

Council Meeting
Tuesday, May 20, 2014
City Council Chambers
7:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes–May 6 & 13, 2014
2. Consent Agenda
 - Minutes
 - Economic Development Commission – May 12, 2014
 - Library Board – May 13, 2014
 - Planning Commission – May 13, 2014
 - Park & Recreation Commission – May 14, 2014
 - License
 - Phat Pheasant – Amplification Permits
3. Department Heads
4. 2014 Emergency Medical Services Week Proclamation
5. Planning Commission Recommendation – Variance – Side Yard Setback – 2315 Cottonwood Lake Drive
6. League of Minnesota Cities Insurance Renewal – Ken Hoffmann
7. EDA Housing Study Presentation
8. Resolution Calling for Public Hearing – Establishment of TIF District No 1-18
9. Donations to Windom Fire Department
 - Windom Women of Today
 - Schwartz Farms
10. Personnel New Hire Recommendations
 - Summer Intern
 - Swimming Pool & Recreation
11. New Business
12. Old Business
13. Regular Bills
14. Council Concerns
15. Adjourn



**Regular Council Meeting
Windom City Hall, Council Chamber
May 6, 2014
7:30 p.m.**

1. Call to Order:

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

2. Roll Call: Mayor: Corey Maricle

Council Present: Brian Cooley, Kelsey Fossing, Dominic Jones,
Bradley Powers and JoAnn Ray

City Staff Present: Steve Nasby, City Administrator; Marv Grunig,
Electric Utility Manager; Bruce Caldwell, Streets &
Parks Superintendent; Mike Haugen,
Water/Wastewater Superintendent; and Jeremy
Rolfes, Telecom

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Powers second by Jones to approve the City Council minutes from April 15, 2014. Motion carried 5 – 0.

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Economic Development Authority – April 14, 2014
- Tree Committee – April 16, 2014
- Utility Commission – April 23, 2014 and April 30, 2014
- Community Center Commission – April 28, 2014

Motion by Powers second by Jones to approve the receipt of minutes from the Boards and Commissions. Motion carried 5 – 0.

Maricle said there was an application for a temporary liquor license from the Windom Lions Club for an event on June 14, 2014. There were also three applications from the Windom Chamber of Commerce for amplification permits related to Riverfest activities.

Motion by Ray second by Powers to approve the temporary liquor license for the Windom Lions Club. Motion carried 5 – 0.

Motion by Powers second by Fossing to approve the amplification permits for the Windom Chamber of Commerce. Motion carried 5 – 0.

Preliminary

6. Department Heads:

None.

7. Public Hearing – Sixteenth Avenue Street Vacation:

Maricle said a petition had been received for the vacation of a street right-of-way and a public hearing is required. Maricle opened the public hearing.

Bruce Caldwell, Streets & Parks Superintendent, said that he had obtained information from several of the City departments as there are utilities located in this 16th Avenue right-of-way. The consensus of the staff is to recommend a denial of the petition to vacate based on the following reasons: location of existing municipal utilities, potential for a storm sewer to be located on this property and future access point if there is development on the school property. The property owner making the request for the vacation does have other options for locating a driveway onto his property.

Donald Kalash handed out a letter for the Council's records. He read the letter that stated that if the right-of-way were vacated the ownership should revert to the original developer of the subdivision and not be sold to the adjacent property owners.

Maricle asked if there were any other public comments. Maricle closed the public hearing.

Nasby said that he had spoken to the Windom School District Superintendent as they were notified of the vacation as adjacent property owners. The Superintendent noted that he felt it would be in the long-term interest of the school if the City were to keep the right-of-way.

Nasby noted that the guiding principal for a request such as this is that any action taken be in the best interest of the public.

Council member Cooley introduced the Resolution No. 2014-18, entitled "A RESOLUTION DENYING THE VACATING OF SIXTEENTH AVENUE AS DESCRIBED HEREIN" and moved its adoption. The resolution was seconded by Ray and on roll call vote: Aye: Ray, Fossing, Jones, Cooley and Powers. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

8. Windom Area Hospital Update:

Gerri Burmeister, Hospital CEO; Al Peterson, Board Chair and Tom Kuck, Pope Architects, introduced themselves. Peterson said that the Board and staff have been working on plans for an expansion and update of the facilities. The planning process will be ending on May 7, 2014 which included user groups and staff. The estimated pricing will be done by early June and this information will help determine the scope of the work that can be completed. They are planning on new areas for the lobby, entrance, surgical suites and outreach/outpatient area. The plan is to then re-purpose space within the hospital. The helipad will need to be relocated and have two flight paths. Employee parking and access

Preliminary

roads will need to be re-routed. Pope Architects are doing the plans and Kruse-Anderson is the construction manager.

Jones asked about storm water. Kuck replied that a two stage pond will be on site.

Peterson said that they did also look at a possible fire station location on the property. Due to the space needs for the work going on at the site an accommodation for a 100 x 200 foot fire facility was not feasible. The helipad, road and future master plan all took space.

Jones asked where the fire station foot print had come from. Maricle said the fire chief and a few others had looked at a standard plan that would allow for the department's needs and a little room for expansion if there were additional equipment.

Jones noted that the request to the hospital was just to look at that site as an option not necessarily a decision on where to put the fire station facility. He said that he would need additional information on the fire station and the hospital regarding their master plan.

Powers asked about future hospital expansions. Kuck said that there is not much expansion that can occur on the hospital building itself, but the undeveloped property could be used to relocate the clinic, wellness center or other things to free up space within the hospital building envelope.

Jones asked if there were going to be bids or if it is a design-build. Kuck said that Kruse-Anderson will be the construction manager and will not be self-performing so there will be bidding. Burmeister added that the bid items will be divided up into small enough segments so local contractors can bid on the items.

Fossing asked about the access road and circulation roads. Kuck reviewed the plans for the traffic on the site.

Peterson said that the primary access for the hospital is envisioned for Highway 60 so vehicle access and parking is being planned for that side of the building. The access from Highway 71 will be retained for clinic use, wellness center users and ambulance as that is where the emergency wing is located. He added that the hospital has contacted the Cottonwood Vet Clinic about the access as they would share the Highway 60 access and they are okay with this concept. MN DOT has been involved and the access will require improvements. There is a concern with the 2002/2003 access study that was done, but times have changed and this access point should be re-examined.

Jones said that a shared access would not be his preference.

Fossing clarified that the ambulance access would still be off of Highway 71. Peterson said it would be left as is off Highway 71.

Burmeister and Peterson said they would keep the City Council updated as to the project status as they move forward.

9. Street Committee Recommendations:

Riverfest Street Closures – Caldwell said that all the events are going to be at Tegel’s Park and that Cottonwood Lake Drive would be closed. He reviewed the areas that would be barricaded to traffic, including the park itself. There is a wedding at the Community Center on Saturday so their asphalt lot is reserved for that use and the Riverfest visitors will need to use the gravel overflow lot and possibly the Windom Recreation Area parking. On Sunday the Community Center’s asphalt lot will be available so that will help with parking. He noted that access to residential homes will be maintained at all times.

Jones noted that there will be some tournaments in the Windom Recreation Area on Saturday and he wanted to make sure there was adequate parking for both uses. Caldwell said that there should be no problems with accommodating those two users.

Jones asked if there was any street parking allowed. Caldwell said there will be no street parking allowed as the street is narrow and the street parking would congest traffic.

Caldwell said that the access, parking and traffic plans had been reviewed by the Riverfest organizers and had been approved by the Police Chief.

Motion by Fossing second by Powers to approve the closure of Cottonwood Lake Drive, Tegel’s Park and related parking as presented. Motion carried 5 – 0.

2014 Seal Coat Project – Caldwell said that the list of streets was included in the Council packet and the preliminary engineer’s estimate is within the budget. They would be soliciting quotes for the work with a bid opening on May 29 and City Council review on June 3. The timeframe for the work is July 7 to August 31 to allow the Street crew time to get all of the patching work completed.

Motion by Powers second by Ray to approve the plans and specs along with calling for quotes on the project. Motion carried 5 – 0.

Park Shelter Repairs – Caldwell said that the shelters at Tegel’s Park and Mayflower Park are in poor condition due to vandalism, age and ice storm damage. He has a capital request for roof replacement in 2015, but feels that the shelters need to be repaired immediately. He is requesting the Council to approve funding of \$8,000 to complete the project. He has specified steel roofing versus asphalt shingles to lessen maintenance and vandalism. The beach house at Tegel’s Park needs to have a roof as well, but it can wait to 2015.

Cooley asked about vandalism on the roof. Caldwell said that shingles had been torn off and many other types of vandalism occur, which costs the public money to fix. He encouraged anyone seeing suspicious activity or vandalism to contact the Police.

Jones said that he would be in favor of funding the \$8,000 from the General Fund reserve versus forward funding the project from 2015 Park funds.

Motion by Jones second by Fossing to approve \$8,000 of General Fund reserve funds to be moved to the Park Department for the repair of the shelter roofs at Tegel's Park and Mayflower Park. Motion carried 5 – 0.

Street Project Update – Maricle asked about the progress on the concrete issues and punch list items. Caldwell read an email from the engineers that stated the punch list work, such as dirt work and re-seeding, could begin in about a week and the concrete has had a core sample taken and the lab analyzing the samples are a few weeks away from issuing a report. Caldwell added that the tree plantings for replacement trees will likely start in a couple weeks and approximately 60 trees will be planted. If property owners see utility locates or stakes this is needed for the tree planting crew.

Jones asked about the status of liquidated damages. Nasby replied that \$16,000 in liquidated damages had been moved to the retainage account, but final settlement on this has not been done. Jones asked if there had been any reaction from the contractor. Nasby said he has not seen anything from the general contractor.

Caldwell said that the staff is pushing the contractors to get the work completed and encouraged citizens to contact Wenck Associates at 831-2703 if they have punch list items that need to be completed.

10. Water Department:

Mike Haugen, Water\Wastewater Superintendent, said that the Consumer Confidence Report has been issued by the State of Minnesota. The fluoride level and chlorine levels were well within the standards and other testing also showed compliance with the State regulations. The Consumer Confidence Report would be sent to customers in the June utility bills.

Jones asked about cross-connection issues and backflow preventers. Haugen noted that there is not a wide use of these in the community, but are good things to do so private wells do not cross connect with the municipal system. Jones said that the City should encourage back flow preventers and cross-check valves as it is important to eliminate the threat of contamination.

Maricle thanked the water\wastewater staff for all of their work in providing clean water to the community.

Haugen said that May 5 – 11 is Water Week and he also wanted to thank his staff consisting of Randy Lyons, Glen Lund, Eric Ward, Colton Dunse and Ryan Anderson for their efforts.

Haugen noted that from May 5 – 16 the crews would be flushing hydrants. He said this could cause discolored water and informed citizens to let a faucet run to clear this up if it occurs and if that did not work they can contact the Water Department.

11. CMMPA Conservation Improvement Support Services:

Marv Grunig, Electric Utility Manager, said that State law requires energy conservation measures and that these energy savings must be promoted and reported to the State. As such, there is a need to create programs, promote energy savings, track progress and complete reporting. CMMPA formerly had staff in-house to do these tasks, but this work is now going to be contracted out to Energy Insight. This firm does work for a number of other municipal utilities in Minnesota. The proposed agreement for these services is for three years and the fee is pro-rated based on power use. The approximate cost is \$25,000 a year; this is the same or could be less than what Windom has been paying. The City Attorney reviewed the proposal and the Utility Commission has recommended approval.

Motion by Powers second by Jones to approve the agreement for energy conservation program services between CMMPA and the City of Windom as presented. Motion carried 5 – 0.

12. Airport Jet-A Fuel System Project:

Nasby said that the Jet A fuel system project has been bid and only one was received. The bid was higher than our estimate. The engineer worked with the contractor to get the pricing down to \$216,820 including the alternate for replacement of the pad around the fueling station. The engineer's estimate was \$172,522 for the project including the alternate. Due to the problem with getting additional bidders, as there are only a few vendors with this equipment and the fact that the current fuel system is not operating, the recommendation is to move ahead with the bid. This is a federal project with the costs split 90% FAA and 10% City match. The additional cost to the City is therefore about \$4,000.

Fossing asked if there would be income generated from fuel sales. Nasby replied that there would be some revenue from the additional sales as approximately 5,000 – 8,000 gallons may be sold annually.

Jones asked if this request is to forward fund an airport capital project. Nasby said that he is hoping the airport budget will be enough to support the additional \$4,000 as the budget did already include most of the capital funds needed.

Motion by Jones second by Fossing to approve the bid award and contract for the 2014 Jet A Fuel project to O'Day Equipment as presented. Motion carried 5 – 0.

13. Donation from Paul Langland for Rescue Equipment to the Windom Fire Dept:

Maricle said that the donation is valued at \$250 for bin extraction and rescue. The City Council thanked Mr. Langland for the donation.

Council member Cooley introduced the Resolution No. 2014-19, entitled "AUTHORIZATION TO ACCEPT A DONATION FROM PAUL LANGLAND FOR THE WINDOM FIRE DEPARTMENT" and moved its adoption. The resolution was

seconded by Ray and on roll call vote: Aye: Powers, Ray, Fossing, Jones and Cooley. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

14. Personnel – New Hire Recommendations:

Nasby said that the Streets & Parks Department is requesting to hire Travis Janssen for part-time, seasonal work, which would be the second seasonal worker for the department.

Fossing asked if the department is looking for additional seasonal help. Caldwell said they were not seeking additional seasonal help.

Jones asked if the Water\Wastewater Department has requested seasonal help. Haugen replied that they are not looking for part-time, seasonal help.

Motion by Powers second by Cooley to approve the hiring of Travis Janssen for a part-time, seasonal position at \$9.00/hour. Motion carried 5 – 0.

Nasby said that the Community Center is requesting to hire Gene Flatebo for part-time, seasonal work. The position would help with the weddings and other events as well as provide some coverage for vacation time.

Motion by Powers second by Cooley to approve the hiring of Gene Flatebo for a part-time, seasonal position at \$9.00/hour. Motion carried 5 – 0.

Electric Superintendent Interview – Grunig introduced Brent Brown as a candidate for the Electric Superintendent position. He noted that the Utility Commission has interviewed Mr. Brown and recommended him for a final interview with the City Council.

Grunig asked Brown to provide information regarding his education, training, employment history and discuss his interest in the Windom position. Brown said that he had observed Vermillion, SD utilities growing up and that got him interested in this field. He went to technical school, completed a lineman course for four years and 8,000 hours of training to obtain a journeyman card. He worked for a rural utility for several years and then moved to a position in Volga, SD. While in Volga the position transformed from lineman to Electric Superintendent as more duties were shifted to him. These duties include electric system design, system maintenance, capital planning, budgeting, automatic meter reading, SCADA system operation, energy efficiency programs, load management and involvement with Heartland Power serving on committees. He is interested in Windom as it appeals to him for professional growth in the areas of generation and power marketing.

Grunig noted that the Windom Electric Department is a close-knit group of workers and how Brown plans to fit in and lead this team while being the supervisor. Brown responded that having a close-knit group is very common as they rely on each other daily. He would be open and honest with an emphasis on communication. This will build trust and teamwork.

Preliminary

Grunig noted that in Volga Brown wears several "hats" and job duties. What special skills can he bring to the Windom Electric Superintendent position said that he works with the water and wastewater department in Volga and holds both a water and wastewater license. His department helps to maintain the plant facilities related to electrical issues. He is also helped out by driving the snow plow. He noted that cross-training is a benefit to both the employee and the City.

Grunig said that he reviewed Brown's certificates, licenses and did a reference check. The reference check was positive, which was from the former Volga City Administrator so this person would not have a vested interest in this process.

Powers asked if the water and wastewater licenses transfer to Minnesota. Jones replied that this question came up with the Utility Commission interview too and licenses can transfer between the states, but there will be on-going requirements to keep them current.

Powers asked if Brown was responsible for the water and wastewater plants in Volga. Brown replied that he is not the day-to-day manager, but helps out as needed.

Jones said that he was impressed with the answer Brown gave to the Utility Commission regarding the scenario of how to respond to an ice storm. He said that Brown answered the question nearly identical to how the Electric Department responded.

Jones asked if there was a concern about learning the generation side of our utility. Grunig replied that Brown would be able to pick that up and learn it.

Jones noted that Volga has a large electric customer that is comparable in load to Toro and PM Windom and asked Brown to review that information. Brown said that there is a large soybean processor in Volga and that the electric utility works closely with them on many projects and has an excellent relationship with them.

Cooley asked Brown of his impressions of Windom. Brown said that he has looked at the electric utility facilities and other aspects of the community and he has a favorable impression.

Fossing asked about a start date. Nasby said that sometime around June 1 had been discussed, but the actual date will need to be finalized.

Jones noted that Brown has some projects he wants to finish in Volga and he appreciates that commitment to his job.

Motion by Jones second by Fossing to make an offer of employment as Electric Superintendent to Brent Brown. Motion carried 5 – 0.

Maricle noted that Nasby would work on the employment terms and report back to the Council. Nasby said that he is planning on having the information to the City Council at the May 13, 2014 meeting for their approval.

Preliminary

15. New Business:

Fossing asked about the start of the pest control program. Caldwell said the equipment is ready to go. The department is looking for a calm evening and the temperatures have to be at least 50 degrees.

16. Old Business:

None.

17. Regular Bills:

Motion by Powers seconded by Cooley, to approve the regular bills. Motion carried 5 - 0.

18. Council Concerns:

Jones said that May 10th is the second city-wide clean up date and he encouraged residents to use the program.

Powers noted that Hometown Sanitation had some trouble seeing flat items that are lying down so he asked that people prop those up so they can be seen and picked up.

Cooley said it was nice to see all the activity in town last weekend and the baseball tournaments.

Maricle reminded the Council and the public that the Board of Review hearing is on May 13, 2014 at 4:30 p.m.

19. Adjourn:

Maricle adjourned the meeting by unanimous consent at 9:25 p.m.

Corey Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

**Special Council Meeting
Windom City Hall, Council Chamber
May 13, 2014
4:30 p.m.**

1. Call to Order: The Board of Review meeting was called to order by JoAnn Ray at 4:30 p.m.

2. Roll Call:

Council Members: Kelsey Fossing, Dominic Jones and JoAnn Ray

Council Members Absent: Mayor Maricle, Cooley and Powers

City Staff Present: Steve Nasby, City Administrator and Marv Grunig,
Electric Utility Manager

County Assessors Office: Gale Bondhus, County Assessor; Carla Ambrose,
County Assessor's Office and Allen Coners, County
Assessor's Office

3. Pledge of Allegiance

4. Appoint Acting Mayor:

Nasby said that Mayor Maricle was delayed by a work meeting and Mayor Pro Tem Powers is out of town.

Motion by Jones second by Fossing to appoint Ray as Acting Mayor. Motion carried 3 – 0 (Cooley and Powers absent).

5. 2014 Board of Review:

Gale Bondhus, County Assessor's Office said that the Board of Review process is established for property owners to request a review of the valuation of their properties for tax purposes. The County Assessor's Office performs this function for the City and they are present to provide information and answer questions.

Bondhus provided an overview of the process for persons requesting revisions to the property valuations. She said that the valuations are based on sales data from the prior year (October 1, 2012 to September 30, 2013). The sales to valuation ratio on the residential sales were 98.7%. As such there was not much change in valuations on the residential properties, but larger changes could be due to new construction, improvements or other significant factors that would change the value. The commercial sales had a ratio of 85.5%. She said that the value of Ag land had risen about 10%. She noted that Hy-Vee is challenging last year's valuation in tax court and this is consistent with what they have done in several other cities. Training for Council members regarding Board of Review is August 27 at the Cottonwood County LEC. Jones and Cooley had volunteered for the training.

Preliminary

Bondhus said that Windom's total valuation, not including railroad or rural electric property, is \$209,798,300. There was \$3.7 million in new construction with about \$3.3 million coming from industrial property.

Ray opened the floor to any members of the public that wanted to discuss the valuation of their properties. No one was present.

Bondhus said that the Council must hold the meeting for 30 minutes according to State law. Ray said she would consider New or Old Business while the Council awaited any property owners wishing to address the Board of Review.

6. New Business

None.

7. Old Business

Nasby said that the Council had approved the extension of an employment offer to Brent Brown for the position of Electric Superintendent. Nasby handed out the employment terms that have been negotiated with Brown. Nasby pointed out the range for the position is \$58,906 to \$76,606. Based on Brown's experience, current salary and request the proposal is to start the salary at Grade 21, Step 10, which is \$73,008. The other benefits in the package are consistent with the City's policies. One request from Brown was for relocation assistance. This item has been included as up to \$1,500 based on receipts.

Motion by Fossing second by Jones to approve the terms of employment for Brent Brown to be the Electric Superintendent as presented. Motion carried 3 – 0 (Cooley and Powers absent).

Jones thanked Grunig for all his efforts on recruitment and for upcoming training.

Board of Review Continued

No citizens appeared.

Motion by Fossing second by Jones to accept all of the assessment valuations for the City of Windom as determined by the assessor. Motion carried 3 – 0 (Cooley and Powers absent).

8. Adjournment

Ray adjourned the meeting by unanimous consent at 5:01 p.m.

JoAnn Ray, Acting Mayor

Attest: _____
Steve Nasby, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
MAY 12, 2014

1. Call to Order: The meeting was called to order by President Erickson at 12:06 p.m.

2. Roll Call & Guest Introductions:

EDAWN Commissioners: Juhl Erickson, Dominic Jones, and Kelsey Fossing. Absent: Sally Larson and Justin Espenson.

Also Present: EDA Staff – Aaron Backman, EDA Executive Director, and Mary Hensen, Admin. Asst.; City Administrator Steve Nasby, WADC Liaison Tara Christensen, and Scott Burdorf of Van Binsbergen & Associates.

3. Approval of Minutes:

Motion by Commissioner Fossing, seconded by Commissioner Jones, to approve the Minutes of the EDA Meeting held on April 14, 2014. Motion carried 3-0.

4. Public Hearing – 12:10 P.M.

A. Sale of Land – Lot 17, Block 1, Riverbluff Estates Subdivision

B. Follow-up Action to Public Hearing:

1) Resolution No. 2014-01 (Re: Sale of Land-Lot 17, Block 1, Riverbluff Estates Subd.)

President Erickson opened the public hearing at 12:10 p.m. Notice of the public hearing was published in the April 30, 2014, Citizen. The Commissioners received copies of the Notice of Hearing and Purchase Agreement. Director Backman reported that Travis Rupp submitted a Purchase Agreement for Lot 17, Block 1, Riverbluff Estates Subdivision for a total purchase price of \$10,000. Mr. Rupp owns Lot 18 directly to the north of this lot. President Erickson asked if there were any other questions or comments from anyone in the audience. No other comments were received from anyone present. All public testimony was completed. President Erickson closed the public hearing and referred the matter to the EDA Board for consideration at 12:11 p.m.

Resolution introduced and motion by Commissioner Jones, seconded by Commissioner Fossing, to adopt EDA Resolution No. 2014-01, entitled “Resolution Approving Sale of Property Described as Lot 17, Block 1 of Riverbluff Estates Subdivision to the City of Windom, Cottonwood County, Minnesota”.

Upon roll call vote being taken, the following voted in favor thereof: Commissioners Fossing, Erickson and Jones; the following voted against the same: None; the following were absent: Commissioners Larson and Espenson. (The Resolution was adopted.)

5. River Bluff Townhomes

A. Annual Report - Van Binsbergen & Associates: Scott Burdorf of Van Binsbergen & Associates (the management company for the River Bluff Townhomes) was in attendance and presented the annual report. Prior to the meeting, he conducted the annual inspections of the townhome units and said that they were in good condition with no issues other than minor maintenance. Mr. Burdorf distributed copies of the 2013 Balance Sheet and year-to-date 2014 Balance Sheet for the River Bluff Townhomes and reviewed these with the Board. He indicated that there were no major expenses in 2013. Basically a few water heaters were replaced, vinyl in some units was replaced, and several appliances. The roofs were damaged in the 2013 hailstorm and the shingles were replaced at no cost beyond the insurance settlement. The level of the operating and reserve accounts are the highest they have ever been. There are two notes for \$15,000 each which are due in 2015. There is very little

turnover in the units and currently there is a waiting list of approximately 25 households. Mr. Burdorf recommended a program to replace bathroom and kitchen vinyl flooring at the rate of 2 or 3 units per year. The Board was in consensus with this program. He indicated that they repaint and replace the carpeting as people leave the units. The occupancy rate is almost 100%. The current monthly rental rates for the units are \$615 for a 2-bedroom unit and \$665 for a 3-bedroom unit. The tenants are also responsible for payment of gas, electricity and telecom utilities. Water and sewer, garbage pickup, and softener salt are included in the monthly rental. Mr. Burdorf indicated that the expenses have basically remained the same and he does not anticipate any major expenditures this year. There was a discussion concerning a possible \$15 per month rent increase. It was the consensus of the Board to wait for the results of the housing study before making a decision on this matter.

6. North Windom Industrial Park

A. SWRDC/Federal EDA Grant Application – Update: Director Backman reported that on March 13th the EDA submitted the grant application for \$352,325 to the SWRDC and Federal EDA for costs associated with Phase II of the NWIP. Federal EDA staff in Chicago reviewed the application. While the application was found to be complete and consistent with EDA's investment priorities, the Chicago office did not fund the project. The Board received a copy of the denial letter from the Federal EDA which Director Backman reviewed with the Commissioners. Betsy Herding from the SWRDC advised that the Chicago Regional EDA office indicates there is an opportunity for Windom to revise the application and resubmit for the next quarter. The deadline for the next quarter is June 13, 2014.

Motion by Commissioner Jones, seconded by Commissioner Fossing, authorizing EDA Staff to resubmit an application to the Federal EDA seeking funding for Phase II of NWIP and authorizing the EDA to act as a Co-Applicant with the City of Windom on this application. Motion carried 3-0.

B. Shovel-Ready Certification: Director Backman advised that in April the EDA Board authorized the EDA Executive Director to submit an application to the Minnesota Dept. of Employment & Economic Development (DEED) for the Shovel-Ready Certified Development Site Program for the North Windom Industrial Park. On April 29, 2014, the application was submitted by e-mail and mailed to DEED and the consultant from Florida who reviews all the applications. The EDA Director has verified that DEED has received all information requested. John Rhodes, the consultant from Florida, has contacted the EDA and advised that he plans to be in Windom on June 4, 2014, to meet with the EDA Director and City Administrator, tour the City, and make a short 45-minute presentation to City and EDA officials. Director Backman will make arrangements with Mr. Rhodes concerning the time for this presentation.

C. Extension of Commerce Boulevard: (New item added to agenda with Board approval.) Commerce Boulevard currently ends south of the proposed north driveway for Phase II of the Fast Manufacturing Project. Fast officials have expressed an interest in a road extension of approximately 250' to the north to allow ingress and egress to the northerly loading docks in Phase II of the building. Director Backman is proposing the installation of a temporary gravel road until such time as grant funding is approved for the project to extend Commerce Boulevard. This temporary option has been approved by Fast Manufacturing. There was a discussion concerning the use of crushed concrete which is onsite on Lot 1, Block 1 of NWIP. The engineer is making calculations concerning the required removal of soil and leveling of the area for installation of a gravel road. It was the consensus of the Board that the EDA Staff should proceed with plans for the installation of a 250' extension of Commerce Boulevard to the north.

7. Windom Housing Study – Status Report: Director Backman reported that, during April, Jay Thompson of Viewpoint Consulting Group completed interviews of contractors, realtors, and other parties. He completed the demographic analysis for the report. The initial draft of the Windom Housing Study was sent to the EDA on April 30, 2014. Copies of the draft were forwarded to the City Administrator, Windom HRA, Good Samaritan, etc. for review. The internal review of the draft report should be completed by mid-May. Jay Thompson is scheduled to make presentations of the final report to the HRA Board on May 14, 2014, at 4:00 p.m. and also to the City Council at its 7:30 p.m. meeting on May 20, 2014. The EDA Board is invited to attend the presentation at the City Council Meeting.

8. Ag Builders (Former Towlerton Site) - TIF 1-18

A. Resolution No. 2014 -02 - Requesting Call for Public Hearing: Director Backman advised that on March 31, 2014, Glen Francis, owner of Ag Builders of Southern Minnesota and GDF Enterprises, acquired the former Towlerton Motors auto dealership site from R & L Investments. Mr. Francis is seeking to redevelop this site and renovate the property which is situated at the junction of Highways 60 and 71 and encompasses approximately 6.3 acres of land. His intention is to eventually relocate the Ag Builders and GDF Enterprises offices and showroom from their current facility east of the railroad tracks to the 1815 First Avenue location. Excluding the separate storage building in the back of the property, the 31,000 sq. ft. complex would be renovated in stages. Phase I entails the renovation of the front half of the complex (approximately 15,560 sq. ft.). Phase II would entail the renovation of most of the back half of the main complex or roughly 13,560 sq. ft. This would include the quonset and the former service shop. Mr. Francis has requested TIF assistance for reimbursement of a portion of the developer costs. Eligible expenses would likely include: Site prep., parking area/loading dock improvements, utilities, and demolition/site cleanup. These activities would likely be completed at the end of 2014. In order to establish TIF District 1-18, a number of steps are required. On May 5th a letter was sent to the County Commissioners outlining the potential project. The next step in the process is for the EDA to adopt a resolution requesting that the City Council call for a public hearing to be held on June 17, 2014.

Resolution introduced and motion by Commissioner Jones, seconded by Commissioner Fossing, to adopt EDA Resolution No. 2014-02, entitled “Resolution Requesting the City Council of the City of Windom to Call for a Public Hearing on the Modification of Development District No. 1 and the Establishment of Tax Increment Financing District 1-18”.

Upon roll call vote being taken, the following voted in favor thereof: Commissioners Jones, Erickson and Fossing; the following voted against the same: None; the following were absent: Commissioners Larson and Espenson. (The Resolution was adopted.)

9. EDA SEB RLF

A. Loan Prospect: On March 22, 2014, Rex Potter purchased the former Eagles Club property and is leasing it to Gustavo and Maria Hidalgo, the owners of a Mexican restaurant in downtown St. James, Minnesota. Over the past two months, the Hidalgos cleaned and renovated the premises. Their goal has been to open Margaritas’ville Bar & Grille by the beginning of May. On May 3rd the new restaurant had a “soft” opening. The response to Margaritas’ville has been very positive. Maria Hidalgo, the Owner/Operating Manager, has asked to be considered for a low-interest loan of \$10,000, for additional equipment and electrical work, from the EDA’s new RLF that was established last year. The Board received a copy of a letter submitted by Maria Hidalgo and a copy of the SEB RLF Program Summary.

Director Backman had reviewed financial information provided by Maria Hidalgo and her accountant. After review of the information presented and further discussion, the following action was taken.

Motion by Commissioner Jones, seconded by Commissioner Fossing, to approve a loan to Gustavo and Maria Hidalgo from the EDA's SEB (Small & Emerging Business) RLF (Revolving Loan Fund) in the amount of \$10,000 which will accrue interest at the rate of 4.5 percent per annum and is repayable monthly over the period of 5 years; and which loan shall be secured by a first security interest granted to the EDA in inventory, equipment and furnishings at the restaurant location at 821 Fourth Avenue, Windom, Minnesota. Motion carried 3-0.

10. Career Fair/Business Tour – Update

A. Remick Grant Application: The Windom EDA has been working with the Windom Area Schools, Chamber, WECC, and businesses regarding the possibility of hosting a Career Fair this Fall for high school students. The idea is to encourage students to consider working in a variety of careers that are available at local employers. Wednesday, October 29, 2014, is the date selected for the Career Fair to be held at the Windom Community Center. From noon to 3:00 p.m., the focus would be on the students and from 4:00 p.m. to 7:00 p.m., the event would be opened up to the parents and the general public. In addition to Windom Area Schools, there is strong interest from other area school districts including: Jackson County Central, Sleepy Eye, Butterfield-Odin, St. James and Mountain Lake. The Board received a copy of the revised budget for the activities. At the April 14th EDA Meeting, the EDA Board authorized the submittal of a grant application to the Remick Foundation requesting \$7,250 to help fund the activities. This application was filed online by the May 1, 2014, deadline.

11. New Business:

A. Business Meetings, Conferences & Events Report: (1) Director Backman reminded the Board of the Open House at the Windom Area Hospital which is set for Wednesday, May 14, 2014, from 3:00 to 6:00 p.m. The Hospital's proposed expansion plans will be available for review by the public at that time. (2) Director Backman is registered to attend the International Economic Development Council's National Spring Conference in Minneapolis on June 1 through 3, 2014.

12. Miscellaneous Information

A. EDA Monthly Financial Recap: The Board received a copy of the EDA's Account Activity through April 30, 2014.

B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports provided by Van Binsbergen & Associates for the period ending March 31, 2014.

13. Adjourn: By consensus, President Erickson adjourned the meeting at 1:24 p.m.

Juhl Erickson, EDA President

Attest:

Aaron A. Backman, EDA Executive Director

Windom Library Board Meeting
Windom Library
05/13/2014
5:05 p.m.

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

Members Absent: None

Library Staff Present: Dawn Aamot

City Council Member Present:

3. Agenda and Minutes:
The date of the meeting on the minutes was corrected. Motion by Anita Winkel and seconded by Beth Fleming to approve the Agenda and the Minutes.

4. Financial Report:
Dawn reviewed the Financial Report with the Board. The income line for "Fines" includes payment of photo copies.
Motion by Charles Reid and seconded by Terri Jones to approve the Financial Report.

5. Librarians Report:

Dawn has started a new initiative to track down overdue items. She set the number of overdue items in the 100's. She has been making phone calls.

On May 14, the library is hosting the Straw Bale Gardner at the Community Center at 3pm. A book by the Straw Bale Gardner will be given away and all costs are covered by the state's Legacy Funds. Bringing the Straw Bale Gardner here was a joint effort with the Mountain Lake library.

Windom 4th graders visited the library last week. During their 30 minute visit, Dawn showed them how to locate Accelerated Reading books and issued library cards to those who had completed registration forms. The teachers had sent home library card registration forms prior to the library visit. Nineteen library cards were issued and lost cards were replaced with a \$3.00 fee.

Next week, 1st graders will visit on Monday. The first graders also have been given registration forms and can bring them at that time to receive library cards. Dawn will tell them about the summer reading program.

Nancy is composing a letter promoting the summer reading program that will be sent home with elementary students. She has been working on the summer reading program that will include Book A Lunch, story times, Make and Take Mondays and reading for prizes. Nancy has been working 8 – 9 hours a week to train and plan summer reading.

On Wednesday, May 14, Dawn and Nancy will be meeting with the Cottonwood County Pet Rescue headed by Joann Kaiser. They will explore ways that the summer reading program, "Paws to Read" and the Pet Rescue organization can collaborate this summer.

The Plum Creek website is now offering e-magazines. Any number can be checked out

for any length of time. Disney digital books are now available. Plum Creek has also added "Cypress Resume Builder" for patrons. This service is free. The adult library fiction collection is being weeded.

Motion by Beth Fleming and seconded by Charles Reid to accept the Librarian's Report.

6. Old Business:

Dawn will be meeting with Sue Salzwedel at BARC to set up a date(s) for the Book Sale. The Board offered their thoughts on when it should be held.

Kato Roofing submitted a new bid to cover temporary fixes to the roof. The bid was for \$1,360 and would install a new downspout, scupper and repair hole in flashing. These repairs were part of the original bid and all materials can be reused when major repairs are made in the future. These temporary repairs are needed to correct leaking that is causing wall damage. \$4,000 is available in Capital Outlay. Motion by Charles Reid and seconded by Barb Henning to accept this bid for the repairs from Kato Roofing. Motion passed. Steve Nasby had Worthington Glass look at our library doors. They submitted a bid of \$2,880 to install an automatic door on the south side of the library. This bid does not include electricity to the door. Since there is not enough funds available in the Capital Outlay budget, the excess dollars needed could possibly come from the Repairs and Maintenance Budget or the Friends of the Library. The Board feels that making the library accessible is a priority. Motion by Charles Reis and seconded by Kathy Hiley to accept the bid for Worthington Glass to install an automatic door. Motion passed.

Mark Ranum, director of the Plum Creek Library, has expressed interest in meeting with the Friends of the Library.

Policies for the library were discussed. Dawn would like policies for Internet Usage and Rules of Behavior be made priorities. The Jackson Library has solid policies on their website that we could use to formulate our policies. Dawn asked that we work on one policy at each future meeting.

7. New Business:

None

8. New Book Suggestions:

The board presented their suggestions.

9. Adjourn:

Motion by Terri Jones seconded by Kathy Hiley to adjourn.

Meeting adjourned at 5:47 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
MAY 13, 2014**

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

2. Roll Call & Guest Introductions:

Planning Commission: Gary Hunter, Lorri Cole, Ben Derickson, Andy Harries, Greg Pfeffer, and Kevin Rose.

Absent: Marilyn Wahl, one vacancy, and Brad Powers (Council Liaison).

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

Public Present: Michael Espenson (present for public hearing).

3. Approval of Minutes:

Motion by Commissioner Harries, seconded by Commissioner Rose, to approve the Planning Commission Minutes for the meeting held on April 8, 2014. Motion carried 6-0.

4. Public Hearing – 7:05 P.M.: Variance – Sideyard Setback – 2315 Cottonwood Lake Drive - (Applicants/Owners: Michael Espenson and Danylle Espenson): Chairman Hunter opened the public hearing at 7:05 p.m. The Commissioners had received copies of the application, an aerial photo, site plan, pencil rendering of the proposed addition, and photos of the existing property. Applicant Michael Espenson was present at the meeting to answer questions. Zoning Administrator Jim Kartes advised that Michael and Danylle Espenson previously constructed a new garage on their property and they are planning to convert the old garage into a family room. They are requesting a variance on the sideyard setback to allow the construction of a 10' X 17' addition on the front of the new family room. The addition would line up with the outside wall of the existing old garage (new family room). The dimensions of the lot are 80' frontage by approximately 230' depth. The reason for the variance request is that the existing old garage (new family room) is 3 feet from the side property line. This old garage was existing at the time of the change in the zoning ordinance and was "grandfathered in". However any addition or extension of this room would require a variance to allow the addition to be situated 3 feet from the side property line. The property is located in an R-2 District. The side yard setback on a lot with an 80' frontage would be 8 feet per side pursuant to City Code Section 152.068. The Espensons are requesting a 5-foot variance of the sideyard setback to allow construction of the addition. Zoning Administrator Kartes said that the new addition, as planned, would meet the front yard setbacks. Zoning Administrator Kartes advised that he had received no comments from anyone concerning the proposed project, except for two neighbors who indicated that they wouldn't be able to attend the hearing; but did not indicate any objection to the project. Chairman Hunter asked Mr. Espenson for any comments concerning the proposed project. Mr. Espenson advised that the roof of the addition probably will not be as steep as shown on the pencil drawing. In response to a question, Mr. Espenson indicated that they would like to start as soon as they have approval of the proposed addition. There was no one else from the public present at the meeting. All public testimony was completed and Chairman Hunter closed the public hearing and referred the matter to the Planning Commission for consideration at 7:07 p.m. After a brief discussion, the following action was taken.

Motion by Commissioner Derickson, seconded by Commissioner Pfeffer, and carried to recommend to the City Council the approval of the application, submitted by Michael Espenson and Danylle Espenson, requesting a 5-foot variance of sideyard setback to allow the construction of a 10' X 17' addition to a family room on property situated in an R-2 District. The property is located at 2315 Cottonwood Lake Drive and is described as: A tract approximately 80' X 230' located in the North Part of Lot 15 of the Corrected Plat of Warren Beach in the City of Windom, Cottonwood County, Minnesota. (abbreviated description) (Parcel No. 25-831-0090.) The motion includes that the jurisdictional documents and the findings of fact be made a part of the hearing record.

Findings of Fact:

1. As stated in the narrative herein.
2. The Landowners (Applicants) propose to use the property in a reasonable manner.
3. The Applicants have established that there are practical difficulties, as defined by state statute, in complying with the ordinance.
4. The unique circumstances of the property were not created by the Landowners.
5. The variance is in harmony with the general purposes and intent of this ordinance.
6. The variance is consistent with the comprehensive plan.
7. The variance will not alter the essential character of the locality.

Motion was declared carried 6-0.

Zoning Administrator Kartes advised that these recommendations will now come before the Windom City Council at its meeting next Tuesday night, May 20, 2014; and the Council will make the final decision concerning this application.

5. Use of Bare Lots
 - A) Report on Research – Other Cities & State Resources: At the current time, the Windom City Code does not allow the construction of a garage on a vacant (bare) residential lot. The question was raised at the April Planning Commission Meeting and the Planning Commission requested that Zoning Administrator Kartes contact other cities and do additional research as to whether this practice is allowed in other cities. Zoning Administrator Kartes reported that he had contacted 5 other cities that were approximately the same size as Windom or larger including Luverne, Pipestone, Worthington, Marshall and Hutchinson. At the present time, none of these cities allow garages to be constructed on bare lots. A further contact was made to the League of Minnesota Cities (LMC) requesting their input on this question. The LMC provided some information from prior Court cases in the U.S. concerning accessory uses of property and garages. From the information provided, it does not appear that an accessory use (such as a garage) is allowed on a residential lot without the presence of a principal use (house) on that lot. There was a discussion concerning whether requests to construct a garage on a bare lot could come before the Planning Commission as conditional use applications. In answer to a question concerning why he would not recommend such a use, Zoning Administrator Kartes advised that we do not want to turn residential districts into storage areas and we do not want to compromise the integrity of residential districts. Zoning Administrator Kartes recommended that no change be made in the ordinance concerning this potential use of bare lots. After further discussion by the Planning Commissioners, the consensus of a majority of the Commissioners was to leave the current ordinance as is for the present time.
6. New Business: Zoning Administrator Kartes advised that will be a meeting of the Planning Commission on June 10, 2014, to review the proposed plan and program for a new tax increment financing district (TIF 1-18). This TIF district would encompass the former Towlerton Motors' property which was purchased by GDF Enterprises and which is proposed for redevelopment. Mr. Kartes advised that he had inspected the property today pursuant to the criteria for property in TIF districts.
7. Adjourn: On motion and by consensus, Chairman Hunter adjourned the meeting at 7:22 p.m.

Gary Hunter, Chairman

Attest: _____
James Kartes, Zoning Administrator

**PARK AND RECREATION COMMISSION MEETING
MINUTES MAY 14, 2014**

1. Call to Order: The meeting was called to order by Vice Chair Jeff LaCanne at 5:26 p.m. at City Hall.
2. Roll Call:

Commission Present:	Jason Kloss, Jeff LaCanne & Jess Smith
Commission Absent:	Kay Clark & Angie Blanshan
City Staff Present:	Recreation Director Al Baloun & Park Superintendent Bruce Caldwell
Council Liaisons:	Brian Cooley & Kelsey Fossing Absent
Public:	None
4. Approve Agenda
Motion by Kloss, seconded by Smith to approve agenda with additions
Motion Carried Unanimous
5. Approve Minutes from April, 2014 Park & Recreation Commission Meeting
Motion by Smith, seconded by Kloss to approve minutes
Motion Carried Unanimous
6. Park Superintendent Bruce Caldwell Report
 - a. Mayflower Park: city staff and volunteers continue improvements to the park and the Disc Golf course.
 - b. Park Shelter Maintenance: the City Council approved the recommendation to hire of a contractor to replace the bad shingles with steel roofing at Tegel's and Mayflower Park Shelters.
 - c. Tegels Park Minnesota Conversation Corp planted 11 trees around the playground on 5/14/14.
 - d. Staffing all parks seasonal workers are now on duty so we should be able to keep up with all the mowing and other maintenance items. In the next couple weeks the staff will be working on spraying for noxious weeds in the parks.
7. Recreation Director's Report- Al Baloun
 - a. On Line Registration: going good with only a couple minor issues that have been resolved.
 - b. Summer Recreation Programing:
 1. Recreation participation numbers are similar to last year.
 2. Total registrations for pool swimming lessons 258 participants. Pool is scheduled to open June 4th weather permitting.
 3. Hershey's Track Program only had five registrations therefore Baloun said he must have at least 4-5 more participants otherwise we will not have a team this year due to the costs to run the program. He also said there will no longer be a national event after this year.
8. Open Mike: Baloun; at the June 11th meeting the commission will have to set ice season fees. Caldwell stated in July we need to work on the 2015 budgets as they have to be submitted to the council in August.
9. Meeting adjourned 5:45 p.m.

**Next Park & Recreation Commission Meeting June 11, 2014
5:15 p.m. in the City Hall Council Chambers**

RESOLUTION #2014-

INTRODUCED:

SECONDED:

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

City of Windom 2014 EMS Week Proclamation

WHEREAS, emergency medical services are vital public services; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, educators, administrators and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council in recognition of this event does hereby proclaim the week of May 18-24, 2014, as

EMERGENCY MEDICAL SERVICES WEEK.

The Mayor and City Council encourage the community to observe this week with a sincere "Thank You" to all our dedicated Emergency Medical Service members.

Adopted by the Council this 20th day of May, 2014.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

May 15, 2014

Minnesota EMS Community:

The Governor has proclaimed May 18-24, 2014, as EMS Week in Minnesota. Each year the EMS community celebrates National EMS Week in May, this year the National EMS Week is May 18 – 24, 2014. This year's theme is:

“EMS Dedicated for Life.”

Minnesota Governor Mark Dayton and the Emergency Medical Services Regulatory Board would like to take this opportunity to thank the EMS Community for your tireless efforts in protecting the people of Minnesota's health and safety 24/7.

We look forward to celebrating the considerable contributions of the EMS Community and want to recognize the proud EMS history and quality services provided to the people in Minnesota.

Sincerely,



Pamela Biladeau
Executive Director

EMS Week References:

- Governor's EMS Week proclamation: <http://mn.gov/health-licensing-boards/emsrb/>
- History of EMS Week American College of Emergency Physicians: <http://www.acep.org/EMS-Week-Microsofte/EMS-Week-History/>
- Ideas to celebrate EMS week are available at National Association of EMT website: <http://www.emsweekideas.org/home>

“To protect the public's health and safety through regulation and support of the EMS System.”



STATE *of* MINNESOTA

Proclamation

- WHEREAS: Providing emergency medical services (EMS) is a vital public service; and
- WHEREAS: The lead agency for EMS in Minnesota is the Emergency Medical Services Regulatory Board; and
- WHEREAS: Access to quality emergency care dramatically improves the survival and recovery rates of those who experience sudden illness or injury; and
- WHEREAS: Injury prevention and the appropriate use of the EMS system helps reduce health care costs; and
- WHEREAS: Members of EMS teams—many of them volunteers—are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and
- WHEREAS: EMS teams in Minnesota consist of emergency physicians and nurses, paramedics, emergency medical technicians, first responders, firefighters, law enforcement personnel, medical dispatchers, educators, and administrators, among others.

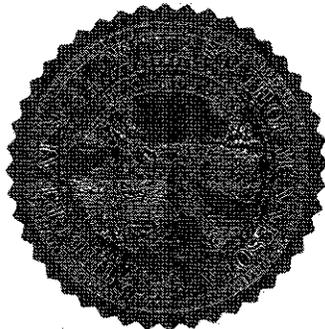
NOW, THEREFORE, I, MARK DAYTON, Governor of Minnesota, do hereby proclaim the week of May 18–24, 2014, as:

EMERGENCY MEDICAL SERVICES WEEK

in the State of Minnesota.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Minnesota to be affixed at the State Capitol this 28th day of April.


GOVERNOR




SECRETARY OF STATE



MEMO

To: Mayor and City Council
From: James Kartes, Zoning Administrator
Council Meeting Date: May 20, 2014
Re: Planning Commission Meeting – May 13, 2014

At its regular meeting on May 13, 2014, the Planning Commission held a public hearing and made the following recommendations concerning the application which came before the meeting:

1. VARIANCE APPLICATION:

Applicants & Owners: **Michael Espenson & Danylle Espenson**
Address of Property: **2315 Cottonwood Lake Drive, Windom, MN**
Legal Description: A tract approximately 80' X 230' located in the North part of Lot 15 of the Corrected Plat of Warren Beach in the City of Windom, Cottonwood County, Minnesota.
Parcel ID#: 25-831-0090.

The Applicants propose to construct a 10' X 17' addition to the family room (former attached garage) on their property. The addition will line up with the family room and be situated 3 feet from the side property line. Pursuant to the City Code section on R-2 Districts, they are required to have a sideyard setback of 8 feet for a lot with an 80 foot frontage. The Applicants are requesting a variance of 5 feet on the sideyard setback.

THE PLANNING COMMISSION RECOMMENDS TO THE CITY COUNCIL:

Approval of the application, submitted by Michael Espenson and Danylle Espenson, requesting a 5 foot variance of sideyard setback to allow construction of a 10' X 17' addition to the family room on their property at 2315 Cottonwood Lake Drive.

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

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

I will be present at the City Council Meeting on May 20th to address any questions the Council may have at that time.

Prior to that time if there are any questions, please contact the Planning and Zoning Office at 832-8660.

JK:mah

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

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
VARIANCE APPLICATION- SETBACK**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.565-152.568, notice is hereby given that the Applicants and Owners, MICHAEL ESPENSON and DANYLLE ESPENSON, of 2315 Cottonwood Lake Drive, Windom, Minnesota, have submitted a zoning application for a variance for property located at 2315 Cottonwood Lake Drive, Windom, Minnesota. This property is situated in an R-2 District. The Applicants request a variance of the sideyard setback to allow the construction of an addition on the house which will have a sideyard setback less than the minimum required by City Code Section 152.068. The setbacks are shown on the plot plan which is on file in the Building & Zoning Office in City Hall.

A public hearing to consider this application will be held before the Planning Commission in the City Council Chambers at City Hall, 444 9th Street, Windom, MN 56101 on Tuesday, May 13, 2014, at 7:05 p.m.

Those persons wishing to be heard on this application for consideration of a variance are requested to be at this meeting. The setbacks are shown on the plot plan and the application which may be reviewed in the Building & Zoning Office at City Hall prior to the Public Hearing.

Legally described as follows: A tract approximately 80' X 230' located in the North Part of Lot 15 of the Corrected Plat of Warren Beach in the City of Windom, Cottonwood County, Minnesota. (abbreviated description)

Parcel ID #: 25-831-0090

Address of the Property is: 2315 Cottonwood Lake Drive, Windom, MN 56101

By Order of the City of Windom
James Kartes, Zoning Administrator

Published: Cottonwood County Citizen (April 30, 2014)

CITY OF WINDOM, MINNESOTA

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

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Michael + Danylle Esperson
Address 2315 COTTONWOOD LK DR
City WINDOM State MN Zip 56101 (Phone: 507-831-3398)

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

Property Address: 2315 COTTONWOOD LK DR WINDOM, MN 56101

Legal Description of Property: Lot(s) _____ Block(s) _____ Addition _____
LOT-015 WARREN BEACH 80' TR N PART LOT 15
Parcel No. 25-831-0090
(If metes and bounds, attach description.)

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

Action Requested: Conditional Use Permit _____ Variance X-5'
Subdivision (Sketch Plat) _____ Preliminary Plat _____ Final Plat _____
Planned Unit Development (PUD) _____
Amendment (Text, Rezoning, Comprehensive Plan) - SPECIFY: _____
Other (Specify): _____

Description and Reason for Request (Attach Additional Information if necessary and/or required)
10' X 17' ADDITION. NEED 5 FT. VARIANCE.

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

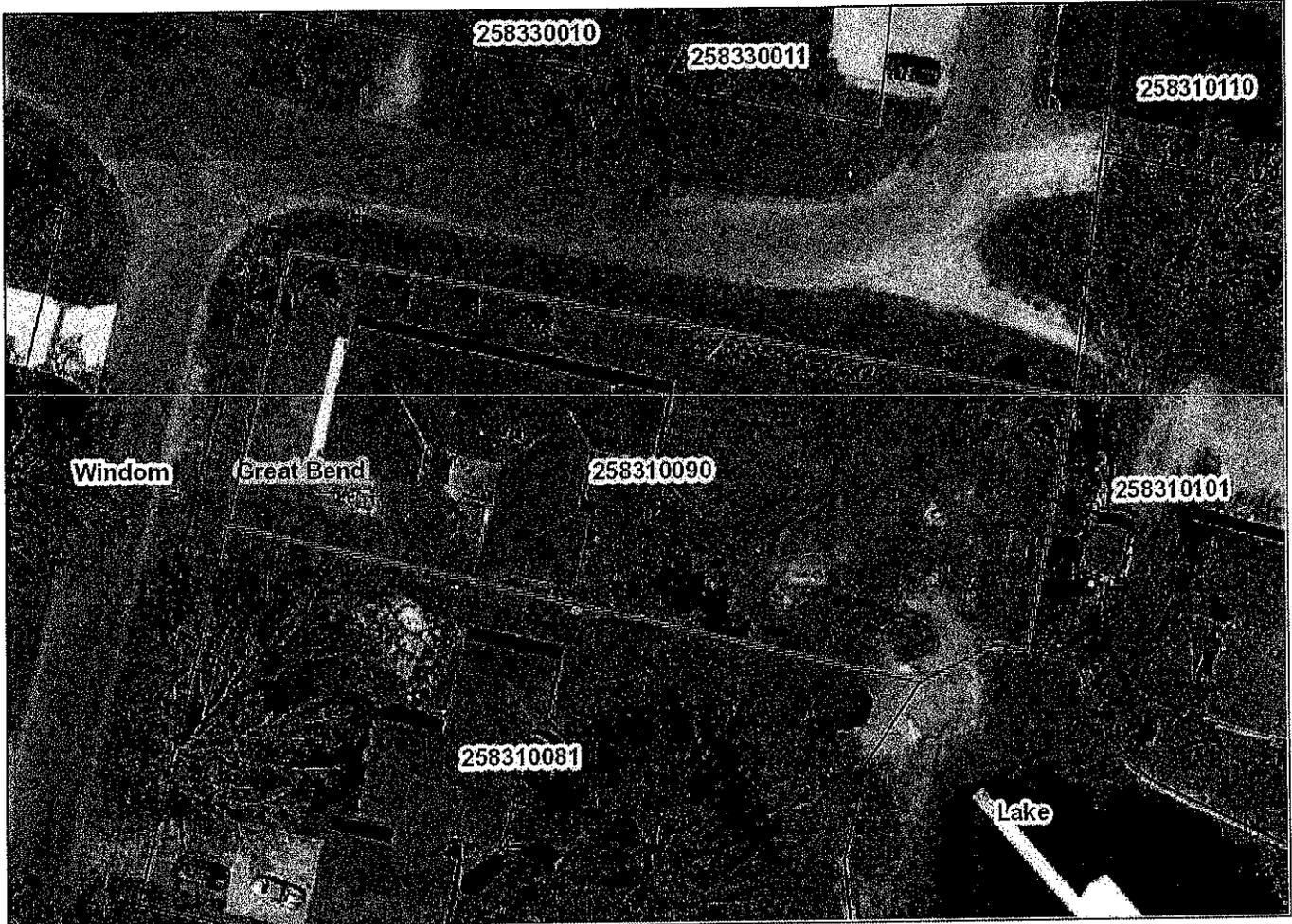
X Michael Esperson X Danylle Esperson
[SIGNATURES OF APPLICANT(S)]

Date: April 12, 2014

Fee: \$150.00 Paid: Ck. 12825 Date: 4-24-14 cmd

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 24th day of April, 2014.

WINDOM BUILDING & ZONING OFFICIAL: James Kuntz



Parcel ID 258310090
Sec/Twp/Rng 0-0-0
Property Address 2315 COTTONWOOD LAKE DR
56101

Alternate ID n/a
Class RESIDENTIAL/SINGLE UNIT
Acreage n/a

Owner Address ESPENSON/MICHAEL & DANYLLE
2315 COTTONWOOD LAKE DR
WINDOM MN 56101

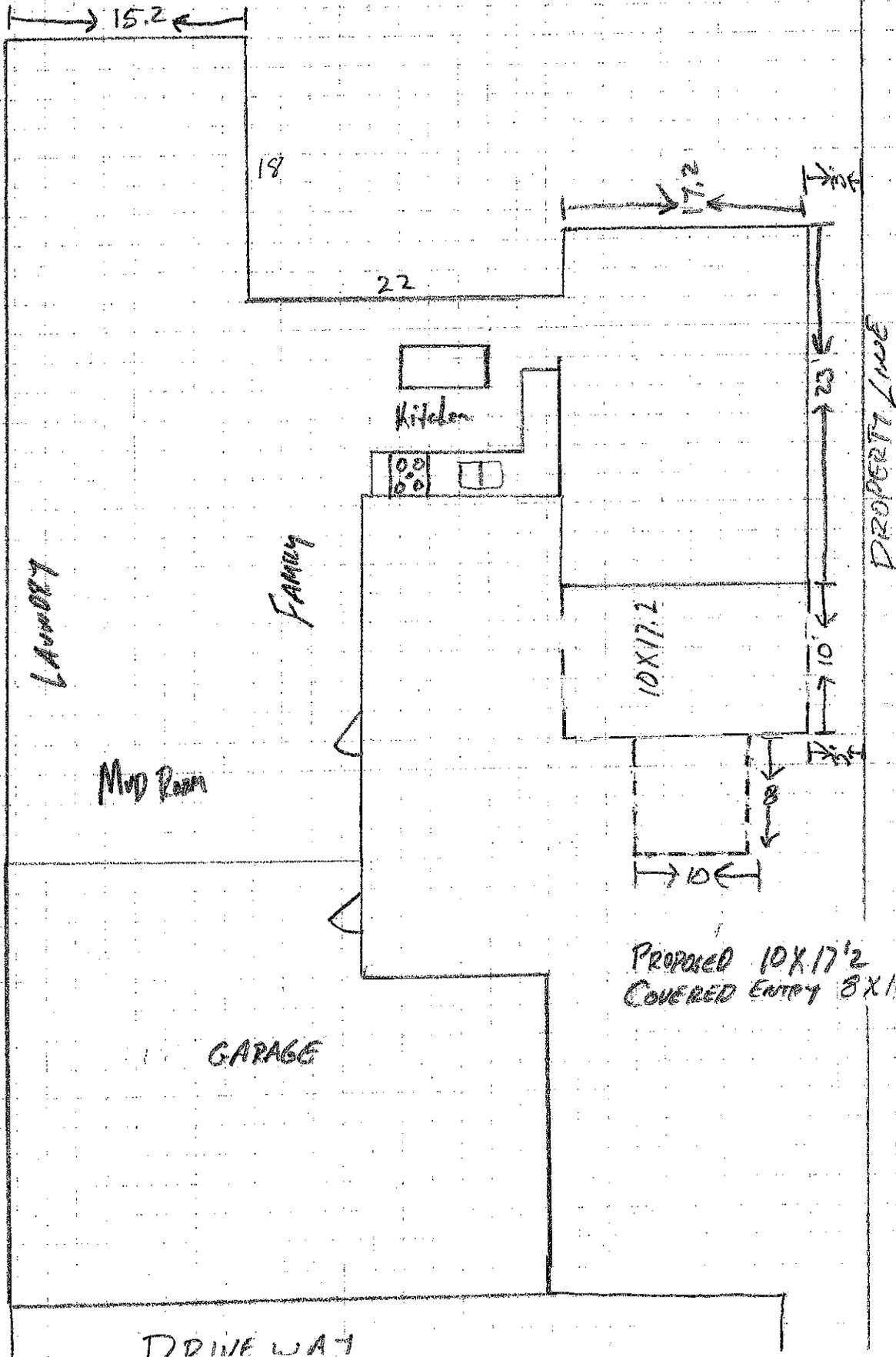
District n/a
Brief Tax Description 80' TR N PART LOT 15
(Note: Not to be used on legal documents)

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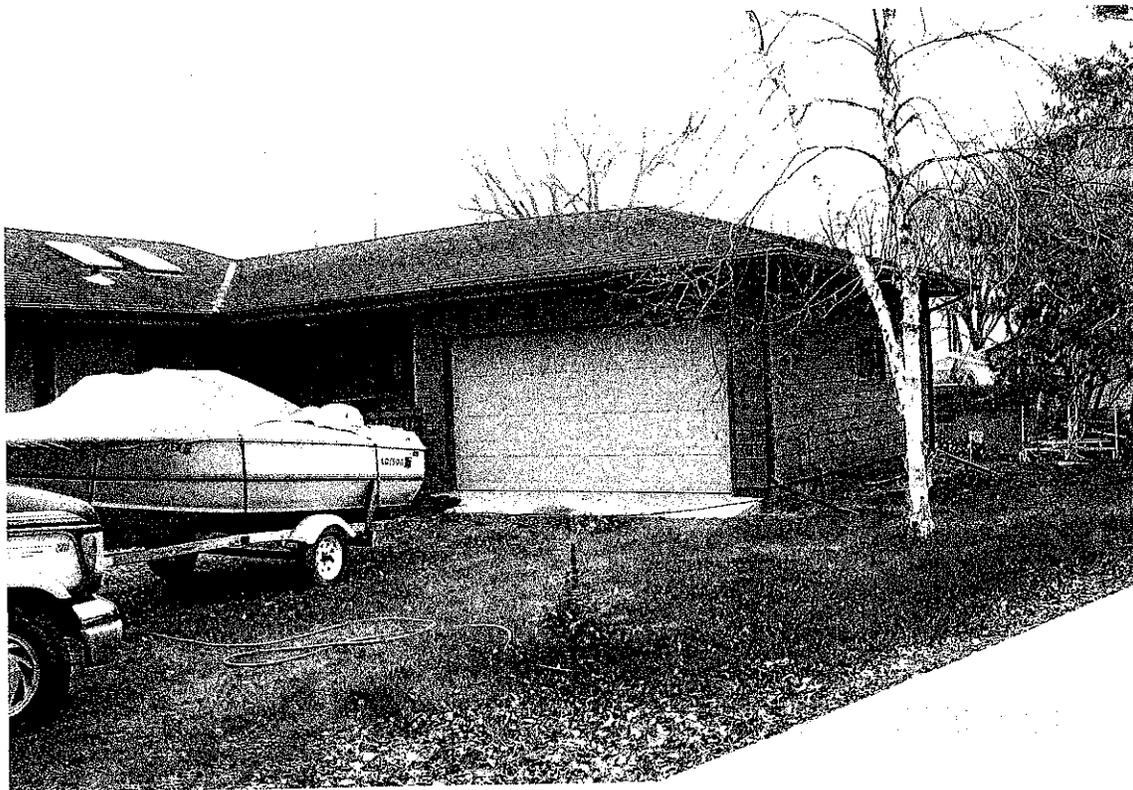


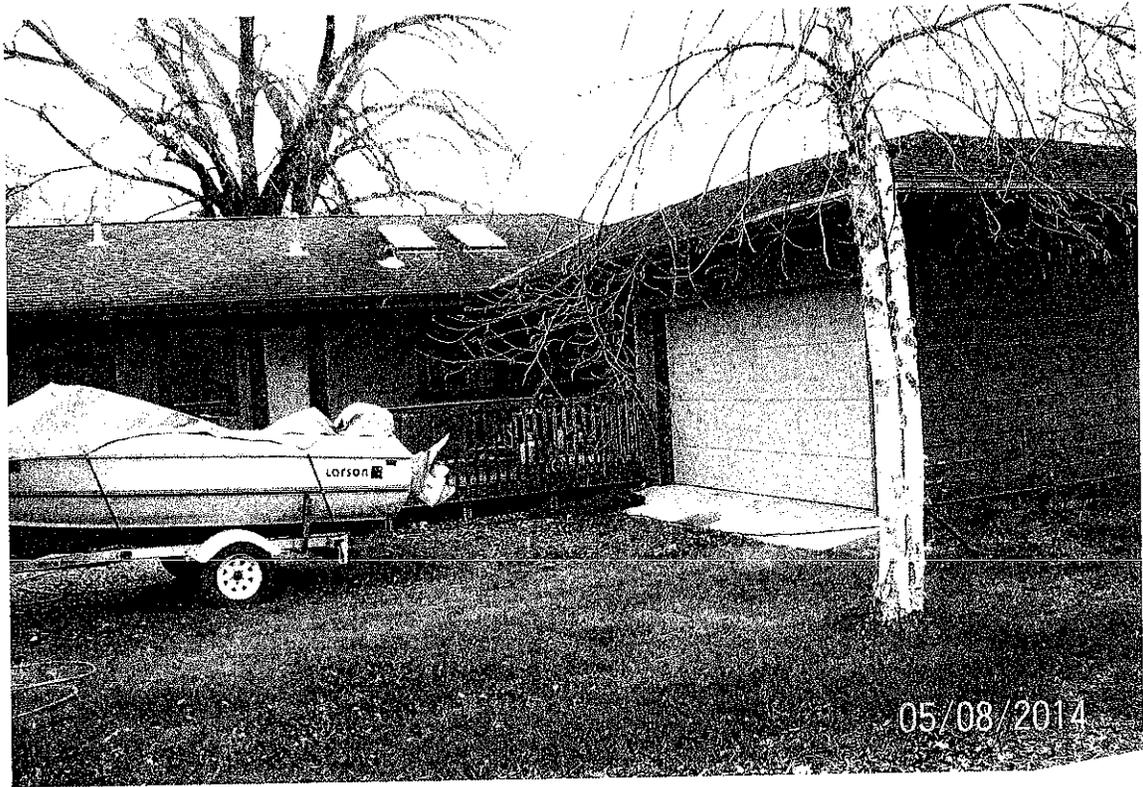
developed by
The Schneider Corporation
www.schneidercorp.com

PROPOSED











May 15, 2014

City of Windom
City Officials
444 9th St.
Windom, MN 56101

Re: 2014 Insurance Renewal Summary

Attached is the summary of the renewal premiums and coverages of the policies offered by the LMCIT. I have also included policies secured through other markets for coverages that are either more competitive than the LMCIT or not offered by the LMCIT.

I have listed the previous years premiums for your information for comparison that indicates what areas are changing.

The LMCIT has declared a dividend to participating cities for 2013. Windom's dividend is \$25,454 and was paid out in December 2013.

Presented by:

Ken Hoffmann, CIC
Agent of Record

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CITY OF WINDOM
RENEWAL PREMIUM SUMMARY

Coverage	2013 Prem. Basis	Premium	2014	Premium
Property	\$43,982,661	\$70,849	\$45,266,122	\$75,935
	Property Values			
Mobile Property	\$1,184,953	\$5,325	\$1,312,210	\$5,523
	Equipment Values			
Municipal Liability	Various	\$49,988	Various	\$51,264
	Expenditures, payroll, sq.ft., etc.			
Airport Liability	Various	included	Various	included
Automobile Liability	All Units	\$6,755	All Units	\$6,680
Automobile Physical Damage		\$6,058		\$6,687
	Physical damage is inc. on police, fire, & emerg. veh. No physical damage on other dept. veh. >10 yrs old			
Equipment Breakdown	\$31,205,121	\$4,837	\$32,313,091	\$5,009
	Total bldg value minus municipal power plant			
Open Meeting Law		included		included
	Percent of the municipal liability premium			
Liquor Liability	Receipts	\$4,443	Receipts	\$3,457
Bond Coverage	\$250,000	\$794	\$250,000	\$848
		-----		-----
	Total	\$149,049	Total	\$155,403

* Refer to the LMCIT coverage changes, rates, and dividends memo for a summary of changes that are taking place for all cities renewing after 11-15-13.

CITY OF WINDOM
RENEWAL OF
OTHER POLICIES

	2013	2014
	Premium	Premium
1. Boiler and Machinery – Municipal Power Plant and Substation	\$48,572	\$51,789
Limit of \$12,859,950		
Deductible: \$100,000 on Detroit Allison Gas Turbine		
\$100,000 on any other object covered by policy		
\$1.50 per maximum KVA – transformers subject to \$100,000 minimum		
2. Miscellaneous bonds as required	\$ 350	\$ 350
Package Premium from summary page	<u>\$149,049</u>	<u>\$150,803</u>
Total Premium	<u>\$197,971</u>	<u>\$207,542</u>

WORKERS COMPENSATION

<u>Year</u>	<u>Payroll</u>	<u>Exp. Mod. Factor</u>	<u>Premium</u>
2010	\$3,118,552	.82	\$76,547
2011	\$3,178,963	.80	\$73,203
2012	\$2,957,936	.80	\$69,116
2013	\$3,141,542	.70	\$62,654
2014	\$3,266,429	.67	\$75,038

The experience modification factor changed to .67 for 2014. The experience modification factor is determined by a formula taking into account the actual losses versus the expected losses in each classification and premiums paid. A three year period is used for this formula not including the most recent year. The experience modification factor for 2014 is determined by using data from years 2010, 2011 and 2012.

2010 claims total cost \$ 4,080.54
2011 claims total cost \$ 1,054.01
2012 claims total cost \$13,176.78
2013 claims total cost \$ 4,893.66

The city is taking advantage of the 10% non-smoker discount for fire department and police department class rates.

Items needing council action and consideration:

Statutory Limits on Municipal Tort Liability: \$500,000 per claimant and \$1,500,000 per occurrence.

Waiver of Statutory Tort Limit: The city elected to not waive the statutory tort limit of \$500,000 per claimant for 2013.

I need a motion to leave as is or waive the statutory tort limit.

Excess Liability: You can add \$1,000,000 excess liability coverage for an annual premium of \$16,750.

The city has declined this coverage in the past.

I need a motion to accept or reject the Excess Liability coverage for 2014.

SECTION I: LIABILITY COVERAGE WAIVER FORM

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

If the city does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000. on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.

If the city waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could potentially recover up to \$1,500,000. on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$1,500,000., regardless of the number of claimants.

If the city waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

This decision must be made by the city council. **Cities purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage.** For further information, contact LMCIT. You may also wish to discuss these issues with your city attorney.

_____ accepts liability coverage limits of \$ _____ from the League of Minnesota Cities Insurance Trust (LMCIT).

Check one:

- The city **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.
- The city **WAIVES** the monetary limits on tort liability established by Minnesota Statutes 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council meeting _____

Signature _____ Position _____

Return this completed form to LMCIT, 145 University Ave. W., St. Paul, MN. 55103-2044



CONNECTING & INNOVATING
SINCE 1913

November 18, 2013

To: LMCIT Members and Agents

From: Pete Tritz, LMCIT Administrator
Dan Greensweig, LMCIT Assistant Administrator
Liam Bieber, LMCIT Underwriting Manager

RE: **2013-14 Coverage Changes, Rates, and Dividends**

The League of Minnesota Cities Insurance Trust (LMCIT) Board has approved rates and several coverage changes for the 2013-14 underwriting year. In addition, members of the property/casualty program will share in a \$10 million dividend. Following is a summary of changes that will take place this coming year.

Property/Casualty Premium Rates, Effective November 15, 2013

- Liability and auto liability rates will remain flat on average, but adjustments related to the second year of transition to the new liability rating method mean the effects on individual members' premiums will vary.
- Liquor liability rates will decrease on the average, and a new experience-based credit/debit system will be implemented. This will result in an average premium decrease of 14%, but the effect on individual members' premiums will vary between flat to a 23% decrease.
- Excess liability rates will decrease 5%
- All other rates will be unchanged, including property and auto physical damage rates.

Workers' Compensation Premium Rates, Effective January 1, 2014

- Overall premium rates will increase 10%.
- Rates for volunteer firefighters will increase an additional 3%. These rates are based on population served, rather than payroll, and therefore lag all other class rates essentially by the amount of annual wage inflation. This slight increase will allow volunteer firefighter rates to stay in line with other job classes.
- Volunteer accident coverage rates will decrease 15%.

Dividends

- Property/casualty members will share in a \$10 million dividend. The dividend will be distributed mid-December 2013 to those who are property/casualty members as of December 1, 2013.

Coverage Changes

There are a number of coverage changes that will take effect for property/casualty coverage written or renewed on or after November 15, 2013 and for workers' compensation coverage written or renewed on or after January 1, 2014. Please see pages 4 and 5 for more information.

Premium Rates

The rate changes taking place this year don't mean members' actual premiums will necessarily increase or decrease by these exact amounts. Actual premiums are also affected by changes in city expenditures, property values, payrolls, other exposure measures, and experience rating.

Property/Casualty

Apart from rate decreases in the optional liquor liability and excess liability coverages, members with renewals on or after November 15, 2013 will see flat rates on average.

When LMCIT sets premiums rates, the average experience over the past several years is used to project how much loss to expect in the future. The generally flat rate changes for the coming year are in part the result of lower-than-average property and land use litigation losses in recent years. This, combined with steady losses in the areas of sewer backups, auto liability, auto physical damage, and other minor liability loss areas, have offset the increased loss projections for employment and police liability.

Aside from the overall rates, members will see some changes related to the new liability premium rating system, which went into effect for renewals on or after November 15, 2012. LMCIT is still in the process of fine-tuning the new system after one year of lessons learned. Following are the changes that will take effect for renewals on or after November 15, 2013.

Changes to the New Liability Premium Rating System

- Liability premium increases/decreases.* Last year, some members saw their liability, auto liability and no-fault sewer backup premiums go up and some go down because of the way the new liability system more equitably allocates premium costs among all members. To avoid shock premium changes, premium increases for each of these lines were capped at 30% (50% for drug task forces) and premium decreases were capped at 10%. For the second year of transition, members will again see premium increases capped at 30% (50% for drug task forces), but the decrease constraint will change to 20%. LMCIT projects it will be nearly fully transitioned to the new liability rating method by the start of the 2014-15 underwriting year.
- Liability rate relativity adjustments.* The relativity adjustments recognize changes in loss patterns from one year ago as well as a better understanding exposure unit estimates for each of the liability classes, which are: police officers, full time equivalent employees, households, sewer connections, and annual expenditures. The changes in liability class relativities are in the table below. These changes are designed to produce the same total amount of premium as the current rates, but to better allocate the premium costs to the exposures that are generating the loss costs. Note part of the reason the employment and expenditure rates are decreasing for the 2013-14 underwriting year is because LMCIT had underestimated what the actual FTE and city expenditure figures would be when developing rates for the 2012-13 underwriting year.

Liability Class	Rate Change	% of total liability premium	
		2012-2013	2013-2014
Police (FTE officers)	+18%	22%	26%
Employment (City FTEs)	-8%	18%	16%
Land use (Households)	+14%	18%	21%
Sewer (Connections)	+19%	13%	16%
All other (Annual expenditures)	-21%	26%	21%

- *Auto liability rate adjustments.* The auto liability rates needed to generate the LMCIT program auto liability revenue targets are partly a function of the transition capping parameters discussed above (capped at 30% and constrained at 10% for the first year and capped at 30% and constrained at 20%). Adjustments to the manual rates are needed this year to maintain the same level of projected auto liability premium revenue for the program. The rates are designed to generate no change in the amount of total auto liability premium for the program as a whole. In addition, LMCIT is no longer making a per vehicle charge for Underinsured/Uninsured (UM/UIM) coverage. The cost of UM/UIM coverage is now included in the auto liability rates. On average for members, auto liability premiums are projected to be flat, but the effect on individual members will vary.
- *Experience rating changes.* LMCIT will change the way it uses experience rating to determine no-fault sewer backup and liquor liability rates.
 - *Liquor liability.* The existing experience rating component will be eliminated, which means many members will no longer receive experience modification credits they've received historically. Moving forward, members that have had a liquor liability loss within 5 years of their renewal date will incur a 10% debit. However, because LMCIT is decreasing on and off sale liquor liability rates 23%, no individual member will experience an increase in premium due solely to the elimination of the experience rating credits. The combination of the rate changes and the experience rating change will result in an average premium decrease of 14%, but the effect on individual members will vary between about 0-23% in premium decreases.
 - *No-fault sewer backup.* Members that have incurred no losses under the no-fault sewer backup coverage within a 3 year rating period will receive a 10% credit. Members that have incurred losses within the rating period at a per-connection frequency that is higher than the program average will receive a 10% debit.

Members received a memo last year detailing the specifics of the new liability rating system. This memo, along with subsequent changes to the system, can be found at www.lmc.org/rating.

Workers' Compensation

Members with renewals on or after January 1, 2014 will see a 10% increase in overall rate levels, which is driven by a few main factors:

- *Medical trend.* One of the main reasons for this year's rate increase is because of rising medical costs, which now makes up 60% of LMCIT's total workers' compensation loss costs. Rates for 2014 assume that medical costs will continue to increase at a rate of about 9% annually. Because the increase in medical costs continues to outpace the increase in wage levels, all else being equal it takes about a 2-3% premium rate increase each year just to keep up with medical inflation.

Additionally, over the past year medical costs on old claims from injuries up to 20 or more years ago increased more than what LMCIT had previously projected. LMCIT's reserves and fund balance can easily cover these increased costs, but it has to take that changed development pattern into account when setting rates for 2014. In other words, LMCIT has to assume that it will see similar development many years out in the future on the claims for the injuries that occur in 2014. This factor accounts for about 5% of the rate increase needed for 2014.

- *Benefit changes.* The rates assume a slight increase of about 1 percent for new legislation related to Minnesota's workers' compensation system. The two most significant changes include an increase in the maximum compensation rate and an extension of workers' compensation coverage for post-traumatic stress disorder.

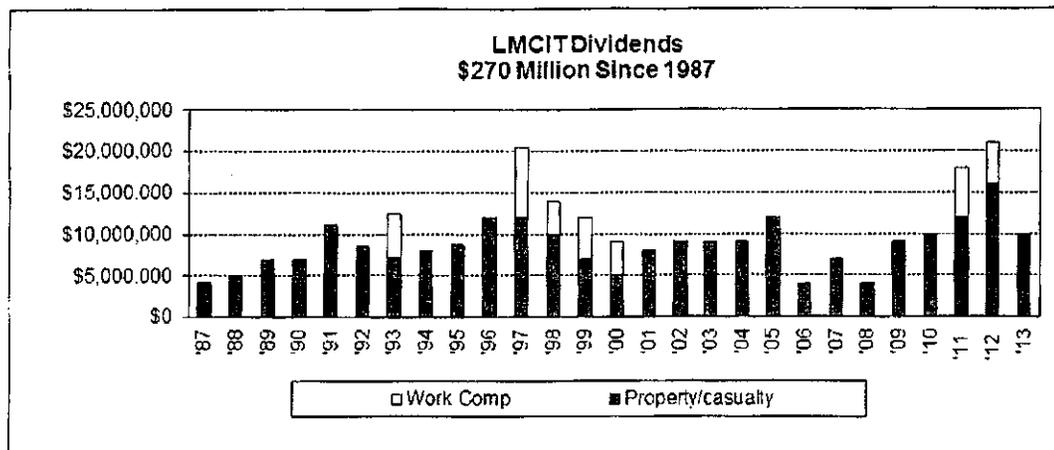
- *Investment income.* An additional 1% rate increase is needed to offset the lower investment income projected for 2014.

In addition to the overall rate increase, rates for volunteer firefighters will increase an additional 3%. These rates are based on population served, rather than payroll, and therefore lag all other class rates essentially by the amount of annual wage inflation. This slight increase will allow volunteer firefighter rates to stay in line with other job classes.

The LMCIT Board also decided to decrease rates for LMCIT's optional volunteer accident coverage by 15% because of the very low loss experience and growth in member participation for this line of coverage. The volunteer accident coverage provides disability, death, and impairment benefits to city volunteers who are injured while performing volunteer services for the city. Cities can also add a limited medical benefit as an extra cost option. At the new rate, the basic charge is \$.55 per capita, subject to a minimum premium of \$85 and a maximum premium of \$850.

Dividends

Members of the property/casualty program will share in a \$10 million dividend this year, bringing the total amount of returned dividends since 1987 to \$270 million. The \$10 million property/casualty dividend will be distributed in mid-December 2013 to those who are property/casualty members as of December 1, 2013.



The dividend formula will be the same as that used during the past several years. Under that formula, a city's share is proportionate to the difference between the city's total earned premiums and total incurred losses for all years the city has been a member, with large individual losses capped for purposes of the formula. This approach recognizes cities that have been long-time members and that have been most successful in avoiding and controlling losses.

Coverage Changes

The following coverage changes will take effect for workers' compensation coverages renewing on or after January 1, 2014 and property/casualty coverages renewing on or after November 15, 2013.

Workers' Compensation Coverage

Post-traumatic stress disorder (PTSD) benefits

In 2010 LMCIT added coverage for certain costs of treatment and wage loss for emergency response personnel affected by PTSD after a traumatic emergency call. The coverage that was added in 2010 was not a benefit required by statute, but rather a voluntary expansion of coverage developed by LMCIT in response to a request by a member. The 2013 amendments to the workers' compensation statutes make PTSD a

compensable injury under workers' compensation. The special coverage part added in 2010 is therefore eliminated since it's no longer needed.

Property Coverage

Computer equipment, electronic data, and electronic media

The LMCIT property coverage for many years has included a \$1 million per occurrence sublimit for computer equipment, data, and media. The scope of that sublimit has been narrowed to only apply to the cost to reproduce or restore intangible electronic data. This is a broadening of coverage in a sense, as the sublimit no longer applies to tangible computer hardware.

Wastewater lagoons

The coverage wording has been amended to clarify that all types of lagoon liners, lagoon rip-rap, and soil embankments necessary for the operation of a wastewater lagoon are considered covered property.

Geothermal systems

The property coverage form generally excludes coverage for underground pipes. Coverage has been revised to state that underground pipes that are part of geothermal heating and cooling systems are not subject to that exclusion.

Liability Coverage

Failure to supply claim – telecommunications or electronic data transmission

A \$2 million annual aggregate limit applies to liability claims for the failure to supply water, electricity, gas, or steam service. For the coming year, this limit will also apply to claims for damages arising out of the failure to supply phone and internet or other electronic data transmission services.

Automatic additional covered party status for certain lessors of leased premises and equipment

Coverage has been broadened to automatically provide additional covered party status, on a limited basis, for organizations from which the city leases premises or equipment. This "additional insured" status will only be granted if the city is contractually obligated to have the lessor named as an additional insured. Coverage will only apply to bodily injury, property damage, or personal injury for claims that are made by the lessor due to the city's acts during the terms of the lease agreement.

Pollution liability exclusion and Coverage D

Coverage D, also known as the Land Use and Special Risk Litigation Coverage, is not intended to provide broad coverage for pollution risks. Coverage wording has been amended to better reflect this intent.

Airport liability coverage

The existing airport liability coverage endorsement excludes coverage for damages arising out of any aircraft contest that has racing, stunting, aerobatics or similar activities that are sponsored or participated in by the city. The coverage change makes it explicit that this exclusion applies to aircraft exhibitions and skydiving activities sponsored or participated in by the city. The definition of "aircraft" in the liability coverage document has been tightened-up as well.

Joint planning boards

LMCIT's liability coverage does not require separate coverage for several types of joint planning boards and joint airport zoning boards. Another type of board, created under Minnesota Statute 462.3585 (these are boards that are created to exercise planning and land use authority in an unincorporated area that is within two miles of the corporate city limits), has been added to LMCIT's list of covered joint planning boards that do not need separate coverage.

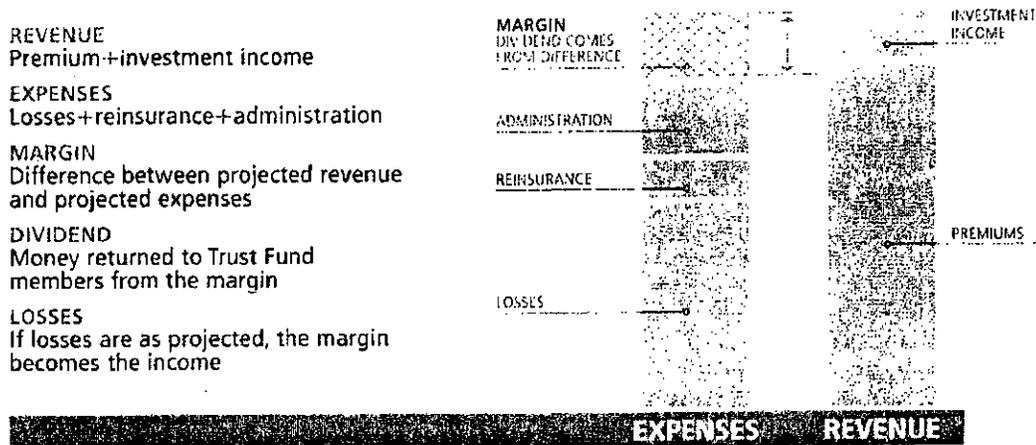
Auto and liability declarations

The auto and liability declarations have been revised to note how the per occurrence limit works with respect to Coverage A (municipal liability) and Coverage C (auto liability). The maximum coverage limit is \$1.5 million for both of these coverages, whether the claim or claims fall under Coverage A, Coverage C, or both.

Frequently Asked Questions about Your LMCIT Rates and Dividends

Rather than return dividends, why doesn't the Trust just reduce premium rates up front?

LMCIT's practice is to incorporate a solid contingency margin into the premium rates. That margin is meant to cover the extra cost in case losses turn out to be more than what we've projected. By doing so (and then returning the extra funds afterwards if it turns out that they're not needed), LMCIT is able to keep premium rates much more stable from year to year. In other words, it helps keep premium rate changes in the range of a few percent up or down each year, rather than the much larger year-to-year premium rate changes that would be seen if LMCIT set lower rates with a much smaller contingency margin.



How is the dividend determined?

The basic principle is that the funds LMCIT holds belong to member cities, and that any funds that LMCIT doesn't need should be returned to the members. The decision on whether and how much of a dividend may be possible is essentially an evaluation of whether the programs' fund balances are currently at appropriate levels. If the fund balances are more than the LMCIT Board concludes are needed, those excess funds are returned to members as a dividend.

The fund balance is meant to provide funding for several kinds of risks: the risk that new losses turn out to be more than the premiums were designed to fund; the risk that old losses turn out to be more expensive than estimated; the risk that a reinsurer might default and not reimburse LMCIT for what they owe on a large claim; the risk involved in expanding coverage in new risk areas where LMCIT doesn't have good data to accurately quantify that risk; the risk of investment losses; and so on. Over the past few years, the LMCIT Board has devoted a lot of attention to the question of how much fund balance the LMCIT programs should maintain, and to developing specific target ranges for the two programs' fund balances based on what's needed to address those risks.

In making the decisions on dividends, the LMCIT Board looks at how much if any net income the program has generated for the fiscal year and where the resulting fund balance is compared to the target ranges. Sometimes there are other considerations to take into account. This year, for example, one factor the LMCIT Board considered was the large number of liability claims that have been filed alleging violations of the privacy of driver's license data. Because there's no way to know or to reliably estimate what those claims might ultimately cost, the Board decided that for now it makes sense to hold on to additional funds as a hedge against that risk until LMCIT knows how those claims will play out.



City of Windom Staff Report

To: Mayor and Windom City Council
From: Aaron Backman, EDA Executive Director
Council Meeting Date: May 20, 2014
Item Title/Subject: **CALL FOR A PUBLIC HEARING FOR THE ESTABLISHMENT OF TAX INCREMENT FINANCING (TIF) DISTRICT 1-18 (FORMER TOWLERTON MOTORS SITE)**

Background:

The Windom EDA has been in discussions with the owners of Ag Builders of Southern Minnesota regarding the potential redevelopment of the former Towlerton Motors auto dealership site. On March 31, 2014 Glen Francis acquired the 6.3 acre property at the junction of Highways 60 and 71 from R & L Investments. His intention is to eventually relocate the Ag Builders and GDF Enterprises offices and showroom from their current facility east of the railroad tracks to 1815 First Avenue (the former Towlerton property).

Mr. Francis plans to renovate the property. Excluding the separate storage building in the back of the property, the 31,000 sq. ft. complex would be renovated in stages. Phase I entails the renovation of the front half of the complex (approximately 15,560 sq. ft.). Four areas will be repurposed: the former showroom (7,680 sq. ft.) will now have 10 sales and administrative offices and space to highlight various products, a former garage (1,280 sq. ft.) will become the employee breakroom, the front office (600 sq. ft.) will become the boardroom, and the parts/body shop (6,000 sq. ft.) will have parts inventory, offices, and a service area. Phase II of the project would entail the renovation of most of the back half of the main complex (roughly 13,560 sq. ft.). This would include the quonset structure and the former service shop.

The owners of Ag Builders / GDF Enterprises are interested in pursuing the establishment of a Tax Increment Financing (TIF) district pursuant to Minnesota Statutes Sections 469.174 through 469.179. Mr. Francis has requested TIF assistance for reimbursement of a portion of the developer costs associated with this project. Eligible expenses would likely include: Site prep, parking area/loading dock improvements, utilities, and demolition/site cleanup. These activities would likely be completed at the end of 2014 or early 2015.

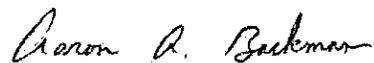
In order to establish TIF District 1-18 a number of steps are required. On May 5th a letter was sent to the respective County Commissioner discussing the potential project. At its regular meeting on May 12, 2014, the EDA Board discussed and recommended that the City Council (1) set a public hearing for June 17, 2014 to consider the establishment of a TIF district in the proposed area and (2) utilize a Redevelopment TIF district. I have

attached a proposed schedule to use in the establishment of the TIF District for the City of Windom.

Also attached is a proposed resolution calling for a public hearing to consider the establishment of a new TIF district. I will also be present at the City Council meeting to answer any additional questions you may have concerning the scheduling of this public hearing.

Requested Action: Adopt the Resolution calling for a public hearing on June 17, 2014 for the purpose the modification to Development District No. 1 and the establishment of Tax Increment Financing District (TIF) District 1-18 for the former Towlerton Motors site.

Respectfully submitted,



Aaron A. Backman
EDA Executive Director

Attachments

SCHEDULE OF EVENTS

WINDOM ECONOMIC DEVELOPMENT AUTHORITY AND THE CITY OF WINDOM COTTONWOOD COUNTY, MINNESOTA

FOR THE MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1

AND THE ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-18 (a redevelopment district)

(draft as of April 11, 2014)

- April 28, 2014 Project information (property identification numbers and legal descriptions, detailed project description, maps, but/for statement, and list of sources and uses of funds) for drafting necessary documentation sent to Ehlers.
- April 28, 2014 Ehlers confirms with the City whether building permits have been issued on the property to be included in Tax Increment Financing District No. 1-18.
- N/A County receives TIF Plan for review for County Road impacts (at least 45 days prior to public hearing). **The County Board, by law, has 45 days to review the TIF Plan to determine if any county roads will be impacted by the development. Because the City staff believes that the proposed tax increment financing district will not require unplanned county road improvements, the TIF Plan will not be forwarded to the County Board 45 days prior to the public hearing. Please be aware that the County Board could claim that tax increment should be used for county roads, even after the public hearing*
- May 5, 2014 Letter received by County Commissioner giving notice of potential modification to a redevelopment tax increment financing district (at least 30 days prior to publication of public hearing notice).
- May 12, 2014 EDA requests that the City Council call for a public hearing.
- May 16, 2014 Fiscal/economic implications received by School Board Clerk and County Auditor (at least 30 days prior to public hearing). *[Ehlers will fax & mail on or before May 16, 2014.]*
- May 20, 2014 City Council calls for public hearing on the proposed Modification to the Development Program for Development District No. 1 and the proposed establishment of Tax Increment Financing District No. 1-18.
- May 27, 2014 Ehlers conducts internal review of Modified Program and TIF Plan.



EHLERS
AND ASSOCIATES INC.

SCHEDULE OF EVENTS – PAGE 2

WINDOM ECONOMIC DEVELOPMENT AUTHORITY AND THE CITY OF WINDOM COTTONWOOD COUNTY, MINNESOTA

FOR THE MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1

AND THE ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-18 (a redevelopment district)

- June 4, 2014 Date of publication of hearing notice and map (at least 10 days but not more than 30 days prior to hearing). [*Cottonwood County Citizen publication deadline, May 30, 2014 – Ehlers will submit legal notice and map to the Cottonwood County Citizen on or before May 30, 2014 at citizen@windcomnews.com.*]
- June 9, 2014 EDA considers the Modified Program and TIF Plan.
- June 10, 2014 Planning Commission reviews Modified Program and TIF Plan to determine if they are in compliance with City's comprehensive plan.
- June 17, 2014 City Council holds public hearing at 7:30 P.M. on a Modification to the Development Program for Development District No. 1 and the establishment of Tax Increment Financing District No. 1-18 and passes resolution approving the Modified Program and TIF Plan. [*Ehlers will email final Council packet information to the City on or before June 10, 2014*]
- _____, 2014 Ehlers files Modified Program and TIF Plan with the MN Department of Revenue, requests certification of the TIF District with Cottonwood County.



RESOLUTION # 2014-

INTRODUCED:

SECONDED:

VOTED: AYE:

NAY:

ABSENT:

CITY OF WINDOM, MINNESOTA

RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY OF WINDOM ON THE PROPOSED MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1, AND THE PROPOSED ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-18 THEREIN, AND THE PROPOSED ADOPTION OF THE TAX INCREMENT FINANCING PLAN THEREFOR.

WHEREAS, the City of Windom has received a request from the Economic Development Authority of Windom to consider the establishment of a new redevelopment tax increment financing (TIF) district and to call for a public hearing on said proposed district.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL (the "Council") FOR THE CITY OF WINDOM, MINNESOTA (the "CITY"), AS FOLLOWS:

Section 1. Public Hearing. This Council shall meet on June 17, 2014, at approximately 7:30 p.m., to hold a public hearing on the proposed modification of the Development Program for Development District No. 1, the proposed establishment of Tax Increment Financing District No. 1-18, and the proposed adoption of a Tax Increment Financing Plan therefor, all pursuant to and in accordance with Minnesota Statutes, Sections 469.090 through 469.1082, Sections 469.124 through 469.133, and Sections 469.174 through 469.1794, all inclusive, as amended, in an effort to encourage the development and redevelopment of certain designated areas within the City; and

Section 2. Notice of Public Hearing, Filing of Program and Plan. City staff is authorized and directed to work with Ehlers and Associates, Inc., to prepare the modification to the Development Program and the Tax Increment Financing Plan (the "Program and Plan") and to forward documents to the appropriate taxing jurisdictions including Cottonwood County and Independent School District No. 177. The City Administrator is authorized and directed to cause notice of the hearing, together with an appropriate map as required by law, to be published at least once in the official newspaper of the City not later than 10, nor more than 30, days prior to June 17, 2014, and to place a copy of the Program and Plan on file in the City Administrator's office at City Hall and to make such copy available for inspection by the public.

Adopted this 20th day of May, 2014.

Corey Maricle, Mayor

ATTEST:

Steven Nasby, City Administrator

RESOLUTION #2014-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM WINDOM WOMEN OF TODAY FOR THE WINDOM FIRE DEPARTMENT

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

WHEREAS, the Windom Women of Today Organization is a supporter of the City of Windom and the Windom Fire Department; and

WHEREAS, the City of Windom received a donation from the Windom Women of Today in the amount of \$100.00 for the Windom Fire Department; and

WHEREAS, the donation requires that the funds be used by the Windom Fire Department for equipment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation in the amount of \$100.00 offered by the Windom Women of Today for use by the Windom Fire Department upon the terms set forth herein.

Adopted by the Council this 20th day of May, 2014.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2014-

INTRODUCED:

SECONDED:

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

**AUTHORIZATION TO ACCEPT A DONATION FROM
SCHWARTZ FARMS FOR THE
WINDOM FIRE DEPARTMENT**

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, Schwartz Farms is a supporter of the City of Windom and the Windom Fire Department; and

WHEREAS, the City of Windom has recently received a donation from Schwartz Farms of \$100.00 for the Windom Fire Department; and

WHEREAS, Schwartz Farms designated the donation is to be used as deemed appropriate by the fire department.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of \$100.00 offered by Schwartz Farms for use by the Windom Fire Department.

Adopted by the Council this 20th day of May, 2014.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

MEMORANDUM



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

TO: City Council
FROM: City Administrator
DATE: May 15, 2014
RE: Recommendation for Summer Intern

The position for the summer intern was advertised and five applications were received by the May 5th due date. This position will primarily work with the Building\Zoning and EDA offices this year. Staff reviewed and ranked the applications and the top two candidates were interviewed on May 12th and May 15th.

Staff's recommendation is to hire Amanda Larson of Windom. If approved by the City Council, the start date would be May 21st and in late August. The rate of pay is \$9.00 per hour and will be scheduled for a 40 hours a week.

If you have any questions please contact me at 831-6129.

Memo: Recreation and Pool Fees
To: Windom Parks City Council
From: Al Baloun
Recreation Director



The Following is a list of seasonal hires for the pool and recreation as of 5/8/2014.

SEASONAL SUMMER EMPLOYEES 2014 (5/8/2014)

POOL

Manager

Samantha Harrold

Head Lifeguards

Hannah Bartosh

Adam Eisenmenger

Kayla Haglund

Lifeguards/WSI

Hannah Kloss

Emily Axford

Jamie Symens

Lifeguards

Jasmine Carlson

Amanda Muller

Jae Carlson

Aaron Axford

Zach Steen

RECREATION

Coach Pitch/T ball/K T Ball/Tykes

Abby Hayenga

Hunter Hayenga

Sam Huska

Hired for Coach Pitch/T Ball/K T Ball/Tykes Upon Completion of Concussion Training

Jack Mellstrom

Sydney Erickson

Subs

Colby Lovell

Luke Gilbertson





Windom, MN

Expense Approval Report By Fund

Payment Dates 5/3/2014 - 5/16/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	100-20202	130.00
JACKSON COUNTY SWCD	20140514	05/14/2014	REFUND - SHELTER RENTAL	100-34780	60.00
DAVID KOEP	20140513	05/13/2014	REFUND - BOULEVARD TREE	100-34950	25.00
					<u>215.00</u>
Activity: 41110 - Mayor & Council					
SCHRAMEL LAW OFFICE	20140506	05/06/2014	LEGAL FEES - MAYOR & COUN	100-41110-304	690.00
CONVENT. & VISTOR BUREAU	20140513	05/13/2014	LODGING TAX-SUPER 8 MAR	100-41110-491	1,171.36
					<u>1,861.36</u>
Activity 41110 - Mayor & Council Total:					
1,861.36					
Activity: 41310 - Administration					
CULLIGAN	114-254APR	05/05/2014	SERVICE #1957	100-41310-200	29.00
KEMSK	261582	04/25/2014	SUPPLIES	100-41310-200	71.59
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - CITY	100-41310-212	55.75
CENTER STOP	20140505	05/05/2014	GAS	100-41310-212	20.00
CLIFTON-LARSON-ALLEN, LLP	835686	05/13/2014	AUDIT	100-41310-301	500.00
SOUTHWEST/WEST CENTRAL	42943	04/08/2014	TECH CONF	100-41310-308	50.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-41310-321	202.04
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-41310-326	37.95
TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	100-41310-401	21.70
BLUE CROSS/BLUE SHIELD	20140513	05/13/2014	PREMIUM-JUNE 2014	100-41310-480	390.50
					<u>1,378.53</u>
Activity 41310 - Administration Total:					
1,378.53					
Activity: 41910 - Building & Zoning					
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - P / Z	100-41910-212	97.51
SCHRAMEL LAW OFFICE	20140506	05/06/2014	LEGAL FEES - P / Z	100-41910-304	225.00
SCHRAMEL LAW OFFICE	20140506	05/06/2014	LEGAL FEES - P / Z	100-41910-304	45.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-41910-321	49.93
VERIZON WIRELESS	9723822893	05/05/2014	SERVICE #486357723-00001	100-41910-321	16.64
INTERNATIONAL CODE COUN	3003350	05/13/2014	DUES #0599050	100-41910-433	125.00
COTTONWOOD CO RECORDER	20140505	05/05/2014	DOC #272693 & #272684	100-41910-480	92.00
					<u>651.08</u>
Activity 41910 - Building & Zoning Total:					
651.08					
Activity: 41940 - City Hall					
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-41940-381	381.39
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-41940-382	50.04
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-41940-385	77.88
MELISSA PEÑAS	20140502	05/02/2014	CLEANING	100-41940-406	390.00
SANDRA HERDER	20140505	05/05/2014	CLEANING	100-41940-406	390.00
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - CITY	100-41940-409	176.34
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-444 9TH	100-41940-460	96.00
					<u>1,561.65</u>
Activity 41940 - City Hall Total:					
1,561.65					
Activity: 42120 - Crime Control					
INDOFF, INC	2445239	05/02/2014	SUPPLIES	100-42120-200	264.30
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - POLICE	100-42120-212	1,625.07
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - POLICE	100-42120-212	-34.14
SCHRAMEL LAW OFFICE	20140506	05/06/2014	LEGAL FEES - POLICE	100-42120-304	3,858.75
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-42120-321	65.25
VERIZON WIRELESS	9723822893	05/05/2014	SERVICE #486357723-00001	100-42120-321	206.56
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - POLICE POSTAG	100-42120-322	3.76
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - POLICE POSTAG	100-42120-322	4.23
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - POLICE POSTAG	100-42120-322	0.57
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - POLICE POSTAG	100-42120-322	0.63
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - POLICE POSTAG	100-42120-322	2.86
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - POLICE POSTAG	100-42120-322	6.00
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - POLICE POSTAG	100-42120-322	6.49

Expense Approval Report

Payment Dates: 5/3/2014 - 5/16/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ALPHA WIRELESS - MANKATO	668880	05/13/2014	MONTHLY MAINTENANCE-M	100-42120-323	153.00
ALPHA WIRELESS - MANKATO	670072	05/06/2014	SERVICE	100-42120-323	153.00
COTTONWOOD CO AUD/TRE	20140502	05/02/2014	DISPATCHING-RENT	100-42120-325	275.00
TODD HYATT	20140506	05/06/2014	EXPENSE -TRAINING	100-42120-334	7.66
TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	100-42120-404	10.85
WINDOM TOWING CO	393938	05/05/2014	SERVICE	100-42120-404	226.00
GRAHAM TIRE	8424257	05/13/2014	MAINTENANCE	100-42120-405	572.52
COTTONWOOD CO AUD/TRE	20140502	05/02/2014	DISPATCHING-RENT	100-42120-412	1,650.00
MN BOARD OF PEACE OFFICE	20140505	05/05/2014	APP RENEWAL: HYATT, PARTL	100-42120-433	270.00
BLUE CROSS/BLUE SHIELD	20140513	05/13/2014	PREMIUM-JUNE 2014	100-42120-480	390.50
Activity 42120 - Crime Control Total:					9,718.86
Activity: 42220 - Fire Fighting					
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - FIRE	100-42220-212	700.12
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE-	100-42220-215	559.98
WINDOM FAMILY MEDICAL C	20140513	05/13/2014	ROGER WINKER-b45001T8	100-42220-310	114.00
WINDOM FAMILY MEDICAL C	20140513A	05/13/2014	ROGER WINKER #B4400HB1	100-42220-310	460.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-42220-321	29.05
COTTONWOOD CO AUD/TRE	20140502	05/02/2014	DISPATCHING-RENT	100-42220-325	212.50
MARK MARCY	20140502	05/02/2014	EXPENSE - FD REGIONAL MTG	100-42220-331	68.32
O'REILLY AUTOMOTIVE, INC	1510318APR	05/05/2014	MAINTENANCE #1510318 - FI	100-42220-405	2.39
WINDOM FARM SERVICE	151455	05/06/2014	BATTERY	100-42220-405	139.95
WINDOM AUTO VALU	20140506	05/06/2014	MAINTENANCE #3400540	100-42220-405	0.59
EMERGENCY APPARATUS MAI	73205	05/13/2014	MAINTENANCE	100-42220-405	1,976.33
EMERGENCY APPARATUS MAI	73206	05/13/2014	MAINTENANCE	100-42220-405	789.75
EMERGENCY APPARATUS MAI	73207	05/13/2014	SERVICE	100-42220-405	251.28
EMERGENCY APPARATUS MAI	73742	05/13/2014	MAINTENANCE	100-42220-405	592.76
AMUNDSON DIG	04161401	05/01/2014	FIRE CALL EXPENSE	100-42220-480	273.07
BOB VARILEK	20140513	05/13/2014	REPAIR DAMAGE TO ROAD D	100-42220-480	126.93
Activity 42220 - Fire Fighting Total:					6,297.02
Activity: 42500 - Civil Defense					
COTTONWOOD CO AUD/TRE	20140502	05/02/2014	DISPATCHING-RENT	100-42500-325	12.50
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-42500-381	16.39
Activity 42500 - Civil Defense Total:					28.89
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	128362	05/05/2014	SERVICE #128362	100-42700-300	55.62
COTTONWOOD VET CLINIC	128876	05/05/2014	SERVICE #128876	100-42700-300	100.00
COTTONWOOD VET CLINIC	129210	05/05/2014	SERVICE #129210	100-42700-300	66.00
Activity 42700 - Animal Control Total:					221.62
Activity: 43100 - Streets					
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - STR	100-43100-200	13.99
JIFFY-JR. PRODUCTS	158230	05/13/2014	MAINTENANCE	100-43100-211	278.72
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - STREET	100-43100-212	2,002.72
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - STREET	100-43100-212	-34.14
COUNTRY PRIDE SERVICE	20140505	05/05/2014	MAINTENANCE	100-43100-212	534.00
M-R SIGNS CO., INC	180570	04/21/2014	SUPPLIES	100-43100-215	306.38
M-R SIGNS CO., INC	180643	04/25/2014	MATERIALS	100-43100-215	137.75
M-R SIGNS CO., INC	180660	04/29/2014	SUPPLIES-EQUIP	100-43100-215	481.75
JIFFY-JR. PRODUCTS	158230	05/13/2014	MAINTENANCE	100-43100-217	188.58
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - STR	100-43100-217	119.96
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-43100-217	37.95
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	100-43100-217	144.19
ETTERMAN ENTERPRISES	206714	05/14/2014	SUPPLIES	100-43100-217	307.17
ETTERMAN ENTERPRISES	210448	05/14/2014	CREDIT - SUPPLIES	100-43100-217	-142.92
HOFFMAN FILTER SERVICE	67028	05/06/2014	MAINTENANCE	100-43100-217	50.00
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	100-43100-224	179.14
SVE LLC	22916	04/21/2014	SERVICE	100-43100-224	200.00
LAMPERTS YARDS, INC.	3902020APR	05/02/2014	MAINTENANCE #3902020-ST	100-43100-224	143.47
COTTONWOOD CO LANDFILL	140633	05/13/2014	DISPOSAL FEE	100-43100-225	5.00
COTTONWOOD CO LANDFILL	140634	05/13/2014	DISPOSAL	100-43100-225	5.00

Expense Approval Report

Payment Dates: 5/3/2014 - 5/16/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COTTONWOOD CO LANDFILL	140646	05/13/2014	DISPOSAL	100-43100-225	5.00
COTTONWOOD CO LANDFILL	140647	05/13/2014	DISPOSAL	100-43100-225	5.00
COTTONWOOD CO LANDFILL	140659	05/13/2014	DISPOSAL	100-43100-225	5.00
COTTONWOOD CO LANDFILL	140665	05/13/2014	DISPOSAL	100-43100-225	5.00
JOHNSON HARDWARE	20140506	05/06/2014	PAPER	100-43100-225	62.54
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	100-43100-225	50.70
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - STR	100-43100-241	26.98
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-43100-321	58.92
VERIZON WIRELESS	9723822893	05/05/2014	SERVICE #486357723-00001	100-43100-321	51.68
COTTONWOOD CO AUD/TRE	20140502	05/02/2014	DISPATCHING-RENT	100-43100-325	125.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-43100-381	2,498.52
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-43100-381	236.80
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-43100-382	36.34
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-43100-385	35.71
MESSER MACHINE & MFG. CO	0007608	05/13/2014	MAINTENANCE	100-43100-404	267.13
O'REILLY AUTOMOTIVE, INC	1510318APR	05/05/2014	MAINTENANCE #1510318 - ST	100-43100-404	37.73
WINDOM AUTO VALU	20140506	05/06/2014	MAINTENANCE #3400540 -	100-43100-404	-58.88
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	100-43100-404	175.43
DICKS WELDING INC	58808	05/06/2014	MAINTENANCE	100-43100-404	23.86
DICKS WELDING INC	58876	05/06/2014	MAINTENANCE	100-43100-404	29.25
FOX BROTHERS OF SANBORN,	61690	04/21/2014	MAINTENANCE	100-43100-404	740.35
O'REILLY AUTOMOTIVE, INC	1476416APR	05/05/2014	MAINTENANCE #1476416 - ST	100-43100-405	50.88
O'REILLY AUTOMOTIVE, INC	1510318APR	05/05/2014	MAINTENANCE #1510318 - ST	100-43100-405	5.84
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-80 CO RD	100-43100-460	24.00
BLUE CROSS/BLUE SHIELD	20140513	05/13/2014	PREMIUM-JUNE 2014	100-43100-480	1,042.50
Activity 43100 - Streets Total:					10,499.99
Activity: 43210 - Sanitation					
WAYNE ERICKSON	20140505	05/05/2014	COMPOST SITE MANAGER	100-43210-307	162.00
KDOM RADIO	KDOM0951140432202	05/05/2014	ADVERTISING - CITY OF WIND	100-43210-480	200.00
Activity 43210 - Sanitation Total:					362.00
Activity: 45120 - Recreation					
TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	100-45120-217	10.85
Activity 45120 - Recreation Total:					10.85
Activity: 45202 - Park Areas					
WINDOM QUICK PRINT	20140513	05/13/2014	CAMPING ENVELOPES	100-45202-200	104.85
CONTINENTAL RESEACH COR	401009-CRC-1	05/13/2014	SUPPLIES	100-45202-211	64.95
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - PARK	100-45202-212	954.14
COUNTRY PRIDE SERVICE	20140505	05/05/2014	MAINTENANCE	100-45202-212	1,028.65
COTTONWOOD CO AUD/TRE	20140502	05/02/2014	DISPATCHING-RENT	100-45202-325	37.50
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-45202-381	166.85
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-45202-382	14.66
ELECTRIC FUND	20140513	05/13/2014	TAGS - APPLIANCES - PARKS	100-45202-384	40.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	100-45202-385	25.96
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - PAR	100-45202-402	33.94
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	100-45202-404	17.98
WINDOM AUTO VALU	20140506	05/06/2014	MAINTENANCE #3400540 -	100-45202-405	17.86
DICKS WELDING INC	58790	05/06/2014	MAINTENANCE	100-45202-405	9.36
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - PAR	100-45202-406	5.99
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	100-45202-406	94.75
LAMPERTS YARDS, INC.	3902020APR	05/02/2014	MAINTENANCE #3902020 - P	100-45202-406	158.32
BRYAN ROCK PRODUCTS, INC.	44727	05/06/2014	MAINTENANCE	100-45202-406	305.21
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-HORKEY'	100-45202-460	40.00
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	100-45202-460	36.12
Activity 45202 - Park Areas Total:					3,157.09
Fund 100 - GENERAL Total:					35,963.94
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - LIBR	211-45501-200	4.99
TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	211-45501-217	5.42

Expense Approval Report

Payment Dates: 5/3/2014 - 5/16/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PLUM CREEK LIBRARY	IV23636	05/05/2014	SUPPLIES	211-45501-217	21.38
PLUM CREEK LIBRARY	IV23648	05/06/2014	SUPPLIES	211-45501-217	24.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	211-45501-321	35.13
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	211-45501-326	42.95
KDOM RADIO	KDOM0788140432390	05/05/2014	ADVERTISING - LIBRARY	211-45501-350	79.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	211-45501-381	131.92
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	211-45501-382	16.02
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	211-45501-385	25.96
MELISSA PENAS	20140502	05/02/2014	CLEANING	211-45501-402	400.00
SANDRA HERDER	20140505	05/05/2014	CLEANING	211-45501-402	400.00
J & K WINDOWS	3183-39	05/13/2014	SERVICE	211-45501-402	20.00
CONDE NAST TRAVELER	20140505	05/05/2014	SUBSCRIPTION	211-45501-433	15.00
POPULAR MECHANICS	20140505	05/05/2014	SUBSCRIPTION	211-45501-433	34.00
SATURDAY EVENING POST	20140505	05/05/2014	SUBSCRIPTION	211-45501-433	29.96
FARM COLLECTOR MAGAZINE	20140505	05/05/2014	SUBSCRIPTION	211-45501-433	29.95
MN SPORTSMAN	20140513	05/13/2014	SUBSCRIPTION	211-45501-433	30.00
THIS OLD HOUSE	20140513	05/13/2014	SUBSCRIPTION	211-45501-433	27.00
READERS SERVICE	20140505	05/05/2014	SUBSCRIPTION	211-45501-435	21.46
GALE	51790461	05/13/2014	BOOKS #861487635	211-45501-435	46.48
GALE	51790575	05/13/2014	BOOKS	211-45501-435	79.46
GALE	51946593	05/13/2014	CREDIT - BOOKS	211-45501-435	-46.48
GALE	51970193	05/13/2014	BOOKS	211-45501-435	46.48
GALE	52052947	05/13/2014	CREDIT - BOOKS	211-45501-435	-115.00
MICROMARKETING	524664	05/05/2014	BOOKS	211-45501-435	32.95
MICROMARKETING	524842	05/05/2014	BOOKS	211-45501-435	150.92
PLUM CREEK LIBRARY	IV23682	05/13/2014	BOOKS	211-45501-435	40.00
PLUM CREEK LIBRARY	IV23700	05/13/2014	13650	211-45501-435	670.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-LIBRARY	211-45501-460	96.00
Activity 45501 - Library Total:					2,394.95
Fund 211 - LIBRARY Total:					2,394.95

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

RED ROCK RURAL WATER	20140505	05/05/2014	WATER - SERVICE	225-45127-200	28.90
SOUTH CENTRAL ELECTRIC	26-12-112-04APR	05/05/2014	SERVICE #26-12-112-04	225-45127-381	722.14
SOUTH CENTRAL ELECTRIC	26-12-116-04APR	05/05/2014	SERVICE #26-12-116-04	225-45127-381	396.55
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-AIRPORT	225-45127-460	24.00
Activity 45127 - Airport Total:					1,171.59

Activity: 49950 - Capital Outlay

TKDA ENGINEERS	002014001237	05/13/2014	JET A FUELING	225-49950-500	4,483.92
Activity 49950 - Capital Outlay Total:					4,483.92
Fund 225 - AIRPORT Total:					5,655.51

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

TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	230-45124-217	5.42
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	230-45124-460	241.00
Activity 45124 - Pool Total:					246.42
Fund 230 - POOL Total:					246.42

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

WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD -AMBULANCE	235-42153-212	1,874.81
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - AMBULANCE	235-42153-212	-34.14
ZOLL MEDICAL CORPORATION	2118284	04/28/2014	SUPPLIES	235-42153-217	594.67
PRAXAIR DISTRIBUTION INC	49263014	05/05/2014	SUPPLIES	235-42153-217	824.13
BOUND TREE MEDICAL, LLC	81407659	04/29/2014	SUPPLIES	235-42153-217	378.28
WINDOM AREA HOSPITAL	20140513	05/13/2014	NURSING - AMBULANCE	235-42153-312	843.01
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	235-42153-321	25.82
VERIZON WIRELESS	9723822893	05/05/2014	SERVICE #486357723-00001	235-42153-321	65.33
COTTONWOOD CO AUD/TRE	20140502	05/02/2014	DISPATCHING-RENT	235-42153-325	200.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
EXPERT BILLING	20140513	05/13/2014	BILLING FEES	235-42153-326	1,402.50
REAL TIME TRANSLATION, INC	RTT104431	05/06/2014	SERVICE	235-42153-327	34.00
BRAD POWERS	20140513	05/13/2014	EXPENSE	235-42153-334	5.79
KIM POWERS	20140513	05/13/2014	EXPENSE	235-42153-334	9.12
TIM HACKER	20140513	05/13/2014	EXPENSE	235-42153-334	30.00
APRIL HARRINGTON	20140513	05/13/2014	EXPENSE	235-42153-334	6.46
VAUGHN CORWIN	20140514	05/14/2014	EXPENSE	235-42153-334	17.00
MARK MARCY	20140514	05/14/2014	EXPENSE	235-42153-334	98.19
DONNA MARCY	20140514	05/14/2014	EXPENSE	235-42153-334	11.30
O'REILLY AUTOMOTIVE, INC	1510318APR	05/05/2014	MAINTENANCE #1510318 - A	235-42153-404	14.99
ARROW MANUFACTURING IN	2131	05/02/2014	SMRT BATTERY PACK SYSTEM	235-42153-404	1,102.60
ARROW MANUFACTURING IN	2142	05/02/2014	MAINTENANCE	235-42153-404	770.00
O'REILLY AUTOMOTIVE, INC	1510318APR	05/05/2014	MAINTENANCE #1510318 - A	235-42153-405	8.39
HIGLEY FORD	63552	05/05/2014	MAINTENANCE #27	235-42153-405	220.05
Activity 42153 - Ambulance Total:					8,502.30
Fund 235 - AMBULANCE Total:					8,502.30

Fund: 250 - EDA GENERAL

ELECTRIC FUND	20140502C	05/02/2014	EDA SPEC BLDG LOAN TO ELE	250-23900	827.75
FULDA CREDIT UNION	20140502	05/02/2014	SPEC BLDG LOAN	250-23903	1,999.96
					2,827.71

Activity: 46520 - EDA

CLIFTON-LARSON-ALLEN, LLP	835686	05/13/2014	AUDIT	250-46520-301	1,000.00
GREATER MANKATO GROWT	42195	05/05/2014	REGISTRATION-AARON BACK	250-46520-308	69.50
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	250-46520-321	49.93
VERIZON WIRELESS	9723822893	05/05/2014	SERVICE #486357723-00001	250-46520-321	50.44
AARON BACKMAN	20140502	05/02/2014	EXPENSE	250-46520-331	75.80
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	250-46520-381	45.29
MN DEPT OF EMPLOY & ECON	20140513	05/13/2014	MEMBERSHIP FEE	250-46520-433	600.00
GODFATHER'S PIZZA	138743	05/13/2014	EXPENSE	250-46520-438	36.34
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - EDA POP	250-46520-438	4.50
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-OUTLOT	250-46520-462	10.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-NWIP	250-46520-462	102.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-OUTLOT	250-46520-462	91.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-NWIP	250-46520-462	91.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-NWIP	250-46520-462	90.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-NWIP	250-46520-462	265.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-NWIP	250-46520-462	265.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-SPEC BLD	250-46520-462	8,502.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-NWIP	250-46520-462	213.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-575 2ND	250-46520-462	24.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-NWIP	250-46520-462	210.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-FARMLA	250-46520-462	969.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-ALLEY	250-46520-462	26.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-NWIP	250-46520-462	212.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-NWIP	250-46520-462	24.00
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-NWIP	250-46520-462	287.00
Activity 46520 - EDA Total:					13,312.80

Activity: 49980 - Debt Service

FULDA CREDIT UNION	20140502	05/02/2014	SPEC BLDG LOAN	250-49980-612	1,360.04
ELECTRIC FUND	20140502C	05/02/2014	EDA SPEC BLDG LOAN TO ELE	250-49980-612	121.74
Activity 49980 - Debt Service Total:					1,481.78
Fund 250 - EDA GENERAL Total:					17,622.29

Fund: 252 - EDA SCDP

Activity: 46520 - EDA

SCHWALBACH HARDWARE	20140505	05/05/2014	WCA- J.DOEDEN @ 1133 MILL	252-46520-491	4,800.00
ROCKER CONSTRUCTION, LLC	20140505	05/05/2014	WCA-J.DOEDEN @ 1133 MILL	252-46520-491	6,905.00
Activity 46520 - EDA Total:					11,705.00
Fund 252 - EDA SCDP Total:					11,705.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
WENCK ASSOCIATES, INC.	11401810	05/06/2014	NORTH INDUSTRIAL PARK #00	254-46520-303	1,105.00
SOUTH CENTRAL ELECTRIC	26-24-123-04APR	05/05/2014	SERVICE #26-24-123-04	254-46520-381	124.44
Activity 46520 - EDA Total:					1,229.44
Fund 254 - NORTH IND PARK Total:					1,229.44
Fund: 306 - 2013 STREET IMPROVEMENT					
Activity: 49950 - Capital Outlay					
SCHRAMMEL LAW OFFICE	20140506	05/06/2014	LEGAL FEES - 2013 STREET PR	306-49950-304	720.00
Activity 49950 - Capital Outlay Total:					720.00
Fund 306 - 2013 STREET IMPROVEMENT Total:					720.00
Fund: 601 - WATER					
BDG, INC. - FLEXIBLE PIPE TO	17362	04/30/2014	EQUIPMENT	601-16440	63,112.45
BDG, INC. - FLEXIBLE PIPE TO	17362	04/30/2014	EQUIPMENT	601-37190	-10,000.00
					53,112.45
Activity: 49400 - Water					
HOLT'S CLEANING SERVICE IN	1815	04/30/2014	SERVICE	601-49400-211	174.40
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - WATER	601-49400-212	475.90
HAWKINS, INC	3586575	04/30/2014	CHEMICALS	601-49400-216	2,729.43
HP SUDS CLUB, LLC	20140505	05/05/2014	BILLING CONTRACT SERVICE	601-49400-217	1,170.00
USA BLUE BOOK	320416	04/28/2014	SUPPLIES	601-49400-241	194.20
CLIFTON-LARSON-ALLEN, LLP	835686	05/13/2014	AUDIT	601-49400-301	1,000.00
MN VALLEY TESTING	698021	04/17/2014	TESTING	601-49400-310	56.25
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	601-49400-321	49.27
VERIZON WIRELESS	9723822893	05/05/2014	SERVICE #486357723-00001	601-49400-321	53.12
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - WATER POSTAG	601-49400-322	8.70
SOURCE ONE SOLUTIONS, LLC	4076	05/13/2014	UTIL BILL SERVICES- POSTAGE	601-49400-322	245.52
COTTONWOOD CO AUD/TRE	20140502	05/02/2014	DISPATCHING-RENT	601-49400-325	100.00
SOURCE ONE SOLUTIONS, LLC	4076	05/13/2014	UTILITY BILL SERVICES	601-49400-326	814.96
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	601-49400-381	3,843.26
FEDERATED RURAL ELECTRIC	28-35-18	05/06/2014	SERVICE #28-35-18	601-49400-381	54.56
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	601-49400-382	15.34
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	601-49400-385	25.96
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - WA	601-49400-404	199.73
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	601-49400-404	8.47
TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	601-49400-404	21.70
LAMPERTS YARDS, INC.	3902020APR	05/02/2014	MAINTENANCE #3902020-	601-49400-404	18.99
WINDOM AUTO VALU	20140506	05/06/2014	MAINTENANCE #3400540 -	601-49400-405	6.98
AMUNDSON DIG	04151401	05/06/2014	MAINTENANCE	601-49400-408	300.00
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	601-49400-408	9.81
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-MARLYN	601-49400-460	373.60
ROCKER CONSTRUCTION, LLC	1035	04/28/2014	PUMP HOUSE REPAIR-INS CO	601-49400-480	1,056.00
HD SUPPLY WATERWORKS LT	C264629	05/06/2014	SUPPLIES FOR GDF TOWLERT	601-49400-480	159.39
Activity 49400 - Water Total:					13,165.54
Fund 601 - WATER Total:					66,277.99
Fund: 602 - SEWER					
BDG, INC. - FLEXIBLE PIPE TO	17362	04/30/2014	EQUIPMENT	602-16440	63,112.45
BDG, INC. - FLEXIBLE PIPE TO	17362	04/30/2014	EQUIPMENT	602-37290	-10,000.00
					53,112.45
Activity: 49450 - Sewer					
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - SE	602-49450-211	38.97
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - SEWER	602-49450-212	504.46
CENTER STOP	20140505	05/05/2014	GAS	602-49450-217	4.59
HP SUDS CLUB, LLC	20140505	05/05/2014	BILLING CONTRACT SERVICE	602-49450-217	1,170.00
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	602-49450-241	21.99
CLIFTON-LARSON-ALLEN, LLP	835686	05/13/2014	AUDIT	602-49450-301	1,000.00
MN VALLEY TESTING	697454	04/15/2014	TESTING	602-49450-310	223.60
MN VALLEY TESTING	697455	04/15/2014	TESTING	602-49450-310	133.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN VALLEY TESTING	697626	04/15/2014	TESTING	602-49450-310	238.00
MN VALLEY TESTING	697827	04/16/2014	TESTING	602-49450-310	118.60
MN VALLEY TESTING	697893	04/17/2014	TESTING	602-49450-310	509.20
MN VALLEY TESTING	698352	04/22/2014	TESTING	602-49450-310	238.00
MN VALLEY TESTING	698353	04/22/2014	TESTING	602-49450-310	133.00
MN VALLEY TESTING	698569	04/22/2014	TESTING	602-49450-310	120.00
MN VALLEY TESTING	698985	04/25/2014	TESTING	602-49450-310	158.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	602-49450-321	159.72
VERIZON WIRELESS	9723822893	05/05/2014	SERVICE #486357723-00001	602-49450-321	53.12
SOURCE ONE SOLUTIONS, LLC	4076	05/13/2014	UTIL BILL SERVICES- POSTAGE	602-49450-322	245.52
COTTONWOOD CO AUD/TRE	20140502	05/02/2014	DISPATCHING-RENT	602-49450-325	100.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	602-49450-326	37.95
SOURCE ONE SOLUTIONS, LLC	4076	05/13/2014	UTILITY BILL SERVICES	602-49450-326	814.96
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	602-49450-381	15,341.22
SOUTH CENTRAL ELECTRIC	26-24-125-04APR	05/05/2014	SERVICE #26-24-125-04	602-49450-381	133.86
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	602-49450-382	815.96
JIFFY-JR. PRODUCTS	158221A	05/13/2014	MAINTENANCE	602-49450-404	596.32
JIFFY-JR. PRODUCTS	158222	04/21/2014	MAINTENANCE	602-49450-404	140.82
JIFFY-JR. PRODUCTS	158222A	05/13/2014	DELIVERY CHARGE ON #1582	602-49450-404	12.06
WINDOM AUTO VALU	20140506	05/06/2014	MAINTENANCE #3400540 -	602-49450-404	167.78
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - SE	602-49450-404	49.94
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	602-49450-404	404.16
TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	602-49450-404	17.37
TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	602-49450-404	17.36
NORTHLAND CHEMICAL CORP	5053875	04/22/2014	MAINTENANCE	602-49450-404	77.71
WINDOM TOWING CO	613728	04/21/2014	SERVICE	602-49450-404	93.15
WINDOM TOWING CO	81439	05/13/2014	SERVICES - MAINTENANCE	602-49450-404	14.64
BLUE CROSS/BLUE SHIELD	20140513	05/13/2014	PREMIUM-JUNE 2014	602-49450-480	390.50
Activity 49450 - Sewer Total:					24,295.53
Fund 602 - SEWER Total:					77,407.98

Fund: 604 - ELECTRIC

TELECOM FUND	20140509	05/09/2014	MONTHLY TRANSFERS	604-11500	2.10
COUNTYWIDE REAL ESTATE	20140509	05/09/2014	REFUND - STATEMENT CREDI	604-11500	19.68
RESCO	572886-00	04/28/2014	ELECTRIC INVENTORY	604-14200	922.12
BORDER STATES	907207368	04/23/2014	ELECTRIC INVENTORY	604-14200	931.09
FORKLIFTS OF MINNESOTA, I	01E3799370	05/05/2014	FORKLIFT	604-16440	18,788.63
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	604-20202	14,681.00
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	604-20202	240.78
DEBBY ANDERSON	20140421	04/21/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
ELECTRIC FUND	20140502	05/02/2014	UTIL PREPAY TO BILLING-B.GR	604-22000	300.00
ASHLEY SIBOU	20140502	05/02/2014	REFUND-BALANCE OF UTILITY	604-22000	44.78
ELECTRIC FUND	20140502A	05/02/2014	UTIL PREPAY TO BILLING-T.ST	604-22000	223.39
ELECTRIC FUND	20140502B	05/02/2014	UTIL PREPAY TO BILLING-A.SI	604-22000	255.22
TARA STRAND	20140505	05/05/2014	REFUND-BALANCE OF UTILITY	604-22000	76.61
DOMINIC KAMAU	20140513	05/13/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
					37,085.40

Activity: 49550 - Electric

NORTHLAND CHEMICAL CORP	5053873	04/17/2014	SUPPLIES	604-49550-211	223.17
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - ELECTRIC	604-49550-212	781.12
HP SUDS CLUB, LLC	20140505	05/05/2014	BILLING CONTRACT SERVICE	604-49550-217	1,170.00
CLIFTON-LARSON-ALLEN, LLP	835686	05/13/2014	AUDIT	604-49550-301	1,000.00
SCHRAMEL LAW OFFICE	20140506	05/06/2014	LEGAL FEES - ELECTRIC	604-49550-304	120.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	604-49550-321	193.43
VERIZON WIRELESS	9723822893	05/05/2014	SERVICE #486357723-00001	604-49550-321	28.33
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - ELECTRIC POST	604-49550-322	1.14
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - ELECTRIC POST	604-49550-322	1.71
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - ELECTRIC POST	604-49550-322	1.14
SOURCE ONE SOLUTIONS, LLC	4076	05/13/2014	UTIL BILL SERVICES- POSTAGE	604-49550-322	245.52
COTTONWOOD CO AUD/TRE	20140502	05/02/2014	DISPATCHING-RENT	604-49550-325	187.50

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	604-49550-326	37.95
SOURCE ONE SOLUTIONS, LLC	4076	05/13/2014	UTILITY BILL SERVICES	604-49550-326	1,680.85
SECR REV FUND/CITY OF WD	20140505	05/05/2014	PETTY CASH - UTILITY POP	604-49550-334	4.00
BANK MIDWEST INSURANCE	CITYO-8	05/05/2014	INSURANCE - BOILER & MACH	604-49550-362	51,789.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	604-49550-381	156.85
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	604-49550-382	16.84
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	604-49550-385	25.96
JOHNSON HARDWARE	20140506	05/06/2014	PAPER	604-49550-404	22.48
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	604-49550-404	41.98
TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	604-49550-404	21.70
GDF ENTERPRISES, INC	A6366	05/02/2014	MAINTENACE	604-49550-404	23.61
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - ELE	604-49550-405	7.99
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	604-49550-405	11.98
STONER INDUSTRIAL, INC.	20140506	05/06/2014	SERVICE	604-49550-406	69.26
ADVERTISING PRODUCTS	3269	04/30/2014	MAINTENANCE	604-49550-406	44.23
INTERSTATE ALL BATTERY CE	1907201008224	05/06/2014	MAINTENANCE	604-49550-408	14.22
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	604-49550-408	129.99
RESCO	572886-00	04/28/2014	ELECTRIC INVENTORY	604-49550-408	84.85
BANK OF THE WEST - DITCHW	P06099	05/02/2014	MAINTENANCE	604-49550-408	135.82
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	604-49550-450	18.67
FRESCO INC.	62206	05/13/2014	STREET LIGHTS	604-49550-450	334.87
MISSOURI RIVER ENERGY SER	UR-043414	04/29/2014	SERVICE	604-49550-450	3,698.20
MISSOURI RIVER ENERGY SER	UR-043514	04/29/2014	SERVICE	604-49550-450	661.60
MISSOURI RIVER ENERGY SER	UR-043614	04/29/2014	SERVICE	604-49550-450	1,223.20
COTTONWOOD CO AUD/TRE	20140328	03/27/2014	PROP TAX-1ST HALF-1105 1ST	604-49550-460	24.00
WINDOM AREA DEVELOPME	20140505	05/05/2014	INDUSTRIAL DEVELOPMENT	604-49550-491	1,200.00
Activity 49550 - Electric Total:					65,433.16
Fund 604 - ELECTRIC Total:					102,518.56
Fund: 609 - LIQUOR STORE					
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	609-20202	11,900.00
					11,900.00

Activity: 49751 - Liquor Store

B. WALKER INC - HAMCO DAT	125208	04/28/2014	SUPPLIES	609-49751-217	134.66
CAMPUS CLEANERS	20140505	05/05/2014	SERVICE	609-49751-217	63.51
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	609-49751-217	11.99
AH HERMEL COMPANY	427539	04/17/2014	MERCHANDISE	609-49751-217	68.91
ENVIROMASTER, INC	512449	04/25/2014	SERVICE #RIVE575	609-49751-217	40.88
WIRTZ BEVERAGE MN WINE	1080164600	04/15/2014	MERCHANDISE	609-49751-251	1,433.67
WIRTZ BEVERAGE MN WINE	1080170260	04/28/2014	MERCHANDISE	609-49751-251	3,500.04
SOUTHERN WINE & SPIRITS O	1152217	04/21/2014	MERCHANDISE	609-49751-251	939.28
JOHNSON BROS.	1828249	04/21/2014	MERCHANDISE	609-49751-251	2,156.25
JOHNSON BROS.	1833371	04/25/2014	MERCHANDISE	609-49751-251	2,929.30
WIRTZ BEVERAGE MN WINE	2080038506	05/13/2014	CREDIT - MERCHANDISE	609-49751-251	-60.52
PHILLIPS WINE & SPIRITS	2593057	04/25/2014	MERCHANDISE	609-49751-251	1,838.50
BEVERAGE WHOLESALERS	0499345	05/02/2014	MERCHANDISE	609-49751-252	6,860.20
BEVERAGE WHOLESALERS	0500283	05/13/2014	MERCHANDISE	609-49751-252	4,390.80
WIRTZ BEVERAGE MN WINE	1080164601	04/15/2014	MERCHANDISE	609-49751-252	46.15
WIRTZ BEVERAGE MN WINE	1080170261	04/28/2014	MERCHANDISE	609-49751-252	154.60
HAGEN BEVERAGE DIST. INC.	262939	05/05/2014	MERCHANDISE	609-49751-252	9,905.80
HAGEN BEVERAGE DIST. INC.	263138	05/13/2014	MERCHANDISE	609-49751-252	2,088.30
BEVERAGE WHOLESALERS	0500283	05/13/2014	MERCHANDISE	609-49751-253	82.40
WIRTZ BEVERAGE MN WINE	1080164600	04/15/2014	MERCHANDISE	609-49751-253	281.05
WIRTZ BEVERAGE MN WINE	1080170260	04/28/2014	MERCHANDISE	609-49751-253	416.00
SOUTHERN WINE & SPIRITS O	1152218	04/21/2014	MERCHANDISE	609-49751-253	1,080.00
JOHNSON BROS.	1828250	04/21/2014	MERCHANDISE	609-49751-253	847.75
JOHNSON BROS.	1828251	04/21/2014	MERCHANDISE	609-49751-253	67.98
JOHNSON BROS.	1833372	04/25/2014	MERCHANDISE	609-49751-253	835.90
INDIAN ISLAND WINERY	1969	05/02/2014	MERCHANDISE	609-49751-253	774.24
PHILLIPS WINE & SPIRITS	2593058	04/28/2014	MERCHANDISE	609-49751-253	1,101.55

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COCA-COLA BOTTLING COMP	0466546418	04/21/2014	MERCHANDISE	609-49751-254	293.28
BEVERAGE WHOLESALERS	0500283	05/13/2014	MERCHANDISE	609-49751-254	90.00
WIRTZ BEVERAGE MN WINE	1080164600	04/15/2014	MERCHANDISE	609-49751-254	27.09
WIRTZ BEVERAGE MN WINE	1080170260	04/28/2014	MERCHANDISE	609-49751-254	33.62
AMERICAN BOTTLING CO	2459321466	04/25/2014	MERCHANDISE	609-49751-254	104.85
HAGEN BEVERAGE DIST. INC.	263138	05/13/2014	MERCHANDISE	609-49751-254	45.00
AH HERMEL COMPANY	427539	04/17/2014	MERCHANDISE	609-49751-254	23.27
AH HERMEL COMPANY	427539	04/17/2014	MERCHANDISE	609-49751-256	35.77
BEVERAGE WHOLESALERS	0500283	05/13/2014	MERCHANDISE	609-49751-259	32.00
HAGEN BEVERAGE DIST. INC.	262939	05/05/2014	MERCHANDISE	609-49751-259	72.50
HAGEN BEVERAGE DIST. INC.	263138	05/13/2014	MERCHANDISE	609-49751-259	72.50
AH HERMEL COMPANY	427539	04/17/2014	MERCHANDISE	609-49751-261	58.42
CLIFTON-LARSON-ALLEN, LLP	835686	05/13/2014	AUDIT	609-49751-301	1,000.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	609-49751-321	62.49
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	609-49751-326	90.62
WIRTZ BEVERAGE MN WINE	1080164600	04/15/2014	MERCHANDISE	609-49751-333	32.06
WIRTZ BEVERAGE MN WINE	1080170260	04/28/2014	MERCHANDISE	609-49751-333	84.64
SOUTHERN WINE & SPIRITS O	1152217	04/21/2014	MERCHANDISE	609-49751-333	13.14
SOUTHERN WINE & SPIRITS O	1152218	04/21/2014	MERCHANDISE	609-49751-333	25.90
JOHNSON BROS.	1828249	04/21/2014	MERCHANDISE	609-49751-333	19.87
JOHNSON BROS.	1828250	04/21/2014	MERCHANDISE	609-49751-333	22.40
JOHNSON BROS.	1833371	04/25/2014	MERCHANDISE	609-49751-333	38.40
JOHNSON BROS.	1833372	04/25/2014	MERCHANDISE	609-49751-333	32.00
PHILLIPS WINE & SPIRITS	2593057	04/25/2014	MERCHANDISE	609-49751-333	26.14
PHILLIPS WINE & SPIRITS	2593058	04/28/2014	MERCHANDISE	609-49751-333	28.00
AH HERMEL COMPANY	427539	04/17/2014	MERCHANDISE	609-49751-333	3.95
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	609-49751-381	418.77
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	609-49751-382	19.25
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	609-49751-385	25.96
GOPHER ALARMS	35094	05/02/2014	SERVICE	609-49751-402	51.30
TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	609-49751-404	21.70
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	609-49751-460	1.30
				Activity 49751 - Liquor Store Total:	44,895.38
				Fund 609 - LIQUOR STORE Total:	56,795.38

Fund: 614 - TELECOM

LAURIE LUND	20140509	05/09/2014	REFUND - STATEMENT CREDI	614-11500	21.51
STEVEN & ERIN WOLF	20140509	05/09/2014	REFUND - STATEMENT CREDI	614-11500	133.92
ANNABEL MIELKE	20140509	05/09/2014	REFUND - STATEMENT CREDI	614-11500	20.01
ELECTRIC FUND	20140509A	05/09/2014	MONTHLY TRANSFERS - TEL T	614-11500	336.85
INTERNAL REVENUE SERVICE	20140502	05/02/2014	EXCISE TAX POSTING - APRIL 2	614-20201	742.94
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	614-20202	6,713.00
MN 9-1-1 PROGRAM	20140502	05/02/2014	911 SERVICE	614-20206	1,002.66
BOND TRUST SERVICE CORP	21981	04/17/2014	2012B PRIN, INT, ADMIN FEE	614-23100	435,000.00
					443,970.89

Activity: 49870 - Telecom

STONER INDUSTRIAL, INC.	20140506	05/06/2014	SERVICE	614-49870-211	38.26
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - TELECOM	614-49870-212	340.98
FLAGSHOOTER LLC	20140425	04/25/2014	SUPPLIES	614-49870-217	339.66
HP SUDS CLUB, LLC	20140505	05/05/2014	BILLING CONTRACT SERVICE	614-49870-217	1,170.00
H & H ELECTRIC	10-417	05/13/2014	SUPPLIES	614-49870-223	1,003.90
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	614-49870-223	27.25
POWER & TEL	20140502	05/02/2014	OFFSET BOTH A REFUND & CR	614-49870-227	64.13
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - TEL	614-49870-227	110.38
POWER & TEL	5547288-00	04/28/2014	MAINTENANCE	614-49870-227	321.99
POWER & TEL	5547288-01	05/05/2014	MAINTNENANCE	614-49870-227	318.20
POWER & TEL	55555022-00	05/05/2014	MAINTENANCE	614-49870-227	252.51
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	614-49870-241	82.99
CLIFTON-LARSON-ALLEN, LLP	835686	05/13/2014	AUDIT	614-49870-301	1,000.00
SCHRAMMEL LAW OFFICE	20140506	05/06/2014	LEGAL FEES - TELECOM	614-49870-304	405.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHRAMEL LAW OFFICE	20140506	05/06/2014	LEGAL FEES - TELECOM	614-49870-304	195.00
UNIVERSAL SERVICE ADMIN C	UBDI0000689442	05/05/2014	SERVICE	614-49870-304	1,343.44
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	614-49870-321	367.16
CENTURY LINK	507-831-1075MAY	05/05/2014	TELEPHONE #507-831-1075	614-49870-321	71.84
VERIZON WIRELESS	9723822893	05/05/2014	SERVICE #486357723-00001	614-49870-321	297.28
SOURCE ONE SOLUTIONS, LLC	4076	05/13/2014	UTIL BILL SERVICES- POSTAGE	614-49870-322	245.50
SOURCE ONE SOLUTIONS, LLC	4076	05/13/2014	UTILITY BILL SERVICES	614-49870-326	1,782.72
WINDOM QUICK PRINT	20140505	05/05/2014	ADVERTISING - TELECOM	614-49870-340	289.00
WINDOM BOOSTER CLUB	20140513	05/13/2014	ADVERTISING	614-49870-340	225.00
KDOM RADIO	KDOM0073140432389	05/05/2014	ADVERTISING - WINDOM NET	614-49870-340	299.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	614-49870-381	1,486.44
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	614-49870-382	16.96
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	614-49870-385	25.96
TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	614-49870-404	32.55
CENTER STOP	20140505	05/05/2014	GAS	614-49870-405	3.41
WOODSTOCK TELEPHONE CO	10030398	05/05/2014	TELEPHONE	614-49870-441	205.10
MLB NETWORK	038459	04/15/2014	SUBSCRIBER	614-49870-442	1,036.64
NATIONAL CABLE TV COOP	14041038	05/05/2014	SUBSCRIBER	614-49870-442	78,139.56
RFD TV	1991-1648	04/14/2014	SUBSCRIBER	614-49870-442	450.12
YOUNG BROADCASTING LLC	20140505	05/05/2014	SUBSCRIBER	614-49870-442	2,991.50
HUBBARD BROADCASTING IN	20140505	05/05/2014	SUBSCRIBER	614-49870-442	1,362.98
DISH NETWORK	8255-2900-1001-1833MAY	05/13/2014	SERVICE	614-49870-442	3,400.00
SHOWTIME NETWORKS INC	9002731-0314	04/08/2014	SUBSCRIBER	614-49870-442	587.44
FOX TELEVISION STATIONS, IN	APR-14	05/05/2014	SUBSCRIBER	614-49870-442	5,066.73
FOX SPORTS	G90030	05/13/2014	SUBSCRIBER	614-49870-442	17,512.12
BTN - BIG TEN NETWORK	G93837	05/13/2014	SUBSCRIBER	614-49870-442	3,984.34
E-911 - INDEPENDENT EMERG	100-0141MAY	05/05/2014	SERVICE #0010143	614-49870-445	40.00
SDN COMMUNICATIONS	0612-05-2014	05/05/2014	SERVICE	614-49870-447	2,839.79
JASON HANKE - MANKATO NE	386673	05/05/2014	SERVICE	614-49870-447	1,500.00
SOUTHWEST/WEST CENTRAL	42882	04/08/2014	SUPPORT SERVICE	614-49870-447	875.00
HURRICANE ELECTRIC LLC	9769821-IN	05/05/2014	SERVICE	614-49870-447	1,000.00
COGENT COMMUNICATIONS,	CITYOFWI000001APR	05/13/2014	SERVICE	614-49870-447	1,750.00
GOLDEN WEST TECH & INT SO	140400447	05/05/2014	SERVICE	614-49870-448	33.25
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	614-49870-460	1,329.51
BANK MIDWEST	20140505	05/05/2014	NSF-HEATHER HECK-TELECO	614-49870-480	58.67
BOND TRUST SERVICE CORP	21981	04/17/2014	2012B PRIN, INT, ADMIN FEE	614-49870-480	450.00
Activity 49870 - Telecom Total:					136,769.26

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	21981	04/17/2014	2012B PRIN, INT, ADMIN FEE	614-49980-611	180,290.63
Activity 49980 - Debt Service Total:					180,290.63
Fund 614 - TELECOM Total:					761,030.78

Fund: 615 - ARENA

Activity: 49850 - Arena

SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - ARE	615-49850-200	7.49
STONER INDUSTRIAL, INC.	20140506	05/06/2014	SERVICE	615-49850-211	9.55
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - ARENA	615-49850-212	158.68
PETERSON SMITH GRAVEL IN	1728	05/07/2014	SAND	615-49850-217	1,590.30
TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	615-49850-217	19.53
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	615-49850-321	130.42
VERIZON WIRELESS	9723822893	05/05/2014	SERVICE #486357723-00001	615-49850-321	47.69
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	615-49850-326	96.62
AL BALOUN	20140505	05/05/2014	EXPENSE - HORSE EXPO	615-49850-334	19.26
KDOM RADIO	KDOM0113140432383	05/05/2014	ADVERTISING - ARENA	615-49850-340	82.00
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	615-49850-381	3,737.09
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	615-49850-382	66.85
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	615-49850-385	25.96
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	615-49850-404	32.40
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - ARE	615-49850-406	10.76
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	615-49850-406	113.41

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	615-49850-460	1,990.00
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	615-49850-460	8.75
				Activity 49850 - Arena Total:	8,146.76
				Fund 615 - ARENA Total:	8,146.76
Fund: 617 - M/P CENTER					
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	617-20202	94.87
					94.87
Activity: 49860 - M/P Center					
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - MP	617-49860-200	24.99
WEX BANK	0496-00-204057-4APR	05/06/2014	CREDIT CARD - MP	617-49860-212	28.50
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - MP	617-49860-217	8.98
AH HERMEL COMPANY	427537	04/30/2014	MERCHANDISE	617-49860-217	48.53
RIVER BEND LIQUOR	20140514	05/14/2014	MERCHANDISE	617-49860-251	707.00
RIVER BEND LIQUOR	20140514	05/14/2014	MERCHANDISE	617-49860-252	681.37
RIVER BEND LIQUOR	20140514	05/14/2014	MERCHANDISE	617-49860-254	22.16
RIVER BEND LIQUOR	20140514	05/14/2014	MERCHANDISE	617-49860-259	9.77
RIVER BEND LIQUOR	20140514	05/14/2014	MERCHANDISE	617-49860-261	52.54
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	617-49860-321	117.94
VERIZON WIRELESS	9723822893	05/05/2014	SERVICE #486357723-00001	617-49860-321	28.34
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	617-49860-326	37.95
KDOM RADIO	KDOM0563140432384	05/05/2014	ADVERTISING - COMM CENTE	617-49860-340	169.50
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	617-49860-381	898.52
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	617-49860-382	74.76
ELECTRIC FUND	20140509	05/09/2014	MONTHLY UTILITY & TELECO	617-49860-385	80.52
LAMPERTS YARDS, INC.	3902020APR	05/02/2014	MAINTENANCE #3902020 - M	617-49860-402	129.44
TOSHIBA FINANCIAL SERVICES	251728929	04/21/2014	LEASE/MAINTENANCE CONTR	617-49860-404	10.85
TOWN 'N COUNTRY	5945	05/05/2014	MAINTENANCE	617-49860-404	303.24
STONER INDUSTRIAL, INC.	20140506	05/06/2014	SERVICE	617-49860-406	119.50
O'REILLY AUTOMOTIVE, INC	1476416APR	05/05/2014	MAINTENANCE #1476416 - W	617-49860-409	12.48
SCHWALBACH HARDWARE	20140506	05/06/2014	MAINTENANCE #72861 - MP	617-49860-409	194.35
RUNNING'S SUPPLY	20140513	05/13/2014	MAINTENANCE	617-49860-409	16.98
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	617-49860-460	529.13
MN REVENUE	20140505	05/05/2014	SALES TAX MAY 2014	617-49860-460	9.54
				Activity 49860 - M/P Center Total:	4,316.88
				Fund 617 - M/P CENTER Total:	4,411.75
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0000271	05/16/2014	Federal Tax Withholding	700-21701	9,449.49
Minnesota Department of Re	INV0000270	05/16/2014	State Withholding	700-21702	4,059.11
Internal Revenue Service-Payr	INV0000272	05/16/2014	Social Security	700-21703	10,942.42
MN Pera	INV0000264	05/16/2014	PERA	700-21704	11,908.60
MN Pera	INV0000265	05/16/2014	PERA	700-21704	4,618.63
MN Pera	INV0000266	05/16/2014	PERA	700-21704	573.96
Minnesota State Deferred	INV0000267	05/16/2014	Deferred Compensation	700-21705	4,900.00
Minnesota State Deferred	INV0000268	05/16/2014	Deferred Roth	700-21705	550.00
BLUE CROSS/BLUE SHIELD	20140513	05/13/2014	PREMIUM-JUNE 2014	700-21706	42,216.00
LOCAL UNION #949	20140514	05/14/2014	UNION DUES	700-21707	1,626.88
LAW ENFORCMENT LABOR SE	20140514	05/14/2014	UNION DUES	700-21708	315.00
COLLECTION SERVICES CENTE	20140502	05/02/2014	#CDDM013726	700-21709	930.23
Internal Revenue Service-Payr	INV0000269	05/16/2014	Medicare Withholding	700-21711	3,052.34
SELECTACCOUNT	20140506	05/06/2014	FLEX SPENDING	700-21712	1,326.47
MII LIFE	20140514	05/13/2014	VEBA	700-21720	10,581.36
					107,050.49
				Fund 700 - PAYROLL Total:	107,050.49
				Grand Total:	1,267,679.54

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	35,963.94
211 - LIBRARY	2,394.95
225 - AIRPORT	5,655.51
230 - POOL	246.42
235 - AMBULANCE	8,502.30
250 - EDA GENERAL	17,622.29
252 - EDA SCDP	11,705.00
254 - NORTH IND PARK	1,229.44
306 - 2013 STREET IMPROVEMENT	720.00
601 - WATER	66,277.99
602 - SEWER	77,407.98
604 - ELECTRIC	102,518.56
609 - LIQUOR STORE	56,795.38
614 - TELECOM	761,030.78
615 - ARENA	8,146.76
617 - M/P CENTER	4,411.75
700 - PAYROLL	107,050.49
Grand Total:	1,267,679.54

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	130.00
100-34780	Park Fees	60.00
100-34950	Other Charges for Servic	25.00
100-41110-304	Legal Fees	690.00
100-41110-491	Payments to Other Orga	1,171.36
100-41310-200	Office Supplies	100.59
100-41310-212	Motor Fuels	75.75
100-41310-301	Auditing & Consulting Se	500.00
100-41310-308	Training & Registrations	50.00
100-41310-321	Telephone	202.04
100-41310-326	Data Processing	37.95
100-41310-401	Repairs & Maint - Buildi	21.70
100-41310-480	Other Miscellaneous	390.50
100-41910-212	Motor Fuels	97.51
100-41910-304	Legal Fees	270.00
100-41910-321	Telephone	66.57
100-41910-433	Dues & Subscriptions	125.00
100-41910-480	Other Miscellaneous	92.00
100-41940-381	Electric Utility	381.39
100-41940-382	Water Utility	50.04
100-41940-385	Sewer Utility	77.88
100-41940-406	Repairs & Maint - Groun	780.00
100-41940-409	Repairs & Maint - Utilitie	176.34
100-41940-460	Miscellaneous Taxes	96.00
100-42120-200	Office Supplies	264.30
100-42120-212	Motor Fuels	1,590.93
100-42120-304	Legal Fees	3,858.75
100-42120-321	Telephone	271.81
100-42120-322	Postage	24.54
100-42120-323	Radio Units	306.00
100-42120-325	Dispatching	275.00
100-42120-334	Meals/Lodging	7.66
100-42120-404	Repairs & Maint - M&E	236.85
100-42120-405	Repairs & Maint - Vehicl	572.52
100-42120-412	Rentals - Building	1,650.00
100-42120-433	Dues & Subscriptions	270.00

Account Summary

Account Number	Account Name	Payment Amount
100-42120-480	Other Miscellaneous	390.50
100-42220-212	Motor Fuels	700.12
100-42220-215	Materials & Equipment	559.98
100-42220-310	Lab Testing	574.00
100-42220-321	Telephone	29.05
100-42220-325	Dispatching	212.50
100-42220-331	Travel Expense	68.32
100-42220-405	Repairs & Maint - Vehicl	3,753.05
100-42220-480	Other Miscellaneous	400.00
100-42500-325	Dispatching	12.50
100-42500-381	Electric Utility	16.39
100-42700-300	Charges for Services	221.62
100-43100-200	Office Supplies	13.99
100-43100-211	Cleaning Supplies	278.72
100-43100-212	Motor Fuels	2,502.58
100-43100-215	Materials & Equipment	925.88
100-43100-217	Other Operating Supplie	704.93
100-43100-224	Street Maint Materials	522.61
100-43100-225	Landscaping Materials	143.24
100-43100-241	Small Tools	26.98
100-43100-321	Telephone	110.60
100-43100-325	Dispatching	125.00
100-43100-381	Electric Utility	2,735.32
100-43100-382	Water Utility	36.34
100-43100-385	Sewer Utility	35.71
100-43100-404	Repairs & Maint - M&E	1,214.87
100-43100-405	Repairs & Maint - Vehicl	56.72
100-43100-460	Miscellaneous Taxes	24.00
100-43100-480	Other Miscellaneous	1,042.50
100-43210-307	Management Fees	162.00
100-43210-480	Other Miscellaneous	200.00
100-45120-217	Other Operating Supplie	10.85
100-45202-200	Office Supplies	104.85
100-45202-211	Cleaning Supplies	64.95
100-45202-212	Motor Fuels	1,982.79
100-45202-325	Dispatching	37.50
100-45202-381	Electric Utility	166.85
100-45202-382	Water Utility	14.66
100-45202-384	Refuse Disposal	40.00
100-45202-385	Sewer Utility	25.96
100-45202-402	Repairs & Maint - Struct	33.94
100-45202-404	Repairs & Maint - M&E	17.98
100-45202-405	Repairs & Maint - Vehicl	27.22
100-45202-406	Repairs & Maint - Groun	564.27
100-45202-460	Miscellaneous Taxes	76.12
211-45501-200	Office Supplies	4.99
211-45501-217	Other Operating Supplie	50.80
211-45501-321	Telephone	35.13
211-45501-326	Data Processing	42.95
211-45501-350	Printing & Binding	79.00
211-45501-381	Electric Utility	131.92
211-45501-382	Water Utility	16.02
211-45501-385	Sewer Utility	25.96
211-45501-402	Repairs & Maint - Struct	820.00
211-45501-433	Dues & Subscriptions	165.91
211-45501-435	Books and Pamphlets	926.27
211-45501-460	Miscellaneous Taxes	96.00
225-45127-200	Office Supplies	28.90

Account Summary

Account Number	Account Name	Payment Amount
225-45127-381	Electric Utility	1,118.69
225-45127-460	Miscellaneous Taxes	24.00
225-49950-500	Capital Outlay	4,483.92
230-45124-217	Other Operating Supplie	5.42
230-45124-460	Miscellaneous Taxes	241.00
235-42153-212	Motor Fuels	1,840.67
235-42153-217	Other Operating Supplie	1,797.08
235-42153-312	Nursing	843.01
235-42153-321	Telephone	91.15
235-42153-325	Dispatching	200.00
235-42153-326	Data Processing	1,402.50
235-42153-327	Interpretation Fees	34.00
235-42153-334	Meals/Lodging	177.86
235-42153-404	Repairs & Maint - M&E	1,887.59
235-42153-405	Repairs & Maint - Vehicl	228.44
250-23900	Notes Payable - Noncurr	827.75
250-23903	Note Payable - Fulda Are	1,999.96
250-46520-301	Auditing & Consulting Se	1,000.00
250-46520-308	Training & Registrations	69.50
250-46520-321	Telephone	100.37
250-46520-331	Travel Expense	75.80
250-46520-381	Electric Utility	45.29
250-46520-433	Dues & Subscriptions	600.00
250-46520-438	Meeting Expense	40.84
250-46520-462	Real Estate Taxes	11,381.00
250-49980-612	Other Interest	1,481.78
252-46520-491	Payments to Other Orga	11,705.00
254-46520-303	Engineering and Surveyi	1,105.00
254-46520-381	Electric Utility	124.44
306-49950-304	Legal Fees	720.00
601-16440	Motor Vehicles	63,112.45
601-37190	Gain on Sale	-10,000.00
601-49400-211	Cleaning Supplies	174.40
601-49400-212	Motor Fuels	475.90
601-49400-216	Chemicals and Chemical	2,729.43
601-49400-217	Other Operating Supplie	1,170.00
601-49400-241	Small Tools	194.20
601-49400-301	Auditing & Consulting Se	1,000.00
601-49400-310	Lab Testing	56.25
601-49400-321	Telephone	102.39
601-49400-322	Postage	254.22
601-49400-325	Dispatching	100.00
601-49400-326	Data Processing	814.96
601-49400-381	Electric Utility	3,897.82
601-49400-382	Water Utility	15.34
601-49400-385	Sewer Utility	25.96
601-49400-404	Repairs & Maint - M&E	248.89
601-49400-405	Repairs & Maint - Vehicl	6.98
601-49400-408	Repairs & Maint - Distrib	309.81
601-49400-460	Miscellaneous Taxes	373.60
601-49400-480	Other Miscellaneous	1,215.39
602-16440	Motor Vehicles	63,112.45
602-37290	Gain on Sale	-10,000.00
602-49450-211	Cleaning Supplies	38.97
602-49450-212	Motor Fuels	504.46
602-49450-217	Other Operating Supplie	1,174.59
602-49450-241	Small Tools	21.99
602-49450-301	Auditing & Consulting Se	1,000.00

Account Summary

Account Number	Account Name	Payment Amount
602-49450-310	Lab Testing	1,871.40
602-49450-321	Telephone	212.84
602-49450-322	Postage	245.52
602-49450-325	Dispatching	100.00
602-49450-326	Data Processing	852.91
602-49450-381	Electric Utility	15,475.08
602-49450-382	Water Utility	815.96
602-49450-404	Repairs & Maint - M&E	1,591.31
602-49450-480	Other Miscellaneous	390.50
604-11500	Accounts Receivable	21.78
604-14200	Inventory	1,853.21
604-16440	Motor Vehicles	18,788.63
604-20202	Sales Tax Payable	14,921.78
604-22000	Prepayments	1,500.00
604-49550-211	Cleaning Supplies	223.17
604-49550-212	Motor Fuels	781.12
604-49550-217	Other Operating Supplie	1,170.00
604-49550-301	Auditing & Consulting Se	1,000.00
604-49550-304	Legal Fees	120.00
604-49550-321	Telephone	221.76
604-49550-322	Postage	249.51
604-49550-325	Dispatching	187.50
604-49550-326	Data Processing	1,718.80
604-49550-334	Meals/Lodging	4.00
604-49550-362	Insurance - Property	51,789.00
604-49550-381	Electric Utility	156.85
604-49550-382	Water Utility	16.84
604-49550-385	Sewer Utility	25.96
604-49550-404	Repairs & Maint - M&E	109.77
604-49550-405	Repairs & Maint - Vehicl	19.97
604-49550-406	Repairs & Maint - Groun	113.49
604-49550-408	Repairs & Maint - Distrib	364.88
604-49550-450	Conservation	5,936.54
604-49550-460	Miscellaneous Taxes	24.00
604-49550-491	Payments to Other Orga	1,200.00
609-20202	Sales Tax Payable	11,900.00
609-49751-217	Other Operating Supplie	319.95
609-49751-251	Liquor	12,736.52
609-49751-252	Beer	23,445.85
609-49751-253	Wine	5,486.87
609-49751-254	Soft Drinks & Mix	617.11
609-49751-256	Tobacco Products	35.77
609-49751-259	Non- Alcoholic	177.00
609-49751-261	Other Merchandise	58.42
609-49751-301	Auditing & Consulting Se	1,000.00
609-49751-321	Telephone	62.49
609-49751-326	Data Processing	90.62
609-49751-333	Freight and Express	326.50
609-49751-381	Electric Utility	418.77
609-49751-382	Water Utility	19.25
609-49751-385	Sewer Utility	25.96
609-49751-402	Repairs & Maint - Struct	51.30
609-49751-404	Repairs & Maint - M&E	21.70
609-49751-460	Miscellaneous Taxes	1.30
614-11500	Accounts Receivable	512.29
614-20201	Excise Tax Payable	742.94
614-20202	Sales Tax Payable	6,713.00
614-20206	911 TAP & TACIP Fees CI	1,002.66

Account Summary

Account Number	Account Name	Payment Amount
614-23100	Bond Payable - Noncurr	435,000.00
614-49870-211	Cleaning Supplies	38.26
614-49870-212	Motor Fuels	340.98
614-49870-217	Other Operating Supplie	1,509.66
614-49870-223	Buidling Repair Supplies	1,031.15
614-49870-227	Utility System Maint Sup	1,067.21
614-49870-241	Small Tools	82.99
614-49870-301	Auditing & Consulting Se	1,000.00
614-49870-304	Legal Fees	1,943.44
614-49870-321	Telephone	736.28
614-49870-322	Postage	245.50
614-49870-326	Data Processing	1,782.72
614-49870-340	Advertising	813.00
614-49870-381	Electric Utility	1,486.44
614-49870-382	Water Utility	16.96
614-49870-385	Sewer Utility	25.96
614-49870-404	Repairs & Maint - M&E	32.55
614-49870-405	Repairs & Maint - Vehicl	3.41
614-49870-441	Transmission Fees	205.10
614-49870-442	Subscriber Fees	114,531.43
614-49870-445	Switch Fees	40.00
614-49870-447	Internet Expense	7,964.79
614-49870-448	On-Call Support	33.25
614-49870-460	Miscellaneous Taxes	1,329.51
614-49870-480	Other Miscellaneous	508.67
614-49980-611	Bond Interest	180,290.63
615-49850-200	Office Supplies	7.49
615-49850-211	Cleaning Supplies	9.55
615-49850-212	Motor Fuels	158.68
615-49850-217	Other Operating Supplie	1,609.83
615-49850-321	Telephone	178.11
615-49850-326	Data Processing	96.62
615-49850-334	Meals/Lodging	19.26
615-49850-340	Advertising	82.00
615-49850-381	Electric Utility	3,737.09
615-49850-382	Water Utility	66.85
615-49850-385	Sewer Utility	25.96
615-49850-404	Repairs & Maint - M&E	32.40
615-49850-406	Repairs & Maint - Groun	124.17
615-49850-460	Miscellaneous Taxes	1,998.75
617-20202	Sales Tax Payable	94.87
617-49860-200	Office Supplies	24.99
617-49860-212	Motor Fuels	28.50
617-49860-217	Other Operating Supplie	57.51
617-49860-251	Liquor	707.00
617-49860-252	Beer	681.37
617-49860-254	Soft Drinks & Mix	22.16
617-49860-259	Non- Alcoholic	9.77
617-49860-261	Other Merchandise	52.54
617-49860-321	Telephone	146.28
617-49860-326	Data Processing	37.95
617-49860-340	Advertising	169.50
617-49860-381	Electric Utility	898.52
617-49860-382	Water Utility	74.76
617-49860-385	Sewer Utility	80.52
617-49860-402	Repairs & Maint - Struct	129.44
617-49860-404	Repairs & Maint - M&E	314.09
617-49860-406	Repairs & Maint - Groun	119.50

Account Summary

Account Number	Account Name	Payment Amount
617-49860-409	Repairs & Maint - Utilitie	223.81
617-49860-460	Miscellaneous Taxes	538.67
700-21701	Federal Withholding	9,449.49
700-21702	State Withholding	4,059.11
700-21703	FICA Tax Withholding	10,942.42
700-21704	PERA Contributions	17,101.19
700-21705	Retirement	5,450.00
700-21706	Medical Insurance	42,216.00
700-21707	Union Dues	1,626.88
700-21708	PD Union Dues	315.00
700-21709	Wage Levy	930.23
700-21711	Medicare Tax Withholdi	3,052.34
700-21712	Flex Account	1,326.47
700-21720	VEBA Contributions	10,581.36
	Grand Total:	1,267,679.54

Project Account Summary

Project Account Key	Payment Amount
None	652,388.91
2012Blnt	180,290.63
2012BPrin	435,000.00
	Grand Total:
	1,267,679.54

5/15/14
