

**Council Meeting**  
**Tuesday, July 1, 2014**  
**City Council Chambers**  
**7:30 p.m.**  
**AGENDA**



Call to Order

Pledge of Allegiance

1. Approval of Minutes
  - Council Minutes–June 17, 2014
2. Consent Agenda
  - Minutes
    - Housing and Redevelopment Authority – May 14, 2014
    - Economic Development Commission- June 4, 2014
    - Planning Commission – June 10, 2014
    - Community Center Commission – June 23, 2014
  - License
    - Temporary On-Sale Liquor License - Windom Youth Hockey Association
    - Exempt Permit - Windom Area Hospital
3. Department Heads
4. 2013 City Audit
5. Coalition of Greater MN Cities Presentation – Bradley Peterson
6. Hospital Bond Pre-Sale Report
7. Street Closure Request – Cottonwood Lake Drive - July 25<sup>th</sup>
8. TIF District 1-18 – Interfund Loan Resolution
9. Fire Hall Building
  - Committee Appointment
10. Second Reading Ordinance No. 146, 2<sup>nd</sup> Series Amending Chapter 72 Recreational Vehicles
  - Resolution Establishing Fee for Special Vehicle Operating Permit
  - Approval of Title Summary Publication
11. Swimming Pool Lifeguard Promotions
12. Donations
  - The Toro Company – 100 Trees Project
  - Windom Class of 2014 – Swimming Pool-chairs, benches or picnic tables
13. Designation of 2014 Filing Period
14. Resolution Appointing Election Judges
15. New Business
  - City Hall Office Remodel Project
16. Old Business
17. Regular Bills
18. Council Concerns
19. Adjourn



**Regular Council Meeting  
Windom City Hall, Council Chamber  
June 17, 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, Bradley Powers and JoAnn Ray  |
| Council Absent:     | Dominic Jones   |
| City Staff Present: | Steve Nasby, City Administrator; Marv Grunig, Electric Utility Manager; Brent Brown, Electric Superintendent; Bruce Caldwell, Streets & Parks Superintendent; Aaron Backman, EDA Executive Director and Jeff Dahna, Telecom |

3. Pledge of Allegiance

4. Approval of Minutes:

**Motion by Powers second by Cooley to approve the City Council minutes from June 3, 2014. Motion carried 4 – 0 (Jones absent).**

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Utility Commission – June 4, 2014
- Library Board – June 10, 2014

**Motion by Ray second by Powers to approve the receipt of minutes from the Boards and Commissions. Motion carried 4 – 0 (Jones absent).**

6. Department Heads:

Marv Grunig, Electric Utility Manager, introduced Brent Brown as the City's new Electric Superintendent. Brown started on June 16<sup>th</sup>. The City Council welcomed Brown to Windom.

Grunig said that the Electric Department is continuing to operate the "bonus bucks" program for energy conservation related to air conditioner replacement. It is the same format as in previous years where the unit being replaced must be at least 12 years old and

## Preliminary

in operating condition. The bonus buck rebate is in addition to the general energy efficiency rebates. The program is scheduled to run June 1 until August 31 or until the available funding runs out. The paperwork for the program can be picked up at City Hall or at the Electric Department in addition to the information on the website. Rebates are also available for other energy efficient appliances.

Maricle asked about the number of units qualifying last year. Grunig replied that 17 air conditioning units were replaced.

Bruce Caldwell, Streets & Parks Superintendent, said that there was no Park & Recreation Commission meeting last week due to the absence of a quorum. He has been notified that there may be some grant funding for a major campground upgrade or new facility. He is recommending a new facility at Tegel's Park by Cottonwood Lake because of limitations on major improvements at the current campground. This could be 20-30 sites scattered throughout the park. He has contacted an engineering firm for some preliminary cost estimates. Also, the Remick Foundation has expressed an interest in funding work at Kastle Kingdom so he is ordering new wood chips for that facility.

Fossing asked about the potential campground cost. Caldwell said he did not even have a rough estimate at this time.

Caldwell noted that Mayflower Park is currently closed due to flooding.

Caldwell said that the report on the concrete issues on 20<sup>th</sup> Street has been completed and staff will be meeting with the engineers, vendor and contractor to determine an action plan. This information will then go to the Street Committee and they will ultimately make a recommendation to the City Council.

Maricle said that he would be looking for several options to remedy the situation.

Last, Caldwell noted that due to the rains the grass in yards is growing at a rapid pace and encouraged citizens to be mindful of their properties and to mow.

Cooley said he saw a couple yards with grass nearly a foot tall. Caldwell acknowledged that there are some problem properties and he ends up sending multiple letters. Cooley asked about the process. Caldwell said he sends letters to the property owners if he sees the yard with long grass or if there is a complaint. A letter is sent to the property owner of record and they are given seven days to mow the yard.

### 7. Public Hearing – TIF District 1-18:

Maricle opened the public hearing.

Aaron Backman, EDA Executive Director, said that the TIF district was set up to assist GDF with the redevelopment of a parcel that had been vacant. The TIF plan sets up the broad parameters for the district and the development agreement between the EDA and

GDF has the specific information such as the amount of assistance and performance measures. The Planning and Zoning Commission had reviewed the plan for consistency with the Comprehensive Plan and the building inspection reports that identified blighted properties. This commission recommended approval of these items. The two resolutions for Council action include the establishment of TIF district 1-18 and designation of blighted properties.

Powers asked about the timeline for the project. Backman replied that the TIF needs to be established and a portion of the work on the site will be eligible for TIF. Powers asked if this TIF will apply to the existing buildings. Backman said that the improvements to the existing buildings are eligible and there are no new buildings on the site yet.

Maricle asked if there were any comments from the public. Seeing none Maricle closed the public hearing.

**Council member Fossing introduced the Resolution No. 2014-25, entitled “RESOLUTION ADOPTING A MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1; AND ESTABLISHING TAX INCREMENT FINANCEING DISTRICT NO. 1-18 THEREIN, AND ADOPTING A TAX INCREMENT FINANCING PLAN THEREFOR” and moved its adoption. The resolution was seconded by Powers and on roll call vote: Aye: Cooley, Powers, Ray and Fossing. Nay: None. Absent: Jones. Abstain: None. Resolution passed 4 – 0.**

**Council member Powers introduced the Resolution No. 2014-26, entitled “RESOLUTION FINDING PARCEL TO BE OCCUPIED BY STRUCTURALLY SUBSTANDARD BUILDINGS” and moved its adoption. The resolution was seconded by Ray and on roll call vote: Aye: Cooley, Powers, Ray and Fossing. Nay: None. Absent: Jones. Abstain: None. Resolution passed 4 – 0.**

Backman updated the City Council on the North Windom Industrial Park’s certification as “shovel ready” and it is the first site in SW Minnesota to achieve the designation.

8. 2013 Audit – Presentation Only:

Craig Poppenhagen, CliftonLarsonAllen Auditors, introduced himself. He noted that the audit proposal had included an April or May end date, but due to additional work needed the process was delayed. This being a first year audit for their firm they can use the working papers from the prior audits or establish new opening balances. The working papers were unavailable so CliftonLarsonAllen had to start new with opening balances which took additional time. They tested the enterprise funds, capital funds and general funds, reviewed Council minutes from 2012 forward, reviewed bonds, agreements and leases. Other items reviewed included internal controls, investments, payroll, inventory and capital expenses. The federal audit threshold of \$500,000 may also trigger an A-133 single audit. The funds were looked at to make sure they were they were correctly assigned. Poppenhagen noted that fund 401 still exists but it is not going to be reported separately. The 2013 Street Project and NWIP projects are in their own funds. GASB 65 adds two new

categories that are bond issuance costs and deferred inflows and outflows. GASB 34 guidelines will have the effect of increasing the City's street infrastructure value, which will increase City assets. He noted that there were a few items they found like a note payable needing to be located in another fund, an accrued interest and notes payable adjustment, journal entries need better internal control and there was one timesheet without a signature. The next step will be for City staff to review draft documents, a second principal at their firm performs a review, reports submitted to the State by June 30 and then the Council presentation July 1.

Maricle asked if end of 2012 adjustments were needed. Poppenhagen said yes.

Powers inquired if CliftonLarsonAllen did IT audits. Poppenhagen replied yes..

9. Electric Utility – 5 x 16 Blend and Extend Contract Update:

Grunig said that the City gets approximately 16% of its power through contracts with NSP that run through 2016. CMMPA had worked on a proposal to extend this agreement until 2020. The terms had been worked out and the proposed agreement provided to CMMPA member cities. Windom had passed the agreement through the Utility Commission and the City Council had approved the agreement. Due to the extreme winter weather the cost of the NSP proposal went up during the approval process and the time it took some CMMPA members to approve the agreement also delayed the final acceptance. During that time the price increased from \$52/mwh to \$55/mwh. The current recommendation from CMMPA is to allow the NSP contract to expire in 2016 and do a new RFP for the power needed.

10. Street Closure Request for June 26 – 16<sup>th</sup> Street from 6<sup>th</sup> Avenue to the Fairgrounds:

Caldwell said the neighborhood had requested the street closure for a block party. The residents will place and remove the barricades at approximately 6 – 9 p.m.

Maricle said there should not be any problems as this street is predominately used by the residents on the street as the termination of the street is into the fairgrounds.

Fossing asked if the Police had been advised. Caldwell said that neither he nor the Police Chief had any objections.

**Motion by Ray second by Powers to approve a street closure on 16<sup>th</sup> Street from 6<sup>th</sup> Avenue to the fairgrounds from 6 -9 p.m. on June 26, 2014. Motion carried 4 – 0 (Jones absent).**

11. Fire Hall Building:

Maricle noted he had raise the request to re-establish the fire hall building committee at the last meeting and asked if the Council members had any names or groups they would like on the committee. Maricle said he is thinking about having two from the ambulance department, two from the fire department, two from the townships in the fire district and

one City Council representative. Maricle said he would make some contacts with these groups and assemble a list of names for Council consideration.

Maricle asked Nasby to review the possible use of sales tax for this project. Nasby said there is a memorandum in the packet that provides some additional detail on the background for using a sales tax and the City Council's prior approval of a resolution to pursue that funding option.

Cooley asked for a brief timeline. Nasby said that a ballot question would need to be presented to the County Auditor in early August for the November election. If the tax were approved by the voters in November the City would need legislative approval and the soonest the City would know if the legislature will allow it will be May 2015. He noted that the legislature is not currently overly receptive to local sales tax requests. If the state did approve it the information is sent to the State Department of Revenue and the imposition/collection of the sales tax would likely be October 2015.

Fossing noted that there would be a tight timeline for the building committee too and he thinks the public will support a fire hall.

Cooley said he too thinks the public will be in favor of a fire hall.

Maricle noted that the Council should look at funding options other than the sales tax.

12. First Reading Ordinance No. 146, 2<sup>nd</sup> Series Amending Chapter 72 Recreational Vehicles:

Nasby said that this proposed ordinance is amending the City's Code to allow the use of golf carts and other motorized assistive devices on Windom streets. These special vehicles are allowed by State Statute, but municipalities must adopt a specific ordinance allowing them according to the State Statute requirements. This reading was tabled from the last City Council meeting to allow for additional review and Council member Jones had a question on the level of medical information needed and staff addressed that item.

**Motion by Cooley second by Ray to approve the first reading of Ordinance No. 146, Second Series as presented to June 17, 2014. Motion carried 4 – 0 (Jones absent).**

13. Second Reading Ordinance No. 147, 2<sup>nd</sup> Series Amending Chapter 96 Abandoned, Unclaimed, Excess Property:

Nasby said that staff is requesting a modification of the City Code for disposition of surplus or excess City equipment.

Powers asked if the City Council would still be approving the designation off surplus/excess property. Nasby said that is correct.

**Motion by Powers second by Fossing to approve the second reading of Ordinance No. 147, Second Series as presented. Motion carried 4 – 0 (Jones absent).**

Preliminary

14. Second Reading Ordinance No. 148, 2<sup>nd</sup> Series Amending Chapter 71 Bicycles:

Nasby said that Windom's current City Code requires that bicycles be registered with the State of Minnesota. The registration requirement was eliminated by the State so the language is no longer required in the City Code.

**Motion by Powers second by Cooley to approve the first reading of Ordinance No. 148, Second Series as presented. Motion carried 4 – 0 (Jones absent).**

15. Liquor Store – Part-time Position Recommendation:

Nasby said that the Liquor Store Manager is recommending the hiring of Doreen Goeman for a part-time liquor store clerk position.

**Motion by Powers second by Fossing to approve the hiring of Doreen Goeman as a part-time liquor store clerk. Motion carried 4 – 0 (Jones absent).**

16. New Business:

None.

17. Old Business:

None.

18. Regular Bills:

**Motion by Fossing seconded by Ray to approve the regular bills. Motion carried 4 – 0 (Jones absent).**

19. Council Concerns:

None.

20. Adjourn:

**Maricle adjourned the meeting by unanimous consent at 8:37 p.m.**

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Corey Maricle, Mayor

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

REGULAR MEETING OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF WINDOM, MN  
May 14, 2014 ~ 4:00 pm

A regular meeting of the Board of Directors was held on Wednesday, May 14, 2014, in the Riverview Apartments Community Room. Members present: Frank Dorpinghaus, Margaret McDonald, Linda Jaakola, Jens Hansen, and Ronda Renee Koch. Also present were: Hillside Liaison, Audrey Knuth, Executive Director, DeeAnna Bakken and Director of Operations, Connie Clausen. Not present: City Liaison, Brad Powers.

The meeting was called to order at 4:03 and the Chairman began with Old Business Agenda Item 3. Jay with Viewpoint Consulting Group, Inc. presented the 2014 Windom Housing Market Analysis. Also present was Aaron with the Windom EDA, John with the Windom Chamber of Commerce and some residents.

The meeting continued with the consent agenda approved (McDonald/Jaakola) which included the minutes of the previous meeting, the utility reports, the bills report and the balance report.

Open Forum: The open forum is a portion of the Board meeting where residents will be allowed to address the Board. Persons must register with Connie Clausen, Director of Operations, 48 hours prior to the meeting.

A. Scheduled Guests: None

Old business consisted of:

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1. The director reported a response has not yet been received for the HUD letter previously sent.
2. An update on the Windom Utility Commission was given. The Commission accepted one of the suggestions brought by the HRA which is outlined as: new Hillside Manor residents are no longer required to put down a utility deposit with the city; residents will still put the utilities into their name upon move in; current residents will get their deposits returned as soon as possible if they have not been already; the Windom HRA will sit in second position for unpaid utility balances with the City of Windom and will be responsible for any balances. The proceeding was agreed upon (Koch/Jaakola) by the board.
3. An update on the Riverview #408 fire unit was given. Payment has already been received from the insurance company. The insurance adjuster's report has been turned over to Jim Kardes, Building Inspector for his review and input. Staff are working on finalizing the RFP to go out very soon.
4. The director has received the paperwork from AT & T and will review, sign and return it.
5. The Flat Rent update will only be affecting the two-bedroom unit and has already been adjusted.
6. Jim Nelson has been hired as a new part-time maintenance staff. His first day will be May 20, 2014. He will be working approximately 25-28 hours per week.
7. A portion of copper water piping has worn out at Hillside Manor and needed to be fixed. The plumber suggested that we may have a bigger problem in the coming months. The situation is currently being accessed.

New Business consisted of:

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1. The director spoke on "Housing Hints" at the BARC Center and was approached to be a sponsor for \$100. After discussion, a decision was made not to sponsor this event but would consider future opportunities.

2. The HUD Budget Proposal for Operating Funds and Capital Funds was discussed is being lobbied in Washington DC and the Director shared numbers being thrown around.
3. Two new washing machines have been purchased for Hillside Manor from the "laundry account".
4. The director reported her upcoming travel dates.
5. The upcoming board meeting dates are Wednesday, June 11, 2014 at Hillside Manor and Wednesday, July 9<sup>th</sup> at Riverview Apartments, both at 4:00 pm.
6. An email was sent from Steve Nasby, City of Windom, reporting they will be painting the curb yellow in front of Riverview Apartments no longer allowing parking in this area.

The meeting was adjourned at 5:45 pm. (Hansen/McDonald)

Frank Dorpinghaus, Chairman

DeeAnna Bakken, Executive Director

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM  
MINUTES  
JUNE 4, 2014

1. Call to Order: The meeting was called to order by Vice President Larson at 2:10 p.m.
2. Roll Call & Guest Introductions:  
EDAWN Commissioners: Sally Larson, Justin Espenson, Dominic Jones, and Kelsey Fossing.  
Absent: Juhl Erickson.  
  
Also Present: EDA Staff – Aaron Backman, EDA Executive Director, and Mary Hensen, Admin. Asst.; City Administrator Steve Nasby, WADC Liaison Tara Christensen, and John Rhodes, Shovel-Ready Certification Consultant.
3. Approval of Minutes:  
**Motion by Commissioner Jones, seconded by Commissioner Espenson, to approve the Minutes of the EDA Meeting held on May 12, 2014. Motion carried 3-0.** (Commissioner Fossing was not present at the time of this vote.)
4. North Windom Industrial Park
  - A. Shovel-Ready Certification – Presentation – John Rhodes: In April, the EDA Board authorized the submission of an application to the Minnesota Department of Employment & Economic Development (DEED) for the Shovel-Ready Certified Development Site Program. This certification would cover the North Windom Industrial Park. On April 29, 2014, the application was submitted. Director Backman introduced John Rhodes of Moran, Stahl & Boyer of Lakewood Ranch, Florida. Mr. Rhodes is a consultant for DEED who reviews the applications in the Shovel-Ready Certified Development Site Program. Prior to the meeting, Mr. Rhodes met with City Administrator Steve Nasby and Director Backman, took a brief tour of the City, and toured the North Windom Industrial Park. Mr. Rhodes announced that he would recommend to DEED approval of the EDA's application for the Shovel-Ready certification. He then gave a PowerPoint presentation which provided an overview of the benefits of the Shovel-Ready Certification, information required for certification, levels of site readiness, the location selection process which businesses use, economic opportunities vs. impacts, a brief overview on reshoring of manufacturing, suggestions on assessing potential, evaluating resources, and identifying gaps, and developing effective marketing strategies.
5. TIF 1-18 (Ag Builders)
  - A. Modified Program for Development District No. 1
  - B. TIF Plan for Redevelopment TIF District 1-18: At the May 12, 2014, EDA Meeting, the Board adopted a Resolution requesting that the City Council call for a public hearing on the proposed establishment of TIF District 1-18 (Ag Builders) covering the former Towlerton Motors site. On May 20, 2014, the City Council called for a public hearing to be held on Tuesday, June 17, 2014, at the City Council Meeting which begins at 7:30 p.m. Development District No. 1 encompasses all of the property within the Windom city limits. To establish a new TIF district, it is necessary that the Program for Development District No. 1 be modified to include the new TIF district and also that a new TIF Plan be approved for TIF District 1-18. The Board received copies of the "Modification to the Development Program for Development District No. 1 and the Tax Increment Financing Plan for the Establishment of Tax Increment Financing District No. 1-18 within Development District No. 1" (the "Program and Plan"). Director Backman advised that the Windom Planning Commission will review the Program and Plan on June 10, 2014, to determine their conformance to the City's Comprehensive Plan. Then on

June 17, 2014, the Program and Plan will be presented to the City Council for review and approval following the public hearing. After further discussion, the following action was taken.

**Resolution introduced and motion by Commissioner Jones, seconded by Commissioner Espenson, to adopt EDA Resolution No. 2014-03, entitled "Resolution Adopting a Modification to the Development Program for Development District No. 1, Establishing Tax Increment Financing District No. 1-18 Therein, and Adopting a Tax Increment Financing Plan Therefor".**

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

6. Windom Housing Study

A. Summary: Director Backman reported that at the end of April, Jay Thompson of Viewpoint Consulting Group completed the initial draft of the report. Following a number of revisions, he e-mailed the final report to the Windom EDA on May 13, 2014. Electronic copies were provided to Council members, EDA Commissioners and others. Mr. Thompson made two presentations—one to the Windom HRA Board on May 14<sup>th</sup> and the second to the City Council on May 20<sup>th</sup>. The total cost for the study was \$14,019.82 which was paid on May 28<sup>th</sup>. The HRA has already reimbursed the EDA for its portion of the study costs.

B. Next Steps: Director Backman advised that copies of the housing study have been distributed to potential developers. Copies have also been provided to Nancy Wepplo with Good Samaritan Community of Windom and Brenda Meyer of Habilitative Services/Home for Creative Living to share with their boards and affiliates. The Cottonwood County Citizen has begun a three-part series on the Windom Housing Study. Director Backman also presented the Housing Study to the Kiwanis Club on May 29<sup>th</sup>.

7. EDA SEB RLF

A. Loan Recap: On May 12, 2014, the EDA Board approved a loan of \$10,000 to Gustavo and Maria Hidalgo dba "Margaritas' Ville Mexican Bar & Grille" in the former Eagles Club site at 821 Fourth Avenue. This loan was made from the EDA's Small & Emerging Business Revolving Loan Fund (EDA SEB RLF). The loan proceeds will be used for the purchase of new and used equipment and electrical updates to the building. The loan was actually made to Los Potros Mexican Restaurant & Cantina Co., the parent corporation, which the Hidalgos' established for operation of their restaurants in St. James and Windom. Loan closing documents were executed on May 29, 2014. The EDA received a security interest in five specific pieces of kitchen equipment, inventory and furnishings located at 821 Fourth Avenue in Windom, Minnesota.

8. Career Fair/Business Tour – Update

A. Remick Grant: On April 14, 2014, the EDA Board authorized the EDA Executive Director to submit a grant application to the Remick Foundation requesting \$7,250 to assist with expenses for the Career Fair/Business Tour. The application was submitted by the deadline on May 1, 2014. The Remick Foundation approved a grant of \$5,000 for the Career Fair on May 16, 2014, and the check was received in late May. The Career Fair is scheduled for October 29, 2014, at the Windom Community Center. The Career Fair/Business Tour Group will be seeking Silver Sponsors (\$150) and Gold Sponsors (\$250) for this Fall's event. The Board concurred with the proposal to invite businesses from out-of-town to host booths at the Career Fair.

9. New Business

A. Business Meetings, Conferences & Events Report: Director Backman gave a brief report concerning the IEDC Conference held in Minneapolis on June 1-3, 2014.

10. Miscellaneous Information:

A. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports provided by Van Binsbergen & Associates for the period ending April 30, 2014.

11. Adjourn: By consensus, Vice President Larson adjourned the meeting at 3:40 p.m.

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Justin Espenson, EDA Secretary-Treasurer

Attest:

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Aaron A. Backman, EDA Executive Director

**CITY OF WINDOM  
PLANNING COMMISSION  
MINUTES  
JUNE 10, 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: Lorri Cole, Ben Derickson, Andy Harries, Gary Hunter, Greg Pfeffer, Kevin Rose, and Council Liaison Brad Powers.

Absent: Marilyn Wahl.

Also Present: Planning/Zoning Staff-James Kartes (Zoning Administrator) and Mary Hensen (Adm. Asst.); and EDA Executive Director Aaron Backman.

3. Approval of Minutes:

**Motion by Commissioner Derickson, seconded by Commissioner Harries, and carried to approve the Planning Commission Minutes for the meeting held on May 13, 2014. Motion carried 6-0.**

4. Review of TIF Plans

A. Modified Program for Development District No. 1

B. Tax Increment Financing Plan for TIF District No. 1-18

The Planning Commission received copies of the map showing the proposed TIF District 1-18, the Modified Program for Development District No. 1, the Tax Increment Financing Plan for the proposed new TIF District 1-18, and a proposed resolution. Development District No. 1 is the entire City of Windom and within the Development District, there are numerous smaller TIF districts. The map highlights the area for the proposed new TIF district. Zoning Administrator Kartes introduced the agenda item. EDA Executive Director Aaron Backman was present to provide an overview of the project. Director Backman advised that the district would encompass the former Towlerton Motors site at 1855 First Avenue which covers approximately 6.3 acres. The purpose of this new redevelopment TIF district is to provide reimbursement to Ag Builders, as Developer, of a portion of the eligible expenses in this initial phase of the project. Eligible expenses include demolition, site clearance and preparation, soil remediation, parking lot facilities, water and sewer upgrades, etc. Director Backman explained the basic purpose and length of the redevelopment district, provided an overview of the project, and reviewed highlights of the Modified Program for Development District No. 1 and the TIF Plan for the new TIF District 1-18 (the "Program and "Plan"). The Planning Commission's role is to review the proposed Modified Program for Development District No. 1 and the proposed Tax Increment Financing Plan for TIF District No. 1-18 and verify that both conform with the City's general plans for development and redevelopment as contained in the City's Comprehensive Plan. After review of the documents and information presented, the following actions were taken.

**Resolution introduced and motion by Commissioner Rose, seconded by Commissioner Derickson, to adopt Planning & Zoning Resolution No. 2014-01, entitled "RESOLUTION OF THE CITY OF WINDOM PLANNING COMMISSION FINDING THAT A MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1 AND A TAX INCREMENT FINANCING PLAN FOR TAX INCREMENT FINANCING DISTRICT NO. 1-18 CONFORM TO THE GENERAL PLANS FOR THE DEVELOPMENT AND REDEVELOPMENT OF THE CITY."**

**Upon roll call vote being taken, the following voted in favor thereof: Commissioners Derickson, Rose, Hunter, Pfeffer, Harries and Cole; the following voted against the same: None; Commissioner Wahl was not present for the vote. The Resolution was adopted.**

5. Adjourn: By consensus, the meeting was adjourned at 7:26 p.m.

\_\_\_\_\_  
Gary Hunter, Chairman

Attest: \_\_\_\_\_  
James Kartes, Zoning Administrator

Community Center Commission Minutes  
Monday June 23, 2014

1. Call to Order: The meeting was called to order by Vice President Mitch Voehl at 5:35 p.m.

2. Roll Call:

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

3. Approval of Minutes:

**Motion by Kelly Woizeschke, seconded by Lenny Thiner to approve the May 27, 2014 Community Center Commission Minutes. Motion carried 3-0**

4. Additions to the agenda:

Nothing to Report

5. Correspondence:

Nothing to Report

6. President's Report:

Nothing to Report

7. Director's Report:

- a. Sound Level Report-WCC Director Bussa stated they have tested levels for both Bands and DJ's from 85 to 95 Ratings-higher end was to loud. WCC Commission stated they had tested on sound system taking it to 95. It was agreed on that level of 85 was good area. **Motion by Lenny Thiner, seconded by Kelly Woizeschke the Windom Community Center will monitor and control sound levels for Bands and Audio Equipment at approximately 85 or less decimal rating. Motion carried 3-0**
- b. Recommendations for Damage Deposit Policy- WCC Director Bussa stated that as of last meeting a motion for additional wording and clarification of Policy had

not been made. After discussion **Motion by Lenny Thiner, seconded by Kelly Woizeschke for additional deductions including excessive cleanup interior and exterior building damage and graffiti. Motion carried 3-0.**

c. WCC Director Bussa will check to see what is happening with Riverfest next year

8. Resource Management:

Schedule of Events: Reviewed new bookings-Bloodmobile July 15, Tonic Sol Fa Concert July 28

Income & Expense: Commission looked over Income and Expense

9. Miscellaneous:

Energy Audit was discussed

10. Open Forum:

Aaron Backman discussed upcoming Career Fair October 29, it has shown good interest

11. Next Meeting:

Tuesday July 29, 2014 @ 5:30 pm

**Adjourn:**

**Motion by Kelly Woizeschke, seconded by Lenny Thiner, to adjourn the meeting at 6:10pm. Motion carried 3-0.**

\_\_\_\_\_  
Wayne Maras, WCC President

\_\_\_\_\_  
Linda Stuckenbroker, WCC Secretary

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



**Minnesota Department of Public Safety**  
**Alcohol and Gambling Enforcement Division**  
 444 Cedar Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY**  
**TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized	Tax exempt number
Windom Area Youth Hockey Association		Jan 1, 1969	41-1290460
Address	City	State	Zip Code
P.O. Box 41	Windom	Minnesota	56101
Name of person making application		Business phone	Home phone
Justin Espenson		507-831-1527	507-822-3206
Date(s) of event	Type of organization		
08/13/2014 - 08/16/2014	<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name		City	State      Zip
<input checked="" type="checkbox"/> Justin Espenson - Board Member	Windom	Minnesota	56101
<input type="checkbox"/> Add New Officer			

Location where permit will be used. If an outdoor area, describe.  
 We will be operating the Beer Garden at it's usual location on the fair grounds on the east end of the arena. We will have an indoor serving area as well as a fenced off outdoor area. We are also requesting permission for a remote location near the Tractor Pull area.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 Minnesota Joint Underwriters Association. \$300,000 per occurrence.

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City/County	Date Approved
City Fee Amount	Permit Date
Date Fee Paid	

\_\_\_\_\_  
 Signature City Clerk or County Official

\_\_\_\_\_  
 Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.



# Windom Area Hospital

*A member of Sanford Health*

June 26, 2014

Steve Nasby  
City of Windom  
PO Box 38  
Windom, MN 56101

Dear Mr. Nasby and City Council Members:

As a city-owned hospital, Windom Area Hospital has provided quality health care services to our community for over thirty years. As you've likely seen in the news, costs of providing state-of-the-art equipment and training for our staff have skyrocketed in recent years. To counteract the detrimental effect these rising costs could have on our local facility, we established the Windom Area Hospital Foundation (the Foundation) in 2002 to provide charitable support for the medical and educational programs of Windom Area Hospital, apart from normal operating expenses.

The Foundation is current raising money for the Breast Health Fund, which is primarily established to support the equipment needs of the hospital, provide community education and support local patients undergoing breast health treatments. To assist with raising money for this fund, the Foundation Board would like to hold a raffle. Current plans involve selling 1,000 raffle tickets at \$10 each and would be a 'cash raffle' in which 50% of the ticket sales are returned to 10 winners with the other 50% going into the Breast Health Fund. We would like to hold the drawing in conjunction with a community "Breast Health Walk" on Saturday, October 11th. While this walk will start and end at the Windom Middle/High School, the actual drawing will be held at Jack Slade's Steakhouse at 12:00 noon.

In order to obtain our exempt gambling permit, the state requires that we receive permission from our city to conduct the raffle. I am writing to respectfully request that the next Windom City Council agenda include consideration of granting the Windom Area Hospital Foundation permission to pursue a gambling license. We appreciate your assistance in helping to strengthen healthcare in our community!

Sincerely,

Emily Masters  
Director of Marketing and Human Resources

**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:  
 - conducts lawful gambling on five or fewer days, and  
 - awards less than \$50,000 in prizes during a calendar year.  
 If total prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.

**Application fee (non refundable)**

If application is postmarked or received 30 days or more before the event **\$50**; otherwise **\$100**.

**ORGANIZATION INFORMATION**

Organization name  
Windom Area Hospital

Previous gambling permit number  
X35546-12-004

Minnesota tax ID number, if any  
678-3331

Federal employer ID number (FEIN), if any  
23-71559870

**Type of nonprofit organization. Check one.**

Fraternal  Religious  Veterans  Other nonprofit organization

Mailing address  
PO Box 339, 2150 Hospital Dr

City  
Windom

State  
MN

Zip code  
56101

County  
Cottonwood

Name of chief executive officer [CEO]  
Gerri Burmeister

Daytime phone number  
507-831-2400

E-mail address  
gerri.burmeister@sanfordhealth.org

**NONPROFIT STATUS**

Attach a copy of ONE of the following for proof of nonprofit status.

**Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**

Don't have a copy? This certificate must be obtained each year from:  
 Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103  
 Phone: 651-296-2803

**IRS income tax exemption [501(c)] letter in your organization's name.**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization [charter]**

If your organization falls under a parent organization, attach copies of both of the following:  
 a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
 b. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.  
Jack Slades Steakhouse

Address [do not use PO box]  
2390 Hwy 60 E

City or township  
Windom

Zip code  
56101

County  
Cottonwood

Date[s] of activity. For raffles, indicate the date of the drawing.  
Saturday, October 11th

Check each type of gambling activity that your organization will conduct.

Bingo\* Raffle [total value of raffle prizes awarded for year \$\_\_\_\_\_]  Paddlewheels\*  Pull-tabs\*  Tipboards\*

\***Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to [www.gcb.state.mn.us](http://www.gcb.state.mn.us) and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

CITY APPROVAL for a gambling premises located within city limits

The application is acknowledged with no waiting period.
The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days [60 days for a 1st class city].
The application is denied.

Print city name

Signature of city personnel

Title Date



COUNTY APPROVAL for a gambling premises located in a township

The application is acknowledged with no waiting period.
The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
The application is denied.

Print county name

Signature of county personnel

Title Date

TOWNSHIP. If required by the county.

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits.

[A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.166.]

Print township name

Signature of township officer

Title Date

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief executive officer's signature Gerri Burmeister Date 6-26-14

Print name Gerri Burmeister

REQUIREMENTS

Complete a separate application for:

- all non-consecutive days, or
all gambling conducted on one day (at multiple locations).

Send application with:

a copy of your proof of nonprofit status, and
application fee (non refundable). Make check payable to "State of Minnesota."

To: Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be included with your permit, or use the online fill-in form available at www.gcb.state.mn.us.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board.

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board.

All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney

General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

# **MEMO**

**To:** Mayor and City Council

**FROM:** Windom Community Center Commission and Director Brad Bussa

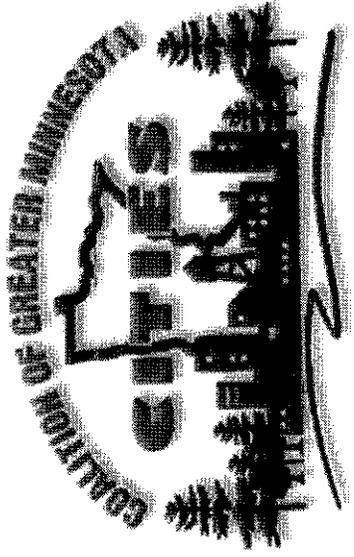
**CC:** Steve Nasby, City Administrator

**RE:** Policy Additions and Clarifications

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The Windom Community Center Commission met at their June 23, 2014 meeting and discussed additional and clarification of its Damage Deposit. They voted to have policy addition to read-Please be aware that additional damage deductions can also include: excessive clean up interior and exterior, building damage and graffiti.

The Commission also agreed to have Windom Community Center monitor and control sound levels for bands and all audio equipment at approximately 85 or less decimal rating.



# City Visit and Legislative Update Windom

July 1, 2014

# **CGMC Represents 85 Cities Across the State**

- **LGA/Property Taxes**
- **Economic Development**
- **Annexation and Land Use**
- **Environmental Regulation**
- **Transportation**

## 2014 Session Lay of the Land

- Reform and Increase to LGA in 2013
- February Forecast Shows Surpluses
  - \$1.2 Billion for current biennium
  - \$2.6 Billion for FY 2016-17
- Not a Budget Year
- Short Session/Big Issues
  - Medical Marijuana, Minimum Wage, Bullying
- Traditional Bonding Year
  - 2013 End of Session “Deal” to hold bonding at \$850 million in 2014

## CGMC Goals

- \$57 million increase in LGA
  - Return to 2002 funding level
- Pass Greater MN Economic Development Programs
  - Create Broadband Infrastructure Fund
  - \$25 million for BDPI
  - Angel Investment
  - Job Training
- Work with Move MN to pass statewide transportation package

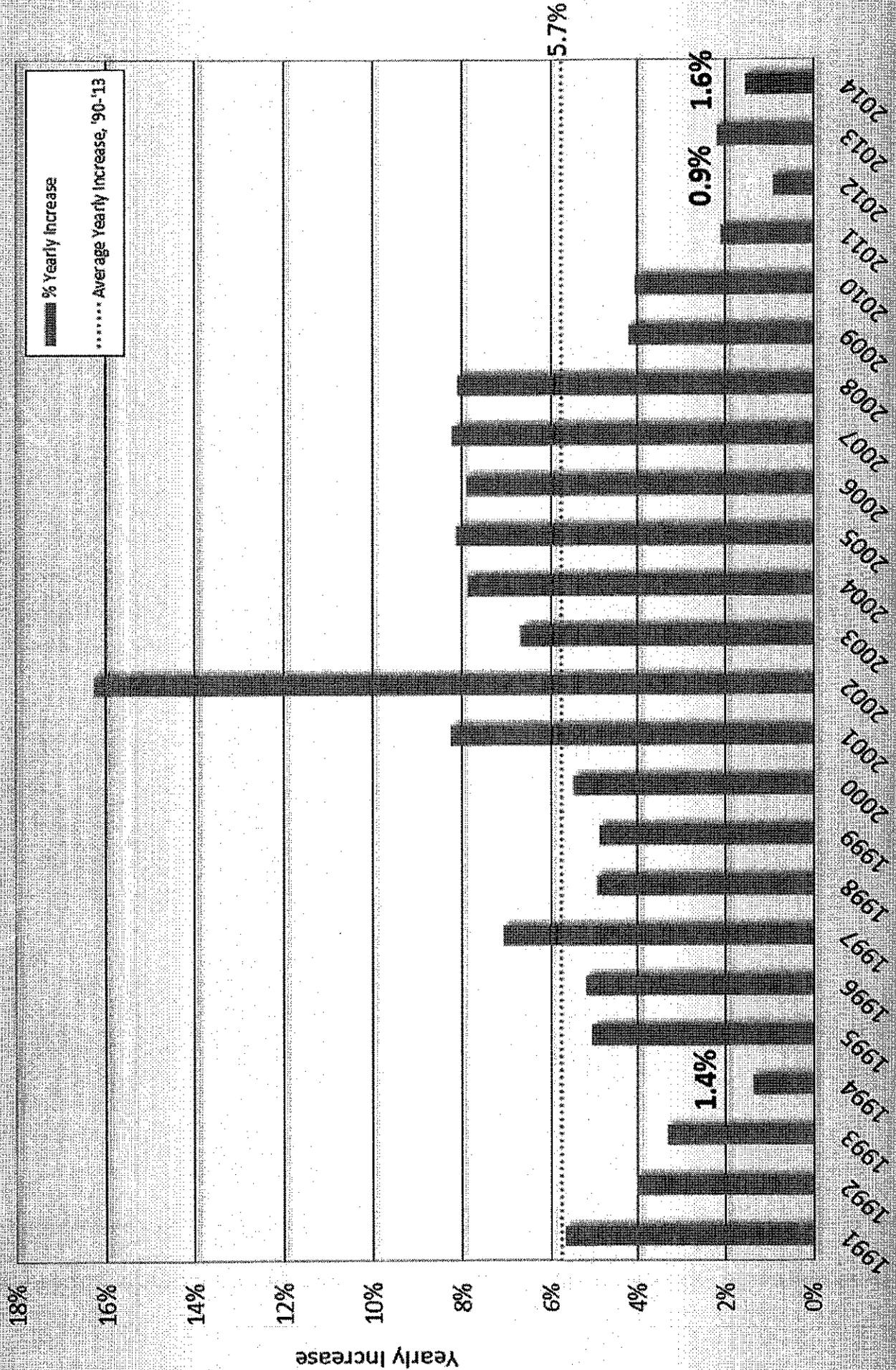
## Preliminary Levies Cause Stir

- Preliminary city levies set at 2.1% Increase
- Critical response from Dayton Admin. and some lawmakers
- After 2013 session Dept. of Revenue was predicting \$121 million reduction in levies
- Negative spin on LGA in media

# CGMC Puts Levies Into Context

- Truth on Levies
  - 3<sup>rd</sup> smallest increase in last 25 years
  - Less than half of yearly average increase for last 10 years (2.1% vs. 5.3%)
  - Cities playing catch-up on services, infrastructure, and capital purchases
- Response to Star Tribune Editorial
- Mtg with Gov. Dayton and Commissioner Frans
- Letter to all legislators
- Individual cities respond

# LGA Increase in 2013 Produced 3rd-Lowest City Property Tax Increase Since 1990



Source: MN Department of Revenue

## CGMC Presses for LGA Increase

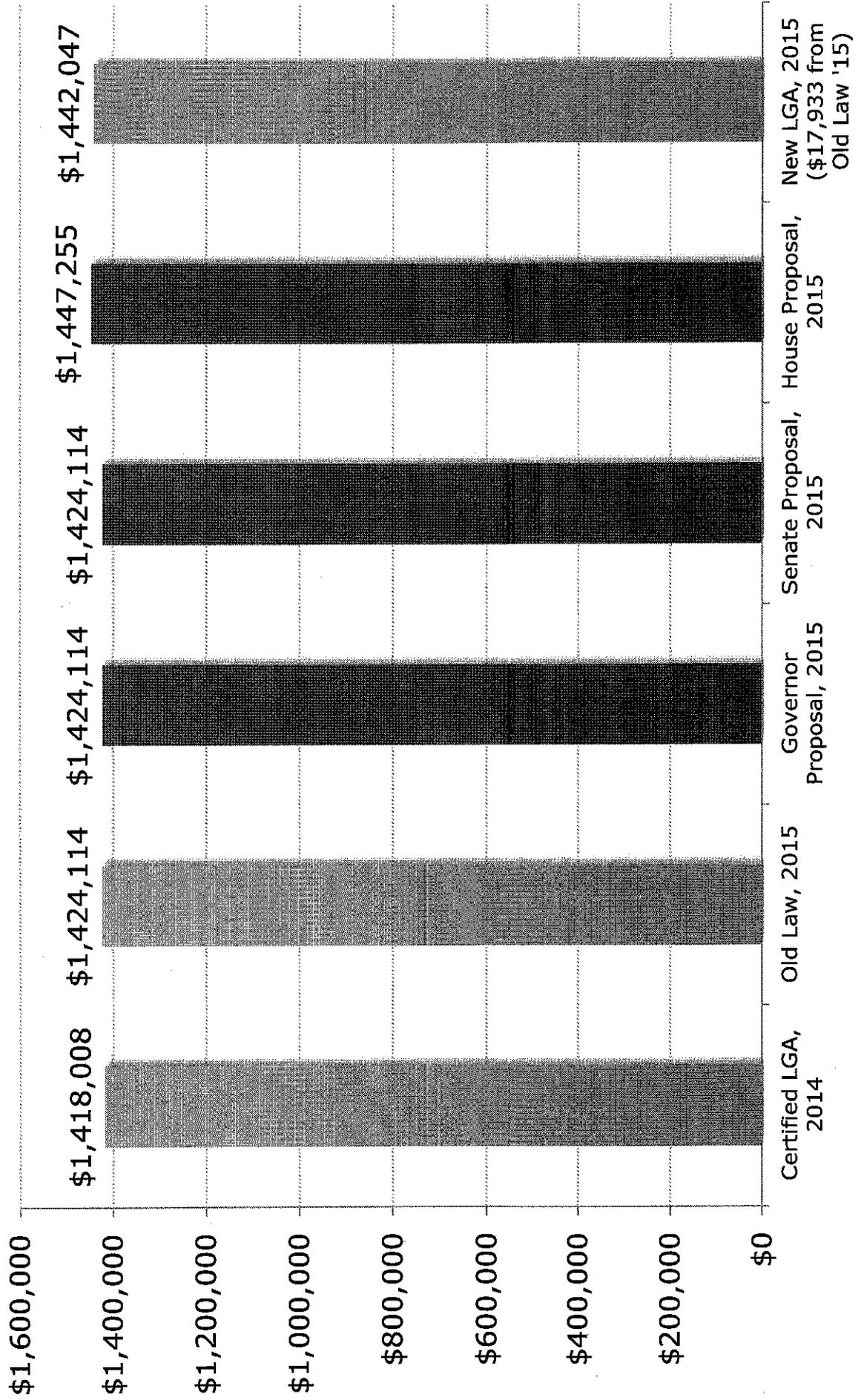
- \$57 Million Increase for CY 2015
  - HF 2689 (Simonson –DFL Duluth)
  - SF 2292 (Koenen – DFL Clara City)
- Return to 2002 level
- Catch up on infrastructure, services, wages, and capital purchases
- Lack of Support from Governor and Senate Leadership
- More Support in House

## LGA Outcome

- House proposal for annual adjustment based on inflation and population growth
  - Would have meant \$10.1 million increase in 2015 and increase thereafter
- No new LGA in Senate Tax Bill
- Inflation factor resisted by Senate
- Final LGA result
  - \$7.8 million increase in 2015
  - \$2.5 million increase in 2016
  - No annual inflation increase

# LGA Proposal Impacts

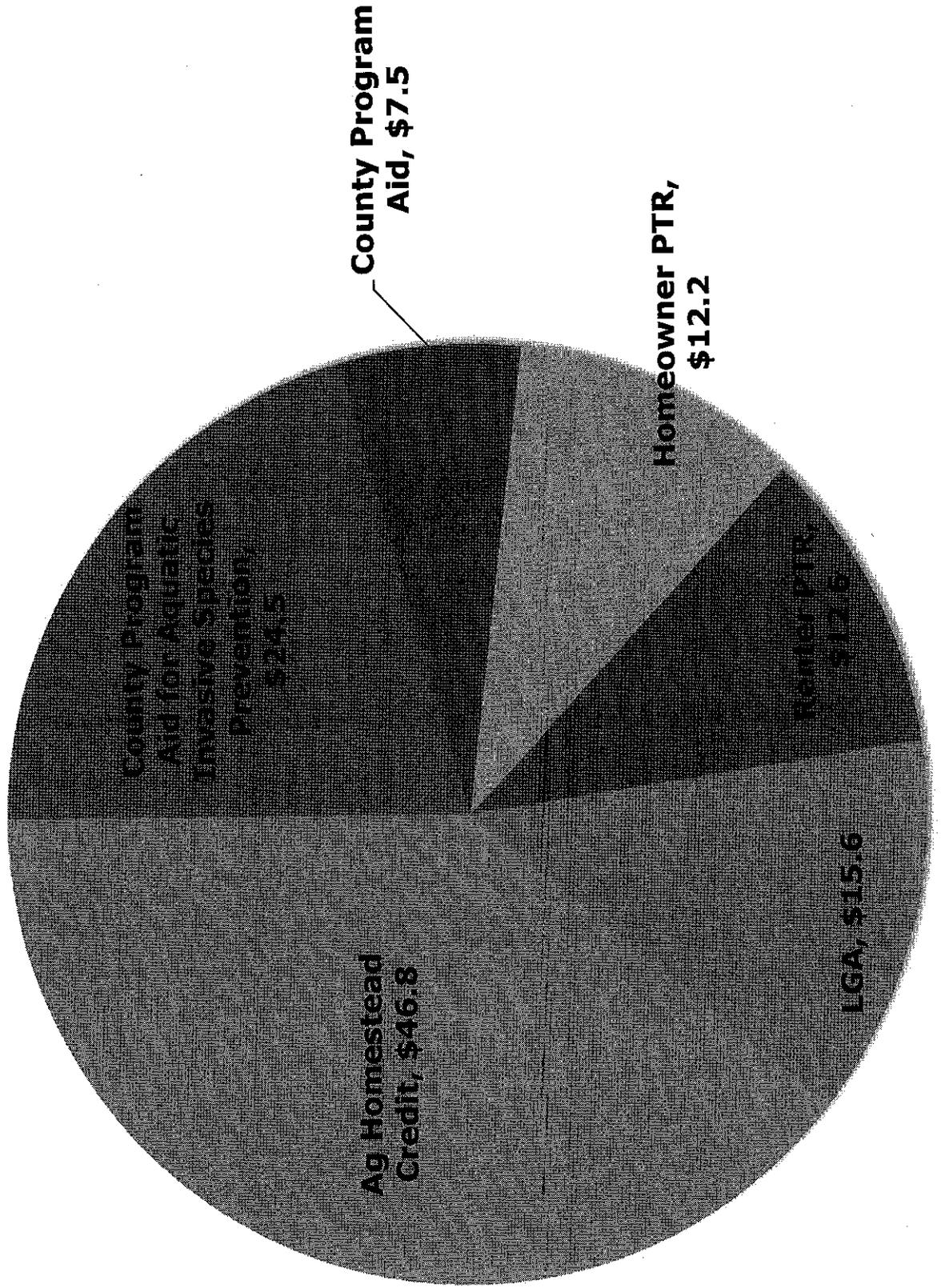
## Window



# New Funding for Property Tax Aids and Credits, FY 14-17

(in millions)

Total: \$119 million



# Other Tax Bill Outcomes: Local Gov't Sales Tax Exemption

- Inclusion of HRA's, port authorities, Joint Powers Groups, and special districts
- Takes effect Jan. , 2016 except for Met Council (effective 1/1/17)
- Est. Savings to local gov't (or cost to state) \$31.5M in FY 2016-2017.
- Exemption does not apply to inputs for:  
liquor store, gas or electric utility, solid waste hauling or recycling, landfill, golf course, marina, campground, café or laundromat

# Rural Broadband Gets Significant Attention

- Priority of CGMC and Greater MN Partnership – Identified as key driver of economic growth
- \$100 million Infrastructure Fund recommended by Governor’s Broadband Task Force
- Series of bills introduced by Rep. Simonson (DFL-Duluth) and Sen. Schmit (DFL – Red Wing)
- Funds available to local gov’t, Co-Ops, non-profits, and for-profit business

## Broadband Cont'd

- More than 18 editorials statewide in support of Broadband fund
- Not in Governor's Budget
- No interest from Senate Leadership
- Significant resistance from large providers
- House proposed \$25 million for fund
- Final result - \$20 million in Supplemental Budget

## BDPI Grant Program

- DEED administered grants which match local funds to provide infrastructure for business development
- CGMC bill for \$25 million
  - HF 2059 (McNamar – DFL Elbow Lake)
  - SF 2007 (Jensen – Owatonna)

CGMC	Gov.	House	Senate	Final
\$25m	\$5m	\$5m	\$4m (GO) \$4.5m (Cash, Dedicated)	\$4m (GO) \$2.2m (Cash)

# Other Economic Development

## Outcomes

- Angel Investment - \$15m/yr ongoing
  - ½ of funds reserved for Greater MN and woman and minority owned biz for 9 mo.
  - Industries expanded to include agribusiness, tourism and manufacturing
- Greater MN Internship Program
  - Remove restrictive language
  - Shorten length of internship requirement from 12 to 8 weeks
- Greater MN Business Expansion Program
  - Simplify job creation requirements
  - Cap individual grants

## Transportation...Wait 'til Next Year

- CGMC joins Move MN coalition
- Clear early on that Governor and House leadership had little interest in comprehensive transportation package
- Governor and House Speaker to make transportation a top priority in 2015

# Key Transportation Outcomes

Program	Funds
Local Bridge Replacement	\$33 million (Bonding and Cash; Franklin Ave Bridge earmarked, leaving \$21.25m for statewide solicitation)
Local Road Improvement	\$54.3 million (Bonding and Cash; 3 significant metro projects earmarked, leaving \$22.6m for statewide solicitation)
Metro Transit	\$15 million (Bonding)
Corridors of Commerce	\$31.5 million (Trunk Highway Fund; \$6.5 million for Greater MN in '14; \$25 million for program in '15)
Greater MN Transit	\$6.5 million (Gen. Fund)

## Other Outcomes: Rulemaking Bill

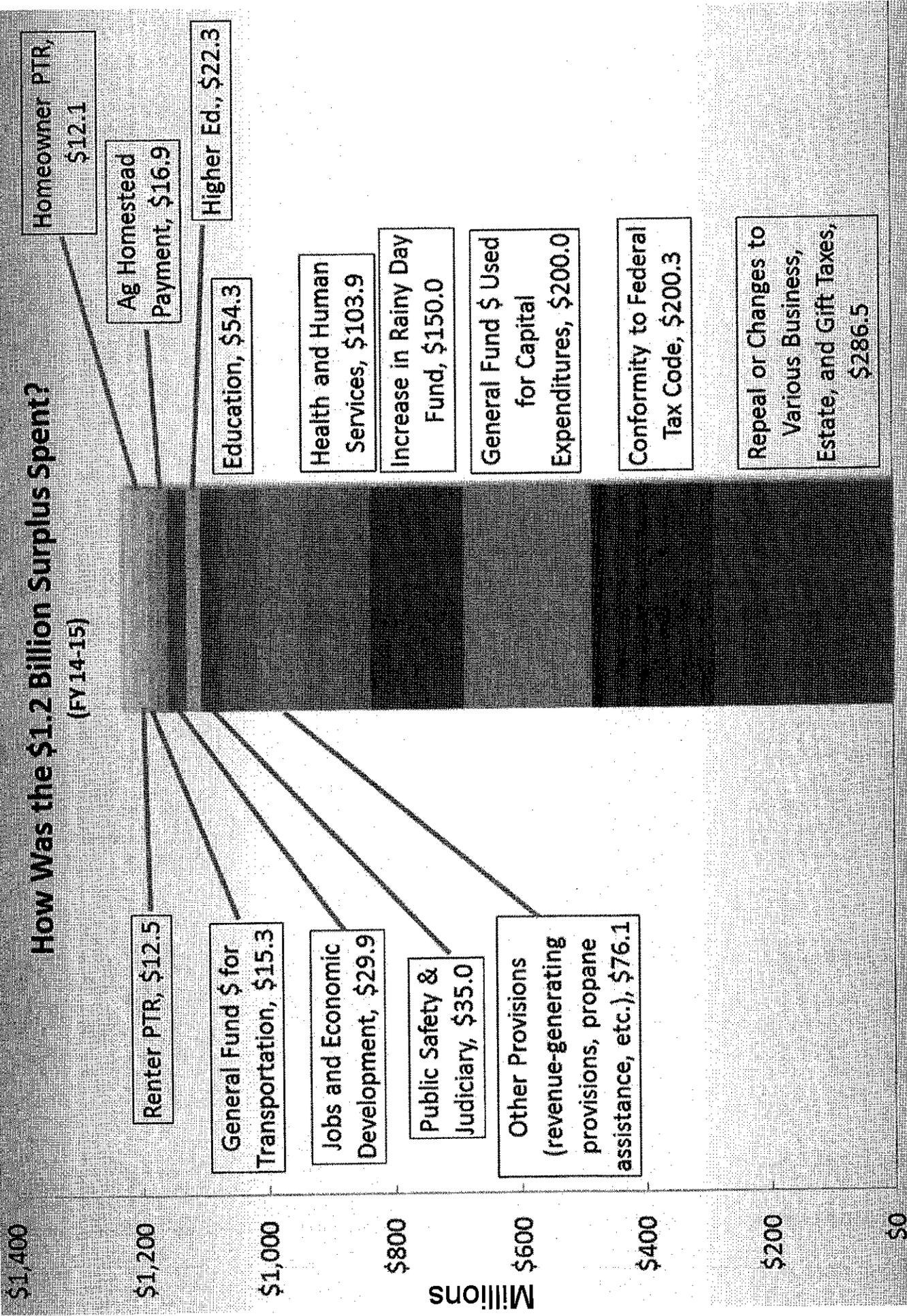
- “Unsession” legislation designed to make rulemaking easier for state agencies like MPCA
  - Reduced participation in process
  - Less scrutiny of impact of proposed rules
- CGMC, LMC, Municipal Electrics, Business Community all opposed
- CGMC plays critical role connecting with rural legislators
- Bill passed House, tabled in Senate

## Conclusions About Session

- Despite talk of limited “unsession,” 2014 session was one of numerous ambitious proposals
- House had a specific (though modest) focus on rural economic development
- Lack of interest from Governor and Senate difficult to explain
- Between tax relief and traditional spending significant part of the surplus spent down

# How Was the \$1.2 Billion Surplus Spent?

(FY 14-15)



## Lessons of 2014

- The session was “OK” from a Greater MN perspective but showed that Greater MN communities, businesses and legislators have to fight extra hard to ensure that their priorities get attention at the legislature.

## Upcoming Events

- CGMC Summer Conference Aug 20-22 (Rochester)
- Governor's forum at Summer Conference Thursday Aug 21. (Rochester)
- Candidate Forums (TBD)
- Fall Conference Nov. 13-14 (Minneapolis)

**New Website**

**[www.greatermncities.org](http://www.greatermncities.org)**

**THANK YOU!**

**RESOLUTION #2014-**

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**Resolution Providing for the Sale of  
Approximately \$5,600,000 Gross Revenue Hospital Bonds, Series 2014A**

**WHEREAS**, the City Council of the City of Windom, Minnesota, has heretofore determined that it is necessary and expedient to issue the City's Gross Revenue Hospital Bonds, Series 2014A (the "Bonds") in the approximate amount of \$5,600,000, to remodel and expand the Windom Area Hospital, primarily for surgical suites and outpatient services; and

**WHEREAS**, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, subdivision 2(9);

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

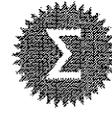
1. Authorizations. The City Council hereby authorizes Ehlers to structure the terms of the Bonds, provided that the final maturity shall be no later than September 1, 2034. The City Council authorizes the City Administrator and the Mayor including the Hospital Chief Financial Officer to review proposals, select the purchaser and take any other appropriate action with respect to the Bonds. Ehlers is further authorized to negotiate the sale of the Bonds with the selected purchaser.
2. Meeting; Ratify Acceptance of Proposal; Award Bond Sale. The City Council shall meet at 7:30 p.m. on September 16, 2014 or another date set by City staff, to ratify the acceptance of a proposal from the selected purchaser, to award the sale of the Bonds and to take any other appropriate action with respect to the Bonds.
3. Request for Proposals; Official Statement. In connection with said sale, the officers and employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of a request for proposals and an official statement for the Bonds and to execute and deliver the official statement on behalf of the City upon its completion.

Adopted this 1<sup>st</sup> day of July, 2014.

\_\_\_\_\_  
Corey J. Maricle, Mayor

Attest: \_\_\_\_\_

Steven Nasby, City Administrator



**EHLERS**

LEADERS IN PUBLIC FINANCE

July 1, 2014

## Pre-Sale Report

City of Windom, Minnesota

Approximately \$5,600,000 Gross Revenue Hospital Bonds,  
Series 2014A



**Prepared by:**

Todd Hagen, CIPFA  
Senior Financial Advisor

And

Rebecca Kurtz, CIPFA  
Senior Financial Advisor

And

Brian Reilly, CIPFA  
Senior Financial Advisor



## Executive Summary of Proposed Debt

Proposed Issue:	<p>Approximately \$5,600,000 Gross Revenue Hospital Bonds, Series 2014A</p> <p>The principal amount of the Bonds may be adjusted based on the selected purchaser. Proposals will allow for comparison of the estimated costs and terms of the financing.</p>
Purpose:	<p>To remodel and expand the Windom Area Hospital, primarily for surgical suites and outpatient services.</p> <p>Debt service will be paid from hospital revenues.</p>
Authority:	<p>The Bonds are being issued pursuant to Minnesota Statutes, Chapters 447 (health care facilities law) and 475 (general bond law). Because this issue is a revenue bond, the Bonds can also be issued without a referendum. The Bonds do <u>not</u> count against the City's general obligation debt capacity limit of 3% of market value.</p> <p>The Bonds are <u>not</u> general obligations of the City, but are special obligations payable solely from gross revenues derived from the Windom Area Hospital.</p> <p><b>Bond Reserve Account:</b> The City, through the Hospital Fund, may need to establish and maintain a reserve account to additionally secure the Bonds. Upon issuance of the Bonds, an amount necessary to make the amount on deposit in the reserve account equal to the reserve requirement will be deposited in the reserve account. The City may use the investment earnings accumulated in the reserve account for debt service.</p> <p>The selected purchaser of the Bonds will determine the need for a reserve account.</p>
Term/Call Feature:	<p>The Bonds are being considered for a 20-year term. Principal on the Bonds will be due on September 1 in the years 2015 through 2034. Interest is payable every six months beginning March 1, 2015. The City, through the Hospital Fund, has sufficient funds on hand to make the initial principal and interest payments.</p> <p>The City will seek an early optional redemption provision occurring within the first 8 to 10 years.</p>
Bank Qualification:	<p>Because the City is issuing less than \$10,000,000 in the calendar year, the City will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.</p>
Rating:	<p>Gross Revenue Hospital Bonds of the City have not been rated in the past. At this time, requesting a bond rating for this issue is not being considered primarily for cost considerations.</p>



<p><b>Method of Sale/Placement:</b></p>	<p>We recommend negotiating the placement of the Bonds with a predetermined purchaser. The security of the Bonds does not lend itself well to competitive bid, and in our judgment, the City's interests will be best served by allowing a pre-selected party to market the Bonds to investors in advance of the sale.</p> <p>In order to obtain the lowest interest cost, Ehlers will solicit proposals to purchase the Bonds from local area banks and regional underwriters through an RFP process. A Council meeting will be needed to accept the final offer from the selected purchaser of the Bonds. Additional consideration may be needed to establish parameters for the Bonds prior to the sale.</p>
<p><b>Review of Existing Debt:</b></p>	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.</p>
<p><b>Continuing Disclosure:</b></p>	<p>Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually as well as providing notices of the occurrence of certain "material events" to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC).</p> <p>The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.</p>
<p><b>Arbitrage Monitoring:</b></p>	<p>Because the Bonds are tax-exempt securities/tax credit securities, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Tax Certificate prepared by your Bond Attorney and provided at closing.</p> <p>We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.</p>
<p><b>Risk Factor:</b></p>	<p><b>Hospital Revenue:</b> The City expects to pay the Bond debt service with hospital funds. If hospital revenue is inadequate, the City has the option to levy taxes for the payment of operation and maintenance of the Hospital, and the collections of such taxes will be paid into the Hospital Operating Account.</p>
<p><b>Summary:</b></p>	<p>The decisions to be made by the Council are as follows:</p> <ul style="list-style-type: none"> <li>• Accept or modify the finance assumptions described in this report.</li> <li>• Adopt the resolution attached to this report.</li> </ul>



## Proposed Debt Issuance Schedule

Pre-Sale Review by City Council:	July 1, 2014
RFP Process to Select a Purchaser:	July
Due Diligence and Official Statement Preparation:	August
Distribute Official Statement:	On or about August 28, 2014
Marketing of Bonds and Pricing:	Week of September 1, 2014
City Council Meeting to Award Sale of the Bonds:	On or about September 16, 2014
Estimated Closing Date:	October 15, 2014

### Attachments

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

### Ehlers Contacts

Financial Advisors:	Todd Hagen	(651) 697-8508
	Rebecca Kurtz	(651) 697-8516
	Brian Reilly	(651) 697-8541
Disclosure Coordinator:	Pia Troy	(651) 697-8556
Financial Analyst:	Alicia Gage	(651) 697-8551



# City of Windom, Minnesota

\$5,600,000 Gross Revenue Hospital Bonds, Series 2014

Assumes Non Rated BQ Rates plus 25 bps

20 Year Term

## Sources & Uses

Dated 08/15/2014 | Delivered 08/15/2014

### Sources Of Funds

Par Amount of Bonds	\$5,600,000.00
Planned Issuer Equity contribution	5,500,000.00
Hospital Contribution (DSRF)	410,512.50
<b>Total Sources</b>	<b>\$11,510,512.50</b>

### Uses Of Funds

Total Underwriter's Discount (1.000%)	56,000.00
Costs of Issuance	44,000.00
Deposit to Debt Service Reserve Fund (DSRF)	410,512.50
Deposit to Project Construction Fund	11,000,000.00
<b>Total Uses</b>	<b>\$11,510,512.50</b>



# City of Windom, Minnesota

## \$5,600,000 Gross Revenue Hospital Bonds, Series 2014

Assumes Non Rated BQ Rates plus 25 bps

20 Year Term

### Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	DSR	Net New D/S	Fiscal Total
08/15/2014	-	-	-	-	-	-	-
09/01/2014	-	-	-	-	(272.74)	(272.74)	(272.74)
03/01/2015	-	-	106,818.64	106,818.64	(3,078.84)	103,739.80	-
09/01/2015	205,000.00	1.150%	98,098.75	303,098.75	(3,078.84)	300,019.91	403,759.71
03/01/2016	-	-	96,920.00	96,920.00	(3,078.84)	93,841.16	-
09/01/2016	215,000.00	1.550%	96,920.00	311,920.00	(3,078.84)	308,841.16	402,682.32
03/01/2017	-	-	95,253.75	95,253.75	(3,078.84)	92,174.91	-
09/01/2017	215,000.00	1.900%	95,253.75	310,253.75	(3,078.84)	307,174.91	399,349.82
03/01/2018	-	-	93,211.25	93,211.25	(3,078.84)	90,132.41	-
09/01/2018	220,000.00	2.300%	93,211.25	313,211.25	(3,078.84)	310,132.41	400,264.82
03/01/2019	-	-	90,681.25	90,681.25	(3,078.84)	87,602.41	-
09/01/2019	225,000.00	2.600%	90,681.25	315,681.25	(3,078.84)	312,602.41	400,204.82
03/01/2020	-	-	87,756.25	87,756.25	(3,078.84)	84,677.41	-
09/01/2020	235,000.00	2.900%	87,756.25	322,756.25	(3,078.84)	319,677.41	404,354.82
03/01/2021	-	-	84,348.75	84,348.75	(3,078.84)	81,269.91	-
09/01/2021	240,000.00	3.150%	84,348.75	324,348.75	(3,078.84)	321,269.91	402,539.82
03/01/2022	-	-	80,568.75	80,568.75	(3,078.84)	77,489.91	-
09/01/2022	245,000.00	3.350%	80,568.75	325,568.75	(3,078.84)	322,489.91	399,979.82
03/01/2023	-	-	76,465.00	76,465.00	(3,078.84)	73,386.16	-
09/01/2023	255,000.00	3.500%	76,465.00	331,465.00	(3,078.84)	328,386.16	401,772.32
03/01/2024	-	-	72,002.50	72,002.50	(3,078.84)	68,923.66	-
09/01/2024	265,000.00	3.600%	72,002.50	337,002.50	(3,078.84)	333,923.66	402,847.32
03/01/2025	-	-	67,232.50	67,232.50	(3,078.84)	64,153.66	-
09/01/2025	275,000.00	3.700%	67,232.50	342,232.50	(3,078.84)	339,153.66	403,307.32
03/01/2026	-	-	62,145.00	62,145.00	(3,078.84)	59,066.16	-
09/01/2026	285,000.00	3.750%	62,145.00	347,145.00	(3,078.84)	344,066.16	403,132.32
03/01/2027	-	-	56,801.25	56,801.25	(3,078.84)	53,722.41	-
09/01/2027	295,000.00	3.850%	56,801.25	351,801.25	(3,078.84)	348,722.41	402,444.82
03/01/2028	-	-	51,122.50	51,122.50	(3,078.84)	48,043.66	-
09/01/2028	305,000.00	3.900%	51,122.50	356,122.50	(3,078.84)	353,043.66	401,087.32
03/01/2029	-	-	45,175.00	45,175.00	(3,078.84)	42,096.16	-
09/01/2029	320,000.00	4.000%	45,175.00	365,175.00	(3,078.84)	362,096.16	404,192.32
03/01/2030	-	-	38,775.00	38,775.00	(3,078.84)	35,696.16	-
09/01/2030	330,000.00	4.100%	38,775.00	368,775.00	(3,078.84)	365,696.16	401,392.32
03/01/2031	-	-	32,010.00	32,010.00	(3,078.84)	28,931.16	-
09/01/2031	345,000.00	4.200%	32,010.00	377,010.00	(3,078.84)	373,931.16	402,862.32
03/01/2032	-	-	24,765.00	24,765.00	(3,078.84)	21,686.16	-
09/01/2032	360,000.00	4.300%	24,765.00	384,765.00	(3,078.84)	381,686.16	403,372.32
03/01/2033	-	-	17,025.00	17,025.00	(3,078.84)	13,946.16	-
09/01/2033	375,000.00	4.400%	17,025.00	392,025.00	(3,078.84)	388,946.16	402,892.32
03/01/2034	-	-	8,775.00	8,775.00	(3,078.84)	5,696.16	-
09/01/2034	390,000.00	4.500%	8,775.00	398,775.00	(413,591.34)	(14,816.34)	(9,120.18)
<b>Total</b>	<b>\$5,600,000.00</b>	<b>-</b>	<b>\$2,566,984.89</b>	<b>\$8,166,984.89</b>	<b>(533,938.84)</b>	<b>\$7,633,046.05</b>	<b>-</b>

### Significant Dates

Dated	8/15/2014
First Coupon Date	3/01/2015

### Yield Statistics

Bond Year Dollars	\$65,428.89
Average Life	11.684 Years
Average Coupon	3.9233203%
Net Interest Cost (NIC)	4.0089094%
True Interest Cost (TIC)	3.9887745%
Bond Yield for Arbitrage Purposes	3.8770378%
All Inclusive Cost (AIC)	4.0777174%

### IRS Form 8038

Net Interest Cost	3.9233203%
Weighted Average Maturity	11.684 Years

Series 2014 Gross Rev Hos | SINGLE PURPOSE | 6/20/2014 | 8:10 AM



# City of Windom, Minnesota

\$5,600,000 Gross Revenue Hospital Bonds, Series 2014

Assumes Non Rated BQ Rates plus 25 bps

20 Year Term

## Proof of Reserve Fund Requirement

Date	Principal	Interest	TOTAL P+I
09/01/2014	-	-	-
09/01/2015	205,000.00	204,917.39	409,917.39
09/01/2016	215,000.00	193,840.00	408,840.00
09/01/2017	215,000.00	190,507.50	405,507.50
09/01/2018	220,000.00	186,422.50	406,422.50
09/01/2019	225,000.00	181,362.50	406,362.50
09/01/2020	235,000.00	175,512.50	410,512.50
09/01/2021	240,000.00	168,697.50	408,697.50
09/01/2022	245,000.00	161,137.50	406,137.50
09/01/2023	255,000.00	152,930.00	407,930.00
09/01/2024	265,000.00	144,005.00	409,005.00
09/01/2025	275,000.00	134,465.00	409,465.00
09/01/2026	285,000.00	124,290.00	409,290.00
09/01/2027	295,000.00	113,602.50	408,602.50
09/01/2028	305,000.00	102,245.00	407,245.00
09/01/2029	320,000.00	90,350.00	410,350.00
09/01/2030	330,000.00	77,550.00	407,550.00
09/01/2031	345,000.00	64,020.00	409,020.00
09/01/2032	360,000.00	49,530.00	409,530.00
09/01/2033	375,000.00	34,050.00	409,050.00
09/01/2034	390,000.00	17,550.00	407,550.00
<b>Total</b>	<b>\$5,600,000.00</b>	<b>\$2,566,984.89</b>	<b>\$8,166,984.89</b>

### PROOF OF RESERVE FUND

#### MAXIMUM PERIODIC DEBT SERVICE

Omit First Period?	Yes
100 % of the Maximum Periodic Debt Service	410,512.50

#### AVERAGE PERIODIC DEBT SERVICE

Total P+I	8,166,984.89
Bond Years (Delivery Date)	20.04
125 % of the Average Periodic Debt Service	509,304.77

#### PERCENT OF PAR

10 % of Par	560,000.00
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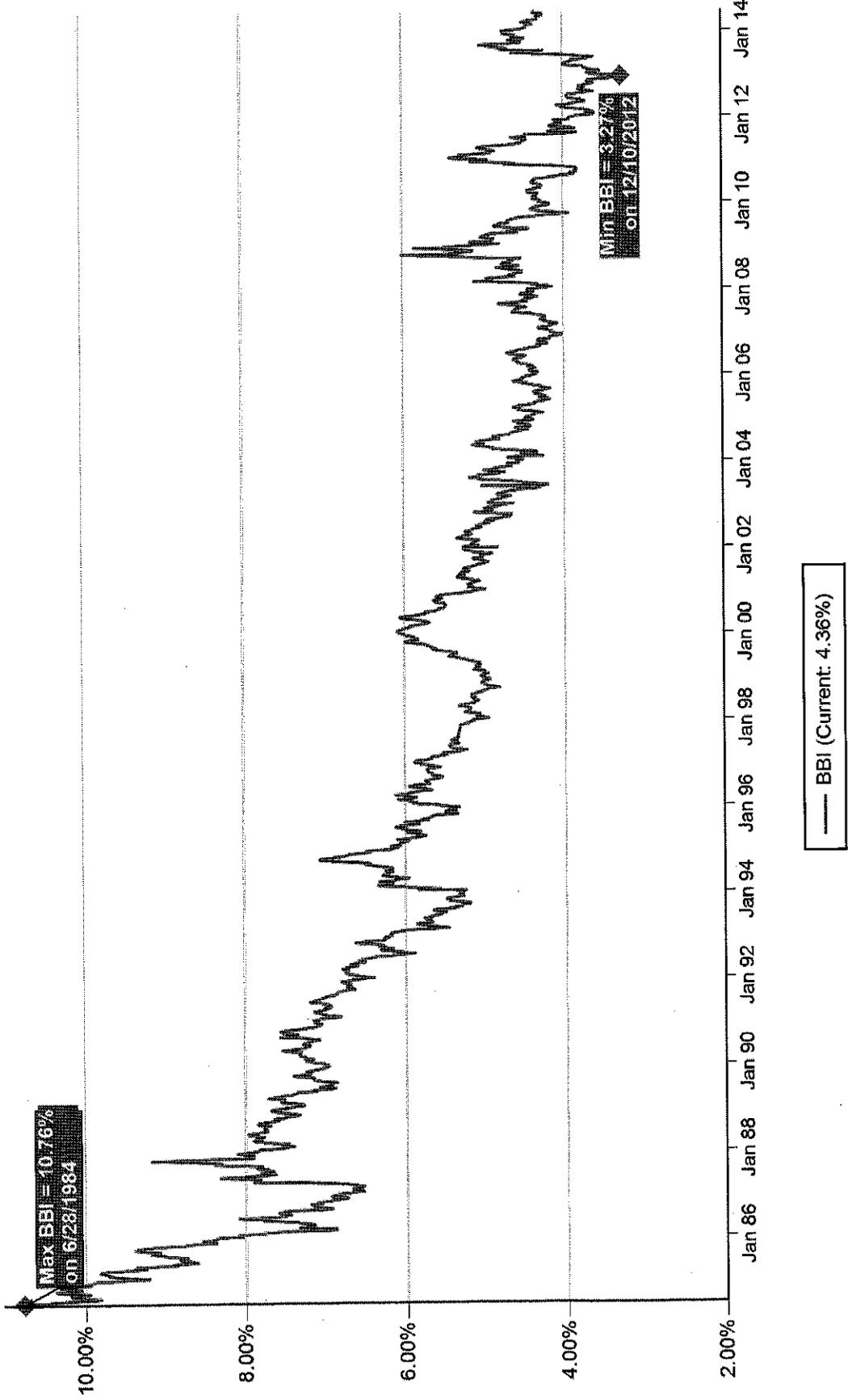
#### RESERVE REQUIREMENT

Computed Requirement	410,512.50
Proof's Requirement	410,512.50



# 30 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates June, 1984 - June, 2014



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

Source: The Bond Buyer



**EHLERS**  
LEADERS IN PUBLIC FINANCE



**POPE**  
ARCHITECTS

POPE ARCHITECTS  
1395 BROADWAY, SUITE 200  
ST. PAUL, MN 55102-2799  
612.338.1100 | FAX 612.338.1101  
www.popearch.com



**Winkom Area  
Hospital**

WINKOM AREA HOSPITAL  
ADDITION & RENOVATION

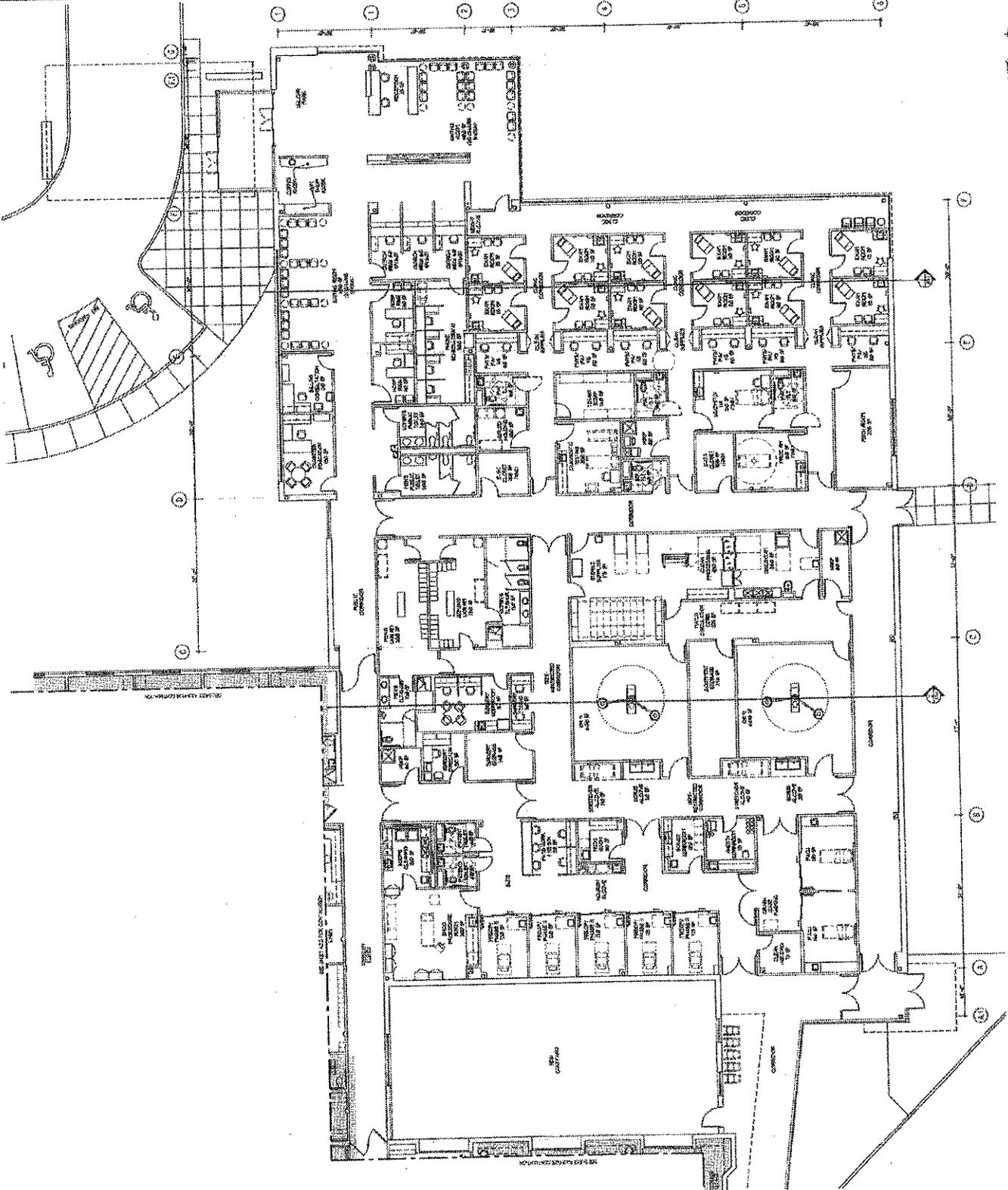
**ADDITION  
FLOOR PLAN**

DATE: 08/14/14	SCALE: AS SHOWN
DRAWN BY: J. HARRIS	CHECKED BY: J. HARRIS
PROJECT NO: 14-001	REVISIONS:
	1. 08/14/14: ISSUED FOR PERMIT
	2. 08/14/14: ISSUED FOR PERMIT
	3. 08/14/14: ISSUED FOR PERMIT
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	10. 08/14/14: ISSUED FOR PERMIT

NO. 101	DATE: 08/14/14
NO. 102	DATE: 08/14/14
NO. 103	DATE: 08/14/14
NO. 104	DATE: 08/14/14
NO. 105	DATE: 08/14/14
NO. 106	DATE: 08/14/14
NO. 107	DATE: 08/14/14
NO. 108	DATE: 08/14/14
NO. 109	DATE: 08/14/14
NO. 110	DATE: 08/14/14

**A2.2**

ADDITION FLOOR PLAN  
1/8" = 1'-0"  
NORTH



**POPE**  
ARCHITECTS

POPE ARCHITECTS  
228 RANDOLPH ST.  
ST. PAUL, MN 55102-2778  
952.342.2581 FAX 952.342.1122  
WWW.POPEARCHITECTS.COM



**Windom Area  
Hospital**

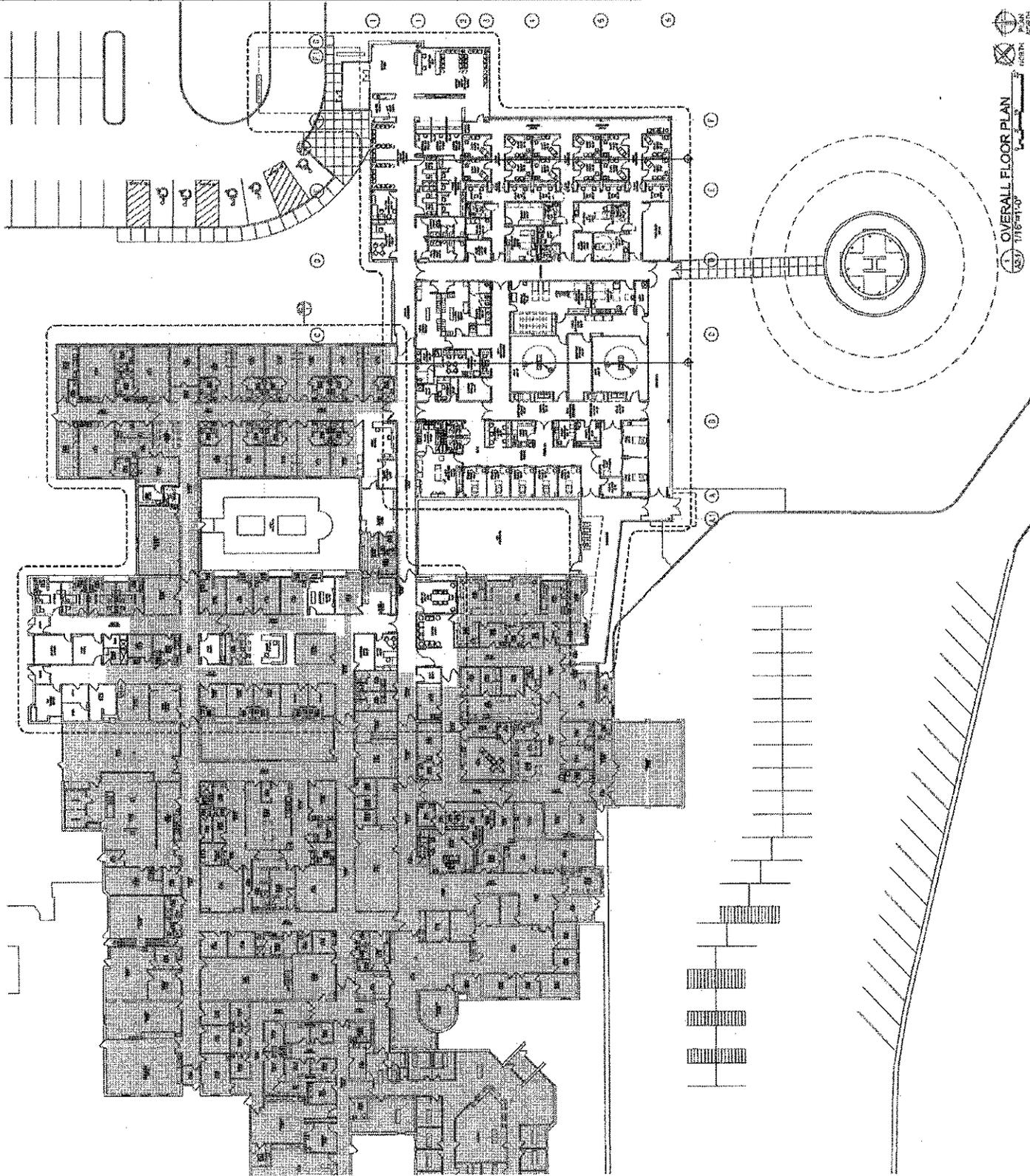
WINDOM AREA HOSPITAL  
ADDITION & REMODEL

**OVERALL  
FLOOR PLAN**

DATE: 08/11/10  
DRAWN BY: J. B. BROWN  
CHECKED BY: J. B. BROWN

NO.	DATE
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**A2.1**



OVERALL FLOOR PLAN  
1/8" = 1'-0"  
DATE: 08/11/10  
DRAWN BY: J. B. BROWN  
CHECKED BY: J. B. BROWN



**KRAUS-ANDERSON**  
CONSTRUCTION COMPANY

Owner: Windom Area Hospital  
Project: Surgery & Outpatient Clinic Addition & Remodel  
Location: Windom, MN  
Designer: Pope Architects

Date: 6/4/2014  
Estimate #: SD-2r  
Revision Date: 6/17/2014  
Project Start: 6/30/2014  
Completion: 9/18/2015  
Tax Percent: Exempt  
% Cost Escalation: 0%  
Project Manager: Trudeau / Lund

SF Area: 24,965

Description	Phases 1, 2 & 3	Remarks
<b>Project Funds Available</b>	<b>\$11,000,000</b>	<b>Needs to include 7% Owner Contingency</b>
-Municipal Bond Sales	\$5,500,000	50%
-WAH Reserves	\$4,950,000	45%
-WAH Fund Raising	\$550,000	5%
-Other		
<b>Interest Earnings</b>		
<b>Total Available Dollars</b>	<b>\$11,000,000</b>	<b>100%</b>
<b>Construction Costs Budget</b>		<b>\$9,941,457</b>
<b>Site Construction</b>	<b>\$1,392,000</b>	<b>SD Est-2 6/16/14</b>
<b>New Building Additions</b>	<b>\$7,600,396</b>	<b>SD Est-2 6/16/14</b>
<b>Remodeling</b>	<b>\$948,101</b>	
Project General Conditions	Included	
KA Preconstruction Fee	\$19,325	
Building Permit Fee	Included	
Performance & Payment Bonds	Included	
Construction & Soils Testing	Included	
Special Inspections Testing	Included	
Project Commissioning / Validation	Excluded	Confirm
<b>Total Construction Budget</b>	<b>\$9,960,732</b>	<b>90.55%</b>
<b>Owner Design Cost Budget</b>		
Architect & Engineering Fees	\$518,000	7.4% of \$7m (fixed fee per Pope 6/16/14)
*A&E Reimbursable Expenses	\$25,900	Maximum = 5% of design fee
*SWPPP engineering	\$0	N/A
Civil, Structural, M&E Design Fees	Included	
Add'l Site Visit Trips	\$9,000	Use Avg of \$1,500/trip x 6 trips
Plan Review Fee's	\$25,000	DOLI, MDH, MNDOT, FAA, (Confirm)
SAC & WAC Costs	\$0	None Assumed - Confirm with City
Site Survey	\$15,000	Zieske Land Surveying Allowance
Soil Borings / Geotechnical Report	\$3,500	AET Allowance
Hydrant Flow Test	\$600	Summit Fire
Plan Productions / Distribution - Bidding	\$10,000	Allowance
<b>Total Owner Design Cost Budget</b>	<b>\$617,000</b>	<b>5.52%</b>
<b>Additional Owner Soft Costs Budget</b>		
Land Acquisition	N/A	Not Applicable
Public Infrastructure	N/A	Not Applicable
Capitalized Interest on Land	N/A	Not Applicable
Capitalized Interest on Building		To-be-Determined
Temp Bond Issuance Costs	\$41,000	To-be-Determined
Closing Costs & Title Insurance		To-be-Determined
Examined Forecast Review Fees		To-be-Determined
Fixtures, Furnishings & Equipment (FFE)	\$353,101	# \$850,000 Allowance - WAH to confirm
*Equipment & Furnishings	\$496,899	Per 6/10/14 WAH Spreadsheet (Monica)
*Low Voltage	Included	Included with Construction Costs
*Building Signage	Included	Included with Construction Costs
*Donor Wall Sign Panels	\$0	None Assumed
Renderings, Illustrations, Study Models	\$0	None Req'd
Models and Mock-ups	\$0	None Req'd
Startup & Marketing Costs	\$0	None Assumed
Legal Fees	\$0	Part of bond sale
City Approval Fees	\$0	None Assumed
Hazardous Materials Testing & Abatement	\$7,500	Allowance
Builders Risk Insurance	\$11,134	Assume Constr Cost/100*0.0070*16 mo
Miscellaneous Project Costs	\$0	N/A



**KRAUS-ANDERSON**  
CONSTRUCTION COMPANY

**Owner:** Windom Area Hospital  
**Project:** Surgery & Outpatient Clinic Addition & Remodel  
**Location:** Windom, MN  
**Designer:** Pope Architects

**Date:** 6/4/2014  
**Estimate #:** SD-2r  
**Revision Date:** 6/17/2014  
**Project Start:** 6/30/2014  
**Completion:** 9/18/2016  
**Tax Percent:** Exempt  
**% Cost Escalation:** 0%  
**Project Manager:** Trudeau / Lund

SF Area: 24,965

Description	Phases 1, 2 & 3	Remarks
Total Additional Owner Soft Costs Budget	\$909,634	8.27%
Contingency (7% of Const. Costs)		10%
Project Balance & Contingency Available	(\$477,416)	-4.34%
Value Engineering & Recommend Savings	(\$993,533)	SD-2r
Adjusted Project Balance & Contingency Available	\$516,117	Goal is 7% of Const. Cost
		\$627,707
<b>Project Cost Revisions</b>		
Executed Change Orders to Date	\$0	
Value of Pending Changes	\$0	
Contingency Remaining (Over) / Under	\$516,117	



Owner: Windom Area Hospital  
 Project: Surgery & Outreach Clinic Addition & Renovation  
 Location: Windom, MN  
 Designer: Pope  
 Addn's SF Total: 24,965  
 Avg Cost/SF: \$360.24

Date: 6/4/2014  
 Estimate #: SD-2  
 Revision Date: 6/13/2014  
 Drawing Date: 5/15/2014  
 Project Start: 6/30/2014  
 Completion Date: 9/18/2015  
 Tax Percent: Exempt  
 % Cost Escalation: 0%  
 Project Manager: Trudeau / Lund

**Schematic Design Estimate - 2**

Item Description	NEW ADDITIONS							
	SITE IMPROVEMENTS			HOSPITAL NEW ADDITIONS			New Addn's Total	% Of Total
	Unit Cost/ Sldg. Area	Percent Dn. Cost	Total Cost	Unit Cost/ Sldg. Area	Percent Dn. Cost	Total Cost		
						24,965 SF		
SITE PREPARATORY WORK	\$10,152.54	5.15%	\$66,425	\$0.00	0.00%	\$0	\$66,425	0.80%
BUILDING STRUCTURE	\$0.00	0.00%	\$0	\$27.55	9.77%	\$687,742	\$687,742	8.26%
EXTERIOR ENCLOSURE - SHELL	\$0.00	0.00%	\$0	\$40.30	14.90%	\$1,006,139	\$1,006,139	12.08%
INTERIOR CONSTRUCTION	\$0.00	0.00%	\$0	\$61.65	21.87%	\$1,539,017	\$1,539,017	18.46%
EQUIPMENT & FURNISHINGS	\$0.00	0.00%	\$0	\$2.22	0.78%	\$55,312	\$55,312	0.66%
SPECIAL CONSTRUCTION	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0	0.00%
CONVEYING SYSTEMS	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0	0.00%
MECHANICAL	\$0.00	0.00%	\$0	\$59.86	21.24%	\$1,494,456	\$1,494,456	17.95%
ELECTRICAL	\$6,266.53	3.18%	\$41,000	\$40.05	14.21%	\$999,930	\$1,040,930	12.50%
SITework	\$169,235.99	85.34%	\$1,100,718	\$0.00	0.00%	\$0	\$1,100,718	13.22%
GENERAL CONDITIONS	\$0.00	0.00%	\$0	\$37.90	13.44%	\$946,154	\$946,154	11.36%
PERMITS & INSURANCE	\$8,706.69	4.42%	\$56,965	\$6.97	2.47%	\$174,050	\$231,016	2.77%
ESCALATION	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0	0.00%
<b>SUBTOTAL</b>	<b>\$193,361.74</b>	<b>98.09%</b>	<b>\$1,265,108</b>	<b>\$276.60</b>	<b>98.09%</b>	<b>\$6,902,799</b>	<b>\$8,167,907</b>	<b>98.09%</b>
CONTRACTOR FEE	\$3,770.55	1.91%	\$24,670	\$5.39	1.91%	\$134,605	\$159,274	1.91%
<b>ESTIMATED COST BY AREA</b>	<b>\$1,071,024.00</b>	<b>100%</b>	<b>\$1,289,777</b>	<b>\$291.89</b>	<b>100%</b>	<b>\$7,037,402</b>	<b>\$8,327,181</b>	<b>100.00%</b>
CONTINGENCY (3% Constr + 5% Design)	\$15,770.58	100%	\$103,182	\$14.09	63%	\$562,992	\$686,174	100.00%

**New Additions Cost Estimate**  
 (Includes Contingency)  
 \$8,993,356

\$1,392,960

\$7,600,396

\$8,993,356

Budget: \$7,000,000  
 (Over) / Under: (\$1,993,356)

**Remodeling**

Area #1	\$116,627	New Nurse Station-1 (24 Hr)
Area #2	\$43,105	Nurse Station-2 Staff Toilet
Area #3	\$78,446	Nurse Station-3 & Meds Room
Area #4	\$231,485	On-Call Rooms, Offices, Storage
Area #5	\$43,702	Chapel Relocation
Area #6	\$157,364	Night Nurse Station (Old Stn-1)
Area #7	\$173,563	Waiting, Conference, Elec Rm
Area #8	\$103,810	Main Street Corridor

\$948,101

Remodeling Total

\$162.65 /sf

\$9,941,457

Total Cost Including New Additions & Remodeling (Includes Contingencies)

Budget: \$7,000,000  
 (Over) / Under: (\$2,941,457)

	Totals	Site	New Addn's	Remodeling
Exempt Mat'l:	\$3,926,754	\$375,768	\$3,236,418	\$314,568
Labor:	\$6,014,703	\$1,017,192	\$4,363,978	\$633,533
<b>Total:</b>	<b>\$9,941,457</b>	<b>\$1,392,960</b>	<b>\$7,600,396</b>	<b>\$948,101</b>



Owner: Windom Area Hospital  
 Project: Surgery & Outreach  
 Location: Windom, MN  
 Designer: Pope  
 Addn's SF Total: 24,965  
 Avg Cost/SF: \$360.24

Item Description	Area #1 New Nurse Station-1 (24 Hr)			Area #2 Nurse Station-2 Staff Toilet			Area #3 Nurse Station-3 & Meds Room		
	Unit Cost Bldg. Area	Percent Dir. Cost	Total Cost	Unit Cost Bldg. Area	Percent Dir. Cost	Total Cost	Unit Cost Bldg. Area	Percent Dir. Cost	Total Cost
SITE PREPARATORY WORK	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
BUILDING STRUCTURE	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
EXTERIOR ENCLOSURE - SHELL	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
INTERIOR CONSTRUCTION	\$91.52	60.68%	\$66,528	\$167.45	#DIV/0!	\$25,118	\$97.21	#DIV/0!	\$40,464
EQUIPMENT & FURNISHINGS	\$2.03	1.34%	\$1,450	\$1.67	0.63%	\$250	\$1.08	0.69%	\$500
SPECIAL CONSTRUCTION	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
CONVEYING SYSTEMS	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
MECHANICAL	\$27.25	18.07%	\$19,511	\$52.25	19.64%	\$7,838	\$38.50	24.59%	\$17,864
ELECTRICAL	\$16.50	10.94%	\$11,814	\$16.50	6.20%	\$2,475	\$16.50	10.54%	\$7,656
SITWORK	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
GENERAL CONDITIONS	\$6.98	4.63%	\$5,000	\$18.67	6.26%	\$2,500	\$6.47	4.13%	\$3,000
PERMITS & INSURANCE	\$3.68	2.43%	\$2,619	\$8.45	2.43%	\$968	\$3.80	2.43%	\$1,762
ESCALATION	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
<b>SUBTOTAL</b>	<b>\$147.94</b>	<b>98.08%</b>	<b>\$105,922</b>	<b>\$280.99</b>	<b>#DIV/0!</b>	<b>\$38,149</b>	<b>\$153.55</b>	<b>#DIV/0!</b>	<b>\$71,246</b>
CONTRACTOR FEE	\$2.88	1.91%	\$2,065	\$5.09	1.91%	\$753	\$2.99	1.91%	\$1,369
<b>ESTIMATED COST BY AREA</b>	<b>\$150.82</b>	<b>100%</b>	<b>\$107,987</b>	<b>\$286.08</b>	<b>#DIV/0!</b>	<b>\$38,902</b>	<b>\$156.54</b>	<b>#DIV/0!</b>	<b>\$72,615</b>

<b>CONTINGENCY (3% Constr + 5% Design)</b>	\$7.54	62.50%	\$8,639	\$13.30	62.50%	\$3,193	\$7.63	63%	\$5,811
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<b>New Additions Cost Estimate (Includes Contingency)</b>	
	<b>\$8,993,356</b>

<b>\$116,627</b>	<b>\$43,105</b>	<b>\$78,446</b>
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Budget: \$7,000,000  
 (Over) / Under: (\$1,993,356)

**Remodeling**

Area #1	\$116,627
Area #2	\$43,105
Area #3	\$78,446
Area #4	\$231,485
Area #5	\$43,702
Area #6	\$157,364
Area #7	\$173,563
Area #8	\$103,810

<b>\$948,101</b>
<b>\$8,941,457</b>

Budget: \$7,000,000  
 (Over) / Under: (\$2,941,457)

<b>Totals</b>				
Exempt Mat'l:	\$3,926,754	\$46,909	\$16,931	\$28,378
Labor:	\$6,014,703	\$69,718	\$26,174	\$50,068
<b>Total:</b>	<b>\$9,941,457</b>	<b>\$116,627</b>	<b>\$43,105</b>	<b>\$78,446</b>



Owner: Windom Area Hospital  
 Project: Surgery & Outreach  
 Location: Windom, MN  
 Designer: Pope  
 Addn's SF Total: 24,965  
 Avg Cost/SF: \$360.24

**Schematic Design Estimate - 1**

Item Description	EXISTING FACILITY REMODELING								
	Area #4 On-Site Rooms, Offices, Storage 1645 SF			Area #5 Chapel Restoration 225 SF			Area #6 Night Nurse Station (Old Sm-1) 760 SF		
	Unit Cost/ Bldg. Area	Percent Dir. Cost	Total Cost	Unit Cost/ Bldg. Area	Percent Dir. Cost	Total Cost	Unit Cost/ Bldg. Area	Percent Dir. Cost	Total Cost
SITE PREPARATORY WORK	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
BUILDING STRUCTURE	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
EXTERIOR ENCLOSURE - SHELL	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
INTERIOR CONSTRUCTION	\$62.82	#DIV/0!	\$103,595	\$110.37	61.37%	\$24,834	\$74.20	38.30%	\$55,650
EQUIPMENT & FURNISHINGS	\$0.45	0.35%	\$750	\$0.00	0.00%	\$0	\$0.67	0.34%	\$500
SPECIAL CONSTRUCTION	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
CONVEYING SYSTEMS	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
MECHANICAL	\$38.50	29.62%	\$63,487	\$38.50	21.41%	\$8,663	\$53.50	27.54%	\$40,125
ELECTRICAL	\$16.50	12.69%	\$27,209	\$16.50	9.17%	\$3,713	\$47.50	24.45%	\$35,625
SITework	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
GENERAL CONDITIONS	\$6.09	4.67%	\$10,000	\$6.67	3.71%	\$1,500	\$10.00	5.15%	\$7,500
PERMITS & INSURANCE	\$3.15	2.43%	\$5,199	\$4.38	2.43%	\$981	\$4.69	2.42%	\$3,520
ESCALATION	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0	\$0.00	0.00%	\$0
<b>SUBTOTAL</b>	<b>\$127.49</b>	<b>#DIV/0!</b>	<b>\$210,238</b>	<b>\$176.40</b>	<b>98.09%</b>	<b>\$39,591</b>	<b>\$190.56</b>	<b>98.19%</b>	<b>\$142,920</b>
CONTRACTOR FEE	\$2.49	1.91%	\$4,100	\$3.44	1.91%	\$774	\$3.72	1.91%	\$2,787
<b>ESTIMATED COST BY AREA</b>	<b>\$129.98</b>	<b>#DIV/0!</b>	<b>\$214,338</b>	<b>\$179.84</b>	<b>100%</b>	<b>\$40,365</b>	<b>\$194.28</b>	<b>100%</b>	<b>\$145,707</b>

CONTINGENCY (3% Constr + 5% Design)	\$6.50	63%	\$17,147	\$8.99	63%	\$3,237	\$9.71	62%	\$11,657
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<b>New Additions Cost Estimate (Includes Contingency)</b>				
	\$8,983,356	\$231,485	\$43,702	\$157,364

Budget: \$7,000,000  
 (Over) / Under: (\$1,983,356)

**Remodeling**

Area #1	\$116,827
Area #2	\$43,105
Area #3	\$78,446
Area #4	\$231,485
Area #5	\$43,702
Area #6	\$157,364
Area #7	\$173,563
Area #8	\$103,810

\$948,101  
 \$2,941,457

Budget: \$7,000,000  
 (Over) / Under: (\$2,941,457)

Totals			
Exempt Mat'l:	\$3,928,754	\$63,980	\$55,668
Labor:	\$6,014,703	\$167,505	\$101,896
<b>Total:</b>	<b>\$9,943,457</b>	<b>\$231,485</b>	<b>\$157,364</b>



# Memo

Date: 6/27/14  
To: Windom City Council  
From: Bruce Caldwell Street & Parks Department Superintendent  
Re: Street Closure Request from Relay for Life Event

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We have received a request from the Relay for Life Event Organizers asking for a street closure on Cottonwood Lake Drive on July 25, 2014.

Closure would be from 16<sup>th</sup> Street up to the north entrance to Tegel's Park on Cottonwood Lake Drive during the hours of 4:00 p.m. – 12:00 midnight.

Police Scott Peterson has been contacted and he has no problem with this request.



## City of Windom Staff Report

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**To:** Mayor and Windom City Council  
**From:** Aaron Backman, EDA Executive Director  
**Council Meeting Date:** July 1, 2014

**Item Title/Subject:** RESOLUTION APPROVING ADOPTION OF AN INTERFUND LOAN RESOLUTION FOR TIF DISTRICT NO. 1-18 (AG BUILDERS - GDF)

### Background:

The Windom EDA has been advised by the Office of the Minnesota State Auditor (OSA) that the City must adopt Interfund Loan Resolutions (ILR) for each new tax increment financing district that is established and for projects in those districts. This is true whether a loan is needed financially or not. Communities typically adopt an interfund loan for their TIF districts in order to finance startup costs such as financial advisory and legal fees associated with creating the TIF district, negotiating the terms of assistance, and preparing a development agreement. Interfund loans can also be used to pay for hard costs such as land acquisition, utilities, construction of a project and loans to developers.

Interfund loans are useful to finance these costs if there is another internal source from the City that has the funds available. They can be useful because they just require a resolution and they are less expensive than a G.O. or TIF bond since the EDA/City does not incur costs of issuance. We must adopt the resolution prior to spending the funds or run the risk that OSA may not allow the EDA to reimburse ourselves through future TIF collections. There is no minimum amount that is allowed to be reimbursed to the EDA/City without an interfund loan.

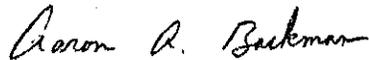
TIF authorities must adopt an ILR before costs are incurred, even if the costs are incurred before the TIF district is established. The interfund loan needs to include the principal amount, interest rate (the current maximum rate is 4.0%), source of funds being borrowed and the maximum term of the loan. Even if the costs are not expected to be reimbursed for years later in the life of the district, the EDA needs to account for these obligations.

Attached for your review is a copy of the proposed Interfund Loan Resolution for the newly-created TIF District 1-18 (Ag Builders – GDF). This resolution establishes an interfund loan from EDA funds for up to \$20,000 for the anticipated expenses for startup costs for TIF District 1-18 including legal and financial consulting costs as well as costs for preparation of development agreement(s). The interest rate is 4% and is fixed. Interest payments would occur in August and February of each year. The principal amount in the resolution is based upon the TIF Financing Plan.

The EDA Executive Director will be in attendance at the July 1<sup>st</sup> City Council Meeting to respond to questions regarding the interfund loan resolution.

**Requested Action:** Approve the Resolution, authorizing an interfund loan, to allow the EDA to be reimbursed from tax increment for any advance of eligible costs made in connection with the Tax Increment Financing District No. 1-18 Ag Builders – GDF. Authorize the City Administrator and the Mayor to sign the Resolution.

Respectfully submitted,



Aaron A. Backman  
EDA Executive Director

Attachment

# RESOLUTION # 2014-

**INTRODUCED:**

**SECONDED:**

**VOTED: AYE:**

**NAY:**

**ABSENT:**

## CITY OF WINDOM STATE OF MINNESOTA

### RESOLUTION AUTHORIZING AN INTERFUND LOAN FOR ADVANCE OF CERTAIN COSTS IN CONNECTION WITH TAX INCREMENT FINANCING DISTRICT NO. 1-18 .

BE IT RESOLVED by the City Council (the "Council") of the City of Windom, Minnesota (the "City"), as follows:

#### Section 1. Background.

1.01. The City has heretofore approved the establishment of Tax Increment Financing District No. 1-18 (the "TIF District") within Development District No. 1 (the "Project"), and has adopted a Tax Increment Financing Plan (the "TIF Plan") for the purpose of financing certain improvements within the Project.

1.02. The City has determined to pay for certain costs identified in the TIF Plan consisting of administrative costs (collectively, the "Qualified Costs"), which costs may be financed on a temporary basis from City funds available for such purposes.

1.03. Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City's general fund or any other fund from which such advances may be legally authorized, in order to finance the Qualified Costs.

1.04. The City intends to reimburse itself for the Qualified Costs from tax increments derived from the TIF District in accordance with the terms of this resolution (which terms are referred to collectively as the "Interfund Loan").

#### Section 2. Terms of Interfund Loan.

2.01. The City hereby authorizes the advance of up to \$20,000 from the EDA Fund, or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 4% and will not fluctuate.

2.02. Principal and interest ("Payments") on the Interfund Loan shall be paid semi-annually on each August 1 and February 1 (each a "Payment Date"), commencing on the first Payment Date on which the Authority has Available Tax Increment (defined below), or on any other dates determined by the City Administrator, through the date of last receipt of tax increment from the TIF District.

2.03. Payments on this Interfund Loan are payable solely from "Available Tax Increment," which shall mean, on each Payment Date, tax increment available after other obligations have been paid, or as determined by the City Administrator, generated in the preceding six (6) months with respect to the property within the TIF District and remitted to the City by Cottonwood County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1794, all inclusive, as amended. Payments on this Interfund Loan may be subordinated to any outstanding or future bonds, notes or contracts secured in whole or in part with Available Tax Increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with Available Tax Increment.

2.04. The principal sum and all accrued interest payable under this Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

2.05. This Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from Available Tax Increment pledged to the payment hereof under this resolution. This Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on this Interfund Loan or other costs incident hereto except out of Available Tax Increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on this Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the final Payment Date.

2.06. The City may amend the terms of this Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

Dated this 1st day of July, 2014.

\_\_\_\_\_  
Corey Maricle, Mayor

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



# MEMO

TO: Mayor & City Council  
FROM: Denise Nichols, Assistant City Clerk  
DATE: June 27, 2014  
RE: Ordinance No. 146, 2<sup>ND</sup> Series – Second Reading

State law requires the City to publish new ordinances in the local newspaper. However, the Legislature recognized the fact that the cost for publication of lengthy ordinances would be prohibitive. Therefore, they have included a provision in the law which allows the City to publish a title and summary of the ordinance.

A proposed Title and Summary has been prepared and reviewed by the Assistant City Attorney. Her recommendations have been incorporated into the final draft.

Attached is a copy of the proposed “Title and Summary of Ordinance No. 146, 2<sup>nd</sup> Series” for your review. Pursuant to State law, the Council needs to approve the text of the summary and determine that it clearly informs the public of the intent and effect of the ordinance. Approval of the Title and Summary requires a 4/5 vote of the Council.

## Requested Action:

1. Approve the second reading of Ordinance No. 146, 2<sup>nd</sup> Series and adopt the ordinance.
2. Adopt Resolution Establishing Fee for Special Vehicle Operating Permit.
3. Review the “Title and Summary of Ordinance No. 146, 2<sup>nd</sup> Series” for publication. Approve by motion: Publication of a title and summary of Ordinance No. 146, 2<sup>nd</sup> Series and determine that the text of the proposed summary will clearly inform the public of the intent and effect of the ordinance.

Should you have any questions concerning the Title and Summary, please contact City Administrator Steve Nasby.

Thank you.

**ORDINANCE NO. 146, 2<sup>ND</sup> SERIES**

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE  
TITLE VII: TRAFFIC CODE, CHAPTER 72: RECREATIONAL VEHICLES**

**THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN:  
TO REVISE CHAPTER 72 RECREATIONAL VEHICLES BY REMOVING THE  
EXISTING CHAPTER 72 AND REPLACING IT WITH THE FOLLOWING:**

**72.01 PURPOSE AND INTENT.**

- (A) (1) The purpose of this chapter is to provide reasonable regulations for the use of special and recreational motor vehicles on public roadways and, in conformance with private property, in the city.
  - (2) This chapter is not intended to allow what the Minnesota Statutes prohibit or to prohibit what the Minnesota Statutes expressly allow.
- (B) It is intended to ensure the public safety and prevent a public nuisance.

**SNOWMOBILES & MOTORIZED TWO-WHEEL VEHICLES**

**72.02 DEFINITIONS.**

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**MOTORIZED TWO-WHEEL VEHICLE.** Refers to trail bikes, mini bikes, and similar devices other than snowmobiles used at least partially for travel on natural terrain, but not "special mobile equipment", defined in M.S. § 168.002, Subd. 31, as amended from time to time, which is hereby incorporated herein by reference.

**DEADMAN THROTTLE OR SAFETY THROTTLE.** A device which, when pressure is removed from the engine accelerator or throttle, causes the motor to be disengaged from the driving mechanism.

**NATURAL TERRAIN.** Areas other than roadways or driveways (private or public), parking lots and other areas the surface of which has been intentionally modified for motor vehicle operation thereon.

**OPERATE.** To ride in or on and control the operation of a snowmobile or motorized two-wheel vehicle.

**OPERATOR.** Every person who operates or is in actual physical control of a snowmobile or motorized two-wheel vehicle.

**OWNER.** A person, other than a lien holder having the property in or title to snowmobile or motorized two-wheel vehicle, entitled to the use or possession thereof.

**SNOWMOBILE.** A self-propelled vehicle designed for travel on snow or ice steered by skis or runners.

(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991)

### **72.03 SCOPE OF APPLICATION.**

Notwithstanding provisions of this subchapter to the contrary, this section shall apply to control of traffic and regulation of that certain class of vehicles falling within the definition of snowmobiles and motorized two-wheel vehicles as to matters set forth herein. All provisions of this subchapter, not relating to matters herein stated, apply as equally to snowmobiles as other vehicles.

(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991)

### **72.04 OPERATION.**

Except as otherwise herein permitted, it is unlawful for any person to operate a snowmobile or motorized two-wheel vehicle, not licensed as a motor vehicle, as follows:

- (A) On the portion of any right-of-way of any public highway, street, road, trail or alley used for motor vehicle travel, except upon the most right-hand lane of a street or alley and may in passing or making a left-hand turn, operate on other lanes which are used for vehicle traffic in the same direction;
- (B) On a public sidewalk provided for pedestrian travel;
- (C) On boulevards within any public right-of-way;
- (D) On private property of another without specific permission of the owner or person in control of the property;
- (E) At a rate of speed greater than reasonable or proper under all surrounding circumstances;
- (F) At any place in a careless, reckless or negligent manner or heedlessly in disregard of the rights or safety of others, or in a manner so as to endanger or be likely to endanger or cause injury or damage to any person or property;

- (G) Except as otherwise herein permitted, it is unlawful to operate a snowmobile during the hours from 11:00 p.m. to 6:00 a.m. of any day, closer than 100 feet to any dwelling which is usually occupied by one or more persons; provided, however, that, snowmobile operation shall be permitted during the hours when traveling directly to or from the residence of the operator and the nearest city limits line at a rate of speed not in excess of ten mph;
- (H) So as to tow any person or thing, except through use of a rigid towbar attached to the rear of the snowmobile;
- (I) In a manner so as to create a loud, unnecessary or unusual noise which disturbs, annoys or interferes with the peace and quiet of other persons;
- (J) At any place while under the influence of alcohol or drugs, as defined in M.S. § 169.A, as amended from time to time, which is hereby incorporated herein by reference; and
- (K) Within 100 feet of any pedestrian, fisher, skating rink or sliding area where the operation would conflict with the use or endanger other persons or property.  
(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991) Penalty, see § 72.99

#### **72.05 DIRECT CROSSINGS.**

- (A) A snowmobile may make a direct crossing of a street or highway, except at an interstate highway or freeway; provided:
  - (1) The crossing is made at an angle of approximately 90 degrees to the direction of the street or highway and at a place where no obstruction prevents a quick and safe crossing;
  - (2) The vehicle is brought to a complete stop before crossing the shoulder or main traveled way;
  - (3) The driver yields the right-of-way to all on-coming traffic which constitutes an immediate hazard;
  - (4) In crossing a divided street or highway, the crossing is made only at an intersection of the street or highway with another public street or highway; and
  - (5) If the crossing is made between the hours of one-half hour after sunset to one-half hour before sunrise or in conditions of reduced visibility, only if both front and rear lights are on.

(B) Motorized two-wheel vehicles not licensed as a motor vehicle are forbidden to cross highways or streets, except when they are pushed across by human power. Motorized two-wheel vehicles, when pushed across highways or streets, shall be subject to all the regulations of this section.

(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991) Penalty, see § 72.99

#### **72.06 YIELDING THE RIGHT-OF-WAY.**

It is unlawful for any person operating a snowmobile or motorized two-wheel vehicle to enter any intersection without yielding the right-of-way to any vehicles or pedestrians at the intersection, or so close to the intersection as to constitute an immediate hazard.

(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991) Penalty, see § 72.99

#### **72.07 PERSONS UNDER 18.**

(A) It is unlawful for any person under the age of 14 years to operate a snowmobile or motorized two-wheel vehicle on streets, in city parks or other public land, or the roadway surface of highways, or make a direct crossing of a trunk, county state-aid or county highway as the operator of the vehicle. A person 14 years of age or older, but less than 18 years of age, may operate a snowmobile or motorized two-wheel vehicle as permitted under this section, only if he or she has in his or her possession, a safety certificate issued by the Commissioner, as provided by M.S. § 84.872, as amended from time to time.

(B) It is unlawful for the owner of a snowmobile or motorized two-wheel vehicle to permit the snowmobile or motorized two-wheel vehicle to be operated contrary to the provisions of this section.

(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991) Penalty, see § 72.99

#### **72.08 CERTAIN STATUTES ADOPTED.**

M.S. §§ 84.81 through 84.928, inclusive, as amended from time to time, together with rules and regulations promulgated thereunder, are hereby adopted by reference, incorporated herein and made a part hereof, except as otherwise provided herein.

(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991)

### **MOTORIZED GOLF CARTS, ALL-TERRAIN VEHICLES, AND MINI-TRUCKS.**

#### **72.09 DEFINITIONS.**

(A) For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**ALL TERRAIN VEHICLE.** A motorized flotation-tired vehicle of not less than three low pressure tires, but not more than six tires, that is limited in engine displacement of less than 1,000 cubic centimeters and included a class 1 all-terrain vehicle and class 2 all-terrain vehicle.

**DRIVER.** The person driving and having physical control over the motorized golf cart, all-terrain vehicle, or mini-truck and being the licensee.

**MOTORIZED GOLF CART.** Any passenger conveyance being driven with three or four wheels with three or four low-pressure tires that is limited in engine displacement of less than 800 cubic centimeters and total dry weight less than 800 pounds.

**MINI-TRUCK.** As defined in Minn. Stat. § 169.011, subd. 40(a), a motor vehicle that has four wheels; is propelled by an electric motor with a rated power of 7,500 watts or less or an internal combustion engine with a piston displacement capacity of 660 cubic centimeters or less; has a total dry weight of 900 to 2,200 pounds; contains an enclosed cabin and a seat for the vehicle operator; commonly resembles a pickup truck or van, including a cargo area or bed located at the rear of the vehicle; and was not originally manufactured to meet federal motor vehicle safety standards required of motor vehicles in the Code of Federal Regulations, title 49, sections 571.101 to 571.404, and successor requirements. A mini-truck does not include: a neighborhood electric vehicle or a medium-speed electric vehicle as defined by § 169.011; or a motor vehicle that meets or exceeds the regulations in the Code of Federal Regulations, title 49, section 571.500, as it may be amended from time to time.

(B) Authorized city staff may operate city owned motorized golf carts and mini-trucks without obtaining a permit within the city on city streets, sidewalks, trails, rights-of-way, and public property when conducting city business.

(C) Mini-truck equipment requirements:

(1) A mini-truck may be operated under permit on designated roadways if it is equipped with all of the following:

(a) At least two headlamps.

(b) At least two tail lamps.

(c) Front and rear turn-signal lamps.

(d) An exterior mirror mounted on the driver's side of the vehicle and either an exterior mirror mounted on the passenger's side of the vehicle or an interior mirror.

(e) A windshield.

(f) A seat belt for the driver and front passenger.

(g) A parking brake.

#### **72.10. OPERATION.**

Except as otherwise herein permitted, it is unlawful for any person to operate a motorized golf cart, all-terrain vehicle, or mini-truck, not licensed as a motor vehicle, as follows:

- (A) On the portion of any right-of-way of any public highway, street, road, trail or alley used for motor vehicle travel, except upon the most right-hand lane of a street or alley and may in passing or making a left-hand turn, operate on other lanes which are used for vehicle traffic in the same direction;
  - (B) On a public sidewalk provided for pedestrian travel;
  - (C) On boulevards within any public right-of-way;
  - (D) On private property of another without specific permission of the owner or person in control of the property;
  - (E) At a rate of speed greater than reasonable or proper under all surrounding circumstances;
  - (F) At any place in a careless, reckless or negligent manner or heedlessly in disregard of the rights or safety of others, or in a manner so as to endanger or be likely to endanger or cause injury or damage to any person or property;
  - (G) In a manner so as to create a loud, unnecessary or unusual noise which disturbs, annoys or interferes with the peace and quiet of other persons;
  - (H) At any place while under the influence of alcohol or drugs, as defined in M.S. § 169.A, as amended from time to time, which is hereby incorporated herein by reference; and
  - (I) Within 100 feet of any pedestrian, fisher, skating rink or sliding area where the operation would conflict with the use or endanger other persons or property.
- (Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991) Penalty, see § 72.99

#### **72.11. SPECIAL VEHICLE USE ON STREETS: PERMIT.**

- (A) No person shall operate a motorized golf cart, all-terrain vehicle, or mini-truck on streets, alleys, sidewalks or other public property without obtaining a permit as provided herein.

- (B) Every application for a permit shall be made on a form supplied by the city and shall contain all of the following information:
- (1) The name and address of the applicant.
  - (2) Model name, make, and year and number of the motorized golf cart, all-terrain vehicle, or mini-truck.
  - (3) Current driver's license or reason for not having a current license.
  - (4) Other information as the city may require.
- (C) The annual permit fee shall be as set forth by the City Council and adopted by resolution as that fee schedule may be amended from time to time.
- (D) Following the year of adoption of this ordinance, permits shall be granted for a period of one year and may be renewed annually Jan. 1 to Dec. 31.
- (E) No permit shall be granted or renewed unless the following conditions are met:
- (1) If applying for a permit to operate a mini-truck, the applicant must demonstrate that he or she currently holds a valid Minnesota driver's license.
  - (2) At the Windom Police Chief's sole discretion, the applicant may be required to submit a certificate signed by a physician that the applicant is able to safely operate a motorized golf cart or all-terrain vehicle on the roadways designated.
  - (3) The applicant must provide evidence of insurance in compliance with the provisions of Minnesota Statutes concerning insurance coverage for the golf cart, all-terrain vehicle, or mini-truck.
  - (4) The applicant has not had his or her driver's license revoked as the result of criminal proceedings.
- (F) Motorized golf carts, all-terrain vehicles, and mini-trucks are permitted to operate only on city streets, not state or federal highways, except to cross at designated intersections.
- (G) Motorized golf carts and four-wheel, all-terrain vehicles, and mini-trucks may only be operated on designated roadways from sunrise to sunset. They shall not be operated in inclement weather, except during emergency conditions as provided in the ordinance,

or when visibility is impaired by weather, smoke, fog, or other conditions, or at any time when there is insufficient light visibility to clearly see persons and vehicles on the roadway at a distance of 500 feet.

- (H) Motorized golf carts shall display the slow-moving vehicle emblem provided for in Minn. Stat. § 169.045, as it may be amended from time to time, when operated on designated roadways.
- (I) Motorized golf carts, all-terrain vehicles, and mini-trucks shall be equipped with a rear-view mirror to provide the driver with adequate vision from behind as required by Minn. Stat. § 169.70.
- (J) The operator of a motorized golf cart, all-terrain vehicle, or mini-truck may cross any street or highway intersecting a designated roadway.
- (K) Every person operating a motorized golf cart, an all-terrain vehicle, or a mini-truck under permit on designated roadways has all the rights and duties applicable to the driver of any other vehicle under the provisions of Minn. Stat., ch. 169, as it may be amended from time to time, except when these provisions cannot reasonably be applied to motorized golf carts or mini-trucks and except as otherwise specifically provided in Minn. Stat. § 169.045(7), as it may be amended from time to time.
- (L) The City Council may suspend or revoke a permit granted hereunder upon a finding that the holder thereof has violated any of the provisions of this section or Minn. Stat., ch. 169, as it may be amended from time to time, or if there is evidence that the permit holder cannot safely operate the motorized golf cart, all-terrain vehicle, or mini-truck on the designated roadways.
- (M) The number of occupants on the golf cart, all-terrain vehicle, or mini-truck may not exceed the design occupant load.

Penalty, see § 72.99

## **MEDIUM-SPEED ELECTRIC VEHICLES AND NEIGHBORHOOD ELECTRIC VEHICLES**

### **72.12. MEDIUM-SPEED ELECTRIC VEHICLES AND NEIGHBORHOOD ELECTRIC VEHICLES**

#### **(A) Definitions**

- (1) ***MEDIUM SPEED ELECTRIC VEHICLE*** means an electrically powered four-wheeled motor vehicle, equipped with a roll cage or crushproof body design, that can attain a maximum speed of 35 miles per hour on a paved level surface, is fully enclosed and has at least one door for entry, has a wheelbase of 40 inches or greater and a wheel diameter

of 10 inches or greater, and except with respect to maximum speed, otherwise meets or exceeds regulations in the Code of Federal Regulations, title 49, section 571.500, and successor requirements.

(2) **NEIGHBORHOOD ELECTRIC VEHICLE** means an electrically powered motor vehicle that has four wheels, and has a speed attainable in one mile of at least 20 miles per hour, but not more than 25 miles per hour on a paved level surface.

(B) Operation of neighborhood electric vehicles on city streets is prohibited except as provided in (C) below.

(C) *Use on designated exclusive city streets.* The City Council may, by resolution, designate exclusive city streets within its jurisdiction where the operation of neighborhood electric vehicles or medium-speed electric vehicles is permissible, provided that no street so designated has a speed limit of more than 35 miles per hour.

(D) A neighborhood electric vehicle or a medium-speed electric vehicle may be operated on public streets and highways only if it meets all equipment and vehicle safety requirements in Code of Federal Regulations, title 49, section 571.500, as it may be amended from time to time.

(E) Authorized city staff may operate city owned neighborhood electric vehicles and medium-speed electric vehicles within the city on city streets, sidewalks, trails, rights-of-way, and public property when conducting city business.

## MOTORIZED FOOT SCOOTERS

### 72.13. MOTORIZED FOOT SCOOTERS

(A) **MOTORIZED FOOT SCOOTER** means a device with handlebars designed to be stood or sat upon by the operator, and powered by an internal combustion engine or electric motor that is capable of propelling the device with or without human propulsion, and that has no more than two 12-inch or smaller diameter wheels and has an engine or motor that is capable of a maximum speed of 15 miles per hour on a flat surface with not more than 1 percent grade in any direction when the motor is engaged. An electric personal assistive mobility device, a motorized bicycle, an electric-assisted bicycle, or a motorcycle is not a motorized foot scooter.

(B) Every person operating a motorized foot scooter shall have all rights and duties applicable to the operator of a bicycle, except in respect to those provisions relating expressly to motorized foot scooters and in respect to those provisions of law that by their nature cannot reasonably be applied to motorized foot scooters.

- (C) No person may operate a motorized foot scooter upon a sidewalk, except when necessary to enter or leave adjacent property. No person may operate a motorized foot scooter that is carrying any person other than the operator.
- (D) No person under the age of 12 years may operate a motorized foot scooter.
- (E) No person under the age of 18 years may operate a motorized foot scooter without wearing properly fitted and fastened protective headgear that complies with standards established by the Commissioner of Public Safety.
- (F) A motorized foot scooter must be equipped with a headlight and a taillight that comply with standards established by the Commissioner of Public Safety if the vehicle is operated under conditions when vehicle lights are required by law.
- (G) A person operating a motorized foot scooter on a roadway shall ride as close as practicable to the right-hand curb or edge of the roadway, except in the following situations:
  - (1) When overtaking and passing another vehicle proceeding in the same direction.
  - (2) When preparing for a left turn, in which case the operator shall stop and dismount at the right-hand curb or right edge of the roadway, and shall complete the turn by crossing the roadway on foot, subject to restrictions placed by law on pedestrians.
  - (3) When reasonably necessary to avoid impediments or conditions that make it unsafe to continue along the right-hand curb or edge, including, but not limited to, fixed or moving objects, vehicles, bicycles, pedestrians, animals, surface hazards, or narrow lanes.

## **ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICES**

### **72.14. OPERATION OF ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICES.**

- (A) ***ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICE*** means a self-balancing device with two non-tandem wheels, designed to transport not more than one person, and operated by an electric propulsion system that limits the maximum speed of the device to 15 miles per hour.
- (B) Except as otherwise provided by law, a person operating an electric personal assistive mobility device has the rights and responsibilities of a pedestrian.
- (C) *Operation.*
  - (1) An electric personal assistive mobility device may be operated on a bicycle path.

- (2) No person may operate an electric personal assistive mobility device on a roadway, sidewalk, or bicycle path at a rate of speed that is not reasonable and prudent under the conditions. Every person operating an electric personal assistive mobility device on a roadway, sidewalk, or bicycle path is responsible for becoming and remaining aware of the actual and potential hazards then existing on the roadway or sidewalk and must use due care in operating the device.
- (3) An electric personal assistive mobility device may be operated on a roadway only under the following circumstances:
  - (a) While making a direct crossing of a roadway in a marked or unmarked crosswalk.
  - (b) Where no sidewalk is available.
  - (c) Where a sidewalk is so obstructed as to prevent safe use.
  - (d) When so directed by a traffic control device or by a peace officer.
  - (e) Temporarily in order to gain access to a motor vehicle.
  - (f) As provided in division (6) below by Council resolution.
- (4) An electric personal assistive mobility device may not be operated at any time on a roadway with a speed limit of more than 35 miles per hour except to make a direct crossing of the roadway in a marked crosswalk.
- (5) An electric personal assistive mobility device may not be operated at any time while carrying more than one person.
- (6) *Designated exclusive city streets.* The City Council may, by resolution, designate exclusive city streets within its jurisdiction where the operation of electric personal assistive mobility devices is not permitted, provided that any street so designated has a speed limit of more than 35 miles per hour.
- (7) A person operating an electric personal assistive mobility device on a sidewalk must yield the right-of-way to pedestrians at all times. A person operating an electric personal assistive mobility device on a bicycle path must yield the right-of-way to bicycles at all times.

- (8) An electric personal assistive mobility device may not be operated unless the device bears reflectorized material on the front, back, and wheels, visible at night from 600 feet when illuminated by the lower beams of headlamps of a motor vehicle.

## **ROLLER SKATES/BLADES, SKATEBOARDS AND OTHER NON-MOTORIZED TOY VEHICLES**

### **72.25 DEFINITIONS.**

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**CENTRAL BUSINESS DISTRICT.** The area of the city bound by the following lines:

- (1) 10th Street from 5th Avenue to 2nd Avenue;
- (2) 9th Street from 5th Avenue to 2nd Avenue;
- (3) 3rd Avenue from 8th Street to 11th Street; and
- (4) 4th Avenue from 8th Street to 11th Street.

**OPERATE.** To ride on or control the operation of a skateboard, roller skates/blades or scooter.

**OPERATOR.** Every person who operates or is in actual physical control of a skateboard, roller skates/blades or scooter.

**ROLLER SKATES/BLADES.** A shoe with wheels attached or a device with wheels which is designated to be attached to a shoe.

**SCOOTER.** A foot-operated vehicle consisting of a narrow board mounted between two wheels, tandem, with an upright steering handle attached to the front wheel.

**SKATEBOARDS.** A wheeled device designed to transport a rider in a standing position, which device is not otherwise secured to the rider's feet or shoes.  
(Prior Code, § 8.40) (Ord. 58, 2nd Series, eff. 8-16-1991)

### **72.26 UNLAWFUL OPERATION.**

It is unlawful for any person to ride or use a skateboard, roller skates/blades or scooter:

- (A) On any public sidewalk, street or other public parking lot situated in the central business district;

(B) On private property of another without the express permission to do so by the owner or occupant of the property; or

(C) In any careless, reckless or negligent manner so as to endanger or be likely to endanger the safety of any person or property of any other person.

(Prior Code, § 8.40) (Ord. 58, 2nd Series, eff. 8-16-1991) Penalty, see § 72.99

#### **72.27 YIELDING THE RIGHT-OF-WAY.**

The operator of a skateboard, roller skates/blades or scooter emerging from any alley, driveway or building upon approaching a sidewalk or the sidewalk area extending across any alleyway shall yield the right-of-way to all pedestrians approaching the sidewalk or sidewalk area upon entering the roadway shall yield the right-of-way to all vehicles approaching on the roadway.

(Prior Code, § 8.40) (Ord. 58, 2nd Series, eff. 8-16-1991) Penalty, see § 72.99

#### **72.28 ATTACHING TO MOVING VEHICLE.**

It is unlawful for any person operating a skateboard, roller skates/blades or scooter to attach the same or the person of the operator to any vehicle upon a roadway.

(Prior Code, § 8.40) (Ord. 58, 2nd Series, eff. 8-16-1991) Penalty, see § 72.99

#### **72.29 RIDING AS CLOSE AS POSSIBLE TO RIGHT-HAND CURB.**

Every person operating a skateboard, roller skates/blades or scooter upon a roadway shall ride as close as possible to the right-hand curb or edge of the roadway.

(Prior Code, § 8.40) (Ord. 58, 2nd Series, eff. 8-16-1991) Penalty, see § 72.99

#### **72.30 HOURS OF OPERATION.**

It is unlawful for any person to use a skateboard, roller skates/blades or scooter upon a public street, sidewalk or other roadway after sunset and before sunrise.

(Prior Code, § 8.40) (Ord. 58, 2nd Series, eff. 8-16-1991) Penalty, see § 72.99

#### **72.31 OPERATION ON STATE HIGHWAYS.**

It is unlawful for any person to use a skateboard, roller skates/blades or scooter upon a state highway in the city.

(Prior Code, § 8.40) (Ord. 58, 2nd Series, eff. 8-16-1991) Penalty, see § 72.99

#### **72.32 VIOLATION.**

It is unlawful for any person to violate any provision of this subchapter. In addition, any peace officer who observes any person violating any provisions of this subchapter is authorized to seize the offender's roller skates, skateboard or scooter and to hold same at the Police Department. In the event of the seizure, the offender, if an adult, may secure the return of this article seized after 24 hours have elapsed since the seizure. In the case of a minor, the article seized shall be returned only to the parent or guardian of the minor offender after 24 hours have elapsed since the seizure.

(Prior Code, § 8.40) (Ord. 58, 2nd Series, eff. 8-16-1991) Penalty, see § 72.99

### **72.33 EQUIPMENT.**

It is unlawful for any person to operate any vehicle or device referenced in this chapter any place within the city unless it is equipped with the following (if said equipment is available for that vehicle):

- (A) Standard mufflers which are properly attached and which reduce the noise of operation of the motor to the minimum necessary for operation. No person shall use a muffler cutout, by-pass, straight pipe or similar device;
- (B) Brakes adequate to control the movement of and to stop and hold the vehicle under any condition of operation;
- (C) A safety or so-called "deadman" throttle in operating condition;
- (D)
  - (1) When operated between the hours of one-half hour after sunset to one-half hour before sunrise or at a time of reduced visibility, at least one clear lamp attached to the front, with sufficient intensity to reveal persons and vehicles at a distance of at least 100 feet ahead during the hours of darkness and under normal atmospheric conditions;
  - (2) The head lamp shall be so aimed that glaring rays are not projected into the eyes of an oncoming vehicle operator; and
  - (3) It shall also be equipped with at least one red tail lamp having a minimum candlepower of sufficient intensity to exhibit a red light plainly visible from a distance of 500 feet to the rear during the hours of darkness under normal atmospheric conditions.
- (E) Reflective material at least 16 square inches on each side, forward of the handlebars, or steering device of a vehicle and at the highest practical point on any towed object, as to reflect light at a 90-degree angle.

(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991) Penalty, see § 72.99

### **72.34 LOCKING VEHICLES.**

It is unlawful for any person to leave any vehicle or device referenced in this chapter on a public place unless he or she shall lock the ignition, remove the key and take the same with him or her.  
(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991) Penalty, see § 72.99

### **72.35 EMERGENCIES.**

Notwithstanding the prohibition of operating any vehicle referenced in this chapter upon a roadway to the contrary, the vehicle or device may be operated on a public thoroughfare in an emergency during the period of time when, at locations where, snow upon the roadway renders travel by automobile impractical.

(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991)

### **72.36 ANIMALS.**

It is unlawful to intentionally drive, chase, run over or kill any animal with any vehicle or device referenced in this chapter.

(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991) Penalty, see § 72.99

### **72.37 SIGNAL FROM OFFICER TO STOP.**

It is unlawful for any vehicle or device operator, after having received a visual or audible signal from any law enforcement officer to come to a stop, to:

- (A) Operate the vehicle or device in willful or wanton disregard of the signal;
- (B) Interfere with or endanger the law enforcement officer or any other person or vehicle; or
- (C) Increase his or her speed or attempt to flee or elude the officer.

(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991) Penalty, see § 72.99

### **72.38 SPECIAL ORDERS.**

In addition to the regulations provided herein, it is unlawful to operate any vehicle or device referenced in this chapter on any public place where prohibited by order of the city. The City Administrator shall have the power, by written order, to prohibit the operation whenever, in his or her discretion, the same would be likely to produce damage to property or endanger the safety or repose of other persons. The areas shall be appropriately signposted before the order shall become effective.

(Prior Code, § 8.30) (Ord. 69, 2nd Series, eff. 7-25-1991) Penalty, see § 72.99

### **72.99 PENALTY.**

Every person violates a section, division, paragraph or provision of this chapter when he or she performs an act thereby prohibited or declared unlawful, or fails to act when the failure is thereby prohibited or declared unlawful and, upon conviction thereof, shall be punished as follows.

- (A) Where the specific section, division, paragraph or provision specifically makes violation a misdemeanor, he or she shall be punished as for a misdemeanor; where a violation is committed in a manner or under circumstances so as to endanger or be likely to endanger any person or property, he or she shall be punished as for a misdemeanor; where he or she stands convicted of violation of any provision of this chapter, exclusive of violations relating to the standing or parking of an unattended vehicle, within the immediate preceding 12-month period for the third or subsequent time, he or she shall be punished as for a misdemeanor.
- (B) As to any violations not constituting a misdemeanor under the provisions of division (A) above, he or she shall be punished as for a petty misdemeanor.
- (C) As to any violation of a provision adopted by reference, he or she shall be punished as specified in the provision, so adopted.

(Prior Code, § 8.99)

**SEVERABILITY.**

If any provision of this ordinance is found to be invalid for any reason by a court of competent jurisdiction, the validity of the remaining provisions shall not be affected.

**EFFECTIVE DATE.**

This ordinance becomes effective on the date of its publication, or upon the publication of a summary of the ordinance as provided by Minn. Stat., § 412.191, subd. 4, as it may be amended from time to time, which meets the requirements of Minn. Stat. § 331A.01, subd. 10, as it may be amended from time to time.

Adopted by the City Council of the City of Windom, Minnesota, this 1st day of July, 2014.

\_\_\_\_\_  
Corey J. Maricle, Mayor

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

1<sup>st</sup> Reading: June 17, 2014  
2<sup>nd</sup> Reading: July 1, 2014  
Adoption: July 1, 2014  
Published: July 9, 2014

**RESOLUTION #2014-**

**INTRODUCED:**

**SECONDED:**

**VOTED: Aye:**

**Nay:**

**Absent:**

**CITY OF WINDOM**

**RESOLUTION ESTABLISHING  
FEE FOR SPECIAL VEHICLE OPERATING PERMIT**

**WHEREAS**, City Code Section 50.16 authorizes the City Council to establish rates and charges for municipal services (including, but not limited to, services, permit fees, license fees, connection and meter reading and checking fees, disconnection fees, reconnection fees including penalties for non-payment); and

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

**WHEREAS**, the City Council amended City Code Chapter 72 by adding Section 72.11 which creates provisions for permitting operation of Special Vehicles: Motorized Golf Carts, All-Terrain Vehicles and Mini-Trucks; and

**WHEREAS**, it is in the best interests of the City of Windom and its citizens to operate the city general fund in a cost-effective manner by setting fees for permit applications for this newly adopted City Code.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Windom, Minnesota, that effective July 9, 2014, the City Council will implement an annual fee of \$25.00 for a City of Windom permit for the operation of Special Vehicles: Motorized Golf Carts, All-Terrain Vehicles and Mini Trucks on city streets and alleys.

Adopted this 1<sup>st</sup> day of July, 2014.

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Corey J. Maricle, Mayor

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

**TITLE AND SUMMARY  
OF  
ORDINANCE NO. 146, 2<sup>ND</sup> SERIES**

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE  
TITLE VII: TRAFFIC CODE, CHAPTER 72: RECREATIONAL VEHICLES**

**THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN:  
TO REVISE CHAPTER 72 RECREATIONAL VEHICLES BY REMOVING THE  
EXISTING CHAPTER 72 AND REPLACING IT WITH THE FOLLOWING:**

**72.01 PURPOSE AND INTENT.**

- (A) (1) The purpose of this chapter is to provide reasonable regulations for the use of special and recreational motor vehicles on public roadways and, in conformance with private property, in the city.
- (2) This chapter is not intended to allow what the Minnesota Statutes prohibit or to prohibit what the Minnesota Statutes expressly allow.
- (B) It is intended to ensure the public safety and prevent a public nuisance.

**SNOWMOBILES & MOTORIZED TWO-WHEEL VEHICLES**

**72.02 DEFINITIONS.**

**72.03 SCOPE OF APPLICATION**

**72.04 OPERATION.**

**72.05 DIRECT CROSSINGS.**

**72.06 YIELDING THE RIGHT-OF-WAY.**

**72.07 PERSONS UNDER 18.**

**72.08 CERTAIN STATUTES ADOPTED.**

**MOTORIZED GOLF CARTS, ALL-TERRAIN VEHICLES, AND MINI-TRUCKS.**

**72.09 DEFINITIONS.**

**72.10 OPERATION.**

**72.11 SPECIAL VEHICLE USE ON STREETS: PERMIT.**

**MEDIUM-SPEED ELECTRIC VEHICLES AND NEIGHBORHOOD  
ELECTRIC VEHICLES**

**72.12 MEDIUM-SPEED ELECTRIC VEHICLES AND NEIGHBORHOOD ELECTRIC VEHICLES**

**MOTORIZED FOOT SCOOTERS**

**72.13 MOTORIZED FOOT SCOOTERS**

**ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICES**

**72.14 OPERATION OF ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICES.**

**ROLLER SKATES/BLADES, SKATEBOARDS AND OTHER NON-MOTORIZED TOY VEHICLES**

**72.25 DEFINITIONS.**

**72.26 UNLAWFUL OPERATION.**

**72.27 YIELDING THE RIGHT-OF-WAY.**

**72.28 ATTACHING TO MOVING VEHICLE.**

**72.29 RIDING AS CLOSE AS POSSIBLE TO RIGHT-HAND CURB.**

**72.30 HOURS OF OPERATION.**

**72.31 OPERATION ON STATE HIGHWAYS.**

**72.32 VIOLATION.**

**72.33 EQUIPMENT.**

**72.34 LOCKING VEHICLES.**

**72.35 EMERGENCIES.**

**72.36 ANIMALS.**

**72.37 SIGNAL FROM OFFICER TO STOP.**

**72.38 SPECIAL ORDERS.**

**72.99 PENALTY.**

Adopted by the City Council of Windom, Minnesota, on the 1<sup>st</sup> day of July, 2014. Publication and effective date: July 9, 2014.

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**NOTICE:** A PRINTED COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 146, 2<sup>ND</sup> SERIES AND A COPY OF THE ENTIRE CODE OF ORDINANCES FOR THE CITY OF WINDOM, MINNESOTA, ARE AVAILABLE ON THE CITY'S WEBSITE AT [WWW.WINDOM-MN.COM](http://WWW.WINDOM-MN.COM) OR PRINTED COPIES ARE AVAILABLE FOR INSPECTION BY ANY PERSON AT:

Windom City Hall  
444 9<sup>th</sup> Street  
Windom, MN 56101

During regular office hours (Monday through Friday from 8:00 a.m. to 5:00 p.m.)

AND AT: Windom Public Library  
904 4<sup>th</sup> Avenue  
Windom, MN 56101

During regular library hours: Monday – 10:00 a.m. to 9:00 p.m.  
Tuesday through Friday – 10:00 a.m. to 5:30 p.m.  
Saturday – 10:00 a.m. to 2:00 p.m.

This "Title and Summary" approved for publication by the Windom City Council on July 1, 2014.



June 27, 2014

Memo: Pool Seasonal Hires

To: Windom City Council

From: Al Baloun  
Recreation Director

The following is an updated list of seasonal hires for the pool as of 6/26/2014. They completed Lifeguard training recently.

**SEASONAL SUMMER EMPLOYEES 2014 (6/26/2014)**  
**POOL**

Lifeguards

Kaitlyn Lohse

London Espenson

Holly Wolf



## RESOLUTION #2014-

**INTRODUCED:**

**SECONDED:**

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

### **AUTHORIZATION TO ACCEPT A DONATION FROM THE TORO FOUNDATION FOR THE WINDOM PARK 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 City of Windom received a donation from the Toro Foundation in the amount of \$11,328.75 for the Windom Park Department; and

**WHEREAS**, the donation requires that the funds be used by the Windom Park Department for the purchase of 100 trees through the Cottonwood County Soil and Water District Tree Program.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA**, that the City Council accepts the donation in the amount of \$11,328.75 offered by The Toro Foundation for use by the Windom Park Department upon the terms set forth herein.

Adopted by the Council this 1st day of July, 2014.

\_\_\_\_\_  
Corey J. Maricle, Mayor

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



The Toro Company Giving Program

8111 Lyndale Avenue South, Bloomington, Minnesota 55420-1196  
• Phone 952/888-8801 • [www.thetorocompany.com](http://www.thetorocompany.com) • Fax 952/887-8258

June 24, 2014

Dear Mr. Steven Nasby,

In 2014 The Toro Company celebrates a Century of Innovation and a Legacy of Caring. As a part of the celebration we are proud to support Toro communities with the 100 Trees Project that engages Toro employees in volunteerism and beautifies the community. Thank you for submitting a grant request for this program.

We are pleased to inform you that City of Windom was chosen as a grant recipient for the 100 Trees project in Minnesota\Windom. We appreciate your support of this lasting gift to the community. The donation should be recognized in all printed materials and/or donor plaques. Our preference is for you to use The Toro Company logo which will be provided in the appropriate format upon request by email to [community@toro.com](mailto:community@toro.com). If use of the logo is not permissible please recognize the donation from The Toro Foundation. The grant check is enclosed.

We extend our best wishes to you for continued success, and look forward to hearing about your accomplishments during the year. It is a pleasure to be among your current supporters.

Sincerely,

A handwritten signature in black ink that reads "Judson E. McNeil".

Judson E. McNeil  
President  
The Toro Foundation

Enclosure

Check No. 6135



We would like to hear about the impact of this donation. If you haven't already done so, we encourage your organization to post on our Facebook page at <http://www.facebook.com/Toro.Company>, or tweet at our handle @TheToroCompany on Twitter.

## **RESOLUTION #2014-**

**INTRODUCED:**

**SECONDED:**

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

### **AUTHORIZATION TO ACCEPT A DONATION FROM THE WINDOM CLASS OF 2014 FOR THE WINDOM SWIMMING POOL**

---

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

**WHEREAS**, Windom Class of 2014 is a supporter of the City of Windom and the Windom Swimming Pool; and

**WHEREAS**, the City of Windom has recently received a donation of \$545.80 from the Windom Class of 2014 for the Windom Swimming Pool; and

**WHEREAS**, the donation requires that the funds be used by the City of Windom for chairs, benches or picnic tables at the swimming pool.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA**, that the City Council hereby accepts the donation of \$545.80 from the Windom Class of 2014 for the Windom Swimming Pool upon the terms set forth herein.

Adopted by the Council this 1st day of July, 2014.

\_\_\_\_\_  
Corey J. Maricle, Mayor

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

# RESOLUTION #2014

**INTRODUCED:**

**SECONDED:**

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

## **A RESOLUTION DESIGNATING THE FILING PERIOD FOR CANDIDATES FOR THE CITY ELECTION**

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**WHEREAS**, vacancies in elected offices for the City of Windom will occur on January 1, 2015; and

**WHEREAS**, vacancies will exist for the following positions:

Councilmember – At-Large  
Councilmember – Ward I  
Councilmember-Ward II

**WHEREAS**, pursuant to State Statute, the filing period shall not commence earlier than 98 days nor less than 84 days before the municipal general election.

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

The filing period for elective office in the City of Windom shall commence on July 29, 2014, at 8:00 a.m. and end on August 12, 2014, at 5:00 p.m. Nomination papers may be filed at the City Clerk's Office in the Windom City Hall during normal business hours (Monday through Friday from 8:00 a.m. to 5:00 p.m.) during said filing period.

Adopted this 1<sup>st</sup> day of July, 2014.

\_\_\_\_\_  
Corey J. Maricle, Mayor

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

# RESOLUTION #2014-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

## A RESOLUTION APPOINTING ELECTION JUDGES AND DESIGNATING POLLING PLACE FOR THE FORTHCOMING PRIMARY AND GENERAL ELECTION IN 2014

WHEREAS, pursuant to Minnesota Statutes, a Primary and a General Election will be held on August 12, 2014, and November 4, 2014, respectively; and

WHEREAS, it is necessary that a polling place be designated and election judges be appointed.

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

1. That the hours for voting at the above-mentioned elections shall be from 7:00 a.m. until 8:00 p.m.
2. The polling place for Wards I and II shall be at the Windom Community Center at 1750 Cottonwood Lake Drive.
3. The following election judges are hereby appointed to serve at the above-mentioned primary and general election.

### WARD I PRECINCT I

<u>NAME</u>	<u>ADDRESS</u>
Rosie Schwalbach	1305 20 <sup>th</sup> St
Adeline A. Anderson	945 6 <sup>th</sup> St
Maxine Frank	831 Des Moines Dr
Mary Okins	836 Highland Rd
Jackie Jurgens	829 12 <sup>th</sup> St
Joe LaCanne	1244 5 <sup>th</sup> Ave
Kathryn Nemitz	905 River Road
Pat Tepley	177 10 <sup>th</sup> Street #204
Lavonne Hedrick	177 10 <sup>th</sup> Street #105
Marian Torkelson	437 12 <sup>th</sup> St
Clarice Gregg	1261 5 <sup>th</sup> Avenue, Apt 2
Vickie Burmeister	1110 June Court
JoAnn Wisdorf	1815 Jamison Dr
Verna Jans	640 Des Moines Dr
Tary Johnson	905 6 <sup>th</sup> Street
Sherry Miller	917 Highland Road
Darris Snelling	870 20 <sup>th</sup> Street
Faye Turner	749 Des Moines Dr

Nathan Luitjens  
Erin Thiessen  
Lillian Bolton  
Amy Elston  
Danny Kneeland  
Loie Grandprey

790 Des Moines Drive  
868 Verona Ave  
1308 5<sup>th</sup> Ave  
688 River Road  
420 12<sup>th</sup> Street  
843 Highland Rd

WARD I PRECINCT 11

NAME

Marlene Nordquist  
Jeanette Schuur  
Rosalee Davis  
Nancy Meyer  
Margaret Keffeler  
Carol Paplow  
Linda Dawson  
Donald Miller  
Thomas Wickie  
Mary Franz  
Carol Hochstein  
Carol Jensen  
Shirl Ware  
Mary Meyer  
Sharon Diemer  
Joan Schafer  
Virginia Cook  
Rose Purrington  
Mary Klosterbuer  
Mick Christensen  
Landon Johnson  
Amanda Muller  
Dale Boyer

ADDRESS

1995 Great Bend Blvd  
2001 Great Bend Blvd  
861 18th St  
628 18th St  
1085 20<sup>th</sup> St  
1156 River Rd  
2570 River Rd  
1992 Great Bend Blvd  
2411 Douglas St  
2034 Great Bend Blvd  
1475 17<sup>th</sup> St, Apt #8A  
410 1<sup>st</sup> St  
1475 17<sup>th</sup> St, Apt 6-D  
1610 River Road  
2004 Great Bend Blvd  
613 19<sup>th</sup> St  
1620 6<sup>th</sup> Ave  
665 22<sup>nd</sup> St  
616 17<sup>th</sup> Street  
2216 River Road  
1950 Great Bend Blvd  
700 16<sup>th</sup> Street  
2000 River Road

WARD 11 PRECINCT I

NAME

Laura Meyers  
Joyce Helgeson  
Naomi Harris  
Romelle Wojahn  
Zola Wood  
Barbara Quarve  
Barb LaCanne  
Karen Wickie  
Donna Torkelson  
Kathy Veenker  
Bruce Olson

ADDRESS

929 Collins  
450 6<sup>th</sup> Ave  
1229 Lakeview Ave  
35677 US Hwy 71  
1368 11<sup>th</sup> Ave  
285 13<sup>th</sup> St  
1244 5<sup>th</sup> Ave  
2411 Douglas St  
721 Prospect Ave  
310 8<sup>th</sup> Street  
853 Collins Ave

Evelyn Kirkman  
Evelyn Lohre  
Tonie Peterson  
Mary Mohlencamp  
Ronda Kelly  
Melissa Stevens-Bolkema  
Leslie Grunig  
Pearl Christoffer

605 Redding Ave  
2011 4<sup>th</sup> Ave  
605 3<sup>rd</sup> Ave  
688 Prospect Ave  
460 Bonnie Ave  
829 Prospect Ave  
648 Prospect Ave  
437 17<sup>th</sup> Street

WARD 11 PRECINCT 11

NAME

Jean Hoppe  
Linda Ebeling  
Jan Sampson  
Mary Erickson  
Deborah Polzin  
Joann Caviness  
Janet Fossing  
Katherine Hansen  
Helen Haugen  
Ruby Wilson  
Carol Hartman  
Carol Brand  
Sarah Anderson  
Kathryn Roberts  
Julieene Antes  
Skylar Krueger  
Charlotte Kruse

ADDRESS

1705 Langley  
1535 3rd Ave  
1717 Langley  
412 16th St  
1220 Drake  
2220 Cottonwood Lake Dr  
1145 Redding  
712 4<sup>th</sup> Ave  
1230 Redding  
1036 Lakeview Ave  
1114 Lakeview Ave  
640 South Shore Drive  
45462 Co Rd 22  
1755 4<sup>th</sup> Ave  
1165 Drake Ave  
1900 Rudy Lane  
93 12<sup>th</sup> Street

REGISTRATION & SUBSTITUTES

NAME

Denise Nichols  
Leesa Arndt  
Robin Shaw  
Emily Prokosch  
Amanda Larson

ADDRESS

2815 Cottonwood Lake Dr  
668 Redding Ave  
730 20<sup>th</sup> St  
1124 Redding Ave  
632 17<sup>th</sup> Street

Adopted this 1<sup>st</sup> day of July, 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](http://www.windom-mn.com)

**TO:** City Council  
**FROM:** Chelsie Carlson, Finance Director\Controller  
**DATE:** June 27, 2014  
**RE:** 2014 City Hall Office Remodeling Project - Status

As you know, the City Council allocated \$30,000 over the last two years for some capital improvements. The City Hall office is getting new flooring and workstation updates. Contractors are starting work on July 10<sup>th</sup>.

During construction, customer service staff will be relocated to the Council Chambers to be available to the public. Advertisements will be run to inform the public about the temporary move and continued customer service.

The Chambers will be available for Council Meetings and School Board Meetings but we have asked other groups (Boards and Commissions) to find alternate meeting venues during this time. Below are key activities/dates for the project.

July 9<sup>th</sup> – Teardown and relocate workstations

July 10<sup>th</sup>-July 11<sup>th</sup> – Windom Floor & Sleep to remove existing carpet

July 14<sup>th</sup> – 18<sup>th</sup> – Fredin Construction & Ron's Electric

July 21<sup>st</sup> – July 25<sup>th</sup> – Windom Floor & Sleep to install flooring in office area and hallway

July 28<sup>th</sup> – July 31<sup>st</sup> – Finish\Install and setup permanent workstations

**August 1 – GOAL FOR COMPLETION**

Please let me know if you have any questions at 831-6129 or at [ccarlson@windomnet.com](mailto:ccarlson@windomnet.com).



Windom, MN

# Expense Approval Report

By Fund

Payment Dates 6/14/2014 - 6/27/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL</b>					
<b>Activity: 41310 - Administration</b>					
ELAN	20140624	06/24/2014	CREDIT CARD - AMAZON-IPAD	100-41310-200	67.48
SELECTACCOUNT	20140617	06/17/2014	PARTICIPANT FEE - JUNE #002	100-41310-217	146.16
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-41310-321	182.43
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-41310-326	37.95
CONVERGED TECHNOLOGIES,	6597	06/25/2014	RE-LOCATE SERVER	100-41310-326	740.00
STEVE NASBY	20140617	06/17/2014	EXPENSE-CGMC LABOR WOR	100-41310-331	125.44
STEVE NASBY	20140625	06/25/2014	EXPENSE - LMC ANNUAL CON	100-41310-334	201.86
A & B BUSINESS	IN89302	06/20/2014	MAINTENANCE CONTRACT #J	100-41310-401	24.62
BLUE CROSS/BLUE SHIELD	20140602	06/02/2014	JULY PREMIUM	100-41310-480	390.50
CENTER STOP	20140617	06/17/2014	GAS - MISC MERCHANDISE	100-41310-480	50.64
<b>Activity 41310 - Administration Total:</b>					<b>1,967.08</b>
<b>Activity: 41910 - Building &amp; Zoning</b>					
INDOFF, INC	2465088	06/10/2014	SUPPLIES	100-41910-200	9.84
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-41910-321	49.51
<b>Activity 41910 - Building &amp; Zoning Total:</b>					<b>59.35</b>
<b>Activity: 41940 - City Hall</b>					
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-41940-381	379.62
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-41940-382	53.42
MN ENERGY RESOURCES	20140617A	06/17/2014	HEATING #4069619-7	100-41940-383	296.08
HOMETOWN SANITATION SE	0000081711	06/04/2014	GARBAGE SERVICE	100-41940-384	85.04
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-41940-385	77.88
<b>Activity 41940 - City Hall Total:</b>					<b>892.04</b>
<b>Activity: 42120 - Crime Control</b>					
INDOFF, INC	2462507	06/03/2014	OFFICE SUPPLIES	100-42120-200	93.96
SCHWAAB, INC	D85200	06/20/2014	SUPPLIES	100-42120-200	42.47
WINDOM AREA HOSPITAL	224736028	06/13/2014	TESTING	100-42120-305	40.00
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-42120-321	65.61
LEASE FINANCE PARTNERS	20140625	06/25/2014	LEASE #3250	100-42120-326	433.00
VERIZON WIRELESS	9726550343	06/17/2014	SERVICE FOR LAP TOPS	100-42120-326	81.42
CITIZEN PUBLISHING CO	20140610	06/10/2014	ADVERTISING	100-42120-340	54.00
HY-VEE, INC.	20140620	06/20/2014	MERCHANDISE	100-42120-340	48.78
WINDOM AUTO VALU	20140611	06/11/2014	MAINTENANCE - #3400540	100-42120-405	14.98
WINDOM TOWING CO	81527	06/11/2014	SERVICE	100-42120-405	25.00
FLEET SERVICES DIVISION	2014110003	06/20/2014	SERVICE	100-42120-419	1,756.77
BLUE CROSS/BLUE SHIELD	20140602	06/02/2014	JULY PREMIUM	100-42120-480	390.50
<b>Activity 42120 - Crime Control Total:</b>					<b>3,046.49</b>
<b>Activity: 42220 - Fire Fighting</b>					
CENTER STOP	20140617	06/17/2014	GAS - MISC MERCHANDISE	100-42220-212	82.00
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-42220-321	29.06
VERIZON WIRELESS	9726550343	06/17/2014	SERVICE FOR LAP TOPS	100-42220-321	81.39
WINDOM FARM SERVICE	151928	06/17/2014	MAINTENANCE	100-42220-404	183.98
WINDOM FARM SERVICE	151982	06/17/2014	MAINTENANCE	100-42220-404	14.96
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	100-42220-404	18.65
VERIZON WIRELESS	9726550343	06/17/2014	SERVICE FOR LAP TOPS	100-42220-404	10.02
WINDOM FARM SERVICE	152320	06/17/2014	MAINTENANCE	100-42220-405	47.01
WINDOM FARM SERVICE	152429	06/17/2014	MAINTENANCE	100-42220-405	277.90
<b>Activity 42220 - Fire Fighting Total:</b>					<b>744.97</b>
<b>Activity: 42500 - Civil Defense</b>					
RON'S ELECTRIC INC	128851	06/20/2014	SERVICE	100-42500-323	81.77

## Expense Approval Report

Payment Dates: 6/14/2014 - 6/27/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-42500-381	18.33
<b>Activity 42500 - Civil Defense Total:</b>					<b>100.10</b>
<b>Activity: 43100 - Streets</b>					
LOCATORS & SUPPLIES, INC	0223653	05/30/2014	MERCHANDISE	100-43100-216	48.04
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	100-43100-216	214.37
GEMPLERS	1020103668	06/24/2014	MAINTENANCE - SUPPLIES	100-43100-217	41.80
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	100-43100-217	103.93
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-43100-217	37.95
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	100-43100-224	28.22
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	100-43100-241	354.37
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-43100-321	58.05
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-43100-381	2,114.68
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-43100-381	212.70
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-43100-382	16.92
MN ENERGY RESOURCES	20140617	06/17/2014	HEATING #4090846-9	100-43100-383	115.58
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-43100-385	25.96
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	100-43100-402	25.97
WINDOM FARM SERVICE	152311	06/17/2014	MAINTENANCE	100-43100-404	11.98
WOOD'N PALLETS, INC	719768	06/17/2014	MAINTENANCE	100-43100-404	70.00
GDF ENTERPRISES, INC	A6658	06/20/2014	MAINTENANCE	100-43100-404	522.20
BLUE CROSS/BLUE SHIELD	20140602	06/02/2014	JULY PREMIUM	100-43100-480	1,042.50
<b>Activity 43100 - Streets Total:</b>					<b>5,045.22</b>
<b>Activity: 43210 - Sanitation</b>					
WAYNE ERICKSON	20140618	06/18/2014	COMPOST SITE MANAGER	100-43210-307	128.25
CITIZEN PUBLISHING CO	20140610	06/10/2014	ADVERTISING	100-43210-480	299.93
<b>Activity 43210 - Sanitation Total:</b>					<b>428.18</b>
<b>Activity: 45120 - Recreation</b>					
FAIRMONT BASEBALL ASSOCI	20140617	06/17/2014	LEAGUE FEES I-90 PONY	100-45120-215	200.00
A & B BUSINESS	IN89302	06/20/2014	MAINTENANCE CONTRACT #J	100-45120-217	24.57
<b>Activity 45120 - Recreation Total:</b>					<b>224.57</b>
<b>Activity: 45202 - Park Areas</b>					
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-45202-381	217.99
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-45202-382	1,064.58
HOMETOWN SANITATION SE	0000081712	06/05/2014	DUMPSTER SERVICE	100-45202-384	84.73
HOMETOWN SANITATION SE	0000081713	06/05/2014	DUMPSTER SERVICE	100-45202-384	46.12
HOMETOWN SANITATION SE	0000081722	06/05/2014	DUMPSTER SERVICE	100-45202-384	74.00
HOMETOWN SANITATION SE	0000081723	06/05/2014	DUMPSTER SERVICE	100-45202-384	64.17
HOMETOWN SANITATION SE	0000081724	06/05/2014	DUMPSTER SERVICE	100-45202-384	37.00
HOMETOWN SANITATION SE	0000081725	06/05/2014	DUMPSTER SERVICE	100-45202-384	50.59
HOMETOWN SANITATION SE	0000081730	06/05/2014	DUMPSTER SERVICE	100-45202-384	54.35
HOMETOWN SANITATION SE	0000081731	06/05/2014	DUMPSTER SERVICE	100-45202-384	54.35
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	100-45202-385	25.96
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	100-45202-402	6.37
GEMPLERS	1020168408	06/13/2014	MAINTENANCE	100-45202-404	118.80
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	100-45202-404	2.38
WINDOM AUTO VALU	20140611	06/11/2014	MAINTENANCE - #3400540	100-45202-404	4.67
WINDOM AUTO VALU	20140611	06/11/2014	MAINTENANCE - #3400540	100-45202-404	11.99
DAKTRONICS, INC	6599200	06/10/2014	MAINTENANCE	100-45202-404	117.57
MTI DISTRIBUTING, INC	960661-00	06/11/2014	MAINTENANCE	100-45202-405	39.69
MTI DISTRIBUTING, INC	961043-01	06/11/2014	MAINTENANCE	100-45202-405	45.92
MTI DISTRIBUTING, INC	963009-00	06/20/2014	MAINTENANCE	100-45202-405	97.65
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	100-45202-480	26.98
<b>Activity 45202 - Park Areas Total:</b>					<b>2,245.86</b>
<b>Fund 100 - GENERAL Total:</b>					<b>14,753.86</b>
<b>Fund: 211 - LIBRARY</b>					
<b>Activity: 45501 - Library</b>					
ILLINOIS LIBRARY ASSOCIATIO	1880480	06/20/2014	SUPPLIES	211-45501-200	124.35
INDOFF, INC	2462449	06/10/2014	SUPPLIES	211-45501-200	83.99

Expense Approval Report

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INDOFF, INC	2465000	06/20/2014	SUPPLIES	211-45501-200	34.95
CITIZEN PUBLISHING CO	20140610	06/10/2014	COMPUTER SUPPORT	211-45501-217	174.99
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	211-45501-321	32.08
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	211-45501-326	42.95
KDOM RADIO	KDOM0788140532686	06/20/2014	ADVERTISING - LIBRARY	211-45501-350	69.00
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	211-45501-381	128.15
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	211-45501-382	16.02
MN ENERGY RESOURCES	20140620B	06/20/2014	HEATING #4081276-0	211-45501-383	388.79
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	211-45501-385	25.96
KRI - KATO ROOFING, INC.	12095	06/13/2014	MAINTENANCE	211-45501-402	1,360.00
THE ATLANTIC	20140613	06/13/2014	SUBSCRIPTION	211-45501-433	54.95
FAMILY FUN MAGAZINE	20140613	06/13/2014	SUBSCRIPTION	211-45501-433	19.95
QUILTER'S WORLD	20140613	06/13/2014	SUBSCRIPTION	211-45501-433	64.97
CONSUMER REPORTS	20140613	06/13/2014	SUBSCRIPTION	211-45501-433	99.00
POPULAR SCIENCE	20140620	06/20/2014	SUBSCRIPTION	211-45501-433	14.97
VICTORIA	20140620	06/20/2014	SUBSCRIPTION	211-45501-433	36.00
AGRI NEWS	20140620	06/20/2014	SUBSCRIPTION #20837	211-45501-433	25.00
INGRAM	20140613	06/13/2014	BOOKS #2004243	211-45501-435	1,256.66
MICROMARKETING	528739	06/20/2014	BOOKS	211-45501-435	214.88
				<b>Activity 45501 - Library Total:</b>	<b>4,267.61</b>
				<b>Fund 211 - LIBRARY Total:</b>	<b>4,267.61</b>

Fund: 225 - AIRPORT

Activity: 45127 - Airport					
SOUTHWEST MN BROADBAN	20140620	06/20/2014	TELEPHONE #WIND-001-0018	225-45127-321	27.25
TONY'S BACKHOE & GRADING	558152	06/25/2014	SERVICE	225-45127-409	150.00
				<b>Activity 45127 - Airport Total:</b>	<b>177.25</b>
Activity: 49950 - Capital Outlay					
TKDA ENGINEERS	002014001592	06/17/2014	SERVICE: WINDOM 2011 AIRP	225-49950-500	247.78
TKDA ENGINEERS	002014001593	06/17/2014	SERVICE: WINDOM 2013 JET-	225-49950-500	926.81
				<b>Activity 49950 - Capital Outlay Total:</b>	<b>1,174.59</b>
				<b>Fund 225 - AIRPORT Total:</b>	<b>1,351.84</b>

Fund: 230 - POOL

Activity: 45124 - Pool					
JCL SOLUTIONS - JANITORS CL	1017749	06/11/2014	SUPPLIES	230-45124-211	79.93
HAWKINS, INC	3603262	06/11/2014	CHEMICALS	230-45124-216	1,456.76
A & B BUSINESS	IN89302	06/20/2014	MAINTENANCE CONTRACT #J	230-45124-217	24.62
AH HERMEL COMPANY	436404	06/05/2014	CONCESSIONS	230-45124-260	950.38
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	230-45124-382	15.63
HOMETOWN SANITATION SE	0000081726	06/05/2014	DUMPSTER SERVICE	230-45124-384	97.75
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	230-45124-385	25.96
HORIZON CHEMICAL CO. INC	140530022	06/11/2014	MAINTENANCE	230-45124-404	80.63
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	230-45124-404	3.80
RON'S ELECTRIC INC	128795	06/17/2014	MAINTENANCE	230-45124-409	52.00
				<b>Activity 45124 - Pool Total:</b>	<b>2,787.46</b>
				<b>Fund 230 - POOL Total:</b>	<b>2,787.46</b>

Fund: 235 - AMBULANCE

Activity: 42153 - Ambulance					
LEWIS FAMILY DRUG, LLC	16136	06/25/2014	SUPPLIES	235-42153-217	8.13
EMSRB	3712	06/20/2014	MNSTAR FORMS	235-42153-217	89.70
BOUND TREE MEDICAL, LLC	81445563	06/10/2014	SUPPLIES	235-42153-217	144.21
A & B BUSINESS	IN89302	06/20/2014	MAINTENANCE CONTRACT #J	235-42153-217	24.62
WINDOM AREA HOSPITAL	20140624	06/24/2014	NURSING SERVICE	235-42153-312	2,115.11
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	235-42153-321	25.82
VERIZON WIRELESS	9726550343	06/17/2014	SERVICE FOR LAP TOPS	235-42153-321	81.39
EXPERT T BILLING	1435	06/24/2014	BILLING SERVICE	235-42153-326	1,071.00
JOHN MEYER	20140624	06/24/2014	EXPENSE	235-42153-334	5.41
JIM AXFORD	20140624	06/24/2014	EXPENSE	235-42153-334	46.89
DONNA MARCY	20140624	06/24/2014	EXPENSE	235-42153-334	46.98

## Expense Approval Report

Payment Dates: 6/14/2014 - 6/27/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MARK MARCY	20140624	06/24/2014	EXPENSE	235-42153-334	26.89
BUCKWHEAT JOHNSON	20140624	06/24/2014	EXPENSE	235-42153-334	70.32
APRIL HARRINGTON	20140625	06/24/2014	EXPENSE	235-42153-334	10.87
WINDOM AUTO VALU	20140611	06/11/2014	MAINTENANCE - #3400540	235-42153-405	7.87
ARROW MANUFACTURING IN	2285	06/11/2014	MAINTENANCE	235-42153-405	1,974.60
ARROW MANUFACTURING IN	2286	06/10/2014	MAINTENANCE	235-42153-405	1,430.00
<b>Activity 42153 - Ambulance Total:</b>					<b>7,179.81</b>
<b>Fund 235 - AMBULANCE Total:</b>					<b>7,179.81</b>
<b>Fund: 250 - EDA GENERAL</b>					
NEW VISION COOP	20140613	06/13/2014	JUNE 2014 TAX ABATEMENT	250-31060	6,949.62
GLOBAL INVESTMENT PROPE	20140613	06/13/2014	JUNE 2014 TAX ABATEMENT	250-31060	6,180.43
					<b>13,130.05</b>
<b>Activity: 46520 - EDA</b>					
INDOFF, INC	2465088	06/10/2014	SUPPLIES	250-46520-200	9.84
EHLERS & ASSOC., INC.	348360	06/17/2014	SERVICE: 2013 OSA INQUIRY	250-46520-301	307.50
EHLERS & ASSOC., INC.	348361	06/17/2014	SERVICE: TIF DISTRICT #18: 20	250-46520-301	5,000.00
EHLERS & ASSOC., INC.	348362	06/17/2014	SERVICE: TIF REPORTING	250-46520-301	2,767.50
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	250-46520-321	49.51
AARON BACKMAN	20140613	06/13/2014	EXPENSE-INT'L ENOC DEV CO	250-46520-331	222.88
AARON BACKMAN	20140617	06/17/2014	EXPENSE-FED MIF RLF MGMT	250-46520-331	40.32
CITIZEN PUBLISHING CO	20140610	06/10/2014	ADVERTISING	250-46520-350	79.50
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	250-46520-381	43.93
RON'S ELECTRIC INC	128857	06/20/2014	SERVICE	250-46520-402	238.29
CARL HALLUM	0769	06/13/2014	SERVICE - PHOTO	250-46520-480	55.00
<b>Activity 46520 - EDA Total:</b>					<b>8,814.27</b>
<b>Fund 250 - EDA GENERAL Total:</b>					<b>21,944.32</b>
<b>Fund: 251 - EDA REVOLVING</b>					
<b>Activity: 46520 - EDA</b>					
COTTONWOOD CO RECORDE	272993	06/13/2014	RECORD FEE #49476 & #4947	251-46520-217	66.00
<b>Activity 46520 - EDA Total:</b>					<b>66.00</b>
<b>Fund 251 - EDA REVOLVING Total:</b>					<b>66.00</b>
<b>Fund: 252 - EDA SCDP</b>					
<b>Activity: 46520 - EDA</b>					
WESTERN COMM ACTION PA	1707	06/25/2014	JACKIE DOEDEN PROJECT-WI	252-46520-491	2,345.00
RON'S ELECTRIC INC	20140625	06/25/2014	REHAB PROGRAM-J.DOEDEN	252-46520-491	7,290.00
WESTERN COMM ACTION PA	20140625	06/25/2014	JACKIE DOEDEN PROJECT-REH	252-46520-491	101.00
<b>Activity 46520 - EDA Total:</b>					<b>9,736.00</b>
<b>Fund 252 - EDA SCDP Total:</b>					<b>9,736.00</b>
<b>Fund: 265 - TIF 1-8 DOWNTOWN</b>					
EDA	20140613	06/13/2014	TIF DIST 1-8 CO #15 - IFL	265-20702	2,682.90
					<b>2,682.90</b>
<b>Fund 265 - TIF 1-8 DOWNTOWN Total:</b>					<b>2,682.90</b>
<b>Fund: 266 - TIF 1-10 RUNNINGS</b>					
<b>Activity: 46530 - TIF Districts</b>					
J & R PARTNERSHIP	20140613	06/13/2014	TIF DIST 1-10 CO #16	266-46530-482	13,704.34
<b>Activity 46530 - TIF Districts Total:</b>					<b>13,704.34</b>
<b>Fund 266 - TIF 1-10 RUNNINGS Total:</b>					<b>13,704.34</b>
<b>Fund: 268 - TIF 1-12 PM WINDOM</b>					
<b>Activity: 46530 - TIF Districts</b>					
PM WINDOM	20140613	06/13/2014	TIF DIST 1-12 CO #21	268-46530-482	47,574.65
<b>Activity 46530 - TIF Districts Total:</b>					<b>47,574.65</b>
<b>Fund 268 - TIF 1-12 PM WINDOM Total:</b>					<b>47,574.65</b>

Expense Approval Report

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 269 - TIF 1-14 SPEC BLDG II</b>					
EDA	20140613A	06/13/2014	TIF DIST 1-14 CO #25- IFL	269-20702	5,025.36
					5,025.36
<b>Fund 269 - TIF 1-14 SPEC BLDG II Total:</b>					<b>5,025.36</b>
<b>Fund: 270 - TIF 1-16 GDF DISTRICT</b>					
<b>Activity: 46530 - TIF Districts</b>					
GDF ENTERPRISES, INC	20140613	06/13/2014	TIF DIST 1-16 CO #30	270-46530-482	2,139.38
					2,139.38
<b>Activity 46530 - TIF Districts Total:</b>					<b>2,139.38</b>
<b>Fund 270 - TIF 1-16 GDF DISTRICT Total:</b>					<b>2,139.38</b>
<b>Fund: 401 - GENERAL CAPITAL PROJECTS</b>					
<b>Activity: 49950 - Capital Outlay</b>					
COTTONWOOD CO SHERIFF	20140624	06/25/2014	RECORDS MANAGEMENT	401-49950-501	1,258.00
TOWMASTER	359077	05/30/2014	CIP PLOW HITCH	401-49950-503	10,516.00
RON'S ELECTRIC INC	128914	06/24/2014	ADA DOOR	401-49950-509	87.89
WORTHINGTON GLASS INC	40223	06/24/2014	ADA DOOR	401-49950-509	2,663.00
					14,524.89
<b>Activity 49950 - Capital Outlay Total:</b>					<b>14,524.89</b>
<b>Fund 401 - GENERAL CAPITAL PROJECTS Total:</b>					<b>14,524.89</b>
<b>Fund: 601 - WATER</b>					
<b>Activity: 49400 - Water</b>					
CENTER STOP	20140617	06/17/2014	GAS - MISC MERCHANDISE	601-49400-212	75.01
HAWKINS, INC	3603011	06/10/2014	CHEMICALS	601-49400-216	1,839.75
GOPHER STATE ONE CALL	108909	06/03/2014	LOCATES	601-49400-321	30.45
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	601-49400-321	49.27
SOURCE ONE SOLUTIONS, LLC	4174	06/13/2014	UTILITY BILL SERVICES - POST	601-49400-322	246.36
SOURCE ONE SOLUTIONS, LLC	4174	06/13/2014	UTILITY BILL SERVICES	601-49400-326	812.59
CITIZEN PUBLISHING CO	20140610	06/10/2014	ADVERTISING	601-49400-340	130.20
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	601-49400-381	3,732.63
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	601-49400-382	15.23
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	601-49400-385	25.96
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	601-49400-386	1.50
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	601-49400-386	1.50
A & B BUSINESS	IN89302	06/20/2014	MAINTENANCE CONTRACT #J	601-49400-404	24.62
SVOBODA EXCAVATING, INC	00006366	06/17/2014	MAINTENANCE	601-49400-408	1,145.00
HD SUPPLY WATERWORKS LT	C250527	06/17/2014	MAINTENANCE	601-49400-480	397.60
					8,526.17
<b>Activity 49400 - Water Total:</b>					<b>8,526.17</b>
<b>Fund 601 - WATER Total:</b>					<b>8,526.17</b>
<b>Fund: 602 - SEWER</b>					
<b>Activity: 49450 - Sewer</b>					
CENTER STOP	20140617	06/17/2014	GAS - MISC MERCHANDISE	602-49450-212	4.59
HAWKINS, INC	3603263	06/10/2014	CHEMICALS	602-49450-216	1,229.50
MN VALLEY TESTING	703937	05/28/2014	TESTING	602-49450-310	118.60
MN VALLEY TESTING	703640	05/30/2014	SERVICE	602-49450-310	238.00
MN VALLEY TESTING	703658	05/30/2014	SERVICE	602-49450-310	928.80
MN VALLEY TESTING	704380	06/02/2014	LAB TESTING	602-49450-310	133.00
MN VALLEY TESTING	704402	06/02/2014	LAB TESTING	602-49450-310	158.00
MN VALLEY TESTING	704551	06/02/2014	LAB TESTING	602-49450-310	120.00
MN VALLEY TESTING	704573	06/02/2014	LAB TESTING	602-49450-310	118.60
MN VALLEY TESTING	705242	06/02/2014	LAB TESTING	602-49450-310	133.00
MN VALLEY TESTING	705242	06/06/2014	11400	602-49450-310	133.00
GOPHER STATE ONE CALL	108909	06/03/2014	LOCATES	602-49450-321	30.45
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	602-49450-321	154.17
SOURCE ONE SOLUTIONS, LLC	4174	06/13/2014	UTILITY BILL SERVICES - POST	602-49450-322	246.36
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	602-49450-326	37.95
SOURCE ONE SOLUTIONS, LLC	4174	06/13/2014	UTILITY BILL SERVICES	602-49450-326	812.59
CITIZEN PUBLISHING CO	20140610	06/10/2014	ADVERTISING	602-49450-350	89.00
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	602-49450-381	14,240.39
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	602-49450-382	581.34
MN ENERGY RESOURCES	20140620	06/20/2014	HEATING #4335469-5	602-49450-383	5.43
MN ENERGY RESOURCES	20140620A	06/20/2014	HEATING #4325313-7	602-49450-383	41.30
HOMETOWN SANITATION SE	0000081715	06/06/2014	DUMPSTER SERVICE	602-49450-384	85.04

## Expense Approval Report

Payment Dates: 6/14/2014 - 6/27/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SUNSHINE FILTERS	115833	06/25/2014	MAINTENANCE	602-49450-404	365.02
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	602-49450-404	50.97
WINDOM AUTO VALU	20140611	06/11/2014	MAINTENANCE - #3400540	602-49450-404	127.63
MTI DISTRIBUTING, INC	961043-00	06/20/2014	MAINTENANCE	602-49450-404	157.06
A & B BUSINESS	IN89302	06/20/2014	MAINTENANCE CONTRACT #J	602-49450-404	24.62
BLUE CROSS/BLUE SHIELD	20140602	06/02/2014	JULY PREMIUM	602-49450-480	390.50
MTI DISTRIBUTING, INC	961043-00	06/20/2014	MAINTENANCE	602-49450-480	85.63
				<b>Activity 49450 - Sewer Total:</b>	<b>20,707.54</b>
				<b>Fund 602 - SEWER Total:</b>	<b>20,707.54</b>

**Fund: 604 - ELECTRIC**

TELECOM FUND	20140613	06/13/2014	MONTHLY TRANSFERS UTIL T	604-11500	0.22
DAKOTA SUPPLY GROUP	8559757	06/03/2014	ELECTRIC INVENTORY	604-14200	3,524.73
RON'S ELECTRIC INC	128841	06/20/2014	NEW CONSTRUCTION-GODFA	604-16300	156.00
CARRIE WESTERMAN	20140613	06/13/2014	REFUND-BALANCE OF UTILITY	604-22000	23.05
BRADLEY DAVIS	20140613	06/13/2014	REFUND- BALANCE OF UTILIT	604-22000	141.53
STEVE HANSEN	20140613	06/13/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
ELECTRIC FUND	20140613	06/13/2014	REFUND-C.WESTERMAN UTIL	604-22000	101.95
ELECTRIC FUND	20140613A	06/13/2014	REFUND-T.BURMEISTER UTIL	604-22000	300.00
ELECTRIC FUND	20140613B	06/13/2014	REFUND-B.DAVIS-UTIL PREPA	604-22000	158.47
CARL PABST	20140617	06/17/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
CAROLE HANSON	20140617	06/17/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
EVELYN YSKER	20140617	06/17/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
LOY STOREY	20140617	06/17/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
ROGER & MARLENE ANDERSON	20140617	06/17/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
TARA MOHLENCAMP	20140617	06/17/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
TINA BURNS	20140617	06/17/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
AMANDA SCHOBERG	20140617	06/17/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
JESSE CROWELL	20140618	06/18/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
DEREK JONES	20140618	06/18/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
ELECTRIC FUND	20140620	06/20/2014	REFUND - BALANCE OF UTILIT	604-22000	245.77
FLOR ABRAHAM	20140620	06/20/2014	REFUND-BALANCE OF UTIL PR	604-22000	54.23
LUCAS KAPLAN	20140624	06/25/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
					<b>8,305.95</b>

**Activity: 49550 - Electric**

ELAN	20140624	06/24/2014	CREDIT CARD - SAGE	604-49550-200	0.02
OFFICEMAX - HSBC BUS SOLU	303124	06/13/2014	SUPPLIES #701746	604-49550-200	272.24
CENTRAL MINNESOTA MUNIC	4495	06/11/2014	TRANSMISSION	604-49550-263	119,948.87
CENTRAL MINNESOTA MUNIC	4495	06/11/2014	ENERGY -	604-49550-263	106,603.90
DEPARTMENT OF ENERGY	BFPB000800514	06/10/2014	ENERGY	604-49550-263	110,736.77
COTTONWOOD CO HWY DEP	20140619	06/19/2014	UTILITY PERMIT ON CSAH 13	604-49550-303	100.00
SKARSHAUG TESTING LAB	188997	06/13/2014	TESTING	604-49550-310	401.81
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	604-49550-310	36.94
MN VALLEY TESTING	705241	06/06/2014	TESTING	604-49550-310	238.00
GOPHER STATE ONE CALL	108909	06/03/2014	LOCATES	604-49550-321	30.45
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	604-49550-321	193.33
SOURCE ONE SOLUTIONS, LLC	4174	06/13/2014	UTILITY BILL SERVICES - POST	604-49550-322	246.36
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	604-49550-326	37.95
SOURCE ONE SOLUTIONS, LLC	4174	06/13/2014	UTILITY BILL SERVICES	604-49550-326	1,675.96
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	604-49550-381	111.81
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	604-49550-382	16.84
HOMETOWN SANITATION SE	0000081716	06/05/2014	DUMPSTER SERVICE	604-49550-384	84.75
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	604-49550-385	25.96
UTILITIES PLUS ENERGY SERVI	8979	06/20/2014	REPAIR-MAINTENANCE	604-49550-402	1,442.81
JOHNSON HARDWARE	0390	06/17/2014	MAINTENANCE	604-49550-404	5.48
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	604-49550-404	50.89
A & B BUSINESS	IN89302	06/20/2014	MAINTENANCE CONTRACT #J	604-49550-404	24.62
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	604-49550-406	415.09
TANKNOLOGY INC	1035257	06/24/2014	MAINTENANCE	604-49550-408	622.60
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	604-49550-408	53.22

## Expense Approval Report

Payment Dates: 6/14/2014 - 6/27/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOLOMON CORPORATION	253202	06/03/2014	DISPOSAL MAINTENANCE	604-49550-408	182.70
ZIEGLER, INC.	SW050218777	06/11/2014	CATERPILLAR S#07RNO1276	604-49550-408	10,698.19
ZIEGLER, INC.	SW050218779	06/11/2014	CATERPILLAR S#07RNO1277	604-49550-408	10,698.19
ZIEGLER, INC.	SW050218781	06/11/2014	CATERPILLAR S#07RNO1283	604-49550-408	10,698.19
MN DEPT OF COMMERCE	1000027624	06/10/2014	1ST Q FY 2015 INDIR ASSESS	604-49550-433	317.06
MN DEPT OF COMMERCE	1000027624	06/10/2014	1ST Q FY 2015 INDIR ASSESS	604-49550-450	887.06
CENTRAL MINNESOTA MUNIC	4510	06/11/2014	CIP MONTHLY ASSESSMENT	604-49550-450	2,140.00
BANK MIDWEST	20140616	06/16/2014	NSF -TARA STRAND UTIL & TE	604-49550-480	93.48
Activity 49550 - Electric Total:					379,091.54
Fund 604 - ELECTRIC Total:					387,397.49

## Fund: 609 - LIQUOR STORE

## Activity: 49751 - Liquor Store

JOHNSON BROS.	1861336	06/02/2014	MERCHANDISE	609-49751-251	2,492.12
JOHNSON BROS.	1861339	06/02/2014	MERCHANDISE	609-49751-251	214.21
JOHNSON BROS.	1866704	06/10/2014	MERCHANDISE	609-49751-251	2,370.34
PHILLIPS WINE & SPIRITS	2614865	06/11/2014	MERCHANDISE	609-49751-251	313.20
JOHNSON BROS.	619941	06/10/2014	MERCHANDISE	609-49751-251	-13.19
JOHNSON BROS.	1866706	06/10/2014	MERCHANDISE	609-49751-252	123.00
HAGEN BEVERAGE DIST. INC.	264286	06/17/2014	MERCHANDISE	609-49751-252	7,739.35
HAGEN BEVERAGE DIST. INC.	264293	06/17/2014	CREDIT - MERCHANDISE	609-49751-252	-25.20
HAGEN BEVERAGE DIST. INC.	264524	06/20/2014	MERCHANDISE	609-49751-252	7,062.20
HAGEN BEVERAGE DIST. INC.	264584	06/24/2014	MERCHANDISE	609-49751-252	18.80
BEVERAGE WHOLESALERS	505134	06/17/2014	MERCHANDISE	609-49751-252	7,081.70
BEVERAGE WHOLESALERS	506159	06/20/2014	MERCHANDISE	609-49751-252	3,959.45
ARTISAN BEER COMPANY	53824	06/10/2014	MERCHANDISE	609-49751-252	178.00
JOHNSON BROS.	1861337	06/02/2014	MERCHANDISE	609-49751-253	637.65
JOHNSON BROS.	1861338	06/02/2014	MERCHANDISE	609-49751-253	93.98
JOHNSON BROS.	1866705	06/10/2014	MERCHANDISE	609-49751-253	798.65
JOHNSON BROS.	1866706	06/10/2014	MERCHANDISE	609-49751-253	88.97
PHILLIPS WINE & SPIRITS	2614866	06/11/2014	MERCHANDISE	609-49751-253	1,217.80
BEVERAGE WHOLESALERS	505134	06/17/2014	MERCHANDISE	609-49751-253	249.60
JOHNSON BROS.	619942	06/10/2014	CREDIT - MERCHANDISE	609-49751-253	-240.00
HAGEN BEVERAGE DIST. INC.	264524	06/20/2014	MERCHANDISE	609-49751-254	45.00
BEVERAGE WHOLESALERS	505134	06/17/2014	MERCHANDISE	609-49751-254	123.00
HAGEN BEVERAGE DIST. INC.	264524	06/20/2014	MERCHANDISE	609-49751-259	72.50
BEVERAGE WHOLESALERS	505134	06/17/2014	MERCHANDISE	609-49751-259	48.00
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	609-49751-321	63.03
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	609-49751-326	90.62
JOHNSON BROS.	1861336	06/02/2014	MERCHANDISE	609-49751-333	30.40
JOHNSON BROS.	1861337	06/02/2014	MERCHANDISE	609-49751-333	22.40
JOHNSON BROS.	1861339	06/02/2014	MERCHANDISE	609-49751-333	1.60
JOHNSON BROS.	1866704	06/10/2014	MERCHANDISE	609-49751-333	28.80
JOHNSON BROS.	1866705	06/10/2014	MERCHANDISE	609-49751-333	32.00
PHILLIPS WINE & SPIRITS	2614865	06/11/2014	MERCHANDISE	609-49751-333	5.07
PHILLIPS WINE & SPIRITS	2614866	06/11/2014	MERCHANDISE	609-49751-333	28.00
JOHNSON BROS.	619942	06/10/2014	CREDIT - MERCHANDISE	609-49751-333	-9.60
CITIZEN PUBLISHING CO	20140610	06/10/2014	ADVERTISING	609-49751-340	163.60
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	609-49751-381	622.78
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	609-49751-382	35.30
HOMETOWN SANITATION SE	0000081714	06/10/2014	GARBAGE SERVICE - RIVERBE	609-49751-384	48.06
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	609-49751-385	32.46
RON'S ELECTRIC INC	128894	06/24/2014	MAINTENANCE	609-49751-402	582.24
A & B BUSINESS	IN89302	06/20/2014	MAINTENANCE CONTRACT #J	609-49751-404	24.62
BANK MIDWEST	20140617	06/17/2014	NSF-JAVIER CISNEROS - LIQU	609-49751-480	61.24
BANK MIDWEST	20140619	06/19/2014	NSF - JOSHUA STRUCK - LIQU	609-49751-480	22.41
BANK MIDWEST	20140620	06/20/2014	NSF - VONG PHANTHAVONG	609-49751-480	150.29
BANK MIDWEST	20140620	06/20/2014	NSF - RANDEE BERG - LIQUOR	609-49751-480	74.32
Activity 49751 - Liquor Store Total:					36,758.77
Fund 609 - LIQUOR STORE Total:					36,758.77

Expense Approval Report

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 614 - TELECOM</b>					
MARIA SAUCEDO RODRIGUEZ	20140613	06/13/2014	REFUND - STATEMENT CREDI	614-11500	3.90
LAURA MEYERS	20140613	06/13/2014	REFUND - STATEMENT CREDI	614-11500	66.37
COLIN HENDERSON	20140613	06/13/2014	REFUND - STATEMENT CREDI	614-11500	14.77
BRONICA GRAY	20140613	06/13/2014	REFUND - STATEMENT CREDI	614-11500	28.40
BYRON RICHTER	20140613	06/13/2014	REFUND - STATEMENT CREDI	614-11500	25.41
ELECTRIC FUND	20140613D	06/13/2014	MONTHLY TRANSFERS-TEL TO	614-11500	198.88
ELECTRIC FUND	20140625	06/25/2014	E/C POSTING - TEL TO UTIL B.	614-11500	96.62
JASON HANKE - MANKATO NE	386712	06/17/2014	CABLE HEADEND UPGRADE	614-16400	37,427.00
JASON HANKE - MANKATO NE	386713	06/17/2014	CABLE HEADEND UPGRADE-S	614-16400	116.21
					<b>37,977.56</b>

<b>Activity: 49870 - Telecom</b>					
NEW STAR SALES & SERVICE	42335	06/24/2014	SERVICE	614-49870-200	37.41
GLOBAL GOV'T/EDUCATION S	20140617	06/17/2014	SUPPLIES #J7667713	614-49870-227	658.90
GLOBAL GOV'T/EDUCATION S	J76251480101	06/24/2014	MAINTENANCE	614-49870-227	120.99
GLOBAL GOV'T/EDUCATION S	J76251480102	06/24/2014	MAINTENANCE	614-49870-227	31.13
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	614-49870-241	281.70
GLOBAL GOV'T/EDUCATION S	J76383760101	06/24/2014	SUPPLIES - TOOLS	614-49870-241	107.92
MIN DEPT OF COMMERCE	1000027289	06/10/2014	Q1 FY 2015 ASSESSMENT #64	614-49870-304	258.69
OLSEN THIELEN & CO.,LTD	15589	06/11/2014	SERVICE	614-49870-304	284.00
INTERSTATE TRS FUND	82580706146	06/24/2014	ASSESSMENT FOR 499-A FILIN	614-49870-304	124.90
GOPHER STATE ONE CALL	108909	06/03/2014	LOCATES	614-49870-321	30.45
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	614-49870-321	367.72
SOURCE ONE SOLUTIONS, LLC	4174	06/13/2014	UTILITY BILL SERVICES - POST	614-49870-322	246.37
SOURCE ONE SOLUTIONS, LLC	4174	06/13/2014	UTILITY BILL SERVICES	614-49870-326	1,777.53
DAN OLSEN	20140617	06/17/2014	EXPENSE- VIDEO HEADEND	614-49870-334	185.12
KDOM RADIO	KDOM0073140532685	06/17/2014	ADVERTISING-WINDOM NET	614-49870-340	168.00
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	614-49870-381	1,594.72
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	614-49870-382	16.59
MN ENERGY RESOURCES	20140624A	06/24/2014	HEATING #4098343-9	614-49870-383	27.15
HOMETOWN SANITATION SE	0000081717	06/17/2014	GARBAGE SERVICE - TELECOM	614-49870-384	73.92
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	614-49870-385	25.96
A & B BUSINESS	IN89302	06/20/2014	MAINTENANCE CONTRACT #J	614-49870-404	24.62
SDN COMMUNICATIONS	0635-06-2014	06/17/2014	SERVICE #036790	614-49870-441	2,839.79
E-911 - INDEPENDENT EMERG	20140617	06/17/2014	911 SERVICE	614-49870-441	40.00
CENTURY LINK - LIS ACCTS	L040021021-14146	06/17/2014	SERVICE #507-L04-0021-021	614-49870-441	70.42
BLUEHIGHWAYS	012-050514	06/13/2014	SUBSCRIBER	614-49870-442	253.70
BBC WORLDWIDE AMERICA I	077383	06/13/2014	SUBSCRIBER	614-49870-442	83.31
AZAR COMPUTER SOFTWARE	140256	06/17/2014	SUPPORT	614-49870-442	1,950.00
NATIONAL CABLE TV COOP	14041038-01	06/13/2014	SUBSCRIBER	614-49870-442	260.92
ONVOY VOICE SERVICES	140602008508	06/17/2014	SERVICE #001555600262	614-49870-442	1,351.47
ONVOY VOICE SERVICES	140602010570	06/17/2014	SERVICE #001553603305	614-49870-442	3,421.63
DISH NETWORK	20140617	06/17/2014	SERVICE #8255-2900-1001-18	614-49870-442	3,400.00
DISPLAY SYSTEMS INTERNATI	21727	06/17/2014	SERVICE	614-49870-442	163.88
KARE GANNETT CO., INC	297-1042	06/17/2014	SUBSCRIBER	614-49870-442	2,512.60
TOWER DISTRIBUTION COMP	365155	06/13/2014	SUBSCRIBER	614-49870-442	545.08
OWN LLC	4565613	06/02/2014	SUBSCRIBER FEES	614-49870-442	79.45
HUB TELEVISION NETWORKS	4566101	06/02/2014	SUBSCRIBER FEES	614-49870-442	37.68
DISCOVERY DIGITAL NETWOR	4566786	06/02/2014	SUBSCRIBER FEES	614-49870-442	146.57
ADARA TECHNOLOGIES INC	AP100223CW-18	06/17/2014	SERVICE	614-49870-442	10,500.00
COGENT COMMUNICATIONS,	20140617	06/17/2014	SERVICE	614-49870-447	1,750.00
JASON HANKE - MANKATO NE	386693	06/24/2014	SERVICE	614-49870-447	1,850.00
GOLDEN WEST TECH & INT SO	140510420	06/17/2014	SUBSCRIBER	614-49870-448	249.03
NEUSTAR, INC.	L-0000011274	06/24/2014	SERVICE	614-49870-451	14.25
BANK MIDWEST	20140616	06/16/2014	NSF -TARA STRAND UTIL & TE	614-49870-480	106.52
BANK MIDWEST	20140624	06/24/2014	NSF-DAN CONRAD UTIL	614-49870-480	278.74
BANK MIDWEST	20140624	06/24/2014	NSF-DAN CONRAD -TELECOM	614-49870-480	61.60
<b>Activity 49870 - Telecom Total:</b>					<b>38,410.43</b>
<b>Fund 614 - TELECOM Total:</b>					<b>76,387.99</b>

## Expense Approval Report

Payment Dates: 6/14/2014 - 6/27/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 615 - ARENA</b>					
Activity: 49850 - Arena					
HEARTLAND PAPER COMPAN	37967-0	06/25/2014	SUPPLIES	615-49850-211	85.31
HEARTLAND PAPER COMPAN	37973-0	06/25/2014	SUPPLIES	615-49850-211	62.27
COTTONWOOD VET CLINIC	130575	06/11/2014	SERVICE - HORSE SHOWS	615-49850-217	120.00
COTTONWOOD VET CLINIC	130852	06/11/2014	SERVICE - HORSE SHOWS	615-49850-217	120.00
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	615-49850-217	64.95
A & B BUSINESS	IN89302	06/20/2014	MAINTENANCE CONTRACT #J	615-49850-217	24.62
HY-VEE, INC.	20140620	06/20/2014	MERCHANDISE	615-49850-260	164.44
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	615-49850-321	131.44
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	615-49850-326	94.82
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	615-49850-381	1,865.18
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	615-49850-382	24.40
HOMETOWN SANITATION SE	0000081718	06/05/2014	DUMPSTER SERVICE	615-49850-384	130.88
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	615-49850-385	25.96
WORTHINGTON GLASS INC	40152	06/11/2014	MAINTENANCE	615-49850-402	161.91
GDF ENTERPRISES, INC	A6683	06/24/2014	MAINTENANCE	615-49850-404	22.89
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	615-49850-406	40.69
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	615-49850-409	13.76
Activity 49850 - Arena Total:					<b>3,153.52</b>
Fund 615 - ARENA Total:					<b>3,153.52</b>
<b>Fund: 617 - M/P CENTER</b>					
Activity: 49860 - M/P Center					
CENTER STOP	20140617	06/17/2014	GAS - MISC MERCHANDISE	617-49860-212	18.00
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	617-49860-217	4.69
ELAN	20140624	06/24/2014	CREDIT CARD - AMAZON - SO	617-49860-217	32.46
HY-VEE, INC.	20140620	06/20/2014	MERCHANDISE	617-49860-254	16.02
WINDOM QUICK PRINT	20140624	06/24/2014	SUPPLIES	617-49860-261	52.00
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	617-49860-321	120.85
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	617-49860-326	37.95
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	617-49860-381	899.66
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	617-49860-382	61.44
HOMETOWN SANITATION SE	0000081719	06/05/2014	DUMPSTER SERVICE	617-49860-384	51.52
ELECTRIC FUND	20140613C	06/13/2014	MONTHLY UTILITY & TELECO	617-49860-385	68.17
A & B BUSINESS	IN89302	06/20/2014	MAINTENANCE CONTRACT #J	617-49860-404	24.62
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	617-49860-406	35.97
RUNNING'S SUPPLY	20140611	06/11/2014	MAINTENANCE -	617-49860-409	65.94
PETTY CASH	20140625	06/25/2014	PETTY CASH - COMM CENTER	617-49860-480	500.00
Activity 49860 - M/P Center Total:					<b>1,989.29</b>
Fund 617 - M/P CENTER Total:					<b>1,989.29</b>
<b>Fund: 700 - PAYROLL</b>					
Internal Revenue Service-Payr	INV0000300	06/27/2014	Federal Tax Withholding	700-21701	10,644.58
Minnesota Department of Re	INV0000299	06/27/2014	State Withholding	700-21702	4,588.96
Internal Revenue Service-Payr	INV0000301	06/27/2014	Social Security	700-21703	12,408.74
MN Pera	INV0000293	06/27/2014	PERA	700-21704	12,265.18
MN Pera	INV0000294	06/27/2014	PERA	700-21704	4,864.37
MN Pera	INV0000295	06/27/2014	PERA	700-21704	682.06
Minnesota State Deferred	INV0000296	06/27/2014	Deferred Compensation	700-21705	4,250.00
Minnesota State Deferred	INV0000297	06/27/2014	Deferred Roth	700-21705	750.00
BLUE CROSS/BLUE SHIELD	20140602	06/02/2014	JULY PREMIUM	700-21706	42,216.00
LOCAL UNION #949	20140613	06/13/2014	UNION DUES	700-21707	1,628.06
LAW ENFORCMENT LABOR SE	20140613	06/13/2014	UNION DUES	700-21708	315.00
Internal Revenue Service-Payr	INV0000298	06/27/2014	Medicare Withholding	700-21711	3,428.76
SELECTACCOUNT	20140617A	06/17/2014	FLEX SPENDING	700-21712	860.07
SELECTACCOUNT	20140625	06/25/2014	FLEX SPENDING	700-21712	236.77
AFLAC	390131	06/17/2014	INSURANCE	700-21715	98.22
AFLAC	390131	06/17/2014	INSURANCE	700-21716	389.97
MN BENEFIT ASSOCIATION	20140620	06/20/2014	INSURANCE	700-21717	159.65

Expense Approval Report

Payment Dates: 6/14/2014 - 6/27/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN BENEFIT ASSOCIATION	20140620	06/20/2014	INSURANCE	700-21719	138.17
					<u>99,924.56</u>
				Fund 700 - PAYROLL Total:	99,924.56
				Grand Total:	<u>782,583.75</u>

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - GENERAL	14,753.86
211 - LIBRARY	4,267.61
225 - AIRPORT	1,351.84
230 - POOL	2,787.46
235 - AMBULANCE	7,179.81
250 - EDA GENERAL	21,944.32
251 - EDA REVOLVING	66.00
252 - EDA SCDP	9,736.00
265 - TIF 1-8 DOWNTOWN	2,682.90
266 - TIF 1-10 RUNNINGS	13,704.34
268 - TIF 1-12 PM WINDOM	47,574.65
269 - TIF 1-14 SPEC BLDG II	5,025.36
270 - TIF 1-16 GDF DISTRICT	2,139.38
401 - GENERAL CAPITAL PROJECTS	14,524.89
601 - WATER	8,526.17
602 - SEWER	20,707.54
604 - ELECTRIC	387,397.49
609 - LIQUOR STORE	36,758.77
614 - TELECOM	76,387.99
615 - ARENA	3,153.52
617 - M/P CENTER	1,989.29
700 - PAYROLL	99,924.56
<b>Grand Total:</b>	<b>782,583.75</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-41310-200	Office Supplies	67.48
100-41310-217	Other Operating Supplie	146.16
100-41310-321	Telephone	182.43
100-41310-326	Data Processing	777.95
100-41310-331	Travel Expense	125.44
100-41310-334	Meals/Lodging	201.86
100-41310-401	Repairs & Maint - Buildi	24.62
100-41310-480	Other Miscellaneous	441.14
100-41910-200	Office Supplies	9.84
100-41910-321	Telephone	49.51
100-41940-381	Electric Utility	379.62
100-41940-382	Water Utility	53.42
100-41940-383	Gas Utility	296.08
100-41940-384	Refuse Disposal	85.04
100-41940-385	Sewer Utility	77.88
100-42120-200	Office Supplies	136.43
100-42120-305	Medical & Dental Fees	40.00
100-42120-321	Telephone	65.61
100-42120-326	Data Processing	514.42
100-42120-340	Advertising	102.78
100-42120-405	Repairs & Maint - Vehicl	39.98
100-42120-419	Vehicle Lease	1,756.77
100-42120-480	Other Miscellaneous	390.50
100-42220-212	Motor Fuels	82.00
100-42220-321	Telephone	110.45
100-42220-404	Repairs & Maint - M&E	227.61
100-42220-405	Repairs & Maint - Vehicl	324.91
100-42500-323	Radio Units	81.77
100-42500-381	Electric Utility	18.33
100-43100-216	Chemicals and Chemical	262.41
100-43100-217	Other Operating Supplie	183.68

## Account Summary

Account Number	Account Name	Payment Amount
100-43100-224	Street Maint Materials	28.22
100-43100-241	Small Tools	354.37
100-43100-321	Telephone	58.05
100-43100-381	Electric Utility	2,327.38
100-43100-382	Water Utility	16.92
100-43100-383	Gas Utility	115.58
100-43100-385	Sewer Utility	25.96
100-43100-402	Repairs & Maint - Struct	25.97
100-43100-404	Repairs & Maint - M&E	604.18
100-43100-480	Other Miscellaneous	1,042.50
100-43210-307	Management Fees	128.25
100-43210-480	Other Miscellaneous	299.93
100-45120-215	Materials & Equipment	200.00
100-45120-217	Other Operating Supplie	24.57
100-45202-381	Electric Utility	217.99
100-45202-382	Water Utility	1,064.58
100-45202-384	Refuse Disposal	465.31
100-45202-385	Sewer Utility	25.96
100-45202-402	Repairs & Maint - Struct	6.37
100-45202-404	Repairs & Maint - M&E	255.41
100-45202-405	Repairs & Maint - Vehicl	183.26
100-45202-480	Other Miscellaneous	26.98
211-45501-200	Office Supplies	243.29
211-45501-217	Other Operating Supplie	174.99
211-45501-321	Telephone	32.08
211-45501-326	Data Processing	42.95
211-45501-350	Printing & Binding	69.00
211-45501-381	Electric Utility	128.15
211-45501-382	Water Utility	16.02
211-45501-383	Gas Utility	388.79
211-45501-385	Sewer Utility	25.96
211-45501-402	Repairs & Maint - Struct	1,360.00
211-45501-433	Dues & Subscriptions	314.84
211-45501-435	Books and Pamphlets	1,471.54
225-45127-321	Telephone	27.25
225-45127-409	Repairs & Maint - Utilitie	150.00
225-49950-500	Capital Outlay	1,174.59
230-45124-211	Cleaning Supplies	79.93
230-45124-216	Chemicals and Chemical	1,456.76
230-45124-217	Other Operating Supplie	24.62
230-45124-260	Concessions	950.38
230-45124-382	Water Utility	15.63
230-45124-384	Refuse Disposal	97.75
230-45124-385	Sewer Utility	25.96
230-45124-404	Repairs & Maint - M&E	84.43
230-45124-409	Repairs & Maint - Utilitie	52.00
235-42153-217	Other Operating Supplie	266.66
235-42153-312	Nursing	2,115.11
235-42153-321	Telephone	107.21
235-42153-326	Data Processing	1,071.00
235-42153-334	Meals/Lodging	207.36
235-42153-405	Repairs & Maint - Vehicl	3,412.47
250-31060	Tax Abatements	13,130.05
250-46520-200	Office Supplies	9.84
250-46520-301	Auditing & Consulting Se	8,075.00
250-46520-321	Telephone	49.51
250-46520-331	Travel Expense	263.20
250-46520-350	Printing & Binding	79.50

## Account Summary

Account Number	Account Name	Payment Amount
250-46520-381	Electric Utility	43.93
250-46520-402	Repairs & Maint - Struct	238.29
250-46520-480	Other Miscellaneous	55.00
251-46520-217	Other Operating Supplie	66.00
252-46520-491	Payments to Other Orga	9,736.00
265-20702	Due to EDA Fund	2,682.90
266-46530-482	TIF Payments	13,704.34
268-46530-482	TIF Payments	47,574.65
269-20702	Due to EDA Fund	5,025.36
270-46530-482	TIF Payments	2,139.38
401-49950-501	Capital Outlay - Police	1,258.00
401-49950-503	Capital Outlay - Streets	10,516.00
401-49950-509	Capital Outlay - Adminis	2,750.89
601-49400-212	Motor Fuels	75.01
601-49400-216	Chemicals and Chemical	1,839.75
601-49400-321	Telephone	79.72
601-49400-322	Postage	246.36
601-49400-326	Data Processing	812.59
601-49400-340	Advertising	130.20
601-49400-381	Electric Utility	3,732.63
601-49400-382	Water Utility	15.23
601-49400-385	Sewer Utility	25.96
601-49400-386	Landfill	1.50
601-49400-404	Repairs & Maint - M&E	24.62
601-49400-408	Repairs & Maint - Distrib	1,145.00
601-49400-480	Other Miscellaneous	397.60
602-49450-212	Motor Fuels	4.59
602-49450-216	Chemicals and Chemical	1,229.50
602-49450-310	Lab Testing	1,948.00
602-49450-321	Telephone	184.62
602-49450-322	Postage	246.36
602-49450-326	Data Processing	850.54
602-49450-350	Printing & Binding	89.00
602-49450-381	Electric Utility	14,240.39
602-49450-382	Water Utility	581.34
602-49450-383	Gas Utility	46.73
602-49450-384	Refuse Disposal	85.04
602-49450-404	Repairs & Maint - M&E	725.30
602-49450-480	Other Miscellaneous	476.13
604-11500	Accounts Receivable	0.22
604-14200	Inventory	3,524.73
604-16300	Improvements Other Th	156.00
604-22000	Prepayments	4,625.00
604-49550-200	Office Supplies	272.26
604-49550-263	Merchandise for Resale	337,289.54
604-49550-303	Engineering and Surveyl	100.00
604-49550-310	Lab Testing	676.75
604-49550-321	Telephone	223.78
604-49550-322	Postage	246.36
604-49550-326	Data Processing	1,713.91
604-49550-381	Electric Utility	111.81
604-49550-382	Water Utility	16.84
604-49550-384	Refuse Disposal	84.75
604-49550-385	Sewer Utility	25.96
604-49550-402	Repairs & Maint - Struct	1,442.81
604-49550-404	Repairs & Maint - M&E	80.99
604-49550-406	Repairs & Maint - Groun	415.09
604-49550-408	Repairs & Maint - Distrib	32,953.09

## Account Summary

Account Number	Account Name	Payment Amount
604-49550-433	Dues & Subscriptions	317.06
604-49550-450	Conservation	3,027.06
604-49550-480	Other Miscellaneous	93.48
609-49751-251	Liquor	5,376.68
609-49751-252	Beer	26,137.30
609-49751-253	Wine	2,846.65
609-49751-254	Soft Drinks & Mix	168.00
609-49751-259	Non- Alcoholic	120.50
609-49751-321	Telephone	63.03
609-49751-326	Data Processing	90.62
609-49751-333	Freight and Express	138.67
609-49751-340	Advertising	163.60
609-49751-381	Electric Utility	622.78
609-49751-382	Water Utility	35.30
609-49751-384	Refuse Disposal	48.06
609-49751-385	Sewer Utility	32.46
609-49751-402	Repairs & Maint - Struct	582.24
609-49751-404	Repairs & Maint - M&E	24.62
609-49751-480	Other Miscellaneous	308.26
614-11500	Accounts Receivable	434.35
614-16400	Machinery & Equipment	37,543.21
614-49870-200	Office Supplies	37.41
614-49870-227	Utility System Maint Sup	811.02
614-49870-241	Small Tools	389.62
614-49870-304	Legal Fees	667.59
614-49870-321	Telephone	398.17
614-49870-322	Postage	246.37
614-49870-326	Data Processing	1,777.53
614-49870-334	Meals/Lodging	185.12
614-49870-340	Advertising	168.00
614-49870-381	Electric Utility	1,594.72
614-49870-382	Water Utility	16.59
614-49870-383	Gas Utility	27.15
614-49870-384	Refuse Disposal	73.92
614-49870-385	Sewer Utility	25.96
614-49870-404	Repairs & Maint - M&E	24.62
614-49870-441	Transmission Fees	2,950.21
614-49870-442	Subscriber Fees	24,706.29
614-49870-447	Internet Expense	3,600.00
614-49870-448	On-Call Support	249.03
614-49870-451	Call Completion	14.25
614-49870-480	Other Miscellaneous	446.86
615-49850-211	Cleaning Supplies	147.58
615-49850-217	Other Operating Supplie	329.57
615-49850-260	Concessions	164.44
615-49850-321	Telephone	131.44
615-49850-326	Data Processing	94.82
615-49850-381	Electric Utility	1,865.18
615-49850-382	Water Utility	24.40
615-49850-384	Refuse Disposal	130.88
615-49850-385	Sewer Utility	25.96
615-49850-402	Repairs & Maint - Struct	161.91
615-49850-404	Repairs & Maint - M&E	22.89
615-49850-406	Repairs & Maint - Groun	40.69
615-49850-409	Repairs & Maint - Utilitie	13.76
617-49860-212	Motor Fuels	18.00
617-49860-217	Other Operating Supplie	37.15
617-49860-254	Soft Drinks & Mix	16.02

**Account Summary**

Account Number	Account Name	Payment Amount
617-49860-261	Other Merchandise	52.00
617-49860-321	Telephone	120.85
617-49860-326	Data Processing	37.95
617-49860-381	Electric Utility	899.66
617-49860-382	Water Utility	61.44
617-49860-384	Refuse Disposal	51.52
617-49860-385	Sewer Utility	68.17
617-49860-404	Repairs & Maint - M&E	24.62
617-49860-406	Repairs & Maint - Groun	35.97
617-49860-409	Repairs & Maint - Utilitie	65.94
617-49860-480	Other Miscellaneous	500.00
700-21701	Federal Withholding	10,644.58
700-21702	State Withholding	4,588.96
700-21703	FICA Tax Withholding	12,408.74
700-21704	PERA Contributions	17,811.61
700-21705	Retirement	5,000.00
700-21706	Medical Insurance	42,216.00
700-21707	Union Dues	1,628.06
700-21708	PD Union Dues	315.00
700-21711	Medicare Tax Withholdi	3,428.76
700-21712	Flex Account	1,096.84
700-21715	Individual Insurance-Afla	98.22
700-21716	Individual Insurance-Afla	389.97
700-21717	Individual Insurance-MB	159.65
700-21719	Individual Insurance-MB	138.17
	<b>Grand Total:</b>	<b>782,583.75</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	782,502.77
Equipment	14.98
Misc Exp	66.00
<b>Grand Total:</b>	<b>782,583.75</b>

*OK  
6-27-14  
RLS*