

Council Meeting
Tuesday, December 16, 2014
Windom Community Center
7:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes–December 2, 2014
2. Consent Agenda
 - Minutes
 - EDA – December 8, 2014
 - Library Board – December 9, 2014
 - Planning Commission – December 9, 2014
 - License – Windom Country Club –Annual Cigarette License Renewal
3. Department Heads
4. Utility Commission Recommendations
 - Resolution Approving Appointments to CMMPA and Utilities Plus Board of Directors
 - Electric Utility Meter Replacement Project Bid Award
5. Hospital Bonds – 2014A Resolutions and Approval of Agreements
6. 2014 Budget Amendments
7. 2015 City of Windom Levy
8. Approve 2015 City of Windom Budget
9. Fund Balance Policy
10. Donations
 - Fire Department – Country Pride Services Cooperative
 - Windom Community Center – Wally Rohlfson
11. Personnel Committee
 - LELS Union Contract Agreement
 - Police Vacation Accrual Suspension
 - Police Hiring Recommendations
12. Arena Archery Rates Resolution
13. Proclamations Years of Services
 - Marvin Grunig
 - Kelsey Fossing
 - Brad Powers



14. SMBS Contract Extension

15. New Business

16. Old Business

17. Regular Bills

18. Council Concerns

19. Adjourn

MAYOR'S MEDAL OF HONOR CEREMONY

**Regular Council Meeting
Windom City Hall, Council Chamber
December 2, 2014
7:00 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Corey Maricle at 7:00 p.m.

2. Roll Call:
- | | |
|---------------------|--|
| Mayor: | Corey Maricle |
| Council Present: | Brian Cooley, Paul Johnson and Dominic Jones |
| Council Absent: | Bradley Powers and JoAnn Ray |
| City Staff Present: | Steve Nasby, City Administrator; Al Baloun,
Recreation Director and Jordan Bussa, Telecom |

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Jones second by Johnson to approve the City Council minutes from November 18, 2014. Motion carried 3 – 0 (Powers and Ray absent).

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Housing & Redevelopment Authority – November 12, 2014
- Parks & Recreation Commission – November 18, 2014
- Telecom Commission – November 18, 2014
- Community Center Commission – November 24, 2014

Motion by Cooley second by Jones to approve the Consent agenda. Motion carried 3 – 0 (Powers and Ray absent).

6. Department Heads:

None.

7. 2015 City Budget Proposal:

Nasby said that the proposed City budget is a reflection of the budget workshops the City Council had on operations and capital. He reviewed a PowerPoint presentation showing the budget summaries for various funds and other highlights. The proposed budget will include a 3.9% increase in the City's tax levy, but due to a portion of that being an in and out of funds for several tax abatement projects the actual change to the tax rate is 2.27%. In

Preliminary

12. Regular Bills:

**Motion by Johnson seconded by Cooley to approve the regular bills. Motion carried 3
- 0 (Powers and Ray absent).**

13. Council Concerns:

None.

14. Adjournment:

Mayor Maricle adjourned the meeting by unanimous consent at 7:30 p.m.

Corey Maricle, Mayor

Attest: _____

Steve Nasby, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
DECEMBER 8, 2014

1. Call to Order: The meeting was called to order by President Erickson at 12:02 p.m.

2. Roll Call & Guest Introductions:

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

Also Present: EDA Staff – Aaron Backman, EDA Executive Director, and Mary Hensen, Admin. Asst.; City Administrator Steve Nasby, Mayor Corey Maricle, WADC Liaison Tara Christensen, Jessica Kodada, and Rahn Larson (Citizen).

3. Approval of Minutes:

Motion by Commissioner Espenson, seconded by Commissioner Jones, to approve the Minutes of the EDA Meeting held on November 10, 2014. Motion carried 3-0.

4. SEB RLF REQUEST

A. Loan Prospect: Director Backman advised that Jessica Kodada, owner of “Kodada Photography & Design”, submitted a request for assistance regarding her desire to move her studio from 956 Fourth Avenue (the former “One Man’s Treasure” location) to 914 Fourth Avenue (the former “A & B Business” location). The new location would allow her to have a larger studio and more options for her customers. Mike Schwalbach, owner of the building, has agreed to make improvements to the building to accommodate Jessica’s studio. Ms. Kodada has made a down payment of \$1,000 on the lease and the cost of the leasehold improvements will be incorporated into the lease payments. During the last three months, she has been working on her business plan and also with SBDC on projections for her business. Ms. Kodada is seeking an \$8,382 loan through the EDA’s SEB RLF program (funded in part by the USDA). This loan would be used for inventory, working capital, signage, and lighting. The proposed security interest would be a first position for the EDA on the inventory, camera and related equipment that she already owns. Ms. Kodada has secured a letter of commitment for a \$10,000 loan from Employees Credit Union of Estherville, Iowa, and these funds would be used for a printer, copier/scanner, and props. Jessica Kodada indicated that she has been open at 956 Fourth Avenue for approximately 1½ years and feels that she has done well. She has developed a niche and works particularly with high school seniors for their class pictures and has developed wedding photo packages. Director Backman advised that the \$8,382 loan would be funded approximately 80% by the USDA funds and 20% from the EDA’s Small & Emerging Business (SEB) Revolving Loan Fund (RLF). The loan would accrue interest at the rate of 5% per annum and would be repayable over a 5-year term. Director Backman advised that he has reviewed Ms. Kodada’s business plan and recommends approval of the proposed loan.

Motion by Commissioner Espenson, seconded by Commissioner Jones, approving a loan of \$8,382 to Jessica Kodada from the EDA’s SEB RLF; said loan to accrue interest at the rate of 5% per annum and provide for monthly repayments over 5 years with the EDA receiving a first position security interest on inventory, camera and related equipment owned by Ms. Kodada. Motion carried 3-0.

5. North Windom Industrial Park

A. Data Center Site Assessment Process – Follow-up Activities: The Board received a revised copy of the list of providers and cost ranges (from \$8,500 to \$13,000) for the follow-up

activities pertaining to the Data Center Site Assessment process. On November 20th and 21st, a crew from GeoTek Engineering & Testing of Sioux Falls, South Dakota, came to Windom and took 14 soil borings in the North Windom Industrial Park. The report from GeoTek was received on December 5, 2014, and Director Backman gave a brief summary of GeoTek's findings. Dennis Esplan of Zieske Land Surveying is currently working on the ALTA survey. Wenck Associates will be providing an updated topographical (contour) map for the ALTA survey. An agreement has been entered into with Cliff Stemper of Stemper & Associates from Cleveland, Minnesota, to perform the SHPO review of the nine lots in NWIP. Mr. Stemper has agreed to complete the historical and archaeological research, field inspection, and preparation of the report for the sum of \$1,700 and hopes to present the report to the EDA in April, 2015. Susan Nelson, a biologist with Wenck Associates, will be conducting the endangered species research and report. Due to weather and soil conditions, this research and report are scheduled for the Spring of 2015. Kelly Pfarr of the NRCS Office is proceeding with the new wetland delineation. The NRCS estimates that the report will be completed in early 2015. Director Backman has been in contact with Erin Sparks of Great River Energy (GRE) to provide her with updates concerning the follow-up activities and also to ascertain the status of the assessment process. The final Data Center Site Assessment report is expected to be completed in the second half of December of 2014.

- B. Utility Updates: Director Backman reported that with the start of construction of the Sioux City Inspection (SCI) building and the potential for other development in the NWIP, South Central Electric Association (SCEA) decided to install three-phase electrical service. On November 17th and 18th, SCEA extended electrical service cable approximately 1,220 feet on the east side of Commerce Boulevard starting near the park's lift station. SCEA also added three junction boxes along the way (one at the NW corner of Lot 1, Block 2; one at the corner of Commerce Blvd and Trotter Court; and one near the boundary of Lots 4 and 5 of Block 2). This not only provides service to SCI, but provides electrical service for the southeast quadrant of the industrial park. In terms of telecommunications infrastructure, currently there is fiber optic cable on the west side of Commerce Boulevard. Windomnet anticipates boring under Commerce Blvd in the Spring of 2015 to serve SCI and other lots on Trotter Court.
- C. Sioux City Inspection – Construction Status: Welp Construction began excavation for the SCI building on November 3rd. During the second week of November the concrete footings and foundation walls were poured. Mosley Plumbing from Lakefield installed the sewer line to the building on November 26th and the water line to the building on November 28th. Indications are that the pre-engineered building should arrive during the next 30 days. It is anticipated that construction would be completed by Spring of 2015.
- D. Minnesota Energy Resources – Service Extension: Minnesota Energy Resources Corp. has completed its calculations concerning the cost for extension of the natural gas service a distance of 1,740 feet from the park's entrance on the north side of Opportunity Drive to 4121 Commerce Boulevard. Minnesota Energy would be installing a six-inch main along Opportunity and a four-inch main along Commerce. The EDA Board received a copy of Minnesota Energy's proposal to the EDA. The total project cost (referred to as the "Customer's Contribution in Aid of Construction") is \$40,491. Because SCI is a small load, only \$3,341 is credited to the project. The result is a "Customer's Contribution in Aid of Construction" of \$37,150. If natural gas installation is undertaken during freezing temperatures, there is an additional "Frost Charge" of \$8 per linear foot (in this case \$13,920). With the frost charge, Windom's local contribution totals \$51,070. The MN PUC does not

allow cities to pay the local contribution over time, so the contribution in aid of construction charge is due upon submission of the signed contract. Director Backman has been in contact with both the President of SCI and the general contractor. They have agreed to use LP gas during the construction to heat the building and until the natural gas line can be completed. The EDA Executive Director's recommendation is that the EDA waits until the weather is above freezing to complete this installation (approximately April of 2015). After further discussion, it was the consensus of the Board to wait until spring for the extension of the natural gas main.

- E. Federal EDA Application – Update: Director Backman advised that on December 1, 2014, he met with Lee Shirey, the new Economic Development Representative for the Economic Development Administration of the U.S. Department of Commerce (“Federal EDA”), at City Hall and then they toured NWIP. Mr. Shirey is based in Chicago and also met with Jay Trusty of the Southwest Regional Development Commission on December 1st. Following conversations with Mr. Shirey and Mr. Trusty, it appears that the scope of the application may need to be revised. Mr. Shirey was going to speak with other members of the review committee in Chicago and provide the EDA with guidance as to an appropriate scope for this “third” application. Given that the next application deadline is December 13th, it was determined that there was not sufficient time to receive the information back from Mr. Shirey and to allow for revision of the application. The next deadline for submission of an application to the Federal EDA would be March 13, 2015. The delay in filing this application also allows the EDA to consider the merits of filing other grant applications on the state level.
6. River Bend Center – Phase II - Update: On November 10, 2014, the EDA Board authorized up to \$15,000 of TIF 1-2 proceeds to pay for eligible expenses for the River Bend Center Phase II property, including required cross sections of the Des Moines River, preparation of a LOMR, and related activities, and payment of the hotel feasibility study if those costs were determined to be an eligible expense for use of TIF proceeds. After the meeting, EDA staff received word that these expenses were eligible for use of TIF proceeds. Director Backman reported that on November 18, 2014, the City Council approved use of up to \$15,000 of TIF 1-2 proceeds for payment of these eligible expenses.
7. Odell Wind Farm – Status: Director Backman advised that Geronimo Energy, the developer of the Odell Wind Farm, has received the necessary permits from the MN Public Utilities Commission to proceed with the project which includes the construction of 100+ wind turbines. The wind farm will be located in an area which is northeast of Bergen and situated in both Jackson and Cottonwood Counties. Construction is scheduled to commence in 2015. Geronimo Energy is the developer, Vestas (a Danish company) will supply the turbines, Wanzek will construct the wind farm, and Algonquin is acquiring the project and will be operating the project's new operations and maintenance (O&M) facility. Geronimo has recently agreed to sell the wind farm, when construction is completed, to Algonquin Power Company (a renewable energy company with 1,200 employees based in Ontario, Canada). On December 2, 2014, Geronimo Energy held an open house in the Windom Community Center from noon to 2:00 p.m. to explain the project. In addition to Geronimo, there were five representatives from Algonquin Power and several from Wanzek Construction (out of Fargo, ND) present at the open house. The EDA Executive Director had an opportunity to meet with both Wanzek and Algonquin representatives at the open house.
8. Unfinished Business: Director Backman distributed copies of the map of the Riverbluff Estates

Subdivision with the lots that had been sold highlighted. Originally there were 30 residential lots available for sale excluding the River Bluff Townhomes. To date, 17 units have been constructed including 13 single-family homes and 2 twinhomes. Nine undeveloped lots have been sold to adjoining property owners and four available lots remain. Director Backman continues to maintain contact with a potential residential developer concerning the feasibility of an apartment and/or townhome project in Windom.

9. New Business: Director Backman made a presentation to outgoing EDA President Juhl Erickson in recognition of his 9 years of service to the EDA and thanked him for his work on behalf of the EDA. Mr. Erickson expressed his appreciation to Director Backman, EDA staff and the Board for their efforts on behalf of the EDA.
10. Miscellaneous Information
 - A. EDA Monthly Financial Recap: The Board received a copy of the EDA's Account Activity through November 30, 2014.
 - B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports provided by Van Binsbergen & Associates for the period ending October 31, 2014.
11. Adjourn: By consensus, President Erickson adjourned the meeting at 1:05 p.m.

Justin Espenson, EDA Secretary-Treasurer

Attest:

Aaron A. Backman, EDA Executive Director

Windom Library Board Meeting

Windom Library

12/09/2014

5:05 p.m.

1. Call to order: The meeting was called to order by John Duscher at 5:05 p.m.

2. Roll Call: Members Present: John Duscher, Anita Winkel, Kathy Hiley, Charles Reid, and Barb Henning .

Members Absent: Beth Fleming and Terri Jones

Library Staff Present: Dawn Aamot

City Council Member Present: Brian Cooley

3. Agenda and Minutes:

Motion by Anita Winkel and seconded by Charles Reid to approve the amended Agenda and the Minutes.

4. Financial Report:

Dawn reviewed the Financial Report with the Board. The Board discussed the cost of boiler inspection at \$40 per visit. These are required inspections.

Motion by Charles Reid and seconded by Barb Henning to approve the Financial Report.

5. Librarians Report:

Dawn reported that the new planters in the front windows were made by Dave Vaupel and Howie Davis and were funded by the Friends of the Library. The Friends of the Library member, Karen Knigge along with Cheryl Lillegaard, planted the greens and the Friends of the library have showed an interest in continuing to maintain them with seasonal plantings.

Dawn postponed her trip to Jackson to observe their implementation of iPads at their library due to illness. Dawn hosted story time for Barb Henning's class today. Supplies are being purchased for the adult Winter Reading Program.

Motion by Kathy Hiley and seconded by Anita Winkel to accept the Librarian's Report.

6. Old Business:

The board discussed library hours. After discussion, Anita moved that on February 1, the library maintain the following hours:

Monday 9 – 7

Tuesday – Friday 9 – 5:30

Saturday 9 – 2

Charles Reid seconded the motion. Motion passed.

Anita informed the board that Plum Creek Library System has hired an interim director, Bob Boese. Bob is a retired director, owns a book store in the cities and has worked filling in as interim director several times before. The Plum Creek System will start advertising for a new director in late February. Marshall's move to rejoining the Plum Creek System is going smoothly. Dawn stated that they are cooperating with inter-library loans which was one of the main problems in the past.

7. New Business:

Dawn reported that all of the city department heads had met that morning. The City Council is asking each department to set goals for 2015 and beyond so that they can prioritize future projects. Dawn asked each library board member to bring ideas and goals to the January meeting. Kathy Hiley suggested that a work session should be scheduled to go over goals, library and internet policies and the library's mission statement.

8. New Book Suggestions:

The board presented their suggestions.

9. Adjourn:

Motion by Charles Reid seconded by Barb Henning to adjourn.

Meeting adjourned at 5:37 p.m.

Respectfully submitted,
Kathy Hiley, recording secretary

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
DECEMBER 9, 2014**

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

2. Roll Call & Guest Introductions:

Planning Commission: Gary Hunter, Marilyn Wahl, Lorri Cole, Ben Derickson, and Kevin Rose.
Absent: Andy Harries, Greg Pfeffer, and Brad Powers (Council Liaison).

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

3. Approval of Minutes:

Motion by Commissioner Wahl, seconded by Commissioner Derickson, to approve the Planning Commission Minutes for the meeting held on October 14, 2014. Motion carried 5-0.

4. Review of Nuisance Ordinance: Pursuant to a request from the Windom City Council, the Planning Commission began its review of the City's Nuisance Ordinance (Chapter 90 of the City Code). Several questions have been forwarded to the City Attorney for clarification. Updates will need to be made to replace outdated references regarding the animal control officer. Additional research will be conducted by Planning and Zoning staff concerning new laws from the 2014 legislative session which might affect provisions of the nuisance ordinance. Preliminary changes suggested by the Commission will be incorporated into the work copy of Chapter 90 for review by the Planning Commission at the January meeting.

5. Adjourn: By consensus, Chairman Hunter adjourned the meeting at 7:55 p.m.

Marilyn Wahl, Vice Chairman

Attest: _____
James Kartes, Zoning Administrator



APPLICATION FOR MUNICIPAL LICENSES
CITY OF WINDOM
WINDOM, MN

STATE OF MINNESOTA
COUNTY OF COTTONWOOD
CITY OF WINDOM

TO: Windom Country Club
2825 Country Club Dr
PO Box 74
Windom, MN 56101

This application is appropriate for item or items checked below, for the term of one year from January 1, 2015 to December 31, 2015.

Cigarette License \$20.00
 Game of Skill \$50.00 for first game and \$15.00 for each additional game
 Theatre \$25.00

Total \$20.00

MN Tax ID # 8287739
Federal Tax ID # 41-0673616

Dated this 8th Day of October, 2014.

All applications must be received by November 10, 2014.



Signature of Applicant



RESOLUTION NO. 2014-

INTRODUCED:

SECONDED:

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

RESOLUTION APPROVING APPOINTMENT OF REPRESENTATIVES TO THE CENTRAL MINNESOTA MUNICIPAL POWER AGENCY (CMMPA) AND UTILITIES PLUS (UP) BOARD OF DIRECTORS

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

Section 1: Steve Nasby, City Administrator is hereby appointed as the City of Windom's representative on the Central Minnesota Municipal Power Agency's (CMMPA) and Utilities Plus (UP) Board of Directors.

Section 2: Brent Brown, Electric Superintendent is hereby appointed as the City of Windom's alternate representative on the Central Minnesota Municipal Power Agency's (CMMPA) and Utilities Plus (UP) Board of Directors.

Adopted by the Windom City Council this 16th day of December, 2014.

Corey J. Maricle, Mayor

Attest:

Steve Nasby, City Administrator

CERTIFICATE

I, Steven Nasby, the City Administrator of the City of Windom, do hereby certify that attached hereto is a true and correct copy of the Resolution approving the Appointment which was duly adopted by the Council at a meeting duly held on the 16th day of December, 2014; notice of such meeting having been given in accordance with law and at which meeting a quorum was present and acting throughout.

I also do hereby certify that such resolution has not been amended in any way from the date of such adoption to the date hereof.

IN WITNESS WHEREOF I have hereunto set my hand this _____ day of _____, 2014.

**CITY OF WINDOM
MINNESOTA**

Steve Nasby, City Administrator

RESOLUTION #2014-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

A RESOLUTION AWARDING THE CONTRACT FOR THE PROJECT ENTITLED "ELECTRIC UTILITY METER REPLACEMENT PROJECT"

WHEREAS, pursuant to an advertisement for bids for the project entitled "Electric Utility Meter Replacement Project", bids were received, opened and tabulated according to law, and the following bids were in compliance with the advertisement:

Border State Electric	\$ 140,207.50
Dakota Supply Group	\$ 125,752.00

AND WHEREAS, it appears that the lowest responsible bidder is:

Dakota Supply Group	\$ 125,752.00
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**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
WINDOM, MINNESOTA, AS FOLLOWS:**

1. A "Notice of Award" shall be issued to the above low bidder.
2. The Mayor and City Administrator are hereby authorized and directed to enter into the contract with the above low bidder, in the name of the City of Windom, for the completion of the project entitled "Electric Utility Meter Replacement Project" according to the plans and specifications approved by the Windom Utility Commission and the Windom City Council. Copies of the specifications are on file in the Office of the City Administrator.
3. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except for the deposits of the successful bidder and the next lowest bidder which shall be retained until the contract has been signed.

Adopted by the Council this 16th day of December, 2014.

Corey J. Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

SPECIFICATIONS
For
Electric Meter Replacement Project
City of Windom, MN

EXHIBIT A

Electric Meter

SPECIFICATIONS

GENERAL

The purpose of this specification is to cover the minimum requirements to obtain acceptable quality solid state electric meters with radio frequency module installed that are compatible with the Itron FC300SR handheld with radio and Itron MC-Lite. The radio frequency module must also be capable of delivering an Interval Data Message to a future fixed network AMR/AMI system to calculate ANSI standard demand.

TYPE

The solid state meter shall be a state of the art measurement device, which utilizes industrial grade electronic components. The measurement portion of the meter shall be housed in the base of the meter (Metrology) and the functionality will be housed in the top module (functionality module). The solid state meter shall be qualified as an ANSI Class 0.5 Accuracy meter and shall typically maintain an accuracy of $\pm 0.3\%$ or better throughout its entire operating range. The meter will be specified to function accurately throughout the temperature range of -40°C to $+85^{\circ}\text{C}$. The meter must have the capability to accumulate positive energy if the meter is inverted in the socket. Additionally, the supplier must have a minimum of 5 years of field experience with quoted meter.

METER FORMS AND FUNCTIONS

1s: Will be bid Kwh only class 100.

2s: Will be bid Kwh only and class 200 and 320.

3s: Will be bid Kwh only and T.O.U./Demand class 20.

4s Will be bid KWH Only and T.O.U./Kwh and Demand both shall be bid in class 20 T.O.U. meter must be field programmable.

9s (8s) Will be bid T.O.U./ Kwh and Demand class 20 Must be field programmable.

9s (8s) Will be bid T.O.U. Kwh, Demand with Recording switch, Reactive Switch and KYZ out Class 20. Must be field programmable.

16s (14s, 15s,17s) Will be bid T.O.U./ Kwh and Demand shall be bid in class 200 and 320, Must be field programmable.

36s Will be bid T.O.U. Kwh, Demand with Recording switch, Reactive Switch and KYZ out Class 20, Must be field programmable.

PROGRAMING AND SOFTWARE

The manufacturer's software shall be provided at no cost and requires no license fee. The software is compatible to run on a Surface Pro tablet. Connection from meter to computer will be made by smart coupler with USB connector.

DELEVERY OF MATERIAL

Material is to be delivered no later than 45 days after order is placed.

STANDARDS

The meter shall meet the following applicable standards:

ANSI C12.1 American National Standard Code for Electricity Metering

ANSI C12.10 American National Standard for Electromechanical Watthour Meters

ANSI C12, 13 American National Standard for Electronic Time-of Use Registers for Electricity Meters

ANSI C12.16 American National Standard for Solid-State Electricity Meters

ANSI C12.20 American National Standard for Electricity Meters-0.2 and 0.5 Accuracy Classes

ANSI C37.90.1 IEEE Standard Surge Withstand Capability (SWC) Tests For Protective Relays and Relay Systems

ANSI C62.45 IEEE Recommended Practice on Surge Testing for Equipment Connected to Low-Voltage (1000V and Less) AC Power Circuits

IEC 61000-4-4 Electrical Fast Transient / Burst Immunity Test

IEC 61000-4-2 Electrostatic Discharge Immunity Test

FCC Part 15 (47 CFR 15) Technical Standards for Computing Equipment

RADIO FREQUENCY VERSION

The meter shall be able to transmit energy via radio frequency and be totally Itron compatible.

The meter should be a one way, unlicensed device(transmitting via the 910-920 MHz frequency band) utilizing the Itron standard consumption message protocol and should also be able to deliver an Interval Data Message. The meter should be able to check for tamper conditions (removal and inversion). When these conditions are present, the meter should increment a counter and transmit these numbers with the energy reading. The meter's tilt sensor shall contain no mercury.

WARRANTY

The City of Windom requires a minimum warranty period of 1 year from date of instillation.

MANUFACTURER

Meters and meter parts shall be manufactured, assembled, and tested within the United States. Manufacturers may be required to provide proof of where and of what percentage of the meter is manufactured in the United States.

Manufacturers shall have a minimum of ten years of field and production experience with all sizes and models quoted.

RESOLUTION #2014-

INTRODUCED:

SECONDED:

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

RESOLUTION APPROVING THE ISSUANCE AND SALE OF GROSS REVENUE HOSPITAL BONDS, SERIES 2014A, AND AUTHORIZING THE EXECUTION OF DOCUMENTS RELATING THERETO

BE IT RESOLVED, by the City Council of the City of Windom, Cottonwood County, Minnesota, as follows:

Section 1. Definitions; Recitals; Findings.

1.01 Definitions. The following terms have the meanings given:

Act: Minnesota Statutes, Chapter 447, as amended.

Authorized Officers: the Mayor and the Administrator of the Issuer

Bond Counsel: Fryberger, Buchanan, Smith & Frederick, P.A., bond counsel to the Issuer.

Bond Documents: the Indenture, the Bond Purchase Agreement, the Negative Pledge Agreement, the Continuing Disclosure Agreement, the POS and the OS.

Bond Purchase Agreement: the Bond Purchase Agreement dated December 10, 2014, entered into between the Issuer and the Underwriter, pursuant to which the Underwriter has agreed to purchase the Bonds from the Issuer.

Bonds: the Issuer's Gross Revenue Hospital Bonds, Series 2014A.

City Council: the governing body of the Issuer.

Continuing Disclosure Agreement: the Continuing Disclosure Agreement between the Issuer and the Trustee pursuant to which the Issuer will agree to make certain continuing disclosures of information for the benefit of the holders of the Bonds.

Gross Revenues: all revenues derived by the Issuer from the operation of the Hospital Facilities as a first and prior lien thereon, as further described in the Indenture.

Hospital Facilities: Windom Area Hospital, a municipal hospital providing acute care, rehabilitation and birthing services, located at 2150 Hospital Drive in the Issuer.

Indenture: the Trust Indenture to be entered into between the Issuer and the Trustee pursuant to which the Issuer pledges and grants a security interest in the Gross Revenues.

Issuer: the City of Windom, Cottonwood County, Minnesota, a municipal corporation and political subdivision.

Negative Pledge Agreement: the Negative Pledge Agreement from the Issuer to the Trustee, pursuant to which the Issuer pledges not to encumber the Hospital Facilities.

OS: the POS, amended and completed to include certain pricing information regarding the Bonds.

POS: the Preliminary Official Statement setting forth the terms of offering of the Bonds and certain financial and organizational information about the Issuer.

Pricing Committee: the pricing committee established by resolution of the City Council adopted on October 21, 2014.

State: the State of Minnesota.

Trustee: U.S. Bank National Association, St. Paul, Minnesota, its successors and assigns.

Underwriter: Northland Securities, Inc.

1.02 Recitals. The City Council makes the following recitals of fact:

a. Bond Counsel has informed the Issuer that Section 447.45 of the Act, authorizes the Issuer to issue revenue bonds to finance the acquisition and betterment of hospital, nursing home and related medical facilities; and further, that Section 447.46 of the Act allows the Issuer to pledge and appropriate the revenues to be derived from its operation of the facilities to pay the principal and interest on the bonds when due and to create and maintain reserves for that purpose as a first and prior lien on the revenues of the facilities.

b. The Issuer owns and operates the Hospital Facilities.

c. The Issuer has agreed to issue the Bonds to (a) finance the cost of construction and equipping of a 22,000 square foot addition to the Hospital Facilities; (b) fund a debt service reserve fund for the Bonds; and (c) pay costs of issuance of the Bonds.

d. The Bonds shall be issued pursuant to this Resolution and the Indenture.

e. The forms of the Bond Documents have been prepared and made available to the City Council.

1.03 Findings. The Issuer acknowledges, finds, determines and declares that the provision of necessary health care facilities, so that adequate health care services are available to residents of the State at reasonable cost, is a public and essential governmental purpose; and the issuance and sale of the Bonds by the Issuer is in the best interest of the Issuer and its residents.

Section 2. Authorization of Bonds.

a. The issuance, sale and delivery of the Bonds to the Underwriter (a) in the aggregate principal amount of not to exceed \$5,600,000 (excluding original issue discount or premium), (b) in one or more series, (c) to be designated by the Issuer as its Gross Revenue Hospital Bonds, Series 2014A, (d) with a true interest cost of 3.8664109% per annum, and (e) maturing on September 1, 2034, is authorized. The Bonds shall be in such form and denominations, shall have such maturities, shall bear interest at such rates, shall be subject to redemption prior to maturity and shall have such other details and provisions as are prescribed in the Indenture and the Bond Purchase Agreement.

b. The actions of the Pricing Committee taken with respect to execution of the Bond Purchase Agreement are ratified and confirmed.

Section 3. Revenue Pledge.

3.01 The Bonds shall not be general obligations but shall be special limited obligations of the Issuer, payable solely out of Gross Revenues (other than to the extent payable out of proceeds of the Bonds or the net proceeds of insurance claims or condemnation awards). No holder of the Bonds shall ever have the right to compel any exercise of the taxing power of the Issuer to pay the Bonds or the interest thereon. The Bonds shall not cause the indebtedness of the Issuer to exceed any constitutional or statutory limitation. The Bonds shall be secured as provided in the Indenture. The Issuer has agreed to segregate the Gross Revenues on its official books and records and to remit such Gross Revenues to the Trustee pursuant to the Indenture. No provision, covenant or agreement contained in the Bond Documents, the Bonds or in any other document related to the Bonds, and no obligation therein or herein imposed upon the Issuer or the breach thereof, shall constitute or give rise to any charge upon the Issuer's taxing power.

3.02 The Mayor and the Administrator are authorized and directed to execute and deliver the Bonds in accordance with the Indenture.

3.03 The Bonds, when executed and delivered, shall contain a recital that they are issued pursuant to the Act, and such recital shall be conclusive evidence of the validity of the Bonds and the regularity of the issuance thereof, and that all acts, conditions and things required by the laws of the State relating to the adoption of this Resolution, to the issuance of the Bonds and to the execution of the Bond Documents to happen, exist and be performed precedent to and in the enactment of this Resolution, and precedent to issuance of the Bonds and precedent to the execution of the Bond Documents have happened, exist and have been performed as so required by law.

Section 4. Approval of Documents; Execution.

4.01 The Bond Documents are approved.

4.02 The Authorized Officers are authorized and directed to execute and deliver the Bond Documents, substantially in the forms now on file with the Administrator, with such necessary and appropriate omissions, modifications, insertions and additions as do not materially affect the substance of the transaction, consistent with the Act, as the Mayor in his or her

discretion shall determine. The execution of the Bond Documents by the Authorized Officers, with the advice of the Issuer's attorney, shall be conclusive evidence of such determination. All of the provisions of the Bond Documents, when executed and delivered as authorized herein, shall be deemed to be a part of this Resolution as fully and to the same extent as if incorporated herein and shall be in full force and effect from the date of execution and delivery thereof.

4.03 The Authorized Officers are authorized and directed to execute and deliver all other documents which may be required under the terms of the Bond Documents, or by Bond Counsel, and to take such other action as may be required or deemed appropriate for the performance of the duties imposed thereby to carry out the purposes thereof.

4.04 The Authorized Officers and other officers of the Issuer are authorized to furnish to the Underwriter, the Trustee and Bond Counsel certified copies of all proceedings and records of the Issuer relating to the Bonds, and such other affidavits and certificates as may be required to show the facts relating to the legality, tax exemption and marketability of the Bonds as such facts appear from the books and records in the officers' custody and control or as otherwise known to them; and all such certified copies, certificates, and affidavits, including any heretofore furnished, shall constitute representations of the Issuer as to the truth of all statements made by the Issuer and contained therein.

4.05 The officers of the Issuer, attorneys, engineers and other agents or employees of the Issuer are authorized to do all acts and things required of them by or in connection with this Resolution, the Bond Documents, and the Bonds for the full, punctual and complete performance of all the terms, covenants and agreements contained in the Bonds, the Bond Documents and this Resolution. In the event that for any reason the Authorized Officers are unable to carry out the execution of any of the Bond Documents or other acts provided herein, any other officer of the Issuer or member of the City Council as, in the opinion of the Issuer's attorney, are authorized to act in that capacity, shall without further act or authorization undertake such execution or acts on behalf of the Issuer, with full force and effect, which executions or acts shall be valid and binding on the Issuer.

4.06 All actions of the members, officers, employees and staff of the Issuer heretofore taken and in furtherance of this financing are approved, ratified and confirmed.

Section 5. Appointment of Bond Registrar. The Trustee is appointed as paying agent, bond registrar, authenticating agent and transfer agent for the Bonds.

Section 6. Official Statement. The Issuer authorizes the circulation of the OS in connection with the sale and delivery of the Bonds. The POS is "deemed final" by the Issuer within the meaning of Rule 15c2-12 promulgated under the Securities and Exchange Act of 1934, as amended. The Issuer consents to the distribution and the use by the Underwriter in connection with the sale of the Bonds of the POS and the OS in the form on file with the Issuer. The POS and the OS are the sole materials consented to by the Issuer for use in connection with the offer and sale of the Bonds.

Section 7. Covenants; Limitations.

7.01 All covenants, stipulations, obligations and agreements of the Issuer contained in this Resolution and the Bond Documents shall be deemed to be the covenants, stipulations, obligations and agreements of the Issuer to the full extent authorized or permitted by law, and all such covenants, stipulations, obligations and agreements shall be binding upon the Issuer upon execution and delivery of such Bond Documents. Except as otherwise provided in this Resolution, all rights, powers and privileges conferred and duties and liabilities imposed upon the Issuer or the City Council by the provisions of this Resolution or of the Bond Documents to be executed and delivered by the Issuer shall be exercised or performed by the Issuer or by such members of the Issuer, or such officers, board, body or agency thereof as may be required or authorized by law to exercise such powers and to perform such duties.

7.02 No covenant, stipulation, obligation or agreement herein contained or contained in the Bond Documents shall be deemed to be a covenant, stipulation, obligation or agreement of any member of the City Council, or any officer, agent or employee of the Issuer in that person's individual capacity, and neither the City Council nor any officer or employee executing the Bonds shall be liable personally on the Bonds or be subject to any personal liability or accountability by reason of the issuance thereof.

7.03 Except as herein otherwise expressly provided, nothing in this Resolution or in the Bond Documents expressed or implied, is intended or shall be construed to confer upon any person or firm or corporation, other than the Issuer, the Trustee, the Underwriter or any holder of the Bonds issued under the provisions of this Resolution, any right, remedy or claim, legal or equitable, under and by reason of this Resolution or any provision hereof, this Resolution, the Bond Documents and all of their provisions being intended to be and being for the sole and exclusive benefit of the Issuer, the Trustee, the Underwriter and any holder from time to time of the Bonds issued under the provisions of this Resolution.

Section 8. Severability. In case any one or more of the provisions of this Resolution, or of the Bond Documents, or of the Bonds issued hereunder shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provision of this Resolution, or of the Bond Documents, or of the Bonds, but this Resolution, the Bond Documents, and the Bonds shall be construed and enforced as if such illegal or invalid provision had not been contained therein.

Section 9. Tax Matters.

9.01 The Issuer covenants and agrees with the holders of the Bonds that the Issuer will (a) take all action on its part necessary to cause the interest on the Bonds to be exempt from federal income taxes including, without limitation, restricting, to the extent necessary, the yield on investments made with the proceeds of the Bonds and investment earnings thereon, making required payments to the federal government, if any, and maintaining books and records in a specified manner, where appropriate, and (b) refrain from taking any action which would cause interest on the Bonds to be subject to federal income taxes, including, without limitation, refraining from spending the proceeds of the Bonds and investment earnings thereon on certain specified purposes.

9.02 In order to qualify the Bonds as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code, the Issuer makes the following factual statements and representations:

(i) the Bonds are not “private activity bonds” as defined in Section 141 of the Code;

(ii) the Issuer designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code;

(iii) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds, treating qualified 501(c)(3) bonds as not being private activity bonds) which will be issued by the Issuer (and all entities whose obligations will be aggregated with those of the Issuer) during the calendar year in which the Bonds are being issued will not exceed \$10,000,000; and

(iv) not more than \$10,000,000 of obligations issued by the Issuer during the calendar year in which the Bonds are being issued have been designated for purposes of Section 265(b)(3) of the Code.

Adopted December 16, 2014.

Adopted by the Council this 16th day of December, 2014.

Corey J. Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

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2014 BUDGET AMENDMENTS

**Note 6 in Audited Financial Statements (Stewardship & Accountability)
Reports Excess of Expenditures over Budget by Fund. The below items
were discussed at Council and should be updated formally in the budget

AMENDMENT #1

Airport Jet A Project Grant and Project Costs

Airport Fund

225-33430	Other State Grants & Aids	Revenue	250,000	Increase Revenue
225-49950-500	Capital Outlay	Expense	(277,778)	Increase Expense

AMENDMENT #2

Remove budget for TIF 1-4 Toro; Decertified 12/31/2013

TIF 1-4 Toro Fund

263-31050	Tax Increments	Revenue	(58,000)	Decrease Revenue
263-46530-307	Management Fees	Expense	5,800	Decrease Expense
263-46530-482	TIF Payments	Expense	52,200	Decrease Expense

AMENDMENT #3

Remove Spending of Bond Proceeds for Fire Truck in 2014
Truck will not be completed until February 2015

General Fund - Capital

401-49950-502	General Fund Capital Outlay	Expense	385,000	Decrease Expense
401-39200	Interfund Transfer	Revenue	(385,000)	Decrease Revenue

PIR Fund

401-49960-720	Transfer	Expense	385,000	Decrease Expense
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AMENDMENT #4

Capitalize Labor for Electric In House New Construction Work
Asset will be depreciated over life of improvement

Electric Fund

604-49550-150	Capitalized Labor	Expense	150,000	Decrease Expense
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RESOLUTION #2014-

INTRODUCED:

SECONDED:

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

A RESOLUTION APPROVING 2014 TAX LEVY, COLLECTABLE IN 2015

BE IT RESOLVED, by the Council of the City of Windom, County of Cottonwood, Minnesota, that the following sums of money be levied for the current year, collectable in 2015, upon the taxable property in the City of Windom for the following purposes:

Total Levy	\$1,718,887
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The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Cottonwood County, Minnesota.

Adopted this 16th day of December, 2014.

Corey J. Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

2015 BUDGET



CITY OF WINDOM
2015 Budget

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Special Revenue/Levy Funds

User Fees	\$ 941,625
Tax Levy (Operations)	\$ 711,900
Tax Levy (Capital Outlay)	<u>\$ 26,000</u>
	\$ 1,679,525

Enterprise Funds

User Fees	\$12,357,550
Special Assessments	<u>\$ 31,200</u>
	\$12,388,750

Debt Service

Special Assessments	\$ 155,900
Inter-fund Transfers for Debt Service	\$ 68,000
Tax Levy - Bonded Projects	\$ 422,214
Tax Levy - Intra-Fund Repayment	<u>\$ 0</u>
	\$ 646,114

Special Projects

TIF Revenues & Revolving Loan Funds	\$ 351,591
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Revenues Grand Total \$17,686,870

Expenses

The City maintains consistent assumptions for expenditures. Department budget requests typically account for inflationary increases to maintain current service levels. Service level adjustments and notable budget changes are reflected in the budget at their expected or estimated cost.

Capital spending of \$296,550 represents 17.25% of the property tax levy. Larger capital items in this budget include \$98,000 to replace faulty Self Contained Breathing Apparatus (SCBA) fire equipment, \$40,000 to enhance the fiber network between City facilities and add a Security System, lease/purchase of a front-end loader with attachments and \$75,000 to repair local streets.

Debt service of \$422,214 represents 24.56% of the total property tax levy, which are repayments on bonds that have been used to fund prior year projects. Debt service increased by 10.8% in 2015 due to the start of debt service payments on the 2013 Street project. Debt service on the 1994 General Obligation Bonds (GO Bonds) ended in 2014 and the 1994 Sewer bonds will be retired in 2015.

The property tax levy for General Fund Operations is \$257,723 or 14.99% of the total tax levy. The property tax levy is 10.98% of General Fund Revenues and LGA represents 61.45% of General Fund Revenues with the balance comprised of user fees and inter-fund transfers. The 2015 increase in General Fund expenses is shown to be 1.79%.

Public Safety (Police and Fire) represents 48.69% of all General Fund expenses. Public Works (Street) is also a significant aspect of the budget with 23.69% of General Fund expenses.

In addition to the General Fund, the City also levies monies to fund annual expenditures of amenities within the Special Revenue Fund budget. As one can see below, the property tax levy comprises between 48.8% and 91.4% of these budgets. The property tax levy for these services and amenities totals \$711,900 or 41.42% of the total property tax levy. The City's Ambulance and Airport operations are self-funding.

Library (91.4%) Pool (60.82%) EDA (51.39%) Arena (48.83%) Community Center (60.43%).

The assets of the City of Windom exceeded its liabilities by approximately \$28 million as of the 2013 audit. The unrestricted portion of City assets, that is the portion used to meet the City's ongoing obligations to citizens and creditors, is approximately \$11 million.

The proposed 2015 expenses for all funds are as follows. Please note that while the projected expenses are \$1,902,198 higher than revenues, the expense budget below includes non-cash expenses such as depreciation (\$1,881,500) and capital expenses that will be funded using Enterprise Fund reserves. As such, the City is projecting that revenues will be sufficient to meet the proposed budget expenditures and debt obligations.

General Fund

Operational Expenses	\$ 2,346,840
Capital Outlay	\$ 270,550
Transfers	\$ -
	\$ 2,617,390

Special Revenue/Levy Funds

Operational Expenses	\$ 1,489,715
Capital Outlay	\$ 26,000
Debt Service	\$ 51,800
Depreciation	\$ 91,500
	\$ 1,659,015

Enterprise Funds

Operational Expenses	\$ 9,720,180
Capital Outlay	\$ 872,765
Debt Service	\$ 1,694,170
Transfers	\$ 245,000
Depreciation	\$ 1,790,000
	\$ 14,322,115

Debt Service

Bond/Loan Payments	\$ 709,245
Tax Levy - Intra-Fund Repayment	\$ -
	\$ 709,245

Special Projects

TIF Revenues & Revolving Loan Funds	\$ 281,303
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Expenses Grand Total	<u>\$ 19,589,068</u>
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Truth In Taxation\Public Input

The City of Windom has long been an advocate of public participation in the budgeting process. The City has provided budget information to citizen boards and commissions, held public meetings prior to adopting each budget and has notified the public regarding budget workshops. In addition, budget and audit information is available within the financial section of the City's website (www.windom-mn.com). As required by State law, the City also notifies residents through their property tax statements about the public budget meeting on December 2, 2014. The formal budget and corresponding property tax levy will be adopted by the City Council on December 16, 2014.

Future Budget Considerations

The City has been actively engaged in planning for the future and has identified several large capital projects. These projects include building a new Emergency Services Facility for Fire and Ambulance Services, Street\Water\Wastewater infrastructure improvements, new or upgraded facilities for the Windom Arena and new or upgraded facilities for the Windom Pool. Other City facilities such as the Community Center and Library are also due for upcoming maintenance or improvements. In addition, major capital equipment items such as fire\rescue vehicles and street department trucks\tractors will be coming up on the capital equipment

replacement list. All of these items will add significant cost to the City's budget. The City Council has committed funding to these items as it is able within the confines of the budget and keeping the property tax levels similar to our peer communities. If these "big ticket" capital facilities and equipment are to be realized, without the elimination of existing services and amenities, additional sources of revenue such as local option sales tax, grants, bonding, franchise fees and user fees will need to be considered to fund these projects.

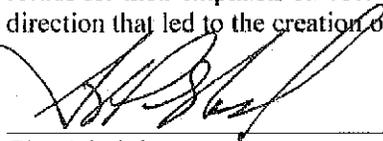
Due to the strong baseline manufacturing in Windom, high number of service-related industries\businesses and the expansions within the new industrial park; housing has emerged as an issue that will limit our future growth. The City's Economic Development Authority and Housing & Redevelopment Authority commissioned a study that showed a housing deficit within the community. To address this issue, partnerships with builders, realtors, lenders, major employers and governmental leaders need to form to plan and promote new housing options within the community.

Windom does find itself in a good position to plan for the future and address these challenges. However, our reliance on LGA could place us in a difficult position should there be cuts to this State program as have occurred in 2003, 2008 and 2010. Our Standard and Poor's Bond rating of A+ with a positive outlook is an example of our community's financial strength.

Conclusion

The City Council and staff are pleased to present a budget that enables the City to maintain essential services and provide the full range of amenities that our citizens have enjoyed in Windom. The City Council and staff continue to be forward thinking and planning for growth.

Special thanks are given to the community for their confidence and support of City staff and to the Department Heads for their emphasis on cost containment. Thank you also to the City Council for their dedication and direction that led to the creation of the 2015 budgets for the General, Special Revenue and Enterprise funds.



City Administrator

**BUDGET
CITY OF WINDOM
2015 BUDGET YEAR**

REVENUE BUDGET

	<u>2015</u>	<u>2014</u>	<u>Change</u>
<u>General Fund</u>			
Local Government Aid	\$ 1,442,047	\$ 1,418,008	1.70%
Fees, Fines and Permits	\$ 402,070	\$ 373,670	7.60%
Transfers from Enterprise	\$ 245,000	\$ 245,000	0.00%
Tax Levy (PERA Reimbursement)	\$ 3,500	\$ 3,500	0.00%
Tax Levy (Operations)	\$ 257,723	\$ 265,427	-2.90%
Tax Levy (Capital Outlay)	\$ 270,550	\$ 214,882	25.91%
Bonds (Capital Outlay)	\$ -	\$ 407,864	-100.00%
	\$ 2,620,890	\$ 2,928,351	-10.50%
<u>Special Revenue/Levy Funds</u>			
User Fees	\$ 941,625	\$ 928,973	1.36%
Tax Levy (Operations)	\$ 711,900	\$ 703,290	1.22%
Tax Levy (Capital Outlay)	\$ 26,000	\$ 70,400	-63.07%
Ambulance Reserve Funds (Capital Outlay)	\$ -	\$ 266,000	-100.00%
	\$ 1,679,525	\$ 1,968,663	-14.69%
<u>Enterprise Funds</u>			
User Fees	\$ 12,357,550	\$12,169,718	1.54%
Special Assessments	\$ 31,200	\$ 77,400	-59.69%
	\$ 12,388,750	\$12,247,118	1.16%
<u>Debt Service</u>			
Special Assessments	\$ 155,900	\$ 187,032	-16.65%
Interfund Transfers for Debt Service	\$ 68,000	\$ -	0.00%
Tax Levy - Bonded Projects	\$ 422,214	\$ 381,054	10.80%
Tax Levy - Intra-Fund Repayment	\$ -	\$ 15,775	-100.00%
	\$ 646,114	\$ 583,861	10.66%
<u>Special Projects</u>			
TIF Revenues & Revolving Loan Funds	\$ 351,591	\$ 248,700	41.37%
Grand Total	\$ 17,686,870	\$17,976,693	-1.61%

**BUDGET
CITY OF WINDOM
2015 BUDGET YEAR**

EXPENSE BUDGET

	<u>2015</u>	<u>2014</u>	<u>Change</u>
<u>General Fund</u>			
Operational Expenses	\$ 2,346,840	\$ 2,305,605	1.79%
Capital Outlay	\$ 270,550	\$ 622,746	-56.56%
Transfers	\$ -	\$ -	0.00%
	\$ 2,617,390	\$ 2,928,351	-10.62%
<u>Special Revenue/Levy Funds</u>			
Operational Expenses	\$ 1,489,715	\$ 1,428,533	4.28%
Capital Outlay	\$ 26,000	\$ 336,400	-92.27%
Debt Service	\$ 51,800	\$ 46,000	12.61%
Depreciation	\$ 91,500	\$ 91,500	0.00%
	\$ 1,659,015	\$ 1,902,433	-12.80%
<u>Enterprise Funds</u>			
Operational Expenses	\$ 9,720,180	\$ 9,550,310	1.78%
Capital Outlay	\$ 872,765	\$ 786,300	11.00%
Debt Service	\$ 1,694,170	\$ 1,669,500	1.48%
Transfers	\$ 245,000	\$ 245,000	0.00%
Depreciation	\$ 1,790,000	\$ 1,765,000	1.42%
	\$ 14,322,115	\$14,016,110	2.18%
<u>Debt Service</u>			
Bond/Loan Payments & Fees	\$ 709,245	\$ 396,829	78.73%
Tax Levy - Intra-Fund Repayment	\$ -	\$ -	0.00%
	\$ 709,245	\$ 396,829	78.73%
<u>Special Projects</u>			
TIF Revenues & Revolving Loan Funds	\$ 281,303	\$ 269,355	4.44%
Grand Total	<u>\$ 19,589,068</u>	<u>\$19,513,078</u>	0.39%

**BUDGET
CITY OF WINDOM
2015 BUDGET YEAR**

GENERAL FUND

Operational Revenue and Expenses

<u>Revenue</u>	<u>2015</u>	<u>2014</u>	<u>Change</u>
Local Govt Aid (LGA)	\$ 1,442,047	\$ 1,418,008	1.70%
Operational Tax Levy	\$ 257,723	\$ 265,427	-2.90%
Interfund Transfers	\$ 245,000	\$ 245,000	0.00%
Misc. Revenue	\$ 402,070	\$ 377,170	6.60%
Use of Reserves	\$ -	\$ -	0.00%
TOTAL	\$ 2,346,840	\$ 2,305,605	1.79%

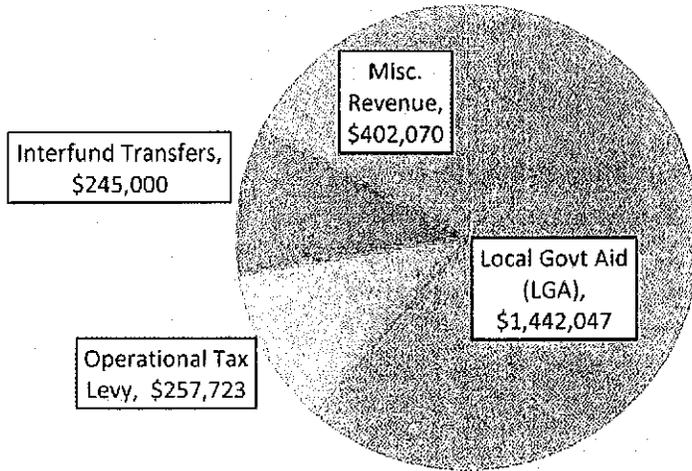
<u>Expenses</u>	<u>2015</u>	<u>2014</u>	<u>Change</u>
Mayor & Council	\$ 100,270	\$ 97,440	2.90%
Elections	\$ -	\$ 6,800	-100.00%
City Office	\$ 116,920	\$ 144,340	-19.00%
Planning & Zoning	\$ 134,775	\$ 135,420	-0.48%
Legal**	\$ -	\$ -	0.00%
City Hall	\$ 34,040	\$ 34,020	0.06%
Police Department	\$ 1,001,480	\$ 944,440	6.04%
Fire Department	\$ 141,175	\$ 137,915	2.36%
Emergency Mgmt	\$ 6,425	\$ 5,925	8.44%
Animal Control	\$ 2,700	\$ 2,700	0.00%
Street Department	\$ 556,010	\$ 549,470	1.19%
Health/Sanitation	\$ 22,000	\$ 22,000	0.00%
Recreation	\$ 36,315	\$ 36,195	0.33%
Parks	\$ 194,730	\$ 188,940	3.06%
Transfers	\$ -	\$ -	0.00%
TOTAL	\$ 2,346,840	\$ 2,305,605	1.79%

<u>General Fund Capital</u>	\$ 270,550	\$ 214,882	25.91%
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2015 General Fund

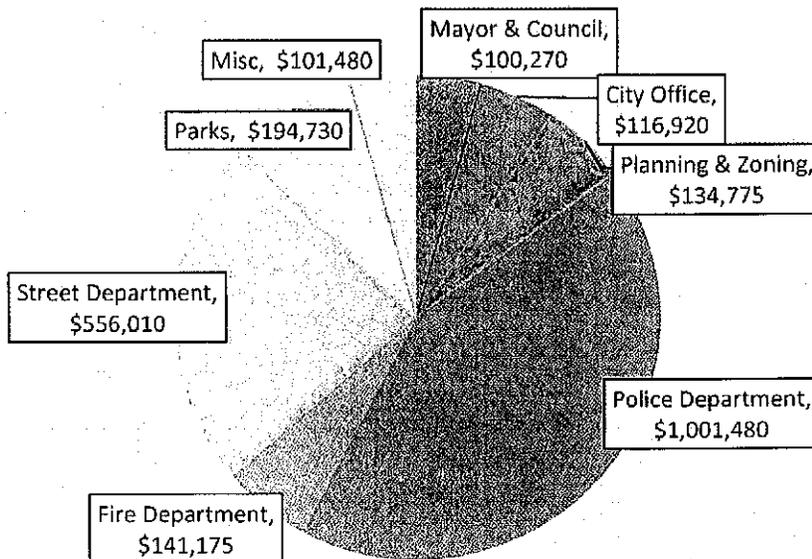
Operational Revenues

Budgeted Revenue \$2,346,840



Operational Expenses

Budgeted Expenses \$2,346,840



**BUDGET
CITY OF WINDOM
2015 CAPITAL OUTLAY
(General Fund)**

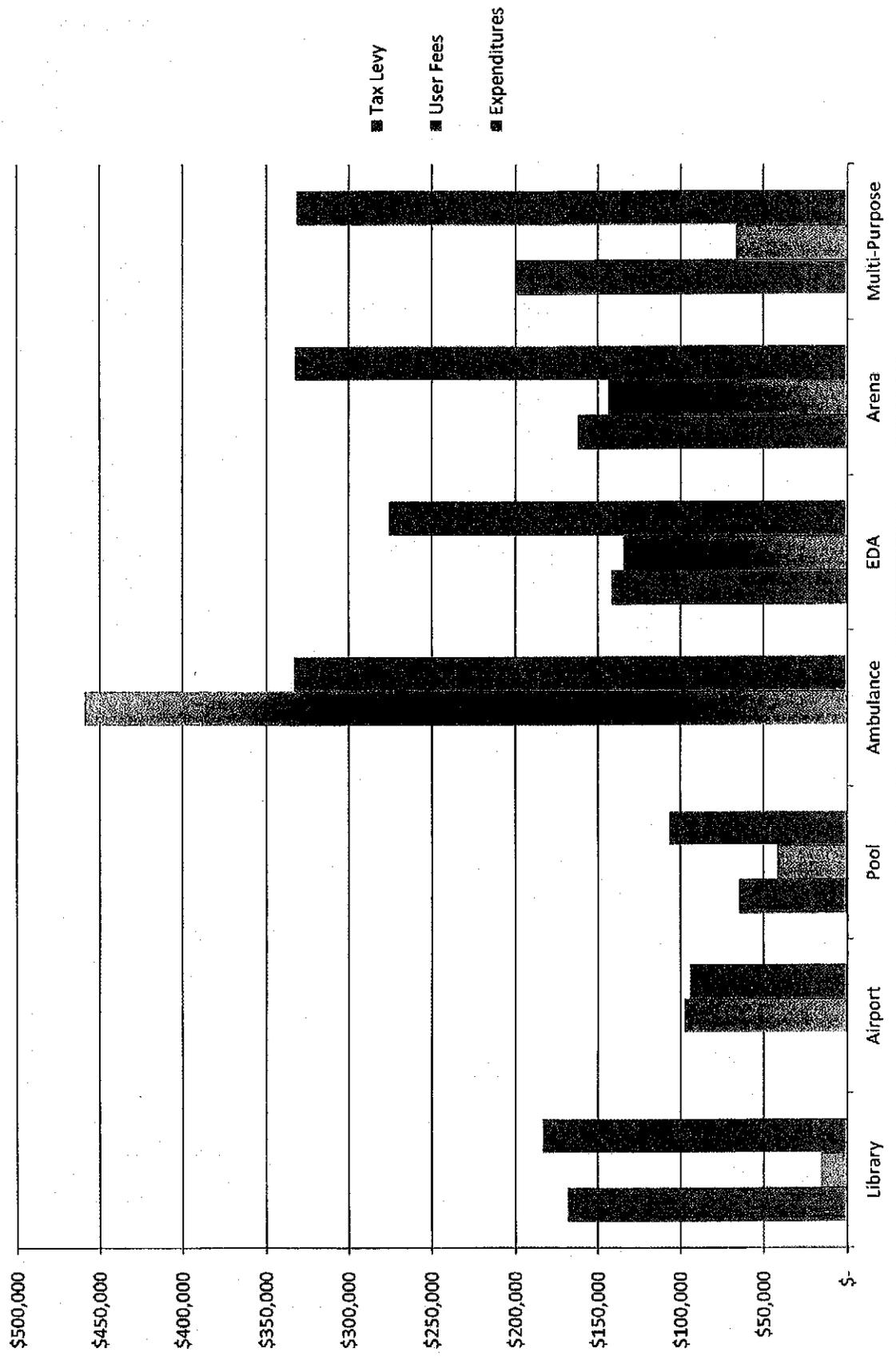
<u>CAPITAL\EQUIPMENT FUND</u>	<u>Amount</u>	<u>Tax Levy</u>
Administration:		
Computer Replacement	\$ 1,750	
Sub-total	\$ 1,750	\$ 1,750
Parks:		
Seal Coating - Tegel's Park	\$ 2,500	
Sub-total	\$ 2,500	\$ 2,500
Multiple Departments:		
City Network	\$ 8,000	
Security System	\$ 32,000	
Sub-total	\$ 40,000	\$ 40,000
Police:		
Light Bar	\$ 1,800	
Sub-total	\$ 1,800	\$ 1,800
Fire:		
Self-contained Breathing Apparatus (SCBA)	\$ 98,000	
Sub-total	\$ 98,000	\$ 98,000
Recreation:		
Portable Pitching Mounds	\$ 5,500	
Sub-total	\$ 5,500	\$ 5,500
Streets:		
Pick-up Sander Unit	\$ 2,000	
Loader Unit & Attachments	\$ 29,000	
2015 Street Project	\$ 75,000	
Equipment Fund	\$ 15,000	
Sub-total	\$ 121,000	\$ 121,000
TOTAL CAPITAL FUND		\$ 270,550
Less GO Equipment Bond Proceeds		<u>\$ -</u>
General Fund Capital Subject to Levy		\$ 270,550

**BUDGET
CITY OF WINDOM
2015 BUDGET YEAR**

SPECIAL REVENUE/LEVY FUNDS

<u>Library</u>	<u>2015</u>	<u>2014</u>	<u>Change</u>
+ Tax Levy	\$ 168,240	\$ 164,150	2.49%
+ Other Revenue	\$ 15,750	\$ 14,250	10.53%
- Expenses	\$ (178,990)	\$ (174,400)	2.63%
- Capital Outlay	\$ (5,000)	\$ (4,000)	25.00%
- Debt Service	\$ -	\$ -	
	<u>\$ -</u>	<u>\$ -</u>	
 <u>Airport</u>			
+ Tax Levy	\$ -	\$ 4,500	-100.00%
+ Other Revenue	\$ 97,200	\$ 96,700	0.52%
- Expenses	\$ (94,480)	\$ (79,910)	18.23%
- Capital Outlay	\$ -	\$ (4,500)	-100.00%
- Debt Service	\$ -	\$ -	
	<u>\$ 2,720</u>	<u>\$ 16,790</u>	
 <u>Pool</u>			
+ Tax Levy	\$ 64,895	\$ 38,875	66.93%
+ Other Revenue	\$ 41,800	\$ 43,600	-4.13%
- Expenses	\$ (102,695)	\$ (82,475)	24.52%
- Capital Outlay	\$ (4,000)	\$ -	0.00%
- Debt Service	\$ -	\$ -	
	<u>\$ -</u>	<u>\$ -</u>	
 <u>Ambulance</u>			
+ Tax Levy	\$ -	\$ -	0.00%
+ Other Revenue	\$ 459,250	\$ 459,250	0.00%
- Expenses	\$ (333,410)	\$ (318,310)	4.74%
- Capital Outlay	\$ -	\$ (266,000)	0.00%
- Debt Service	\$ -	\$ -	
	<u>\$ 125,840</u>	<u>\$ (125,060)</u>	
 <u>EDA</u>			
+ Tax Levy	\$ 141,905	\$ 151,175	-6.13%
+ Other Revenue	\$ 117,705	\$ 115,728	1.71%
+ Interfund Loan Receipt	\$ 16,550	\$ -	0.00%
- Expenses	\$ (224,360)	\$ (220,903)	1.56%
- Capital Outlay	\$ -	\$ -	0.00%
- Debt Service	\$ (51,800)	\$ (46,000)	12.61%
	<u>\$ -</u>	<u>\$ -</u>	
 <u>Arena</u>			
+ Tax Levy	\$ 162,470	\$ 170,120	-4.50%
+ Other Revenue	\$ 143,725	\$ 133,150	7.94%
- Expenses	\$ (317,695)	\$ (314,770)	0.93%
- Capital Outlay	\$ (15,000)	\$ (15,000)	0.00%
- Debt Service	\$ -	\$ -	0.00%
+ Depreciation	\$ 26,500	\$ 26,500	
	<u>\$ -</u>	<u>\$ -</u>	
 <u>Multi-Purpose</u>			
+ Tax Levy	\$ 200,390	\$ 244,870	-18.16%
+ Other Revenue	\$ 66,195	\$ 66,295	-0.15%
- Expenses	\$ (329,585)	\$ (329,265)	0.10%
- Capital Outlay	\$ (2,000)	\$ (46,900)	-95.74%
- Debt Service	\$ -	\$ -	0.00%
+ Depreciation	\$ 65,000	\$ 65,000	
	<u>\$ -</u>	<u>\$ -</u>	
 Total Levy	 \$ 737,900	 \$ 773,690	 -4.63%

2015 Special Revenue Funds



**BUDGET
CITY OF WINDOM
2015 CAPITAL OUTLAY
Special Revenue - Funds**

<u>Fund</u>	<u>Description</u>	<u>Amount</u>	
Arena:			
	Raquetball Court Rehab	<u>\$15,000</u>	Sub-total \$15,000
Library:			
	Repaint	<u>\$5,000</u>	Sub-total \$5,000
Multi-purpose:			
	Computer Replacement	<u>\$2,000</u>	Sub-total \$2,000
Pool:			
	Deck Furniture	<u>\$4,000</u>	Sub-total \$4,000
	Less: Ambulance Funds*	<u>\$ -</u>	
Total Subject to Levy		<u><u>\$26,000</u></u>	

* Ambulance - capital expenditures will be funded through Ambulance revenue, reserve funds or grants.

**BUDGET
CITY OF WINDOM
2015 BUDGET YEAR**

ENTERPRISE FUNDS

<u>Telecom</u>			
	<u>2015</u>	<u>2014</u>	<u>Change</u>
+ Revenue	\$ 2,593,050	\$ 2,594,010	-0.04%
+ Special Assessments	\$ -	\$ -	0.00%
- Expenses	\$ (2,666,805)	\$ (2,310,150)	15.44%
- Capital Outlay	\$ (154,500)	\$ (247,000)	-37.45%
- Debt Service	\$ (785,900)	\$ (789,056)	-0.40%
- Transfer to General	\$ -	\$ -	0.00%
+ Depreciation	\$ 738,050	\$ 738,050	0.00%
Cash Flow	\$ (276,105)	\$ (14,146)	

<u>Water</u>			
+ Revenue	\$ 1,068,500	\$ 993,500	7.55%
+ Special Assessments	\$ 15,600	\$ 44,500	-64.94%
- Expenses	\$ (858,360)	\$ (846,480)	1.40%
- Capital Outlay	\$ (43,000)	\$ (96,000)	-55.21%
- Debt Service	\$ (487,060)	\$ (472,831)	3.01%
- Transfer to General	\$ -	\$ -	0.00%
+ Depreciation	\$ 298,730	\$ 298,730	0.00%
Cash Flow	\$ (5,590)	\$ (78,581)	

<u>Sewer</u>			
+ Revenue	\$ 1,440,300	\$ 1,332,800	8.07%
+ Special Assessments	\$ 15,600	\$ 32,900	-52.58%
- Expenses	\$ (1,238,320)	\$ (1,079,520)	14.71%
- Capital Outlay	\$ (45,000)	\$ (93,000)	-51.61%
- Debt Service	\$ (421,210)	\$ (407,613)	3.34%
- Transfer to General	\$ -	\$ -	0.00%
+ Depreciation	\$ 317,220	\$ 317,220	0.00%
Cash Flow	\$ 68,590	\$ 102,787	

<u>Electric</u>			
+ Revenue	\$ 5,611,000	\$ 5,713,208	-1.79%
+ Special Assessments	\$ -	\$ -	0.00%
- Expenses	\$ (5,271,550)	\$ (5,668,820)	-7.01%
- Capital Outlay	\$ (590,000)	\$ (290,000)	103.45%
- Debt Service	\$ -	\$ -	0.00%
- Transfer to General	\$ (175,000)	\$ (175,000)	0.00%
+ Depreciation	\$ 425,000	\$ 396,000	0.00%
Cash Flow	\$ (550)	\$ (24,612)	

<u>Liquor</u>			
+ Revenue	\$ 1,644,700	\$ 1,536,200	7.06%
+ Special Assessments	\$ -	\$ -	0.00%
- Expenses	\$ (1,475,145)	\$ (1,410,340)	4.59%
- Capital Outlay	\$ (40,265)	\$ (60,300)	-33.23%
- Debt Service	\$ -	\$ -	0.00%
- Transfer to General	\$ (70,000)	\$ (70,000)	0.00%
+ Depreciation	\$ 11,000	\$ 15,000	0.00%
Cash Flow	\$ 70,290	\$ 10,560	

City of Windom, Minnesota
City of Windom -- Capital Improvement Plan
 2015 thru 2019

PROJECTS BY DEPARTMENT

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Administration								
Computer Replacement	ADMIN 002	1	1,750	4,000	4,000	4,000		13,750
Administration Total			1,750	4,000	4,000	4,000		13,750
Airport								
Runway Extension Study and Environmental Review	AIRPORT 002	3		70,000				70,000
Land Acquisition - Runway	AIRPORT 003	2		200,000				200,000
Runway Extension - Construction	AIRPORT 004	2			1,000,000			1,000,000
Instrument Landing Equipment	AIRPORT 005	1			250,000			250,000
Runway Extension Design	AIRPORT 006	1		100,000				100,000
Crosswind Runway Design	AIRPORT 007	3				150,000		150,000
Crosswind Runway Land Acquisition	AIRPORT 008	2					900,000	900,000
Mower Replacement	AIRPORT 009	3		17,000				17,000
Airport Total				387,000	1,250,000	150,000	900,000	2,687,000
Ambulance								
Unit 29 - Ambulance Replacement	AMB 003	1				200,000		200,000
Unit 27 - Ambulance Replacement	AMB 005	1		200,000				200,000
Radio Equipment Replacement	AMB 006	1					100,000	100,000
Ambulance Total				200,000		200,000	100,000	500,000
Arena								
Racquetball Court Rehabilitation	ARENA 004	2	15,000					15,000
Locker Room Expansion	ARENA 006	2		75,000				75,000
Rink Panel Replacement	ARENA 007	2		70,000				70,000
Install Rink Floor	ARENA 008	3			350,000			350,000
Roof Repair/Rehabilitation	ARENA 009	1				160,000		160,000
Parking Lot Rehabilitation	ARENA 010	2			55,000			55,000
Livestock Building/Riding Rink	ARENA 011	3					200,000	200,000
Ice System Replacement	ARENA 013	1					350,000	350,000
Arena Total			15,000	145,000	405,000	160,000	550,000	1,275,000
City Hall								
Window Replacement	CH 001	2		20,000				20,000
Television & Sound System - Council Chambers	CH 007	2		25,000				25,000
Tuckpointing	CH 008	2			50,000			50,000
City Hall Total				45,000	50,000			95,000
Community Center								
Meeting Room Maintenance/Improvements	COMM 001	2		21,512				21,512

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Dance Floor Replacement	COMM 002	3			14,800			14,800
Sound System	COMM 003	3		14,000	14,000			28,000
Stage	COMM 006	3		8,500				8,500
Equipment Replacement/Upgrades	COMM 007	1	0	20,000	7,252			27,252
Mechanical Systems	COMM 009	1	0	30,000	30,000			60,000
Roof Replacement	COMM 010	1			85,000			85,000
Garage Doors w/ Openers	COMM 011	2			9,800			9,800
Gym Renovation	COMM 012	2			85,000			85,000
Outdoor - Grounds and Equipment	COMM 014	2		17,200				17,200
Office Computer Replacement	COMM 015	1	2,000					2,000
Community Center Total			2,000	111,212	245,852			359,064
EDA								
Spec Building Expansion	EDA 003	2			1,700,000			1,700,000
N. Windom Industrial Park Infrastructure - Phase 2	EDA 004	3	720,000					720,000
EDA Total			720,000		1,700,000			2,420,000
Electric								
Distribution System Upgrades	ELE 001	1	300,000	300,000	300,000	300,000		1,200,000
Misc Equipment - Unidentified	ELE 004	3	40,000	40,000	40,000	40,000		160,000
Digger Derrick Truck	ELE 005	2	250,000					250,000
Electric Total			590,000	340,000	340,000	340,000		1,610,000
Fire								
Emergency Services Building	FIRE 001	1		2,200,000				2,200,000
Engine Pumper Truck (rural)	FIRE 003	1		385,000				385,000
First Response Truck	FIRE 005	3		150,000				150,000
City Engine/Pumper	FIRE 006	1				400,000		400,000
Radio Replacement	FIRE 007	1					75,000	75,000
Turn Out Gear	FIRE 008	1			0	0	0	0
SCBA Equipment	FIRE 009	2	98,000					98,000
Fire Total			98,000	2,735,000	0	400,000	75,000	3,308,000
Library								
Heating System	LIB 001	2		6,000				6,000
Window Replacement	LIB 002	2			20,000			20,000
Repaint Library - Interior	LIB 004	2	5,000					5,000
Computer Replacement	LIB 007	1	0	2,000				2,000
Library Total			5,000	8,000	20,000			33,000
Liquor								
HVAC - Heating	LIQUOR 002	1	20,000					20,000
Parking Lot - Seal Coat additional Asphalt	LIQUOR 003	3		18,500				18,500
Computer Replacement	LIQUOR 004	1			2,000			2,000
Entrance Interior Doors	LIQUOR 008	1	12,015					12,015
Roof Repair/Maintenance	LIQUOR 009	1	7,250					7,250
Non-display Area Flooring Replacement	LIQUOR 010	3	1,000					1,000
Liquor Total			40,265	18,500	2,000			60,765

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Multiple Depts								
Citywide Network	MULTI 001	1	20,000					20,000
Security Camera System	MULTI 002	1	66,669					66,669
Multiple Depts Total			86,669					86,669
Parks								
Windom Rec Area - Lighting	PARK 005	4		205,300				205,300
Toro Workman	PARK 008	1		20,000				20,000
Toro Groundsmaster Mower (4000D)	PARK 009	1		60,000				60,000
Toro Groundsmaster Mower (328D)	PARK 010	1			25,000			25,000
Unit 70 Pick-up Truck	PARK 011	2				32,000		32,000
Playground Equipment Replacement Fund	PARK 014	3	0	10,000	10,000	10,000		30,000
Seal Coating\Crack-filling Tegele's Park	PARK 016	2	2,500					2,500
Parks Total			2,500	295,300	35,000	42,000		374,800
Police								
Light Bar - Squad Car	POLICE 002	3	1,800					1,800
Taser Replacement	POLICE 003	1		5,800				5,800
Taser Replacement	POLICE 004	1			5,800			5,800
SUV Replacement	POLICE 005	3					35,000	35,000
Police Total			1,800	5,800	5,800		35,000	48,400
Pool								
Pool Feasibility Study	POOL 002	1		5,000				5,000
Renovated Pool or New Aquatic Center	POOL 003	3		3,500,000				3,500,000
Deck Furniture	POOL 004	3	4,500					4,500
Pool Total			4,500	3,505,000				3,509,500
Recreation								
Portable Pitching Mounds	REC 002	3	5,500					5,500
Recreation Total			5,500					5,500
Streets								
2017 Street Project	STR 002	1			2,236,000			2,236,000
Equipment Fund Reserve	STR 005	2	15,000	50,000	50,000	50,000		165,000
Pick-up Replacement 3/4 Ton with Snow Plow	STR 009	2		27,000				27,000
2.5 Ton Dump Truck Replacement	STR 010	1				180,000	180,000	360,000
Street Sweeper Replacement	STR 011	1			180,000			180,000
Loader Unit & Attachments	STR 015	1	29,000	29,000	29,000	29,000	29,000	145,000
2015 Street Project	STR 018	2	75,000					75,000
Pick-up Sander Unit	STR 020	2	2,000					2,000
Grader Replacement	STR 021	2		190,000				190,000
Skid Loader Replacement	STR 022	2				50,000		50,000
Streets Total			121,000	296,000	2,495,000	309,000	209,000	3,430,000
Telecom								
Headend Building Addition	TEL 006	2	0					0
Satellite Farm Rebuild	TEL 007	1	0					0
Meta Switch Rebuild	TEL 008	1	62,000					62,000

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Test Equipment Replacement	TEL 009	2			30,000			30,000
Telecom Office Phone System	TEL 011	2	4,600					4,600
Telecom Security System	TEL 012	1	5,900					5,900
Transport Project	TEL 013	1	36,000					36,000
Office Space Upgrade	TEL 014	2	5,000					5,000
Telecom Total			113,500		30,000			143,500
Wastewater								
General Plant Improvement/Maintenance	SEWER 001	2		5,000	5,000			10,000
Treatment Plant Upgrade	SEWER 002	1		760,000				760,000
Toro Lawnmower Replacement	SEWER 003	3	15,000					15,000
General Equipment	SEWER 006	3	15,000	20,000				35,000
Interceptor/Collection System Improvements	SEWER 007	1	10,000	10,000	10,000			30,000
Lift Station Improvements	SEWER 010	1	5,000	5,000	5,000			15,000
Bio-Solids Storage Facility	SEWER 011	2		1,500,000				1,500,000
Wastewater Total			45,000	2,300,000	20,000			2,365,000
Water								
Wells and Well Site	WATER 001	1	5,000	5,000	5,000			15,000
Pumping Equipment	WATER 002	1	5,000	5,000				10,000
Filter Plant Improvements	WATER 004	1	15,000	15,000				30,000
Water Main Improvements	WATER 005	1	5,000	5,000	5,000			15,000
Water Meters	WATER 007	1	8,000	8,000	8,000			24,000
Hydrants	WATER 008	2	5,000	5,000	5,000			15,000
Water Plant Improvements	WATER 009	1				145,000		145,000
Water Total			43,000	43,000	23,000	145,000		254,000
GRAND TOTAL			1,895,484	10,438,812	6,625,652	1,750,000	1,869,000	22,578,948

**BUDGET
CITY OF WINDOM
2015 BUDGET YEAR
SPECIAL PROJECTS**

(Tax Increment Finance, Revolving Loan Funds and Other)

<u>Name</u>	<u>Revenue</u>	<u>Expense</u>
256 River Bluff Estates Revolving Loan	\$ -	\$ 250
252 Small Cities Development Program	\$ 500	\$ 30,400
254 North Industrial Park Project	\$ 51,705	\$ 42,905
253 RiverBluff Estates	\$ 10,000	\$ 2,100
251 RBEG\Remick Revolving Loan	\$ 31,000	\$ -
651 Riverbluff Townhomes	\$ -	\$ 500
1-2 Pamida TIF	\$ -	\$ 32,500
1-8 Downtown TIF	\$ 5,366	\$ 926
1-10 Runnings TIF	\$ 30,450	\$ 28,808
1-12 PM Windom TIF	\$ 86,700	\$ 82,008
1-13 River Bluff TIF	\$ 20,000	\$ 30,000
1-14 Spec Building II TIF	\$ 10,050	\$ 2,266
1-16 GDF Tax Abatement District	\$ 7,000	\$ 6,300
1-17 NWIP TIF	<u>\$ 98,820</u>	<u>\$ 22,340</u>
TOTAL	\$ 351,591	\$ 281,303

**BUDGET
CITY OF WINDOM
2015 BUDGET YEAR**

	<u>2015 Levy Uses</u>	<u>Percent Of Levy</u>
General Fund Operational	\$ 257,723	14.99%
General Fund Capital	\$ 270,550	15.74%
Less: Use of General Fund Reserves	\$ -	0.00%
PERA Reimbursement Levy	\$ 3,500	0.20%
Special Revenue Fund Operational	\$ 711,900	41.42%
Special Revenue Fund Capital	<u>\$ 26,000</u>	1.51%
<i>Sub Total</i>	<i>\$ 1,269,673</i>	
Tax Abatement	\$ 27,000	1.57%
Plus Debt Service*	<u>\$ 422,214</u>	24.56%
Levy Total	\$ 1,718,887	100.00%

2014 Levy Total	\$ 1,654,328	96.24%
Tax Abatement Levy Addition	\$ 27,000	1.63%
City Operation Levy Addition	<u>\$ 37,559</u>	2.27% ** ←
2015 Levy Total	\$ 1,718,887	
*Total Levy Increase	\$ 64,559	3.90%

Debt Service Levy	
304 2006A Equipment Bond/June Court	\$ 17,648
401 Street Shop - LMC Loan Payment	\$ 54,645
301 2003 Street Project	\$ 80,034
302 2005 Street Project	\$ 55,900
303 2007 Street Project	\$ 27,525
305 2009 Street Project	\$ 53,771
306 2013 Street Project	\$ 98,378
406 2012 Ref/2013 Equip Bond - Fire Truck & SCBA	<u>\$ 34,313</u>
Total	\$ 422,214

* The total levy increase includes taxes collected and rebated to qualifying businesses.
As such, the true net tax levy increase for property taxes in Windom is ** 2.27%

**CITY OF WINDOM
DEBT SCHEDULE/STATEMENT OF BOND INDEBTEDNESS
YEAR ENDING DECEMBER 31, 2014**

Issue Date	Maturity Date	Interest Rate	Original Issue	New Issue	Outstanding December 31, 2013	Principal Payment	Interest Payment	Outstanding December 31, 2014
GENERAL OBLIGATION BONDS								
1984	2014	2.44%	352,390.00	0.00	8,291.49	8,291.49	101.16	
2005	2021	3.0-4.4%	1,440,000.00	0.00				35,000.00
2006	2017	4.01%	103,000.00	0.00	46,000.00	11,000.00	1,638.00	41,000.00
2006	2018	4.01%	97,000.00	0.00	51,000.00	10,000.00	1,871.50	54,000.00
2006	2016	4.01%	175,000.00	0.00	80,000.00	26,000.00	2,694.00	1,180,000.00
2009	2025	2.0-4.25%	1,510,000.00	0.00	1,265,000.00	85,000.00	45,692.50	580,000.00
2011	2019	0.5-1.85%	795,000.00	0.00	110,000.00	110,000.00	8,337.50	234,850.00
2012	2023	5.5-2.2	277,200.00	0.00	277,200.00	42,350.00	2,846.11	70,150.00
2012	2023	5.5-2.2	82,800.00	0.00	82,800.00	12,650.00	860.14	620,000.00
2012	2023	5.5-2.2	620,000.00	0.00	620,000.00		9,437.50	2,590,000.00
2013	2034	2.43%	2,590,000.00	0.00	2,590,000.00		70,556.99	
TOTAL GENERAL OBLIGATION BONDS								
				0.00	5,710,291.49	305,291.49	144,015.40	5,405,000.00
GENERAL OBLIGATION EQUIPMENT CERTIFICATES								
2006	2016	4.01%	111,000.00	0.00	39,000.00	13,000.00	1,306.50	26,000.00
2007	2023	3.75-4.3%	970,000.00	0.00	705,000.00	80,000.00	27,785.00	645,000.00
2013	2023	1.60%	425,000.00	0.00	425,000.00	60,000.00	6,179.71	425,000.00
TOTAL GENERAL EQUIPMENT CERTIFICATES								
				0.00	1,169,000.00	73,000.00	35,271.21	1,096,000.00
EDAHOUSING DEVELOPMENT BONDS								
2006	2018	4.01%	227,000.00	0.00	136,000.00	26,000.00	5,005.00	110,000.00
2013	2023	1.60%	190,000.00	0.00	190,000.00		2,791.58	190,000.00
TOTAL EDAHOUSING DEVELOPMENT BONDS								
				0.00	326,000.00	26,000.00	7,796.58	300,000.00
GENERAL FUND NOTES								
2011	2016	2.145%	250,000.00	0.00	154,410.08	49,958.34	4,632.30	104,453.72
GENERAL OBLIGATION REVENUE BONDS								
1984	2015	2.71%	3,686,969.77	0.00	489,334.35	241,374.00	11,636.00	247,960.35
1989	2016	2.57%	3,151,838.00	0.00	504,439.94	187,000.00	12,964.10	317,439.84
1989	2019	2.29%	1,319,713.68	0.00	477,000.00	75,000.00	10,924.00	402,000.00
2006	2015	4.01%	227,000.00	0.00	103,000.00	34,000.00	3,457.50	69,000.00
2007	2023	3.75-4.3%	213,200.00	0.00	156,000.00	13,000.00	6,155.50	143,000.00
2007	2023	3.75-4.3%	196,800.00	0.00	144,000.00	12,000.00	5,682.00	132,000.00
2011	2029	2.65%	520,000.00	0.00	520,000.00	35,000.00	10,857.50	485,000.00
2011	2029	2.65%	2,570,000.00	0.00	2,570,000.00		68,215.00	2,570,000.00
2012	2023	5.5-2.2	382,200.00	0.00	382,200.00	34,100.00	4,614.82	348,100.00
2012	2023	5.5-2.2	277,800.00	0.00	277,800.00	20,900.00	3,488.93	256,900.00
2013	2034	2.43%	840,000.00	0.00	840,000.00		24,230.89	840,000.00
2013	2034	2.43%	970,000.00	0.00	970,000.00		27,944.79	970,000.00
2012	2032	3-3.625%	11,205,000.00	0.00	10,986,000.00	435,000.00	354,056.26	10,550,000.00
TOTAL GENERAL OBLIGATION REVENUE BONDS								
				0.00	18,416,774.29	1,087,374.00	544,227.29	17,331,400.29
EDA NOTES								
2011	2016	4.40%	442,088.41	0.00	383,953.06	23,905.36	16,414.64	360,047.70
2001	2001		15,000.00	0.00	15,000.00			15,000.00
2001	2001		353,305.00	0.00	353,305.00			353,305.00
2001	2001		180,000.00	0.00	127,138.00		2,555.47	129,693.47
2001	2001		488,847.00	0.00	379,428.67	17,734.00	7,112.00	361,694.67
TOTAL EDA NOTES PAYABLE								
				0.00	1,273,824.73	41,639.36	26,082.11	1,234,740.84
TOTAL OBLIGATIONS								
					27,062,300.57	1,583,261.19	762,024.89	25,477,594.95

CITY OF WINDOM
FUND BALANCE POLICY

I. PURPOSE

The purpose of this policy is to establish the specific guidelines for the level of fund balances available for current and future spending in the governmental funds. The fund balance policy addresses a minimum level of unrestricted fund balance to be maintained, how the unrestricted fund balance can be used or spent down and how that fund balance will be replenished if it falls below the minimum level. In addition, the City sets a stabilization amount for use in emergency situations or when revenue shortages or budgetary imbalances arise. The policy also addresses when fund balances will be restricted to specific purposes.

II. BACKGROUND

Government Accounting Standards Board (GASB) Statement No. 54 was enacted to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. In governmental funds, a City should identify fund balance separately between non-spendable, restricted, committed, assigned or unassigned based on the relative strength of the constraints that control how specific amounts can be spent.

Proprietary funds' equity will be managed as a separate business-like enterprise as allowed by U.S. Generally Accepted Accounting Principles (GAAP). The funds will be monitored through operations and their rate structures. Examples of Proprietary funds include Utilities and Liquor. Proprietary fund balances will be classified as either invested in capital assets net of related debt, restricted or unrestricted.

III. CLASSIFICATION OF FUND BALANCE/PROCEDURES

1. Nonspendable

- This category includes fund balance that cannot be spent because it is either (i) not in spendable form or (ii) is legally or contractually required to be maintained intact. Examples include inventory, prepaid items, endowments and land held for resale.

2. Restricted

- Fund balance should be reported as restricted when constraints placed on those resources are either (i) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or (ii) imposed by law through constitutional provisions or enabling legislation. Examples include bond or grant proceeds, tax increments, Library and Port Authority levies and park dedication fees.

3. Committed

- Fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. The committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to commit those amounts.
- The City's highest level of decision making authority (City Council) will annually or as deemed necessary commit specific revenue sources for specified purposes by formal action. This formal action must occur prior to the end of the reporting period, however, the amount to be subject to the constraint, may be determined in the subsequent period. A committed fund balance cannot be a negative number. Examples include amounts levied directly into a fund, transferred to a Capital Projects fund or an internal savings/reserve fund for a specific purpose such as a fire truck.
- Any unrestricted fund balance remaining at year-end in any special revenue fund is deemed to be committed to the purpose of that fund and can only be removed by council action.

4. Assigned

- Amounts that are constrained by the government's intent to use for specified purposes, but are neither restricted nor committed. Assigned fund balance in the General fund includes amounts that are intended to be used for specific purposes.
- The City Council has delegated the authority to assign and remove assignments of fund balance amounts for specified purposes to the City Administrator and Finance Director.

5. Unassigned

- Unassigned fund balance represents the residual classification for the General fund. Includes amounts that have not been assigned to other funds and that have not been restricted, committed, or assigned to specific purposes within the General fund. The General fund should be the only fund that reports a positive unassigned fund balance amount.
 - a. The City will maintain an unrestricted fund balance in the General fund of an amount not less than 75% of the next year's budgeted expenditures of the General fund. This will assist in maintaining an adequate level of fund balance to provide for cash flow requirements and contingency needs because major revenues, including property taxes and other government aids are received in the second half of the City's fiscal year.

- b. If spending unrestricted fund balance in designated circumstances has reduced unrestricted fund balance to a point below the minimum targeted level, as noted above, the replenishment will be funded by property taxes or a transfer from another fund designated by the City Council within three years.

IV. MONITORING AND REPORTING

The City Council shall annually review fund balances in relation to this policy in conjunction with the development of the annual budget.

When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed.

When committed, assigned or unassigned resources are available for use, it is the City's policy to use resources in the following order; 1.) committed 2.) assigned and 3.) unassigned.

A negative residual amount may not be reported for restricted, committed, or assigned fund balances in the General fund.

V. GOVERNMENTAL FUND DEFINITIONS

GASB Statement 54 provides clarification of the governmental funds definitions. The definitions are added to the fund balance policy to clearly define their reporting requirements. It is also important to understand the fund classification when determining the classification of their fund balances.

General Fund – Used to account for all financial resources not accounted for in another fund.

Special Revenue Funds – Used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes (other than debt service or capital projects).

- One or more specified restricted or committed revenues are foundation for the fund (comprise a substantial portion of fund's inflows).
- Other inflows (i.e. interest and transfers) may be reported in fund, if restricted, committed or assigned to the specified purpose of the fund.
- Restricted or committed proceeds of specific revenue sources should be expected to continue to comprise substantial portion of inflows of the fund.
- Exception for specific revenue rules – General fund of Blended Component Unit (EDA).

Debt Service Funds – Used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest payments.

Capital Projects Funds – Used to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Capital project funds exclude those types of capital related outflows financed by proprietary funds or for assets that will be held in trust for individuals, private organizations, or other governments.

IV. REPORTING REQUIREMENTS

The City's audit firm shall provide a Council presentation of the previous year's financial condition in the modified and full accrual basis of accounting after the audit is completed. Any deficiencies presented by the auditor will be followed up by the City Administrator or Finance Director with a written plan to comply with this policy.

Adopted by the City of Windom on this December 16, 2014

RESOLUTION #2014-

INTRODUCED:

SECONDED:

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

**AUTHORIZATION TO ACCEPT A DONATION FROM
COUNTRY PRIDE SERVICES COOPERATIVE
FOR THE WINDOM FIRE DEPARTMENT**

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

WHEREAS, Country Pride Services Cooperative is a supporter of the City of Windom and the Windom Fire Department; and

WHEREAS, the City of Windom has recently received a donation from Country Pride Services Cooperative of \$500.00 for the Windom Fire Department; and

WHEREAS, Country Pride Services Cooperative designated that the donation is to be used by the fire department to purchase equipment to facilitate Grain Bin Rescue.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of \$500.00 offered by Country Pride Services Cooperative for use by the Windom Fire Department to purchase equipment to facilitate Grain Bin Rescue.

Adopted by the Council this 16th day of December, 2014.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2014-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM THE WALLY ROHLFSEN ESTATE FOR THE WINDOM COMMUNITY CENTER

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

WHEREAS, the City of Windom has received a donation for the Windom Community Center from the Wally Rohlfesen Estate of an investment with Edward Jones valued at \$14,144.48 as of 12/9/2014; and

WHEREAS, the terms of the donation require that the proceeds of the investment be used exclusively for the Windom Community Center.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation set forth above, offered by the Wally Rohlfesen Estate, for use by the Windom Community Center.

Adopted by the Council this 16th day of December, 2014.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

MEMORANDUM



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

TO: City Council
FROM: Personnel Committee
DATE: December 8, 2014
RE: Recommendations – Labor Agreement Settlement and Vacation Waiver

Law Enforcement – Labor Agreement

The Personnel Committee held meetings with the Law Enforcement Labor Services (LELS) business agent and Windom Police officer representatives to negotiate a renewed labor agreement between the parties. A proposed settlement has been reached and the following are the revisions to the existing agreement.

- 2% general wage increase in 2015, 2016 and 2017
- \$0.50 per hour wage adjustment in 2015 and 2016
- \$0.75 per hour wage adjustment in 2017
- No change to existing \$650\year uniform allowance in 2015
- \$500 increase in the uniform allowance for 2016 only
- \$25 increase in the uniform allowance for 2017 only
- Allow Police Officers to accrue up to 60 hours of compensatory time (up from 40 hours) and give employees the ability to cash it out once per year with regular payroll.

The Personnel Committee is recommending the proposed agreement to the City Council for approval (please see attached labor agreement). The rationale for the wage rate adjustment is that Windom PD is experiencing staffing turn-over and low recruitment for replacement officers.

Vacation Accrual Limits – Temporary Suspension

The Police Chief and Sergeant noted that with staff turn-over and eight week training period for new officers the department would be strained to accommodate coverage schedules. In addition, with the holiday season and vacation time it could cause significant overtime hours to be incurred and/or vacation time lost. As such, the Windom Police Department is requesting a temporary suspension of vacation time accrual limits until July 1, 2015. The Personnel Committee is recommending approval of suspending vacation accrual limits for the Police Chief, Sergeant and all officers until July 1, 2015.

LABOR AGREEMENT

BETWEEN

CITY OF WINDOM

AND

**LAW ENFORCEMENT LABOR SERVICES, INC.
(LOCAL #351)**

JANUARY 1, ~~2012~~ 2015 - DECEMBER 31, ~~2014~~ 2017

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**MASTER LABOR AGREEMENT
BETWEEN
CITY OF WINDOM
AND
LAW ENFORCEMENT LABOR SERVICES, INC.
LOCAL #351**

ARTICLE I PURPOSE OF AGREEMENT

This Agreement is entered into between the City of Windom, hereinafter called the Employer, and Law Enforcement Labor Services, Inc. (Local #351) hereinafter called the Union.

- 1.1 It is the intent and purpose of this Agreement to:
 - 1.11 Establish an equitable and orderly procedure for the resolution of disputes concerning this Agreement's interpretation and application; and
 - 1.12 Place in written form the parties agreement upon the rates of pay, hours of work, and other terms and conditions of employment contained herein.

ARTICLE II RECOGNITION

- 2.1 The Employer recognizes the Union as the exclusive representative for:

All essential employees of the City of Windom Police Department, Windom, Minnesota, who are public employees within the meaning of Minnesota Statutes 179A.03, Subd. 14, excluding supervisory and confidential employees.
- 2.2 In the event the Employer and the Union are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE III DEFINITIONS

- 3.1 UNION: Law Enforcement Labor Services, Inc., Local #351.
- 3.2 UNION MEMBER A member of Law Enforcement Labor Services, Inc., Local #351
- 3.3 EMPLOYEE: A member of the exclusively recognized bargaining unit as described in Article II of this Agreement.
- 3.4 REGULAR EMPLOYEE: An employee who has completed the required probationary period.
- 3.5 PROBATIONARY EMPLOYEE: An employee who has not completed the required probationary period
- 3.6 EMPLOYER: The City of Windom.
- 3.7 DEPARTMENT: The City of Windom Police Department.
- 3.8 UNION OFFICER: Officer elected or appointed by Law Enforcement Labor Services, Inc. Local #351
- 3.9 STRIKE: Concerted action in failing to report for duty, the willful absence from one's position, the stoppage of work, slow down, or abstinence in whole or in part from the full, faithful and proper performance of the duties of employment for the purposes of inducing, influencing or coercing a change in the conditions or compensation or the rights, privileges or obligations of employment.
- 3.10 BASE PAY RATE: The employee's pay rate exclusive of any other special allowances.
- 3.11 SENIORITY:
 - a) Job Classification Seniority: Length of continuous service in a job classification included in the unit in accordance with Article II, Recognition. Job classification seniority shall reflect the length of continuous employment in an individual job classification from the date the employee assumed his/her current job classification title.
 - b) Employer Seniority: Length of continuous service with the Employer.
 - c) Bargaining Unit Seniority: Length of continuous service in all job classifications included in the unit in accordance with Article II, Recognition. Bargaining unit seniority

shall reflect the length of continuous employment in all job classifications within the unit from the date the employee assumed his/her employment in any job classification included in the bargaining unit.

- 3.12 **WORK SHIFT:** A work period including rest breaks and a lunch break
- 3.13 **REST BREAKS:** Periods during the work shift during which the employee remains on continual duty and is responsible for assigned duties. A rest break shall consist of a fifteen (15) minute period.
- 3.14 **LUNCH BREAK:** A period during the work shift during which the employee remains on continual duty and is responsible for assigned duties. A lunch break shall consist of a sixty (60) minute period.
- 3.15 **Domestic Partner.** Any two adults who meet all the following:
 - (1) Are not related by blood closer than permitted under marriage laws of the state.
 - (2) Are not married
 - (3) Are jointly responsible to each other for the necessities of life.
 - (4) Are committed to one another to the same extent as married persons are to each other, except for the traditional marital status and solemnities.
 - (5) Do not have any other domestic partner(s).
 - (6) Are both at least 18 years of age.
 - (7) At least one of who is employed by City of Windom.

ARTICLE IV EMPLOYER SECURITY

The Union agrees that during the life of this Agreement, it will not cause, encourage, participate in or support any strike, slow down, or other interruption of or interference with the normal functions of the Employer.

ARTICLE V EMPLOYER AUTHORITY

- 5.1 The Employer retains the full and unrestricted right to operate and manage all manpower, facilities and equipment to establish functions and Programs; to set and amend budgets; to determine the utilization of technology; to establish and modify the organizational structure; to select, direct and determine the number of personnel; to establish work schedules, and to perform any inherent managerial function not specifically limited by this Agreement.
- 5.2 Any term and condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the Employer to modify, establish or eliminate.

ARTICLE VI UNION SECURITY

- 6.1 Upon receipt of written notice from the Union, the Employer agrees to deduct from the wages of employees who authorize such a deduction in writing an amount to equal monthly Union dues. Such monies shall be remitted to the designated officer of the Union, together with a list of the names of the employees from whose wages deductions were made. The Union shall not be entitled to collect dues which may have accrued prior to the receipt of written notice to the Employer.
- 6.2 The Union shall provide the Employer with written notice of the names of those employees who are not members of the Union but who are included in the bargaining unit in accordance with Article D); Recognition. The Employer agrees to deduct from the wages of those employees a fair share fee which shall not exceed eighty-five percent (85%) of the regular monthly dues and shall forward such monies to the designated officer of the Union.
- 6.3 Sections 6.1 and 6.2 shall remain operative only as long as it is specifically provided by law and is otherwise legal.
- 6.4 The Union may designate employees from the bargaining unit to act as Steward and an alternate and shall inform the Employer in writing of such notice and changes in the position of Steward and/or alternate.
- 6.5 The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of this Article.
- 6.6 The Employer shall make space available on the bulletin board for posting Union notice(s) and announcement (s) with specific prior approval of the Employer.
- 6.7 The Employer agrees not to enter into any additional agreements with employees, individually or collectively, concerning any terms or conditions of employment which conflict with this Agreement.
- 6.8 The Employer agrees to allow employees time off in accordance with applicable law for the purposes of conducting Union business and investigating grievances. Such time off must have the prior approval of the Employer-designated representative and shall be provided when time off will not interfere with service needs of the department.

ARTICLE VII EMPLOYEE RIGHTS GRIEVANCE PROCEDURE

7.1 Definition of a Grievance

A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement.

7.2 Union Representatives

The Employer will recognize representatives designated by the Union as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The Union shall notify the Employer in writing of the names of such Union representatives and of their successors when so designated as provided by 6.2 of this Agreement.

7.3 Processing of a Grievance

It is recognized and accepted by the Union and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the employees and shall therefore be accomplished during normal working hours only when consistent with such employee duties and responsibilities. The aggrieved employee and a Union representative shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the Employer during normal working hours provided that the employee and the Union representative have notified and received the prior approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work programs of the Employer.

7.4 Procedure.

Grievances, as defined by Section 7.1, shall be resolved in conformance with the following Procedure:

Step 1: An employee claiming a violation concerning the interpretation or application of this Agreement shall, within ten (10) calendar days after such alleged violation has occurred, present such grievance to the Chief of Police. The Chief of Police will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt. A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing, setting forth the nature of the grievance, the facts on which it is based, provision or provisions of the Agreement allegedly violated, the remedy requested, and shall be appealed to Step 2 within ten (10) calendar days after the Chief of Police's final answer in Step 1. Any grievance not appealed in writing to Step 2 by the Union within ten (10) calendar days shall be considered waived.

Step 2: If appealed, the written grievance shall be presented by the Union and discussed with the Chief of Police. The Chief of Police shall give the Union the Employer's Step 2 answer in writing within ten (10) calendar days after receipt of such Step 2 grievance. A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the Chief of Police's final Step 2 answer. Any grievance not appealed in writing to Step 3 by the Union within ten (10) calendar days shall be considered waived.

Step 3: If appealed, the written grievance shall be presented by the Union and discussed with the City Administrator. The City Administrator shall give the Union the Employer's answer in writing within twenty-one (21) calendar days after receipt of such Step 3 grievance. A grievance not resolved in Step 3 may be appealed to Step 4 within ten (10) calendar days following the City Administrator's final answer in Step 3. Any grievance not appealed in writing to Step 4 by the Union within ten (10) calendar days shall be considered waived.

Step 4: A grievance unresolved in Step 3 and appealed to Step 4 by the Union may be submitted to the Minnesota Bureau of Mediation Services for mediation or to arbitration within ten (10) calendar days following the City Administrator's final Step 3 answer. If the grievance is submitted to mediation and is not resolved, it may be appealed to arbitration within ten (10) calendar days. If the parties are unable to agree on the selection of an arbitrator, the Union shall request a list of arbitrators to be submitted to the parties by the Bureau of Mediation Services.

7.5 Arbitrator's Authority

- A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Union, and shall have no authority to make a decision on any other issue not so submitted.
- B. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the Employer and the Union and shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and to the facts of the grievance presented.

- C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Union provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.

7.6 Waiver

If a grievance is not presented within the time limits set forth above, it shall be considered "waived". If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the Employer and the Union in each step.

ARTICLE VIII SAVINGS CLAUSE

This Agreement is subject to the laws of the United States, the State of Minnesota, and the City of Windom. In the event any provision of this Agreement shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provision shall be voided. All other provisions of this Agreement shall continue in full force and effect. The voided provision may be renegotiated at the written request of either party.

ARTICLE IX DISCIPLINE

9.1 The Employer will discipline employees for just cause only. Discipline will be in one or more of the following forms:

- a) Oral reprimand
- b) Written reprimand
- c) Suspension
- d) Demotion to job classifications as are included in this labor agreement; or
- e) Discharge.

9.2 Notice of suspensions, demotions and discharges will be in written form and will state the reasons for the action taken. The Union will be provided with a copy of such notice.

- 9.3 Written reprimands, notices of suspension, and notice of discharge which are to become part of an employee's personnel file shall be read and acknowledged for receipt by signature of the employee. The employee will receive a copy of such reprimands and notices.
- 9.4 Employees will not be questioned concerning events or circumstances which may lead to disciplinary action unless the employee has been given an opportunity to have a Union representative present at such questioning.
- 9.5 Grievances relating to this Article shall be initiated by the Union in Step 3 of the Grievance Procedure under Article VII.

ARTICLE X WORK SCHEDULES

- 10.1 The sole authority in establishing work schedules is the Employer. The work period shall be twenty-eight (28) consecutive days coinciding with two (2) payroll periods. The normal work year for full-time employees will be 2,080 hours and shall be accounted for by each employee's:
 - a) Hours worked on assigned shifts
 - b) Assigned training hours; and
 - c) Authorized paid leave time
- 10.2 Nothing contained in this or any other Article shall be interpreted to be a guarantee of a minimum or maximum number of hours the Employer may assign employees.
- 10.3 A normal work shift shall consist of a consecutive work period including two (2) fifteen (15) minute rest breaks and a lunch break of sixty (60) minutes. Except in the case of emergency, the Employer-designated representative will provide twenty-one (21) days advance notice of a change in the employee's work schedule in the event the change will affect the employee's scheduled days off.
- 10.4 Work schedules which indicate the employee's shifts, work days and hours shall be established and posted by the Employer. Such schedules shall remain in effect unless changed by the Employer.
- 10.5 Employees may voluntarily switch shifts with the prior approval of the Employer-designated representative. Voluntary switching of shifts shall not obligate the Employer for overtime pay.

ARTICLE XI

OVERTIME

- 11.1 Regular full-time employees will be compensated at one and one-half (1-1/2) times the employee's regular base rate of pay for hours worked in excess of the employee's scheduled shift or shifts assigned with less than twenty-one (21) days advance notice which affect the employee's scheduled days off or hours worked in excess of one hundred sixty (160) hours in a work period. Changes of shifts with twenty-one (21) or more days of advance notice do not qualify the employee for overtime under this Article. All overtime will be authorized by the Employer in advance, except in case of emergency or as otherwise directed by the Employer- designated representative.
- 11.2 For the purpose of computing overtime compensation, overtime hours worked shall not be pyramided, compounded or paid twice for the same hours worked
- 11.3 Overtime will be calculated to the nearest fifteen (15) minutes.
- 11.4 Employees have the obligation to work overtime or call backs if requested by the Employer unless unusual circumstances prevent the employee from so working.
- 11.5 Employees may be paid for overtime worked in accordance with Section 11.1 or be allowed to accumulate compensatory time off in accordance with Section 11.1 at the discretion of the Employer. Accrual and use of compensatory time off shall be subject to the prior approval of the Employer and accrual shall not exceed ~~forty (40)~~ sixty (60) hours. "Employee s shall have the option to cash out compensatory time once per calendar year with said payment made in conjunction with normal payroll."
- 11.6 For the purpose of computing overtime compensation, hours paid for but not worked shall be counted as hours worked.

ARTICLE XII

SENIORITY

- 12.1 Seniority rosters shall be maintained by the Employer on the basis of job classification seniority, bargaining unit seniority, and Employer seniority as defined in Article III, Definitions, Section 3.11.
- 12.2 The Employer will provide the Union with an updated seniority roster on January 1st of each year which will include the job classification seniority, bargaining unit seniority, and Employer seniority for each employee.
- 12.3 Employees who separate from employment shall lose their seniority except when such separation is due to layoff. An employee shall be considered separated from employment in case of: resignation, retirement, discharge and unauthorized absence for a period of three (3) or more consecutive work days.

- 12.4 An employee who is rehired following separation from employment shall be considered a new employee for purposes of seniority.

ARTICLE XIII LAYOFF AND RECALL

- 13.1 The Employer shall be the sole authority in determining which job classification(s) and department(s) are to be affected by a layoff. Employees shall be laid off on the basis of job classification seniority only when the job-relevant qualification factors between employees are equal. In case job classification seniority between two employees is equal, bargaining unit seniority shall prevail.
- 13.2 Employees laid off by the Employer shall retain recall rights for a period of twenty-four (24) months from the date of layoff. If an opening occurs in the job classification from which the employee was laid off within the twenty-four (24) month recall period, the employee will be recalled to fill that position, provided that at the time of recall, the employee meets the qualifications and other conditions of employment as determined by the Employer. It shall be the employee's responsibility to keep the Employer informed of the employee's current address. The Employer shall notify employees on layoff to return to work within two (2) weeks of receipt of notification to be eligible for re-employment. If the Employer does not receive confirmation of receipt of this notice within thirty (30) calendar days of sending it by certified mail, the Employer may fill the vacant position to which the employee was recalled and the employee loses recall rights to that position.
- 13.3 An employee laid off in one job classification shall have the right to displace an employee in a job classification of equal or less pay within the bargaining unit in accordance with Section 13.1 provided that:
- 13.31 The employee meets the qualifications and other conditions of employment of the job classification as determined by the Employer.
 - 13.32 The employee's job performance is satisfactory as determined by the Employer.
 - 13.33 The employee has job-relevant qualifications which are equal to those of the employee who would be displaced as determined by the Employer; and
 - 13.34 The employee has greater bargaining unit seniority than that of the employee who would be displaced.

ARTICLE XIV PROBATIONARY PERIOD

- 14.1 The probationary period for a newly hired full-time or part-time employee shall extend one thousand and forty (1040) hours from the date of hire.
- 14.2 The probationary period for a promoted full-time employee shall extend one thousand and forty (1040) hours from the date of promotion, and the probationary period for a promoted part-time employee shall extend five hundred and twenty (520) hours from the date of promotion
- 14.3 A newly hired probationary full-time employee shall accrue vacation and sick leave beginning the date of hire. Earned sick leave may be used by a probationary employee in accordance with Article XVIII, Sick Leave. Earned vacation and the floating holiday may not be used until after completion of the probationary period.
- 14.4 During the probationary period, a newly hired or rehired employee may be discharged at the sole discretion of the Employer. During the probationary period, a promoted or reassigned employee may be replaced in the position previously held at the discretion of the Employer. An employee who has been promoted may elect to return to the employee's former position within thirty (30) calendar days of the promotion.
- 14.5 A probationary employee who completes his/her probationary period shall be listed on the seniority roster as follows:
- 14.51 As of the last date of hire into the employee's current job classification for job classification seniority;
- 14.52 As of the last date of hire into any job classification within the bargaining unit for bargaining unit seniority; and
- 14.53 As of the last date of hire for Employer seniority.
- 14.6 A newly hired employee who fails to complete the probationary period will not be paid for accrued unused sick leave or vacation.

ARTICLE XV JOB POSTING

- 15.1 When job vacancies occur within the bargaining unit or when new job classifications are created within the bargaining unit, notices of such vacancies or new classifications will be posted within the department for fourteen (14) calendar days prior to the filling of such vacancies. Interested employees shall apply in writing in accordance with procedures established by the Employer.

- 15.2 Job vacancies within the bargaining unit shall be filled whenever practicable by transfer or promotion from within. The Employer retains the right of final decision in filling the vacancy. Job vacancies may be simultaneously posted internally and announced externally.
- 15.3 To be considered for a job vacancy, an employee must:
 - 15.31 Apply for the job opening in the manner specified in the job posting;
 - 15.32 Meet the job-relevant qualifications and other conditions of employment of the job classification as determined by the Employer, and
 - 15.33 Be performing satisfactorily in the employee's current position as determined by the Employer.
- 15.4 Employees shall be promoted or transferred on the basis of job-relevant qualifications as determined by the Employer and seniority. In the event that the job-relevant qualifications of employees are equal as determined by the Employer, bargaining unit seniority shall prevail. In the event of a tie with respect to bargaining unit seniority, Employer seniority shall prevail.
- 15.5 An employee who is promoted or transferred shall be subject to the conditions of Article XIV, Probationary Period.

ARTICLE XVI HOLIDAYS

- 16.1 Regular full-time employees who are scheduled to work on any of the holidays observed by the Employer will receive ten (10) hours of holiday pay at the straight time rate plus an additional ten (10) hours, of pay at one and one-half (1-1/2) times the employee's regular base pay rate for any portion of the work schedule which falls on the actual holiday.

These holidays are as follows:

- | | |
|------------------------|-------------------|
| New Year's Day | Labor Day |
| President's Day | Veterans Day |
| Memorial Day | Thanksgiving Day |
| Independence Day | Christmas Eve Day |
| Martin Luther King Day | Christmas Day |
| | Floating Day (1) |

Easter Sunday will be a paid holiday only for those employees who are scheduled to work on that day. Pay will be calculated as per paragraph one (1) of Section 16.1.

- 16.2 Regular full-time employees who are off-duty on any of the holidays observed by the Employer will receive ten (10) hours of holiday pay at straight time.
- 16.3 Regular full time employees will receive one (1) ten (10) hour floating holiday as time off. The floating holiday will be scheduled with the prior approval of the Employer-designated representative. If the floating holiday is not utilized by an employee prior to the employee's termination from employment, the employee will not be paid for it. To be eligible for the floating holiday, a newly hired employee must have completed the probationary period. The floating holiday must be utilized within the year it accrued.
- 16.4 When a holiday observed by the Employer occurs during an employee's vacation period, it will not be subtracted from the employee's accrued vacation.

ARTICLE XVII VACATION

- 17.1 The maximum amount of vacation that can be earned/accrued, at any time, is two hundred-thirty (230) hours.

Employees reaching the maximum level of two hundred - thirty (230) hours will not earn/accrue additional vacation until their vacation balance is under two hundred thirty (230) hours.

Regular, full-time employees shall accumulate paid vacation in accordance with the following schedule based on completion of years of continuous service.

Years of Continuous Service Completed Hours of Vacation

1 year	40 hours (3.33 hours per month)
2 years	80 hours (6.67 hours per month)
4 years	96 hours (8.00 hours per month)
7 years	120 hours (10.00 hours per month)
8 years	128 hours (10.67 hours per month)
9 years	136 hours (11.33 hours per month)
10 years	144 hours (12.00 hours per month)
11 years	152 hours (12.67 hours per month)
12 years	160 hours (13.33 hours per month)
13 years	168 hours (14.00 hours per month)
14 years	176 hours (14.67 hours per month)
15 years	184 hours (15.33 hours per month)
16 years	192 hours (16.00 hours per month)

17 years	200 hours (16.67 hours per month)
20 years	216 hours (18.00 hours per month)
25 years	230 hours (19.17 hours per month)

- 17.2 Time on suspension without pay, unpaid leave of absence or lay off shall not be counted in accruing vacation.
- 17.3 Vacation may be used as it is accrued, except as provided for in Section 17.4, but not in anticipation of accruals.
- 17.4 An employee may not take vacation until after six (6) months (1040 hours) of continuous service has been completed.
- 17.5 Employees shall submit vacation requests at least thirty (30) days prior to the date requested off, whenever possible. Vacation requests submitted with less than thirty (30) days advance notice may be granted, at the discretion of the Employer-designated representative. The times during which vacation may be used must be approved in advance by the Department Head or designee. Scheduled vacations are subject to postponement by the Employer or Employer-designated representative in case of emergency. The Employer-designated representative shall respond, in writing, to requests for vacation as soon as is practicable.
- 17.6 Upon resignation, retirement, termination or other separation of service an employee who has completed a minimum of one (1) year of continuous service and who resign in good standing with two (2) weeks of advance notice shall be compensated for vacation benefits earned and not used at the time of separation up to a maximum of eighty (80) hours. Accrued, unused vacation leave shall be calculated to the nearest hours per month at the employee's base pay rate which is in effect at the time of separation. Credit for the month in which the employee leaves will be given only when the employee is on paid status through the fifteenth of that month.
- 17.7 Employees with greater bargaining unit seniority will be given preference in scheduling vacations until April 1st of each year. After April 1st, bargaining unit seniority shall not apply and consideration shall be made on a "first come, first served: basis.
- 17.8 In case of extenuating circumstances, such as staffing shortages or other reasons of business necessity, accrued vacation beyond the maximum identified in Section 17.1 may be allowed only at the sole discretion of the Employer-designated representative and subject to approval by the City Council. Under no circumstances may an employee waive vacation rights for the purpose of earning

double pay. Requests shall be granted or denied on the basis of business related reasons.

- 17.9 In the event of the employee's separation from employment due to sickness, injury, or death, payment shall be made to the employee or the employee's beneficiary for accrued unused vacation.

SICK LEAVE

- 18.1 Regular full-time employees shall earn sick leave at the rate of eight (8) hours per month to a maximum of one thousand (1000) hours.
- 18.2 Employees who are employed before the fifteenth of the month shall accrue eight (8) hours of sick leave for that month. Employees hired after the fifteenth of the month shall not accrue sick leave until the following month.
- 18.3 Sick leave benefits shall only accrue when an employee is on paid leave status or, in accordance with state and federal laws, or when an employee is on approved military leave. Sick leave shall not accrue during unpaid leave of absence.
- 18.4 Paid sick leave may be granted only if it has been earned and it shall be deducted from accrued sick leave in hourly increments. To be eligible for sick leave payment, an employee must notify the Employer-designated representative as soon as possible from the starting time of the employee's scheduled shift. This notice may be waived if the employee can conclusively establish that the employee could not reasonably have been expected to comply with this requirement due to circumstances beyond the control of the employee. The employee must keep the Employer-designated representative informed of the approximate date of the employee's return to work.
- 18.5 An employee may utilize his/her earned sick leave on the basis of a request approved by the Employer for absences necessitated by the following:
- 18.51 Inability to perform the duties of his/her position because of illness or injury;
 - 18.52 Exposure to contagious disease or legal quarantine;
 - 18.53 Illness of the employee's children for such reasonable periods as his/her attendance with the child may be necessary and in accordance with state and federal laws; and
 - 18.54 Serious Illness or death of a member of the employee's immediate family

- 18.6 In case of serious illness or death of a member of the employee's immediate family, the amount of sick leave which may be granted will be up to a maximum of five (5) work days or forty (40) duty hours per occasion. The term "immediate family" shall include: The employee's spouse, parent's, sibling's, children, step-children, domestic partner (as specified in Article 3.5), grandparents and spouse's parent's. The employee is required to provide advance notice of such leave to the Employer-designated representative as soon as possible and must keep that representative informed of the date that the employee expects to return to work.
- 18.7 An employee shall not be eligible to use sick leave due to inability to perform the duties of his/her position because of injury incurred while working for another employer.
- 18.8 Sick leave usage will not be allowed for illness or injury resulting from misconduct on duty.
- 18.9 Sick leave usage shall be subject to approval and verification by the Employer.

ARTICLE XIX JURY DUTY

- 19.1 An employee who is required to serve as a juror will be paid the employee's regular base pay. Following completion of jury service, an employee shall present the check received for jury service to the Employer. The Employer shall allow the employee to keep any check issued by the court for mileage, fees and expenses.
- 19.2 An employee shall notify the Employer-designated representative in advance of the required reporting time for jury service.
- 19.3 An employee who is excused from jury service prior to the end of the employee's duty day shall return to work.
- 19.4 In the event that an employee leaves the City's employment prior to completion of jury service, the Employer shall deduct the appropriate amount of reimbursement which the employee is owed for jury service from the employee's final pay check and benefits.

ARTICLE XX SEVERANCE PAY

- 20.1 A regular full-time employee who is separated from employment due to resignation after 10 years of continuous service with the City of Windom shall receive severance pay in an amount to be calculated at the employee's base pay rate upon resignation for twenty-five percent (25%) of the employee's accrued, unused sick leave.

A regular full-time employee who is separated from employment due to resignation after 20 years of continuous service with the City of Windom, or death shall receive severance pay in an amount to be calculated at the employee's base pay rate upon death or resignation for thirty-five percent (35%) of the employee's accrued, unused sick leave.

- 20.2 In the event of the death of an employee, the severance pay owed under Section 20.1 shall be paid to the employee's estate.
- 20.3 A retiring regular full-time employee may elect to apply accrued sick leave benefits to the group health insurance program (see Appendix B).

ARTICLE XXI CALL BACK

- 21.1 An employee who is called back to duty during the employee's scheduled off-duty time shall receive a minimum of three (3) hours pay at one and one-half (1-1/2) times the employee's base pay rate.
- 21.2 An employee on call back is considered to be on duty for the full three hours. Additional call backs received within the same three-hour call back period do not qualify for additional call back pay.
- 21.3 When an employee is required to sign a complaint on the employee's off-duty time, it shall be considered a call back and will be compensated for in accordance with this Article.

ARTICLE XXII COURT TIME

- 22.1 An employee who is required by the Employer to appear in court during the employee's scheduled off-duty time shall receive a minimum of three (3) hours pay at one and one-half (1 ½) times the employee's base pay rate.
- 22.2 An extension of or early report to a regularly scheduled shift for court appearance does not qualify the employee for the three (3) hour minimum.

ARTICLE XXIII MILITARY LEAVE OF ABSENCE

Military leaves of absence will be administered in accordance with applicable laws.

ARTICLE XXIV INSURANCE

- 24.1 The Employer will pay 75% of the premium cost for group health insurance for each full-time employee who selects either single or family coverage. The employee will pay the remaining 25% of the premium cost.
- 24.2 It is understood that the Employer's only obligation is to pay the Employer's contribution for group insurance premiums as agreed to herein. The Employer is not liable for claims as a result of the denial of insurance benefits by an insurance carrier.
- 24.3 **Establishment of VEBA:** Effective January 1, 2005, the CITY shall adopt the Minnesota Service Cooperatives VEBA Plan and the Employee Benefits Trust Agreement for the benefit of qualifying employees who are members of this Collective Bargaining Agreement. The CITY and employees assent to and ratify the appointment of the trustee and plan administrator in place on the adoption date of this agreement. It is intended that this arrangement constitute a voluntary employees; beneficiary association under Section (c)(9) of the Internal Revenue Code. It is further intended that the benefits offered through the VEBA Plan and Trust satisfy the requirement of Revenue Ruling 2202-41 (June 26, 2002) and IRS Notice 2002-45 (June 26, 2002).
- 24.4 **Benefits provided through the VEBA.** The CITY shall provide the following welfare benefit arrangement through the VEBA Plan:

The Health Reimbursement Arrangement for Active Employees.

- 24.5 **Payment of Fees.** The CITY will pay for annual enrollment fees for active employees enrolling in the VEBA and/or Section 125 Plans, and for administrative fees allocable to individual accounts of active employees. Investment fees allocable to individual accounts of active employees shall be paid from the account. Administrative and investment fees allocable to the individual accounts of former employees, including retirees, shall be paid from individual accounts. Administrative and investment fees shall be paid from individual accounts of all participants in the event the VEBA Plan is terminated.
- 24.6 **City Contributions to the Health Reimbursement Arrangement for Active Employees:**
- A. **Contributions to the Active Employees' Plan:** The CITY will make a monthly contribution to the individual accounts under the Health Reimbursement Arrangements for Active Employees for qualifying employees who are members of this Collective Bargaining Agreement in accordance with the following starting in 2012.

\$118.72 for each qualified employee who elects single coverage under the group health plan described in 19.4B; and

\$237.68 for each qualified employee who elects family coverage under the group health plan described in 19.4B

B. **High Deductible Group Health Plan:** The CITY shall make available the high deductible group health plan described as Plan #830 in the summary attached hereto. With respect to qualifying employees who are members of this Collective Bargaining Agreement, starting 2012 the CITY shall contribute an amount of \$371.74 towards the monthly premium cost for single group health coverage, and \$960.24 towards the monthly premium cost for family group health coverage. The qualifying employees will contribute \$115.46 toward the monthly premium cost for single group health coverage, or \$260.94 toward the monthly premium cost for family group health coverage.

For coverage years subsequent to 2012, the CITY and each qualified employee will increase its' contributions equivalent to the percent increase in insurance premiums. In the event of a premium decrease, the amount of the decrease will be applied the amount of premium paid proportionally to the City (75%) and Employee (25%). The employee share (of the decrease) will be placed in the employee's trust account.

C. **Grants:** The City agrees to pass through each individual employee's account, unit incentive program grants received from the SW/WC Co-op

- 24.7 Full-time regular employees will be eligible to participate in the City's insurance program. All seasonal, temporary and intermittent employees and regular part-time employees will not qualify for insurance coverage.
- 24.8 It is understood that the Employer's only obligation is to pay the Employer's contribution for group insurance premiums as agreed to herein. The employer is not liable for claims as a result of a denial of insurance benefits by an insurance carrier.
- 24.9 The City shall pay the premium for PERA Life Insurance.
- 24.10 "In the event the health insurance provision of this Agreement fail to meet the requirements of the Affordable Care Act and its related regulations or cause the Employer to be subject to a penalty, tax, or fine, the Union and the Employer will meet immediately to bargain over alternative provisions so as to comply with the Act and avoid any penalties, taxes or fines for the Employer."

ARTICLE XXV UNIFORMS

- 25.1 The Employer shall furnish to each new employee the uniform as required by the Employer.
- 25.2 The Employer will provide each full-time employee with an annual uniform allowance of six hundred and fifty dollars (\$650.00) for 2015. In 2016 the Employer shall provide a one-time payment of \$500 in addition to the \$650 for a total of \$1,150. In 2017 the Uniform Allowance will increase to \$675.
- 25.3 The City will provide a duty weapon for each officer. The weapon will remain the property of the City. The Department Head will meet and confer with the officers in the selection of the weapon model and caliber. The City of Windom or its designated representative will have final authority approving purchase.

ARTICLE XXVI STANDBY PAY

An employee who is scheduled to standby during the employee's scheduled off-duty time shall be compensated at the rate of two dollars and fifty cents (\$2.50) for each hour served on standby status.

ARTICLE XXVII TRAINING AND EXPENSES

- 27.1 Time assigned to training which is required and authorized by the Employer will be compensated for in accordance with Appendix A, Wage Schedule, Article XI, Overtime, where applicable and prevailing laws.
- 27.2 At the discretion of the Employer, compensation for training assigned during an employee's scheduled off-duty time shall be provided for either in pay or compensatory time off at the applicable rate.
- 27.3 Expenses incurred by the employee for training assigned by the Employer shall be reviewed by the Employer-designated representative. Reasonable expenses as determined by the Employer shall be reimbursed.
- 27.4 Mileage reimbursement for Employer business use of an employee's vehicle shall be made in accordance with the rate currently established by the Internal Revenue Service (IRS) Such rate will become effective as of the date on which the Employer receives notice of the established rate.

ARTICLE XXVIII WORKERS COMPENSATION SUPPLEMENT

28.1 An employee who is injured in the performance of the employee's job duties and who is eligible to receive Workers Compensation benefits may receive a supplement to the Workers Compensation benefits as follows:

28.11 The employee shall retain the Workers Compensation benefits and shall receive from the Employer a supplement to be deducted from earned accrued sick leave, earned accrued vacation leave, and accrued compensatory time off provided that the employee has such leave available.

28.12 The amount to be deducted from the employee's earned accrued sick leave, earned accrued vacation leave, and accrued compensatory time off shall be the difference between the Workers Compensation benefit and compensation for the employee's normal work day or work week.

28.13 Under no circumstances shall an employee who receives Workers Compensation benefits and the supplement noted in Sections 28.11 and 28.12 receive compensation which is in excess of the employee's normal work day or normal work week.

28.2 An employee may receive the supplement noted in Sections 28.11 and 28.12 as deducted from the employee's earned accrued sick leave, earned accrued vacation leave, and accrued compensatory time off until such leave is exhausted. At such time, the supplement shall cease and the employee shall receive only the Workers Compensation benefits.

ARTICLE XXIX LIABILITY INSURANCE

The Employer will continue to provide and pay for liability insurance and to indemnify employees in accordance with the statutory provisions of M.S. 466.07.

ARTICLE XXX UNPAID LEAVE OF ABSENCE

30.1 An employee may request an unpaid leave of absence not to exceed one (1) year by submitting such request in writing to the Employer-designated representative and simultaneously to the City Council. The request must state the length of the proposed leave, the reason therefore, and the requested starting date of the leave.

- 30.2 The City Council may, at its sole discretion, approve or deny the request and will provide a written response to the employee as soon as is practicable.
- 30.3 During an unpaid leave of absence, seniority shall not accrue.

ARTICLE XXXI WAIVER

- 31.1 Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment, to the extent inconsistent with the provisions of this Agreement, are hereby superseded.
- 31.2 The parties mutually acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any term or condition of employment not removed by law from bargaining. All agreements and understandings arrived at by the parties are set forth in writing in this Agreement for the stipulated duration of this Agreement. The Employer and the Union each voluntarily and unqualifiedly waives the right to meet and negotiate regarding any and all terms and conditions of employment referred to or covered in this Agreement or with respect to any term or condition of employment not specifically referred to or covered in this Agreement, even though such terms or conditions may not have been within the knowledge or contemplation of either or both of the parties at the time this contract was negotiated or executed

ARTICLE XXXII DURATION

This Agreement shall be effective as of January 1, 2015 and shall remain in full force and effect until December 31, 2017.

In witness whereof, the parties hereto have executed this Agreement on this _____ day of _____, 2014

**FOR THE CITY OF WINDOM:
SERVICES, INC.**

LAW ENFORCEMENT LABOR

Mayor

Steward

Steward

City Administrator

Business Agent

**APPENDIX A
WAGE RATES FOR POLICE OFFICERS**

The wage schedule shall be as follows:

Years of Continuous Service	Effective 7/1/11	Effective 1/1/2012	Effective 1/1/2013	Effective 1/1/2014
Beginning 1 st year	17.93	18.11	18.29	18.47
Beginning 2 nd year	18.39	18.57	18.76	18.95
Beginning 3 rd year	18.79	18.98	19.17	19.36
Beginning 4 th year	19.26	19.45	19.64	19.84
Beginning 5 th year	19.69	19.89	20.09	20.29
Beginning 6 th year	20.15	20.35	20.55	20.76
Beginning 7 th year	20.66	20.87	21.08	21.29
Beginning 8 th year	21.13	21.34	21.55	21.77
Beginning 9 th year	21.60	21.82	22.04	22.26
Beginning 10 th year	22.11	22.33	22.55	22.78
Beginning 11 th year	22.67	22.90	23.13	23.36
Beginning 12 th year	23.66	23.90	24.14	24.38

Years of Continuous Service	Effective 1/1/2014	Effective 1/1/2015	Effective 1/1/2016	Effective 1/1/2017
Beginning 1 st year	18.47	19.34	20.23	21.38
Beginning 2 nd year	18.95	19.83	20.73	21.89
Beginning 3 rd year	19.36	20.25	21.16	22.33
Beginning 4 th year	19.84	20.74	21.65	22.83
Beginning 5 th year	20.29	21.20	22.12	23.31
Beginning 6 th year	20.76	21.68	22.61	23.81
Beginning 7 th year	21.29	22.22	23.16	24.37
Beginning 8 th year	21.77	22.71	23.66	24.88
Beginning 9 th year	22.26	23.21	24.17	25.40
Beginning 10 th year	22.78	23.74	24.71	25.95
Beginning 11 th year	23.36	24.33	25.32	26.58
Beginning 12 th year	24.38	25.37	26.38	27.66

The preceding wage schedules shall not constrain the Employer from hiring an employee at any step in the schedule.

Progression through the wage schedule on the employee's anniversary date shall require satisfactory performance as determined by the Employer, but nothing will prevent accelerated movement throughout the step schedule at the discretion of the Employer.

APPENDIX B

RETIRING CITY EMPLOYEE ELECTION TO APPLY ACCRUED SICK LEAVE BENEFITS TO GROUP HEALTH INSURANCE PROGRAM

WHEREAS, the undersigned, an employee of the City of Windom ("Employer") is contemplating retirement from the Employer, and

WHEREAS, the undersigned has accrued sick leave benefits, which sums are currently held in an account maintained by the Employer, and pursuant to the current labor contract between the Employer and its employees, said accrued sick leave benefits will vest to the undersigned upon his/her retirement from the Employer; and

WHEREAS, the current labor contract with the Employer also provides that retired employees may continue to participate in the existing group health insurance program offered by the Employer for a term equal to that allowed under the federal COBRA laws which the employee would pay for. Further, a retiring employee may elect, irrevocably, prior to sixty (60) days of his/her actual retirement date, to apply some or all of the sick leave benefits, on a pre-taxed basis, to a maximum of fifty percent (50%) (instead of 35%), of the maximum of 1000 hours referred to in the employment contract toward payment of the monthly premiums of such health insurance program.

NOW THEREFORE, the undersigned does hereby agree as follows:

1. The undersigned irrevocably elects to apply 50% (valued as of the date of retirement from the Employer) of his/her accrued sick leave benefits toward payment of monthly premiums of the undersigned's group health insurance as provided by Employer. The premium payments may also apply for coverage of the undersigned's family members or other qualified persons, as provided in the labor contract and the group health insurance plan.

The undersigned understands that upon his/her retirement date, the amount of his/her accrued sick leave benefits will be calculated based upon a maximum of 50% of the maximum of 1000 hours referenced in the employment contract, and the percentage elected above will then be applied to that amount, thereby representing the designated amount to be held by the Employer for payment of the aforementioned premiums. Premiums will then be paid out of the account and applied for coverage until fully depleted. The account will not bear interest. The undersigned may request a written statement of current balance of the account, but not more than twice per annual period.

2. Employer is instructed to and agrees to maintain the designated amount of the

undersigned's accrued sick leave benefits in an escrow account of Employer's choosing. Employer may not release any of these designated funds to the undersigned, his/her heirs, successors or assigns.

3. This election is irrevocable to the undersigned employee, his/her heirs, successors or assigns.
4. Once this election is made, the undersigned, his/her heirs, successors or assigns understand that they shall forfeit any right to the cash payment or other use of the designated amount of the benefits retained by the Employer, except for the purpose of the Employer applying said benefits toward the health insurance coverage mentioned herein. Should the undersigned, his/her heirs, successors or assigns, and any other qualified group health program recipient associated with the undersigned either terminate their participation in the group health program for any reason, whether by voluntary termination, death or otherwise, the Employer shall be entitled to any remaining funds in the escrow account.
5. The undersigned agrees that he/she is solely responsible for any and all liability created under the federal and state income tax laws attributable to the retirement of his/her accrued sick leave benefits and the election made herein. The undersigned agrees to indemnify and hold the Employer harmless for any such liability or obligations, if any. Further, the undersigned agrees that the Employer makes no representations concerning the tax treatment of accrued sick leave payments and the election made herein, and the undersigned has not relief upon any such representation. The undersigned agrees that he/she has had the opportunity, if so desired, to consult with an attorney or tax advisor prior to making this election.

DATED: _____

EMPLOYEE

(Signature)

(Social Security Number)

(Address)

DATED: _____

EMPLOYER - CITY OF WINDOM

By _____

Its _____



WINDOM POLICE DEPARTMENT

PO BOX 38, 444 NINTH STREET
WINDOM, MN 56101

Scott Peterson, Chief

PHONE: (507)831-6134 / FAX: (507)831-1957



December 11, 2014

Dear Mayor and City Council Members:

I am writing this letter to request that Devin Kopperud be approved for employment as a Windom Police Officer, pending successful passage of final employment tests.

Devin is from Morristown, MN and a graduate 2009 graduate of Waterville-Elysian-Morristown High School. In 2013, he was awarded a Bachelor of Science Degree in Criminal Justice from Bemidji State University. Devin completed the Law Enforcement Skills component at Alexandria Technical and Community College. We feel that he will be an excellent addition to our agency. I would request that he be allowed to start employment on Wednesday, December 17, 2014.

I would also like to inform you that Josh Partlow has received a conditional offer of employment from the Freeborn County Sheriff's Office. It appears that he will be leaving our department in the very near future. I would like to request your permission to begin our process to fill this position. We believe that we have a qualified applicant ready to be hired for this vacancy. However, he would need to complete a psychological and physical examination in order to be eligible for hire. With your consent, we will begin that process.

Thank you for your consideration on both matters.

Sincerely,

Scott Peterson, Chief of Police

RESOLUTION #2014-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

CITY OF WINDOM

**RESOLUTION ESTABLISHING
RATES, CHARGES AND FEES FOR
PARK AND RECREATION FACILITIES**

WHEREAS, the City Council has the authority to establish rates and fees for municipal services, admissions and rentals; and

WHEREAS, the City Council periodically establishes rates and fees for municipal special revenue funds; and

WHEREAS, the Windom Park & Recreation Commission recommends to the Windom City Council to change fees for the following items; and

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

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

Arena - New rates for the archery area are as follows:

- **Individual Membership \$30 w\additional family members - \$10 per person**
- **Youth Membership \$15**
- **Daily Adult Fee \$5**
- **Daily Youth Fee \$3**

All youth under 18 must be accompanied by an adult.

Effective November 18, 2014.

Adopted this 16th day of December, 2014.

Corey J. Maricle, Mayor

ATTEST:

Steven Nasby, City Administrator

RESOLUTION 2014-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO
MARVIN GRUNIG FOR HONORABLE AND DEVOTED PUBLIC SERVICE
TO THE CITY OF WINDOM, MINNESOTA**

WHEREAS, the City of Windom wishes to express grateful recognition and appreciation to **MARVIN GRUNIG** for his untiring and valuable service faithfully rendered to the City of Windom commencing on February 28, 1977, through December, 2014.

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

1. The City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community extends to **MARVIN GRUNIG** its expressions of appreciation for serving the City well, and its best wishes for good health, success and prosperity in the years to come.

2. That a copy of this resolution be incorporated in the official records of the City Council of the City of Windom and a copy presented to Marvin Grunig.

Adopted this 16th day of December, 2014.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION 2014-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO
KELSEY FOSSING FOR FAITHFUL SERVICE TO THE CITY OF
WINDOM**

WHEREAS, the City of Windom wishes to express grateful recognition to **KELSEY FOSSING** for outstanding public service faithfully rendered to the City of Windom as Ward II Councilmember from January, 2011, through November, 2014; and

WHEREAS, the City also wishes to express recognition of his splendid abilities, of his time and unselfish efforts; and

WHEREAS, **KELSEY FOSSING** has rendered faithful and efficient service to this community as a public official and leader of civic affairs.

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

1. That this City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community extends to **KELSEY FOSSING** its humble expressions of esteem for serving the City well, and its best wishes for good health, success and prosperity.
2. That a copy of this resolution be included in the official records of the City Council of the City of Windom and a copy presented to Kelsey Fossing.

Adopted this 16th day of December, 2014.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION 2014-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO
BRADLEY POWERS FOR FAITHFUL SERVICE TO THE CITY OF
WINDOM**

WHEREAS, the City of Windom wishes to express grateful recognition to BRADLEY POWERS for outstanding public service faithfully rendered to the City of Windom as Ward II Councilmember from January, 2007, through December, 2014; and

WHEREAS, the City also wishes to express recognition of his splendid abilities, of his time and unselfish efforts; and

WHEREAS, BRADLEY POWERS has rendered faithful and efficient service to this community as a public official and leader of civic affairs.

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

1. That this City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community extends to **BRADLEY POWERS** its humble expressions of esteem for serving the City well, and its best wishes for good health, success and prosperity.
2. That a copy of this resolution be included in the official records of the City Council of the City of Windom and a copy presented to Bradley Powers.

Adopted this 16th day of December, 2014.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator

AGREEMENT FOR SERVICE
City of Windom and Southwest Minnesota Broadband Services

This Agreement made this 3rd day of September, 2014, by and between the City of Windom, a municipal corporation of Cottonwood County, Minnesota, hereafter called "Windom" and the Southwest Minnesota Broadband Services, a Minnesota non-profit corporation, hereafter called "SMBS".

WITNESSETH that whereas, Windom currently employs a full-time Telecommunications Manager; and

WHEREAS, SMBS is in need of employing a part-time Telecommunications Manager on a temporary and interim basis while it is building its telecommunications system and considering a permanent resolution to its need for such services; and

WHEREAS, SMBS has requested Windom to assist it in satisfying its short-term need for staffing its Telecommunications Manager position, and Windom has expressed an willingness to work with SMBS to, on a contract basis, to facilitate SMBS's request according to the term described herein;

NOW, THEREFORE, in consideration of the premises and promises herein contained, the parties agree as set forth below.

1. **TERM:** The term of this Agreement commences on September 3, 2014 and terminates on December 31, 2014. The parties may mutually agree to extend this term in writing.
2. **TERMINATION:** Either party may terminate this Agreement by providing the other party thirty (30) days written notice. Either party may terminate this Agreement for cause by providing the other party thirty (30) days written notice of the asserted breach of a provision or provisions of this Agreement. If the party receiving such notice has not cured the asserted breach within that thirty-day notice period, this Agreement shall in all respects be terminated.
3. **NOTICES:** All written notices between the parties (including billing) will be addressed as follows:

City of Windom
Attention: City Administrator
444 9th Street
P.O. Box 38
Windom, MN 56101

SMBS
Attention: SMBS Board Chair
301 Main Street
Lakefield, MN 56150

4. **COMMITMENT OF TIME:** To the extent requested by SMBS, Windom will provide to SMBS its Telecommunications Manager, up to one-half (50%) time equivalent based on a 2,080 FTE. It is acknowledged by both parties that the time spent by Windom's Telecommunications Manager at SMBS will change from week to week depending upon the requirements of each of the respective organizations, and

that cooperation and flexibility in arranging and scheduling time will be of primary importance. However, Windom is not required to provide its Telecommunications Manager for more than the equivalent of one-half (50%) time equivalent as measured during the full term of this Agreement.

Telecommunications Manager shall perform work as needed but is not required to work in excess of sixty (60) hours per week without the written consent of Windom, SMBS and Telecommunications Manager.

5. **INSURANCE:** Telecommunications Manager will remain an employee of Windom. Windom will maintain workers compensation, liability insurance, health insurance and insure automobiles owned by Windom that may be utilized by the Telecommunications Manager. SMBS will insure automobiles owned by SMBS that may be utilized by the Telecommunications Manager. SMBS will also maintain liability insurance for its operations, for all work performed by SMBS, and will carry its own Errors and Omissions policy.
6. **COMPENSATION:** SMBS shall pay to Windom for said Telecommunications Manager's services the amount of \$68.00 per hour for the percentage of hours spent by said Telecommunications Manager in performing services for SMBS based upon a 40-hour work week regardless of when those hours are incurred. Any time spent by Telecommunications Manager traveling to or from SMBS to or from Windom, or to some other destination on behalf of SMBS, will count as hours worked for SMBS.

Vacation time or sick leave used by Telecommunications Manager during the time period covered by this Agreement will be prorated between Windom and SMBS according to the percent of time spent working at Windom or SMBS over the prior four-week pay period.

Telecommunications Manager's time will be documented solely by the Telecommunications Manager on a timesheet provided by Windom covering two-week segments. Windom is not otherwise responsible for documentation of Telecommunications Manager's time.

7. **VEHICLE and CELL PHONE:** Windom will be reimbursed at the IRS mileage rate for the Telecommunications Manager traveling to or from SMBS, to or from Windom, or to some other destination on behalf of SMBS. Mileage will be documented solely by Telecommunications Manager on a form to be provided by Windom. Windom is not otherwise responsible for documentation of Telecommunications Manager's mileage claim. Telecommunications Manager has been provided a cell phone and applications for its use for business purposes. SMBS and Windom shall each pay 50% of the monthly charge for Telecommunications Manager's cell phone and user fees.
8. **BILLING:** Windom shall submit a monthly invoice to SMBS setting forth the hours worked by the Telecommunications Manager on behalf of SMBS during the preceding month, any mileage charges and for cell phone expenses. SMBS shall

pay said invoice in full within thirty (30) days of its receipt. If SMBS disputes a charge it shall do so in writing within ten (10) days of its receipt of the invoice, but it shall be required to pay invoice as defined herein. Within ten (10) business days of a written dispute being received by Windom its City Administrator will meet with the SMBS Board Chair and Telecommunications Manager for resolution. In the event the parties are unable to resolve that dispute, the matter shall be determined by binding arbitration.

9. **EMPLOYMENT:** Windom's Telecommunications Manager shall remain an employee of Windom and nothing herein shall create an employer - employee relationship between Telecommunications Manager and SMBS. Without limiting the generality of the foregoing, the parties agree as follows:
 - a. Windom shall be liable for all wages and other compensation and benefits due to its Telecommunications Manager, and for collecting, remitting, and reporting employment and withholding taxes related thereto and for all workers' compensation coverage, unemployment, and retirement contributions. The Telecommunications Manager shall be considered to be acting in the course of his employment with Windom at all times he is serving either Windom or SMBS, including any time spent in traveling to or from either location or traveling elsewhere on behalf of either party. It is hereby acknowledged and understood by SMBS that Telecommunications Manager has a duty to represent the best interests of Windom; Telecommunications Manager will promptly inform SMBS of any conflicts of interest of which he becomes aware.
 - b. Windom retains right, at any time, for any reasons whatsoever, to remove and replace the individual serving as its Telecommunications Manager subject only to the law and any agreements governing its employment relationship with said Telecommunications Manager. Should Windom's employment of its Telecommunications Manager end, for whatever reason, Windom shall promptly give notice to SMBS. At that point, either party may promptly and immediately terminate this Agreement by written notice, with no further obligation to the other party beyond payment for services (and expenses) rendered prior to the date of termination.
 - c. SMBS has conducted its own review of Windom's current Telecommunications Manager and has made its own independent judgment of said Telecommunications Manager's suitability for its purposes, and Windom makes no assurances or guarantees regarding either its Telecommunications Manager nor any outcomes that may be anticipated by SMBS under this Agreement. Should SMBS determine that said Telecommunications Manager is not fully satisfactory to its purpose, its only remedy shall be to provide notice of termination under Section 2 of this Agreement, refrain from requesting any additional time be provided to it by said Telecommunications Manager, and full compensate Windom for any already used, but not yet paid for time or services.

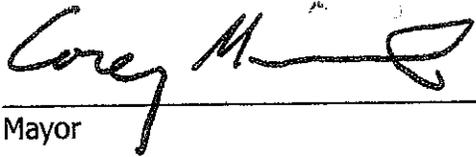
- d. SMBS acknowledges the need for Windom to retain the ability to direct the work of its Telecommunications Manager and agrees that SMBS will not enter into any additional agreements or contract for services with Windom's Telecommunications Manager for a period of one year following the termination of this Agreement.
10. **IDEMNIFICATION:** Windom agrees to defend and indemnify SMBS, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses arising out of Windom's or its Telecommunications Manager's performance or failure to perform any duties under this Agreement. SMBS agrees to defend and indemnify Windom, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses arising out of Telecommunication Manager's performance or failure to perform his duties where such performance or failure to perform was directly caused by SMBS.
11. **CONFIDENTIALITY:** Each party recognizes and acknowledges that said Telecommunications Manager has and will have access to certain confidential information of the other party, including but not limited to non-public data relating to employees and/or facilities and operations of each party. Each party will treat as confidential all confidential information of the other party; will implement reasonable procedures to prohibit the disclosure, unauthorized duplication, use misuse, or removal of the other party's confidential information; and will comply with the provisions of the Minnesota Data Practices Act.
12. **NO SOLICITATION:** SMBS shall not solicit, induce, recruit, or otherwise take any action the result of which is the creation of an employment relationship between it and Telecommunications Manager at any time during the term of this Agreement nor during a period extending from the date this Agreement is terminated through the date which is one year thereafter.
13. **NO PARTNERSHIP OR JOINT VENTURE:** The parties hereby specifically declare that the legal relationship created hereby shall not, under any circumstances, constitute a partnership, joint venture, or employee relationship.
14. **NO THIRD PARTY BENEFICIARIES:** Nothing in this Agreement is intended to confer rights or remedies under or by reason of this Agreement on any person, other than the parties hereto. Nothing in this Agreement is intended to relieve or discharge the obligations or liabilities of any third persons to any party hereto or to give any third party any right of subrogation or action over or against any party hereto.
15. **ASSIGNMENT PROHIBITED:** This Agreement may not be assigned by either party for any purpose without the prior written consent of the other party.
16. **AMENDMENTS:** Either party may request to amend this agreement in writing to the other party. If both parties agree to amend the agreement any amendment shall be in writing with an effective date established. Any said amendments shall

be approved by the respective boards\commissions and signed by authorized representatives of both parties.

17. **SEVERABILITY:** If any provision of this Agreement is held illegal, invalid, or unenforceable, that provision will be fully severable and this Agreement will be construed and enforced as if the illegal, invalid, or unenforceable provision had never been part of this Agreement, and the remaining provisions of this Agreement will remain in full force and effect, and there will be added automatically to this Agreement a legal, valid, and enforceable provision that is as similar to the severed provision as possible.

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be executed:

City of Windom



Mayor

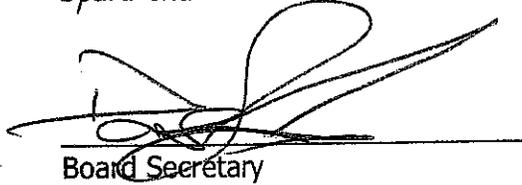


City Administrator

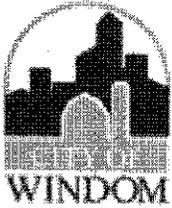
**Southwest Minnesota
Broadband Services**



Board Chair



Board Secretary



Windom, MN

Expense Approval Report

By Fund

Payment Dates 11/27/2014 - 12/10/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
FULDA CREDIT UNION	20141128	11/28/2014	INVESTMENT ACCOUNT	100-10400	500,000.00
4M FUND	20141209	12/09/2014	ACH FUNDS TO 4M	100-10400	1,000,000.00
MN REVENUE	20141208	12/08/2014	SALES TAX - NOV 2014	100-11500	-58.62
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- TAX	100-11500	68.94
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- TAX	100-11500	17.26
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- TAX	100-11500	2.51
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- TAX	100-11500	12.06
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- SALES TAX	100-11500	9.85
WERNER ELECTRIC	58324377.001	11/26/2014	MAINTENANCE	100-11500	15.81
MN REVENUE	20141208	12/08/2014	SALES TAX - NOV 2014	100-20202	14.78
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD-QUARTERLY PU	100-36200	-191.19
					1,499,891.40
Activity: 41110 - Mayor & Council					
SCHRAMMEL LAW OFFICE	20141208	12/08/2014	LEGAL FEES - MAYOR & COUN	100-41110-304	30.00
LEAGUE OF MN CITIES	205383	12/05/2014	REGISTRATION-BRIAN COOLE	100-41110-308	225.00
CITIZEN PUBLISHING CO	20141205	12/05/2014	ADVERTISING	100-41110-350	205.50
PETERSON JEWELRY	2081	12/02/2014	MAYOR'S MEDAL - MEDALS	100-41110-480	14.00
CONVENT. & VISTOR BUREAU	20141209	12/09/2014	LODGING TAX-GUARDIAN INN	100-41110-491	1,317.65
Activity 41110 - Mayor & Council Total:					1,792.15
Activity: 41310 - Administration					
NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	100-41310-133	80.00
CULLIGAN	20141205	12/05/2014	SERVICE	100-41310-200	15.50
INDOFF, INC	2545692	12/02/2014	SUPPLIES	100-41310-200	35.35
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- HYVEE	100-41310-200	24.71
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	100-41310-200	22.67
SELECTACCOUNT	20141128	11/28/2014	PARTICIPANT FEE	100-41310-217	148.77
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-41310-321	197.92
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	100-41310-322	577.69
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-41310-326	37.95
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- CRASH PLAN B	100-41310-326	9.99
STEVE NASBY	20141205	12/05/2014	EXPENSE-LEGISLATIVE MTG	100-41310-331	34.72
STEVE NASBY	20141205	12/05/2014	EXPENSE-LEGISLATIVE MTG	100-41310-334	11.53
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	100-41310-401	8.05
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	100-41310-401	28.90
BLUE CROSS/BLUE SHIELD	20141202	12/02/2014	PREMIUM - JAN. 2015	100-41310-480	351.50
Activity 41310 - Administration Total:					1,585.25
Activity: 41410 - Elections					
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	100-41410-480	19.19
Activity 41410 - Elections Total:					19.19
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	100-41910-133	24.00
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	100-41910-200	22.67
WEX BANK	38981117	12/05/2014	CREDIT CARD - P/Z	100-41910-212	84.54
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-41910-321	48.17
VERIZON WIRELESS	9735775313	12/02/2014	TELEPHONE	100-41910-321	16.63
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	100-41910-322	4.05
COTTONWOOD CO RECORDER	52229	12/05/2014	RECORDING FEES #274183, 2	100-41910-480	46.00
Activity 41910 - Building & Zoning Total:					246.06
Activity: 41940 - City Hall					
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-41940-381	338.49
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-41940-382	53.59
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-41940-385	77.88

Expense Approval Report

Payment Dates: 11/27/2014 - 12/10/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MELISSA PENAS	120214	12/02/2014	CLEANING	100-41940-406	320.00
SANDRA HERDER	20141202	12/02/2014	CLEANING	100-41940-406	320.00
WERNER ELECTRIC	58324377.001	11/26/2014	MAINTENANCE	100-41940-406	230.00
ELECTRIC FUND	20141202	12/02/2014	MAINTENANCE	100-41940-409	25.86
Activity 41940 - City Hall Total:					1,365.82
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	100-42120-133	144.00
INDOFF, INC	2539014	11/13/2014	SUPPLIES	100-42120-200	38.50
INDOFF, INC	2544143	11/26/2014	SUPPLIES	100-42120-200	21.50
INDOFF, INC	2545687	11/26/2014	SUPPLIES	100-42120-200	86.18
INDOFF, INC	2549520	12/02/2014	SUPPLIES	100-42120-200	80.23
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	100-42120-200	22.67
WEX BANK	38981117	12/05/2014	CREDIT CARD - POLICE	100-42120-212	-25.55
WEX BANK	38981117	12/05/2014	CREDIT CARD - POLICE	100-42120-212	1,222.66
SCHRAMEL LAW OFFICE	20141208	12/08/2014	LEGAL FEES - POLICE	100-42120-304	2,666.25
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-42120-321	68.37
VERIZON WIRELESS	9735775313	12/02/2014	TELEPHONE	100-42120-321	216.68
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	100-42120-322	9.12
COTTONWOOD CO AUD/TRE	20141209	12/09/2014	DISPTACHING - RENT - DEC 2	100-42120-325	275.00
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- GRAND VIEW L	100-42120-334	85.51
SCHWALBACH HARDWARE	20141205	12/05/2014	MAINTENANCE - POLICE	100-42120-404	85.97
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	100-42120-404	4.03
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	100-42120-404	14.45
WINDOM TOWING CO	82245	11/26/2014	MAINTENANCE	100-42120-405	88.00
GRAHAM TIRE	8442730	11/26/2014	MAINTENANCE	100-42120-405	476.60
COTTONWOOD CO AUD/TRE	20141209	12/09/2014	DISPTACHING - RENT - DEC 2	100-42120-412	1,650.00
BLUE CROSS/BLUE SHIELD	20141202	12/02/2014	PREMIUM - JAN. 2015	100-42120-480	351.50
SCHWALBACH HARDWARE	20141205	12/05/2014	MAINTENANCE - POLICE	100-42120-480	7.96
Activity 42120 - Crime Control Total:					7,589.63
Activity: 42220 - Fire Fighting					
WEX BANK	38981117	12/05/2014	CREDIT CARD - FIRE	100-42220-212	186.75
ALEX AIR APPARATUS, INC	26630	12/02/2014	EQUIPMENT	100-42220-215	123.87
CARQUEST AUTO PARTS STOR	2789-278816	12/03/2014	MAINTENANCE	100-42220-215	27.00
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- HOME DEPOT	100-42220-215	59.00
WINDOM QUICK PRINT	20141205	12/05/2014	SUPPLIES	100-42220-217	39.60
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	100-42220-217	218.97
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- RUNNINGS	100-42220-217	79.99
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-42220-321	27.63
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	100-42220-322	19.34
ALPHA WIRELESS - MANKATO	673809	12/02/2014	SERVICE	100-42220-323	270.00
COTTONWOOD CO AUD/TRE	20141209	12/09/2014	DISPTACHING - RENT - DEC 2	100-42220-325	212.50
MARK MARCY	20141128	11/28/2014	EXPENSE-SW REG FIRE ASSOC	100-42220-326	51.92
MARK MARCY	20141205	12/05/2014	EXPENSE-	100-42220-326	84.56
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	100-42220-404	6.44
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	100-42220-404	23.12
Activity 42220 - Fire Fighting Total:					1,430.69
Activity: 42500 - Civil Defense					
COTTONWOOD CO AUD/TRE	20141209	12/09/2014	DISPTACHING - RENT - DEC 2	100-42500-325	12.50
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-42500-381	19.79
Activity 42500 - Civil Defense Total:					32.29
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	136778	12/05/2014	CITY POUND #136778	100-42700-300	140.00
COTTONWOOD VET CLINIC	137266	12/05/2014	CITY POUND #137266	100-42700-300	11.00
COTTONWOOD VET CLINIC	137557	12/05/2014	CITY POUND #137557	100-42700-300	11.00
COTTONWOOD VET CLINIC	137588	12/05/2014	CITY POUND #137588	100-42700-300	11.00
Activity 42700 - Animal Control Total:					173.00
Activity: 43100 - Streets					
NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	100-43100-133	64.00
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- BE MOBILE	100-43100-200	69.98

Expense Approval Report

Payment Dates: 11/27/2014 - 12/10/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- HY-VEE	100-43100-200	44.52
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	100-43100-200	22.67
SCHWALBACH HARDWARE	20141205	12/05/2014	MAINTENANCE - STREET	100-43100-211	17.99
WEX BANK	38981117	12/05/2014	CREDIT CARD - STREET	100-43100-212	3,159.57
WEX BANK	38981117	12/05/2014	CREDIT CARD - STREET	100-43100-212	-25.55
M-R SIGNS CO., INC	184070	11/26/2014	MATERIALS-EQUIP	100-43100-215	34.21
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	100-43100-215	10.61
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-43100-217	37.95
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	100-43100-217	49.97
WINDOM AUTO VALU	34076125	12/05/2014	SUPPLIES	100-43100-217	35.88
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- GRAINGER	100-43100-217	80.34
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- GEMPLERS	100-43100-217	102.00
COTTONWOOD CO LANDFILL	145530	11/28/2014	REFUSE DISPOSAL	100-43100-225	5.00
COTTONWOOD CO LANDFILL	145531	11/28/2014	REFUSE DISPOSAL	100-43100-225	5.00
COTTONWOOD CO LANDFILL	145597	12/05/2014	REFUSE DISPOSAL	100-43100-225	5.00
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	100-43100-225	17.34
SCHWALBACH HARDWARE	20141205	12/05/2014	MAINTENANCE - STREET	100-43100-241	4.97
WINDOM AUTO VALU	34076246	12/05/2014	TOOLS	100-43100-241	19.98
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-43100-321	56.89
VERIZON WIRELESS	9735775313	12/02/2014	TELEPHONE	100-43100-321	82.56
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	100-43100-322	1.92
COTTONWOOD CO AUD/TRE	20141209	12/09/2014	DISPTACHING - RENT - DEC 2	100-43100-325	125.00
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-43100-381	2,477.77
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-43100-381	184.73
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-43100-382	16.92
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-43100-385	25.96
WINDOM FARM SERVICE	154833	12/05/2014	MAINTENANCE	100-43100-404	237.72
MILLER SELLNER EQUIP	20141202	12/02/2014	MAINTENANCE	100-43100-404	309.53
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	100-43100-404	38.16
WINDOM AUTO VALU	34075264	12/05/2014	MAINTENANCE	100-43100-404	123.07
WINDOM AUTO VALU	34075298	12/05/2014	MAINTENANCE	100-43100-404	10.98
WINDOM AUTO VALU	34075927	12/08/2014	MAINTENANCE	100-43100-404	8.99
WINDOM AUTO VALU	34075932	12/05/2014	CREDIT - MAINTENANCE	100-43100-404	-110.95
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- PROCLIPS	100-43100-404	932.93
O'REILLY AUTOMOTIVE, INC	4425131431	12/05/2014	MAINTENANCE	100-43100-404	19.28
WINDOM AUTO VALU	34076039	12/05/2014	MAINTENANCE	100-43100-405	8.48
WINDOM AUTO VALU	34076075	12/05/2014	MAINTENANCE	100-43100-405	44.97
GRAHAM TIRE	8442486	12/05/2014	MAINTENANCE	100-43100-405	613.80
BLUE CROSS/BLUE SHIELD	20141202	12/02/2014	PREMIUM - JAN. 2015	100-43100-480	938.50
				Activity 43100 - Streets Total:	9,908.64
Activity: 45120 - Recreation					
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	100-45120-200	22.67
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	100-45120-217	4.32
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	100-45120-217	4.03
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	100-45120-217	14.45
				Activity 45120 - Recreation Total:	45.47
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	100-45202-133	16.00
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	100-45202-200	22.67
COTTONWOOD CO AUD/TRE	20141209	12/09/2014	DISPTACHING - RENT - DEC 2	100-45202-325	37.50
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-45202-381	127.55
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-45202-382	117.40
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	100-45202-385	129.80
WINDOM AUTO VALU	34076036	12/05/2014	MAINTENANCE	100-45202-405	47.64
WINDOM AUTO VALU	34076037	12/05/2014	MAINTENANCE	100-45202-405	18.66
SANFORD LABORATORIES	240663742	12/05/2014	TESTING	100-45202-480	39.97
				Activity 45202 - Park Areas Total:	557.19
				Fund 100 - GENERAL Total:	1,524,636.78

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPEERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	211-45501-133	16.00
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- ORIENTAL TRA	211-45501-200	30.96
COLE PAPERS INC.	9036588	12/05/2014	SUPPLIES	211-45501-211	68.83
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	211-45501-217	2.01
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	211-45501-217	7.22
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	211-45501-321	28.33
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	211-45501-326	42.95
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	211-45501-381	102.68
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	211-45501-382	16.58
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	211-45501-385	25.96
MELISSA PENAS	120214	12/02/2014	CLEANING	211-45501-402	340.00
SANDRA HERDER	20141202	12/02/2014	CLEANING	211-45501-402	340.00
J & K WINDOWS	20141205	12/05/2014	SERVICE	211-45501-402	20.00
ELECTRIC FUND	20141205A	12/05/2014	MAINTENANCE	211-45501-402	22.08
JOE HARVEY	JB7012	12/05/2014	BOILER INSPEC 11-8-14	211-45501-402	40.00
JOE HARVEY	JB7017	12/05/2014	BOILER INSPEC 10-31-14	211-45501-402	120.00
JOE HARVEY	JB7018	12/05/2014	BOILER INSPEC 11-15-14	211-45501-402	40.00
JOE HARVEY	JB7021	12/05/2014	SNOW REMOVAL - LIBRARY 1	211-45501-402	20.00
JOE HARVEY	JB7041	12/05/2014	BOILER INSPEC 11-24-14	211-45501-402	40.00
JOE HARVEY	JB7057	12/05/2014	BOILER INSPEC 12-1-14	211-45501-402	40.00
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- AMAZON	211-45501-435	9.99
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- AMAZON	211-45501-435	187.42
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- AMAZON	211-45501-435	14.96
GALE	53631508	11/26/2014	BOOKS	211-45501-435	44.83
Activity 45501 - Library Total:					1,620.80
Fund 211 - LIBRARY Total:					1,620.80
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
RED ROCK RURAL WATER	20141203	12/03/2014	SERVICE	225-45127-200	26.00
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	225-45127-217	12.00
SOUTH CENTRAL ELECTRIC	20141203	12/03/2014	POWER COST #26-12-112-04	225-45127-381	274.90
SOUTH CENTRAL ELECTRIC	20141203A	12/03/2014	POWER COST #26-12-116-04	225-45127-381	196.98
BARGEN INC	214524-1	11/13/2014	AIRPORT ASPHALT CRACK REP	225-45127-407	20,215.25
Activity 45127 - Airport Total:					20,725.13
Fund 225 - AIRPORT Total:					20,725.13
Fund: 230 - POOL					
Activity: 45124 - Pool					
A & B BUSINESS	IN133688	12/08/2014	SUPPLIES	230-45124-200	90.00
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	230-45124-217	2.01
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	230-45124-217	7.22
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	230-45124-322	0.96
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	230-45124-381	4.86
Activity 45124 - Pool Total:					105.05
Fund 230 - POOL Total:					105.05
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	235-42153-200	22.66
WINDOM FARM SERVICE	154872	12/05/2014	MAINTENANCE	235-42153-212	119.40
WEX BANK	38981117	12/05/2014	CREDIT CARD - AMBULANCE	235-42153-212	1,680.31
WEX BANK	38981117	12/05/2014	CREDIT CARD - AMBULANCE	235-42153-212	-25.54
EMSRB	20141202	12/02/2014	SUPPLIES	235-42153-217	20.35
PRAXAIR DISTRIBUTION INC	51178185	12/03/2014	SUPPLIES	235-42153-217	368.26
BOUND TREE MEDICAL, LLC	81617046	12/02/2014	SUPPLIES	235-42153-217	312.62
BOUND TREE MEDICAL, LLC	81617047	12/02/2014	SUPPLIES	235-42153-217	30.89
BOUND TREE MEDICAL, LLC	81618517	12/02/2014	SUPPLIES	235-42153-217	8.43
BOUND TREE MEDICAL, LLC	81624187	12/08/2014	SUPPLIES	235-42153-217	94.28

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- GALLS-BUCK	235-42153-218	66.94
RITA HACKER	431	12/08/2014	SERVICE-CLOTHING	235-42153-218	22.44
MN AMBULANCE ASSOC	20141203	12/03/2014	2015 MAA MEMBERSHIP DUE	235-42153-308	770.00
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	235-42153-321	24.59
VERIZON WIRELESS	9735775313	12/02/2014	TELEPHONE	235-42153-321	65.27
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	235-42153-322	49.38
ALPHA WIRELESS - MANKATO	673861	12/09/2014	SERVICE	235-42153-323	23.40
COTTONWOOD CO AUD/TRE	20141209	12/09/2014	DISPTACHING - RENT - DEC 2	235-42153-325	200.00
REAL TIME TRANSLATION, INC	106219	12/03/2014	SERVICE	235-42153-327	34.00
GODFATHER'S PIZZA	138782	12/05/2014	EXPENSE-WINDOM AMBULA	235-42153-334	69.42
KATE AXFORD	20141208	12/01/2014	EXPENSE	235-42153-334	36.86
JOHN MEYER	20141208	12/08/2014	EXPENSE	235-42153-334	65.52
JIM AXFORD	20141208	12/08/2014	EXPENSE	235-42153-334	14.11
Activity 42153 - Ambulance Total:					4,073.59
Fund 235 - AMBULANCE Total:					4,073.59
Fund: 250 - EDA GENERAL					
ELECTRIC FUND	20141203	12/03/2014	EDA LOAN TO ELEC DEPT	250-23900	852.20
					852.20
Activity: 46520 - EDA					
NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	250-46520-133	24.00
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	250-46520-200	22.66
BRADLEY & DEIKE, P.A.	33978	12/09/2014	SERVICE	250-46520-304	51.00
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	250-46520-321	48.17
VERIZON WIRELESS	9735775313	12/02/2014	TELEPHONE	250-46520-321	50.42
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	250-46520-322	10.27
AARON BACKMAN	20141208	12/08/2014	EXPENSE-4TH Q MN MRKT PR	250-46520-331	157.50
CITIZEN PUBLISHING CO	20141205	12/05/2014	ADVERTISING- WEBSITE	250-46520-350	79.50
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	250-46520-381	47.32
RON'S ELECTRIC INC	129506	11/26/2014	MAINTENANCE	250-46520-402	212.29
LUCAN COMMUNITY TV INC	2248	12/02/2014	MAINTENANCE	250-46520-402	75.00
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- HY-VEE	250-46520-438	29.83
PETERSON JEWELRY	2082	12/02/2014	SERVICE	250-46520-480	68.75
COTTONWOOD CO RECORDER	52229	12/05/2014	RECORDING FEES #274183, 2	250-46520-480	92.00
Activity 46520 - EDA Total:					968.71
Activity: 49980 - Debt Service					
FULDA CREDIT UNION	20141203	12/03/2014	SPEC BLDG LOAN	250-49980-602	2,050.49
ELECTRIC FUND	20141203	12/03/2014	EDA LOAN TO ELEC DEPT	250-49980-612	97.29
FULDA CREDIT UNION	20141203	12/03/2014	SPEC BLDG LOAN	250-49980-612	1,309.51
Activity 49980 - Debt Service Total:					3,457.29
Fund 250 - EDA GENERAL Total:					5,278.20
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
WENCK ASSOCIATES, INC.	11406574	12/05/2014	N WINDOM IND PARK-PHASE	254-46520-303	1,174.50
SOUTH CENTRAL ELECTRIC	20141126	11/26/2014	26-24-123-04	254-46520-381	117.14
Activity 46520 - EDA Total:					1,291.64
Fund 254 - NORTH IND PARK Total:					1,291.64
Fund: 262 - TIF 1-2 PAMIDA					
Activity: 46530 - TIF Districts					
WENCK ASSOCIATES, INC.	20141209	12/09/2014	RIVER BEND CENTER PHASE II	262-46530-303	7,284.60
Activity 46530 - TIF Districts Total:					7,284.60
Fund 262 - TIF 1-2 PAMIDA Total:					7,284.60
Fund: 270 - TIF 1-16 GDF DISTRICT					
Activity: 46530 - TIF Districts					
GDF PROPERTIES LLC	20141209	12/09/2014	TIF 1-16	270-46530-482	1,939.46
Activity 46530 - TIF Districts Total:					1,939.46
Fund 270 - TIF 1-16 GDF DISTRICT Total:					1,939.46

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 306 - 2013 STREET IMPROVEMENT					
Activity: 49950 - Capital Outlay					
SCHRAMMEL LAW OFFICE	20141208	12/08/2014	LEGAL FEES - 2013 STREET PR	306-49950-304	1,155.00
Activity 49950 - Capital Outlay Total:					1,155.00
Fund 306 - 2013 STREET IMPROVEMENT Total:					1,155.00
Fund: 601 - WATER					
MN REVENUE	20141208	12/08/2014	SALES TAX - NOV 2014	601-20202	20.64
					20.64
Activity: 49400 - Water					
NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	601-49400-133	40.00
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	601-49400-200	22.66
WEX BANK	38981117	12/05/2014	CREDIT CARD - WATER	601-49400-212	280.42
HAWKINS, INC	3663949	11/14/2014	CHEMICLAS	601-49400-216	240.20
HAWKINS, INC	3667750	11/26/2014	CHEMICALS	601-49400-216	1,910.80
HP SUDS CLUB, LLC	20141202	12/02/2014	BILLING CONTRACT SERVICE	601-49400-217	1,170.00
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- PAY PAL	601-49400-217	7.50
MN VALLEY TESTING	729374	11/14/2014	TESTING	601-49400-310	56.25
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	601-49400-321	49.26
VERIZON WIRELESS	9735775313	12/02/2014	TELEPHONE	601-49400-321	48.83
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	601-49400-322	7.17
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	601-49400-322	228.37
SOURCE ONE SOLUTIONS, LLC	4595	12/09/2014	UTILITY BILL - POSTAGE	601-49400-322	244.72
COTTONWOOD CO AUD/TRE	20141209	12/09/2014	DISPATCHING - RENT - DEC 2	601-49400-325	100.00
SOURCE ONE SOLUTIONS, LLC	4595	12/09/2014	UTILITY BILL - SERVICES	601-49400-326	855.72
CITIZEN PUBLISHING CO	20141205	12/05/2014	ADVERTISING	601-49400-340	191.70
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	601-49400-381	3,659.19
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	601-49400-382	15.23
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	601-49400-385	25.96
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	601-49400-386	973.56
SCHWALBACH HARDWARE	20141205	12/05/2014	MAINTENANCE - WATER	601-49400-404	180.98
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	601-49400-404	8.05
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	601-49400-404	28.90
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- RUNNINGS-SHI	601-49400-406	20.60
Activity 49400 - Water Total:					10,366.07
Fund 601 - WATER Total:					10,386.71
Fund: 602 - SEWER					
Activity: 49450 - Sewer					
NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	602-49450-133	72.00
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	602-49450-200	22.66
WEX BANK	38981117	12/05/2014	CREDIT CARD - SEWER	602-49450-212	448.17
HP SUDS CLUB, LLC	20141202	12/02/2014	BILLING CONTRACT SERVICE	602-49450-217	1,170.00
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- PAY PAL	602-49450-217	7.50
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- HY-VEE	602-49450-217	14.61
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	602-49450-241	88.89
MN VALLEY TESTING	728113	11/07/2014	TESTING	602-49450-310	133.00
MN VALLEY TESTING	728131	11/07/2014	TESTING	602-49450-310	158.00
MN VALLEY TESTING	728329	11/07/2014	TESTING	602-49450-310	118.60
MN VALLEY TESTING	728359	11/07/2014	TESTING	602-49450-310	238.00
MN VALLEY TESTING	728525	11/07/2014	TESTING	602-49450-310	133.00
MN VALLEY TESTING	729007	11/13/2014	TESTING	602-49450-310	158.00
MN VALLEY TESTING	729421	11/14/2014	TESTING	602-49450-310	118.60
MN VALLEY TESTING	729450	11/14/2014	TESTING	602-49450-310	238.00
MN VALLEY TESTING	730094	11/19/2014	TESTING	602-49450-310	133.00
MN VALLEY TESTING	730427	11/25/2014	TESTING	602-49450-310	158.00
MN VALLEY TESTING	730668	11/25/2014	TESTING	602-49450-310	118.60
MN VALLEY TESTING	730679	11/25/2014	TESTING	602-49450-310	238.00
MN VALLEY TESTING	730702	11/25/2014	TESTING	602-49450-310	143.60
MN VALLEY TESTING	730927	11/25/2014	TESTING	602-49450-310	133.00
MN VALLEY TESTING	730931	11/25/2014	TESTING	602-49450-310	118.60

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ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	602-49450-321	150.62
VERIZON WIRELESS	9735775313	12/02/2014	TELEPHONE	602-49450-321	48.83
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	602-49450-322	3.11
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	602-49450-322	228.37
FEDERAL EXPRESS CORP	2-856-96761	12/02/2014	FREIGHT #1702-5771-5	602-49450-322	293.27
SOURCE ONE SOLUTIONS, LLC	4595	12/09/2014	UTILITY BILL - POSTAGE	602-49450-322	244.72
COTTONWOOD CO AUD/TRE	20141209	12/09/2014	DISPTACHING - RENT - DEC 2	602-49450-325	100.00
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	602-49450-326	37.95
SOURCE ONE SOLUTIONS, LLC	4595	12/09/2014	UTILITY BILL - SERVICES	602-49450-326	855.72
CITIZEN PUBLISHING CO	20141205	12/05/2014	ADVERTISING	602-49450-350	40.40
SOUTH CENTRAL ELECTRIC	20141126A	11/26/2014	26-24-125-04	602-49450-381	50.00
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	602-49450-381	14,258.09
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	602-49450-382	283.99
RON'S ELECTRIC INC	129696	11/28/2014	MAINTENANCE	602-49450-404	52.00
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	602-49450-404	164.65
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	602-49450-404	6.44
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	602-49450-404	23.12
WINDOM AUTO VALU	34075289	12/05/2014	MAINTENANCE	602-49450-404	14.99
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- GDF	602-49450-404	104.17
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	602-49450-405	20.94
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- RUNNINGS - SH	602-49450-406	20.60
CUMMINS NPOWER	100-82102	11/26/2014	MAINTENANCE #31-JUL-2015	602-49450-408	1,675.82
BLUE CROSS/BLUE SHIELD	20141202	12/02/2014	PREMIUM - JAN. 2015	602-49450-480	351.50
HD SUPPLY WATERWORKS LT	D285432	12/05/2014	RESALE-PARTS	602-49450-480	624.91
HD SUPPLY WATERWORKS LT	D285452	12/05/2014	RESALE-PARTS	602-49450-480	135.10
HD SUPPLY WATERWORKS LT	D300566	12/05/2014	RESALE-PARTS	602-49450-480	29.58
				Activity 49450 - Sewer Total:	23,980.72
				Fund 602 - SEWER Total:	23,980.72

Fund: 604 - ELECTRIC

J. H. LARSON	5100793957.001	11/13/2014	ELECTRIC INVENTORY	604-14200	16.28
RON'S ELECTRIC INC	129772	11/28/2014	ELECTRIC NEW CONST 4TH-3R	604-16300	1,132.48
MN REVENUE	20141208	12/08/2014	SALES TAX - NOV 2014	604-20202	13,671.00
NATE KALEY	20141128	11/28/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
ELECTRIC FUND	20141209	12/09/2014	UTIL PREPAY TO RACHEL BOR	604-22000	300.00
ELECTRIC FUND	20141209A	12/09/2014	UTIL PREPAY-JON NAVEUMXA	604-22000	300.00
TAYLOR AYERS	20141210	12/10/2014	REFUND BALANCE OF UTILITY	604-22000	57.85
LUIS MCKIBBIN	20141210	12/10/2014	REFUND BALANCE OF UTILITY	604-22000	10.55
ELECTRIC FUND	20141210	12/10/2014	REF-UTILITY PREPAY TO BILLI	604-22000	242.15
ELECTRIC FUND	20141210A	12/10/2014	REF-UTILITY PREPAYMENT TO	604-22000	289.45
					16,319.76

Activity: 49550 - Electric

NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	604-49550-133	112.00
TRI-STATE BATTERY CO	1912999008574	11/26/2014	SUPPLIES	604-49550-200	28.45
OFFICEMAX - HSBC BUS SOLU	637868	12/05/2014	SUPPLIES	604-49550-200	208.51
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	604-49550-200	22.66
COLE PAPERS INC.	9036869	11/26/2014	SUPPLIES	604-49550-211	140.66
WEX BANK	38981117	12/05/2014	CREDIT CARD - ELECTRIC	604-49550-212	941.19
HP SUDS CLUB, LLC	20141202	12/02/2014	BILLING CONTRACT SERVICE	604-49550-217	1,170.00
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD-PAY PAL	604-49550-217	7.50
SKARSHAUG TESTING LAB	193607	12/05/2014	UNIFORMS	604-49550-218	202.43
DEPARTMENT OF ENERGY	BFPB000801114	12/05/2014	POWER COSTS	604-49550-263	87,032.01
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	604-49550-310	41.98
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	604-49550-321	193.18
VERIZON WIRELESS	9735775313	12/02/2014	TELEPHONE	604-49550-321	86.92
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	604-49550-322	228.37
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	604-49550-322	13.44
SOURCE ONE SOLUTIONS, LLC	4595	12/09/2014	UTILITY BILL - POSTAGE	604-49550-322	244.72
COTTONWOOD CO AUD/TRE	20141209	12/09/2014	DISPTACHING - RENT - DEC 2	604-49550-325	187.50
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	604-49550-326	37.95

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOURCE ONE SOLUTIONS, LLC	4595	12/09/2014	UTILITY BILL - SERVICES	604-49550-326	1,764.91
BRENT BROWN	20141203	12/03/2014	EXPENSE-MOVING	604-49550-331	1,500.00
CHERYL LILLEGAAARD	20141205	12/05/2014	EXPENSE-	604-49550-331	72.80
CITIZEN PUBLISHING CO	20141205	12/05/2014	ADVERTISING	604-49550-340	191.70
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	604-49550-381	70.20
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	604-49550-382	19.61
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	604-49550-385	25.96
HIGH VOLTAGE EQUIP DIAG. I	14111703	11/26/2014	MAINTENANCE	604-49550-402	3,181.79
BANK OF THE WEST - DITCHW	20141205	12/05/2014	MAINTENANCE	604-49550-404	29.11
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	604-49550-404	65.80
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	604-49550-404	8.05
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	604-49550-404	28.90
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- CARQUEST	604-49550-404	37.20
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- JOHNSON HAR	604-49550-404	17.83
STONER INDUSTRIAL, INC.	20141205	12/05/2014	SERVICE	604-49550-406	69.26
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- RUNNINGS-SHI	604-49550-406	20.60
SCHWALBACH HARDWARE	20141205	12/05/2014	MAINTENANCE - ELECTRIC	604-49550-408	5.99
ZIEGLER, INC.	SW050227741	12/05/2014	MAINTENANCE	604-49550-410	5,560.40
BERNETTA MARAS	20141202	12/02/2014	ENERGY REBATE	604-49550-450	25.00
MERLIN CLARK	20141202	12/02/2014	ENERGY REBATE	604-49550-450	300.00
ROBERT BOOMGARDEN	20141202	12/02/2014	ENERGY REBATE	604-49550-450	60.00
COLEEN ORTMANN	20141202	12/02/2014	ENERGY REBATE	604-49550-450	25.00
ARLAND POLZIN	20141202	12/02/2014	ENERGY REBATE	604-49550-450	35.46
PRESTON ROSSOW	20141202	12/02/2014	ENERGY REBATE	604-49550-450	500.00
VET'S WHOA N'GO	20141208	12/08/2014	ENERGY REBATE	604-49550-450	1,487.38
LEO WISDORF	20141209	12/09/2014	ENERGY REBATE	604-49550-450	150.00
HIGLEY FORD	20141209	12/09/2014	ENERGY REBATE	604-49550-450	1,800.00
LULA LEVERENZ	20141209	12/09/2014	ENERGY REBATE	604-49550-450	400.00
SHOPKO STORES OPERATING	20141209	12/09/2014	ENERGY REBATE	604-49550-450	4,995.00
ROGER RICHARDSON	20141209	12/09/2014	ENERGY REBATE	604-49550-450	35.00
WERNER ELECTRIC	S8305693.001	12/09/2014	SUPPLIES	604-49550-450	293.97
MN REVENUE	20141208	12/08/2014	SALES TAX - NOV 2014	604-49550-460	9.05
BANK MIDWEST	20141205	12/05/2014	NSF-TAMMY ALM -ELEC	604-49550-480	162.42
WINDOM AREA DEVELOPME	20141203	12/03/2014	INDUSTRIAL DEVELOPMENT	604-49550-491	1,200.00
				Activity 49550 - Electric Total:	115,047.86
				Fund 604 - ELECTRIC Total:	131,367.62

Fund: 609 - LIQUOR STORE

MN REVENUE	20141208	12/08/2014	SALES TAX - NOV 2014	609-20202	12,257.00
					12,257.00

Activity: 49751 - Liquor Store

NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	609-49751-133	16.00
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	609-49751-200	22.66
TOTAL REGISTER SYSTEMS	1043931	11/28/2014	SUPPLIES	609-49751-217	51.42
CULLIGAN	121-250	12/05/2014	SERVICE	609-49751-217	10.05
CAMPUS CLEANERS	20141202	12/02/2014	SERVICE	609-49751-217	42.34
ELECTRIC FUND	20141205	12/05/2014	MAINTENANCE	609-49751-217	4.75
INDOFF, INC	2545685	12/05/2014	SUPPLIES	609-49751-217	61.49
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- DOLLAR GENER	609-49751-217	8.55
AH HERMEL COMPANY	469870	11/13/2014	MERCHANDISE	609-49751-217	255.35
WIRTZ BEVERAGE MN WINE	1080255044	11/25/2014	MERCHANDISE	609-49751-251	2,475.96
SOUTHERN WINE & SPIRITS O	1224602	11/18/2014	MERCHANDISE	609-49751-251	4,312.87
PHILLIPS WINE & SPIRITS	2700785	11/25/2014	MERCHANDISE	609-49751-251	7,897.09
JOHNSON BROS.	5019594	11/07/2014	MERCHANDISE	609-49751-251	620.94
JOHNSON BROS.	5024687	11/17/2014	MERCHANDISE	609-49751-251	5,089.98
JOHNSON BROS.	5030166	11/21/2014	MERCHANDISE	609-49751-251	2,447.36
JOHNSON BROS.	5035774	12/05/2014	MERCHANDISE	609-49751-251	1,880.87
WIRTZ BEVERAGE MN WINE	1080255045	11/25/2014	MERCHANDISE	609-49751-252	41.50
HAGEN BEVERAGE DIST. INC.	269494	11/28/2014	MERCHANDISE	609-49751-252	2,823.60
HAGEN BEVERAGE DIST. INC.	269741	12/05/2014	MERCHANDISE	609-49751-252	9,368.70

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HAGEN BEVERAGE DIST. INC.	269742	12/05/2014	CREDIT - MERCHANDISE	609-49751-252	-168.00
HAGEN BEVERAGE DIST. INC.	269764	12/05/2014	MERCHANDISE	609-49751-252	2,508.80
ARTISAN BEER COMPANY	3004202	11/07/2014	MERCHANDISE	609-49751-252	47.00
ARTISAN BEER COMPANY	3006111	11/21/2014	MERCHANDISE	609-49751-252	141.00
BEVERAGE WHOLESALERS	528008	11/28/2014	MERCHANDISE	609-49751-252	3,843.00
BEVERAGE WHOLESALERS	528888	12/05/2014	MERCHANDISE	609-49751-252	6,587.95
BEVERAGE WHOLESALERS	731861	11/28/2014	MERCHANDISE	609-49751-252	24.60
WIRTZ BEVERAGE MN WINE	1080255044	11/25/2014	MERCHANDISE	609-49751-253	56.00
SOUTHERN WINE & SPIRITS O	1224603	11/18/2014	MERCHANDISE	609-49751-253	582.87
PHILLIPS WINE & SPIRITS	2700786	11/25/2014	MERCHANDISE	609-49751-253	1,325.60
BELLBOY CORP	45653300	11/13/2014	MERCHANDISE	609-49751-253	690.00
JOHNSON BROS.	5019595	11/07/2014	MERCHANDISE	609-49751-253	659.80
JOHNSON BROS.	5019596	11/07/2014	MERCHANDISE	609-49751-253	20.99
JOHNSON BROS.	5024688	11/18/2014	MERCHANDISE	609-49751-253	834.25
JOHNSON BROS.	5024689	11/17/2014	MERCHANDISE	609-49751-253	46.99
JOHNSON BROS.	502866	11/18/2014	CREDIT - MERCHANDISE	609-49751-253	-52.00
JOHNSON BROS.	5030167	11/21/2014	MERCHANDISE	609-49751-253	807.25
JOHNSON BROS.	5035775	12/05/2014	MERCHANDISE	609-49751-253	1,400.71
JOHNSON BROS.	5035776	12/05/2014	MERCHANDISE	609-49751-253	20.99
JOHNSON BROS.	504386	11/28/2014	CREDIT - MERCHANDISE	609-49751-253	-24.00
WIRTZ BEVERAGE MN WINE	1080255044	11/25/2014	MERCHANDISE	609-49751-254	51.02
AMERICAN BOTTLING CO	2459324769	11/07/2014	MERCHANDISE	609-49751-254	105.58
EXTREME BEVERAGE, LLC	267-3091	11/21/2014	MERCHANDISE	609-49751-254	100.50
AH HERMEL COMPANY	469870	11/13/2014	MERCHANDISE	609-49751-254	16.81
AH HERMEL COMPANY	469870	11/13/2014	MERCHANDISE	609-49751-256	71.93
HAGEN BEVERAGE DIST. INC.	269494	11/28/2014	MERCHANDISE	609-49751-259	19.55
HAGEN BEVERAGE DIST. INC.	269741	12/05/2014	MERCHANDISE	609-49751-259	76.25
BEVERAGE WHOLESALERS	528008	11/28/2014	MERCHANDISE	609-49751-259	19.00
BEVERAGE WHOLESALERS	528888	12/05/2014	MERCHANDISE	609-49751-259	35.80
AH HERMEL COMPANY	469870	11/13/2014	MERCHANDISE	609-49751-261	27.68
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	609-49751-321	62.74
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	609-49751-322	8.64
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	609-49751-326	90.62
TOTAL REGISTER SYSTEMS	1043931	11/28/2014	SUPPLIES	609-49751-333	6.45
WIRTZ BEVERAGE MN WINE	1080255044	11/25/2014	MERCHANDISE	609-49751-333	45.33
SOUTHERN WINE & SPIRITS O	1224602	11/18/2014	MERCHANDISE	609-49751-333	67.33
SOUTHERN WINE & SPIRITS O	1224603	11/18/2014	MERCHANDISE	609-49751-333	14.00
PHILLIPS WINE & SPIRITS	2700785	11/25/2014	MERCHANDISE	609-49751-333	102.20
PHILLIPS WINE & SPIRITS	2700786	11/25/2014	MERCHANDISE	609-49751-333	31.73
BELLBOY CORP	45653300	11/13/2014	MERCHANDISE	609-49751-333	16.00
AH HERMEL COMPANY	469870	11/13/2014	MERCHANDISE	609-49751-333	3.95
JOHNSON BROS.	5019594	11/07/2014	MERCHANDISE	609-49751-333	10.02
JOHNSON BROS.	5019595	11/07/2014	MERCHANDISE	609-49751-333	25.05
JOHNSON BROS.	5024687	11/17/2014	MERCHANDISE	609-49751-333	80.44
JOHNSON BROS.	5024688	11/18/2014	MERCHANDISE	609-49751-333	43.42
JOHNSON BROS.	502866	11/18/2014	CREDIT - MERCHANDISE	609-49751-333	-1.67
JOHNSON BROS.	5030166	11/21/2014	MERCHANDISE	609-49751-333	29.23
JOHNSON BROS.	5030167	11/21/2014	MERCHANDISE	609-49751-333	26.72
JOHNSON BROS.	5035774	12/05/2014	MERCHANDISE	609-49751-333	26.72
JOHNSON BROS.	5035775	12/05/2014	MERCHANDISE	609-49751-333	46.76
JOHNSON BROS.	504386	11/28/2014	CREDIT - MERCHANDISE	609-49751-333	-1.67
CITIZEN PUBLISHING CO	20141205	12/05/2014	ADVERTISING	609-49751-340	121.20
KDOM RADIO	KDOM0229141134333	12/05/2014	ADVERTISING- RIVER BEND LI	609-49751-340	191.80
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	609-49751-381	569.22
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	609-49751-382	20.46
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	609-49751-385	25.96
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	609-49751-404	8.05
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	609-49751-404	28.90

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BANK MIDWEST	20141209	12/09/2014	NSF-DANNY SPILLMAN-RIVER	609-49751-480	17.70
				Activity 49751 - Liquor Store Total:	59,026.70
				Fund 609 - LIQUOR STORE Total:	71,283.70
Fund: 614 - TELECOM					
NATIONAL CABLE TV COOP	SI-421719	12/08/2014	DIGITAL HEADEND	614-16300	4,928.66
INTERNAL REVENUE SERVICE	20141128	11/28/2014	EXCISE TAX POSTING- NOV 20	614-20201	746.26
INTERNAL REVENUE SERVICE	20141128A	11/28/2014	EXCISE TAX POST NOV 2014	614-20201	2.00
MN REVENUE	20141208	12/08/2014	SALES TAX - NOV 2014	614-20202	6,850.00
MN 9-1-1 PROGRAM	20141128	11/28/2014	NOV 911 SERVICE	614-20206	998.44
					13,525.36
Activity: 49870 - Telecom					
NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	614-49870-133	96.00
NEW STAR SALES & SERVICE	43031A	12/09/2014	RE-ISSUE CHECK- SERVICE	614-49870-200	37.41
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	614-49870-200	22.66
STONER INDUSTRIAL, INC.	20141205	12/05/2014	SERVICE	614-49870-211	38.26
WEX BANK	38981117	12/05/2014	CREDIT CARD - TELECOM	614-49870-212	362.40
HP SUDS CLUB, LLC	20141202	12/02/2014	BILLING CONTRACT SERVICE	614-49870-217	1,170.00
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- PAY PAL	614-49870-217	7.50
MODERN ENTERPRISE SOLUTI	100473	12/02/2014	SERVICE-MAINTENANCE	614-49870-227	2,042.57
SCHWALBACH HARDWARE	20141205	12/05/2014	MAINTENANCE - TELECOM	614-49870-227	11.43
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	614-49870-227	53.98
POWER & TEL	5677852-00	11/25/2014	MAINTENANCE	614-49870-227	285.08
POWER & TEL	5687359-00	12/02/2014	MAINTENANCE	614-49870-227	1,025.52
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	614-49870-241	49.99
OLSEN THIELEN & CO.,LTD	18039	11/25/2014	SERVICE	614-49870-304	589.00
SCHRAMMEL LAW OFFICE	20141208A	12/08/2014	LEGAL FEES - TELECOM	614-49870-304	405.00
INTERSTATE TRS FUND	82580711142	12/05/2014	2014-15 ASSESSMENT FOR PE	614-49870-304	117.85
UNIVERSAL SERVICE ADMIN C	UBDI0000731403	12/02/2014	SERVICE	614-49870-304	1,227.69
CENTURY LINK	20141202	12/02/2014	TELEPHONE #507-831-1075	614-49870-321	72.23
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	614-49870-321	369.52
VERIZON WIRELESS	9735775313	12/02/2014	TELEPHONE	614-49870-321	297.15
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	614-49870-322	419.33
SOURCE ONE SOLUTIONS, LLC	4595	12/09/2014	UTILITY BILL - POSTAGE	614-49870-322	244.71
SOURCE ONE SOLUTIONS, LLC	4595	12/09/2014	UTILITY BILL - SERVICES	614-49870-326	1,871.87
SHARP IMAGES	00001	12/02/2014	SERVICE	614-49870-340	100.00
CITIZEN PUBLISHING CO	20141205	12/05/2014	ADVERTISING	614-49870-340	40.40
KDOM RADIO	KDOM0073141134393	12/08/2014	ADVERTISING - WINDOM NET	614-49870-340	99.00
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	614-49870-381	1,523.33
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	614-49870-382	16.48
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	614-49870-385	25.96
AMERICAN LIGHTING SERVICE	2869	11/13/2014	MAINTENANCE	614-49870-402	280.65
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	614-49870-404	12.08
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	614-49870-404	43.36
WINDOM AUTO VALU	34074876	12/05/2014	MAINTENANCE	614-49870-405	4.31
CITIZEN PUBLISHING CO	3066	12/05/2014	SERVICE	614-49870-439	30.69
AZAR COMPUTER SOFTWARE	140355	12/02/2014	SERVICE	614-49870-442	2,080.00
NATIONAL CABLE TV COOP	14111050	11/28/2014	SUBSCRIBER	614-49870-442	79,172.80
JASON HANKE	2014-0110	11/21/2014	SERVICE	614-49870-447	8,846.99
JASON HANKE	386878	12/08/2014	SERVICE	614-49870-447	1,594.92
JASON HANKE	386887	12/08/2014	SERVICE	614-49870-447	1,650.00
HURRICANE ELECTRIC LLC	9784430-IN	12/02/2014	SERVICE	614-49870-447	4,000.00
GOLDEN WEST TECH & INT SO	141110394	12/08/2014	SERVICE	614-49870-448	155.38
SDN COMMUNICATIONS	0626-12-2014	12/08/2014	SERVICE	614-49870-451	2,839.79
WOODSTOCK TELEPHONE CO	10037410	12/02/2014	TELEPHONE #00017668-1	614-49870-451	205.10
E-911 - INDEPENDENT EMERG	20141208	12/08/2014	SERVICE #0010143	614-49870-451	40.00
MN REVENUE	20141208	12/08/2014	SALES TAX - NOV 2014	614-49870-460	29.15
SOUTHWEST MN BROADBAN	20141202	12/02/2014	QVC COMMISSIONS-OCT 201	614-49870-480	102.07
				Activity 49870 - Telecom Total:	113,709.61
				Fund 614 - TELECOM Total:	127,234.97

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 615 - ARENA					
RON'S ELECTRIC INC	129550	12/02/2014	MAINTENANCE	615-16200	1,170.48
					1,170.48
Activity: 49850 - Arena					
NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	615-49850-133	32.00
SCHWALBACH HARDWARE	20141205	12/05/2014	MAINTENANCE - ARENA	615-49850-200	16.77
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	615-49850-200	22.66
STONER INDUSTRIAL, INC.	20141205	12/05/2014	SERVICE	615-49850-211	9.55
WEX BANK	38981117	12/05/2014	CREDIT CARD - ARENA	615-49850-212	58.90
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- COUNTRY PRID	615-49850-215	251.00
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- MENARDS	615-49850-215	823.42
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	615-49850-217	7.25
BOB'S BIFFYS	2127	12/02/2014	SERVICE	615-49850-217	635.00
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	615-49850-217	26.01
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	615-49850-241	4.46
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	615-49850-321	122.95
VERIZON WIRELESS	9735775313	12/02/2014	TELEPHONE	615-49850-321	47.67
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	615-49850-322	28.82
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	615-49850-326	92.85
KDOM RADIO	KDOM0113141134388	12/02/2014	ADVERTISING-ARENA	615-49850-340	82.00
KDOM RADIO	KDOM0113141234406	12/02/2014	ADVERTISING - ARENA	615-49850-340	232.00
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	615-49850-381	6,751.84
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	615-49850-382	305.30
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	615-49850-385	25.96
SCHWALBACH HARDWARE	20141205	12/05/2014	MAINTENANCE - ARENA	615-49850-402	246.96
LAMPERTS YARDS, INC.	39145792	12/05/2014	MAINTENANCE	615-49850-402	10.99
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	615-49850-404	27.98
ENERGY SALES, INC	26192	11/21/2014	MAINTENANCE	615-49850-404	365.00
CARLSON & STEWART REFRIG	28045	12/08/2014	SERVICE-MAINTENANCE	615-49850-404	2,601.48
SCHWALBACH HARDWARE	20141205	12/05/2014	MAINTENANCE - ARENA	615-49850-406	26.47
RUNNING'S SUPPLY	20141209	12/09/2014	MAINTENANCE -	615-49850-406	8.34
SCHWALBACH HARDWARE	20141205	12/05/2014	MAINTENANCE - ARENA	615-49850-409	9.98
MN REVENUE	20141208	12/08/2014	SALES TAX - NOV 2014	615-49850-460	243.00
Activity 49850 - Arena Total:					13,116.61
Fund 615 - ARENA Total:					14,287.09
Fund: 617 - M/P CENTER					
MN REVENUE	20141208	12/08/2014	SALES TAX - NOV 2014	617-20202	382.70
					382.70
Activity: 49860 - M/P Center					
NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	617-49860-133	48.00
MAIL FINANCE	H5012592	11/21/2014	LEASE PAYMENT	617-49860-200	22.66
COLE PAPERS INC.	9032068	11/13/2014	SUPPLIES	617-49860-211	286.95
COLE PAPERS INC.	9036588	12/05/2014	SUPPLIES	617-49860-211	142.38
WEX BANK	38981117	12/05/2014	CREDIT CARD - MP	617-49860-212	84.00
RIVER BEND LIQUOR	20141205	12/05/2014	COMM CENTER	617-49860-217	3.60
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- RUNNINGS	617-49860-217	21.57
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- HY-VEE	617-49860-217	20.94
RIVER BEND LIQUOR	20141205	12/05/2014	COMM CENTER	617-49860-251	214.02
RIVER BEND LIQUOR	20141205	12/05/2014	COMM CENTER	617-49860-252	312.91
RIVER BEND LIQUOR	20141205	12/05/2014	COMM CENTER	617-49860-254	4.25
US BANK	4246-0445-5573-8263	12/05/2014	CREDIT CARD- HY-VEE	617-49860-254	14.56
RIVER BEND LIQUOR	20141205	12/05/2014	COMM CENTER	617-49860-259	4.89
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	617-49860-321	117.61
VERIZON WIRELESS	9735775313	12/02/2014	TELEPHONE	617-49860-321	28.32
CMRS - TMS #256704	#256704	12/02/2014	POSTAGE #256704	617-49860-322	29.14
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	617-49860-326	37.95
KDOM RADIO	KDOM0563141134389	12/02/2014	ADVERTISING - COMM CENTE	617-49860-340	155.40
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	617-49860-381	1,016.96
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	617-49860-382	66.42

Expense Approval Report

Payment Dates: 11/27/2014 - 12/10/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	20141208	12/08/2014	MONTHLY UTILITY & TELECO	617-49860-385	76.95
TOSHIBA FINANCIAL SERVICES	20141210	12/10/2014	COPIER LEASE	617-49860-404	4.03
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	617-49860-404	14.45
TOSHIBA FINANCIAL SERVICES	266992965	12/03/2014	COPIER LEASE	617-49860-404	60.00
GDF ENTERPRISES, INC	A7409	12/02/2014	MAINTENANCE	617-49860-404	138.67
GDF ENTERPRISES, INC	A7413	12/02/2014	MAINTENANCE	617-49860-404	2.71
A & B BUSINESS	IN118034	10/06/2014	CREDIT - NEW COPIER CONTR	617-49860-404	-107.15
A & B BUSINESS	IN119052	10/10/2014	MAINTENANCE	617-49860-404	65.00
STONER INDUSTRIAL, INC.	20141205	12/05/2014	SERVICE	617-49860-406	119.50
SCHWALBACH HARDWARE	20141205	12/05/2014	MAINTENANCE - MP	617-49860-409	91.68
J. H. LARSON	S100793957.002	11/13/2014	MAINTENANCE	617-49860-409	48.55
MN REVENUE	20141208	12/08/2014	SALES TAX - NOV 2014	617-49860-460	7.30
COLE PAPERS INC.	9032068	11/13/2014	SUPPLIES	617-49860-480	50.05

Activity 49860 - M/P Center Total: 3,204.27

Fund 617 - M/P CENTER Total: 3,586.97

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0000414	11/28/2014	Federal Tax Withholding	700-21701	11,189.70
Minnesota Department of Re	INV0000413	11/28/2014	State Withholding	700-21702	4,480.60
Internal Revenue Service-Payr	INV0000415	11/28/2014	Social Security	700-21703	11,622.50
MN Pera	INV0000406	11/28/2014	PERA	700-21704	12,573.48
MN Pera	INV0000407	11/28/2014	PERA	700-21704	5,160.32
MN Pera	INV0000408	11/28/2014	PERA	700-21704	616.24
Minnesota State Deferred	INV0000409	11/28/2014	Deferred Compensation	700-21705	4,685.00
Minnesota State Deferred	INV0000410	11/28/2014	Deferred Roth	700-21705	750.00
BLUE CROSS/BLUE SHIELD	20141202	12/02/2014	PREMIUM - JAN. 2015	700-21706	37,768.48
COLLECTION SERVICES CENTE	20141203	12/03/2014	#CDDM013726	700-21709	930.23
Minnesota Child Support Pay	INV0000411	11/28/2014	Child Support Payment	700-21709	407.47
Internal Revenue Service-Payr	INV0000412	11/28/2014	Medicare Withholding	700-21711	3,270.90
SELECTACCOUNT	20141202	12/02/2014	FLEX SPENDING	700-21712	192.31
SELECTACCOUNT	20141209	12/09/2014	FLEX SPENDING	700-21712	2,421.97
COLONIAL LIFE INSURANCE	20141203	12/03/2014	BCN E8182644 INSURANCE	700-21714	8.82
NCPERS MINNESOTA	84461214	11/28/2014	INSURANCE 844600 - DEC 20	700-21718	16.00

96,094.02

Fund 700 - PAYROLL Total: 96,094.02

Grand Total: 2,046,332.05

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	1,524,636.78
211 - LIBRARY	1,620.80
225 - AIRPORT	20,725.13
230 - POOL	105.05
235 - AMBULANCE	4,073.59
250 - EDA GENERAL	5,278.20
254 - NORTH IND PARK	1,291.64
262 - TIF 1-2 PAMIDA	7,284.60
270 - TIF 1-16 GDF DISTRICT	1,939.46
306 - 2013 STREET IMPROVEMENT	1,155.00
601 - WATER	10,386.71
602 - SEWER	23,980.72
604 - ELECTRIC	131,367.62
609 - LIQUOR STORE	71,283.70
614 - TELECOM	127,234.97
615 - ARENA	14,287.09
617 - M/P CENTER	3,586.97
700 - PAYROLL	96,094.02
Grand Total:	2,046,332.05

Account Summary

Account Number	Account Name	Payment Amount
100-10400	Investments - Current	1,500,000.00
100-11500	Accounts Receivable	67.81
100-20202	Sales Tax Payable	14.78
100-36200	Other Income	-191.19
100-41110-304	Legal Fees	30.00
100-41110-308	Training & Registrations	225.00
100-41110-350	Printing & Design	205.50
100-41110-480	Other Miscellaneous	14.00
100-41110-491	Payments to Other Orga	1,317.65
100-41310-133	Employer Paid Insurance	80.00
100-41310-200	Office Supplies	98.23
100-41310-217	Other Operating Supplie	148.77
100-41310-321	Telephone	197.92
100-41310-322	Postage	577.69
100-41310-326	Data Processing	47.94
100-41310-331	Travel Expense	34.72
100-41310-334	Meals/Lodging	11.53
100-41310-401	Repairs & Maint - Buildi	36.95
100-41310-480	Other Miscellaneous	351.50
100-41410-480	Other Miscellaneous	19.19
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	22.67
100-41910-212	Motor Fuels	84.54
100-41910-321	Telephone	64.80
100-41910-322	Postage	4.05
100-41910-480	Other Miscellaneous	46.00
100-41940-381	Electric Utility	338.49
100-41940-382	Water Utility	53.59
100-41940-385	Sewer Utility	77.88
100-41940-406	Repairs & Maint - Groun	870.00
100-41940-409	Repairs & Maint - Utilitie	25.86
100-42120-133	Employer Paid Insurance	144.00
100-42120-200	Office Supplies	249.08
100-42120-212	Motor Fuels	1,197.11
100-42120-304	Legal Fees	2,666.25

Account Summary

Account Number	Account Name	Payment Amount
100-42120-321	Telephone	285.05
100-42120-322	Postage	9.12
100-42120-325	Dispatching	275.00
100-42120-334	Meals/Lodging	85.51
100-42120-404	Repairs & Maint - M&E	104.45
100-42120-405	Repairs & Maint - Vehicl	564.60
100-42120-412	Rentals - Building	1,650.00
100-42120-480	Other Miscellaneous	359.46
100-42220-212	Motor Fuels	186.75
100-42220-215	Materials & Equipment	209.87
100-42220-217	Other Operating Supplie	338.56
100-42220-321	Telephone	27.63
100-42220-322	Postage	19.34
100-42220-323	Radio Units	270.00
100-42220-325	Dispatching	212.50
100-42220-326	Data Processing	136.48
100-42220-404	Repairs & Maint - M&E	29.56
100-42500-325	Dispatching	12.50
100-42500-381	Electric Utility	19.79
100-42700-300	Charges for Services	173.00
100-43100-133	Employer Paid Insurance	64.00
100-43100-200	Office Supplies	137.17
100-43100-211	Cleaning Supplies	17.99
100-43100-212	Motor Fuels	3,134.02
100-43100-215	Materials & Equipment	44.82
100-43100-217	Other Operating Supplie	306.14
100-43100-225	Landscaping Materials	32.34
100-43100-241	Small Tools	24.95
100-43100-321	Telephone	139.45
100-43100-322	Postage	1.92
100-43100-325	Dispatching	125.00
100-43100-381	Electric Utility	2,662.50
100-43100-382	Water Utility	16.92
100-43100-385	Sewer Utility	25.96
100-43100-404	Repairs & Maint - M&E	1,569.71
100-43100-405	Repairs & Maint - Vehicl	667.25
100-43100-480	Other Miscellaneous	938.50
100-45120-200	Office Supplies	22.67
100-45120-217	Other Operating Supplie	22.80
100-45202-133	Employer Paid Insurance	16.00
100-45202-200	Office Supplies	22.67
100-45202-325	Dispatching	37.50
100-45202-381	Electric Utility	127.55
100-45202-382	Water Utility	117.40
100-45202-385	Sewer Utility	129.80
100-45202-405	Repairs & Maint - Vehicl	66.30
100-45202-480	Other Miscellaneous	39.97
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	30.96
211-45501-211	Cleaning Supplies	68.83
211-45501-217	Other Operating Supplie	9.23
211-45501-321	Telephone	28.33
211-45501-326	Data Processing	42.95
211-45501-381	Electric Utility	102.68
211-45501-382	Water Utility	16.58
211-45501-385	Sewer Utility	25.96
211-45501-402	Repairs & Maint - Struct	1,022.08
211-45501-435	Books and Pamphlets	257.20

Account Summary

Account Number	Account Name	Payment Amount
225-45127-200	Office Supplies	26.00
225-45127-217	Other Operating Supplie	12.00
225-45127-381	Electric Utility	471.88
225-45127-407	Repairs & Maint - Seal C	20,215.25
230-45124-200	Office Supplies	90.00
230-45124-217	Other Operating Supplie	9.23
230-45124-322	Postage	0.96
230-45124-381	Electric Utility	4.86
235-42153-200	Office Supplies	22.66
235-42153-212	Motor Fuels	1,774.17
235-42153-217	Other Operating Supplie	834.83
235-42153-218	Uniforms	89.38
235-42153-308	Training & Registrations	770.00
235-42153-321	Telephone	89.86
235-42153-322	Postage	49.38
235-42153-323	Radio Units	23.40
235-42153-325	Dispatching	200.00
235-42153-327	Interpretation Fees	34.00
235-42153-334	Meals/Lodging	185.91
250-23900	Notes Payable - Noncurr	852.20
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	22.66
250-46520-304	Legal Fees	51.00
250-46520-321	Telephone	98.59
250-46520-322	Postage	10.27
250-46520-331	Travel Expense	157.50
250-46520-350	Printing & Design	79.50
250-46520-381	Electric Utility	47.32
250-46520-402	Repairs & Maint - Struct	287.29
250-46520-438	Meeting Expense	29.83
250-46520-480	Other Miscellaneous	160.75
250-49980-602	Other Long-Term Obliga	2,050.49
250-49980-612	Other Interest	1,406.80
254-46520-303	Engineering and Surveyi	1,174.50
254-46520-381	Electric Utility	117.14
262-46530-303	Engineering and Surveyi	7,284.60
270-46530-482	TIF Payments	1,939.46
306-49950-304	Legal Fees	1,155.00
601-20202	Sales Tax Payable	20.64
601-49400-133	Employer Paid Insurance	40.00
601-49400-200	Office Supplies	22.66
601-49400-212	Motor Fuels	280.42
601-49400-216	Chemicals and Chemical	2,151.00
601-49400-217	Other Operating Supplie	1,177.50
601-49400-310	Lab Testing	56.25
601-49400-321	Telephone	98.09
601-49400-322	Postage	480.26
601-49400-325	Dispatching	100.00
601-49400-326	Data Processing	855.72
601-49400-340	Advertising & Promotion	191.70
601-49400-381	Electric Utility	3,659.19
601-49400-382	Water Utility	15.23
601-49400-385	Sewer Utility	25.96
601-49400-386	Landfill	973.56
601-49400-404	Repairs & Maint - M&E	217.93
601-49400-406	Repairs & Maint - Groun	20.60
602-49450-133	Employer Paid Insurance	72.00
602-49450-200	Office Supplies	22.66

Account Summary

Account Number	Account Name	Payment Amount
602-49450-212	Motor Fuels	448.17
602-49450-217	Other Operating Supplie	1,192.11
602-49450-241	Small Tools	88.89
602-49450-310	Lab Testing	2,338.00
602-49450-321	Telephone	199.45
602-49450-322	Postage	769.47
602-49450-325	Dispatching	100.00
602-49450-326	Data Processing	893.67
602-49450-350	Printing & Design	40.40
602-49450-381	Electric Utility	14,308.09
602-49450-382	Water Utility	283.99
602-49450-404	Repairs & Maint - M&E	365.37
602-49450-405	Repairs & Maint - Vehicl	20.94
602-49450-406	Repairs & Maint - Groun	20.60
602-49450-408	Repairs & Maint - Distrib	1,675.82
602-49450-480	Other Miscellaneous	1,141.09
604-14200	Inventory	16.28
604-16300	Improvements Other Th	1,132.48
604-20202	Sales Tax Payable	13,671.00
604-22000	Prepayments	1,500.00
604-49550-133	Employer Paid Insurance	112.00
604-49550-200	Office Supplies	259.62
604-49550-211	Cleaning Supplies	140.66
604-49550-212	Motor Fuels	941.19
604-49550-217	Other Operating Supplie	1,177.50
604-49550-218	Uniforms	202.43
604-49550-263	Merchandise for Resale	87,032.01
604-49550-310	Lab Testing	41.98
604-49550-321	Telephone	280.10
604-49550-322	Postage	486.53
604-49550-325	Dispatching	187.50
604-49550-326	Data Processing	1,802.86
604-49550-331	Travel Expense	1,572.80
604-49550-340	Advertising & Promotion	191.70
604-49550-381	Electric Utility	70.20
604-49550-382	Water Utility	19.61
604-49550-385	Sewer Utility	25.96
604-49550-402	Repairs & Maint - Struct	3,181.79
604-49550-404	Repairs & Maint - M&E	186.89
604-49550-406	Repairs & Maint - Groun	89.86
604-49550-408	Repairs & Maint - Distrib	5.99
604-49550-410	Repairs & Maint - Gener	5,560.40
604-49550-450	Conservation	10,106.81
604-49550-460	Miscellaneous Taxes	9.05
604-49550-480	Other Miscellaneous	162.42
604-49550-491	Payments to Other Orga	1,200.00
609-20202	Sales Tax Payable	12,257.00
609-49751-133	Employer Paid Insurance	16.00
609-49751-200	Office Supplies	22.66
609-49751-217	Other Operating Supplie	433.95
609-49751-251	Liquor	24,725.07
609-49751-252	Beer	25,218.15
609-49751-253	Wine	6,369.45
609-49751-254	Soft Drinks & Mix	273.91
609-49751-256	Tobacco Products	71.93
609-49751-259	Non- Alcoholic	150.60
609-49751-261	Other Merchandise	27.68
609-49751-321	Telephone	62.74

Account Summary

Account Number	Account Name	Payment Amount
609-49751-322	Postage	8.64
609-49751-326	Data Processing	90.62
609-49751-333	Freight and Express	572.01
609-49751-340	Advertising & Promotion	313.00
609-49751-381	Electric Utility	569.22
609-49751-382	Water Utility	20.46
609-49751-385	Sewer Utility	25.96
609-49751-404	Repairs & Maint - M&E	36.95
609-49751-480	Other Miscellaneous	17.70
614-16300	Improvements Other Th	4,928.66
614-20201	Excise Tax Payable	748.26
614-20202	Sales Tax Payable	6,850.00
614-20206	911 TAP & TACIP Fees Cl	998.44
614-49870-133	Employer Paid Insurance	96.00
614-49870-200	Office Supplies	60.07
614-49870-211	Cleaning Supplies	38.26
614-49870-212	Motor Fuels	362.40
614-49870-217	Other Operating Supplie	1,177.50
614-49870-227	Utility System Maint Sup	3,418.58
614-49870-241	Small Tools	49.99
614-49870-304	Legal Fees	2,339.54
614-49870-321	Telephone	738.90
614-49870-322	Postage	664.04
614-49870-326	Data Processing	1,871.87
614-49870-340	Advertising & Promotion	239.40
614-49870-381	Electric Utility	1,523.33
614-49870-382	Water Utility	16.48
614-49870-385	Sewer Utility	25.96
614-49870-402	Repairs & Maint - Struct	280.65
614-49870-404	Repairs & Maint - M&E	55.44
614-49870-405	Repairs & Maint - Vehicl	4.31
614-49870-439	Special Projects	30.69
614-49870-442	Subscriber Fees	81,252.80
614-49870-447	Internet Expense	16,091.91
614-49870-448	On-Call Support	155.38
614-49870-451	Call Completion	3,084.89
614-49870-460	Miscellaneous Taxes	29.15
614-49870-480	Other Miscellaneous	102.07
615-16200	Buildings	1,170.48
615-49850-133	Employer Paid Insurance	32.00
615-49850-200	Office Supplies	39.43
615-49850-211	Cleaning Supplies	9.55
615-49850-212	Motor Fuels	58.90
615-49850-215	Materials & Equipment	1,074.42
615-49850-217	Other Operating Supplie	668.26
615-49850-241	Small Tools	4.46
615-49850-321	Telephone	170.62
615-49850-322	Postage	28.82
615-49850-326	Data Processing	92.85
615-49850-340	Advertising & Promotion	314.00
615-49850-381	Electric Utility	6,751.84
615-49850-382	Water Utility	305.30
615-49850-385	Sewer Utility	25.96
615-49850-402	Repairs & Maint - Struct	257.95
615-49850-404	Repairs & Maint - M&E	2,994.46
615-49850-406	Repairs & Maint - Groun	34.81
615-49850-409	Repairs & Maint - Utilitie	9.98
615-49850-460	Miscellaneous Taxes	243.00

Account Summary

Account Number	Account Name	Payment Amount
617-20202	Sales Tax Payable	382.70
617-49860-133	Employer Paid Insurance	48.00
617-49860-200	Office Supplies	22.66
617-49860-211	Cleaning Supplies	429.33
617-49860-212	Motor Fuels	84.00
617-49860-217	Other Operating Supplie	46.11
617-49860-251	Liquor	214.02
617-49860-252	Beer	312.91
617-49860-254	Soft Drinks & Mix	18.81
617-49860-259	Non- Alcoholic	4.89
617-49860-321	Telephone	145.93
617-49860-322	Postage	29.14
617-49860-326	Data Processing	37.95
617-49860-340	Advertising & Promotion	155.40
617-49860-381	Electric Utility	1,016.96
617-49860-382	Water Utility	66.42
617-49860-385	Sewer Utility	76.95
617-49860-404	Repairs & Maint - M&E	177.71
617-49860-406	Repairs & Maint - Groun	119.50
617-49860-409	Repairs & Maint - Utilitie	140.23
617-49860-460	Miscellaneous Taxes	7.30
617-49860-480	Other Miscellaneous	50.05
700-21701	Federal Withholding	11,189.70
700-21702	State Withholding	4,480.60
700-21703	FICA Tax Withholding	11,622.50
700-21704	PERA Contributions	18,350.04
700-21705	Retirement	5,435.00
700-21706	Medical Insurance	37,768.48
700-21709	Wage Levy	1,337.70
700-21711	Medicare Tax Withholdi	3,270.90
700-21712	Flex Account	2,614.28
700-21714	Individual Insurance-Col	8.82
700-21718	Individual Insurance-NC	16.00
	Grand Total:	2,046,332.05

Project Account Summary

Project Account Key	Payment Amount
None	2,046,332.05
Grand Total:	2,046,332.05

12/11/14
