	<p>The decisions to be made by the Council are as follows:</p> <ul style="list-style-type: none"> • Accept or modify the finance assumptions described in this report. • Adopt the resolution attached to this report.



Proposed Debt Issuance Schedule

Pre-Sale Review by Council:	April 2, 2013
Distribute Official Statement:	Week of April 22, 2013
Conference with Rating Agency:	Week of April 29, 2013
City Council Meeting to Award Sale of the Bonds:	May 7, 2013
Estimated Closing Date:	June 1, 2013

Attachments

- Sources and Uses of Funds
- Proposed Debt Service Schedule
- Bond Buyer Index
- Resolution Authorizing Ehlers to Proceed With Bond Sale

Ehlers Contacts:

Financial Advisors:	Todd Hagen Rebecca Kurtz	(651) 697-8508 (651) 697-8516
Disclosure Coordinator:	TBD	TBD
Bond Sale Coordinator:	Alicia Baldwin	(651) 697-8523
Financial Analyst:	Alicia Gage	(651) 697-8551

The Official Statement for this financing will be mailed to the Governing Board at their home address or e-mailed for review prior to the sale date.



City of Windom, Minnesota

\$5,125,000 G.O. Bonds, Series 2013
 Issue Summary - 2013 Street Improvements
 Assumes Current Market BQ A+ rates plus 25bps

Total Issue Sources And Uses

Dated 06/01/2013 | Delivered 06/01/2013

	G.O. Portion	Sewer Fund Portion	Water Fund Portion	Special Assessment Portion	Equipment Certificates	NWIP Subdivision	Issue Summary
Sources Of Funds							
Par Amount of Bonds	\$1,430,000.00	\$865,000.00	\$995,000.00	\$1,225,000.00	\$420,000.00	\$190,000.00	\$5,125,000.00
Total Sources	\$1,430,000.00	\$865,000.00	\$995,000.00	\$1,225,000.00	\$420,000.00	\$190,000.00	\$5,125,000.00
Uses Of Funds							
Total Underwriter's Discount (1.0000%)	14,300.00	8,650.00	9,950.00	12,250.00	4,200.00	1,900.00	51,250.00
Costs of Issuance	12,556.10	7,595.12	8,736.59	10,756.10	3,687.80	1,668.29	45,000.00
Deposit to Capitalized Interest (CIF) Fund	23,878.33	14,466.67	16,631.67	17,661.67	4,508.33	2,821.67	79,968.34
Deposit to Project Construction Fund	1,376,000.00	833,938.00	960,775.00	1,186,582.23	406,803.87	180,000.00	4,944,099.10
Rounding Amount	3,265.57	350.21	(1,093.26)	(2,250.00)	800.00	3,610.04	4,682.56
Total Uses	\$1,430,000.00	\$865,000.00	\$995,000.00	\$1,225,000.00	\$420,000.00	\$190,000.00	\$5,125,000.00



City of Windom, Minnesota

\$5,125,000 G.O. Bonds, Series 2013

Issue Summary - 2013 Street Improvements

Assumes Current Market BQ A+ rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	CIF	Total P+I	Net New D/S	Fiscal Total
06/01/2013	-	-	-	-	-	-	-
02/01/2014	-	-	79,968.34	(79,968.34)	79,968.34	-	-
08/01/2014	-	-	59,976.25	-	59,976.25	59,976.25	-
02/01/2015	260,000.00	0.950%	59,976.25	-	319,976.25	319,976.25	379,952.50
08/01/2015	-	-	58,741.25	-	58,741.25	58,741.25	-
02/01/2016	265,000.00	1.050%	58,741.25	-	323,741.25	323,741.25	382,482.50
08/01/2016	-	-	57,350.00	-	57,350.00	57,350.00	-
02/01/2017	265,000.00	1.150%	57,350.00	-	322,350.00	322,350.00	379,700.00
08/01/2017	-	-	55,826.25	-	55,826.25	55,826.25	-
02/01/2018	270,000.00	1.350%	55,826.25	-	325,826.25	325,826.25	381,652.50
08/01/2018	-	-	54,003.75	-	54,003.75	54,003.75	-
02/01/2019	275,000.00	1.500%	54,003.75	-	329,003.75	329,003.75	383,007.50
08/01/2019	-	-	51,941.25	-	51,941.25	51,941.25	-
02/01/2020	280,000.00	1.750%	51,941.25	-	331,941.25	331,941.25	383,882.50
08/01/2020	-	-	49,491.25	-	49,491.25	49,491.25	-
02/01/2021	290,000.00	1.950%	49,491.25	-	339,491.25	339,491.25	388,982.50
08/01/2021	-	-	46,663.75	-	46,663.75	46,663.75	-
02/01/2022	295,000.00	2.200%	46,663.75	-	341,663.75	341,663.75	388,327.50
08/01/2022	-	-	43,418.75	-	43,418.75	43,418.75	-
02/01/2023	295,000.00	2.400%	43,418.75	-	338,418.75	338,418.75	381,837.50
08/01/2023	-	-	39,878.75	-	39,878.75	39,878.75	-
02/01/2024	255,000.00	2.500%	39,878.75	-	294,878.75	294,878.75	334,757.50
08/01/2024	-	-	36,691.25	-	36,691.25	36,691.25	-
02/01/2025	260,000.00	2.650%	36,691.25	-	296,691.25	296,691.25	333,382.50
08/01/2025	-	-	33,246.25	-	33,246.25	33,246.25	-
02/01/2026	270,000.00	2.850%	33,246.25	-	303,246.25	303,246.25	336,492.50
08/01/2026	-	-	29,398.75	-	29,398.75	29,398.75	-
02/01/2027	275,000.00	2.950%	29,398.75	-	304,398.75	304,398.75	333,797.50
08/01/2027	-	-	25,342.50	-	25,342.50	25,342.50	-
02/01/2028	285,000.00	3.050%	25,342.50	-	310,342.50	310,342.50	335,685.00
08/01/2028	-	-	20,996.25	-	20,996.25	20,996.25	-
02/01/2029	295,000.00	3.150%	20,996.25	-	315,996.25	315,996.25	336,992.50
08/01/2029	-	-	16,350.00	-	16,350.00	16,350.00	-
02/01/2030	185,000.00	3.200%	16,350.00	-	201,350.00	201,350.00	217,700.00
08/01/2030	-	-	13,390.00	-	13,390.00	13,390.00	-
02/01/2031	195,000.00	3.250%	13,390.00	-	208,390.00	208,390.00	221,780.00
08/01/2031	-	-	10,221.25	-	10,221.25	10,221.25	-
02/01/2032	195,000.00	3.300%	10,221.25	-	205,221.25	205,221.25	215,442.50
08/01/2032	-	-	7,003.75	-	7,003.75	7,003.75	-
02/01/2033	205,000.00	3.350%	7,003.75	-	212,003.75	212,003.75	219,007.50
08/01/2033	-	-	3,570.00	-	3,570.00	3,570.00	-
02/01/2034	210,000.00	3.400%	3,570.00	-	213,570.00	213,570.00	217,140.00
Total	\$5,125,000.00	-	\$1,506,970.84	(79,968.34)	\$6,631,970.84	\$6,552,002.50	-

Significant Dates

Dated	6/01/2013
First Coupon Date	2/01/2014

Yield Statistics

Bond Year Dollars	\$54,701.67
Average Life	10.673 Years
Average Coupon	2.7548902%
Net Interest Cost (NIC)	2.8485802%
True Interest Cost (TIC)	2.8262728%
Bond Yield for Arbitrage Purposes	2.7147343%
All Inclusive Cost (AIC)	2.9255286%

IRS Form 8038

Net Interest Cost	2.7548902%
Weighted Average Maturity	10.673 Years

Series 2013 street projec | Issue Summary | 3/28/2013 | 10:15 AM



City of Windom, Minnesota

\$5,125,000 G.O. Bonds, Series 2013

Issue Summary - 2013 Street Improvements

Assumes Current Market BQ A+ rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Assessments	Levy/(Surplus)
02/01/2014	-	-	79,968.34	79,968.34	(79,968.34)	-	-	-	-
02/01/2015	260,000.00	0.950%	119,952.50	379,952.50	-	379,952.50	398,950.13	120,197.63	278,752.50
02/01/2016	265,000.00	1.050%	117,482.50	382,482.50	-	382,482.50	401,606.63	120,197.64	281,408.99
02/01/2017	265,000.00	1.150%	114,700.00	379,700.00	-	379,700.00	398,685.00	120,197.64	278,487.36
02/01/2018	270,000.00	1.350%	111,652.50	381,652.50	-	381,652.50	400,735.13	120,197.63	280,537.50
02/01/2019	275,000.00	1.500%	108,007.50	383,007.50	-	383,007.50	402,157.88	120,197.63	281,960.25
02/01/2020	280,000.00	1.750%	103,882.50	383,882.50	-	383,882.50	403,076.63	120,197.63	282,879.00
02/01/2021	290,000.00	1.950%	98,982.50	388,982.50	-	388,982.50	408,431.63	120,197.65	288,233.98
02/01/2022	295,000.00	2.200%	93,327.50	388,327.50	-	388,327.50	407,743.88	120,197.63	287,546.25
02/01/2023	295,000.00	2.400%	86,837.50	381,837.50	-	381,837.50	400,929.38	120,197.63	280,731.75
02/01/2024	255,000.00	2.500%	79,757.50	334,757.50	-	334,757.50	351,495.38	120,197.65	231,297.73
02/01/2025	260,000.00	2.650%	73,382.50	333,382.50	-	333,382.50	350,051.63	120,197.65	229,853.98
02/01/2026	270,000.00	2.850%	66,492.50	336,492.50	-	336,492.50	353,317.13	120,197.63	233,119.50
02/01/2027	275,000.00	2.950%	58,797.50	333,797.50	-	333,797.50	350,487.38	120,197.64	230,289.74
02/01/2028	285,000.00	3.050%	50,685.00	335,685.00	-	335,685.00	352,469.25	120,197.63	232,271.62
02/01/2029	295,000.00	3.150%	41,992.50	336,992.50	-	336,992.50	353,842.13	120,197.64	233,644.49
02/01/2030	185,000.00	3.200%	32,700.00	217,700.00	-	217,700.00	228,585.00	-	228,585.00
02/01/2031	195,000.00	3.250%	26,780.00	221,780.00	-	221,780.00	232,869.00	-	232,869.00
02/01/2032	195,000.00	3.300%	20,442.50	215,442.50	-	215,442.50	226,214.63	-	226,214.63
02/01/2033	205,000.00	3.350%	14,007.50	219,007.50	-	219,007.50	229,957.88	-	229,957.88
02/01/2034	210,000.00	3.400%	7,140.00	217,140.00	-	217,140.00	227,997.00	-	227,997.00
Total	\$5,125,000.00	-	\$1,506,970.84	\$6,631,970.84	(79,968.34)	\$6,552,002.50	\$6,879,602.63	\$1,802,964.55	\$5,076,638.08

Significant Dates

Dated	6/01/2013
First Coupon Date	2/01/2014

Yield Statistics

Bond Year Dollars	\$54,701.67
Average Life	10.673 Years
Average Coupon	2.7548902%
Net Interest Cost (NIC)	2.8485802%
True Interest Cost (TIC)	2.8262728%
Bond Yield for Arbitrage Purposes	2.7147343%
All Inclusive Cost (AIC)	2.9255286%

Series 2013 street projec | Issue Summary | 3/28/2013 | 10:15 AM



City of Windom, Minnesota

\$1,282,000

G.O. Bonds, Series 2013

Issue Summary - (TIC + 2.00%)

Assessments

Date	Principal	Coupon	Interest	Total P+I
12/30/2014	61,361.02	4.602%	58,836.61	120,197.63
12/30/2015	64,021.10	4.602%	56,176.54	120,197.64
12/30/2016	66,967.49	4.602%	53,230.15	120,197.64
12/30/2017	70,049.48	4.602%	50,148.15	120,197.63
12/30/2018	73,273.30	4.602%	46,924.33	120,197.63
12/30/2019	76,645.51	4.602%	43,552.12	120,197.63
12/30/2020	80,172.91	4.602%	40,024.74	120,197.65
12/30/2021	83,862.63	4.602%	36,335.00	120,197.63
12/30/2022	87,722.18	4.602%	32,475.45	120,197.63
12/30/2023	91,759.36	4.602%	28,438.29	120,197.65
12/30/2024	95,982.33	4.602%	24,215.32	120,197.65
12/30/2025	100,399.64	4.602%	19,797.99	120,197.63
12/30/2026	105,020.27	4.602%	15,177.37	120,197.64
12/30/2027	109,853.53	4.602%	10,344.10	120,197.63
12/30/2028	114,909.25	4.602%	5,288.39	120,197.64
Total	\$1,282,000.00	-	\$520,964.55	\$1,802,964.55

Significant Dates

Filing Date	1/01/2014
First Payment Date	12/30/2014



City of Windom, Minnesota

\$1,430,000

G.O. Bonds, Series 2013

Purpose 1 - G.O. Portion

Debt Service Schedule

Date	Principal	Coupon	Interest	CIF	Total P+	Net New D/S	Fiscal Total
06/01/2013	-	-	-	-	-	-	-
02/01/2014	-	-	23,878.33	(23,878.33)	23,878.33	-	-
08/01/2014	-	-	17,908.75	-	17,908.75	17,908.75	-
02/01/2015	60,000.00	0.950%	17,908.75	-	77,908.75	77,908.75	95,817.50
08/01/2015	-	-	17,623.75	-	17,623.75	17,623.75	-
02/01/2016	60,000.00	1.050%	17,623.75	-	77,623.75	77,623.75	95,247.50
08/01/2016	-	-	17,308.75	-	17,308.75	17,308.75	-
02/01/2017	60,000.00	1.150%	17,308.75	-	77,308.75	77,308.75	94,617.50
08/01/2017	-	-	16,963.75	-	16,963.75	16,963.75	-
02/01/2018	60,000.00	1.350%	16,963.75	-	76,963.75	76,963.75	93,927.50
08/01/2018	-	-	16,558.75	-	16,558.75	16,558.75	-
02/01/2019	60,000.00	1.500%	16,558.75	-	76,558.75	76,558.75	93,117.50
08/01/2019	-	-	16,108.75	-	16,108.75	16,108.75	-
02/01/2020	65,000.00	1.750%	16,108.75	-	81,108.75	81,108.75	97,217.50
08/01/2020	-	-	15,540.00	-	15,540.00	15,540.00	-
02/01/2021	65,000.00	1.950%	15,540.00	-	80,540.00	80,540.00	96,080.00
08/01/2021	-	-	14,906.25	-	14,906.25	14,906.25	-
02/01/2022	65,000.00	2.200%	14,906.25	-	79,906.25	79,906.25	94,812.50
08/01/2022	-	-	14,191.25	-	14,191.25	14,191.25	-
02/01/2023	65,000.00	2.400%	14,191.25	-	79,191.25	79,191.25	93,382.50
08/01/2023	-	-	13,411.25	-	13,411.25	13,411.25	-
02/01/2024	70,000.00	2.500%	13,411.25	-	83,411.25	83,411.25	96,822.50
08/01/2024	-	-	12,536.25	-	12,536.25	12,536.25	-
02/01/2025	70,000.00	2.650%	12,536.25	-	82,536.25	82,536.25	95,072.50
08/01/2025	-	-	11,608.75	-	11,608.75	11,608.75	-
02/01/2026	70,000.00	2.850%	11,608.75	-	81,608.75	81,608.75	93,217.50
08/01/2026	-	-	10,611.25	-	10,611.25	10,611.25	-
02/01/2027	75,000.00	2.950%	10,611.25	-	85,611.25	85,611.25	96,222.50
08/01/2027	-	-	9,505.00	-	9,505.00	9,505.00	-
02/01/2028	75,000.00	3.050%	9,505.00	-	84,505.00	84,505.00	94,010.00
08/01/2028	-	-	8,361.25	-	8,361.25	8,361.25	-
02/01/2029	80,000.00	3.150%	8,361.25	-	88,361.25	88,361.25	96,722.50
08/01/2029	-	-	7,101.25	-	7,101.25	7,101.25	-
02/01/2030	80,000.00	3.200%	7,101.25	-	87,101.25	87,101.25	94,202.50
08/01/2030	-	-	5,821.25	-	5,821.25	5,821.25	-
02/01/2031	85,000.00	3.250%	5,821.25	-	90,821.25	90,821.25	96,642.50
08/01/2031	-	-	4,440.00	-	4,440.00	4,440.00	-
02/01/2032	85,000.00	3.300%	4,440.00	-	89,440.00	89,440.00	93,880.00
08/01/2032	-	-	3,037.50	-	3,037.50	3,037.50	-
02/01/2033	90,000.00	3.350%	3,037.50	-	93,037.50	93,037.50	96,075.00
08/01/2033	-	-	1,530.00	-	1,530.00	1,530.00	-
02/01/2034	90,000.00	3.400%	1,530.00	-	91,530.00	91,530.00	93,060.00
Total	\$1,430,000.00	-	\$494,025.83	(23,878.33)	\$1,924,025.83	\$1,900,147.50	-

Significant Dates

Dated	6/01/2013
First Coupon Date	2/01/2014

Yield Statistics

Bond Year Dollars	\$17,103.33
Average Life	11.960 Years
Average Coupon	2.8884769%
Net Interest Cost (NIC)	2.9720863%
True Interest Cost (TIC)	2.9525299%
Bond Yield for Arbitrage Purposes	2.7147343%
All Inclusive Cost (AIC)	3.0433927%

IRS Form 8038

Net Interest Cost	2.8884769%
Weighted Average Maturity	11.960 Years

Series 2013 streetprojec | G.O. Portion | 3/28/2013 | 10:16 AM



City of Windom, Minnesota

\$865,000

G.O. Bonds, Series 2013

Purpose 2 - Sewer Fund Portion

Debt Service Schedule

Date	Principal	Coupon	Interest	CIF	Total P+I	Net New D/S	Fiscal Total
06/01/2013	-	-	-	-	-	-	-
02/01/2014	-	-	14,466.67	(14,466.67)	14,466.67	-	-
08/01/2014	-	-	10,850.00	-	10,850.00	10,850.00	-
02/01/2015	35,000.00	0.950%	10,850.00	-	45,850.00	45,850.00	56,700.00
08/01/2015	-	-	10,683.75	-	10,683.75	10,683.75	-
02/01/2016	35,000.00	1.050%	10,683.75	-	45,683.75	45,683.75	56,367.50
08/01/2016	-	-	10,500.00	-	10,500.00	10,500.00	-
02/01/2017	35,000.00	1.150%	10,500.00	-	45,500.00	45,500.00	56,000.00
08/01/2017	-	-	10,298.75	-	10,298.75	10,298.75	-
02/01/2018	35,000.00	1.350%	10,298.75	-	45,298.75	45,298.75	55,597.50
08/01/2018	-	-	10,062.50	-	10,062.50	10,062.50	-
02/01/2019	40,000.00	1.500%	10,062.50	-	50,062.50	50,062.50	60,125.00
08/01/2019	-	-	9,762.50	-	9,762.50	9,762.50	-
02/01/2020	40,000.00	1.750%	9,762.50	-	49,762.50	49,762.50	59,525.00
08/01/2020	-	-	9,412.50	-	9,412.50	9,412.50	-
02/01/2021	40,000.00	1.950%	9,412.50	-	49,412.50	49,412.50	58,825.00
08/01/2021	-	-	9,022.50	-	9,022.50	9,022.50	-
02/01/2022	40,000.00	2.200%	9,022.50	-	49,022.50	49,022.50	58,045.00
08/01/2022	-	-	8,582.50	-	8,582.50	8,582.50	-
02/01/2023	40,000.00	2.400%	8,582.50	-	48,582.50	48,582.50	57,165.00
08/01/2023	-	-	8,102.50	-	8,102.50	8,102.50	-
02/01/2024	40,000.00	2.500%	8,102.50	-	48,102.50	48,102.50	56,205.00
08/01/2024	-	-	7,602.50	-	7,602.50	7,602.50	-
02/01/2025	40,000.00	2.650%	7,602.50	-	47,602.50	47,602.50	55,205.00
08/01/2025	-	-	7,072.50	-	7,072.50	7,072.50	-
02/01/2026	45,000.00	2.850%	7,072.50	-	52,072.50	52,072.50	59,145.00
08/01/2026	-	-	6,431.25	-	6,431.25	6,431.25	-
02/01/2027	45,000.00	2.950%	6,431.25	-	51,431.25	51,431.25	57,862.50
08/01/2027	-	-	5,767.50	-	5,767.50	5,767.50	-
02/01/2028	45,000.00	3.050%	5,767.50	-	50,767.50	50,767.50	56,535.00
08/01/2028	-	-	5,081.25	-	5,081.25	5,081.25	-
02/01/2029	50,000.00	3.150%	5,081.25	-	55,081.25	55,081.25	60,162.50
08/01/2029	-	-	4,293.75	-	4,293.75	4,293.75	-
02/01/2030	50,000.00	3.200%	4,293.75	-	54,293.75	54,293.75	58,587.50
08/01/2030	-	-	3,493.75	-	3,493.75	3,493.75	-
02/01/2031	50,000.00	3.250%	3,493.75	-	53,493.75	53,493.75	56,987.50
08/01/2031	-	-	2,681.25	-	2,681.25	2,681.25	-
02/01/2032	50,000.00	3.300%	2,681.25	-	52,681.25	52,681.25	55,362.50
08/01/2032	-	-	1,856.25	-	1,856.25	1,856.25	-
02/01/2033	55,000.00	3.350%	1,856.25	-	56,856.25	56,856.25	58,712.50
08/01/2033	-	-	935.00	-	935.00	935.00	-
02/01/2034	55,000.00	3.400%	935.00	-	55,935.00	55,935.00	56,870.00
Total	\$865,000.00	-	\$299,451.67	(14,466.67)	\$1,164,451.67	\$1,149,985.00	-

Significant Dates

Dated	6/01/2013
First Coupon Date	2/01/2014

Yield Statistics

Bond Year Dollars	\$10,366.67
Average Life	11.985 Years
Average Coupon	2.8886013%
Net Interest Cost (NIC)	2.9720418%
True Interest Cost (TIC)	2.9525042%
Bond Yield for Arbitrage Purposes	2.7147343%
All Inclusive Cost (AIC)	3.0431822%

IRS Form 8038

Net Interest Cost	2.8886013%
Weighted Average Maturity	11.985 Years

Series 2013 street projec | Sewer Fund Portion | 3/28/2013 | 10:15 AM



City of Windom, Minnesota

\$995,000

G.O. Bonds, Series 2013

Purpose 3 - Water Fund Portion

Debt Service Schedule

Date	Principal	Coupon	Interest	CIF	Total P+I	Net New D/S	Fiscal Total
06/01/2013	-	-	-	-	-	-	-
02/01/2014	-	-	16,631.67	(16,631.67)	16,631.67	-	-
08/01/2014	-	-	12,473.75	-	12,473.75	12,473.75	-
02/01/2015	40,000.00	0.950%	12,473.75	-	52,473.75	52,473.75	64,947.50
08/01/2015	-	-	12,283.75	-	12,283.75	12,283.75	-
02/01/2016	40,000.00	1.050%	12,283.75	-	52,283.75	52,283.75	64,567.50
08/01/2016	-	-	12,073.75	-	12,073.75	12,073.75	-
02/01/2017	40,000.00	1.150%	12,073.75	-	52,073.75	52,073.75	64,147.50
08/01/2017	-	-	11,843.75	-	11,843.75	11,843.75	-
02/01/2018	45,000.00	1.350%	11,843.75	-	56,843.75	56,843.75	68,687.50
08/01/2018	-	-	11,540.00	-	11,540.00	11,540.00	-
02/01/2019	45,000.00	1.500%	11,540.00	-	56,540.00	56,540.00	68,080.00
08/01/2019	-	-	11,202.50	-	11,202.50	11,202.50	-
02/01/2020	45,000.00	1.750%	11,202.50	-	56,202.50	56,202.50	67,405.00
08/01/2020	-	-	10,808.75	-	10,808.75	10,808.75	-
02/01/2021	45,000.00	1.950%	10,808.75	-	55,808.75	55,808.75	66,617.50
08/01/2021	-	-	10,370.00	-	10,370.00	10,370.00	-
02/01/2022	45,000.00	2.200%	10,370.00	-	55,370.00	55,370.00	65,740.00
08/01/2022	-	-	9,875.00	-	9,875.00	9,875.00	-
02/01/2023	45,000.00	2.400%	9,875.00	-	54,875.00	54,875.00	64,750.00
08/01/2023	-	-	9,335.00	-	9,335.00	9,335.00	-
02/01/2024	45,000.00	2.500%	9,335.00	-	54,335.00	54,335.00	63,670.00
08/01/2024	-	-	8,772.50	-	8,772.50	8,772.50	-
02/01/2025	50,000.00	2.650%	8,772.50	-	58,772.50	58,772.50	67,545.00
08/01/2025	-	-	8,110.00	-	8,110.00	8,110.00	-
02/01/2026	50,000.00	2.850%	8,110.00	-	58,110.00	58,110.00	66,220.00
08/01/2026	-	-	7,397.50	-	7,397.50	7,397.50	-
02/01/2027	50,000.00	2.950%	7,397.50	-	57,397.50	57,397.50	64,795.00
08/01/2027	-	-	6,660.00	-	6,660.00	6,660.00	-
02/01/2028	55,000.00	3.050%	6,660.00	-	61,660.00	61,660.00	68,320.00
08/01/2028	-	-	5,821.25	-	5,821.25	5,821.25	-
02/01/2029	55,000.00	3.150%	5,821.25	-	60,821.25	60,821.25	66,642.50
08/01/2029	-	-	4,955.00	-	4,955.00	4,955.00	-
02/01/2030	55,000.00	3.200%	4,955.00	-	59,955.00	59,955.00	64,910.00
08/01/2030	-	-	4,075.00	-	4,075.00	4,075.00	-
02/01/2031	60,000.00	3.250%	4,075.00	-	64,075.00	64,075.00	68,150.00
08/01/2031	-	-	3,100.00	-	3,100.00	3,100.00	-
02/01/2032	60,000.00	3.300%	3,100.00	-	63,100.00	63,100.00	66,200.00
08/01/2032	-	-	2,110.00	-	2,110.00	2,110.00	-
02/01/2033	60,000.00	3.350%	2,110.00	-	62,110.00	62,110.00	64,220.00
08/01/2033	-	-	1,105.00	-	1,105.00	1,105.00	-
02/01/2034	65,000.00	3.400%	1,105.00	-	66,105.00	66,105.00	67,210.00
Total	\$995,000.00	-	\$344,456.67	(16,631.67)	\$1,339,456.67	\$1,322,825.00	-

Significant Dates

Dated	6/01/2013
First Coupon Date	2/01/2014

Yield Statistics

Bond Year Dollars	\$11,923.33
Average Life	11.983 Years
Average Coupon	2.8889293%
Net Interest Cost (NIC)	2.9723791%
True Interest Cost (TIC)	2.9527030%
Bond Yield for Arbitrage Purposes	2.7147343%
All Inclusive Cost (AIC)	3.0434007%

IRS Form 8038

Net Interest Cost	2.8889293%
Weighted Average Maturity	11.983 Years

Series 2013 streetprojec | Water Fund Portion | 3/28/2013 | 10:15 AM



City of Windom, Minnesota

\$1,225,000

G.O. Bonds, Series 2013

Purpose 4 - Special Assessment Portion

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Assessments	Levy/(Surplus)
02/01/2014	-	-	17,661.67	17,661.67	(17,661.67)	-	-	-	-
02/01/2015	70,000.00	0.950%	26,492.50	96,492.50	-	96,492.50	101,317.13	114,835.93	(13,518.81)
02/01/2016	75,000.00	1.050%	25,827.50	100,827.50	-	100,827.50	105,868.88	114,835.94	(8,967.07)
02/01/2017	75,000.00	1.150%	25,040.00	100,040.00	-	100,040.00	105,042.00	114,835.94	(9,793.94)
02/01/2018	75,000.00	1.350%	24,177.50	99,177.50	-	99,177.50	104,136.38	114,835.93	(10,699.56)
02/01/2019	75,000.00	1.500%	23,165.00	98,165.00	-	98,165.00	103,073.25	114,835.93	(11,762.68)
02/01/2020	75,000.00	1.750%	22,040.00	97,040.00	-	97,040.00	101,892.00	114,835.93	(12,943.93)
02/01/2021	80,000.00	1.950%	20,727.50	100,727.50	-	100,727.50	105,763.88	114,835.94	(9,072.07)
02/01/2022	80,000.00	2.200%	19,167.50	99,167.50	-	99,167.50	104,125.88	114,835.93	(10,710.06)
02/01/2023	80,000.00	2.400%	17,407.50	97,407.50	-	97,407.50	102,277.88	114,835.93	(12,538.06)
02/01/2024	85,000.00	2.500%	15,487.50	100,487.50	-	100,487.50	105,511.88	114,835.94	(9,324.07)
02/01/2025	85,000.00	2.650%	13,362.50	98,362.50	-	98,362.50	103,280.63	114,835.94	(11,555.32)
02/01/2026	90,000.00	2.850%	11,110.00	101,110.00	-	101,110.00	106,165.50	114,835.93	(8,670.43)
02/01/2027	90,000.00	2.950%	8,545.00	98,545.00	-	98,545.00	103,472.25	114,835.93	(11,363.68)
02/01/2028	95,000.00	3.050%	5,890.00	100,890.00	-	100,890.00	105,934.50	114,835.93	(8,901.43)
02/01/2029	95,000.00	3.150%	2,992.50	97,992.50	-	97,992.50	102,892.13	114,835.94	(11,943.82)
Total	\$1,225,000.00	-	\$279,094.17	\$1,504,094.17	(17,661.67)	\$1,486,432.50	\$1,560,754.13	\$1,722,539.01	(161,784.88)

Significant Dates

Dated	6/01/2013
First Coupon Date	2/01/2014

Yield Statistics

Bond Year Dollars	\$11,096.67
Average Life	9.059 Years
Average Coupon	2.5151172%
Net Interest Cost (NIC)	2.6255107%
True Interest Cost (TIC)	2.6145163%
Bond Yield for Arbitrage Purposes	2.7147343%
All Inclusive Cost (AIC)	2.7269760%

Series 2013 street project | Special Assessment Portion | 3/28/2013 | 10:15 AM



EHLERS
LEADERS IN PUBLIC FINANCE

City of Windom, Minnesota

\$1,225,000

G.O. Bonds, Series 2013

Special Assessment Revenue (TIC + 2.00%)

Assessments

Date	Principal	Coupon	Interest	Total P+I
12/30/2014	58,642.46	4.600%	56,193.47	114,835.93
12/30/2015	61,183.49	4.600%	53,652.45	114,835.94
12/30/2016	63,997.93	4.600%	50,838.01	114,835.94
12/30/2017	66,941.83	4.600%	47,894.10	114,835.93
12/30/2018	70,021.15	4.600%	44,814.78	114,835.93
12/30/2019	73,242.13	4.600%	41,593.80	114,835.93
12/30/2020	76,611.27	4.600%	38,224.67	114,835.94
12/30/2021	80,135.38	4.600%	34,700.55	114,835.93
12/30/2022	83,821.61	4.600%	31,014.32	114,835.93
12/30/2023	87,677.41	4.600%	27,158.53	114,835.94
12/30/2024	91,710.57	4.600%	23,125.37	114,835.94
12/30/2025	95,929.25	4.600%	18,906.68	114,835.93
12/30/2026	100,342.00	4.600%	14,493.93	114,835.93
12/30/2027	104,957.73	4.600%	9,878.20	114,835.93
12/30/2028	109,785.79	4.600%	5,050.15	114,835.94
Total	\$1,225,000.00	-	\$497,539.01	\$1,722,539.01

Significant Dates

Filing Date	1/01/2014
First Payment Date	12/30/2014

City of Windom, Minnesota

\$420,000

G.O. Bonds, Series 2013

Purpose 5 - Equipment Certificates

Debt Service Schedule

Date	Principal	Coupon	Interest	CIF	Total P+I	Net New D/S	Fiscal Total
06/01/2013	-	-	-	-	-	-	-
02/01/2014	-	-	4,508.33	(4,508.33)	4,508.33	-	-
08/01/2014	-	-	3,381.25	-	3,381.25	3,381.25	-
02/01/2015	45,000.00	0.950%	3,381.25	-	48,381.25	48,381.25	51,762.50
08/01/2015	-	-	3,167.50	-	3,167.50	3,167.50	-
02/01/2016	45,000.00	1.050%	3,167.50	-	48,167.50	48,167.50	51,335.00
08/01/2016	-	-	2,931.25	-	2,931.25	2,931.25	-
02/01/2017	45,000.00	1.150%	2,931.25	-	47,931.25	47,931.25	50,862.50
08/01/2017	-	-	2,672.50	-	2,672.50	2,672.50	-
02/01/2018	45,000.00	1.350%	2,672.50	-	47,672.50	47,672.50	50,345.00
08/01/2018	-	-	2,368.75	-	2,368.75	2,368.75	-
02/01/2019	45,000.00	1.500%	2,368.75	-	47,368.75	47,368.75	49,737.50
08/01/2019	-	-	2,031.25	-	2,031.25	2,031.25	-
02/01/2020	45,000.00	1.750%	2,031.25	-	47,031.25	47,031.25	49,062.50
08/01/2020	-	-	1,637.50	-	1,637.50	1,637.50	-
02/01/2021	50,000.00	1.950%	1,637.50	-	51,637.50	51,637.50	53,275.00
08/01/2021	-	-	1,150.00	-	1,150.00	1,150.00	-
02/01/2022	50,000.00	2.200%	1,150.00	-	51,150.00	51,150.00	52,300.00
08/01/2022	-	-	600.00	-	600.00	600.00	-
02/01/2023	50,000.00	2.400%	600.00	-	50,600.00	50,600.00	51,200.00
Total	\$420,000.00	-	\$44,388.33	(4,508.33)	\$464,388.33	\$459,880.00	-

Significant Dates

Dated	6/01/2013
First Coupon Date	2/01/2014

Yield Statistics

Bond Year Dollars	\$2,425.00
Average Life	5.774 Years
Average Coupon	1.8304466%
Net Interest Cost (NIC)	2.0036425%
True Interest Cost (TIC)	2.0062546%
Bond Yield for Arbitrage Purposes	2.7147343%
All Inclusive Cost (AIC)	2.1710904%

IRS Form 8038

Net Interest Cost	1.8304466%
Weighted Average Maturity	5.774 Years

City of Windom, Minnesota

\$190,000

G.O. Bonds, Series 2013

Purpose 6 - NWIP Subdivision

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Assessments	Levy/(Surplus)
02/01/2014	-	-	2,821.67	2,821.67	(2,821.67)	-	-	-	-
02/01/2015	10,000.00	0.950%	4,232.50	14,232.50	-	14,232.50	14,944.13	5,361.70	9,582.43
02/01/2016	10,000.00	1.050%	4,137.50	14,137.50	-	14,137.50	14,844.38	5,361.70	9,482.68
02/01/2017	10,000.00	1.150%	4,032.50	14,032.50	-	14,032.50	14,734.13	5,361.70	9,372.43
02/01/2018	10,000.00	1.350%	3,917.50	13,917.50	-	13,917.50	14,613.38	5,361.70	9,251.68
02/01/2019	10,000.00	1.500%	3,782.50	13,782.50	-	13,782.50	14,471.63	5,361.70	9,109.93
02/01/2020	10,000.00	1.750%	3,632.50	13,632.50	-	13,632.50	14,314.13	5,361.70	8,952.43
02/01/2021	10,000.00	1.950%	3,457.50	13,457.50	-	13,457.50	14,130.38	5,361.71	8,768.67
02/01/2022	15,000.00	2.200%	3,262.50	18,262.50	-	18,262.50	19,175.63	5,361.70	13,813.93
02/01/2023	15,000.00	2.400%	2,932.50	17,932.50	-	17,932.50	18,829.13	5,361.70	13,467.43
02/01/2024	15,000.00	2.500%	2,572.50	17,572.50	-	17,572.50	18,451.13	5,361.71	13,089.42
02/01/2025	15,000.00	2.650%	2,197.50	17,197.50	-	17,197.50	18,057.38	5,361.71	12,695.67
02/01/2026	15,000.00	2.850%	1,800.00	16,800.00	-	16,800.00	17,640.00	5,361.70	12,278.30
02/01/2027	15,000.00	2.950%	1,372.50	16,372.50	-	16,372.50	17,191.13	5,361.71	11,829.42
02/01/2028	15,000.00	3.050%	930.00	15,930.00	-	15,930.00	16,726.50	5,361.70	11,364.80
02/01/2029	15,000.00	3.150%	472.50	15,472.50	-	15,472.50	16,246.13	5,361.70	10,884.43
Total	\$190,000.00	-	\$45,554.17	\$235,554.17	(2,821.67)	\$232,732.50	\$244,369.13	\$80,425.54	\$163,943.59

Significant Dates

Dated	6/01/2013
First Coupon Date	2/01/2014

Yield Statistics

Bond Year Dollars	\$1,786.67
Average Life	9.404 Years
Average Coupon	2.5496737%
Net Interest Cost (NIC)	2.6560170%
True Interest Cost (TIC)	2.6474537%
Bond Yield for Arbitrage Purposes	2.7147343%
All Inclusive Cost (AIC)	2.7563176%

City of Windom, Minnesota

\$57,000

G.O. Bonds, Series 2013

NWIP Subdivision (TIC + 2.00%)

Assessments

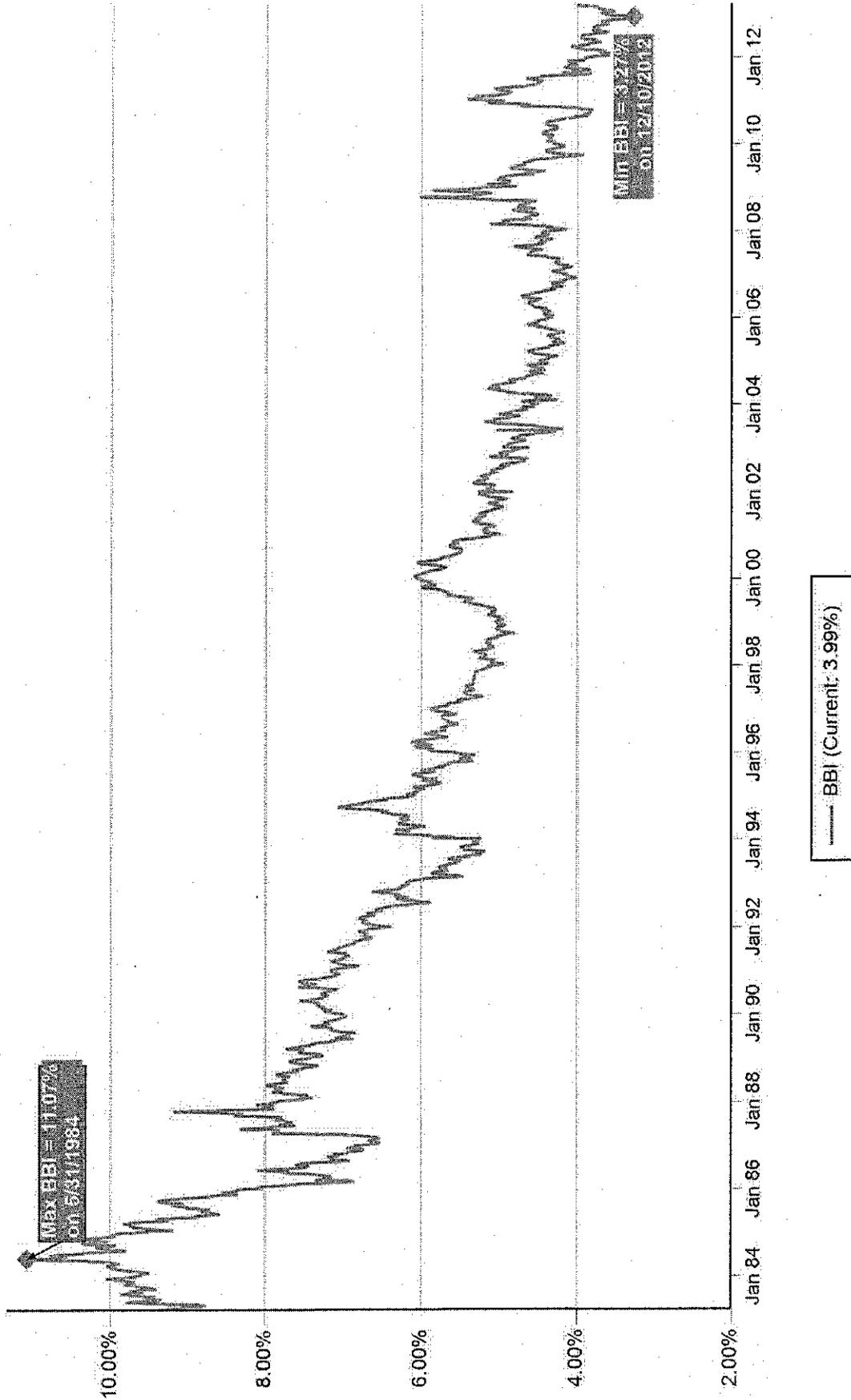
Date	Principal	Coupon	Interest	Total P+I
12/30/2014	2,718.56	4.650%	2,643.14	5,361.70
12/30/2015	2,837.61	4.650%	2,524.09	5,361.70
12/30/2016	2,969.56	4.650%	2,392.14	5,361.70
12/30/2017	3,107.65	4.650%	2,254.05	5,361.70
12/30/2018	3,252.15	4.650%	2,109.55	5,361.70
12/30/2019	3,403.38	4.650%	1,958.32	5,361.70
12/30/2020	3,561.64	4.650%	1,800.07	5,361.71
12/30/2021	3,727.25	4.650%	1,634.45	5,361.70
12/30/2022	3,900.57	4.650%	1,461.13	5,361.70
12/30/2023	4,081.95	4.650%	1,279.76	5,361.71
12/30/2024	4,271.76	4.650%	1,089.95	5,361.71
12/30/2025	4,470.39	4.650%	891.31	5,361.70
12/30/2026	4,678.27	4.650%	683.44	5,361.71
12/30/2027	4,895.80	4.650%	465.90	5,361.70
12/30/2028	5,123.46	4.650%	238.24	5,361.70
Total	\$57,000.00	-	\$23,425.54	\$80,425.54

Significant Dates

Filing Date	1/01/2014
First Payment Date	12/30/2014

30 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates March, 1983 - March, 2013



The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

Source: The Bond Buyer



EHLERS
LEADERS IN PUBLIC FINANCE

RESOLUTION #2013-

INTRODUCED:
SECONDED:
VOTED: Aye:
 Nay:
 Absent:

CITY OF WINDOM

**RESOLUTION ESTABLISHING
RATES, CHARGES AND FEES FOR
TELECOMMUNICATIONS ENTERPRISE FUND**

WHEREAS, City Code Section 3.02 authorizes the City Council to establish rates and charges for municipal utilities (including, but not limited to, services, permit fees, connection and meter reading and checking fees, disconnection fees, reconnection fees including penalties for non-payment); and

WHEREAS, the City Council periodically establishes rates and fees for municipal utilities; and

WHEREAS, the Windom Telecommunication Commission recommends to the Windom City Council to change the monthly rate for Telecommunications services; and

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

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

Change the monthly cable TV package rates, effective upon notification of customers, as follows:

Basic	\$30.50
Expanded Basic	\$54.90
Digital Basic	\$77.60

Change the monthly combined phone, internet and cable TV package rates, effective upon notification of customers, as follows:

Basic	\$ 66.90
Simply Basic Triple	\$ 65.75
Expanded Basic	\$102.90
Ultimate	\$148.90

Adopted this 2nd day of April, 2013.

Corey J. Maricle, Mayor

ATTEST:

Steven Nasby, City Administrator

RESOLUTION #2013-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

**AUTHORIZATION TO ACCEPT A DONATION OF A DEFIBULATOR FROM
MINNESOTA NATIONAL HOCKEY LEAGUE ALUMNI
FOR THE WINDOM ARENA**

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, Minnesota National Hockey League Alumni is a supporter of the City of Windom and the Windom City Arena; and

WHEREAS, the City of Windom has recently received a donation of a defibulator for the Windom Arena from Minnesota National Hockey League Alumni. The value of the defibulator is \$2,300.00.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council hereby accepts the donation of a defibulator valued at \$2,300.00 given by Minnesota National Hockey League Alumni for the Windom Arena.

Adopted by the Council this 2nd day of April, 2013.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2013-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

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

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, Windom Arena Booster Club is a supporter of the City of Windom and the Windom City Arena; and

WHEREAS, the City of Windom has recently received a donation of tempered hockey glass for the Windom Arena from the Windom Arena Booster Club. The value of the glass is \$2,113.40.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council hereby accepts the donation of tempered hockey glass valued at \$2,113.40 given by Windom Arena Booster Club for the Windom Arena.

Adopted by the Council this 2nd day of April, 2013.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2013-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM FAST DISTRIBUTING FOR THE WINDOM ARENA

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, Fast Distributing is a supporter of the City of Windom and the Windom City Arena; and

WHEREAS, the City of Windom has recently received a donation of powder coat paint for the handicap railing at the Windom Arena from Fast Distributing. The value of the paint is \$860.00.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council hereby accepts the donation of powder coat paint valued at \$860.00 given by Fast Distributing for the Windom Arena.

Adopted by the Council this 2nd day of April, 2013.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

AGREEMENT FOR ENGINEERING SERVICES

THIS AGREEMENT, made this 18th day of March, 2013,

by and between City of Windom

hereafter referred to as the OWNER, and Wenck Assoc., Inc. hereinafter referred to as the ENGINEER.

The OWNER intends to construct 2013 Street Improvements on 5th Street between Drake to West End, Drake Avenue between 6th Street to South End, 20th Street between Les Avenue to Plueghat, 16th Street between 4th Avenue to 6th Avenue, 6th Avenue between 10th Street to 17th Street West, River Avenue between River Road to West End. Alternate #1 18th Street between 6th Avenue to 9th Avenue, 9th Avenue between 17th Street to 20th Street. Alternate #2 7th Street between 3rd Avenue to River, 17th Street between 6th Avenue to 9th Avenue, Plum Avenue between TH 62 to New Pavement and the ENGINEER agrees to perform the various professional engineering services required for the design and construction of said streets.

SECTION 1. ENGINEER'S SERVICES

Basic Services

- 1.01 The OWNER herewith employs the Engineer to perform and the Engineer herewith agrees to perform the services hereinafter described. Nothing in this agreement shall constitute an exclusive right on the part of the Engineer to perform engineering services for the OWNER. At such time as the OWNER deems it necessary, the OWNER may contract with other engineering service consultants for the performance of any of the services hereinafter described.
- 1.02 The Engineer's Basic Services shall consist of the Preliminary Report Phase, the Design Phase, the Bidding Phase and the Construction Phase.
- 1.03 The Engineer will conduct his contract with the OWNER through the City Administrator in accordance with the adopted Administrative Code of the OWNER.

Preliminary Report Phase

- 1.04 Upon receipt of the OWNER'S authorization to proceed with the Preliminary Report Phase, the Engineer shall:
- a. Consult with the OWNER to ascertain the OWNER'S requirements for the project.
 - b. Prepare and submit to the OWNER a Comprehensive Engineering and Feasibility Report on the Project. This Report shall indicate the scope of the Project and shall specifically cover at least the following subjects: Preliminary design; cost estimates; separate engineering costs based upon the fee schedules for preliminary reports; list of permits required from other governmental and administrative bodies; project sketches; proposed funding sources; and such other information and data as are required to fully inform the OWNER as to the proposed project. The Report shall be compiled in appropriate form and six (6) copies thereof shall be submitted to the City Administrator five (5) days before review by the OWNER.
 - c. Outline, in sufficient detail to enable the OWNER to make reasonable judgments thereon, the anticipated permanent and temporary easements and rights-of-way needed for the construction of the Project.
 - d. Present the data contained in the Report to the OWNER at public hearings with the use of maps and diagrams which depict the nature and location of the Project.

Design Phase

- 1.05 Upon receipt of OWNER'S authorization to implement the Preliminary Report, and to proceed with the Design Phase the Engineer shall:

- a. Design and prepare detailed working plans and specifications for the Project. During the consideration and preparation of said designs, plans and specifications, the Engineer shall periodically consult with the OWNER to insure the OWNER'S desires with respect to the Project are being satisfied. Upon completion of the plans and specifications the Engineer shall submit three (3) copies for review by the OWNER (5) days prior to review and approval by the OWNER at a public meeting.
- b. Prepare the Contract Documents, which shall include construction agreement forms, payment and performance bond forms, general conditions, special provisions, detailed construction drawings, specifications and proposal forms;
the Engineer shall furnish the OWNER with an adequate number of said Contract Documents sufficient to cover the number of anticipated bidders.
- c. Obtain all necessary approvals, permits and licenses from the Minnesota Highway Department, Minnesota Department of Health, Railroads, Minnesota Department of Natural Resources, Minnesota Pollution Control Agency, Watershed Districts and all other parties and bodies having jurisdiction of any phase of the Project.
- d. Advise the OWNER as to the necessity of his obtaining services in addition to those furnished by the Engineer such as land and easement surveys, soil borings, testing services and other information needed for the implementation of the Project. When concurred with and authorized by the OWNER, the Engineer shall assist the OWNER in procuring these services. Payment will be made in accordance with Section 2, "ADDITIONAL SERVICES".
- e. Prepare a statement of the Engineer's opinion of the construction cost for the Project based upon designs established to this point.

Bidding Phase

- 1.06 Upon receipt of OWNER'S authorization to proceed with the Bidding Phase, the Engineer shall:
- a. Assist the OWNER in obtaining and analyzing Bids and Proposals in awarding the Construction Contract.

Construction Phase

- 1.07 Upon receipt of OWNER'S authorization to proceed Construction Phase, the Engineer shall:
- a. Organize, attend and assist the OWNER at the Preconstruction Conference with the successful bidder, and any other parties, bodies, or agencies who have an interest in the Project.
 - b. The Professional Engineer shall make sufficient visits to the site to observe the progress and quality of the construction work to determine if the work is proceeding in accordance with the Contract Documents as required by the OWNER. During such visits and on the basis of his on-site observation as an experienced and qualified Professional Engineer, the Engineer shall keep the OWNER informed of the progress of the work, advise the OWNER in writing regarding necessary change orders, apparent defects or deficiencies in the work of the contractor and inform the OWNER of his disapproval of any work which does not conform to the Contract Documents.
 - c. Review the contractor's request for progress payments, advise the OWNER in writing as to the Engineer's opinion of the extent of the work completed in accordance with the terms of the Construction Contract, and issue for processing by the OWNER, Requests for Payment. The Engineer shall submit in writing to the OWNER estimated cash-flow requirements when requested.

- d. Make recommendations to the OWNER as to all claims relating to the execution and progress of the construction work.
- e. Notify the OWNER in writing of all permanent work which does not conform to the standards and specifications of the Construction Contract, prepare a written notice describing any apparent non-conforming work, and supervise the performance of corrective work.
- f. Review shop drawings, samples and other submissions of the contractor only for general conformance to the design concept of the Project and for compliance with the result required by the Construction Contract.
- g. Issue such additional instructions to the contractor as may be necessary to interpret the drawings and specifications or the illustrated changes required in the Contractor's work.
- h. Prepare Change Orders for work not covered by the Contract or substantial over-run of "contract quantities" per Item C for the OWNER'S approval after discussion of the same with OWNER. Change Orders shall be processed as soon as practical after written approval thereof has been received by the Engineer from the OWNER.
- i. Conduct construction progress reviews with the contractor and the OWNER related to the contractor's date of completion.
- j. Conduct in the presence of the OWNER'S Street and Water/Wastewater Superintendents periodic tests during the course of construction.
- k. Conduct in the presence of the OWNER'S Street and Water/Wastewater Superintendents final inspection of the Project as constructed to determine whether it conforms with the design concept of the Project as contained in the Contract Documents, and determine whether it is constructed in accordance with the Contract Documents. The Engineer shall prepare a punch list for the contractor, listing thereon work left to be completed by the

contractor. The Engineer shall certify his recommendation for acceptance of the work to the OWNER and then shall forward to the OWNER his written approval of the contractor's Request for Final Payment which shall be signed by the contractor.

- l. Arrange for the OWNER'S Street and Water/Wastewater Superintendent to receive detailed instructions regarding the operation and maintenance of any equipment, machinery or apparatus installed as a part of the Project. Such instruction shall be supplied by the contractor and manufacturer's representative; two (2) certified copies of operational and maintenance manuals shall be supplied with such instruction.
- m. Prepare and furnish the OWNER a set of reproducible mylar "Record Plans" of the project.
- n. One or more resident project Representatives shall be furnished by the Engineer and directed by the Engineer in order to provide the OWNER with continuous representation at the project site during the Construction Phase.
- o. Prepare assessment rolls by September 15 of each year for projects completed and/or ready for certification to the County Auditor by October 10th. Attend the scheduled assessment public hearings explaining the project, its cost and proposed assessment based on adopted OWNER'S policies relating to assessments.
- p. Construction staking of the project to provide the necessary vertical and horizontal control.
- q. Density tests of inplace soils with a nuclear gauge.

SECTION 2. ADDITIONAL SERVICES

General

- 2.01 If authorized in writing by the OWNER, the Engineer shall furnish or obtain from others those services which are not covered herein by Section 1. "ENGINEER'S SERVICES". Payment for such services shall be as provided herein in SECTION

- 4, "PAYMENT TO THE ENGINEER". Said Additional Services include, but are not limited to services required due to significant changes in the design of the Project, changes in size, complexity or character of construction which occur after approval of the Construction Documents or of the detailed working plans or specifications.
- 2.02 The Engineer shall supervise the replacement of all such parts of the Project as may be damaged by fire or other cause during construction and assist the OWNER in arranging for continuation of the work should the contractor default for any reason.
- 2.03 Reimbursable costs of the Engineer above and beyond those agreed to herein elsewhere shall include the following items when authorized in writing by the OWNER:
Transportation and subsistence of principals and employees on special trips required for the Project to other locations; long distance telephone calls and telegrams as required to expedite work of the contractor; construction stakes; reproduction of drawings and specifications specified in Section 1 of the Agreement; and sub-surface explorations and materials testing.
- 2.04 The Engineer shall be available to testify as an expert witness for the OWNER in any litigation or other proceedings involving this Project and shall otherwise assist the OWNER or his representative in connection with litigation or other proceedings involving the Project.
- 2.05 Review shop drawings for special projects.

SECTION 3. THE OWNER'S RESPONSIBILITIES

The OWNER will:

- 3.01 Provide full information as to their requirements for the Project.
- 3.02 Assist the Engineer by placing at their disposal all available written data pertinent to the project site, including existing reports and other data affecting

- the design and/or construction of the Project.
- 3.03 Acquire all land, land surveys, easements and rights-of-way for the project.
 - 3.04 Guarantee access to the Project site and make all provisions for the Engineer to enter upon public and private lands as required by the Engineer to perform his services under this Agreement.
 - 3.05 Examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals and other documents presented by the Engineer and the OWNER shall promptly render in its decisions pertaining thereto.
 - 3.06 Pay all costs incidental to advertising for bids.
 - 3.07 Pay all costs incidental to concrete and soil testing.
 - 3.08 Provide legal review of the Construction Contract Documents and provide such accounting and insurance counseling services as are required for the Project.
 - 3.09 Designate the Executive Director to act as the OWNER'S Representative with respect to the Engineer's service to be performed under this Agreement; such person shall have complete authority to transmit instructions, receive information, interpret and define the OWNER'S policies and decisions with respect to service covered by this Agreement.
 - 3.10 Give prompt written notice to the Engineer whenever the OWNER observes or otherwise becomes aware of any defect in the Project.
 - 3.11 Furnish or instruct the Engineer to provide at the OWNER'S expense necessary Additional Services as provided herein in SECTION 2 of this Agreement or other services as they may be required.
 - 3.12 Furnish to the Engineer, prior to any performance by the Engineer under this Agreement, a copy of any design and construction standards which the OWNER shall require the Engineer to follow in the preparation of the Construction Contract

Documents for the Project.

- 3.13 Act promptly on all "Change Orders" and provide authorization before they are issued to the contractor.

SECTION 4. OWNER'S PAYMENT TO ENGINEER

Payment for Basic Services Under SECTION 1.

- 4.01 The OWNER will pay the Engineer for the Basic Services performed under SECTION 1, "ENGINEER'S SERVICES" in Schedule "A" or "B" attached to this Document.
- 4.02 Schedule "A"; "Construction Cost of the Project" as herein referred to means the total cost of all work designed or specified by the Engineer for the Project, including Change Orders, but does not include any payments to the Engineer or other Consultants, the cost of the land right-of-way or other costs which are the responsibility of the OWNER as provided herein in SECTION 3.
- 4.03 Progress payments to the Engineer shall be made in proportion to services performed. The hourly rates shown in schedule B "per hour and reimbursable employee expense".

Payment for Additional Services

- 4.04 The OWNER shall pay the Engineer for Additional Services of the Engineer performed under SECTION 2, "ADDITIONAL SERVICES".
- 4.05 For all services described under SECTION 2 of this Agreement, the OWNER shall pay the Engineer in accordance with the attached Schedule "B". Sums due under this paragraph will be payable monthly during the progress of the work.
- 4.06 The OWNER will pay the Engineer for the costs of Reimbursable expense as defined in SECTION 2, on the basis of the Engineer's cost. Payment for said Reimbursable Expenses shall be made within 30 days of the receipt of the Engineer's monthly state-

ment to the OWNER covering said expenses.

- 4.07 For other extra services not herein provided for, the OWNER shall pay the Engineer in accordance with the attached Schedule "B".
- 4.08 The OWNER will pay the Engineer for preparing to serve and serving as an expert witness in accordance with the attached Schedule "B" for preparation and court appearances per day or any portion thereof and for the actual costs or reimbursable expenses as defined in SECTION 2.
- 4.09 No deductions shall be made from the Engineer's compensation on account of penalty, liquidated damages, or other sums withheld from payment to contractors.
- 4.10 If any work performed by the Engineer is abandoned by the contractor or suspended in whole or in part by the OWNER, the Engineer shall be paid for costs and services performed prior to receipt of written notice from the OWNER of such abandonment or suspension. The Engineer shall also be paid for any terminal expenses resulting therefrom in accordance with the attached Schedule "B".
- 4.11 All properly documented and authorized payments due from the OWNER to the Engineer shall be made within 30 days of the receipt by the OWNER of the Engineer's statement therefore.

SECTION 5. GENERAL CONSIDERATIONS

- 5.01 The Engineer shall act as the OWNER'S agent only as provided for within this Agreement.
- 5.02 Record drawings shall be furnished to the OWNER after completion of each Project. Final payment will be made only after record drawings are received by the OWNER.
- 5.03 The Engineer will prepare his drawings and specifications in a timely manner, but it is

hereby agreed that the Engineer cannot be held responsible for delays occasioned by factors which are beyond his control, not by factors which could not reasonably have been foreseen at the time this Agreement was prepared and executed.

- 5.04 The Engineer's estimate of Construction Costs is an opinion only and is supplied as a guide only. Since the Engineer has no control over the cost of labor and material or over-competitive bidding and market conditions, the Engineer does not guarantee the accuracy of such opinion.
- 5.05 During the performance of the services contemplated by this Agreement, the scope of the SECTION 1, ENGINEER'S SERVICES, SECTION 2, ADDITIONAL SERVICES OF THE ENGINEER, SECTION 4, OWNER'S PAYMENT TO ENGINEER and compensation therefore, may be adjusted by mutually agreed to amendments to this Agreement.
- 5.06 The Engineer shall not delegate his duties under this Agreement without the written consent of the OWNER.
- 5.07 The Engineer agrees to provide to the OWNER, if requested, a certificate evidencing that he has in effect with an insurance company in good standing and authorized to do business in Minnesota, a professional liability insurance policy, insuring payment of damage for legal liability arising out of the performance of professional services for the OWNER, in the insured's capacity as ENGINEER, if such legal liability is caused by error, omission, or negligent act of the insured or of any person or organization for whom the insured is legally liable and responsible, and limit the liability to a maximum of \$1,000,000.00; and stating that such insurance cannot be cancelled until thirty (30) days after the OWNER has received written notice of the insured's intention to cancel the insurance.

5.08 The Engineer agrees to provide the OWNER, if requested, a certificate evidencing that he has in effect a workman's compensation insurance policy.

Ownership of Documents

5.09 All drawings, specifications and other work products for Projects undertaken by the OWNER are instruments of service for that Project only and legible originals or microfilm photographs thereof shall be transmitted to the OWNER upon completion or termination of the Project.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

WENCK ASSOCIATES, INC.

BY: [Signature]

BY: Principal

DATE: 3/18/13

CITY OF WINDOM

BY: _____

BY: _____

DATE: _____

COMPENSATION FOR BASIC PROFESSIONAL ENGINEERING SERVICES

SCHEDULE "A" - PERCENT OF NET CONSTRUCTION COST

(PER CONTRACTOR)

<u>NET COST OF CONSTRUCTION</u>	<u>APPLICABLE PERCENT FEE</u>
\$ 0 to \$ 10,000	\$ Negotiable
\$ 10,000 to \$ 50,000	\$ 5,000 + 17.0% over \$ 10,000
\$ 50,000 to \$ 100,000	\$ 11,800 + 16.0% over \$ 50,000
\$ 100,000 to \$ 300,000	\$ 19,800 + 15.0% over \$ 100,000
\$ 300,000 to \$ 500,000	\$ 49,800 + 14.0% over \$ 300,000
\$ 500,000 to \$ 1,000,000	\$ 77,800 + 13.0% over \$ 500,000
\$ 1,000,000 to \$ 3,000,000	\$ 142,800 + 12.0% over \$ 1,000,000

This includes on-site resident project representative.

OPTION "B" - PER HOUR AND REIMBURSABLE EMPLOYEE EXPENSE

Such services will be performed on an hourly basis. Current rates are as follows:

2013 ENGINEERING AND SURVEYING RATE SCHEDULE

<u>PERSONNEL</u>	<u>HOURLY RATE</u>
Registered Engineer/Architect	120.00 – 164.00
Registered Land Surveyor	120.00 – 140.00
Senior Technician	85.00 – 100.00
Inspector—Technician	85.00 – 100.00
Two-Man Crew	140.00
Clerical	70.00
Mileage	0.55

Items to add to the Surplus Sale in Spring of 2013 City of Windom

List Items Below;

Police Department

1988 Chevrolet Pickup vin number # 2GCDK14H5J1157479

Street & Park Department items;

- 1984 John Deere 420 Hydrostatic Lawn Garden Tractor, power steering, belly mower, snow blower, cab, 3 point hitch rear blade and front hydraulic lift plow blade
- Toro 118 Grounds Master front deck lawn mower
- 2 - Basketball metal backboards
- Thor electric Intake/Exhaust Valve Grinder with some attachments
- 2 - Gas Weed Eaters (parts only)
- 2 Large V-style Snow Plows, Brand; 1-Falls & 1-Omstead both have Husting Brand Hitches. Could be used on motor graders, large plow trucks or frontend loader tractors.
- 6 – used street sweeper tube type plastic brooms
- 2 – aluminum pickup tool boxes
- 1 – steel Delta pickup tool box
- 8 – 225 75R 16" pickup truck tires ½ tread left
- Pickup Truck "Back Rack with Rotary Light" mounts of front of box to protect rear window
- Portable gas engine operated Stick type Ark Welder/Generator on a homemade trailer
- 2 – chain saws (parts only)
- 20th Century 220 volt Stick type Ark Welder
- "Collectable" Several Playground Horse Swings
- Several pull type lawn sweepers
- Balder Electric Motor 230-460 Volt 7.5 HP
- John Deere small utility tractor head Houser
- Reese Trailer hitch "receiver style"
- 2 – square picnic table hardware
- Motor grader bolt on asphalt cutting wheel
- "Collectable" 2 – Hand Hay Si's
- 3 – Korean War vintage hospital operating tables in cases
- Large NipCo type portable heater

Fire Department item (stored at Street Shop back building)

- Fire Department Pierce Water transfer pumper on a trailer, flat head gas engine

Wastewater Department – Surplus Equipment

Kato Lite - Cummings Diesel Generator – 140 KW 277/480 volts

WINDOM AMBULANCE SERVICE

Outdated and no longer used equipment for auction.

1- Dinamap XL Vital Signs Monitor 110v

2- Laerdal battery powered portable suction units

5- Folding aluminum stretchers

1- Ferno ambulance cot

1- assortment of padded splinting boards

Windom Electric Utility Auction List - March 2013

Kato Light Generator – 3 phase /13KW / with Fuel Tank

Bomag Tamper (small & Large Foot)

11 - 400 MH HI-Bay Fixtures

6 - 1500 Watt Incandescent Fixtures

2 - 1000 Watt Incandescent Fixtures

Commercial Bunn Coffee Maker

TV Wall Bracket

Monitor Arm

Printer Stand on wheels

Under desk Keyboard drawer

HP Scanjet Scanner with booklet /Scans Slides & Negatives

Key Holder Box

79 Water Heater Blankets

3 Metal Card Files Boxes– (2 double size – 1 Single size)

Serial Port Cables / Connector boxes for Printers

2 - Black Plastic Rolling File Cabinet

“L” Shaped Counter Cabinet

1998 Chevy 2500 4x4 pickup truck (64213 miles) #1GCGK29R3WE190748

16” Bronze Colored Building Letters

Berko 240 volt Heater 3.3 KW (single phase only) NO thermostat

Chromalox Heater 15 amp 240 volt

Christmas Decorations and replacement bulbs for decorations (Chambers)

23 – French Horn Decorations

15 – Christmas Tree Decorations

17- Candle Decorations

1 – Large Bell Decoration

1100 New & Used Bulbs Assorted Colors - S14 11 Watt 130 Volt

750 New & Used Bulbs Assorted Colors - C9 7 Watt 130 Volt

350 New Bulbs Assorted Colors – C7 3 Watt 130 Volt

MEMORANDUM



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

TO: City Council
FROM: Fire Chief
DATE: March 29, 2013
RE: Capital Purchase – Lockers

The Fire Department would like to request to purchase 32 new lockers for the fire hall - it is going to cost \$9,741.66. The money we would use is the \$10,000.00 given to the fire department from the Nelson Estate. The fire fighters would agree to remove the old lockers and install the new lockers ourselves. The new lockers would be an open gear grid locker for better air movement and allow our gear to dry better once it got wet. The new lockers would be a wall mount locker and would be able to be relocated once a new hall would be built.

RESOLUTION #2013-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

A RESOLUTION SUPPORTING LEGISLATION AUTHORIZING THE ESTABLISHMENT OF MUNICIPAL STREET IMPROVEMENT DISTRICTS

WHEREAS, Minnesota contains over 135,000 miles of roadway, and over 19,000 miles or 14 percent are owned and maintained by Minnesota's 853 cities; and

WHEREAS, 84 percent of municipal streets are ineligible for dedicated Highway User Tax Distribution Fund dollars; and

WHEREAS, the more than 700 Minnesota cities with populations below 5,000 are ineligible for dedicated Highway User Tax Distribution Fund dollars; and

WHEREAS, city streets are a separate but integral piece of the network of roads supporting movement of people and goods; and

WHEREAS, existing funding mechanisms, such as Municipal State Aid (MSA), property taxes and special assessments, have limited applications, leaving cities under-equipped to address growing needs; and

WHEREAS, maintenance costs increase as road systems age, and no city large or small is spending enough on roadway capital improvements to maintain a 50-year lifecycle; and

WHEREAS, for every one dollar spent on maintenance, a road authority saves seven dollars in repairs; and

WHEREAS, the Council of the City of Windom finds it is difficult to develop adequate funding systems to support the City's needed street improvement and maintenance programs while complying with existing State statutes; and

WHEREAS, cities need flexible policies and greater resources in order to meet growing demands for municipal street improvements and maintenance.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, supports enabling legislation that would authorize cities to establish street improvement districts to fund municipal street maintenance, construction and reconstruction.

Adopted by the Council this 2nd day of April, 2013.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator



CONNECTING & INNOVATING
SINCE 1913

Briefing paper---2013

Minnesota cities and street improvement districts

League position

The League supports HF 745 (Erhardt, DFL-Edina) and SF 607 (Carlson, DFL-Eagan), legislation that would allow cities to create street improvement districts. This authority would allow cities to collect fees from property owners within a district to fund municipal street maintenance, construction, reconstruction, and facility upgrades. If enacted, this legislation would provide cities with an additional tool to build and maintain city streets.

Supporters

HF 745/SF 607 is also supported by the following organizations:

- Association of Metropolitan Municipalities
- Coalition of Greater Minnesota Cities
- Minnesota Association of Small Cities
- North Metro Mayors
- Minnesota Transportation Alliance
- City Engineers Association of Minnesota
- Minnesota Chapter of the American Public Works Association

Background

Just as the state has fallen behind in making transportation investments, some cities faced with budget challenges have made the difficult decision in recent years to hold off on scheduled street improvement projects. Maintenance projects, such as seal coating and overlays, can prolong the lifecycle of streets to 50 to 60 years. Without ongoing maintenance, the average life expectancy of local streets is approximately 25 to 30 years. For every \$1 spent on maintenance, a road authority saves \$7 in repairs. But this maintenance requires a reliable dedicated funding source other than the current volatile property tax system.

For the same reasons, cities are also falling behind on the reconstruction projects necessary to help keep property values stable; and, cities lack viable options for building new transportation infrastructure to attract and retain the investments by businesses that keep Minnesota's economy strong.

Existing funding mechanisms for street maintenance and reconstruction are inadequate. Special assessments can be onerous to property owners and are difficult to implement for some cities. Special assessments are not always useful for funding collector streets and other streets that do not abut private property. Property tax dollars are generally not dedicated and are sometimes diverted to more pressing needs such as public safety, water quality and cost participation in state and county highway projects. Municipal state aid (MSA) is limited to cities over 5,000 population--147

of 853 cities in Minnesota--and cannot be applied to more than 20% of a MSA city's lane miles. Existing MSA is not keeping up with needs on the MSA system.

Key messages

- This is enabling legislation. No city would be required to create a municipal street improvement district.
- The street improvement district authority legislation is modeled after Minn. Stat. 435.44, which allows cities to establish sidewalk improvement districts.
- This authority would provide a funding mechanism that is fair. It establishes a clear relationship between who pays fees and where projects occur, but stops short of the benefit test that sometimes makes special assessments vulnerable to legal challenges. It also does not prohibit cities from collecting fees from tax exempt properties within a district.
- Fees paid under a street improvement district would be deductible just as property taxes are.
- This tool allows cities to perform maintenance and reconstruction on schedule. Timely maintenance is essential to preserving streets and thereby protecting taxpayer investments.
- This tool would allow property owners to fund expensive projects by paying relatively small fees over time. The tool could be used to mitigate or eliminate the need for special assessments.

LMC Contact: Anne Finn, Assistant IGR Director, 651-281-1263, afinn@lmc.org

Updated March 13, 2013

ELECTRONIC DISBURSEMENTS

Date	Vendor	Amount	Description
3/1/2013	USA Tax Payment	\$ (729.36)	Excise Tax
3/4/2013	Fulda Credit Union	\$ (3,360.00)	EDA Loan Payment
3/5/2013	Cardmember Services	\$ (6,580.58)	Credit Card Payment
3/7/2013	MII FSA	\$ (1,018.88)	Flex Spending
3/7/2013	MN Department of Revenue	\$ (4,836.57)	State Tax Withholding
3/7/2013	PERA	\$ (16,704.79)	PERA Payment
3/8/2013	Citistreet MN	\$ (5,375.00)	Deferred Compensation
3/8/2013	MN Department of Revenue	\$ (35,003.00)	Sales Tax
3/8/2013	Payroll	\$ (73,869.13)	Net Pay
3/8/2013	USA Tax Payment	\$ (6.18)	Excise Tax
3/8/2013	USA Tax Payment	\$ (24,677.02)	Federal Payroll Tax
3/11/2013	American Express	\$ (7.95)	Credit Card Fees
3/14/2013	MII FSA	\$ (1,024.71)	Flex Spending
3/15/2013	MII VEBA	\$ (9,951.35)	VEBA Contribution
3/17/2013	Liquor Credit Card Fees	\$ (1,224.10)	Credit Card Fees
		\$ (184,368.62)	

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	CITIZEN PUBLISHING C	ADVERTISING	739.50
	Total for Department 101		739.50*
CITY OFFICE	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	16.25
CITY OFFICE	CORY HILLESHEIM	EXPENSE	78.87
CITY OFFICE	HY-VEE FOOD STORE	MERCHANDISE	11.07
	Total for Department 103		106.19*
POLICE	INDOFF, INC	SUPPLIES	96.96
POLICE	DONNA MARCY	EXPENSE	14.89
POLICE	CORY HILLESHEIM	EXPENSE	374.81
POLICE	JOSHUA PARTLOW	EXPENSE	47.43
POLICE	STREICHER'S	EQUIPMENT	929.79
POLICE	WATONWAN COUNTY	SERVICE	266.72
	Total for Department 120		1,730.60*
FIRE DEPARTMENT	ALEXANDRIA TECHNICAL	TRAINING	525.00
FIRE DEPARTMENT	GODFATHER'S PIZZA	EXPENSE	36.31
FIRE DEPARTMENT	JON JURGENS	EXPENSE	200.63
FIRE DEPARTMENT	SOUTH CENTRAL COLLEGE	TRAINING-FIRE SCHOOL	240.00
	Total for Department 125		1,001.94*
STREET	FAST DISTRIBUTING, IN	PARTS	9.71
STREET	FERRELLGAS	GAS	67.70
STREET	LOCATORS & SUPPLIES,	SUPPLIES	192.13
STREET	MACQUEEN EQUIP. CO.	SUPPLIES	24.68
STREET	MN MUNICIPAL UTILITI	ANNUAL TESTING FEES	155.00
STREET	MN DEPT OF PUBLIC SA	2013 DECALS	22.00
STREET	RON'S ELECTRIC INC	REPAIR	1,920.75
STREET	WINDOM FARM SERVICE	REPAIR	128.73
STREET	WHEELCO TRUCK & TRAI	REPAIR	1,270.14
	Total for Department 140		3,790.84*
RECREATION	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	16.25
	Total for Department 150		16.25*
PARKS	CITIZEN PUBLISHING C	ADVERTISING	202.00
PARKS	P.M. REPAIR & DETAIL	MAINTENANCE	288.75
	Total for Department 165		490.75*
	Total for Fund 01		7,876.07*
LIBRARY	AUDIO GO	BOOKS & AUDIO	112.26
LIBRARY	CENTER POINT LARGE P	BOOKS	43.74
LIBRARY	DEMCO	BOOK COVERS	111.44
LIBRARY	COUNTRY SAMPLER	SUBSCRIPTION	18.00
	Total for Department 171		285.44*
	Total for Fund 03		285.44*
POOL	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	16.25

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount

		Total for Department 175	16.25*
		Total for Fund 12	16.25*
AMBULANCE	JORDAN BUSSA	EXPENSE	14.15
AMBULANCE	DONNA MARCY	EXPENSE	13.35
AMBULANCE	EMERGENCY MEDICAL PR	SUPPLIES	150.70
AMBULANCE	MARK MARCY	EXPENSE	10.99
AMBULANCE	BRAD POWERS	EXPENSE	10.33
AMBULANCE	KIM POWERS	EXPENSE	51.75
AMBULANCE	RTT MOBILE INTERPRET	INTERPRETATION SERVICE	120.00
AMBULANCE	MN WEST COMMUNITY	EMS TRAINING-J.JOHNSON	1,099.25
		Total for Department 176	1,470.52*
AMBULANCE	MEDICARE PART B	REFUND- J.ATZ	785.24
		Total for Department 276	785.24*
		Total for Fund 13	2,255.76*
MULTI-PURPOSE BUILDI	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	16.25
MULTI-PURPOSE BUILDI	AH HERMEL COMPANY	MERCHANDISE	104.84
MULTI-PURPOSE BUILDI	HY-VEE FOOD STORE	MERCHANDISE	90.77
MULTI-PURPOSE BUILDI	J. H. LARSON	SUPPLIES	11.38
MULTI-PURPOSE BUILDI	J. H. LARSON	SUPPLIES & MAINTENANCE	22.76
MULTI-PURPOSE BUILDI	MIDWEST GARAGE DOORS	REPAIR	400.00
		Total for Department 177	646.00*
		Total for Fund 14	646.00*
SCDP	SW MN HOUSING PARTNE	CDAP-10-0058-0-FY11	3,451.00
		Total for Department 163	3,451.00*
		Total for Fund 17	3,451.00*
		CITIZEN PUBLISHING C	ADVERTISING 473.72
		Total for Department	473.72*
		Total for Fund 21	473.72*
LIQUOR	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	16.25
LIQUOR	ENVIROMASTER, INC.	CLEANING	40.88
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	3,885.70
LIQUOR	CITIZEN PUBLISHING C	ADVERTISING	124.10
LIQUOR	GOPHER ALARMS	ALLARM MONITORING	60.71
LIQUOR	WIRTZ BEVERAGE MN WI	MERCHANDISE	2,966.29
LIQUOR	HAGEN BEVERAGE DIST.	MERCHANDISE	3,534.50
LIQUOR	JOHNSON BROS.	CREDIT-MERCHANDISE	-37.60
LIQUOR	JOHNSON BROS.	MERCHANDISE	4,469.05
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	4,009.47
		Total for Department 180	19,069.35*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount

	Total for Fund 60		19,069.35*
	CITIZEN PUBLISHING C ADVERTISING		219.63
	Total for Department		219.63*
WATER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	16.25
WATER	BOLTON & MENK, INC.	WATER TOWER INSPECTION	800.00
WATER	BORDER STATES ELECTR	CREDIT-PARTS	-356.25
WATER	CITIZEN PUBLISHING C	COMPUTER SUPPORT	1,087.65
WATER	CONTROLS & METERS, I	REPAIR PART	1,755.27
WATER	HP SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	151.04
WATER	MN MUNICIPAL UTILITI	ANNUAL TESTING FEES	77.50
WATER	RON'S ELECTRIC INC	MAINTENANCE	1,234.60
WATER	WENCK ASSOCIATES, IN	WINDOM LANDFILL	2,190.62
	Total for Department 181		6,956.68*
	Total for Fund 61		7,176.31*
	BORDER STATES ELECTR PARTS & SUPPLIES		104.01
	BORDER STATES ELECTR RESIDENTIAL ELECTRIC MET		3,975.75
	J. H. LARSON	PARTS & SUPPLIES	290.25
	J. H. LARSON	PARTS/SUPPLIES	169.60
	WESCO DISTRIBUTION,	METERS	2,650.50
	JENNIFER MILLER	REFUND-UTILITY PREPAYMEN	300.00
	Total for Department		7,490.11*
ELECTRIC	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	16.25
ELECTRIC	BORDER STATES ELECTR	CREDIT-PARTS	-356.25
ELECTRIC	CENTRAL MINNESOTA MU	MONTHLY ASSESSMENT	3,184.00
ELECTRIC	CENTRAL MINNESOTA MU	POWER COST	221,488.82
ELECTRIC	FINLEY ENGINEERING	MAP SERVICE	1,971.64
ELECTRIC	GRAINGER	SUPPLIES	121.04
ELECTRIC	HP SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	151.04
ELECTRIC	JOHNSON HARDWARE	REPAIR	17.14
ELECTRIC	MN MUNICIPAL UTILITI	ANNUAL TESTING FEES	124.00
ELECTRIC	OFFICEMAX - HSBC BUS	SUPPLIES	198.84
ELECTRIC	RESCO	SUPPLIES	213.25
ELECTRIC	RETROFIT RECYCLING,	SUPPLIES	1,133.07
ELECTRIC	BANK MIDWEST INSURAN	BOILER INSURANCE	48,572.00
	Total for Department 182		276,834.84*
	Total for Fund 62		284,324.95*
	CITIZEN PUBLISHING C ADVERTISING		167.95
	RON'S ELECTRIC INC MOTOR STARTER		1,896.50
	Total for Department		2,064.45*
SEWER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	32.49
SEWER	BORDER STATES ELECTR	CREDIT-PARTS	-356.25
SEWER	CITIZEN PUBLISHING C	COMPUTER SUPPORT	432.11

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
SEWER	HP SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	151.05
SEWER	MN MUNICIPAL UTILITI	ANNUAL TESTING FEES	77.50
SEWER	MN VALLEY TESTING	TESTING	368.60
SEWER	RED ROCK RURAL WATER	EXPENSE	179.58
SEWER	RON'S ELECTRIC INC	MAINTENANCE	303.65
SEWER	USA BLUE BOOK	TESTING	467.45
	Total for Department 183		1,656.18*
	Total for Fund 63		3,720.63*
ARENA	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	16.24
ARENA	BECKER ARENA PRODUCT	REPAIR	314.97
	Total for Department 184		331.21*
	Total for Fund 64		331.21*
ECONOMIC DEVELOPMENT	BRADLEY & DEIKE, P.A	SERVICE	34.00
ECONOMIC DEVELOPMENT	CITIZEN PUBLISHING C	ADVERTISING	162.50
ECONOMIC DEVELOPMENT	WORTHINGTON REG ECON	REGISTRATION	125.00
	Total for Department 187		321.50*
	Total for Fund 67		321.50*
TELECOMMUNICATIONS	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	16.26
TELECOMMUNICATIONS	BBC WORLDWIDE AMERIC	SUBSCRIBER	72.08
TELECOMMUNICATIONS	BEC TECHNOLOGIES	EQUIPMENT	939.96
TELECOMMUNICATIONS	INDOFF, INC	SUPPLIES	10.15
TELECOMMUNICATIONS	DISCOVERY DIGITAL NE	SUBSCRIBER	125.70
TELECOMMUNICATIONS	DISH NETWORK	SERVICE	3,400.00
TELECOMMUNICATIONS	DISPLAY SYSTEMS INTE	SERVICE	163.88
TELECOMMUNICATIONS	E-911	MONTHLY 911 SERVICE	43.95
TELECOMMUNICATIONS	GOLDEN WEST TECH & I	SUPPORT SERVICE	126.40
TELECOMMUNICATIONS	HP SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	453.12
TELECOMMUNICATIONS	HUB TELEVISION NETWO	SUBSCRIBER	32.65
TELECOMMUNICATIONS	HY-VEE FOOD STORE	MERCHANDISE	48.39
TELECOMMUNICATIONS	MN DEPT OF COMMERCE	INDIRECT ASSESSMENT	169.91
TELECOMMUNICATIONS	MN MUNICIPAL UTILITI	ANNUAL TESTING FEES	124.00
TELECOMMUNICATIONS	MN TELECOM ALLIANCE	REGISTRATION	275.00
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	EQUIPMENT - SMBS	9,081.24
TELECOMMUNICATIONS	ONVOY VOICE SERVICES	SS7 SERVICE	1,299.01
TELECOMMUNICATIONS	ONVOY VOICE SERVICES	SWITCH SERVICE	2,823.55
TELECOMMUNICATIONS	JEREMY ROLFES	EXPENSE	50.94
TELECOMMUNICATIONS	SDN COMMUNICATIONS	SERVICE	2,839.78
TELECOMMUNICATIONS	MANKATO NETWORKS LLC	SERVICE	2,900.00
TELECOMMUNICATIONS	COGENT COMMUNICATION	SERVICE	1,750.00
	Total for Department 199		26,745.97*
	Total for Fund 69		26,745.97*
	MN BENEFIT ASSOCIATI	INSURANCE	244.32

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount

		Total for Department	244.32*
		Total for Fund 70	244.32*
		Grand Total	356,938.48*

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CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
	ELECTRIC FUND	MONTHLY TRANSFERS-TEL TO	228.05
	WILLIAM MEEK	REFUND-STATEMENT CREDIT	53.93
	PALMER LUITJENS	REFUND - STATEMENT CREDI	15.59
	MURIEL V NELSON	REFUND-STATEMENT CREDIT	4.79
	LEVI BROITZMAN	REFUND - STATEMENT CREDI	3.91
	Total for Department		306.27*
	Total for Fund 69		306.27*
	Grand Total		306.27*

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CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	INDOFF, INC	SUPPLIES	93.60
CITY OFFICE	STEVE NASBY	EXPENSE	308.98
CITY OFFICE	WINDOM QUICK PRINT	SUPPLIES	623.99
	Total for Department 103		1,026.57*
P & Z / BUILDING OFF	CENTURY BUSINESS PRO	EQUIPMENT	19.50
	Total for Department 106		19.50*
CITY HALL	AMERIGAS PROPANE L.P	WATER TREATMENT	23.46
CITY HALL	HOMETOWN SANITATION	GARBAGE SERVICE	85.04
CITY HALL	MN ENERGY RESOURCES	HEATING	1,199.04
	Total for Department 115		1,307.54*
POLICE	Verizon Wireless	SERVICE FOR LAP TOPS	78.06
POLICE	DANA WALLACE	EXPENSE	89.67
	Total for Department 120		167.73*
FIRE DEPARTMENT	Verizon Wireless	SERVICE FOR LAP TOPS	127.07
FIRE DEPARTMENT	ROGER WINKER	EXPENSE	20.98
	Total for Department 125		148.05*
STREET	COTTONWOOD COUNTY LA	DISPOSAL	20.00
STREET	ERICKSON OIL CO	GAS	2,453.82
STREET	HOMETOWN SANITATION	GARBAGE SERVICE	130.85
STREET	MACQUEEN EQUIP. CO.	MAINTENANCE PARTS	2,273.82
STREET	MN ENERGY RESOURCES	HEATING	1,104.59
	Total for Department 140		5,983.08*
PARKS	P.M. REPAIR & DETAIL	MAINTENANCE/PARTS	190.07
PARKS	WINDOM QUICK PRINT	SUPPLIES	58.73
	Total for Department 165		248.80*
GENERAL	PATY ARENDS	REFUND-FIRE CALL PYMT FO	50.00
	Total for Department 201		50.00*
	Total for Fund 01		8,951.27*
LIBRARY	AUDIO GO	BOOKS & AUDIO	112.26
LIBRARY	GALE	BOOKS	450.29
LIBRARY	JOAN HUNTER	EXPENSE	44.07
LIBRARY	INGRAM	BOOKS	1,434.18
LIBRARY	MN ENERGY RESOURCES	HEATING SERVICE	877.81
LIBRARY	EBONY	SUBSCRIPTION	17.97
LIBRARY	TRADITIONAL HOME MAG	SUBSCRIPTION	24.00
LIBRARY	DISNEY MOVIE CLUB	MOVIE	28.90
	Total for Department 171		2,989.48*
	Total for Fund 03		2,989.48*
AMBULANCE	DONNA MARCY	EMT CLOTHING ALLOWANCE	10.24
AMBULANCE	Verizon Wireless	SERVICE FOR LAP TOPS	78.06

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
		Total for Department 176	88.30*
		Total for Fund 13	88.30*
MULTI-PURPOSE BUILDI	HOMETOWN SANITATION	GARBAGE SERVICE	51.52
MULTI-PURPOSE BUILDI	MN ENERGY RESOURCES	HEATING	1,552.56
		Total for Department 177	1,604.08*
		Total for Fund 14	1,604.08*
N IND PARK	COTTONWOOD COUNTY AB	ABSTRACT	878.00
		Total for Department 147	878.00*
		Total for Fund 18	878.00*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	5,895.25
LIQUOR	EXTREME BEVERAGE, LL	MERCHANDISE	67.00
LIQUOR	HAGEN BEVERAGE DIST.	MERCHANDISE	5,576.15
LIQUOR	AH HERMEL COMPANY	MERCHANDISE	308.48
LIQUOR	HOMETOWN SANITATION	GARBAGE SERVICE	96.12
LIQUOR	INDIAN ISLAND WINERY	MERCHANDISE	731.04
LIQUOR	MN ENERGY RESOURCES	HEATING	158.90
		Total for Department 180	12,832.94*
		Total for Fund 60	12,832.94*
	TRUCK UTILITIES, INC	TRUCK BODY	6,257.50
		Total for Department	6,257.50*
WATER	INDOFF, INC	SUPPLIES	61.75
WATER	HOMETOWN SANITATION	GARBAGE SERVICE	85.04
WATER	HP SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	137.50
WATER	MN DEPT OF HEALTH	REGISTRATION	90.00
WATER	MN ENERGY RESOURCES	HEATING	645.79
WATER	WENCK ASSOCIATES, IN	PROFESSIONAL SERVICES	1,012.50
		Total for Department 181	2,032.58*
		Total for Fund 61	8,290.08*
	WERNER ELECTRIC	CREDIT-RETURNED ITEMS	-95.92
	WERNER ELECTRIC	PARTS & SUPPLIES	142.00
	BROOKE CARRISON	REFUND UTILITY PREPAYMEN	300.00
	MARCUS HARDY	REFUND UTILITY PREPAYMEN	300.00
		Total for Department	646.08*
ELECTRIC	BLUE TARP FINANCIAL	MAINTENANCE	456.92
ELECTRIC	BRICKSON OIL CO	GAS	153.07
ELECTRIC	HOMETOWN SANITATION	GARBAGE SERVICE	84.75
ELECTRIC	HP SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	137.50
ELECTRIC	MN DEPT OF COMMERCE	ASSESSMENT UTILITY	967.31

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ELECTRIC	MN DEPT OF LABOR & I	PRESSURE VESSEL	40.00
ELECTRIC	OFFICEMAX - HSBC BUS	SUPPLIES	215.03
ELECTRIC	MN ENERGY RESOURCES	HEATING	543.21
ELECTRIC	WERNER ELECTRIC	PARTS & SUPPLIES	341.17
ELECTRIC	WERNER ELECTRIC	SUPPLIES	149.62
ELECTRIC	WESCO DISTRIBUTION,	SUPPLIES	66.20
ELECTRIC	DEPARTMENT OF ENERGY	POWER COST	91,100.92
ELECTRIC	BANK MIDWEST	NSF CHECK	280.00
ELECTRIC	BANK MIDWEST	NSF CHECK-	277.22
		Total for Department 182	94,812.92*
		Total for Fund 62	95,459.00*
SEWER	INDOFF, INC	SUPPLIES	123.48
SEWER	HACH COMPANY	PARTS	322.95
SEWER	HP SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	137.50
SEWER	MN VALLEY TESTING	TESTING	417.20
SEWER	MN ENERGY RESOURCES	HEATING	933.44
SEWER	MN ENERGY RESOURCES	HEATING SERVICE	15.50
		Total for Department 183	1,950.07*
		Total for Fund 63	1,950.07*
		FREDIN CONSTRUCTION/ RAMP & RAILINGS	12,180.48
		Total for Department	12,180.48*
ARENA	HOMETOWN SANITATION	GARBAGE SERVICE	130.88
		Total for Department 184	130.88*
		Total for Fund 64	12,311.36*
ECONOMIC DEVELOPMENT	CENTURY BUSINESS PRO	EQUIPMENT	39.01
ECONOMIC DEVELOPMENT	ESSEX CAPITAL, LLC	MEMBERSHIP	3,000.00
		Total for Department 187	3,039.01*
		Total for Fund 67	3,039.01*
	CYNTHIA PHIBBS	REFUND-INTERNET INSTALL	15.00
		Total for Department	15.00*
TELECOMMUNICATIONS	ADARA TECHNOLOGIES I	HOSTING SERVICE	10,500.00
TELECOMMUNICATIONS	BEMOBILE	MOBILE EQUIPMENT	16.02
TELECOMMUNICATIONS	BEMOBILE	MOBILE EQUIPMENT	245.76
TELECOMMUNICATIONS	BLUEHIGHWAYS	SUBSCRIBER	244.26
TELECOMMUNICATIONS	HOMETOWN SANITATION	GARBAGE SERVICE	73.92
TELECOMMUNICATIONS	HP SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	412.50
TELECOMMUNICATIONS	KARE GANNETT CO., IN	SUBSCRIBER	2,314.40
TELECOMMUNICATIONS	CALIX	CMS CONTRACT	1,188.00
TELECOMMUNICATIONS	MN ENERGY RESOURCES	HEATING	99.09
TELECOMMUNICATIONS	TOWER DISTRIBUTION C	SUBSCRIBER	510.11

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount

		Total for Department 199	15,604.06*
		Total for Fund 69	15,619.06*
	AFLAC	INSURANCE	476.06
	LAW ENFORCMENT LABOR UNION	UNION DUES	270.00
	LOCAL UNION #949	UNION DUES	1,593.52
		Total for Department	2,339.58*
		Total for Fund 70	2,339.58*
		Grand Total	166,352.23*

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