

Council Meeting
Tuesday, August 18, 2015
City Council Chambers

7:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes--August 4, 2015
2. Consent Agenda
 - Minutes
 - EDA – August 10, 2015
 - Planning Commission – August 11, 2015
 - Library Board – August 11, 2015
 - Utility Commission – August 12, 2015
 - Park & Recreation Committee – August 12, 2015
 - License
 - Exempt Gambling Permit - St. Francis Xavier Church
3. Department Heads
4. Establishment of Tax Increment Financing District No. 1-19 (NWIP-2)
 - Public Hearing
 - Resolution Establishing TIF District No. 1-19 (NWIP-2)
 - Resolution Authorizing Creation of Interfund Loan
5. Economic Development Commission –
 - Resolution of Support – Prairie Meadow Subdivision
 - Approve Plans and Specs
 - Commerce Blvd Extension
 - River Bend Utility Extension
6. Electric Department
 - Appointment of Representatives to the CMMPA Board of Directors
 - Capital Budget Re-Allocation
7. Park and Recreation Commission Recommendation – Rink Board Replacement
8. Poet Biorefining Donation – Windom Fire Department
9. City Council Youth Representative Discussion
10. Personnel Items
 - Telecom Operations Manager Letter of Resignation
 - Step Advance/Pay Adjustment
 - Interim Telecom Manager Compensation
 - Liquor Store Part-Time Clerk
11. New Business
12. Old Business
13. Regular Bills
14. Council Concerns
15. Adjourn



**Regular Council Meeting
Windom City Hall, Council Chamber
August 4, 2015
7:30 p.m.**

1. Call to Order:

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

2. Roll Call:
- | | |
|---------------------|--|
| Mayor: | Corey Maricle |
| Council Present: | Brian Cooley, Paul Johnson, Dominic Jones, Bryan Joyce and JoAnn Ray |
| Council Absent: | None |
| City Staff Present: | Steve Nasby, Administrator; Scott Peterson, Police Chief; Bruce Caldwell, Streets & Parks Superintendent; Aaron Backman, EDA Executive Director and Al Baloun, Recreation Director |

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Joyce second by Johnson to approve the City Council minutes from July 21, 2015. Motion carried 5 – 0.

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Housing & Redevelopment Authority – June 10, 2015 and July 8, 2015
- Library Board – July 21, 2015
- Street Committee – July 21, 2015
- Community Center Commission – July 27, 2015
- Emergency Services Facility Building Committee – July 27, 2015

Motion by Johnson second by Jones to accept the Consent agenda board and commission minutes. Motion carried 5 – 0.

6. Department Heads:

Al Baloun, Recreation Director, said that the Windom Pool will be holding a special event on August 12th with a free movie night. The movie is Frozen from Disney. Concessions will be available and there will be a costume contest for individuals and families. The

movie is scheduled to start at 8:15 pm with the costume contest prior to the movie. He noted that the pool will be closing on August 19.

Ray asked about a plan if it were to rain. Baloun replied that the date would be changed.

Maricle noted that people attending the event should bring their own chairs or blankets to sit upon.

Joyce thanked the Pool staff and Baloun for organizing the event.

Aaron Backman, EDA Executive Director, said that a memorandum and resolution were distributed to the Council this evening in support of a grant application to the State by Fast Distributing. The grant application is for job creation funds that would be available to them through the State program. Fast will be investing about \$525,000 in capital the next year and up to \$3.1 million over the next three years. Job creation would target approximately 140 new positions with an average wage of \$19\hour plus benefits. On July 13th the EDA Board of Directors approved the submission of the job creation grant to the State. During the review of the grant the State is asking for a resolution of support from the Windom City Council. Backman is requesting the Council's consideration of this resolution tonight.

Council member Joyce introduced the Resolution No. 2015-26 entitled "A RESOLUTION IN SUPPORT OF THE ECONOMIC DEVELOPMENT AUTHORITY'S SUBMISSION OF AN APPLICATION ON BEHALF OF FAST MANUFACTURING, INC. TO THE MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT JOB CREATION FUND PROGRAM" and moved its adoption. The resolution was seconded by Johnson and on roll call vote: Aye: Cooley, Johnson, Jones and Joyce. Nay: None. Absent: None. Abstain: Ray. Resolution passed 4 – 0 - 1.

7. Southwest Minnesota Broadband Services – Master Services Agreement Amendment:

Nasby said that the Telecom Commission had met and discussed several items related to the fees and charges from Windom to Southwest Minnesota Broadband Services (SMBS) as they relate to the master service agreement. The review audit that was completed earlier in 2015 found a couple of errors in the billing of services to SMBS based on the November 2014 agreement. These items were under billed so a back-billing for service was created. The Telecom Commission discussed the billing issues and concluded that the set-top box licensing fee of \$3\box\month should have been \$1\box\month and was a last minute change in how SMBS was purchasing this equipment. A second error was in the amount charged for telephone features as the invoice showed \$2\customer\month and the master service agreement showed \$2.50\customer\month. The fee for this was corrected in February 2015, but SMBS requested the billing errors from November 2014 to February 2015 be forgiven and the correct amount moving forward was acceptable. The Windom Telecom Commission did agree to adjust the billings, so at this time the only action needed is to formally amend the master services agreement to show the set-top box licensing fee of \$1\box\month instead of the \$3\box\month shown in Exhibit D of the agreement.

Jones asked if SMBS had agreed to work out the other issue related to programming costs. Nasby said that SMBS did agree to the Telecom Commission's offer of repaying all of the outstanding programming costs that started in January 2015. Said payment would be at no interest and be completed by the end of the 2015 calendar year.

Motion by Joyce second by Cooley to approve Amendment #1 to Exhibit D of the Master Services Agreement between the City of Windom and SMBS as presented. Motion carried 5 – 0.

8. MN DOT Scoping Discussion:

Rhonda Allis and Chris Bowers introduced themselves as MN DOT officials with the Mankato office. They thanked the City Council for the opportunity to discuss Highways 60/71.

Allis said that MN DOT is looking at the proposed work plan from 2015-2020 and there are some possible projects in Windom.

Bowers said the completion of Highway 60 into four-lane would be completed to the east side of Windom in 2017-2018. In 2018 MN DOT is looking at a milling and overlay of Highways 60/71 through the community and including some work on the bridge deck over the river. Following that work the plan is to look at concrete rehabilitation on Highway 60 west from City limits to Wilder, which is being scoped for 2020. In 2020 other work could include resurfacing on Highway 71 both north and south of Windom.

Allis said the work scoped for 2020 is very much dependent on funding and even though the plan shows 2020 it may be later than that if funding is unavailable or other priority projects come up.

Bowers and Allis said that MN DOT is working with cities to plan for future projects in the urbanized areas. Allis cited the reconstruction work in St. Peter and plans for work in Worthington and possibly Windom, but they want to partner with cities to develop the plans.

Bowers reviewed a PowerPoint presentation with the Council showing the process and benefits of doing joint corridor planning for the large urban reconstruction projects. He noted that the 2018 mill and overlay will likely only be viable for 10 years and the major reconstruction will come in after that when funding is available.

Allis noted that MN DOT can lead the planning process and this can include intersection control studies as well as the corridor plan. MN DOT would split the cost of this planning with the City.

Maricle clarified that the 2018 work in town would be resurfacing and MN DOT is anticipating 2025-2028 for the reconstruction. Allis said that MN DOT tries to plan a major

urban reconstruction every three years and Worthington is scheduled for 2025 so Windom would be 2028 unless more funding becomes available.

Maricle asked about the cost for the planning study and scoping and the City's share. Bowers said the cost could be \$75,000 to \$100,000 depending on the scope of the project which may include a wider study area, bike and pedestrian traffic and/or intersection analysis. This cost would be split 50/50 with the City.

Jones noted that Highway 60 traffic will increase with the completion of the highway to four-lane and he asked if MN DOT had any traffic projections. Bowers replied that no studies had been done but there were some estimates in the environmental review.

Jones said that he did not think the intersection work that is needed can wait to 2028 given the future traffic increases. Bowers said the intersection studies can be started anytime and if there are needs there is possibility of low cost improvements that can occur before 2028 if they are consistent with the plans for the highway. This is why the planning is so important to complete early. Allis noted that maybe some of the proposed 2020 work would help the situation as well.

Jones stated that MN DOT referenced St. Peter in the presentation. He asked if any of the R-cuts or J-turns in St. Peter are planned for Windom. Bowers said there are no plans for using those devices within the city limits.

Joyce asked about the realistic timeframe related to completing a corridor plan and study. Allis said the first step is to start identification of the study scope and MN DOT has held a couple meetings with City officials. Joyce asked about public input. Allis said that public input is a big part of the study and planning. The timeframe to complete a study is probably 18-24 months.

Maricle said that he sees the need to start the planning process and involve the public so it is done right.

Johnson noted that the project in St. Peter that was referenced appears to have much more right of way to use than the cross-section through Windom.

Cooley said this is an important piece for Windom and the growth we are working on.

Maricle and the Council thanked MN DOT for the presentation and discussion.

9. Disposition of Excess\Surplus Equipment:

Nasby said the list of items in the packet is from the Electric Department and contained many small items, but the total value of the list is likely in excess of \$1,000. Staff is asking for the Council to declare it surplus and staff would work on a few ways to sell the items through a negotiated sale. The sale methods could include rummage sale format where the City prices items, groups or lots of items sold as a unit or just to take bids on the items.

Preliminary

Because many of the items are small and only valued at a few dollars it would not be efficient to list and sell them individually through an on-line site.

Motion by Johnson second by Ray to declare the list of equipment as surplus and authorize the staff to negotiate the sale of the items listed. Motion carried 5 – 0.

Jones asked about a trencher that the Electric Department was planning to replace. Nasby said it was not on this list of items and that it would likely be discussed at the August Utility Commission meeting.

10. New Business:

None.

11. Old Business:

None.

12. Regular Bills:

Motion by Joyce seconded by Ray to approve the regular bills. Motion carried 5 – 0.

13. Council Concerns:

Joyce thanked everyone who worked at and attended the Night to Unite. He also thanked City department heads and the employees for all of their work. He noted that Coffee with Council is scheduled for August 15 and will be held at Hardee's from 9-10:30 am.

14. Adjournment:

Mayor Maricle adjourned the meeting by unanimous consent at 8:15 p.m.

Corey Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
AUGUST 10, 2015

JOINT EDA – BUILDING & GROUNDS COMMITTEE (WINDOM AREA SCHOOLS) MEETING

1. Call to Order: The meeting was called to order by EDA President Larson at 12:05 p.m.

2. Roll Call & Guest Introductions:

EDAWN Commissioners: Sally Larson, Betsy Herding, Dominic Jones, and Paul Johnson.
Absent: Justin Espenson.

Building & Grounds Committee: Rick Frederickson, Jim Garrison, and Wayne Wormstadt.

Also Present: EDA Staff – Aaron Backman, EDA Executive Director, and Mary Hensen, Admin. Asst.; WADC Liaison Tara Christensen, City Attorney Ron Schramel, and Dennis Johnson and Mike Johnson (Wenck Associates).

3. Prairie Meadow Subdivision: The Board and Committee had received copies of the Concept Plan prepared by Wenck Associates, proposed Development Agreement, and a draft of the Restrictive Covenants. Director Backman summarized the discussions to date between the EDA and the Building & Grounds Committee of the Windom Area Schools regarding the potential development of a new single-family housing subdivision on school district property at the intersection of 17th Avenue and 17th Street. The proposed project, tentatively called the “Prairie Meadow Subdivision”, would be completed in two phases and would entail the platting of 23 lots.

A. Preliminary Layout: Director Backman reviewed the Concept Plan for the new subdivision with the Board and Committee. No school facilities would be impacted or would have to be relocated as a result of this housing project. Director Backman also distributed copies of the 100-Year Property Concept Map for the Windom School prepared by I & S Group of Mankato, Minnesota. This Concept Map outlines potential future development on the school property and does not envision using the area proposed for the new residential subdivision for any school facilities. Director Backman advised that none of these lots would be in the floodplain and the lots in the cul-de-sac would be among the highest points of the school’s property. At least one stormwater pond would be constructed as part of Phase II.

B. Development Agreement: Director Backman reviewed the proposed Development Agreement between the EDA and ISD 177. Under the proposed concept, ISD 177 would retain ownership of the lots until sold. The school district would also be responsible for maintenance of unsold lots. The EDA would market and sell the lots and would install the infrastructure needed for Phase II of the project. The Agreement would remain in force for 15 years or until December 31, 2030. The costs of platting the subdivision would be split in the following manner: one-third paid by ISD 177 and two-thirds by the EDA. Net proceeds on the sale of lots will be split as follows: ISD 177 shall receive one-third of the proceeds and the EDA two-thirds of the proceeds. Both the School Board and the EDA shall approve the sale of lots. The EDA shall place all of the net proceeds into a restricted account for the development of infrastructure for lots in Phase II. Seven or more of the lots in Phase I shall be sold before any of the lots in Phase II shall be sold. The Agreement further outlines the responsibility for payment of special assessments and disposition of any unsold lots following the expiration of the agreement in 2030.

C. Restrictive Covenants: Each lot in this R-1 District shall be used for a single-family dwelling.

Director Backman reviewed the proposed restrictive covenants which are meant to guide development in the proposed subdivision. A clarification will be added to the restrictive covenants providing that there shall be a single-family home constructed on each lot that is sold by ISD 177 during the term of the agreement.

There was a discussion concerning the need for and the purpose of the project. The Board and Committee discussed a potential street improvement project slated for 17th Street in 2017. The Committee expressed its concern that the School not be placed in a position where officials have to make a decision whether to use general fund monies to pay for special assessments for Phase II or teachers' salaries. Ron Schramel, Windom City Attorney, responded to questions concerning the agreements in relation to the EDA. Commissioner Jones related questions and concerns he had received from residents on 17th Street and the general public which were answered by City Attorney Schramel, Director Backman, and the Building & Grounds Committee. Commissioner Larson indicated that she had received positive responses regarding the project from several residents on 17th Street. The matter was discussed in depth. The School's attorney will also be reviewing the proposed documents. It was the consensus of the EDA Board to continue to work with the School and proceed with the proposed project. It was the further consensus of the EDA Board to recommend a resolution of support by the City Council for this project. It was the consensus of the Building & Grounds Committee to recommend to the School Board to go forward and partner with the EDA on this project. The School Board will be holding a public informational meeting on the proposed new subdivision on August 24, 2015.

The Joint Meeting with the Building & Grounds Committee was adjourned on consensus at 12:45 p.m. Following a short break, the EDA Board resumed its regular Meeting.

1. Approval of Minutes: July 13, 2015

Motion by Commissioner Herding, seconded by Commissioner Johnson, to approve the minutes of the EDA Meeting held on July 13, 2015. Motion carried 4-0.

2. TIF District 1-19

A. Modified Program for Development District No. 1

B. TIF Plan for Economic Development TIF District 1-19

On July 13, 2015, the EDA Board adopted a Resolution requesting that the City Council call for a public hearing on the establishment of TIF District 1-19. On July 21, 2015, the City Council called for a public hearing on the establishment of this new TIF district to be held on August 18, 2015. The proposed new TIF District is named "NWIP-2" and covers Lots 5, 6, 7, and Outlot B in Block 2 of the North Windom Industrial Park Subdivision. This is an economic development tax increment district with a life span of nine years. The Developer (Ryan Companies US, Inc.) has asked for TIF assistance (on behalf of Toro) concerning eligible expenses for Lots 6, 7 and Outlot B in Block 2 of NWIP. Eligible expenses would include site preparation, parking areas, detention pond, etc. The EDA has negotiated a TIF-assistance amount of \$300,000 with a maximum term of six years. For the purposes of tax increment financing, the entire City of Windom is included in the "development district" which is referred to as Development District No. 1. The establishment of a TIF district includes modification of the program for the City's development district to include the proposed new TIF district and also establishment of the new tax increment financing ("TIF") district. Ehlers & Associates, Inc. (the EDA's TIF consultants) have prepared the proposed "Modification to the Development Program for Development District No. 1 and the Tax Increment Financing Plan for the establishment of Tax Increment Financing District No. 1-19 (NWIP - 2) (an economic development district) within

Development District No. 1". Copies of the "Program and Plan" were included in EDA packet. The Windom Planning Commission will review the Program and Plan on August 11, 2015, to determine their conformance to the City's Comprehensive Plan. Then on August 18, 2015, the Program and Plan will be presented to the City Council for review and approval following the public hearing. After further discussion, the following action was taken.

Resolution introduced and motion by Commissioner Herding, seconded by Commissioner Johnson, to adopt EDA Resolution No. 2015-07, entitled "Resolution Adopting a Modification to the Development Program for Development District No. 1, Establishing Tax Increment Financing District No. 1-19 (NWIP – 2) Therein, and Adopting a Tax Increment Financing Plan Therefor".

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

3. North Windom Industrial Park

A. Review of Plans & Specs – Commerce Boulevard Extension: On July 13, 2015, the Utility Commission and EDA Board held a joint meeting to discuss the proposed extension of Commerce Boulevard and the extensions of the sewer, water, and storm water lines adjacent to Commerce Boulevard. The primary purpose of these extensions is to serve the new warehouse for Toro to be constructed on Lots 6 and 7 in Block 2 of NWIP. At that meeting, both the Utility Commission and the EDA Board called for the preparation of plans and specs for the project. On July 21, 2015, the City Council adopted a resolution designating Wenck Associates as the engineer for this improvement project and authorizing Wenck to prepare the plans and specs for the Commerce Boulevard Extension Project. The Commissioners received copies of the plans and a summary of the specs in their packets. Dennis Johnson and Mike Johnson from Wenck Associates were present to review the plans and specs with the EDA Board. The plans include a 900-foot extension of Commerce Boulevard, an 850-foot extension of storm sewer, and 650-foot extensions of water and sewer lines. Commissioner Jones requested that a clause be added providing that the subcontractor who installs the water, sewer, and storm sewer extensions will also be responsible for completing the subgrade. Dennis Johnson agreed to include this addition. Mike Johnson explained that the footage on the extensions vary because of the need to accommodate grade changes between the lots on each side of Commerce Boulevard. There was a discussion concerning the fire protection plans for the warehouse property. The prevailing wage requirements have been factored into the project costs. The estimated costs for the project are \$399,000. There is a tight schedule as the project needs to be bid and completed by November 1, 2015, to coincide with Ryan Companies' plan for occupancy of the warehouse by January 1, 2016.

Motion by Commissioner Jones, seconded by Commissioner Herding, approving the proposed plans and specifications for the Commerce Boulevard Extension Project, including the addition set forth above; and recommending City Council approval of the plans and specifications and calling for bids for the project on August 18, 2015. Motion carried 4-0.

B. BDPI Application – Update: On July 13, 2015, it was the consensus of the EDA Board that the EDA Executive Director should proceed with the preparation and submittal of a BDPI Grant Application to the Minnesota Department of Employment and Economic Development ("DEED"). This application would request an award of 50 percent of the project costs

(estimated at \$399,000). Director Backman updated the Board that following preparation of the application, he delivered the original and a copy of the BPDI Application to the DEED Office in St. Paul on July 29, 2015. Subsequently, the EDA has provided some additional information regarding the number of jobs and job classifications for Toro employees who would be working onsite.

- C. Job Creation Fund Application – Update: The MN Department of Employment and Economic Development (DEED) administers the Job Creation Fund which is a new program that provides financial assistance to new and expanding businesses if they meet the criteria. The business must invest at least \$500,000 in real property improvements within one year of becoming a designated Job Creation Fund business, create at least 10 new full-time permanent jobs within two years while maintaining existing employment numbers, and (in Greater Minnesota) must pay at least \$12.61 per hourly in wages plus benefits in 2015. The grant award is based on performance and is paid over five years directly to the business. Director Backman advised that Fast Manufacturing, Inc. has expressed an interest in applying for an award in this program. This fall Fast is intending to undertake \$525,000 in site improvements—including a paved parking lot(s) for employees, relocating a detention pond and creating a new pond, adding storm water lines on the east side of the facility, leveling the site, and preparing for a new building. Over the next three years, the company plans to invest \$3.1 Million in additional production equipment for the Windom facility. The company intends to hire over 140 new employees during the next three years (half of them during the next 8 months) at an average wage of \$19 per hour plus benefits. The jobs will include welders, fabricators, assemblers, painters, and 26 other classifications. At the July 13th meeting, the EDA Board adopted a resolution of support for the proposed project and the application to the Job Creation Fund. Working closely with Jeanne Kramer from WASP, Inc., the parent company, the EDA prepared and submitted the Job Creation Fund Application to DEED on July 23rd. On August 4th, the City Council adopted a resolution of support for this application. The DEED program manager for the Job Creation Fund in St. Paul indicated that the application was detailed and the type of project they like to see. Later this month, the EDA should receive word concerning the status of the application.

4. River Bend Center – Utility Extensions

A. Review of Plans & Specs - Water Main Replacement & Sewer Line Extension: On July 13, 2015, the Utility Commission and EDA Board held a joint meeting to discuss the proposed replacement and extension of the water line and installation of an extension of the sewer line for Parcel 3 of River Bend Center. The primary purposes of these extensions is to serve a potential new hotel on Parcel 3 of River Bend Center and to replace a 40+ year old water main that has experienced breaks in the past. At that meeting, both the Utility Commission and the EDA Board called for the preparation of plans and specs for the project. On July 21, 2015, the City Council adopted a resolution designating Wenck Associates as the engineer for this improvement project and authorizing Wenck to prepare the plans and specs for the River Bend Utility Improvements Project. The Commissioners received copies of the plans and a summary of the specs in their packets. Dennis Johnson and Mike Johnson from Wenck Associates were present to review the plans and specs with the EDA Board. The plans include the replacement of the 12” water main on the east side of Hwy. 60 from the fire hydrant (close to the 6th Street intersection) to the “Fisherman’s Entrance” which is a distance of approximately 720 feet. In addition, the plans call for the installation of a new 8” sanitary sewer line from the 6th Street entrance of the medical building to Parcel 3. The proposed sewer line would run about 605 feet—first along the south side of 6th Street and then on the east side of Hwy. 60 to approximately 75 feet south of the Liquor Store. As an additional alternate project, there is also

a 600-foot extension of the water main replacement from the “Fisherman’s Entrance” to the Hwy 60/71 Bridge. Originally the plan was to install the new sewer line through the parking lot by the medical building. Mike Johnson explained the change of the proposed location of the sewer line to run adjacent to 6th Street and then proceed south along Hwy. 60. Dennis and Mike Johnson reviewed the plans with the Board. Dennis Johnson advised that they had received approval from MnDOT for the utility extensions along Hwy. 60. This project does not require prevailing wage calculations. Dennis Johnson indicated that they will add the provision to the plans and specs providing that the subcontractor who installs the water and sewer extensions will also be responsible for completing the subgrade.

Motion by Commissioner Jones, seconded by Commissioner Johnson, approving the proposed plans and specifications for the River Bend Utility Improvements Project, including the addition set forth above; and recommending City Council approval of the plans and specifications and calling for bids for the project on August 18, 2015. Motion carried 4-0.

- B. Financing: Director Backman reported that Wenck Associates has estimated the cost for installing the new sewer line to Parcel 3 and replacing the water main from the existing fire hydrant to the “Fisherman’s Entrance” to be approximately \$140,000. This includes contingencies and estimated engineering costs. In terms of funding sources for the utility improvements, it is proposed that the Windom EDA pay for all of the sewer line extension costs and that the City’s Water Fund pay for all of the water line replacement costs.
5. Unfinished or New Business: A. Director Backman advised that the EDA will have an ad in the fall edition of the Minnesota Economic Development Guide. South Central Electric Association has agreed to pay one-third of the costs for the \$1,435 ad. B. In response to a question, Director Backman provided a brief update concerning the hotel project.
6. Miscellaneous Information
- A. EDA Monthly Financial Recap: The Board received a copy of the EDA’s Account Activity through July 31, 2015.
- B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports for June 2015 provided by Van Binsbergen & Associates.
7. Adjourn: By consensus, President Larson adjourned the meeting at 1:32 p.m.

Betsy Herding, EDA Secretary-Treasurer

Attest:

Aaron A. Backman, EDA Executive Director

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
AUGUST 11, 2015**

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

2. Roll Call & Guest Introductions:

Planning Commission: Lorri Cole, Ben Derickson, Andy Harries, Brett Mattson, Greg Pfeffer, Kevin Rose, Marilyn Wahl, and Council Liaison Bryan Joyce.
Absent: Ryan McNamara.

Also Present: Planning/Zoning Staff-James Kartes (Zoning Administrator) and Mary Hensen (Adm. Asst.),
EDA Executive Director Aaron Backman, and Streets/Parks Superintendent Bruce Caldwell.

3. Approval of Minutes:

Motion by Commissioner Derickson, seconded by Commissioner Rose, and carried to approve the Planning Commission Minutes for the meeting held on May 12, 2015. Motion carried 7-0.

4. Review of TIF Plan

A. Modified Program for Development District No. 1

B. Tax Increment Financing Plan for TIF District No. 1-19

The Planning Commission received copies of the map showing the proposed TIF District 1-19, the Modified Program for Development District No. 1, the Tax Increment Financing Plan for the proposed new TIF District 1-19, and a proposed resolution. Development District No. 1 is the entire City of Windom and within the Development District, there are numerous smaller TIF districts. The map highlights the area for the proposed new TIF district. Zoning Administrator Kartes introduced the agenda item. EDA Executive Director Aaron Backman was present to provide an overview of the project. Director Backman advised that the district would encompass Lots 5, 6, 7, and Outlot B in Block 2 of the North Windom Industrial Park Subdivision. The purpose of this new economic development TIF district is to provide reimbursement to Ryan Companies US, Inc. (or Toro), as Developer, of a portion of the eligible expenses in this initial phase of the project. Ryan Companies will be constructing a new warehouse for Toro on Lots 6, 7 and Outlot B. Eligible expenses include site preparation, installation of a stormwater detention pond, parking lot, and utilities, etc. Director Backman explained the basic purpose and length of an economic development district, provided an overview of the project, and reviewed highlights of the Modified Program for Development District No. 1 and the TIF Plan for the new TIF District 1-19 (the "Program and "Plan"). The Planning Commission's role is to review the proposed Modified Program for Development District No. 1 and the proposed Tax Increment Financing Plan for TIF District No. 1-19 and verify that both conform with the City's general plans for development and redevelopment as contained in the City's Comprehensive Plan. After review of the documents and information presented, the following actions were taken.

Resolution introduced and motion by Commissioner Derickson, seconded by Commissioner Rose, to adopt Planning Commission Resolution No. 2015-01, entitled "RESOLUTION OF THE CITY OF WINDOM PLANNING COMMISSION FINDING THAT A MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1 AND A TAX INCREMENT FINANCING PLAN FOR TAX INCREMENT FINANCING DISTRICT NO. 1-19 (NWIP - 2) CONFORM TO THE GENERAL PLANS FOR THE DEVELOPMENT AND REDEVELOPMENT OF THE CITY."

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

5. Public Nuisance Ordinance – Enforcement: Zoning Administrator Kartes outlined the difficulties he has been encountering in finding a contractor (sanitation companies, contractors, etc.) who will be available to clean up properties for the City. The process requires someone who has the equipment and staff and the liability insurance to cover this type of project. Zoning Administrator Kartes further advised that he would like to

return to the prior method of enforcement which included police citations to property owners for failure to remedy nuisances within the stated period. A few times in the past, the Street Department Staff cleaned up these properties. Streets and Parks Superintendent Bruce Caldwell advised that the duties of his departments cover the street right-of-ways and the parks in the City. He further explained the reasons why these departments do not have the time or training to do these cleanups especially in the event of possible hazardous materials. Superintendent Caldwell outlined the procedure he uses for grass complaints and advised that he feels these complaints should be handled by the Building & Zoning Department. The Planning Commission discussed the matter in depth. It was the consensus of the Planning Commissioners to continue with the abatement procedure as it now exists and to look into increasing the costs charged a property owner for failure to remedy a nuisance. It was further the Commissioners' consensus to advertise in larger markets for companies that perform property cleanup for hire for those instances when the property owner fails to remedy the nuisance within the period stated in the notice from the City.

6. New Business: Zoning Administrator Kartes advised that there may be a request coming to re-plat a portion of the North Windom Industrial Park Subdivision and consolidate the lots being purchased by Ryan Companies.
7. Adjourn: By consensus, the meeting was adjourned at 8:01 p.m.

Attest: _____
James Kartes, Zoning Administrator

Marilyn Wahl, Chairperson

Windom Library Board Meeting
Windom Library
08/11/2015
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: Beth Fleming, Kathy Hiley, Steve Fresk,
John Duscher, Anita Winkel and Terri Jones.

Members Absent: Barb Henning

Library Staff Present: Dawn Aamot

City Council Member Present: Brian Cooley

3. Agenda and Minutes:

Motion by Terri Jones and seconded by Beth Fleming to approve the Agenda and the Minutes.

4. Financial Report:

Dawn reviewed the Financial Report.

Motion by Anita Winkel and seconded by Kathy Hiley to accept the Financial Report.

5. Librarians Report:

Dawn reported that the Summer Reading program has come to an end. A few participants continue to turn in their reading logs for prizes. This year had 79 kids sign up initially with 70 of the participants returning and participating. This is a great increase of participation over the last few years. Lunch Bunch average 19 participants and Story Time averaged 5 participants. Dawn and Nancy are pleased with how the program went overall. Kathy Hiley inquired if there was a possibility that a story time could be held at Winfair in conjunction with the free summer lunch program. Dawn will consider exploring that possibility next year. Minnesota Reads performance of the Moo Trunk Show featuring the "Moo" book will be tomorrow, August 12, at 11:00am. This event will be held at the Community Center and has been heavily advertised including letters sent to day care providers. The mini Book Sale held at the library during the retailers Black Friday promotion brought in \$130. Dawn continues to weed fiction and non-fiction books Dawn explained the parameters she uses to decide what books to discard. Motion by Steve Fresk and seconded by Anita Winkel to accept the Librarian's Report.

6. Old Business:

Dawn and the librarians from Westbrook and Mountain Lake met with the County Commissioners on August 4 and requested additional funding due to cuts from the state. They highlighted the need for additional funding for the delivery system within the Plum Creek system and in automation. The libraries are asking for an 8% increase which would be about \$1,000. Plum Creek Library System's director, Jim Trojanowski, also asked for the county to assist in purchasing a new van for the Outreach program and for repairs to the Plum Creek office building.

7. New Business:

Dawn will be contacting BARC to schedule a date in September for a fall Book Sale. Sentence to Serve will be contacted to move books from the library to BARC. Dawn will meet with Steve and Chelsea with the City to discuss the library's preliminary budget. She will be asking to add another 10 hour/week position @ \$7.25/hour. More personnel are needed to cover all of the library. The actual cost of utilities and boiler inspection and snow removal has been greater than the budgeted amount in the last couple of years so she will be asking for \$1,000 increase in utilities, \$2,000 for Grounds and Maintenance (snow removal) and \$2,500 for boiler inspection. These increases will more accurately reflect the actual cost. All increases are maintenance related. Library consultant, Barry Petit, feels that before major changes are made to the interior of the library, the windows should be replaced. This would cut down on utility costs. With this in mind, Dawn will ask for the 2017 Capital Outlay be bumped to 2016 so \$40,000 would be available for window replacement. Discussion was held as to where additional funding could come from including Friends of the Windom Library, Remick Foundation and grants for historic buildings. The library board expressed the need to be good caretakers of this beautiful historic building. Dawn will also ask for \$20,000/year Capital Outlay through 2020 for the planned phases of interior changes.

Anita extended an invitation from The Plum Creek Library System to attend their annual meeting in Marshall on Wednesday, September 16. All library board members are invited. All attendees will pay for their own meal catered by HyVee. This is a good chance to get to know each other and exchange ideas.

8. New Book Suggestions:

Members of the Board suggested that the library purchase books by local authors Doug Wolter and Jerry White.

9. Adjourn:

Motion by Steve Fresk seconded by Terri Jones to adjourn.

Meeting adjourned at 5:44 p.m.

Respectfully submitted,
Kathy Hiley, recording secretary

UTILITY COMMISSION MINUTES
Council Chambers
August 12, 2015

Call Meeting to Order: The Utility Commission meeting was called to order at 9:00 a.m. on August 12, 2015 in the Council Chambers.

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Tom Riordan, Glen Francis
Member Absent: None
City Council Liaison: Dominic Jones, Absent
Staff Present: Brent Brown, Electric Superintendent, Mike Haugen, Water / Wastewater Superintendent, Aaron Backman, EDA Director, Steve Nasby, City Administrator, Chelsie Carlson, Finance Director

APPROVE MINUTES

Motion by Riordan, seconded by Schwalbach, to approve June 24, 2015 Utility Commission minutes as presented and to approve July 13, 2015 Utility Commission minutes as presented. Motion carried 2 – 0, Francis Absent.

WATER/WASTEWATER ITEMS

Francis, Jones, and Nasby arrived to meeting.

Review Plans and Specs – Commerce Boulevard and River Bend Center – Mike Johnson reviewed with the Commission the plans and specs for the Commerce Boulevard Extension and River Bend Center Project.

The plans for the Commerce Boulevard Extension include a 900-foot extension of Commerce Boulevard, an 850-foot extension of storm sewer, and 650-foot extensions of water and sewer lines. Johnson explained a clause would be added providing that the subcontractor who installs the water, sewer, and storm sewer extensions will also be responsible for completing the subgrade. There is a tight schedule as the project needs to be bid and completed by November 1, 2015, to coincide with Ryan Companies' plan for occupancy of the warehouse by January 1, 2016.

The plans for River Bend Center include the replacement of the 12" water main on the east side of Hwy. 60 from the fire hydrant (close to the 6th Street intersection) to the "Fisherman's Entrance" which is a distance of approximately 720 feet. In addition, the plans call for the installation of a new 8" sanitary sewer line from the 6th Street entrance of the medical building to Parcel 3. The proposed sewer line would run about 605 feet—first along the south side of 6th Street and then on the east side of Hwy. 60 to approximately 75 feet south of the Liquor Store. As an additional alternate project, there is also a 600-foot extension of the water main replacement from the "Fisherman's Entrance" to the Hwy 60/71 Bridge. Originally the plan was to install the new sewer line through the parking lot by the medical building. Mike Johnson explained the change of the proposed location of the sewer line to run adjacent to 6th Street and then proceed south along Hwy. 60. The discussion indicated that they will add the provision to the plans and specs providing that the

subcontractor who installs the water and sewer extensions will also be responsible for completing the subgrade. The Commission also discussed adding a hydrant near the fisherman entrance.

Motion by Riordan second by Francis to approving the proposed plans and specifications with modifications discussed for Commerce Boulevard Extension and River Bend Center Project. Motion carried 3-0.

Proposal for GIS Services – Kelly Yahnke, Bolton & Menk, Inc. was present to review proposal for GIS Services with the Commission. Bolton & Menk, Inc. will assist staff in setting up a data dictionary for the GPS receiver which will include sanitary sewer and water distribution system features. Bolton & Menk, Inc. will create a web-based GIS application that integrates the field data. The data will be hosted by Bolton & Menk, Inc. but will be owned by City of Windom. The data will be accessed with userid and password. Proposal includes ongoing maintenance and annual support fees with a 2 year initial term. The proposal includes estimated charges for Data Collection of \$1,500, Web Application Setup and Training charges of \$7,500, and ongoing Annual Support Fees of \$1,500.

Haugen anticipates this project to be completed in 2015 and also indicated that the costs would be split between Water and Waste Water Funds.

Motion by Riordan second by Francis to approve Proposal for GIS Services from Bolton and Menk, Inc. as presented. Motion carried 3-0.

Water Tower Painting – Kelly Yahnke, Bolton & Menk, Inc. provided a cost estimate for Water Tower Coating Replacement. The 1.0 MG Hydro Pillar estimate was \$819,905 which included a complete replacement of interior and exterior coats. The 0.5 MG Double Ellipsoidal cost estimate was \$339,900 which included complete replacement of interior coats and Exterior brush blast. The work would start Spring 2016. The 1.0 MG tower would be completed first so it could be usable during July. Haugen mentioned that Council will need to decide if same logo should be used on the tower. The Commission discussed offering advertising on the tower to fund the costs.

Motion by Riordan second by Francis to move forward with Plans and Specs for Water Tower Rehabilitation and Repainting. Motion carried 3-0.

Petro Fund Reimbursement for Leak # 18845 – The Commission was provided a letter from MN Department of Commerce indicating reimbursement of \$3,702.26 related to costs associated with removal of underground Petroleum Tank in 2012.

2015-2016 MESERB Membership Assessment – Membership dues for MN Environmental Science and Economic Review Board for July 1, 2015-June 30, 2016 is \$1,772.25. Haugen recommends continuing membership with this organization.

Motion by Francis second by Riordan to approve payment of membership assessment for MESERB for 2015-2016. Motion carried 3-0.

Street Pavement Management Study Coordination – The Commission received a copy of street rating system used to prioritize future street projects. The Commission discussed having water and sanitary sewer information coordinated with the street information in order to prioritize future projects. Haugen indicated this information could be captured during the GIS data collection project.

Other Water/Wastewater Items

Haugen discussed the well field property owned by the Utility on the West side of River Road near the High School. No Trespassing Signs were recently posted on this property because there have been issues with off road vehicles damaging the property. This property has a public access to the river and the City has received complaints regarding not allowing patrons to access the property for fishing. The Commission discussed posting different signage that prevents the use of off road vehicles but stills allows access for fishing and other recreational activities. The Commission further discussed future of this property and indicated that it is not needed for well field. The Commission is in favor of no longer owning this property. They discussed possible use by Parks and Recreation for a dog park.

Haugen mentioned to the Commission they are emptying the septic system at the Airport more frequently because water is being used for cleaning of planes and other recreational vehicles in the new hangar. There is no drain field at this location. Haugen will track the costs associated with this so reimbursement can be obtained from Airport Maintenance grant.

ELECTRIC ITEMS

Spill Prevention Plan Amendment – Brown requested approval for the second amendment of the Spill Prevention, Control, and Counter Measure Plan to reflect the change in the manager of the Electric Utility.

Motion by Riordan second by Francis to approve second amendment of the Spill Prevention, Control, and Counter Measure Plan. Motion carried 3-0.

Scope of Work – Generation Project – Brown reviewed draft scope of work from DGR Engineering for the generation feasibility study. The estimated cost for the work is \$15,000.

Motion by Riordan second by Francis to approve scope of work for generation feasibility study from DGR Engineering. Motion carried 3-0.

CMMPA Representative Appointments – Steve Nasby, City Administrator is currently the City representative on the Central Minnesota Municipal Power Agency (CMMPA) Board and Utilities Plus (UP) Board with Brent Brown, Electric Superintendent as the alternate. The recommendation is to switch to have Brown as the primary representative and Nasby as the alternate.

Riordan introduced Resolution #UT 2015-08-01 entitled “RESOLUTION MAKING CITY APPOINTMENT TO CENTRAL MINNESOTA MUNICIPAL POWER AGENCY (CMMPA) AND UTILITIES PLUS (UP) BOARD OF DIRECTORS” and moved its adoption. The

resolution was seconded by Francis and on a roll call vote: Aye: Francis, Riordan, and Schwalbach. Nay: None. Absent: None. Resolution passed 3-0

Other Electric Items

Brown updated Commission on Digger Truck timeline. This purchase was approved for capital spending during 2015 but the truck will not be available and paid for until Spring 2016. Brown would like to instead purchase a Flat Bed Pickup in 2015 and include the Digger in 2016 capital spending. The Commission was supportive.

REGULAR BILLS

Motion by Riordan second by Francis to pay the Wenck Landfill bill in the packet. Motion carried 3-0.

NEW BUSINESS

OLD BUSINESS

Job Description Review – Brown provide Commission members with job descriptions for Electric Utility Superintendent and Electric Utility Manager. Brown also provided wage information for Electric Department positions for comparable utilities in the nearby area. He encouraged the Commission to fill the Electric Utility Manager position as those duties are still required and being completed. Nasby indicated the Commission should encourage the Council and Personnel Committee to review the job descriptions and structure of the Utility departments.

ADJOURN

Schwalbach adjourned the meeting at 11:30 a.m. Next meeting will be jointly held with EDA on September 10, 2015 at 4:30 p.m.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

7. Adopt-A-Park Sponsors to date; McDonald's - Island Park, Drug and Alcohol Rehabilitation Group - Mayflower Park, Jim & Karen Knigge - Maple Park, Windom Boy Scouts Troop 10 & Cub Pack 10 - Dynamite Park

8. Open Mike:

Bryan Joyce has had citizens ask about trail improvements to existing trails and future trail plans. Baseball will not be offering Morning Baseball next Summer. Baloun stated that the recreation program would be taking over this program and reviewing the Baseball Coordinator position to help oversee this program. Baloun will have reports at future meetings from coordinators.

9. **Next Monthly Meeting will be held on September 16, 2015 Council Chambers 5:30 p.m.**

10. Meeting adjourned at 6:25 p.m.

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: St. Francis Xavier Church Previous Gambling Permit Number: X-17001-14-007

Minnesota Tax ID Number, if any: 8504415 Federal Employer ID Number (FEIN), if any: 41-0762922

Mailing Address: 548 17th Street P.O. Box 39

City: Windom State: MN Zip: 56101 County: Cottonwood

Name of Chief Executive Officer (CEO): Fr. Patrick Arens

Daytime Phone: 507-831-1985 Email: stfxavier@windomnet.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

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

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): St. Francis Xavier Church

Address (do not use P.O. box): 548 17th Street
 City or Township: Windom, Minnesota Zip: 56101 County: Cottonwood

Date(s) of activity (for raffles, indicate the date of the drawing): September 13, 2015

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

- Bingo* Paddlewheels* Pull-Tabs* Tipboards*

Raffle (total value of raffle prizes awarded for the calendar year: \$ _____)

* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under **LIST OF LICENSEES**, or call 651-539-1900.

NOTICE OF PUBLIC HEARING

**CITY OF WINDOM
COTTONWOOD COUNTY
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the City Council of the City of Windom, Cottonwood County, State of Minnesota, will hold a public hearing on August 18, 2015, at approximately 7:30 P.M. at the City Council Chambers in City Hall, 444 9th St, Windom, Minnesota, relating to the Windom Economic Development Authority's (the "EDA") proposed adoption of a Modification to the Development Program for Development District No. 1 (the "Development Program Modification"), the proposed establishment of Tax Increment Financing District No. 1-19 (NWIP - 2) (an economic development tax increment financing district) within Development District No. 1, and the proposed adoption of a Tax Increment Financing Plan (the "TIF Plan") therefor (collectively, the "Program and Plan"), pursuant to Minnesota Statutes, 469.090 to 469.1082 and Sections 469.174 to 469.1794, all inclusive, as amended. Copies of the Program and Plan are on file and available for public inspection at the office of the City Administrator at City Hall.

The property to be included in Tax Increment Financing District No. 1-19 (NWIP - 2) is located within Development District No. 1 and the City of Windom. A map of Development District No. 1 and Tax Increment Financing District No. 1-19 (NWIP - 2) therein is set forth below. Subject to certain limitations, tax increment from Tax Increment Financing District No. 1-19 (NWIP - 2) may be spent on eligible uses within the boundaries of Development District No. 1.

[INSERT MAP of Development District No. 1,
and Tax Increment Financing District No. 1-19 (NWIP - 2)]

All interested persons may appear at the hearing and present their views orally or prior to the meeting in writing.

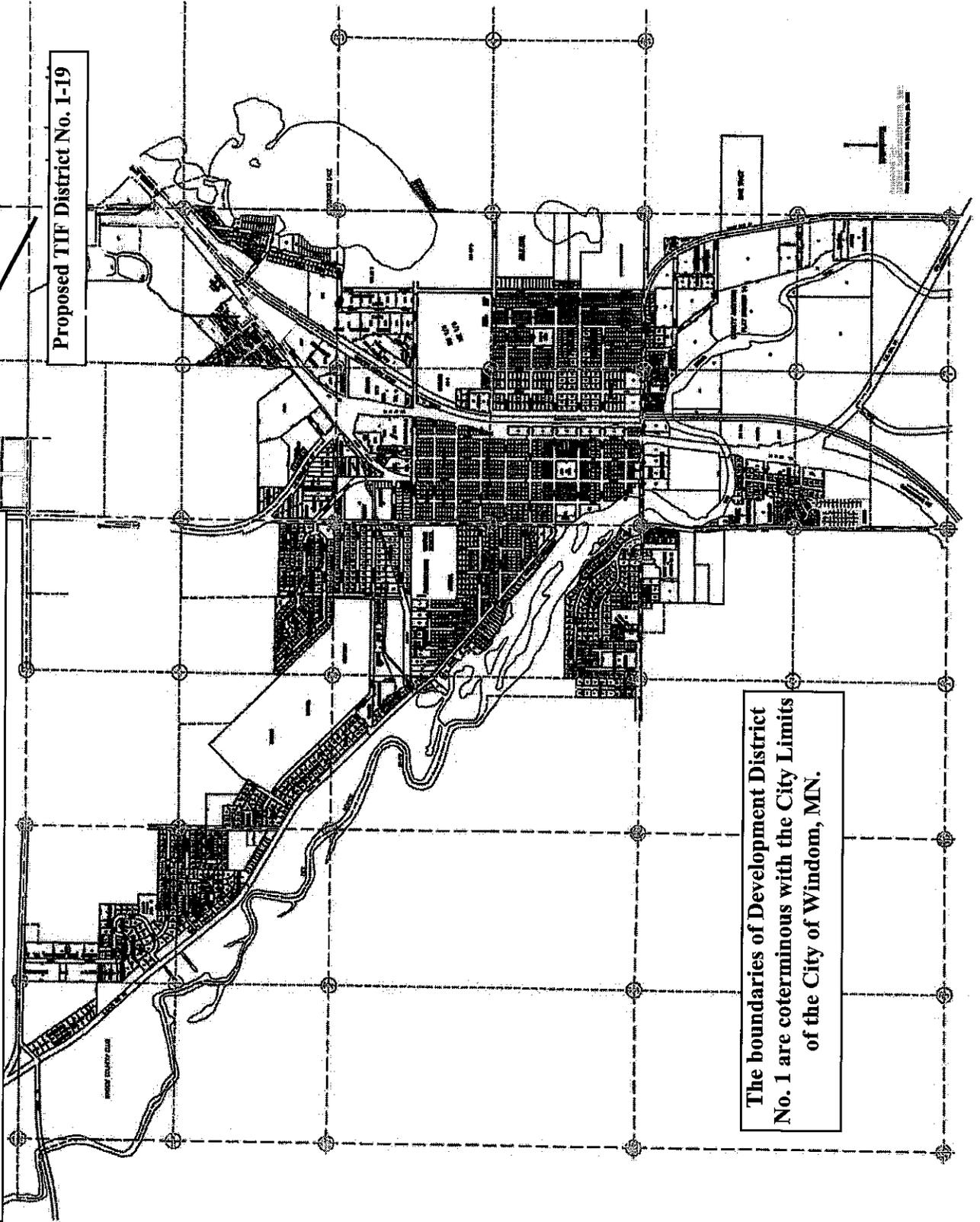
BY ORDER OF THE CITY COUNCIL OF
THE CITY OF WINDOM, MINNESOTA

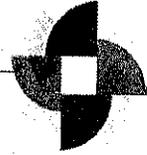
/s/ _____
City Clerk

**City of Windom, MN
Development District No. 1
Tax Increment Financing District No. 19 (NWIP-2)**

Proposed TIF District No. 1-19

**The boundaries of Development District
No. 1 are coterminous with the City Limits
of the City of Windom, MN.**





*As of August 11, 2015
Draft for Public Hearing*

**Modification to the Development Program
for Development District No. 1**

and the

Tax Increment Financing Plan

for the establishment of

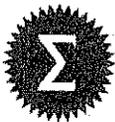
**Tax Increment Financing District No. 1-19 (NWIP - 2)
(an economic development district)**

within

Development District No. 1

Windom Economic Development Authority
City of Windom
Cottonwood County
State of Minnesota

Public Hearing: August 18, 2015
Adopted:



EHLERS

Prepared by: EHLERS & ASSOCIATES, INC.
3060 Centre Pointe Drive, Roseville, Minnesota 55113-1105
651-697-8500 fax: 651-697-8555 www.ehlers-inc.com

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(for reference purposes only)

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**Section 1 - Modification to the Development Program
for Development District No. 1**

Foreword

The following text represents a Modification to the Development Program for Development District No. 1. This modification represents a continuation of the goals and objectives set forth in the Development Program for Development District No. 1. Generally, the substantive changes include the establishment of Tax Increment Financing District No. 1-19 (NWIP - 2).

For further information, a review of the Development Program for Development District No. 1, adopted July 31, 1984, is recommended. It is available from the City Administrator at the City of Windom. Other relevant information is contained in the Tax Increment Financing Plans for the Tax Increment Financing Districts located within Development District No. 1.

**Section 2 - Tax Increment Financing Plan
for Tax Increment Financing District No. 1-19 (NWIP - 2)**

Subsection 2-1. Foreword

The Windom Economic Development Authority (the "EDA"), the City of Windom (the "City"), staff and consultants have prepared the following information to expedite the establishment of Tax Increment Financing District No. 1-19 (NWIP - 2) (the "District"), an economic development tax increment financing district, located in Development District No. 1.

Subsection 2-2. Statutory Authority

Within the City, there exist areas where public involvement is necessary to cause development or redevelopment to occur. To this end, the EDA and City have certain statutory powers pursuant to *Minnesota Statutes ("M.S."), Sections 469.090 to 469.1082*, inclusive, as amended, and *M.S., Sections 469.174 to 469.1794*, inclusive, as amended (the "Tax Increment Financing Act" or "TIF Act"), to assist in financing public costs related to this project.

This section contains the Tax Increment Financing Plan (the "TIF Plan") for the District. Other relevant information is contained in the Modification to the Development Program for Development District No. 1.

Subsection 2-3. Statement of Objectives

The District currently consists of four parcels of land and adjacent and internal rights-of-way. The District is being created to facilitate the development of a 126,504 square feet warehouse facility with additional development in the City. Please see Appendix A for further District information. The EDA has entered into a preliminary agreement with Ryan Companies as the developer for the first phase. This TIF Plan is expected to achieve many of the objectives outlined in the Development Program for Development District No. 1.

The activities contemplated in the Modification to the Development Program and the TIF Plan do not preclude the undertaking of other qualified development or redevelopment activities. These activities are anticipated to occur over the life of Development District No. 1 and the District.

Subsection 2-4. Development Program Overview

1. Property to be Acquired - Selected property located within the District may be acquired by the EDA or City and is further described in this TIF Plan.
2. Relocation - Relocation services, to the extent required by law, are available pursuant to *M.S., Chapter 117* and other relevant state and federal laws.
3. Upon approval of a developer's plan relating to the project and completion of the necessary legal requirements, the EDA or City may sell to a developer selected properties that it may acquire within the District or may lease land or facilities to a developer.
4. The EDA or City may perform or provide for some or all necessary acquisition, construction, relocation, demolition, and required utilities and public street work within the District.
5. The City proposes both public and private infrastructure within the District. The proposed reuse of private property within the District will be for a warehouse facility, and there will

be continued operation of Development District No. 1 after the capital improvements within Development District No. 1 have been completed.

Subsection 2-5. Description of Property in the District and Property To Be Acquired

The District encompasses all property and adjacent rights-of-way and abutting roadways identified by the parcels listed in Appendix C of this TIF Plan. Please also see the map in Appendix B for further information on the location of the District.

The EDA or City currently owns the property to be included in the District.

Subsection 2-6. Classification of the District

The EDA and City, in determining the need to create a tax increment financing district in accordance with *M.S., Sections 469.174 to 469.1794*, as amended, inclusive, find that the District, to be established, is an economic development district pursuant to *M.S., Section 469.174, Subd. 12* as defined below:

"Economic development district" means a type of tax increment financing district which consists of any project, or portions of a project, which the authority finds to be in the public interest because:

- (1) it will discourage commerce, industry, or manufacturing from moving their operations to another state or municipality; or*
- (2) it will result in increased employment in the state; or*
- (3) it will result in preservation and enhancement of the tax base of the state.*

The District is in the public interest because it will meet the statutory requirement from clause 1, 2, and 3.

Pursuant to *M.S., Section 469.176, Subd. 4c*, revenue derived from tax increment from an economic development district may not be used to provide improvements, loans, subsidies, grants, interest rate subsidies, or assistance in any form to developments consisting of buildings and ancillary facilities, if more than 15 percent of the buildings and facilities (determined on the basis of square footage) are used for a purpose other than:

- (1) The manufacturing or production of tangible personal property, including processing resulting in the change in condition of the property;
- (2) Warehousing, storage, and distribution of tangible personal property, excluding retail sales;
- (3) Research and development related to the activities listed in items (1) or (2);
- (4) Telemarketing if that activity is the exclusive use of the property; or
- (5) Tourism facilities;
- (6) Space necessary for and related to the activities listed in items (1) to (5)

In meeting the statutory criteria the EDA and City rely on the following facts and findings:

The facilities in the District meet the conditions of Purposes 1, 2, and 6.

The District is being created to assist in the construction of a warehousing facility for a local manufacturing company. The proposed facility will be used for warehousing and related activities.

Pursuant to *M.S., Section 469.176, Subd. 7*, the District does not contain any parcel or part of a parcel that qualified under the provisions of *M.S., Sections 273.111, 273.112, or 273.114* or *Chapter 473H* for taxes

payable in any of the five calendar years before the filing of the request for certification of the District.

Subsection 2-7. Duration and First Year of Tax Increment of the District

Pursuant to *M.S., Section 469.175, Subd. 1, and M.S., Section 469.176, Subd. 1*, the duration of the District must be indicated within the TIF Plan. Pursuant to *M.S., Section 469.176, Subd. 1b.*, the duration of the District will be 8 years after receipt of the first increment by the EDA or City. The date of receipt by the City of the first tax increment is expected to be 2017. Thus, it is estimated that the District, including any modifications of the TIF Plan for subsequent phases or other changes, would terminate after 2025, or when the TIF Plan is satisfied. If increment is received in 2018, the term of the District will be 2026. The EDA or City reserves the right to decertify the District prior to the legally required date.

Subsection 2-8. Original Tax Capacity, Tax Rate and Estimated Captured Net Tax Capacity Value/Increment and Notification of Prior Planned Improvements

Pursuant to *M.S., Section 469.174, Subd. 7 and M.S., Section 469.177, Subd. 1*, the Original Net Tax Capacity (ONTC) as certified for the District will be based on the market values placed on the property by the assessor in 2015 for taxes payable 2016.

Pursuant to *M.S., Section 469.177, Subds. 1 and 2*, the County Auditor shall certify in each year (beginning in the payment year 2017) the amount by which the original value has increased or decreased as a result of:

1. Change in tax exempt status of property;
2. Reduction or enlargement of the geographic boundaries of the district;
3. Change due to adjustments, negotiated or court-ordered abatements;
4. Change in the use of the property and classification;
5. Change in state law governing class rates; or
6. Change in previously issued building permits.

In any year in which the current Net Tax Capacity (NTC) value of the District declines below the ONTC, no value will be captured and no tax increment will be payable to the EDA or City.

The original local tax rate for the District will be the local tax rate for taxes payable 2016, assuming the request for certification is made before June 30, 2016. The ONTC and the Original Local Tax Rate for the District appear in the table below.

Pursuant to *M.S., Section 469.174 Subd. 4 and M.S., Section 469.177, Subd. 1, 2, and 4*, the estimated Captured Net Tax Capacity (CTC) of the District, within Development District No. 1, upon completion of the projects within the District, will annually approximate tax increment revenues as shown in the table below. The EDA and City request 100 percent of the available increase in tax capacity for repayment of its obligations and current expenditures, beginning in the tax year payable 2017. The Project Tax Capacity (PTC) listed is an estimate of values when the projects within the District are completed.

Project Estimated Tax Capacity upon Completion (PTC)	\$256,154	
Original Estimated Net Tax Capacity (ONTC)	\$1,866	
Estimated Captured Tax Capacity (CTC)	\$254,288	
Original Local Tax Rate	1.29796	Pay 2015
Estimated Annual Tax Increment (CTC x Local Tax Rate)	\$330,056	
Percent Retained by the EDA	100%	

Tax capacity includes a 1% inflation factor for the duration of the District. The tax capacity included in this chart is the estimated tax capacity of the District in year 8. The tax capacity of the District in year one is estimated to be \$120,694.

Pursuant to *M.S., Section 469.177, Subd. 4*, the EDA shall, after a due and diligent search, accompany its request for certification to the County Auditor or its notice of the District enlargement pursuant to *M.S., Section 469.175, Subd. 4*, with a listing of all properties within the District or area of enlargement for which building permits have been issued during the eighteen (18) months immediately preceding approval of the TIF Plan by the municipality pursuant to *M.S., Section 469.175, Subd. 3*. The County Auditor shall increase the original net tax capacity of the District by the net tax capacity of improvements for which a building permit was issued.

The City has reviewed the area to be included in the District and found no parcels for which building permits have been issued during the 18 months immediately preceding approval of the TIF Plan by the City.

Subsection 2-9. Sources of Revenue/Bonds to be Issued

The costs outlined in the Uses of Funds will be financed primarily through the annual collection of tax increments. The EDA or City reserves the right to incur bonds or other indebtedness as a result of the TIF Plan. As presently proposed, the projects within the District will be financed by a pay-as-you-go note/interfund loan/transfer. Any refunding amounts will be deemed a budgeted cost without a formal TIF Plan Modification. This provision does not obligate the EDA or City to incur debt. The EDA or City will issue bonds or incur other debt only upon the determination that such action is in the best interest of the City.

The total estimated tax increment revenues for the District are shown in the table below:

<u>SOURCES OF FUNDS</u>	<u>TOTAL</u>
Tax Increment	\$2,504,961
<u>Interest</u>	<u>\$250,496</u>
TOTAL	\$2,755,457

The EDA or City may issue bonds (as defined in the TIF Act) secured in whole or in part with tax increments from the District in a maximum principal amount of \$2,120,413. Such bonds may be in the form of pay-as-you-go notes, revenue bonds or notes, general obligation bonds, or interfund loans. This estimate of total bonded indebtedness is a cumulative statement of authority under this TIF Plan as of the date of approval.

Subsection 2-10. Uses of Funds

Currently under consideration for the District is a proposal to facilitate the development of a 126,504 square foot warehouse facility with additional development. The EDA and City have determined that it will be necessary to provide assistance to the projects for certain District costs, as described. The EDA has studied the feasibility of the development or redevelopment of property in and around the District. To facilitate the establishment and development or redevelopment of the District, this TIF Plan authorizes the use of tax increment financing to pay for the cost of certain eligible expenses. The estimate of public costs and uses of funds associated with the District is outlined in the following table.

<u>USES OF TAX INCREMENT FUNDS</u>	<u>TOTAL</u>
Land/Building Acquisition	\$200,000
Site Improvements/Preparation	\$800,000
Utilities	\$500,000
Other Qualifying Improvements	\$369,917
<u>Administrative Costs (up to 10%)</u>	<u>\$250,496</u>
PROJECT COST TOTAL	\$2,120,413
<u>Interest</u>	<u>\$635,044</u>
PROJECT AND INTEREST COSTS TOTAL	\$2,755,457

The total project cost, including financing costs (interest) listed in the table above does not exceed the total projected tax increments for the District as shown in Subsection 2-9.

Estimated capital and administrative costs listed above are subject to change among categories by modification of the TIF Plan without hearings and notices as required for approval of the initial TIF Plan, so long as the total capital and administrative costs combined do not exceed the total listed above. Further, the EDA or City may spend up to 20 percent of the tax increments from the District for activities (described in the table above) located outside the boundaries of the District but within the boundaries of the Project (including administrative costs, which are considered to be spend outside the District), subject to all other terms and conditions of this TIF Plan.

Subsection 2-11. Business Subsidies

Pursuant to *M.S., Section 116J.993, Subd. 3*, the following forms of financial assistance are not considered a business subsidy:

- (1) A business subsidy of less than \$150,000;
- (2) Assistance that is generally available to all businesses or to a general class of similar businesses, such as a line of business, size, location, or similar general criteria;
- (3) Public improvements to buildings or lands owned by the state or local government that serve a public purpose and do not principally benefit a single business or defined group of businesses at the time the improvements are made;
- (4) Redevelopment property polluted by contaminants as defined in *M.S., Section 116J.552, Subd. 3*;
- (5) Assistance provided for the sole purpose of renovating old or decaying building stock or bringing

- it up to code and assistance provided for designated historic preservation districts, provided that the assistance is equal to or less than 50% of the total cost;
- (6) Assistance to provide job readiness and training services if the sole purpose of the assistance is to provide those services;
 - (7) Assistance for housing;
 - (8) Assistance for pollution control or abatement, including assistance for a tax increment financing hazardous substance subdistrict as defined under *M.S., Section 469.174, Subd. 23*;
 - (9) Assistance for energy conservation;
 - (10) Tax reductions resulting from conformity with federal tax law;
 - (11) Workers' compensation and unemployment compensation;
 - (12) Benefits derived from regulation;
 - (13) Indirect benefits derived from assistance to educational institutions;
 - (14) Funds from bonds allocated under chapter 474A, bonds issued to refund outstanding bonds, and bonds issued for the benefit of an organization described in section 501 (c) (3) of the Internal Revenue Code of 1986, as amended through December 31, 1999;
 - (15) Assistance for a collaboration between a Minnesota higher education institution and a business;
 - (16) Assistance for a tax increment financing soils condition district as defined under *M.S., Section 469.174, Subd. 19*;
 - (17) Redevelopment when the recipient's investment in the purchase of the site and in site preparation is 70 percent or more of the assessor's current year's estimated market value;
 - (18) General changes in tax increment financing law and other general tax law changes of a principally technical nature;
 - (19) Federal assistance until the assistance has been repaid to, and reinvested by, the state or local government agency;
 - (20) Funds from dock and wharf bonds issued by a seaway port authority;
 - (21) Business loans and loan guarantees of \$150,000 or less;
 - (22) Federal loan funds provided through the United States Department of Commerce, Economic Development Administration; and
 - (23) Property tax abatements granted under *M.S., Section 469.1813* to property that is subject to valuation under Minnesota Rules, chapter 8100.

The EDA will comply with *M.S., Sections 116J.993 to 116J.995* to the extent the tax increment assistance under this TIF Plan does not fall under any of the above exemptions.

Subsection 2-12. County Road Costs

Pursuant to *M.S., Section 469.175, Subd. 1a*, the county board may require the EDA or City to pay for all or part of the cost of county road improvements if the proposed development to be assisted by tax increment will, in the judgment of the county, substantially increase the use of county roads requiring construction of road improvements or other road costs and if the road improvements are not scheduled within the next five years under a capital improvement plan or within five years under another county plan.

If the county elects to use increments to improve county roads, it must notify the EDA or City within forty-five days of receipt of this TIF Plan. In the opinion of the EDA and City and consultants, the proposed development outlined in this TIF Plan will have little or no impact upon county roads, therefore the TIF Plan was not forwarded to the county 45 days prior to the public hearing. The EDA and City are aware that the county could claim that tax increment should be used for county roads, even after the public hearing.

Subsection 2-13. Estimated Impact on Other Taxing Jurisdictions

The estimated impact on other taxing jurisdictions assumes that the redevelopment contemplated by the TIF Plan would occur without the creation of the District. However, the EDA or City has determined that such development or redevelopment would not occur "but for" tax increment financing and that, therefore, the fiscal impact on other taxing jurisdictions is \$0. The estimated fiscal impact of the District would be as follows if the "but for" test was not met:

IMPACT ON TAX BASE			
	2014/Pay 2015 Total Net Tax Capacity	Estimated Captured Tax Capacity (CTC) Upon Completion	Percent of CTC to Entity Total
Cottonwood County	32,167,439	254,288	0.7905%
City of Windom	1,926,947	254,288	13.1964%
Windom ISD No. 177	10,517,962	254,288	2.4177%

IMPACT ON TAX RATES				
	Pay 2015 Extension Rates	Percent of Total	CTC	Potential Taxes
Cottonwood County	0.261970	20.18%	254,288	66,616
City of Windom	0.891270	68.67%	254,288	226,639
Windom ISD No. 177	0.143530	11.06%	254,288	36,498
Other	0.001190	0.09%	254,288	303
Total	1.297960	100.00%		330,056

The estimates listed above display the captured tax capacity when all construction is completed. The tax rate used for calculations is the actual Pay 2015 rate. The total net capacity for the entities listed above are based on actual Pay 2015 figures. The District will be certified under the actual Pay 2016 rates, which were unavailable at the time this TIF Plan was prepared.

Pursuant to *M.S. Section 469.175 Subd. 2(b)*:

- (1) Estimate of total tax increment. It is estimated that the total amount of tax increment that will be generated over the life of the District is \$2,504,961;
- (2) Probable impact of the District on city provided services and ability to issue debt. An impact of the District on police protection is not expected. With any addition of new residents or businesses, police calls for service will be increased. New developments add an increase in traffic, and additional overall demands to the call load. The City does not expect that the proposed development, in and of itself, will necessitate new capital investment in vehicles or require that the City hire additional officers.

The probable impact of the District on fire protection is not expected to be significant. Typically new buildings generate few calls, if any, and are of superior construction. The District is a greenfield

development site.

The impact of the District on public infrastructure is expected to be minimal. Based on the development plans, there will be between \$10,000 and \$15,000 of additional annual costs associated with street maintenance, sweeping, plowing, lighting and sidewalks. However, lighting operating costs are yet to be determined. The City does not assess sanitary sewer access charges (SAC) or water access charges (WAC). The development in the District is expected to pay connection fees.

The probable impact of any District general obligation tax increment bonds on the ability to issue debt for general fund purposes is expected to be minimal. It is not anticipated that there will be any general obligation debt issued in relation to this project, therefore there will be no impact on the City's ability to issue future debt or on the City's debt limit.

- (3) Estimated amount of tax increment attributable to school district levies. It is estimated that the amount of tax increments over the life of the District that would be attributable to school district levies, assuming the school district's share of the total local tax rate for all taxing jurisdictions remained the same, is \$277,049;
- (4) Estimated amount of tax increment attributable to county levies. It is estimated that the amount of tax increments over the life of the District that would be attributable to county levies, assuming the county's share of the total local tax rate for all taxing jurisdictions remained the same, is \$505,501;
- (5) Additional information requested by the county or school district. The City is not aware of any standard questions in a county or school district written policy regarding tax increment districts and impact on county or school district services. The county or school district must request additional information pursuant to *M.S. Section 469.175 Subd. 2(b)* within 15 days after receipt of the tax increment financing plan.

No requests for additional information from the county or school district regarding the proposed development for the District have been received.

Subsection 2-14. Supporting Documentation

Pursuant to *M.S. Section 469.175, Subd. 1 (a), clause 7* the TIF Plan must contain identification and description of studies and analyses used to make the determination set forth in *M.S. Section 469.175, Subd. 3, clause (b)(2)* and the findings are required in the resolution approving the District. Following is a list of reports and studies on file at the City that support the EDA and City's findings:

- A list of applicable studies will be listed here prior to the public hearing.

Subsection 2-15. Definition of Tax Increment Revenues

Pursuant to *M.S., Section 469.174, Subd. 25*, tax increment revenues derived from a tax increment financing district include all of the following potential revenue sources:

1. Taxes paid by the captured net tax capacity, but excluding any excess taxes, as computed under *M.S., Section 469.177*;
2. The proceeds from the sale or lease of property, tangible or intangible, to the extent the property was purchased by the authority with tax increments;
3. Principal and interest received on loans or other advances made by the authority with tax increments;

4. Interest or other investment earnings on or from tax increments;
5. Repayments or return of tax increments made to the Authority under agreements for districts for which the request for certification was made after August 1, 1993; and
6. The market value homestead credit paid to the Authority under *M.S., Section 273.1384*.

Subsection 2-16. Modifications to the District

In accordance with *M.S., Section 469.175, Subd. 4*, any:

1. Reduction or enlargement of the geographic area of the District, if the reduction does not meet the requirements of *M.S., Section 469.175, Subd. 4(e)*;
2. Increase in amount of bonded indebtedness to be incurred;
3. A determination to capitalize interest on debt if that determination was not a part of the original TIF Plan;
4. Increase in the portion of the captured net tax capacity to be retained by the EDA or City;
5. Increase in the estimate of the cost of the District, including administrative expenses, that will be paid or financed with tax increment from the District; or
6. Designation of additional property to be acquired by the EDA or City,

shall be approved upon the notice and after the discussion, public hearing and findings required for approval of the original TIF Plan.

Pursuant to *M.S., Section 469.175 Subd. 4(f)*, the geographic area of the District may be reduced, but shall not be enlarged after five years following the date of certification of the original net tax capacity by the county auditor. If an economic development district is enlarged, the reasons and supporting facts for the determination that the addition to the district meets the criteria of *M.S., Section 469.174, Subd. 12* must be documented in writing and retained. The requirements of this paragraph do not apply if (1) the only modification is elimination of parcel(s) from the District and (2) (A) the current net tax capacity of the parcel(s) eliminated from the District equals or exceeds the net tax capacity of those parcel(s) in the District's original net tax capacity or (B) the EDA agrees that, notwithstanding *M.S., Section 469.177, Subd. 1*, the original net tax capacity will be reduced by no more than the current net tax capacity of the parcel(s) eliminated from the District.

The EDA or City must notify the County Auditor of any modification to the District. Modifications to the District in the form of a budget modification or an expansion of the boundaries will be recorded in the TIF Plan.

Subsection 2-17. Administrative Expenses

In accordance with *M.S., Section 469.174, Subd. 14*, administrative expenses means all expenditures of the EDA or City, *other than*:

1. Amounts paid for the purchase of land;
2. Amounts paid to contractors or others providing materials and services, including architectural and engineering services, directly connected with the physical development of the real property in the District;
3. Relocation benefits paid to or services provided for persons residing or businesses located in the District;
4. Amounts used to pay principal or interest on, fund a reserve for, or sell at a discount bonds issued pursuant to *M.S., Section 469.178*; or

5. Amounts used to pay other financial obligations to the extent those obligations were used to finance costs described in clauses (1) to (3).

For districts for which the request for certification were made before August 1, 1979, or after June 30, 1982, and before August 1, 2001, administrative expenses also include amounts paid for services provided by bond counsel, fiscal consultants, and planning or economic development consultants. Pursuant to *M.S., Section 469.176, Subd. 3*, tax increment may be used to pay any **authorized and documented** administrative expenses for the District up to but not to exceed 10 percent of the total estimated tax increment expenditures authorized by the TIF Plan or the total tax increments, as defined by *M.S., Section 469.174, Subd. 25, clause (1)*, from the District, whichever is less.

For districts for which certification was requested after July 31, 2001, no tax increment may be used to pay any administrative expenses for District costs which exceed ten percent of total estimated tax increment expenditures authorized by the TIF Plan or the total tax increments, as defined in *M.S., Section 469.174, Subd. 25, clause (1)*, from the District, whichever is less.

Pursuant to *M.S., Section 469.176, Subd. 4h*, tax increments may be used to pay for the County's actual administrative expenses incurred in connection with the District and are not subject to the percentage limits of *M.S., Section 469.176, Subd. 3*. The county may require payment of those expenses by February 15 of the year following the year the expenses were incurred.

Pursuant to *M.S., Section 469.177, Subd. 11*, the County Treasurer shall deduct an amount (currently .36 percent) of any increment distributed to the EDA or City and the County Treasurer shall pay the amount deducted to the State Commissioner of Management and Budget for deposit in the state general fund to be appropriated to the State Auditor for the cost of financial reporting of tax increment financing information and the cost of examining and auditing authorities' use of tax increment financing. This amount may be adjusted annually by the Commissioner of Revenue.

Subsection 2-18. Limitation of Increment

The tax increment pledged to the payment of bonds and interest thereon may be discharged and the District may be terminated if sufficient funds have been irrevocably deposited in the debt service fund or other escrow account held in trust for all outstanding bonds to provide for the payment of the bonds at maturity or redemption date.

Pursuant to *M.S., Section 469.176, Subd. 6*:

if, after four years from the date of certification of the original net tax capacity of the tax increment financing district pursuant to M.S., Section 469.177, no demolition, rehabilitation or renovation of property or other site preparation, including qualified improvement of a street adjacent to a parcel but not installation of utility service including sewer or water systems, has been commenced on a parcel located within a tax increment financing district by the authority or by the owner of the parcel in accordance with the tax increment financing plan, no additional tax increment may be taken from that parcel, and the original net tax capacity of that parcel shall be excluded from the original net tax capacity of the tax increment financing district. If the authority or the owner of the parcel subsequently commences demolition, rehabilitation or renovation or other site preparation on that parcel including qualified improvement of a street adjacent to that parcel, in accordance with the tax increment financing plan, the authority shall certify to the county auditor that the activity has commenced and the county auditor shall certify the net tax capacity thereof as most

recently certified by the commissioner of revenue and add it to the original net tax capacity of the tax increment financing district. The county auditor must enforce the provisions of this subdivision. The authority must submit to the county auditor evidence that the required activity has taken place for each parcel in the district. The evidence for a parcel must be submitted by February 1 of the fifth year following the year in which the parcel was certified as included in the district. For purposes of this subdivision, qualified improvements of a street are limited to (1) construction or opening of a new street, (2) relocation of a street, and (3) substantial reconstruction or rebuilding of an existing street.

The EDA or City or a property owner must improve parcels within the District by approximately August 2019 and report such actions to the County Auditor.

Subsection 2-19. Use of Tax Increment

The EDA or City hereby determines that it will use 100 percent of the captured net tax capacity of taxable property located in the District for the following purposes:

1. To pay the principal of and interest on bonds issued to finance a project;
2. To finance, or otherwise pay the cost of redevelopment of the Development District No. 1 pursuant to *M.S., Sections 469.090 to 469.1082*;
3. To pay for project costs as identified in the budget set forth in the TIF Plan;
4. To finance, or otherwise pay for other purposes as provided in *M.S., Section 469.176, Subd. 4*;
5. To pay principal and interest on any loans, advances or other payments made to or on behalf of the EDA or City or for the benefit of Development District No. 1 by a developer;
6. To finance or otherwise pay premiums and other costs for insurance or other security guaranteeing the payment when due of principal of and interest on bonds pursuant to the TIF Plan or pursuant to *M.S., Chapter 462C, M.S., Sections 469.152 through 469.165*, and/or *M.S., Sections 469.178*; and
7. To accumulate or maintain a reserve securing the payment when due of the principal and interest on the tax increment bonds or bonds issued pursuant to *M.S., Chapter 462C, M.S., Sections 469.152 through 469.165*, and/or *M.S., Sections 469.178*.

These revenues shall not be used to circumvent any levy limitations applicable to the City nor for other purposes prohibited by *M.S., Section 469.176, Subd. 4*.

Tax increments generated in the District will be paid by Cottonwood County to the EDA for the Tax Increment Fund of said District. The EDA or City will pay to the developer(s) annually an amount not to exceed an amount as specified in a developer's agreement to reimburse the costs of land acquisition, public improvements, demolition and relocation, site preparation, and administration. Remaining increment funds will be used for EDA or City administration (up to 10 percent) and for the costs of public improvement activities outside the District.

Subsection 2-20. Excess Increments

Excess increments, as defined in *M.S., Section 469.176, Subd. 2*, shall be used only to do one or more of the following:

1. Prepay any outstanding bonds;
2. Discharge the pledge of tax increment for any outstanding bonds;
3. Pay into an escrow account dedicated to the payment of any outstanding bonds; or
4. Return the excess to the County Auditor for redistribution to the respective taxing jurisdictions in

proportion to their local tax rates.

The EDA or City must spend or return the excess increments under paragraph (c) within nine months after the end of the year. In addition, the EDA or City may, subject to the limitations set forth herein, choose to modify the TIF Plan in order to finance additional public costs in Development District No. 1 or the District.

Subsection 2-21. Requirements for Agreements with the Developer

The EDA or City will review any proposal for private development to determine its conformance with the Development Program and with applicable municipal ordinances and codes. To facilitate this effort, the following documents may be requested for review and approval: site plan, construction, mechanical, and electrical system drawings, landscaping plan, grading and storm drainage plan, signage system plan, and any other drawings or narrative deemed necessary by the EDA or City to demonstrate the conformance of the development with City plans and ordinances. The EDA or City may also use the Agreements to address other issues related to the development.

Pursuant to *M.S., Section 469.176, Subd. 5*, no more than 10 percent, by acreage, of the property to be acquired in the District as set forth in the TIF Plan shall at any time be owned by the EDA or City as a result of acquisition with the proceeds of bonds issued pursuant to *M.S., Section 469.178* to which tax increments from property acquired is pledged, unless prior to acquisition in excess of 10 percent of the acreage, the EDA or City concluded an agreement for the development of the property acquired and which provides recourse for the EDA or City should the development not be completed.

Subsection 2-22. Assessment Agreements

Pursuant to *M.S., Section 469.177, Subd. 8*, the EDA or City may enter into a written assessment agreement in recordable form with the developer of property within the District which establishes a minimum market value of the land and completed improvements for the duration of the District. The assessment agreement shall be presented to the County Assessor who shall review the plans and specifications for the improvements to be constructed, review the market value previously assigned to the land upon which the improvements are to be constructed and, so long as the minimum market value contained in the assessment agreement appears, in the judgment of the assessor, to be a reasonable estimate, the County Assessor shall also certify the minimum market value agreement.

Subsection 2-23. Administration of the District

Administration of the District will be handled by the City Administrator.

Subsection 2-24. Annual Disclosure Requirements

Pursuant to *M.S., Section 469.175, Subds. 5, 6, and 6b* the EDA or City must undertake financial reporting for all tax increment financing districts to the Office of the State Auditor, County Board and County Auditor on or before August 1 of each year. *M.S., Section 469.175, Subd. 5* also provides that an annual statement shall be published in a newspaper of general circulation in the City on or before August 15.

If the City fails to make a disclosure or submit a report containing the information required by *M.S., Section 469.175 Subd. 5 and Subd. 6*, the Office of the State Auditor will direct the County Auditor to withhold the distribution of tax increment from the District.

Subsection 2-25. Reasonable Expectations

As required by the TIF Act, in establishing the District, the determination has been made that the anticipated development would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the TIF Plan. In making said determination, reliance has been placed upon written representation made by the developer to such effects and upon EDA and City staff awareness of the feasibility of developing the project site(s) within the District. A comparative analysis of estimated market values both with and without establishment of the District and the use of tax increments has been performed as described above. Such analysis is included with the cashflow in Appendix D, and indicates that the increase in estimated market value of the proposed development (less the indicated subtractions) exceeds the estimated market value of the site absent the establishment of the District and the use of tax increments.

Subsection 2-26. Other Limitations on the Use of Tax Increment

1. **General Limitations.** All revenue derived from tax increment shall be used in accordance with the TIF Plan. The revenues shall be used to finance, or otherwise pay the cost of redevelopment of the Development District No. 1 pursuant to *M.S., Sections 469.090 to 469.1082*. Tax increments may not be used to circumvent existing levy limit law. No tax increment may be used for the acquisition, construction, renovation, operation, or maintenance of a building to be used primarily and regularly for conducting the business of a municipality, county, school district, or any other local unit of government or the state or federal government. This provision does not prohibit the use of revenues derived from tax increments for the construction or renovation of a parking structure.
2. **Pooling Limitations.** At least 80 percent of tax increments from the District must be expended on activities in the District or to pay bonds, to the extent that the proceeds of the bonds were used to finance activities within said district or to pay, or secure payment of, debt service on credit enhanced bonds. Not more than 20 percent of said tax increments may be expended, through a development fund or otherwise, on activities outside of the District except to pay, or secure payment of, debt service on credit enhanced bonds. For purposes of applying this restriction, all administrative expenses must be treated as if they were solely for activities outside of the District.
3. **Five Year Limitation on Commitment of Tax Increments.** Tax increments derived from the District shall be deemed to have satisfied the 80 percent test set forth in paragraph (2) above only if the five year rule set forth in *M.S., Section 469.1763, Subd. 3*, has been satisfied; and beginning with the sixth year following certification of the District, 80 percent of said tax increments that remain after expenditures permitted under said five year rule must be used only to pay previously committed expenditures or credit enhanced bonds as more fully set forth in *M.S., Section 469.1763, Subd. 5*.

Subsection 2-27. Summary

The Windom Economic Development Authority is establishing the District to preserve and enhance the tax base, and provide employment opportunities in the City. The TIF Plan for the District was prepared by Ehlers & Associates, Inc., 3060 Centre Pointe Drive, Roseville, Minnesota 55113-1105, telephone (651) 697-8500.

Appendix A

Project Description

The North Windom Industrial Park (NWIP) has been a long-term project of the City of Windom and the Windom EDA. Since the EDA's purchase of the 80 acre site on the north side of town along Highway 71 in 2003, efforts have been made to develop an industrial park for businesses to expand or relocate. The initial phase of the NWIP began in 2013. Since that time, three businesses have constructed facilities in the NWIP and began operations.

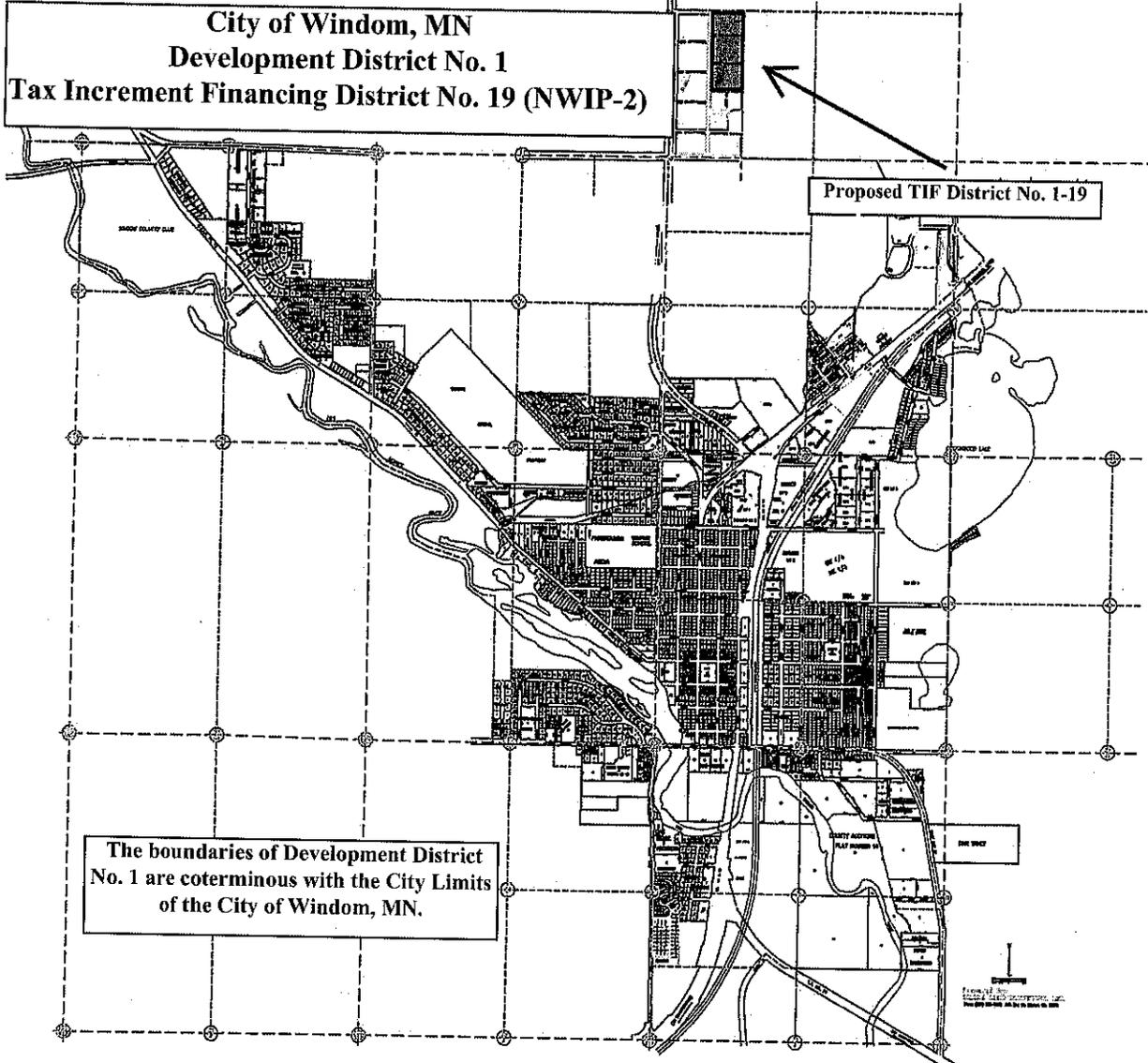
In June of 2015, Ryan Companies signed a letter of intent to purchase three lots in the NWIP. The proposed lots encompass 12.59 acres and are located in the northwest quadrant of the NWIP. Ryan proposes to construct an approximately 126,504 square foot warehouse with plans to expand the building by an additional 50,400 square feet. The proposed warehouse facility would include about 2,000 square feet of office, lunch room, and utility room space, 16 loading docks, and parking for 55 employee vehicles and 50+ semi-trailers.

TIF assistance will likely include land acquisition and site preparation (parking areas and stormwater retention pond). The project will be funded by a pay-as-you-go note and an interfund loan for preliminary expenses prior to receipt of tax increment.

Additional development on the remaining parcels is expected to occur over time.

Appendix B

Map of Development District No. 1 and the District



Appendix C

Description of Property to be Included in the District

The District encompasses all property and adjacent rights-of-way and abutting roadways identified by the parcels listed below.

<u>Parcel Numbers</u>	<u>Address</u>	<u>Owner</u>
25-556-0100		Windom EDA
25-556-0110		Windom EDA
25-556-0120		Windom EDA
25-556-0140		Windom EDA

Appendix D
Estimated Cash Flow for the District



NWIP-2 New TIF District 1-19
 City of Windom, Minnesota

125,504 SF Warehouse Facility PLUS additional development

ASSUMPTIONS AND RATES

District Type:	Economic Development
District Name/Number:	1-19
County District #:	TBD
First Year Construction or Inflation on Value	2015
Existing District - Specify No. Years Remaining	NA
Inflation Rate - Every Year:	1.00%
Interest Rate:	5.50%
Present Value Date:	1-Feb-16
First Period Ending	1-Aug-16
Tax Year District was Certified:	Pay 2016
Cashflow Assumes First Tax Increment For Development:	2017
Years of Tax Increment	9
Assumes Last Year of Tax Increment	2025
Fiscal Disparities Election (Outside (A), Inside (B), or NA)	Inside(B)
Incremental or Total Fiscal Disparities	Incremental
Fiscal Disparities Contribution Ratio	0.0000% Pay 2015
Fiscal Disparities Metro-Wide Tax Rate	0.0000% Pay 2015
Maximum/Frozen Local Tax Rate:	129.796% Pay 2015
Current Local Tax Rate: (Use lesser of Current or Max.)	129.796% Pay 2015
State-wide Tax Rate (Comm./ind. only used for total taxes)	50.8400% Pay 2015
Market Value Tax Rate (Used for total taxes)	0.30989% Pay 2015

Tax Rates		
Exempt Class Rate (Exempt)		0.00%
Commercial Industrial Preferred Class Rate (C/I Pref.)		
First \$150,000		1.50%
Over \$150,000		2.00%
Commercial Industrial Class Rate (C/I)		2.00%
Rental Housing Class Rate (Rental)		1.25%
Affordable Rental Housing Class Rate (Aff. Rental)		
First \$100,000		0.75%
Over \$100,000		0.25%
Non-Homestead Residential (Non-H Res. 1 Unit)		
First \$500,000		1.00%
Over \$500,000		1.25%
Homestead Residential Class Rate (Hmstd. Res.)		
First \$500,000		1.00%
Over \$500,000		1.25%
Agricultural Non-Homestead		1.00%

BASE VALUE INFORMATION (Original Tax Capacity)

Map #	PID	Owner	Address	Land Market Value	Building Market Value	Total Market Value	Percentage Of Value Used for District	Original Market Value	Tax Year Original Market Value	Property Tax Class	Current Original Tax Capacity	Class After Conversion	After Conversion Orig. Tax Cap.	Area/Phase
Lot 5	25-556-0100	City/EDA	NWIP Subd	40,400	0	40,400	100%	40,400	Pay 2015	Ag Non-Homestead	404	C/I Pref.	606	3
Lot 6	25-556-0110	City/EDA	NWIP Subd	40,400	0	40,400	100%	40,400	Pay 2015	Ag Non-Homestead	404	C/I Pref.	606	1
Lot 7	25-558-0120	City/EDA	NWIP Subd	32,000	0	32,000	100%	32,000	Pay 2015	Ag Non-Homestead	320	C/I	640	2
B	25-556-0140	City/EDA	NWIP Subd	700	0	700	100%	700	Pay 2015	Ag Non-Homestead	7	C/I	14	1
									113,600			1,136		1,866

Note:

1. City supplied base values on July 8, 2015 as confirmed by County website referencing Estimated Market Value on July 10, 2015.



NWIP-2 New TIF District 1-19

City of Winona, Minnesota

128,604 SF Warehouse Facility PLUS additional development

PROJECT INFORMATION (Project Tax Capacity)													
Area/Phase	New Use	Estimated Market Value Per Sq. Ft./Unit	Taxable Market Value Per Sq. Ft./Unit	Total Sq. Ft./Units	Total Taxable Market Value	Property Tax Class	Project Tax Capacity	Project Tax Capacity/Unit	Percentage Completed 2015	Percentage Completed 2016	Percentage Completed 2017	Percentage Completed 2018	First Year Full Taxes Payable
3	Industrial	55	55	50,000	2,750,000	C// Pref.	54,250						
1	Warehouse	52	52	126,604	6,638,930	C// Pref.	132,029	1	0%	0%	100%	100%	2019
2	Warehouse	52	52	50,400	2,644,992	C//	52,900	1	100%	100%	100%	100%	2017
TOTAL					12,033,922		239,178		0%	0%	100%	100%	2020
Subtotal Residential				0	0		0						
Subtotal Commercial/Ind.				226,904	12,033,922		239,178						

Note:

1. Market values are based upon \$52.40 SF of estimated construction costs from Developer for warehouse facilities as confirmed by County Assessor on July 21, 2015.

TAX CALCULATIONS									
New Use	Total Tax Capacity	Fiscal Disparities Tax Capacity	Local Tax Capacity	Local Property Taxes	Fiscal Disparities Taxes	State-wide Property Taxes	Market Value Taxes	Total Taxes	Taxes Per Sq. Ft./Unit
Industrial	54,250	0	54,250	70,414	0	27,681	8,522	106,617	2.13
Warehouse	132,029	0	132,029	171,368	0	87,123	20,573	259,065	2.05
Warehouse	52,900	0	52,900	68,662	0	28,594	8,197	103,753	2.06
TOTAL	239,178	0	239,178	310,444	0	121,598	37,292	469,334	

Note:

1. Taxes and tax increment will vary significantly from year to year depending upon values, rates, state law and other factors which cannot be predicted.

WHAT IS EXCLUDED FROM TIF?	
Total Property Taxes	469,334
less State-wide Taxes	(121,598)
less Fiscal Disp. Adj.	0
less Market Value Taxes	(37,292)
less Base Value Taxes	(2,422)
Annual Gross TIF	308,022

MARKET VALUE BUT / FOR ANALYSIS	
Current Market Value - Est.	113,500
New Market Value - Est.	12,033,922
Difference	11,920,422
Present Value of Tax Increment	1,805,857
Difference	10,114,565
Value likely to occur without Tax Increment is less than:	10,114,565



NWIP-2 New TIF District 1-19

City of Windom, Minnesota

126,504 SF Warehouse Facility PLUS additional development

TAX INCREMENT CASH FLOW

% of OTC	Project Tax Capacity	Original Tax Capacity	Fiscal Disparities Incremental	Captured Tax Capacity	Local Tax Rate	Annual Gross Tax Increment	Semi-Annual Gross Tax Increment	State Auditor 0.36%	Admin. at 10%	Semi-Annual Net Tax Increment	Semi-Annual Present Value	PERIOD ENDING Yrs.	Tax Year	Payment Date
100%	132,029	(1,866)	-	130,163	129.796%	168,946	84,473	(304)	(8,417)	75,752	69,831	0.5	2017	08/01/16
100%	133,349	(1,866)	-	131,483	129.796%	170,660	84,473	(304)	(8,417)	75,752	137,793	1	2017	08/01/17
100%	188,932	(1,866)	-	187,066	129.796%	242,805	85,330	(307)	(8,502)	76,520	204,607	1.5	2018	08/01/18
100%	243,722	(1,866)	-	241,856	129.796%	313,919	121,402	(437)	(12,097)	108,869	269,633	2	2018	02/01/19
100%	246,159	(1,866)	-	244,293	129.796%	317,082	121,402	(437)	(12,097)	108,869	359,672	2.5	2019	08/01/19
100%	248,820	(1,866)	-	246,954	129.796%	320,277	156,959	(565)	(15,639)	140,755	447,301	3	2019	02/01/20
100%	251,107	(1,866)	-	249,241	129.796%	323,504	156,959	(565)	(15,639)	140,755	557,563	3.5	2020	08/01/20
100%	253,618	(1,866)	-	251,752	129.796%	326,764	158,541	(571)	(15,797)	142,173	664,875	4	2020	02/01/21
100%	256,154	(1,866)	-	254,288	129.796%	330,055	160,139	(576)	(15,956)	143,606	770,366	4.5	2021	08/01/21
							161,752	(576)	(15,956)	143,606	873,034	5	2021	02/01/22
							161,752	(576)	(15,956)	143,606	973,662	5.5	2022	08/01/22
							161,752	(576)	(15,956)	143,606	1,072,188	6	2022	02/01/23
							163,382	(582)	(16,117)	145,063	1,168,748	6.5	2023	08/01/23
							163,382	(582)	(16,117)	145,063	1,262,724	7	2023	02/01/24
							163,382	(582)	(16,279)	146,514	1,355,106	7.5	2024	08/01/24
							165,028	(588)	(16,279)	146,514	1,445,016	8	2024	02/01/25
							165,028	(584)	(16,443)	147,990	1,533,401	8.5	2025	08/01/25
							165,028	(594)	(16,443)	147,990	1,619,420	9	2025	02/01/26
Total							2,514,011	(9,050)	(250,496)	2,254,465				
		Present Value From 02/01/2016		Present Value Rate	5.50%		1,805,857	(6,501)	(179,936)	1,619,420				

Appendix E

Minnesota Business Assistance Form (Minnesota Department of Employment and Economic Development)

A Minnesota Business Assistance Form (MBAF) should be used to report and/or update each calendar year's activity by April 1 of the following year.

Please see the Minnesota Department of Employment and Economic Development (DEED) website at <http://www.deed.state.mn.us/Community/subsidies/MBAFForm.htm> for information and forms.

Appendix F

Findings Including But/For Qualifications

1. *Finding that the Tax Increment Financing District No. 1-19 (NWIP - 2) is an economic development district as defined in M.S., Section 469.174, Subd. 12.*

Tax Increment Financing District No. 1-19 (NWIP - 2) is a contiguous geographic area within the City's Development District No. 1, delineated in the TIF Plan, for the purpose of financing economic development in the City through the use of tax increment. The District is in the public interest because it will facilitate the development of a 126,504 square foot warehouse facility with additional development which will discourage commerce, industry, or manufacturing from moving their operations to another state or municipality; it will increase employment in the state, and preserve and enhance the tax base of the state.

2. *Finding that the proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of Tax Increment Financing District No. 1-19 (NWIP - 2) permitted by the TIF Plan.*

The proposed development, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future: This finding is supported by the fact that the initial development proposed in this plan is a 126,504 square foot warehouse facility that meets the City's objectives for economic development. The cost of land acquisition and site preparation (packing areas and stormwater retention pond) makes development of the facility infeasible without City assistance. The developer provided a letter as justification that the developer would not have gone forward without tax increment assistance.

The increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan: The City supported this finding on the grounds that the cost of land acquisition and site improvements add to the total development cost. Historically, site development costs in this area have made development infeasible without tax increment assistance. Therefore, the City reasonably determines that no other development of similar scope is anticipated on this site without substantially similar assistance being provided to the development.

Therefore, the City concludes as follows:

- a. The City's estimate of the amount by which the market value of the entire District will increase without the use of tax increment financing is \$0.
- b. If the proposed development occurs, the total increase in market value will be \$11,920,422.
- c. The present value of tax increments from the District for the maximum duration of the district permitted by the TIF Plan is estimated to be \$1,805,857.
- d. Even if some development other than the proposed development were to occur, the Council finds that no alternative would occur that would produce a market value increase greater than

\$10,114,565 (the amount in clause b less the amount in clause c) without tax increment assistance.

3. *Finding that the TIF Plan for Tax Increment Financing District No. 1-19 (NWIP - 2) conforms to the general plan for the development or redevelopment of the municipality as a whole.*

The Planning Commission reviewed the TIF Plan and found that the TIF Plan conforms to the general development plan of the City.

4. *Finding that the Tax Increment Financing Plan for Tax Increment Financing District No. 1-19 (NWIP - 2) will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development of Development District No. 1 by private enterprise.*

The project to be assisted by the District will result in increased employment in the City and the State of Minnesota, increased tax base of the State, and add a high quality development to the City.

But-For Analysis	
Current Market Value	113,500
New Market Value - Estimate	10,991,392
Difference	10,877,892
Present Value of Tax Increment	1,647,346
Difference	9,230,546
Value Likely to Occur Without TIF is Less Than:	9,230,546

RESOLUTION #2015-

INTRODUCED:

SECONDED:

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

CITY OF WINDOM COTTONWOOD COUNTY STATE OF MINNESOTA

RESOLUTION ADOPTING A MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1; AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 1-19 (NWIP - 2) THEREIN AND ADOPTING A TAX INCREMENT FINANCING PLAN THEREFOR.

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

Section 1. Recitals.

1.01. The Board of Commissioners of the Windom Economic Development Authority (the "EDA") has heretofore established Development District No. 1 and adopted the Development Program therefor. It has been proposed by the EDA and the City that the City adopt a Modification to the Development Program (the "Development Program Modification") for Development District No. 1 (the "Project Area") and establish Tax Increment Financing District No. 1-19 (NWIP - 2) (the "District") therein and adopt a Tax Increment Financing Plan (the "TIF Plan") therefor (the Development Program Modification and the TIF Plan are referred to collectively herein as the "Program and Plan"); all pursuant to and in conformity with applicable law, including Minnesota Statutes, Sections 469.090 to 469.1082 and Sections 469.174 to 469.1794, all inclusive, as amended, (the "Act") all as reflected in the Program and Plan, and presented for the Council's consideration.

1.02. The EDA and City have investigated the facts relating to the Program and Plan and have caused the Program and Plan to be prepared.

1.03. The EDA and City have performed all actions required by law to be performed prior to the establishment of the District and the adoption and approval of the proposed Program and Plan, including, but not limited to, notification of Cottonwood County and Independent School District No. 177 having taxing jurisdiction over the property to be included in the District, a review of and written comment on the Program and Plan by the City Planning Commission, approval of the Program and Plan by the EDA on August 10, 2015, and the holding of a public hearing upon published notice as required by law.

1.04. Certain written reports (the "Reports") relating to the Program and Plan and to the activities contemplated therein have heretofore been prepared by staff and consultants and submitted to the Council and/or made a part of the City files and proceedings on the Program and Plan. The Reports include data, information and/or substantiation constituting or relating to the basis for the other findings and determinations made in this resolution. The Council hereby confirms, ratifies and adopts the Reports, which are hereby incorporated into and made as fully a part of this resolution to the same extent as if set

forth in full herein.

1.05 The Windom Economic Development Authority elects to calculate fiscal disparities for the District in accordance with Minnesota Statutes, Section 469.177, Subd. 3, clause b, which means the fiscal disparities contribution would be taken from inside the District.

1.06. The City is not modifying the boundaries of the Project Area, but is however, modifying the Development Program therefor.

Section 2. Findings for the Adoption and Approval of the Development Program Modification.

2.01. The Council approves the Development Program Modification, and specifically finds that: (a) the land within the Project area would not be available for redevelopment without the financial aid to be sought under this Development Program; (b) the Development Program will afford maximum opportunity, consistent with the needs of the City as a whole, for the development of the Project by private enterprise; and (c) the Development Program conforms to the general plan for the development of the City as a whole.

Section 3. Findings for the Establishment of Tax Increment Financing District No. 1-19 (NWIP - 2).

3.01. The Council hereby finds that the District is in the public interest and is an "economic development district" under Minnesota Statutes, Section 469.174, Subd. 12 of the Act.

3.02. The Council further finds that the proposed development would not occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the Tax Increment Financing Plan, that the Program and Plan conform to the general plan for the development or redevelopment of the City as a whole; and that the Program and Plan will afford maximum opportunity consistent with the sound needs of the City as a whole, for the redevelopment or development of the District by private enterprise.

3.03. The Council further finds, declares and determines that the City made the above findings stated in this Section and has set forth the reasons and supporting facts for each determination in writing, attached hereto as Exhibit A.

Section 4. Public Purpose.

4.01. The adoption of the Program and Plan conforms in all respects to the requirements of the Act and will help discourage commerce, industry, or manufacturing from moving their operations to another state or municipality, will result in increased employment in the state, and will result in preservation and enhancement of the tax base of the State and thereby serves a public purpose. For the reasons described in Exhibit A, the City believes these benefits directly derive from the tax increment assistance provided under the TIF Plan. A private developer will receive only the assistance needed to make this development financially feasible. As such, any private benefits received by a developer are incidental and do not outweigh the primary public benefits.

Section 5. Approval and Adoption of the Program and Plan.

5.01. The Program and Plan, as presented to the Council on this date, including without limitation the findings and statements of objectives contained therein, are hereby approved, ratified, established, and adopted and shall be placed on file in the office of the City Administrator.

5.02. The staff of the City, the City's advisors and legal counsel are authorized and directed to proceed with the implementation of the Program and Plan and to negotiate, draft, prepare and present to this Council for its consideration all further plans, resolutions, documents and contracts necessary for this purpose.

5.03 The Auditor of Cottonwood County is requested to certify the original net tax capacity of the District, as described in the Program and Plan, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased; and the Windom Economic Development Authority is authorized and directed to forthwith transmit this request to the County Auditor in such form and content as the Auditor may specify, together with a list of all properties within the District, for which building permits have been issued during the 18 months immediately preceding the adoption of this resolution.

5.04. The City Administrator is further authorized and directed to file a copy of the Program and Plan with the Commissioner of Revenue and the Office of the State Auditor pursuant to Minnesota Statutes 469.175, Subd. 4a.

ADOPTED by the City Council of the City of Windom, Minnesota, this 18th day of August, 2015.

Corey Maricle, Mayor

ATTEST: _____
Steven Nasby, City Administrator

EXHIBIT A

RESOLUTION NO. _____

The reasons and facts supporting the findings for the adoption of the Tax Increment Financing Plan for Tax Increment Financing District No. 1-19 (NWIP - 2) as required pursuant to *M.S., Section 469.175, Subd. 3* are as follows:

1. *Finding that the Tax Increment Financing District No. 1-19 (NWIP - 2) is an economic development district as defined in M.S., Section 469.174, Subd. 12.*

Tax Increment Financing District No. 1-19 (NWIP - 2) is a contiguous geographic area within the City's Development District No. 1, delineated in the TIF Plan, for the purpose of financing economic development in the City through the use of tax increment. The District is in the public interest because it will facilitate the development of a 126,504 square foot warehouse facility with additional development which will discourage commerce, industry, or manufacturing from moving their operations to another state or municipality; it will increase employment in the state, and preserve and enhance the tax base of the state.

2. *Finding that the proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of Tax Increment Financing District No. 1-19 (NWIP - 2) permitted by the TIF Plan.*

The proposed development, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future: This finding is supported by the fact that the initial development proposed in this plan is a 126,504 square foot warehouse facility that meets the City's objectives for economic development. The cost of land acquisition and site preparation (packing areas and stormwater retention pond) makes development of the facility infeasible without City assistance. The developer provided a letter as justification that the developer would not have gone forward without tax increment assistance.

The increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan: The City supported this finding on the grounds that the cost of land acquisition and site improvements add to the total development cost. Historically, site development costs in this area have made development infeasible without tax increment assistance. Therefore, the City reasonably determines that no other development of similar scope is anticipated on this site without substantially similar assistance being provided to the development.

Therefore, the City concludes as follows:

- a. The City's estimate of the amount by which the market value of the entire District will increase without the use of tax increment financing is \$0.
- b. If the proposed development occurs, the total increase in market value will be \$11,920,422.
- c. The present value of tax increments from the District for the maximum duration of the district permitted by the TIF Plan is estimated to be \$1,805,857.

d. Even if some development other than the proposed development were to occur, the Council finds that no alternative would occur that would produce a market value increase greater than \$10,114,565 (the amount in clause b less the amount in clause c) without tax increment assistance.

3. *Finding that the TIF Plan for Tax Increment Financing District No. 1-19 (NWIP - 2) conforms to the general plan for the development or redevelopment of the municipality as a whole.*

The Planning Commission reviewed the TIF Plan and found that the TIF Plan conforms to the general development plan of the City.

4. *Finding that the Tax Increment Financing Plan for Tax Increment Financing District No. 1-19 (NWIP - 2) will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development of Development District No. 1 by private enterprise.*

The project to be assisted by the District will result in increased employment in the City and the State of Minnesota, increased tax base of the State, and add a high quality development to the City.

RESOLUTION # 2015-

INTRODUCED:

SECONDED:

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

CITY OF WINDOM, MINNESOTA

**RESOLUTION AUTHORIZING AN INTERFUND LOAN FOR ADVANCE
OF CERTAIN COSTS IN CONNECTION WITH TAX INCREMENT
FINANCING DISTRICT NO. 1-19 (NWIP-2) .**

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

Section 1. Background.

1.01. The City has heretofore approved the establishment of Tax Increment Financing District No. 1-19 (NWIP - 2) (the "TIF District") within Development District No. 1 (the "Project"), and has adopted a Tax Increment Financing Plan (the "TIF Plan") for the purpose of financing certain improvements within the Project.

1.02. The City has determined to pay for certain costs identified in the TIF Plan consisting of land/building acquisition, site improvements/preparation, public utilities, other qualifying improvements, interest and administrative costs (collectively, the "Qualified Costs"), which costs may be financed on a temporary basis from City funds available for such purposes.

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

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

Section 2. Terms of Interfund Loan.

2.01. The City hereby authorizes the advance of up to \$220,000 from the EDA's North Windom Industrial Park fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates

specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 4% and will not fluctuate.

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

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

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

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

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

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

Dated this 18th day of August, 2015.

Corey Maricle, Mayor

ATTEST: _____
Steven Nasby, City Administrator



City of Windom Staff Report

To: Mayor and Windom City Council
From: Aaron Backman, EDA Executive Director
Council Meeting Date: August 18, 2015
Item Title/Subject: **PUBLIC HEARING & ADOPTION OF THE MODIFICATION TO DEVELOPMENT DISTRICT NO. 1 AND ESTABLISHMENT OF TAX INCREMENT FINANCING (TIF) DISTRICT 1-19 (NWIP-2)**

Background:

The proposed new economic development Tax Increment Financing (TIF) district, referred to as "TIF 1-19 (NWIP--2)", covers Lots 5 through 7 and Outlot B in Block 2 or the northeast quadrant of the North Windom Industrial Park (NWIP). The purpose of this TIF district is to provide reimbursement to Toro for eligible costs related to the development of a new warehouse, and to the Windom EDA for a portion of the public infrastructure to be installed in this second phase of the NWIP. On July 21, 2015, the EDA Board adopted a resolution requesting that the City Council call for a public hearing on the proposed TIF District 1-19. The City Council scheduled the public hearing for August 18, 2015. Attached is a copy of the public hearing notice published in the Citizen on July 29, 2015.

To establish the new TIF district, it is necessary that the Program for Development District No. 1 be modified to include the new TIF district and also that a new financing plan be approved for TIF District 1-19. At its regular meeting on August 10, 2015, the EDA Board approved the Modification of the Development District and the TIF Plan for the new district by resolution. There were no changes in the TIF Plan identified at the EDA meeting.

On August 11, 2015, the Windom Planning Commission reviewed the Modified Program and TIF Plan to determine if they were in conformity with the general plans for the development and redevelopment of the City as described in the comprehensive plan. The Planning Commission unanimously adopted a resolution finding that the Modified Program for Development District No. 1 and the Tax Increment Financing Plan for TIF District No. 1-19 were in compliance with the City's Comprehensive Plan.

The City Council will be considering two resolutions pertaining to this new TIF District 1-19. The first resolution formally adopts the modification to the Development Program for the Development District No. 1, establishes the new TIF District 1-19 (or NWIP-2) and adopts the financing plan for the new district. The second resolution authorizes an Interfund loan, as required by Minnesota Statutes, that permits reimbursement of setup costs for the district (\$20,000) and enables the reimbursement of EDA funds used in connection with installation of public infrastructure—road, water, sewer, stormwater lines (\$200,000) needed for the

warehouse project. This resolution enables the reimbursement of the EDA's local match from the TIF, PM RLF and other funds based on tax increments generated over the next nine years.

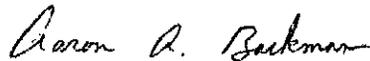
During the public hearing, the EDA Executive Director can respond to questions regarding the NWIP Infrastructure Project and the proposed TIF District 1-19 (NWIP-2).

Requested Action:

Following the public hearing, take two actions:

- 1) Adopt the Resolution approving the Modification to Development District No.1 and the TIF Plan for establishing an Economic Development Tax Increment Financing District 1-19 that will encompass Lots 5 through 7 and Outlot B in Block 2 of NWIP and will be needed for TIF assistance for the Toro warehouse project;
- 2) Adopt the Resolution authorizing an Interfund loan of \$220,000 permitting the reimbursement for setup costs for the TIF district and enabling the reimbursement of EDA funds used for a portion of Phase II NWIP public infrastructure costs.

Respectfully submitted,



Aaron A. Backman
EDA Executive Director

Attachments

RESOLUTION #2015-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:
 Abstained:

CITY OF WINDOM

RESOLUTION IN SUPPORT OF EDA'S PARTICIPATION IN PRAIRIE MEADOW SUBDIVISION PROJECT

WHEREAS, in 2014 the Economic Development Authority of Windom ("EDA") retained the services of Viewpoint Consulting Group, Inc. to conduct a housing study in the City of Windom; and

WHEREAS, the results of said study were presented to the Windom City Council on May 20, 2014; and

WHEREAS, one of the findings of the housing study was that there was a significant need for additional residential housing; and

WHEREAS, there are very few undeveloped lots within the City of Windom which are suitable for the construction of new single-family homes; and

WHEREAS, the Windom Area Schools ("ISD 177") owns undeveloped land situated adjacent to 17th Street and 17th Avenue; and

WHEREAS, ISD 177 has conducted facility studies and there are no future plans to utilize a portion of this undeveloped land; and

WHEREAS, the EDA and ISD 177 have been in discussions concerning the possibility of platting a portion of this undeveloped land into a new residential subdivision and have developed a Concept Plan for "Prairie Meadow Subdivision"; and

WHEREAS, lots in the proposed new subdivision would be sold for construction of single-family homes; and

WHEREAS, this project would benefit the City of Windom and ISD 177 through an increase in population, more housing for school-age children, additional Basic General Education Aid for the schools, and a larger tax base; and

WHEREAS, ISD 177 will be seeking public input concerning the proposed plan; and

WHEREAS, the EDA Board of Commissioners has requested a resolution from the City Council in support of its participation with ISD 177 in this unique opportunity to create a new residential subdivision and assist with the sale of lots; and

WHEREAS, it is in the best interests of the City of Windom and the citizens of Windom that the EDA partner with ISD 177 in this proposed new residential subdivision.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Windom, Minnesota, hereby supports the EDA's participation with the Windom Area Schools (ISD 177) in the proposed platting, development, and sale of residential lots in Prairie Meadow Subdivision.

ADOPTED by the City Council of the City of Windom, Minnesota, this 18th day of August, 2015.

Corey Maricle, Mayor

ATTEST: _____
Steven Nasby, City Administrator



City of Windom Staff Report

To: Mayor and Windom City Council
From: Aaron Backman, EDA Executive Director
Council Meeting Date: August 18, 2015
Item Title/Subject: **RESOLUTION IN SUPPORT OF THE EDA'S PARTICIPATION
IN THE PRAIRIE MEADOW HOUSING SUBDIVISION
PROJECT**

Background:

During the past four months the EDA has had ongoing discussions and meetings with the Windom Area Schools regarding the development of a new single-family housing subdivision on school district property at the intersection of 17th Avenue and 17th Street. The proposed project, called Prairie Meadow Subdivision, would be completed in two phases and would entail the platting of 23 lots (See attached preliminary layout for the proposed housing subdivision). The lots shown in purple (principally along 17th Street) represent the lots that would be sold as part of Phase I. The lots shown in black along a new road called Eagle Drive represent the lots that would be sold as part of Phase II.

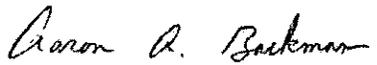
Under the proposed concept the Windom School District (ISD 177) would retain ownership of the lots until sold. The School District would also be responsible for maintenance of unsold lots. The EDA would market and sell the lots and would install the infrastructure needed for Phase II of the project. An agreement has been developed that spells out the obligations, rights, and responsibilities of ISD 177 and the Windom EDA concerning the development of Prairie Meadow. The Agreement would remain in force for 15 years or until December 31, 2030. The costs of platting the subdivision would be split in the following manner: one-third paid by ISD 177 and two-thirds by the EDA. Net proceeds on the sale of lots will be split as follows: ISD 177 shall receive one-third of the proceeds and the EDA two-thirds of the proceeds. Both the School Board and the EDA Commissioners shall approve the sale of lots. The EDA shall place all of the net proceeds into a restricted account for the development of infrastructure for lots in Phase II.

On Monday, August 10th the EDA held a joint meeting with the Building and Grounds Committee of the Windom Area Schools. The consensus at that meeting was to move forward with the project. The EDA Board requested a resolution from the City Council at its August 18th meeting in support of its participation with ISD 177 in this unique opportunity to create a new residential subdivision and assist with the sale of the lots. On August 24th the Windom School Board will hold a public meeting to discuss the Prairie Meadow Subdivision.

During the City Council meeting, the EDA Executive Director can respond to questions regarding the proposed housing development.

Requested Action: Adopt the Resolution 2015-__ in support of the EDA's participation with ISD 177 in the Prairie Meadow Housing Subdivision project.

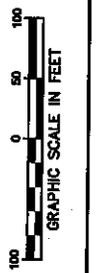
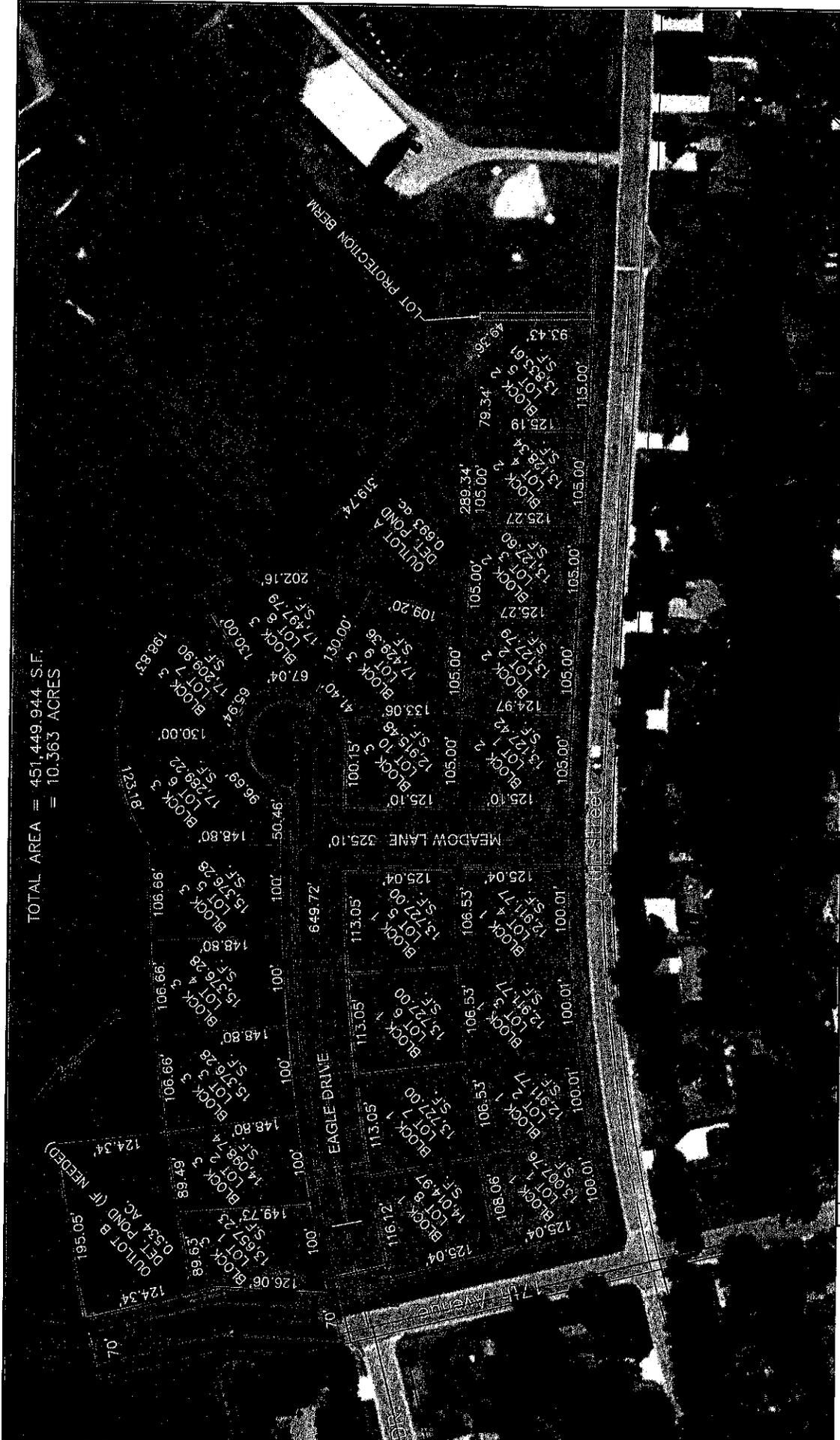
Respectfully submitted,

A handwritten signature in cursive script that reads "Aaron A. Backman".

Aaron A. Backman
EDA Executive Director

Attachments

TOTAL AREA = 451,449,944 S.F.
= 10.363 ACRES



REV	REVISION DESCRIPTION	DWGN	APP	REV DATE

Wenck
Wenck Consulting & Engineers, Inc.
1012 2nd Avenue, Suite 16
Winona, MN 55991
Phone: 507.531.5271
Fax: 507.531.5271
www.wenck.com

DWGN BY	CHK'D	APP'D	DATE	SCALE
TNT	DJJ	DJJ	7/22/2015	1" = 100'

PROJECT: Single Family Housing Project
Pronis Meadow Subdivision
CLIENT: Windom EDA
444 8th Street
Winondom, MN 56101

SHEET TITLE	PROJECT NO.	SHEET NO.	REV NO.
Concept Plan WAHS #1	3184.07	Fig. 1	

RESOLUTION #2015-

INTRODUCED:

SECONDED:

VOTED:

Aye:

Nay:

Absent:

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS FOR THE
RIVER BEND UTILITY IMPROVEMENTS AND NWIP COMMERCE BOULEVARD
EXTENSION**

WHEREAS, the Economic Development Authority of Windom (“EDA”) and the Windom Utility Commission held a joint meeting on July 13, 2015, and approved a proposal submitted by Consulting Engineer Wenck & Associates, Inc. to prepare plans and specifications for the River Bend Utility Improvements and NWIP Commerce Boulevard Extension Projects; and

WHEREAS, the Windom City Council met on July 21, 2015, and designated Wenck Associates, Inc. as the engineer for this improvement project to prepare plans and specifications for the making of such improvements and to present such plans and specifications to the Utility Commission and EDA Board and thereafter to the City Council on August 18, 2015; and

WHEREAS, Wenck & Associates, Inc. has prepared plans and specifications for the proposed River Bend Utility Improvements and NWIP Commerce Boulevard Extension Projects and on August 10, 2015, presented such plans and specifications to the EDA Board for approval; and

WHEREAS, the Windom Utility Commission met on August 12, 2015, and reviewed the proposed River Bend Utility Improvements and NWIP Commerce Boulevard Extension Projects, recommended approval of such plans and specifications by the Windom City Council; and

WHEREAS, the EDA Board recommends to the Windom City Council approval of such plans and specifications and the advertisement for bids for the proposed project.

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

1. Such plans and specifications, which are made a part hereof by reference as if fully set forth herein, are hereby approved and shall be filed in the Office of the City Administrator.
2. The City Administrator shall prepare an advertisement for bids for the making of such improvements, pursuant to the approved plans and specifications, and cause such advertisement to be published in the official paper.
3. Bids will be received and accepted by the City Administrator until 2:00 p.m. on September 10, 2015. At said time, the bids will be publicly opened by the City Administrator and Consulting Engineer in the City Hall Council Chambers. Bids will then be tabulated and will thereafter be considered by the City Council. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. The bid for such improvements will be awarded on or before September 15, 2015, at the City Council Meeting scheduled for 7:30 p.m.

Adopted by the Council this 18th day of August, 2015.

Corey J. Maricle, Mayor

Attest:

Steven Nasby, City Administrator

RIVER BEND CENTER - PARCEL 3 PROJECT

SCHEDULE

July 13, 2015	Windom EDA Board & Utility Commission call for plans & specs for utility extensions to serve new hotel & other buildings in River Bend Center
July 21, 2015	City Council calls for plans & specs for River Bend Center - Parcel 3 Project
August 10, 2015	EDA approves the plans & specs for utility extensions & recommends City Council call for bids
August 12, 2015	Utility Commission approves the plans & specs for utility extensions & recommends City Council call for bids
August 18, 2015	City Council approves the plans & specs for utility extensions & calls for bids
August 19, 2015	
August 26, 2015	
September 2, 2015	Advertise for Bids
September 10, 2015	Open Bids for River Bend Center - Parcel 3 Project
September 10, 2015	EDA Board & Utility Commission (Special Meeting) to approve bids for the extension project
September 15, 2015	City Council approves bids for River Bend Center - Parcel 3 Project
September 25, 2015	Estimated Start of Construction
November 1, 2015	Date of Construction Completion



City of Windom Staff Report

To: Mayor and Windom City Council
From: Aaron Backman, EDA Executive Director
Council Meeting Date: August 18, 2015
Item Title/Subject: Review & Approval of Plans & Specs and Call for Bids –
Commerce Blvd. Extension Project & River Bend Utility
Improvements Project

Background:

On July 21, 2015, the City Council adopted a resolution designating Wenck Associates as the engineer for these improvement projects and authorizing Wenck to prepare the plans and specs for the Commerce Boulevard Extension Project and the River Bend Utility Improvements Project. Copies of the plans and a summary of the specs were included with the City Council Packets.

Commerce Boulevard Extension: The plans include a 900-foot extension of Commerce Boulevard, an 850-foot extension of storm sewer, and 650-foot extensions of water and sewer lines. A clause has been added providing that the subcontractor who installs the water, sewer, and storm sewer extensions will also be responsible for completing the subgrade. The footage on the extensions vary because of the need to accommodate grade changes between the lots on each side of Commerce Boulevard. The prevailing wage requirements have been factored into the project costs. The estimated costs for the project are \$399,000. There is a tight schedule as the project needs to be bid and completed by November 1, 2015, to coincide with Ryan Companies' plan for occupancy of the warehouse by January 1, 2016. On August 10, 2015, the EDA Board reviewed and approved the plans and specs for the Commerce Boulevard Extension Project and recommended City Council approval of the plans and specs and the call for bids on this project. On August 12, 2015, the Utility Commission reviewed and approved the plans and specs for the Commerce Boulevard Extension Project.

River Bend Utility Improvements: The plans include the replacement of the 12" water main on the east side of Hwy. 60 from the fire hydrant (close to the 6th Street intersection) to the "Fisherman's Entrance" which is a distance of approximately 720 feet. In addition, the plans call for the installation of a new 8" sanitary sewer line from the 6th Street entrance of the medical building running adjacent to 6th Street and then proceeding south along Hwy. 60. The proposed sewer line would run about 605 feet—first along the south side of 6th Street and then on the east side of Hwy. 60 to approximately 75 feet south of the Liquor Store. As an additional alternate project, there is also a 600-foot extension of the water main replacement from the "Fisherman's Entrance" to the Hwy 60/71 Bridge. A clause has been added providing that the subcontractor who installs the water, sewer, and storm sewer

extensions will also be responsible for completing the subgrade. On August 10, 2015, Dennis Johnson advised the EDA Board that approval had been received from MnDOT for the utility extensions along Hwy. 60. This project does not require prevailing wage calculations. On August 10, 2015, the EDA Board reviewed and approved the plans and specs for the River Bend Utility Improvements Project and recommended City Council approval of the plans and specs and the call for bids on this project. On August 12, 2015, the Utility Commission reviewed and approved the plans and specs for the River Bend Utility Improvements Project.

Attached is a proposed Resolution for approval of the plans and specs and calling for bids on these projects.

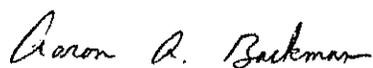
The EDA Executive Director and Todd Thurmer from Wenck Associates plan to be present at the City Council Meeting on August 18th to respond to further questions concerning the projects.

Requested Action:

Following review of the plans and specifications:

Adopt the Resolution Approving the Plans and Specifications and Ordering Advertisement for Bids for the River Bend Utility Improvements and NWIP Commerce Boulevard Extension.

Respectfully submitted,



Aaron A. Backman
EDA Executive Director

Attachments

RESOLUTION NO. 2015-

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: Brent Brown, Electric Superintendent 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: Steve Nasby, City Administrator 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 18th day of August, 2015.

Corey J. Maricle, Mayor

Attest:

Steve Nasby, City Administrator

Steve Nasby

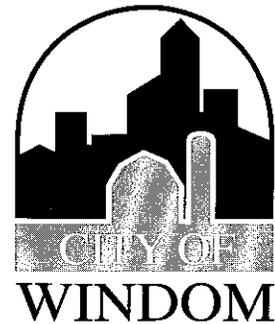
From: Brent Brown <brentb@windom-mn.com>
Sent: Wednesday, August 12, 2015 2:41 PM
To: snasby@windom-mn.com
Subject: Capital Project Reassignment

Steve,

We would like to reassign our capital expenditure's budgeted for the purchase of the digger derrick, and instead replace the utility crews flatbed truck. The digger truck was scheduled to be replaced in 2015, however because of an extended build time this piece of equipment will not be replaced or expensed out until the spring of 2016. The flatbed truck was scheduled to be replaced in 2016, however with the digger truck being pushed back I would recommend moving the flatbed forward, I feel by doing so we will see some savings on the truck and the flatbed by purchasing off the 2015 contracts. The truck would be purchased thru Higleys and the flatbed thru Crysteel located in Lake Crystal. The budgeted amount for 2015 was \$250,000 and the estimate for replacement of the flatbed is \$50,000.

Thank you

Brent Brown



August 14, 2015

Memo: Replacement of Rink Boards

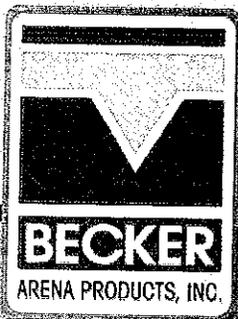
To: Windom City Council

From: Al Baloun
Recreation Director

At the August 13, 2015 Recreation Director, Al Baloun presented information from Becker Arena Products in regards to cost of replacing arena rink boards with new and used boards. The existing boards in the bench area will not be replaced as they were previously replaced by Becker Arena Products. Baloun updated the commission on a meeting with WAYHA president Jason Espenson and Windom Arena Booster Club president regarding financial support towards the purchase. Both the WAYHA and Windom Arena Booster Club will be approaching or have approached their boards in regards to each offering 25% financial support (50% total) towards the purchase of the used boards. Commission members felt that the difference in cost between new and used boards could be better used in future improvements at the Windom Arena. Justin Espenson handed out a letter supporting the purchase of used set of hockey boards from the WAYHA. The Arena Booster Club will be meeting Friday, August 14, 2015 to discuss their financial support. Windom Figure Skating Club has also been contacted for their support of the purchase of replacement of rink boards. Kloss asked about enclosing penalty boxes with glass. Baloun will work with Becker Arena Products to have this done with the board replacement project. **Motion by Kloss, seconded by Smith to recommend purchase of used boards (Proposal 071015) from Becker Arena Products, also to work with Becker Arena Products to enclose glass in the penalty box areas for \$25,000 with additional contributions of \$12,500 each by the WAYHA and Windom Arena Booster Club. Total Purchase \$50,000. Motion Carried Unanimous.**

Att: Becker Arena Products Board Replacement Quotes and Pictures of Used Boards
Letter of Support Windom Area Youth Hockey Association- Jason Espenson





Rink Solutions That Perform!



NJPA Proposal

Quotation # 071015 WIN

Revision #

Date: July 10, 2015

Proposal Expiration Date: September 10, 2015

Proposal Prepared for:

**Mr. Al Baloun
Windom Ice Arena
Windom, MN**

Our understanding of your current situation:

You have requested pricing for new dasher boards for the Windom Ice Arena

Our approach to meet your needs:

We are providing pricing for the BAP6.0 Signature Series dasher system.

Thank you for considering Becker Arena Products, Inc. as a product supplier and partner in your current project. We have been serving the Sports and Recreation Industry since 1988. We welcome the opportunity to earn your trust with this project by demonstrating our ability to perform to your satisfaction through our staff of professionals, with our versatility, experience, on-time deliveries and commitment to quality.

With Becker Arena Products you will receive a Worry Free project – Guaranteed.

This system is available through the NJPA Cooperative Purchasing Program at discounted pricing. BECKER ARENA PRODUCTS, INC – VENDOR CONTRACT #022113 – BAP

The National Joint Powers Alliance (NJPA) is a municipal contracting government agency that serves education and government agencies nationally through competitively bid and awarded contract purchasing solutions. Over 47,000 Member agencies enjoy the value and commitment of the world-class NJPA awarded Vendors. Take advantage of the cooperative purchasing discounts shown here in this quotation mentioning our contract #022113-BAP when ordering. You must be a member and contracting authority. Ask your sales person for a copy of the NJPA Contract Purchasing information booklet or go to www.njpacoop.org for more information.

Confidential: This document contains proprietary and confidential information that is owned and is of significant value to Becker Arena Products, Inc. No unauthorized use, disclosure or reproduction of any of this information is permitted without the prior written consent of Becker Arena Products, Inc.

Becker Arena Products – Proposal Details

Per our recent discussion, below please find the pricing for the following dasher board system.

BAP6.0 SIGNATURE SERIES HOCKEY DASHER BOARD SYSTEM

Becker Arena Products, Inc. shall furnish and install one custom built BAP6.0 *Signature Series* dasher board system along with related options and accessories. The pricing is based on the information furnished and will include the following items and features.

DASHER FRAMING & POLYETHYLENE FACING, CAP RAIL & KICK PLATE

Rink Size: 200' x 85' x 28' radius –

Re-use existing 70 lineal feet of player, penalty and timekeeper box panels

452 lineal feet of **Pre-owned 42" high galvanized steel frame dasher boards**

(Ring only – no box divider walls or back walls to boxes)

Existing 1/2" white high-density polyethylene dasher facing

Existing 1/2" x 8" high yellow high-density polyethylene kick plate

Existing red high-density polyethylene cap rail

All panels pre-assembled

All panel steel framing hot dip galvanized after fabrication

New 5/8" drilled in epoxy anchors for new dasher sections

GATES

One 10'-0" double leaf equipment gate complete with heavy duty adjustable hinges, slide bar, cane bolts and heavy duty casters

Two 3'-0" access gates with heavy duty hinges and ice side push button latches

1" thick high-density polyethylene thresholds on player, penalty and access gates

Re-use existing player & penalty box gates

PLAYER, PENALTY AND TIMEKEEPERS AREA – RE-USE EXISTING

Not included in pricing

NEW TEMPERED GLASS SHIELDING

242 lineal feet of new 5/8" (15mm) x 5'-0" high tempered glass shielding for the ends and radius corners of the rink complete with two-piece anodized aluminum shield supports

70 lineal feet of new 1/2" (12mm) x 5'-0" high tempered glass shielding for the box side of the rink complete with two-piece anodized aluminum shield supports

140 lineal feet of new 1/2" (12mm) x 4'-0" high tempered glass shielding for the side opposite the boxes complete with two-piece anodized aluminum shield supports

Shield termination padding

Becker Arena Products – Proposal Details

SUPERVISION OF THE INSTALLATION

Becker Arena Products, Inc. will furnish a supervisor for the installation. The Owner is to furnish a complete crew and tools for the installation of all materials. The supervisor supplied for 24 hours – 3 consecutive days – 8 hours per day. Price includes supervision labor (**Non-union labor / Non prevailing wage rate**) all travel, lodging and per diem.

TOTAL PRICE F.O.B. WINDOM, MN	\$ 49,550.00
MINNESOTA STATE SALES TAX – 6.88%	\$ 3,409.04
TOTAL WITH TAX	\$ 52,959.04

LEASING OPTION

Estimated Monthly Payment, 5 Year Term **\$ 1,122.74/month**

Becker Arena Products now uses National Cooperative Leasing to assist those exploring a leasing option. Estimated monthly payment is based on a Tax-Exempt Municipal Lease for base price only. Inclusion of project options, prevailing wage, sales tax, and bonding will affect monthly lease price. Final rates are subject to credit review and/or market changes in the index rate. For more information please see attached document and contact Joel Quam at 866-763-7600 or jquam@lscfinancial.com.

Please Note: Prices include Minnesota sales tax. Prices do not include special insurance requirements, bonding, or applicable permits and/or license fees. Prices subject to site visit and/or receipt of final construction drawings and specifications.

All payment terms are based on credit approval. Payment terms will be established and noted on a separate sheet that will be sent back with executed contract.

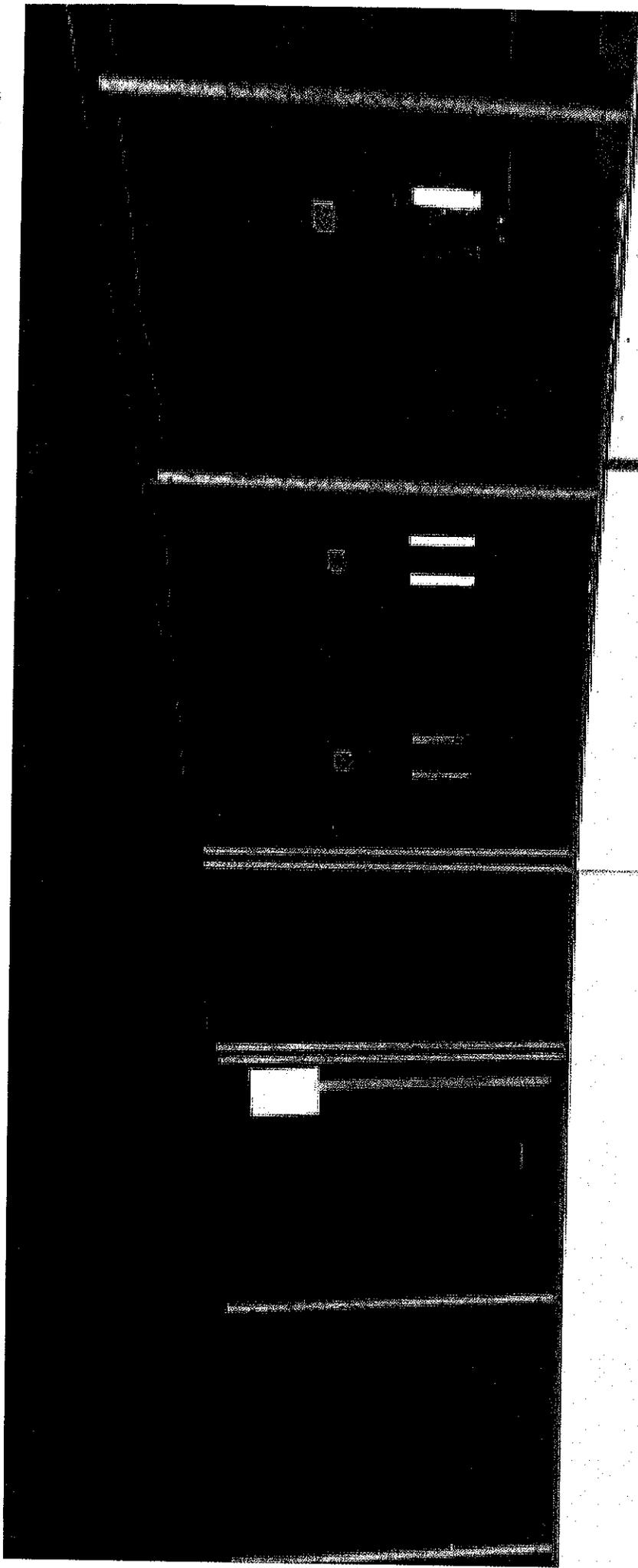
We are looking forward to the opportunity of working with you on your project and if we can be of further assistance please do not hesitate to call.

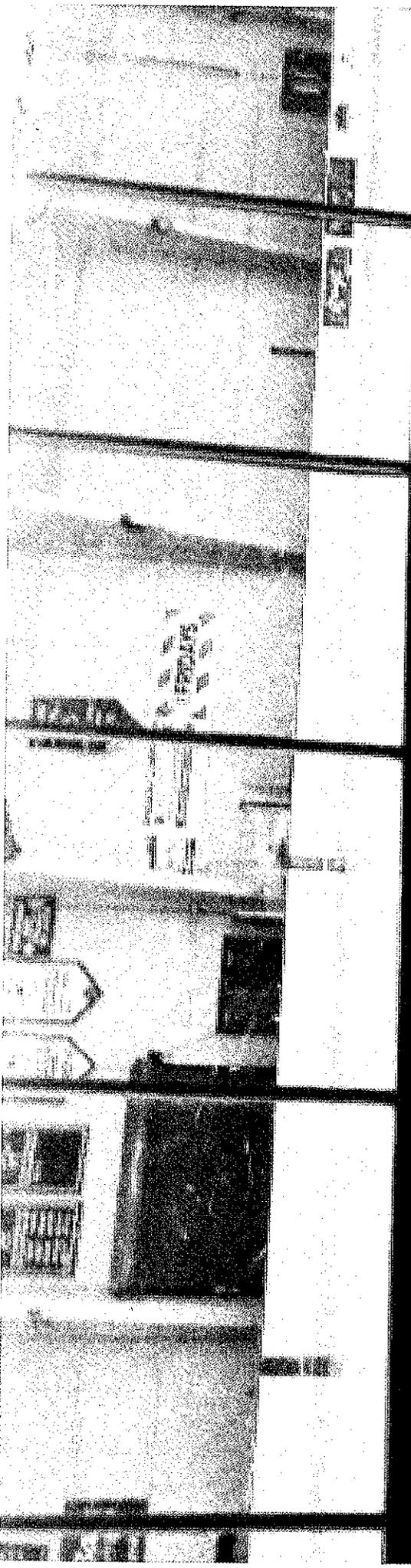
Best Regards,

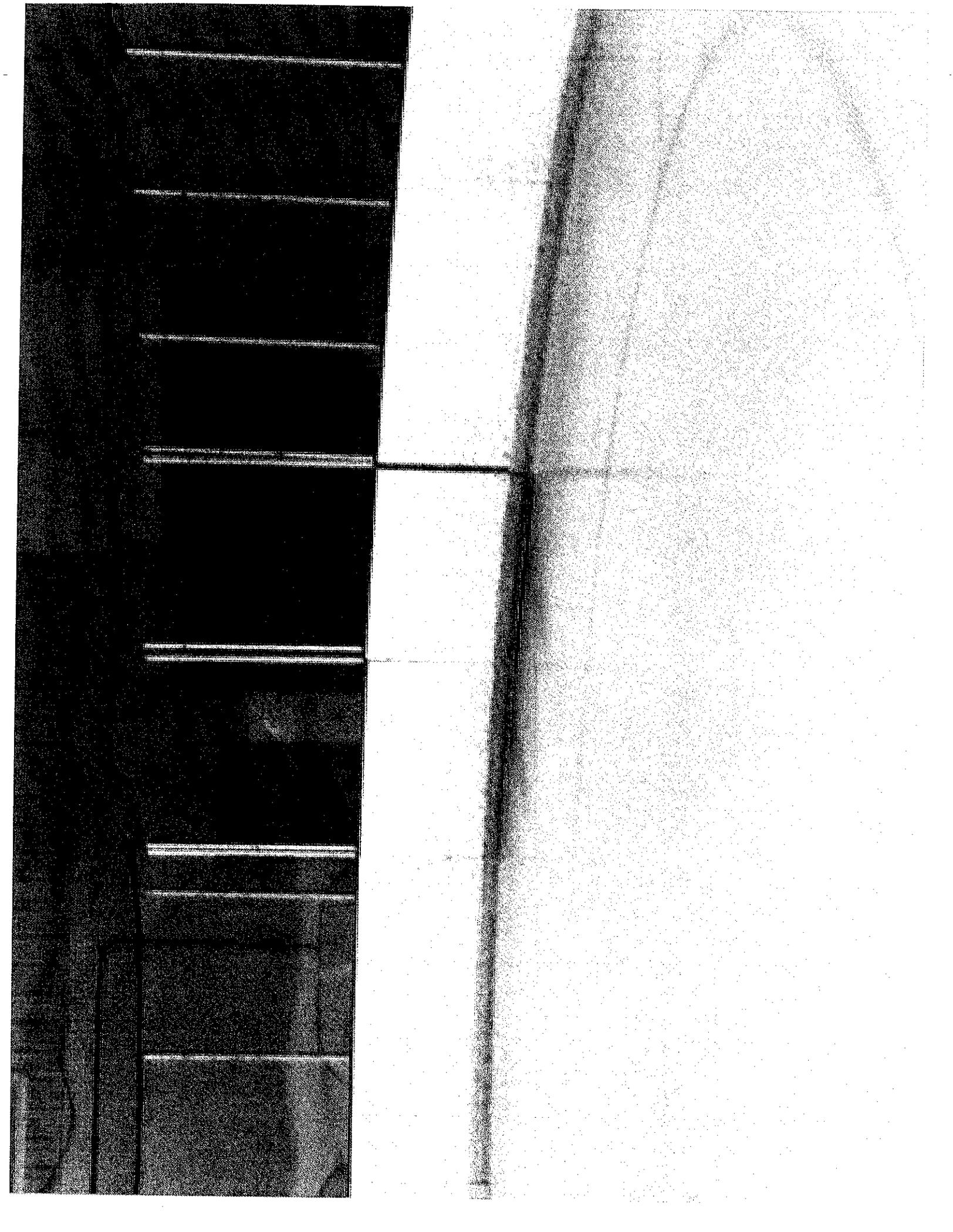
James Becker
Becker Arena Products, Inc.

Becker Arena Products, Inc. is an Affirmative Action/Equal Employment Opportunity Employer









City of Windom -- Capital Improvement PI 2016 thru 2020

City of Windom, Minnesota

Department Arena
 Contact Recreation Director
 Type Equipment
 Useful Life 15 years
 Category Equipment: Miscellaneous
 Priority 2 Very Important

Project # ARENA 007
 Project Name Rink Panel Replacement

Description Total Project Cost: \$50,000
 Replace the remaining wooden boards with metal boards.

Justification
 Old worn wooden boards need to be replaced. Some of the rink panels have been replaced with metal boards and the glasstop rails were improved with the purchase in 2011 of used equipment by a project with the Windom Hockey Association and City.

Expenditures	2016	2017	2018	2019	2020	Total
Equipment	50,000					50,000
Total	50,000					50,000

Funding Sources	2016	2017	2018	2019	2020	Total
Donations	25,000					25,000
General Fund	25,000					25,000
Total	50,000					50,000

Budget Impact/Other

To Arena Booster Club, Park and Rec Department, and City Council

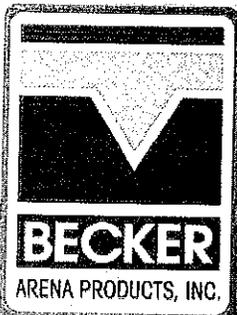
The Windom Area Hockey Association would like to voice our support for the purchasing of a used set of steel boards for the Windom Arena. This set of boards will address the biggest safety issue that we have at the Windom Arena. There are currently gaps in the boards, which a stick could get caught in and someone could get badly hurt. The current boards also have screws in the plastic, which are coming loose, and this tears our jerseys and breezers as well as could injure players.

The used set of boards will play as well as the new set and is \$25,000 cheaper. We feel that there are other places that the arena could use that money versus a getting a new set of boards. The supplier assured us that the used set of boards will be installed properly and will be adequate for our needs.

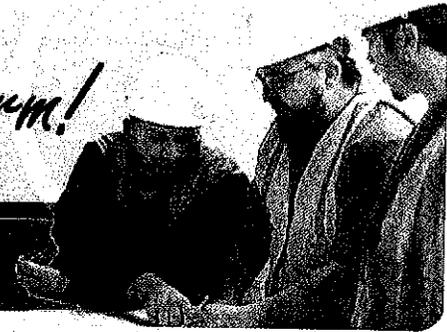
The hockey association will also help Al install the used set of boards with volunteer labor.

Thanks for your support and consideration.
Windom Area Hockey Assn.
Jason Espenson President

A handwritten signature in black ink, appearing to read 'J. Espenson', with a long horizontal flourish extending to the right.



Rink Solutions That Perform!



NJPA Proposal

Quotation # 071015 - WIN

Revision #

Date: July 10, 2015

Proposal Expiration Date: September 10, 2015

Proposal Prepared for:

**Mr. Al Baloun
Windom Ice Arena
Windom, MN**

Our understanding of your current situation:

You have requested pricing for new dasher boards for the Windom Ice Arena

Our approach to meet your needs:

We are providing pricing for the BAP6.0 Signature Series dasher system.

Thank you for considering Becker Arena Products, Inc. as a product supplier and partner in your current project. We have been serving the Sports and Recreation Industry since 1988. We welcome the opportunity to earn your trust with this project by demonstrating our ability to perform to your satisfaction through our staff of professionals, with our versatility, experience, on-time deliveries and commitment to quality.

With Becker Arena Products you will receive a Worry Free project – Guaranteed.

This system is available through the NJPA Cooperative Purchasing Program at discounted pricing. BECKER ARENA PRODUCTS, INC – VENDOR CONTRACT #022113 – BAP

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Confidential: This document contains proprietary and confidential information that is owned and is of significant value to Becker Arena Products, Inc. No unauthorized use, disclosure or reproduction of any of this information is permitted without the prior written consent of Becker Arena Products, Inc.

Becker Arena Products – Proposal Details

Per our recent discussion, below please find the pricing for the following dasher board system.

BAP6.0 SIGNATURE SERIES HOCKEY DASHER BOARD SYSTEM

Becker Arena Products, Inc. shall furnish and install one custom built BAP6.0 *Signature Series* dasher board system along with related options and accessories. The pricing is based on the information furnished and will include the following items and features.

DASHER FRAMING & POLYETHYLENE FACING, CAP RAIL & KICK PLATE

Rink Size: 200' x 85' x 28' radius –

Re-use existing 70 lineal feet of player, penalty and timekeeper box panels

452 lineal feet of new 42" high galvanized steel frame dasher boards

(Ring only – no box divider walls or back walls to boxes)

Shimming of the dasher boards to match the existing dashers will be required and is not included in the pricing.

1/2" white high-density polyethylene dasher facing

1/2" x 8" high yellow high-density polyethylene kick plate

3/4" red high-density polyethylene cap rail

All panels pre-assembled

All panel steel framing hot dip galvanized after fabrication

New 5/8" drilled in epoxy anchors for new dasher sections

GATES

One 10'-0" double leaf equipment gate complete with heavy duty adjustable hinges, slide bar, cane bolts and heavy duty casters

Two 3'-0" access gates with heavy duty hinges and ice side push button latches

1" thick high-density polyethylene thresholds on player, penalty and access gates

Re-use existing player & penalty box gates

PLAYER, PENALTY AND TIMEKEEPERS AREA – RE-USE EXISTING

Not included in pricing

NEW TEMPERED GLASS SHIELDING

242 lineal feet of new 5/8" (15mm) x 5'-0" high tempered glass shielding for the ends and radius corners of the rink complete with two-piece anodized aluminum shield supports

70 lineal feet of new 1/2" (12mm) x 5'-0" high tempered glass shielding for the box side of the rink complete with two-piece anodized aluminum shield supports

140 lineal feet of new 1/2" (12mm) x 4'-0" high tempered glass shielding for the side opposite the boxes complete with two-piece anodized aluminum shield supports

Shield termination padding

Becker Arena Products – Proposal Details

SUPERVISION OF THE INSTALLATION

Becker Arena Products, Inc. will furnish a supervisor for the installation. The Owner is to furnish a complete crew and tools for the installation of all materials. The supervisor supplied for 24 hours – 3 consecutive days – 8 hours per day. Price includes supervision labor (**Non-union labor / Non prevailing wage rate**) all travel, lodging and per diem.

TOTAL PRICE F.O.B. WINDOM, MN

\$ 77,432.02

NJPA – NATIONAL JOINT POWERS ALLIANCE PURCHASING PROGRAM DISCOUNTS BECKER ARENA PRODUCTS, INC. – VENDOR CONTRACT #022113-BAP

NJPA BASE PRICE DISCOUNT – 5%	\$ 3,871.60
BASE PRICE WITH 5% NJPA DISCOUNT	\$ 73,560.42
MINNESOTA STATE SALES TAX	\$ 5,060.96
TOTAL WITH STATE TAX	\$ 78,621.38

NATIONAL COOPERATIVE LEASING OPTION

Estimated Monthly Payment, 5 Year Term

\$ 1,556.70/month

Becker Arena Products now uses National Cooperative Leasing to assist those exploring a leasing option. Estimated monthly payment is based on a Tax-Exempt Municipal Lease for base price only. Inclusion of project options, prevailing wage, sales tax, and bonding will affect monthly lease price. Final rates are subject to credit review and/or market changes in the index rate. For more information please see attached document and contact Joel Quam at 866-763-7600 or jquam@lscfinancial.com.

Please Note: Prices include Minnesota sales tax. Prices do not include special insurance requirements, bonding, or applicable permits and/or license fees. Prices subject to site visit and/or receipt of final construction drawings and specifications.

All payment terms are based on credit approval. Payment terms will be established and noted on a separate sheet that will be sent back with executed contract.

We are looking forward to the opportunity of working with you on your project and if we can be of further assistance please do not hesitate to call.

Best Regards,

James Becker
Becker Arena Products, Inc.

Becker Arena Products, Inc. is an Affirmative Action/Equal Employment Opportunity Employer

Becker Arena Products – Proposal Details

Please Note: Taxes are the responsibility of the purchaser. Prices do not include special insurance requirements, bonding, or applicable permits and/or license fees. Prices subject to site visit and/or receipt of final construction drawings and specifications. If sales tax is applicable it will be added to the proposal totals and noted on a separate sheet that will be sent back with executed contract.

All payment terms are based on credit approval. Payment terms will be established and noted on a separate sheet that will be sent back with executed contract.

We are looking forward to the opportunity of working with you on your project and if we can be of further assistance please do not hesitate to call.

This proposal is subject to Becker Arena Products, Inc. Standard Terms and Conditions and Limited Warranty and may be withdrawn without penalty at any time before contract execution. If accepted, please sign and return one copy and retain a copy for your files. When approved by one of our officers and returned, it becomes a binding contract. This proposal is subject to change, withdrawal or cancellation until accepted by you. If Becker Arena Products, Inc. have not received your acceptance within 60 days from the date hereof, this proposal shall automatically expire. Becker Arena Products, Inc. retains a security interest in all products covered in this agreement until all sales' terms have been met. In addition, the purchaser agrees to sign any additional documents for Becker Arena Products, Inc. to perfect its security interest in the products.

The above proposal is accepted:

Purchaser Signature

Becker Arena Products, Inc.

Title

Title

Print Name

Print Name

Date

Date

NJPA Member Number

022113-BAP

NJPA Contract Number

Best Regards,

Sales Person

Becker Arena Products, Inc.

Becker Arena Products, Inc. is an Affirmative Action/Equal Employment Opportunity Employer

Becker Arena Products – Proposal Details

Becker Arena Products, Inc.

STANDARD TERMS AND CONDITIONS

1. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota, as applied to contracts executed in and performed wholly within the State of Minnesota.

2. Delays. Becker Arena Products, Inc. (Seller) will not be liable for any delay in the performance of orders or contracts, or in the delivery or shipment of the goods, or for any damages suffered by the Purchaser by reason of such delay, including liquidated or actual damages.

3. Arbitration. Any and all controversies or claims arising out of or relating to this contract or the performance or breach thereof shall be settled by arbitration in Minneapolis, Minnesota in accordance with the then existing rules and procedure of the American Arbitration Association.

4. Mechanic's Lien or Bond Rights. Nothing herein shall be deemed to waive or affect Seller's right to assert a mechanic's lien against the property on which the goods are installed or to make a claim against any bond. Purchaser agrees to provide any and all information requested by Seller, within three (3) calendar days, to allow Seller to preserve or effectuate its mechanic's lien or bond rights.

5. Change Orders. A change order will be required for any additional work to be performed or materials to be supplied by the Seller, which is not included in the contract or is a result of the Purchaser's failure to comply with the terms and conditions as described herein. A change order must be filled out by the Seller and signed by the Purchaser before any work commences or material is ordered and/or shipped.

6. Production Schedule, Installation Schedule, and Storage. When Seller has received and accepted the contract along with signed approval drawings and credit approval, they will have up to 8 weeks to produce and deliver the rink provided that there are no custom materials needed. Custom materials will include non-standard colors and/or materials. The Purchaser will be contacted after the receipt of the required information to coordinate a shipping date and an installation date(s) (if cast-in-place anchors). This date will serve as the contract delivery date and will be used to schedule production, delivery, and installation. The Owner/Purchaser will be contacted 21 days prior to shipping to confirm that the site will be ready. If the Purchaser's site is not ready or will not be ready on this date, the following will occur:

- A. Seller may choose whether or not to produce the rink according to its production schedule. If they produce the rink on schedule, it will be stored at Becker Arena Product's location of business and storage fees will be charged to the Purchaser at the rate of \$US 300 per week. All payments will be due according to the terms from the original ship date. If the Seller chooses to delay production to coincide with the new ship date, no storage fees will apply and payment will be due according to the terms from the original ship date. If payment in the contract is a net full payment due, the time will start from the original ship date and not the adjusted ship date.

Becker Arena Products – Proposal Details

- B. A new shipping installation date will be coordinated with Seller's installation department and confirmed with the Purchaser. The Seller will reschedule the installation for the next available date according to the
- C. Seller's installation schedule. In some cases, the site delay may cause additional charges. This includes, but is not limited to, wages, remobilization, and equipment rental, to be paid by the Purchaser.
- D. If the Purchaser's site is not ready when the Seller's installation crew arrives, additional costs will be charged to the Purchaser. This includes, but is not limited to wages, travel, lodging, meals, equipment rental and changes in Becker Arena Product's installation schedule.

7. General Site Requirements. The following criteria must be met or extra charges may apply, and delays will be incurred, if the site is not in compliance when Seller is ready to deliver and install the goods:

- A. **Concrete and Floor Work:** All concrete work is to be completed and allowed to cure, according to job specifications and/or refrigeration contractors requirements, before the date installation is scheduled to begin.
- B. The levelness of the perimeter concrete, where the rink is to be installed, must be within 1/8" of levelness for every 10' in length and no more than 1/4" difference in height over the length and width of the perimeter surface.
- C. For sand floors, the first 6" from the front of the curb, where the rink is to be installed, must be within 1/16" of flatness from the inside edge outward and meet the levelness and flatness conditions specified above, Sand floors are not to be final graded prior to dasher board installation.
- D. Expansion joints, which are to be covered completely by the rink, are to be within 1/2" of straightness from end to end and side to side. The distance from side to side and end to end of the outside edge of the expansion joint is to be within 1/2" of the required dimension for the frame to cover it.
- E. If, upon arrival, the perimeter concrete is inspected and does not meet the specifications for levelness, flatness, straightness and size, the following will occur:
 - 1. Seller's Representative will determine if rink can be shimmed or adjusted/cut to achieve desired levelness, fit and/or expansion joint coverage while maintaining the structural integrity of the rink. If so, the additional time and materials to do this will be paid by the Purchaser. A change order must be filled out by the Seller's Representative and signed by the Purchaser before any work commences.
 - 2. If the rink cannot be shimmed or adjusted to the desired levelness and/or coverage while maintaining the structural integrity of the rink, the Purchaser will be responsible for fixing the surface to meet specifications. All associated costs for this are the sole responsibility of the Purchaser.
 - 3. The Seller will accept contracts that are retrofit projects with the understanding that the condition of the underlying perimeter concrete work meets the specifications stated above. If, after removal of the existing rink, the concrete does not meet these conditions, points 'A' and 'B' from above will apply.

Becker Arena Products – Proposal Details

8. Requirements for Rink Installations:

(Refer to the enclosed "Site Requirements Form")

9. Walk Through Inspection. When Seller's work is complete or near complete, Purchaser or the Purchaser's Representative (including general contractors and architects) must be available for a final walk through inspection with the Seller's Representative. Any parties who do not attend the walk through will forfeit their right to submit punch list items. A final punch list of items to be completed or repaired will be prepared as a result of this walk through. Any item not included on the final "punch list" will not be the responsibility of the Seller unless it is covered by the Seller's Warranty.

10. Shop Drawings and Non-standard Shielding. Preparation of shop drawings will not commence until after the signed contract has been delivered to Seller. Production will not commence until Seller receives approved shop drawings. Field measured, tempered glass (non-standard sizes) may require an additional 3-4 weeks for delivery after completion of installation.

11. Polyethylene. All polyethylene used to manufacture the rink shall be virgin material. All colors shall match within manufacturer's tolerance. Seller will not be responsible for replacing polyethylene that conforms to manufacturer's color tolerance. During manufacturing, all panels shall have the polyethylene overhang past the frame a minimum of 1/16" on each end to allow for contraction of the material due to temperature change in the field. Seller shall not be responsible for material contraction gaps between panels due to temperature change if it adheres to these manufacturing requirements.

12. Material Check-in. The Purchaser shall be responsible to verify the shipment for quantities and any damage caused from shipping for jobs that include installation supervision or are supply only. Any quantity variances and/or damage must be noted and reported to the Project Manager by filling out the Material Check-in Form and faxing it to the Project Manager. Missing/damaged items must be reported within 24 hours of receipt to receive credit. All boxes will be clearly marked by the Seller. The Ship list will clearly identify the contents and quantities of the shipment. It is the responsibility of the Purchaser to verify that all box numbers in the hardware crate are accounted for, not to open and count each individual item in a box. The Purchaser must count anything that is not boxed.

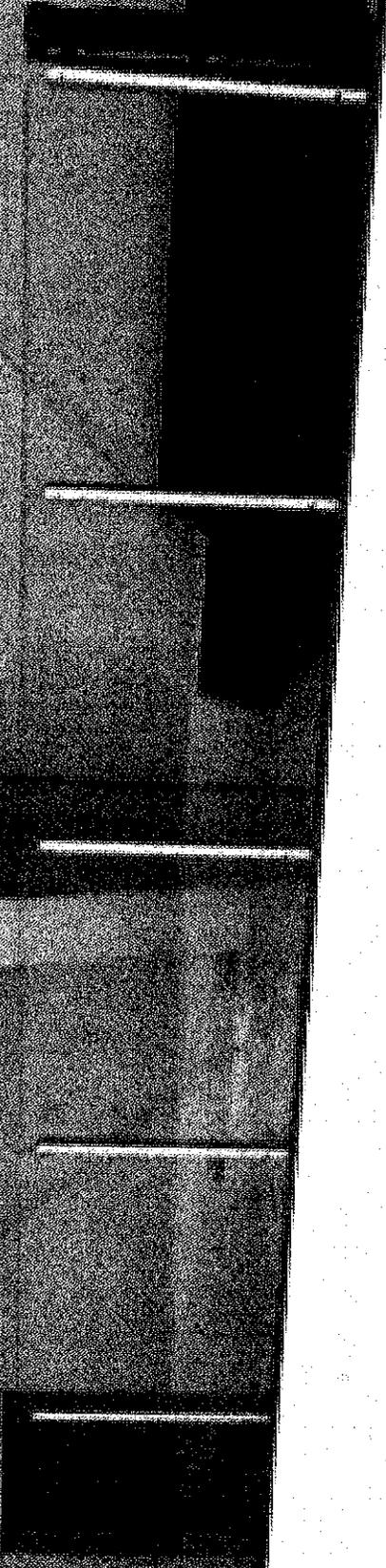
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www.CouleeBank.com

CHOOSE THE TEAM THAT COMES THROUGH IN THE CLUTCH

JASON LASSEN
MADISON, WI
(608) 556-9400

TIM BEST
LA CROSSE, WI
(608) 519-3396

WISCONSIN FAMILY RECESSION
WWW.JAN101.COM



RESOLUTION #2015-

INTRODUCED:

SECONDED:

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

**AUTHORIZATION TO ACCEPT A DONATION FROM
POET BIOREFINING
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, Poet Biorefining is a supporter of the City of Windom and the Windom Fire Department; and

WHEREAS, the City of Windom Fire Department recently provided assistance to Poet Biorefining; and

WHEREAS, the Windom Fire Department has received a donation of \$5,000.00 as a show of appreciation for assistance provided to Poet Biorefining; and

WHEREAS, Poet Biorefining has designated that the donation is to be used to purchase new fire equipment for the Windom Fire Department.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of \$5,000.00 offered by Poet Biorefining for use by the Windom Fire Department to purchase new fire equipment.

Adopted by the Council this 18th day of August, 2015.

Attest: _____
Steven Nasby, City Administrator

Corey J. Maricle, Mayor

Windom Fire Dept.
Attn: Dan Ortmann
428 Ninth ST
Windom, MN

13 July 2014

Dear Mr. Ortmann,

Making ethanol safely is our top priority here at POET and having effective relationships with our local emergency response teams is a major component of doing that. We are so thankful for the support that you and your team provide us.

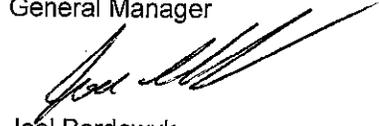
We have had a couple instances this year where we needed to do maintenance on our fire suppression equipment, your team was here on site in case of emergency. Last week we had an excursion in one of our dryers, we were not sure about the risk, so we called Mark and talked through the situation. Within minutes he had a crew and a truck here to safely assess and address the situation.

Please see enclosed check with funds for the Windom Fire Department to purchase new fire equipment in order to show our appreciation for what your team has done to support us. We hope to continue an effective relationship and our support of the Windom Fire Department. Please pass on our sincere gratitude to your team members.

Sincerely,



Nathan Hay
General Manager



Joel Bordewyk
Plant Manager



Shawn MacInnis
EHS Specialist

**ENGAGING
FUTURE
CITY
LEADERS**

BY ANDREW TELLIJOHN

Beth Mercer-Taylor and her daughter Katie don't agree on every political issue. That's led to some interesting dinner-time conversations since mom was elected to the Falcon Heights City Council.

But Beth appreciates that her daughter thinks for herself, and has strong civic pride and a desire to be involved. Katie Mercer-Taylor, a recent high school graduate, put those interests to good use during her high school years by serving as a student representative on the city's Human Rights Commission.

"I'm really proud she wants to be involved," Beth says. "It should be part of governments' mission to prepare the ground for the next generation to come into leadership. Education can't just be in the ivory tower."

Many Minnesota cities agree with that philosophy and, as a result, have taken steps to get their teenage residents involved in city government. Some do it project by project while others integrate youth into the fabric of their committee systems.

Full-fledged voting members

In Falcon Heights (population 5,400), Katie was a key player when she sat on the Human Rights Commission. A major issue at the time was the 2012 amendment that would have banned same-sex marriage in Minnesota, and Katie was out front leading efforts to defeat the proposal, says Mayor Peter Lindstrom.

For more than a decade, the city has had seats available to youth members on its Planning, Environment, Human Rights, and Parks and Recreation commissions. During that time more than a dozen students have taken part. Students

also were included on an advisory commission that helped select the new city administrator.

Currently there are two young people involved in the city, both of whom sit on the Environment Commission.

"They are full-fledged members," Lindstrom says. "They have all the rights and responsibilities of the other commissioners. They have a vote and a great say in the workings of the city."

The students also played a strong role in passing a domestic partner registry prior to the vote on the state's 2012 marriage amendment, in pushing the city to increase its already high recycling rate, and in working to improve the disposal of food waste at local schools through composting.

Lindstrom says students benefit from getting involved in politics at a young age. They gain a better understanding of what it takes to get things done and they learn to take ownership of their city. It also improves their ability to trust and work with people of other generations.

"I think it's beneficial for middle school students and senior high students to have peers who are 30 years old, 40, 50, 60, 70 years old, and be able to engage in that way," he says, adding that working with others at "figuring out what a problem is all about, brainstorming on solutions, and implementing those solutions is really beneficial for everybody involved."

He adds that it has been gratifying to learn and remember the thought processes of teenagers who are actively engaged. "We would never think of doing it any other way."

Royalton's successful skate park

There isn't a formal youth engagement program in Royalton (population 1,200), but the city has engaged young people in certain projects.

For example, a few years ago, a group of teenagers attended a City Council meeting and asked for assistance with building a skate park. In response, the city formed a committee with 13 youth and five adults, who teamed up on fundraising efforts, grant writing, and communicating with contractors.

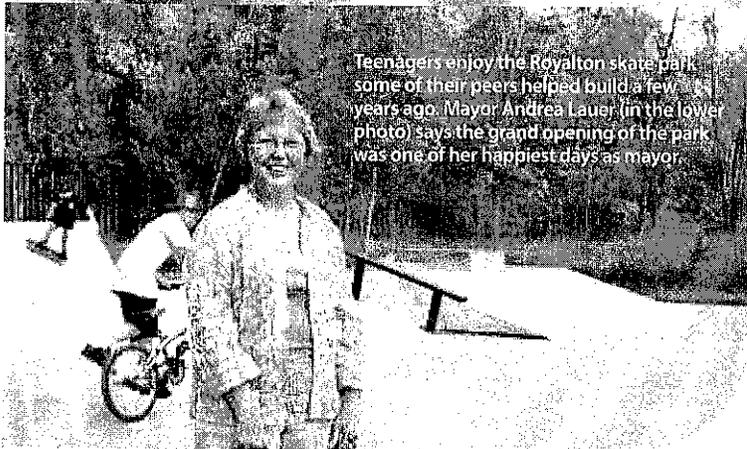
The youth were "the ones who did the planning," says

Royalton Mayor Andrea Lauer. "The students helped write one of the grants, and they had the





PHOTOS BY DANIELLE VOIGT



Teenagers enjoy the Royalton skate park, some of their peers helped build a few years ago. Mayor Andrea Lauer (in the lower photo) says the grand opening of the park was one of her happiest days as mayor.

idea for what they wanted at the skate park. They took part in everything.”

In the end, the students got their park and they learned that their voices could be heard within the walls of the city. Young people, Lauer says, also have been involved in protecting the park in the years since, discouraging litter and self-policing behavior.

“It’s not a big park, but one that the youth took pride in building,” Lauer says. “One of the happiest days of my time as mayor was the day we had the grand opening. It made me realize how important youth involvement is for our cities.”

The skate park has been followed by youth participation in other areas. A couple years after the skate park opened, Royalton went through a visioning process. The city gathered feedback from youth about how the community could improve, and one idea that arose was building a splash park. Adults are

heading that project, but many students have been involved with fundraising and other aspects of the process.

Students from a technology club in Royalton also have been invited to present at a series of monthly meetings aimed at finding new amenities for the area. Representatives from several cities in Morrison County have attended these meetings.

“If we want more youth interaction within our cities, we have to listen to what they have to say, rather than us telling them what we want,” Lauer says. “It’s easy for adults to think we know what youth want, but when they come with ideas, that’s when we can get things done.”

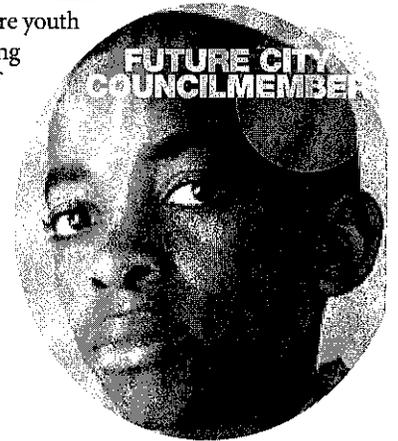
Youth engagement increasing

Falcon Heights and Royalton are just two cities across the state and the country where youth participation in government is gaining momentum. The National League of Cities (NLC) and its Institute for Youth, Education, and Families (YEF Institute) calls the participation of young people one of a city’s greatest assets and says that elected officials and city leaders are calling on them more frequently to help tackle some of the important issues in local government.

“More and more young people are also discovering that their voices matter to their communities, and that they can make their communities better places to live,” according to a YEF Institute report called *Authentic Youth Civic Engagement: A Guide for Municipal Leaders*. “Elected officials and civic leaders find that when they offer meaningful opportunities for youth to be engaged in their communities, more young people participate and encourage their peers to do the same.”

From offering budget-saving ideas to improving policies and programs for youth and identifying a youth-friendly community, the perspective of young people is being recognized as never before. To guide cities in starting such endeavors, the YEF Institute has created several resources and a framework to help. Ultimately, however, it comes down to local units of government creating a plan and finding out what works.

“There is no magic recipe or one-size-fits-all approach,” according to the report. “Success comes from blending the unique assets of a city with the collective knowledge and best practice from around the country.”



The youth were “the ones who did the planning. The students helped write one of the grants, and they had the idea for what they wanted at the skate park. They took part in everything.”

ROYALTON MAYOR
ANDREA LAUER

(continued on page 10)

Rosemount Youth Commission

It was an NLC conference that spurred Rosemount Councilmember Jeff Weisensel and Mayor Bill Droste to begin exploring the creation of a Youth Commission in Rosemount (population 22,300) about a half-dozen years ago.

Students ages 14-18 are eligible to take part in the commission, which currently has 15 members. So far, Weisensel says, it has attracted a diverse membership of relatively active students who, once they establish trust and find their voices, have been more than willing to discuss and contribute on a number of issues.

"I think we've been successful at tapping into a good group of kids that are at least aware there is something beyond high school," he says. "A lot of them are curious. They just come wide-eyed and they have a lot of ideas."

Students, for example, have partnered with the Rosemount Area Arts Council to create multi-generational events within the city. As they've planned the events, they all started brainstorming about how they could tap into resources they already had access to. For example, a choir student asked fellow singers to attend an event, and a member of the school band asked a brass group to play. "They weren't just there; they were participating and doing something," Weisensel says.

The students benefit by gaining knowledge of how the city government operates. They visit with department heads, fire and police chiefs, and other officials. They've also visited the

Dakota Communications Center to see the operations of the centralized public safety answering point and dispatch center for 11 cities within the county.

And city officials, both elected and staff, benefit because they can tap into direct knowledge about issues students are facing such as drugs in school, what services and amenities they want, and what they think it would take to draw them back home to Rosemount after they graduate from college, Weisensel says.

"They wanted businesses," Weisensel says. "The kids were pretty smart about what makes a good community."

Getting started in Golden Valley

In Golden Valley (population 20,600), one of the city's commissions currently has a teen representative on it. But youth involvement and engagement is about to take a further step forward. A recent action approved by the City Council created the Golden Valley Teen Committee, which will operate under the city's Open Space & Recreation Commission in an effort to communicate with city government on matters affecting teenagers.

It was an idea promoted largely by Mayor Shep Harris, and city staff members were on board, says Parks and Recreation Director Rick Birno. "This will give us a tool to involve youth in all aspects of our operation," he says.

One place where Birno says young people's voices will be of immediate value is within a task force looking into replacing a local community center. The task force will include a teen member, whose insight into how youth use such facilities can only help improve the project.

"We build a lot of facilities and operate a lot of facilities that are used by the community, especially young members of the community," he says, adding that he hopes the young people get a sense of belonging from being involved in such issues.

That has been the case in other communities where youth have been heard. And the adult leaders say it's about time they started taking more interest in what young people have to say.

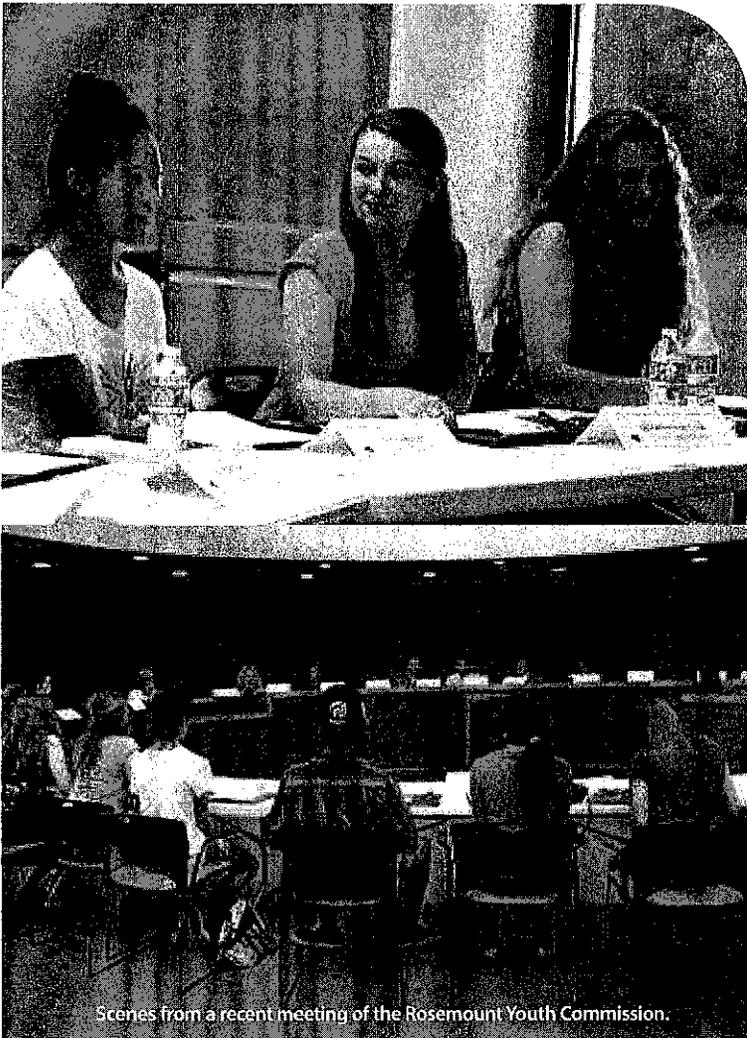
"We're growing new leaders, that's the big thing," Royalton's Mayor Lauer says. "When they work within the community and see positive results, they also know there is a spot for them at the table, not only in the future when they are sitting in the seat as mayor, but also now as an active part of the community. Their voices are important." 

Andrew Tellijohn is a freelance writer based in Richfield, Minnesota.



"It should be part of governments' mission to prepare the ground for the next generation to come into leadership."

BETH MERCER-TAYLOR,
FALCON HEIGHTS CITY
COUNCILMEMBER



Scenes from a recent meeting of the Rosemount Youth Commission.

PHOTOS BY TERRY GYDESEN

**APPENDIX XII.
CITY COUNCIL YOUTH REPRESENTATIVE**

RESOLUTION NO. 1546

A RESOLUTION ESTABLISHING A PROGRAM FOR YOUTH REPRESENTATION ON THE
CITY COUNCIL AND ESTABLISHING CRITERIA FOR SELECTION OF A YOUTH
REPRESENTATIVE

WHEREAS, the Cottage Grove City Council recognizes the contribution young people can make to city government; and

WHEREAS, the Cottage Grove City Council recognizes that participation in local government will have educational benefit to the young people of the community; and

WHEREAS, participation in governmental proceedings will help develop responsible future citizens; and

WHEREAS, the youth representative will serve as a liaison between the City Council and the young people of the community.

NOW, THEREFORE, BE IT RESOLVED, that the Cottage Grove City Council hereby establishes a program for naming a youth representative to the City Council with the following criteria for selection of that representative:

1. be a member of the local Youth Advisory Council,
2. be willing to commit the time needed,
3. have parental approval for participation in the program,
4. have approval of a school official,
5. complete the appropriate application,
6. participate in the interview process before the City Council, and
7. once appointed, will attend and participate in as many of the regularly scheduled meetings as possible, beginning in the first week of September and running for one year through the last week of August.

BE IT FURTHER RESOLVED, that the youth representative will sit at the same table as the City Council and may participate in all Council proceedings as a fully participating member and may cast a vote aye or nay with the City Council on all items voted upon, except that such vote will be non-binding and recorded only in the discussion section of the minutes for record purposes.

BE IT FURTHER RESOLVED, that this resolution will take effect immediately upon its passage by the City Council.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR THIS 28th DAY OF MARCH, 2004.

Richard Meyers, City Manager

Date: March 28, 2005

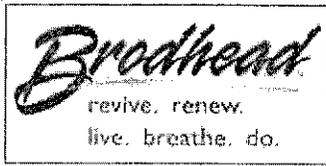
Gary Williams, Mayor

Date: March 29, 2005

The Cottage Grove Municipal Code is current through Ordinance 3054, passed April 13, 2015, and Resolution 1867, passed January 26, 2015.

Disclaimer: The City Recorder's Office has the official version of the Cottage Grove Municipal Code. Users should contact the City Recorder's Office for ordinances passed subsequent to the ordinance cited above.





City of Brodhead
Youth Representative Application Form

Applicant Information

Name: _____

Grade: _____

Address: _____

Telephone: _____

Email: _____

Please answer the following questions.

You may attach up to one other sheet of typed responses to this application.

- 1. Why are you interested in being a youth representative and why should you be considered for this important role?**

- 2. How would you and committee benefit from your service?**

- 3. What kind of impact can you, as a youth, make in shaping the future of Brodhead?**

4. If selected as a youth representative, will you be able to commit time and energy to this important role?

Please sign and date below. Please send the completed application form in by Friday, April 17, 2015.

Applicant's Name

Parent's/Guardian's Name

Applicant's Signature

Parent's/Guardian's Signature

Date

Date

Applications should be sent to the address below by Friday, April 17, 2015.

ATTN: Victoria Solomon
Community Resource Development Educator
Green County UW-Extension Office
2841 6th St.
Monroe, WI 53566

City Of Windom

Attn: Steve Nasby

At this time I would like to resign my position with the city of Windom. I have decided to explore other opportunities.

A handwritten signature in cursive script, appearing to read "Dan Olsen".

Dan Olsen

8/12/15

MEMORANDUM



CITY OF WINDOM
444 9th Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129
Fax: 507-831-6127

TO: City Council

FROM: Steve Nasby, City Administrator *Jal*

DATE: August 13, 2015

RE: Interim Telecom Manager – Temporary Compensation Adjustment

On August 12, 2015 Jeff Dahna, NOC Tech, assumed the position of Interim Telecom Manager following the resignation of the Telecom Manager. It is anticipated that this arrangement will be in place for at least 60-90 days. Due to the significant increase in responsibility and workload I am recommending that Jeff Dahna's compensation be adjusted to reflect his position as interim Telecom Manager.

Mr. Dahna's current salary is Grade 16, Step 11 in the IBEW pay scale at \$27.66\hour plus a \$0.14\hour license stipend which is \$57,824 annually. The temporary increase recommended is to be Grade 21, Step 4 of the Supervisory pay scale at \$31.77\hour plus the \$0.14\hour license stipend which totals \$66,373 annually. Due to the anticipated temporary timeframe anticipated Mr. Dahna would continue to be an hourly employee versus moving to a salaried position.

MEMORANDUM



CITY OF WINDOM
444 9th Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129
Fax: 507-831-6127

TO: City Council
FROM: Personnel Committee
DATE: August 12, 2015
RE: Personnel Committee Recommendation – Liquor Store

On August 11, 2015 the Personnel Committee received a memorandum from Joe Audette, Liquor Store Manager (please see attached). His request is to move Wanda Byam from Grade 1, Step 12 to Grade 3, Step 10 due to her increased role and duties. The payroll change would be effective upon City Council action.

The Personnel Committee is recommending to the City Council moving Wanda Byam from Grade 1, Step 12 to Grade 3, Step 10 due to her increased role and duties.

If you have any questions please contact Joe Audette at 831-6132.

MEMORANDUM



CITY OF WINDOM
444 9th Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129
Fax: 507-831-6127

TO: Personnel Committee
FROM: Joe Audette/River Bend Liquor
DATE: 8/7/15
RE: Wanda Byam – Recommendation for Grade Change

Ms. Byam has been helping with store operations that would exceed the standard part time liquor clerk position. These duties have included; opening the store, assisting with training and being a resource for newer employees and doing some ordering of product when I am not on site. In addition, I have been using her time for processing the majority of invoices for the store.

It is in recognition of these new accountabilities that, I recommend that Ms. Byam receive a raise in pay grade from grade 1 step 12 (\$15.47) to grade 3 step 10 (\$16.03). Her tenure at the store is over 15 years so her knowledge of operations and customers is valuable.

I also want to note that my intent is to doing cross training so she can learn more supervisory duties. The future vision for the store includes that the store business will continue to grow sales and possibly accommodate an assistant manager position.

cc:
City Council

WAGE RATES

THE FOLLOWING HOURLY RATES OF PAY SHALL BE EFFECTIVE BEGINNING JANUARY 1, 2015 (2%)

JOB CLASSIFICATIONS	STEPS												
	1	2	3	4	5	6	7	8	9	10	11	12	
Line Crew Foreman	17	\$22.08	\$22.61	\$23.13	\$23.68	\$24.26	\$24.83	\$25.40	\$26.01	\$26.64	\$27.25	\$27.91	\$28.58
Lineman	15	\$20.76	\$21.25	\$21.77	\$22.27	\$22.79	\$23.33	\$23.88	\$24.43	\$25.04	\$25.61	\$26.21	\$26.83
Finance & Information Analyst	14B	\$20.26	\$20.75	\$21.27	\$21.77	\$22.29	\$22.83	\$23.38	\$23.93	\$24.54	\$25.11	\$25.71	\$26.33
FT Mechanic	10	\$17.60	\$18.03	\$18.45	\$18.90	\$19.37	\$19.83	\$20.31	\$20.79	\$21.31	\$21.81	\$22.33	\$22.88
TeleComm Worker/Installer	6A	\$15.51	\$15.55	\$15.91	\$16.29	\$16.66	\$17.08	\$17.49	\$17.90	\$18.33	\$18.77	\$19.22	\$19.66
Custodian Supervisor	5	\$14.29	\$14.63	\$14.99	\$15.33	\$15.73	\$16.08	\$16.47	\$16.86	\$17.27	\$17.71	\$18.13	\$18.56
Community Center Wkr, Adm Assistant II, Liquor Clerk	3	\$12.95	\$13.27	\$13.58	\$14.12	\$14.25	\$14.60	\$14.92	\$15.30	\$15.66	\$16.03	\$16.41	\$16.83
Arena Maintenance, Ast Liquor Store Clerk, Library Clerk	1	\$11.60	\$11.89	\$12.20	\$12.48	\$12.77	\$13.10	\$13.38	\$13.74	\$14.06	\$14.38	\$14.74	\$15.47



Windom, MN

Expense Approval Report

By Fund

Payment Dates 8/1/2015 - 8/12/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MN REVENUE	20150811	08/11/2015	SALES TAX - JULY 2015	100-20202	21.90
MN REVENUE	20150811	08/11/2015	SALES TAX - JULY 2015	100-22000	-7,684.00
STAN SACKS	20150805	08/05/2015	REFUND-BUILDING PERMIT	100-32210	99.75
SARAH DARLING	20150804	08/04/2015	REFUND - SHELTER RESERVAT	100-34780	60.00
DONNA HANCOCK	20150804	08/04/2015	REFUND - SHELTER RENTAL R	100-34780	60.00
					-7,442.35
Activity: 41110 - Mayor & Council					
SCHRAMEL LAW OFFICE	20150811	08/11/2015	LEGAL FEES - MAY & COUNCIL	100-41110-304	1,230.00
ETHAN CLERC FILMS	20150805	08/05/2015	SERVICE-FILM COUNCIL MTGS	100-41110-350	25.00
					Activity 41110 - Mayor & Council Total: 1,255.00
Activity: 41310 - Administration					
CULLIGAN	129-258	08/05/2015	SERVICE	100-41310-200	47.25
COTTONWOOD CO ASSESSOR	20150811	08/11/2015	CITY OF WINDOM USER FEES	100-41310-200	58.33
INDOFF, INC	2653652	07/09/2015	SUPPLIES	100-41310-200	16.96
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- CITY	100-41310-212	2.26
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	100-41310-217	29.45
CLIFTON-LARSON-ALLEN, LLP	1093822	08/10/2015	AUDIT SERVICE	100-41310-301	500.00
KIESLING	20150811	08/11/2015	SERVICES	100-41310-301	3,450.00
KIESLING	20150811	08/11/2015	SERVICES	100-41310-301	2,500.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-41310-321	105.63
US BANK	20150805	08/05/2015	CREDIT CARD - CRASH PLAN B	100-41310-326	9.99
US BANK	20150805	08/05/2015	CREDIT CARD - SITE LOCK	100-41310-326	10.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-41310-326	42.95
STEVE NASBY	20150811	08/11/2015	EXPENSE-SW/WC HEALTH INS	100-41310-331	56.35
BLUE CROSS/BLUE SHIELD	20150804	08/04/2015	PREMIUM INS. - SEPT 2015	100-41310-480	351.50
					Activity 41310 - Administration Total: 7,180.67
Activity: 41910 - Building & Zoning					
INDOFF, INC	2657243	08/04/2015	SUPPLIES	100-41910-200	7.79
INDOFF, INC	2657245	08/04/2015	SUPPLIES	100-41910-200	4.71
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- P/Z	100-41910-212	151.02
SCHRAMEL LAW OFFICE	20150811	08/11/2015	LEGAL FEES - PZ	100-41910-304	30.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-41910-321	98.84
VERIZON WIRELESS	9749307605	07/20/2015	TELEPHONE -	100-41910-321	16.63
COTTONWOOD CO ASSESSOR	20150811	08/11/2015	CITY OF WINDOM USER FEES	100-41910-480	58.34
					Activity 41910 - Building & Zoning Total: 367.33
Activity: 41940 - City Hall					
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-41940-381	503.24
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-41940-382	62.01
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-41940-385	81.43
MELISSA PENAS	20150804	08/04/2015	CLEANING	100-41940-406	390.00
SANDRA HERDER	20150805	08/05/2015	CLEANING	100-41940-406	390.00
ELECTRIC FUND	20150731A	07/31/2015	MAINTENANCE	100-41940-409	21.56
					Activity 41940 - City Hall Total: 1,448.24
Activity: 42120 - Crime Control					
ALPHA WIRELESS - MANKATO	678259	08/10/2015	SERVICE	100-42120-200	222.00
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- POLICE	100-42120-212	-26.86
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- POLICE	100-42120-212	1,467.86
STREICHER'S	1163288	08/05/2015	UNIFORMS	100-42120-218	29.99
SCHRAMEL LAW OFFICE	20150811	08/11/2015	LEGAL FEES - POLICE	100-42120-304	3,161.25
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-42120-321	70.37
VERIZON WIRELESS	9749307605	07/20/2015	TELEPHONE -	100-42120-321	194.76
COTTONWOOD CO AUD/TRE	20150731	07/31/2015	DISPATCHING - AUG 2015	100-42120-325	275.00

Expense Approval Report

Payment Dates: 8/1/2015 - 8/12/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SHOPKO STORES OPERATING	00678	08/05/2015	SUPPLIES	100-42120-326	40.47
LOUIS NORELL	20150805	08/05/2015	EXPENSE- FIREARMS INSTRUC	100-42120-334	756.92
US BANK	20150805	08/05/2015	CREDIT CARD - COUNTRY INN	100-42120-334	466.00
US BANK	20150805	08/05/2015	CREDIT CARD - EASY ID	100-42120-350	126.00
GALLS, LLC	003793474	07/29/2015	MAINTENANCE	100-42120-404	53.94
US BANK	20150805	08/05/2015	CREDIT CARD - WAL-MART SH	100-42120-404	357.00
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	100-42120-404	14.73
COTTONWOOD CO AUD/TRE	20150731A	07/31/2015	RENT - AUG 2015	100-42120-412	1,850.00
BLUE CROSS/BLUE SHIELD	20150804	08/04/2015	PREMIUM INS. - SEPT 2015	100-42120-480	351.50
LAMPERTS YARDS, INC.	20150804	08/04/2015	SUPPLIES #3902020	100-42120-480	41.99
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - POLICE	100-42120-480	21.98
Activity 42120 - Crime Control Total:					9,474.90
Activity: 42220 - Fire Fighting					
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- FIRE	100-42220-212	148.99
US BANK	20150805	08/05/2015	CREDIT CARD - HOME DEPOT	100-42220-215	59.23
US BANK	20150805	08/05/2015	CREDIT CARD - AUTO VALU	100-42220-215	31.96
US BANK	20150805	08/05/2015	CREDIT CARD - O'REILLY	100-42220-215	51.76
US BANK	20150805	08/05/2015	CREDIT CARD - RUNNINGS	100-42220-217	64.08
BRITTANY ESPENSON	20150805	08/05/2015	SERVICE	100-42220-218	15.00
MN STATE FIRE CHIEFS ASSOC	200000111	08/11/2015	2015 ANNUAL CONF TKT-MA	100-42220-308	300.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-42220-321	27.68
COTTONWOOD CO AUD/TRE	20150731	07/31/2015	DISPATCHING - AUG 2015	100-42220-325	212.50
MUNICIPAL EMERGENCY SER	00652383_SNV	08/04/2015	MAINTENANCE	100-42220-404	134.00
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	100-42220-404	23.56
JOHNSON HARDWARE	4218	08/11/2015	MAINTENANCE	100-42220-404	19.94
SCHRAMMEL LAW OFFICE	20150811	08/11/2015	LEGAL FEES - EMERGENCY SE	100-42220-439	45.00
US BANK	20150805	08/05/2015	CREDIT CARD - HY VEE	100-42220-480	52.35
COTTONWOOD CO ASSESSOR	20150811	08/11/2015	CITY OF WINDOM USER FEES	100-42220-480	58.33
Activity 42220 - Fire Fighting Total:					1,244.38
Activity: 42500 - Civil Defense					
COTTONWOOD CO AUD/TRE	20150731	07/31/2015	DISPATCHING - AUG 2015	100-42500-325	12.50
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-42500-381	9.04
Activity 42500 - Civil Defense Total:					21.54
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	146212	08/05/2015	CITY POUND	100-42700-300	70.00
Activity 42700 - Animal Control Total:					70.00
Activity: 43100 - Streets					
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- STREET	100-43100-212	-26.86
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- STREET	100-43100-212	1,304.38
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	100-43100-215	1.49
LOCATORS & SUPPLIES, INC	0236874-IN	07/24/2015	SUPPLIES	100-43100-217	315.71
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-43100-217	42.95
COTTONWOOD CO ASSESSOR	20150811	08/11/2015	CITY OF WINDOM USER FEES	100-43100-217	58.33
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - STREET	100-43100-217	92.97
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-43100-321	55.63
VERIZON WIRELESS	9749307605	07/20/2015	TELEPHONE -	100-43100-321	72.30
COTTONWOOD CO AUD/TRE	20150731	07/31/2015	DISPATCHING - AUG 2015	100-43100-325	125.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-43100-381	179.08
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-43100-381	1,694.55
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-43100-382	16.26
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-43100-385	26.74
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	100-43100-404	133.88
O'REILLY AUTOMOTIVE, INC	4425-146464	08/05/2015	MAINTENANCE	100-43100-404	33.56
O'REILLY AUTOMOTIVE, INC	4425147241	08/05/2015	MAINTENANCE	100-43100-404	14.99
DICKS WELDING INC	60779	08/10/2015	MAINTENANCE	100-43100-404	25.98
BLUE CROSS/BLUE SHIELD	20150804	08/04/2015	PREMIUM INS. - SEPT 2015	100-43100-480	938.50
Activity 43100 - Streets Total:					5,105.44

Expense Approval Report

Payment Dates: 8/1/2015 - 8/12/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
Activity: 43210 - Sanitation						
WAYNE ERICKSON	20150730	07/30/2015	COMPOST SITE MANAGER	100-43210-307	152.00	
					Activity 43210 - Sanitation Total:	152.00
Activity: 45120 - Recreation						
JOEL RIORDAN	20150804	08/04/2015	COACHING	100-45120-215	125.00	
LEVI GOTTO	20150805	08/05/2015	EXPENSE- COACHING	100-45120-215	125.00	
US BANK	20150805	08/05/2015	CREDIT CARD - TWINS	100-45120-217	962.00	
ALEX BORSGARD	20150811	08/11/2015	30/60 LEAGUE	100-45120-217	60.00	
NOAH KLOSS	20150811	08/11/2015	30/60 LEAGUE	100-45120-217	45.00	
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	100-45120-217	14.73	
					Activity 45120 - Recreation Total:	1,331.73
Activity: 45202 - Park Areas						
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	100-45202-211	64.76	
COUNTRY PRIDE SERVICE	69108	08/10/2015	FUEL	100-45202-212	736.49	
COTTONWOOD CO AUD/TRE	20150731	07/31/2015	DISPATCHING - AUG 2015	100-45202-325	37.50	
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-45202-381	491.81	
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-45202-382	550.88	
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	100-45202-385	183.61	
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - PARKS	100-45202-402	187.93	
GDF ENTERPRISES, INC	A8690	07/30/2015	MAINTENANCE	100-45202-404	30.10	
MTI DISTRIBUTING, INC	1023376-00	07/21/2015	MAINTENANCE	100-45202-405	522.57	
MTI DISTRIBUTING, INC	1024675-00	07/21/2015	MAINTENANCE	100-45202-405	402.18	
					Activity 45202 - Park Areas Total:	3,207.83
					Fund 100 - GENERAL Total:	23,416.71
Fund: 211 - LIBRARY						
Activity: 45501 - Library						
US BANK	20150805	08/05/2015	CREDIT CARD - AMAZON - CH	211-45501-217	59.34	
US BANK	20150805	08/05/2015	CREDIT CARD - AMAZON - CH	211-45501-217	65.99	
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	211-45501-217	7.36	
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	211-45501-321	29.44	
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	211-45501-326	47.95	
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	211-45501-381	234.48	
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	211-45501-382	17.20	
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	211-45501-385	26.74	
MELISSA PENAS	20150804	08/04/2015	CLEANING	211-45501-402	400.00	
SANDRA HERDER	20150805	08/05/2015	CLEANING	211-45501-402	400.00	
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - LIBRARY	211-45501-402	8.49	
US BANK	20150805	08/05/2015	CREDIT CARD - BIRDS BLOOM	211-45501-433	7.98	
US BANK	20150805	08/05/2015	CREDIT CARD - MARTHA STE	211-45501-433	23.95	
US BANK	20150805	08/05/2015	CREDIT CARD - AMAZON - BO	211-45501-435	8.69	
GALE	55470879	07/27/2015	BOOKS	211-45501-435	48.73	
					Activity 45501 - Library Total:	1,386.34
					Fund 211 - LIBRARY Total:	1,386.34
Fund: 225 - AIRPORT						
Activity: 45127 - Airport						
RED ROCK RURAL WATER	20150805	08/05/2015	SERVICE	225-45127-200	38.20	
CITY SERVICE VALCON	0069822	08/04/2015	AV GAS 8000 GAL	225-45127-264	33,226.43	
SOUTH CENTRAL ELECTRIC	20150805A	08/05/2015	SERVICE #26-12-112-04	225-45127-381	163.00	
SOUTH CENTRAL ELECTRIC	20150805B	08/05/2015	SERVICE #26-12-116-04	225-45127-381	155.95	
					Activity 45127 - Airport Total:	33,583.58
Activity: 49950 - Capital Outlay						
TKDA ENGINEERS	002015002339	08/11/2015	WINDOM RWY JUSTIFICATIO	225-49950-500	3,664.66	
					Activity 49950 - Capital Outlay Total:	3,664.66
					Fund 225 - AIRPORT Total:	37,248.24
Fund: 230 - POOL						
Activity: 45124 - Pool						
JCL SOLUTIONS - JANITORS CL	1047065	07/28/2015	SUPPLIES	230-45124-211	104.66	

Expense Approval Report

Payment Dates: 8/1/2015 - 8/12/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - POOL	230-45124-211	13.16
HAWKINS, INC	3753494	07/21/2015	CHEMICALS	230-45124-216	347.77
MN DEPT OF EMPLOY & ECON	10013664	07/13/2015	UNEMPLOYMENT BENEFIT	230-45124-217	366.37
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	230-45124-217	72.45
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	230-45124-217	7.36
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	230-45124-321	68.93
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	230-45124-381	2,685.55
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	230-45124-382	2,232.59
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	230-45124-404	3.49
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - POOL	230-45124-404	3.29
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - POOL	230-45124-409	62.97
MN REVENUE	20150811	08/11/2015	SALES TAX - JULY 2015	230-45124-460	438.00
Activity 45124 - Pool Total:					6,406.59
Fund 230 - POOL Total:					6,406.59

Fund: 235 - AMBULANCE

Activity: 42153 - Ambulance

WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- AMBULA	235-42153-212	1,087.44
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- AMBULA	235-42153-212	-26.87
PRAXAIR DISTRIBUTION INC	53370495	08/05/2015	SUPPLIES	235-42153-217	466.28
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	235-42153-321	24.64
VERIZON WIRELESS	9749307605	07/20/2015	TELEPHONE -	235-42153-321	65.28
COTTONWOOD CO AUD/TRE	20150731	07/31/2015	DISPATCHING - AUG 2015	235-42153-325	200.00
REAL TIME TRANSLATION, INC	107233	08/05/2015	SERVICE	235-42153-327	34.00
BERGEN MEAT PROCESSORS L	20150731	07/31/2015	EXPENSE	235-42153-334	322.32
BUCKWHEAT JOHNSON	20150804	08/04/2015	EXPENSE	235-42153-334	23.72
JIM AXFORD	20150804	08/04/2015	EXPENSE	235-42153-334	48.70
APRIL HARRINGTON	20150804	08/04/2015	EXPENSE	235-42153-334	8.97
KIM POWERS	20150804	08/04/2015	EXPENSE	235-42153-334	47.42
HEATHER PAULSON	20150804	08/04/2015	EXPENSE	235-42153-334	12.28
KATE AXFORD	20150804	08/05/2015	EXPENSE	235-42153-334	22.48
ROBIN SHAW	20150805	08/05/2015	EXPENSE	235-42153-334	61.33
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - AMBULANC	235-42153-404	8.99
ZOLL MEDICAL CORPORATION	90016306	07/27/2015	X SERIES DEFIB 12 LEAD MONI	235-42153-404	1,020.00
WINDOM FARM SERVICE	26246	08/05/2015	MAINTENANCE #28 AC REPAI	235-42153-405	990.51
Activity 42153 - Ambulance Total:					4,417.49
Fund 235 - AMBULANCE Total:					4,417.49

Fund: 250 - EDA GENERAL

ELECTRIC FUND	20150804	08/04/2015	EDA LOAN TO ELECTRIC FUND	250-23900	881.02
Activity: 46520 - EDA					881.02
INDOFF, INC	2657245	08/04/2015	SUPPLIES	250-46520-200	4.72
BRADLEY & DEIKE, P.A.	34447	08/11/2015	SERVICE	250-46520-304	85.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	250-46520-321	98.84
VERIZON WIRELESS	9749307605	07/20/2015	TELEPHONE -	250-46520-321	50.49
AARON BACKMAN	20150804	08/04/2015	EXPENSE-BDPI GRANT APP TO	250-46520-331	187.12
AARON BACKMAN	20150810	08/10/2015	EXPENSE-MTG W/J.JANSEN-	250-46520-331	13.80
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	250-46520-381	43.18
STEVE NASBY	20150731	07/31/2015	EXPENSE-NWIP TORO PROJ	250-46520-438	43.00
WENCK ASSOCIATES, INC.	11504627	08/11/2015	RIVER BEND ADDITION SEWE	250-46520-439	4,907.50
CORE DISTINCTION GROUP, L	1209	08/10/2015	SERVICE	250-46520-439	1,000.00
BANK MIDWEST	20150807NSF	08/07/2015	NSF - JESSICA KODADA	250-46520-480	158.18
COTTONWOOD CO ASSESSOR	20150811	08/11/2015	CITY OF WINDOM USER FEES	250-46520-480	58.34
Activity 46520 - EDA Total:					6,650.17
Activity: 49980 - Debt Service					
FULDA CREDIT UNION	20150804	08/04/2015	SPEC BLDG LOAN - PRIN	250-49980-602	2,068.60
ELECTRIC FUND	20150804	08/04/2015	EDA LOAN TO ELECTRIC FUND	250-49980-612	68.47

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FULDA CREDIT UNION	20150804	08/04/2015	SPEC BLDG LOAN - INT	250-49980-612	1,291.40
			Activity 49980 - Debt Service Total:		3,428.47
			Fund 250 - EDA GENERAL Total:		10,959.66
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
WENCK ASSOCIATES, INC.	11504612	08/11/2015	NWIP COMMERCE BLVD EXT	254-46520-303	8,895.00
SCHRAMEL LAW OFFICE	20150811	08/11/2015	LEGAL FEES - NWIP	254-46520-304	765.00
SOUTH CENTRAL ELECTRIC	20150805	08/05/2015	SERVICE #26-24-123-04	254-46520-381	86.05
SCOTT VEENKER	23436	08/05/2015	SERVICE	254-46520-406	300.00
LUCAN COMMUNITY TV INC	2354	08/11/2015	SERVICE	254-46520-480	25.00
			Activity 46520 - EDA Total:		10,071.05
			Fund 254 - NORTH IND PARK Total:		10,071.05
Fund: 262 - TIF 1-2 PAMIDA					
Activity: 46530 - TIF Districts					
WENCK ASSOCIATES, INC.	11504612	08/11/2015	NWIP COMMERCE BLVD EXT	262-46530-303	90.00
SCHRAMEL LAW OFFICE	20150811	08/11/2015	LEGAL FEES - TIF 1-2	262-46530-480	375.00
			Activity 46530 - TIF Districts Total:		465.00
			Fund 262 - TIF 1-2 PAMIDA Total:		465.00
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
WENCK ASSOCIATES, INC.	11504611	08/11/2015	2015 STREET IMPROVEMENTS	401-49950-503	1,070.00
			Activity 49950 - Capital Outlay Total:		1,070.00
			Fund 401 - GENERAL CAPITAL PROJECTS Total:		1,070.00
Fund: 601 - WATER					
HYDRO TECH SERVICE	1432	08/11/2015	EQUIPMENT	601-16400	11,410.00
DAKOTA SUPPLY GROUP	B286431	07/24/2015	MACHINERY - EQUIP	601-16400	22,389.83
DAKOTA SUPPLY GROUP	B338033	07/24/2015	MACHINERY - EQUIP	601-16400	157.36
DAKOTA SUPPLY GROUP	B347019	07/24/2015	MACHINERY - EQUIP	601-16400	14,800.36
DAKOTA SUPPLY GROUP	B373827	07/24/2015	MACHINERY - EQUIP	601-16400	450.00
DAKOTA SUPPLY GROUP	B444086	07/24/2015	MACHINERY - EQUIP	601-16400	2,745.68
MN PUBLIC FACILITIES AUTH	20150730	07/30/2015	BOND PAYMENTS- 1999 WAFI	601-29102	191,000.00
MN PUBLIC FACILITIES AUTH	20150730	07/30/2015	BOND PAYMENTS- 1999 WAT	601-29103	77,000.00
					319,953.23
Activity: 49400 - Water					
US BANK	20150805	08/05/2015	CREDIT CARD - AMAZON - MO	601-49400-200	5.00
INDOFF, INC	2655691	07/21/2015	SUPPLIES	601-49400-200	3.99
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- WATER	601-49400-212	252.59
HAWKINS, INC	3753495	07/21/2015	CHEMICALS	601-49400-216	1,679.65
US BANK	20150805	08/05/2015	CREDIT CARD - PAY PAL	601-49400-217	7.50
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	601-49400-310	33.89
MN VALLEY TESTING	764095	07/21/2015	TESTING	601-49400-310	56.25
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	601-49400-321	49.36
VERIZON WIRELESS	9749307605	07/20/2015	TELEPHONE -	601-49400-321	42.58
SOURCE ONE SOLUTIONS, LLC	5118A	08/11/2015	POSTAGE	601-49400-322	248.08
COTTONWOOD CO AUD/TRE	20150731	07/31/2015	DISPATCHING - AUG 2015	601-49400-325	100.00
HP SUDS CLUB, LLC	20150804	08/04/2015	BILLING CONTRACT SERVICE	601-49400-326	1,170.00
SOURCE ONE SOLUTIONS, LLC	5118	08/11/2015	UTILITY BILL - SERVICES	601-49400-326	810.16
FEDERATED RURAL ELECTRIC	20150731	07/28/2015	SERVICE #28-35-18	601-49400-381	16.47
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	601-49400-381	4,378.87
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	601-49400-382	15.48
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	601-49400-385	26.74
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	601-49400-386	1,039.52
LARAWAY ROOFING	1-01696	07/20/2015	SERVICE -MAINTENANCE	601-49400-402	1,118.00
US BANK	20150805	08/05/2015	CREDIT CARD - HACH	601-49400-404	77.56
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - WATER	601-49400-404	44.97
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	601-49400-404	14.06
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	601-49400-404	29.45

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CONTINENTAL RESEACH COR	423488-CRC-1	08/05/2015	MAINTENANCE	601-49400-404	261.83
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - WATER	601-49400-408	137.27
HD SUPPLY WATERWORKS LT	E274167	08/04/2015	SUPPLIES - PM WINDOM	601-49400-480	375.01
Activity 49400 - Water Total:					11,994.28
Activity: 49980 - Debt Service					
MN PUBLIC FACILITIES AUTH	20150730	07/30/2015	BOND PAYMENTS - 1999 WAT	601-49980-611	4,602.90
MN PUBLIC FACILITIES AUTH	20150730	07/30/2015	BOND PAYMENTS - 1999 WAF	601-49980-611	4,079.10
Activity 49980 - Debt Service Total:					8,682.00
Fund 601 - WATER Total:					340,629.51
Fund: 602 - SEWER					
MN PUBLIC FACILITIES AUTH	20150730	07/30/2015	BOND PAYMENTS - 1994 WW	602-29101	124,813.90
					124,813.90
Activity: 49450 - Sewer					
US BANK	20150805	08/05/2015	CREDIT CARD - AMAZON - MO	602-49450-200	5.00
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- SEWER	602-49450-212	493.58
STAPLES OIL CO	86836	08/05/2015	FUEL	602-49450-212	1,067.13
US BANK	20150805	08/05/2015	CREDIT CARD - PAY PAL	602-49450-217	7.50
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	602-49450-241	65.98
MN VALLEY TESTING	763798	07/21/2015	TESTING	602-49450-310	238.00
MN VALLEY TESTING	763799	07/21/2015	TESTING	602-49450-310	126.40
MN VALLEY TESTING	763932	07/21/2015	TESTING	602-49450-310	133.00
MN VALLEY TESTING	764276	07/21/2015	TESTING	602-49450-310	158.00
MN VALLEY TESTING	764804	07/21/2015	TESTING	602-49450-310	120.00
MN VALLEY TESTING	765180	07/24/2015	TESTING	602-49450-310	238.00
MN VALLEY TESTING	765216	07/24/2015	TESTING	602-49450-310	158.00
MN VALLEY TESTING	765460	07/24/2015	TESTING	602-49450-310	118.60
MN VALLEY TESTING	765470	07/24/2015	TESTING	602-49450-310	133.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	602-49450-321	151.14
VERIZON WIRELESS	9749307605	07/20/2015	TELEPHONE -	602-49450-321	42.58
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	602-49450-322	39.06
SOURCE ONE SOLUTIONS, LLC	5118A	08/11/2015	POSTAGE	602-49450-322	248.08
COTTONWOOD CO AUD/TRE	20150731	07/31/2015	DISPATCHING - AUG 2015	602-49450-325	100.00
HP SUDS CLUB, LLC	20150804	08/04/2015	BILLING CONTRACT SERVICE	602-49450-326	1,170.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	602-49450-326	42.95
SOURCE ONE SOLUTIONS, LLC	5118	08/11/2015	UTILITY BILL - SERVICES	602-49450-326	810.16
GLENN LUND	20150811	08/11/2015	EXPENSE-MWOA CONFERENC	602-49450-331	373.75
SOUTH CENTRAL ELECTRIC	20150731	07/31/2015	SERVICE #26-24-125-04	602-49450-381	77.24
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	602-49450-381	14,047.52
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	602-49450-382	108.34
US BANK	20150805	08/05/2015	CREDIT CARD - ZORO VACUU	602-49450-404	811.58
US BANK	20150805	08/05/2015	CREDIT CARD - USA BLUD BO	602-49450-404	864.75
US BANK	20150805	08/05/2015	CREDIT CARD - AMAZON WH	602-49450-404	145.05
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	602-49450-404	198.24
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	602-49450-404	23.56
STINK PRETTY	3544	07/31/2015	SERVICE-MAINTENANCE	602-49450-404	65.00
WINDOM TOWING CO	83206	08/11/2015	SERVICE	602-49450-404	816.52
HACH COMPANY	9464651	07/24/2015	MAINTENANCE	602-49450-404	77.56
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	602-49450-406	39.98
ELECTRIC PUMP INC	0055797-IN	07/27/2015	MAINTENANCE	602-49450-408	870.45
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - SEWER	602-49450-408	1.78
RON'S ELECTRIC INC	131081	08/11/2015	MAINTENANCE	602-49450-409	56.00
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE -	602-49450-439	44.34
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	602-49450-439	40.45
CARQUEST AUTO PARTS STOR	2789-288867	08/05/2015	MAINTENANCE	602-49450-439	3.00
MN VALLEY TESTING	765179	07/24/2015	TESTING	602-49450-439	126.40
MN VALLEY TESTING	765492	07/24/2015	TESTING	602-49450-439	126.40
BLUE CROSS/BLUE SHIELD	20150804	08/04/2015	PREMIUM INS. - SEPT 2015	602-49450-480	351.50
BLUE CROSS/BLUE SHIELD	20150804	08/04/2015	PREMIUM INS. - SEPT 2015	602-49450-480	351.50
Activity 49450 - Sewer Total:					25,287.07

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Activity: 49980 - Debt Service					
MN PUBLIC FACILITIES AUTH	20150730	07/30/2015	BOND PAYMENTS - 1994 WW	602-49980-611	1,691.23
Activity 49980 - Debt Service Total:					1,691.23
Fund 602 - SEWER Total:					151,792.20
Fund: 604 - ELECTRIC					
GRAYBAR ELECTRIC CO	979994948	07/24/2015	ELECTRIC INVENTORY	604-14200	365.25
J. H. LARSON	5100979234.001	07/24/2015	ELECTRIC INVENTORY	604-14200	174.42
DAKOTA SUPPLY GROUP	B457984	08/10/2015	ELECTRIC NEW METERING	604-16400	339.86
MN REVENUE	20150811	08/11/2015	SALES TAX - JULY 2015	604-20202	17,771.00
CODY DYKES	20150731	07/31/2015	REFUND - BALANCE OF UTIL P	604-22000	15.21
ELECTRIC FUND	20150731B	07/31/2015	UTIL PREPAY-CODY DYKES-TO	604-22000	284.78
ELECTRIC FUND	20150805	08/05/2015	UTIL PREPAY-KHOMSANH CH	604-22000	300.00
DEMI HOLME	20150810	08/10/2015	REFUND - BALANCE OF UTIL P	604-22000	150.96
ELECTRIC FUND	20150810A	08/10/2015	UTIL PREPAY-D.HOLME -TO BI	604-22000	149.04
SHANNON HAYOSTEK	20150811	08/11/2015	REFUND-BALANCE OF UTILITY	604-22000	18.23
CALEB & CELESTE MUNOZ	20150811	08/11/2015	BALANCE OF UTIL PREPAYME	604-22000	128.07
ELECTRIC FUND	20150811	08/11/2015	UTIL PREPAY-S.HAYOSTER TO	604-22000	281.77
ELECTRIC FUND	20150811A	08/11/2015	UTIL PREPAY-C.MUNOZ - TO B	604-22000	171.93
					20,150.52
Activity: 49550 - Electric					
US BANK	20150805	08/05/2015	CREDIT CARD - AMAZON - MO	604-49550-200	4.99
INDOFF, INC	2657257	07/21/2015	SUPPLIES	604-49550-200	26.99
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- ELECTRIC	604-49550-212	344.71
COUNTRY PRIDE SERVICE	7608	08/10/2015	FUEL	604-49550-212	64.27
US BANK	20150805	08/05/2015	CREDIT CARD - SHOPKO	604-49550-217	737.41
US BANK	20150805	08/05/2015	CREDIT CARD - PAY PAL	604-49550-217	7.50
MN MUNICIPAL UTILITIES ASS	45479	07/24/2015	REGISTRATION-BRENT BROW	604-49550-308	240.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	604-49550-321	196.17
VERIZON WIRELESS	9749307605	07/20/2015	TELEPHONE -	604-49550-321	71.01
SOURCE ONE SOLUTIONS, LLC	5118A	08/11/2015	POSTAGE	604-49550-322	248.08
COTTONWOOD CO AUD/TRE	20150731	07/31/2015	DISPATCHING - AUG 2015	604-49550-325	187.50
HP SUDS CLUB, LLC	20150804	08/04/2015	BILLING CONTRACT SERVICE	604-49550-326	1,170.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	604-49550-326	112.31
SOURCE ONE SOLUTIONS, LLC	5118	08/11/2015	UTILITY BILL - SERVICES	604-49550-326	1,670.96
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	604-49550-381	71.13
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	604-49550-382	20.34
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	604-49550-385	26.74
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	604-49550-404	29.45
US BANK	20150805	08/05/2015	CREDIT CARD - ARQUEST	604-49550-405	203.66
CAMPUS CLEANERS	07-010891	08/05/2015	SERVICE	604-49550-406	34.17
CAMPUS CLEANERS	07-012048	08/05/2015	SERVICE	604-49550-406	34.17
BRAD BUSSA	20150804	08/04/2015	SERVICE	604-49550-406	184.60
US BANK	20150805	08/05/2015	CREDIT CARD - CENEX	604-49550-406	142.89
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - ELECTRIC	604-49550-406	29.99
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	604-49550-408	24.97
GRAYBAR ELECTRIC CO	979792786	07/14/2015	MAINTENANCE	604-49550-408	357.05
US BANK	20150805	08/05/2015	CREDIT CARD - CARQUEST	604-49550-410	0.92
STAPLES OIL CO	86441	08/05/2015	CREDIT - FUEL	604-49550-410	-294.55
CHERYL LILLEGAARD	20150804	08/04/2015	ENERGY REBATE	604-49550-450	217.58
RICHARD ELNESS	20150805	08/05/2015	ENERGY REBATE	604-49550-450	175.00
DAKOTA SUPPLY GROUP	B386558	07/28/2015	LED ST LIGHTS	604-49550-450	14,321.25
MN REVENUE	20150811	08/11/2015	SALES TAX - JULY 2015	604-49550-460	31.99
LAKEFIELD PUBLIC UTILITIES	18-07292015	07/31/2015	EQUIPMENT EXPENSE-RENTA	604-49550-480	285.00
BLUE CROSS/BLUE SHIELD	20150804	08/04/2015	PREMIUM INS. - SEPT 2015	604-49550-480	938.50
COTTONWOOD CO ASSESSOR	20150811	08/11/2015	CITY OF WINDOM USER FEES	604-49550-480	58.33
WINDOM AREA DEVELOPME	20150805	08/05/2015	INDUSTRIAL DEVELOPMENT	604-49550-491	1,200.00
Activity 49550 - Electric Total:					23,175.08
Fund 604 - ELECTRIC Total:					43,325.60

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Fund: 609 - LIQUOR STORE					
MN REVENUE	20150811	08/11/2015	SALES TAX - JULY 2015	609-20202	16,105.00
					16,105.00
Activity: 49751 - Liquor Store					
B. WALKER INC	135397	07/24/2015	SUPPLIES	609-49751-217	130.28
US BANK	20150805	08/05/2015	CREDIT CARD - HY VEE	609-49751-217	11.62
US BANK	20150805	08/05/2015	CREDIT CARD - SCHWALBACH	609-49751-217	29.96
HOLT'S CLEANING SERVICE IN	2246	08/04/2015	SERVICE	609-49751-217	45.00
AH HERMEL COMPANY	519921	07/21/2015	MERCHANDISE	609-49751-217	87.59
ENVIROMASTER, INC	522992	07/24/2015	SERVICE	609-49751-217	40.88
WIRTZ BEVERAGE MN WINE	1080348174	07/24/2015	MERCHANDISE	609-49751-251	5,372.56
PHILLIPS WINE & SPIRITS	2819639	08/05/2015	MERCHANDISE	609-49751-251	2,725.30
PHILLIPS WINE & SPIRITS	2823190	07/27/2015	MERCHANDISE	609-49751-251	5,042.16
JOHNSON BROS.	5210334	07/24/2015	MERCHANDISE	609-49751-251	2,666.10
JOHNSON BROS.	5215731	07/27/2015	MERCHANDISE	609-49751-251	341.54
DAY DISTRIBUTING CO	000022	07/24/2015	MERCHANDISE	609-49751-252	676.00
DAY DISTRIBUTING CO	000035	07/24/2015	MERCHANDISE	609-49751-252	338.00
DOLL DISTRIBUTING, LLC	428313	08/04/2015	MERCHANDISE	609-49751-252	6,754.15
DOLL DISTRIBUTING, LLC	432637	08/10/2015	MERCHANDISE	609-49751-252	16,064.95
DOLL DISTRIBUTING, LLC	434631	08/10/2015	MERCHANDISE	609-49751-252	392.00
DOLL DISTRIBUTING, LLC	434642	08/10/2015	MERCHANDISE	609-49751-252	244.00
JOHNSON BROS.	5210336	07/24/2015	MERCHANDISE	609-49751-252	52.00
JOHNSON BROS.	5215733	07/27/2015	MERCHANDISE	609-49751-252	113.96
BEVERAGE WHOLESALERS	561035	08/04/2015	MERCHANDISE	609-49751-252	10,926.70
BEVERAGE WHOLESALERS	562067	08/10/2015	MERCHANDISE	609-49751-252	6,605.80
INDIAN ISLAND WINERY	2641	08/04/2015	MERCHANDISE	609-49751-253	593.76
PHILLIPS WINE & SPIRITS	2819640	07/24/2015	MERCHANDISE	609-49751-253	204.00
PHILLIPS WINE & SPIRITS	2823191	07/27/2015	MERCHANDISE	609-49751-253	211.00
JOHNSON BROS.	5210335	08/04/2015	MERCHANDISE	609-49751-253	1,036.59
JOHNSON BROS.	5215732	07/27/2015	MECHANDISE	609-49751-253	1,168.95
WIRTZ BEVERAGE MN WINE	1080348174	07/24/2015	MERCHANDISE	609-49751-254	27.09
PBC - PEPSI BEVERAGES COM	33912757	07/27/2015	MERCHANDISE	609-49751-254	201.40
AH HERMEL COMPANY	519921	07/21/2015	MERCHANDISE	609-49751-254	130.66
ARNESON DISTRIBUTING CO	55097	08/04/2015	MERCHANDISE	609-49751-254	164.00
AH HERMEL COMPANY	519921	07/21/2015	MERCHANDISE	609-49751-256	78.38
DOLL DISTRIBUTING, LLC	428313	08/04/2015	MERCHANDISE	609-49751-259	95.80
JOHNSON BROS.	5210335	08/04/2015	MERCHANDISE	609-49751-259	64.50
BEVERAGE WHOLESALERS	561035	08/04/2015	MERCHANDISE	609-49751-259	16.80
BEVERAGE WHOLESALERS	562067	08/10/2015	MERCHANDISE	609-49751-259	16.80
AH HERMEL COMPANY	519921	07/21/2015	MERCHANDISE	609-49751-261	44.90
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	609-49751-321	105.35
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	609-49751-326	106.31
WIRTZ BEVERAGE MN WINE	1080348174	07/24/2015	MERCHANDISE	609-49751-333	117.32
PHILLIPS WINE & SPIRITS	216349	07/27/2015	CREDIT - MERCHANDISE	609-49751-333	-1.67
PHILLIPS WINE & SPIRITS	216627	07/27/2015	CREDIT - MERCHANDISE	609-49751-333	-0.14
PHILLIPS WINE & SPIRITS	2819639	08/05/2015	MERCHANDISE	609-49751-333	37.07
PHILLIPS WINE & SPIRITS	2819640	07/24/2015	MERCHANDISE	609-49751-333	5.01
PHILLIPS WINE & SPIRITS	2823190	07/27/2015	MERCHANDISE	609-49751-333	96.31
PHILLIPS WINE & SPIRITS	2823191	07/27/2015	MERCHANDISE	609-49751-333	8.35
AH HERMEL COMPANY	519921	07/21/2015	MERCHANDISE	609-49751-333	3.95
JOHNSON BROS.	5210334	07/24/2015	MERCHANDISE	609-49751-333	36.21
JOHNSON BROS.	5210335	08/04/2015	MERCHANDISE	609-49751-333	46.76
JOHNSON BROS.	5215731	07/27/2015	MERCHANDISE	609-49751-333	5.01
JOHNSON BROS.	5215732	07/27/2015	MECHANDISE	609-49751-333	43.42
KDOM RADIO	KDOM0229150736710	08/11/2015	ADVERTISING - RIVER BEND LI	609-49751-340	665.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	609-49751-381	949.39
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	609-49751-382	98.01
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	609-49751-385	91.39
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	609-49751-404	29.45

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PLUNKETT'S PEST CONTROL	5052201	07/27/2015	SERVICE #2174771	609-49751-406	106.88
				Activity 49751 - Liquor Store Total:	65,264.56
				Fund 609 - LIQUOR STORE Total:	81,369.56
Fund: 614 - TELECOM					
INTERNAL REVENUE SERVICE	20150731	07/31/2015	EXCISE TAX POSTING-JULY 20	614-20201	889.91
MN REVENUE	20150811	08/11/2015	SALES TAX - JULY 2015	614-20202	8,552.00
MN 9-1-1 PROGRAM	20150731	07/31/2015	JULY 911 SERVICE	614-20206	993.47
					10,435.38
Activity: 49870 - Telecom					
NEW STAR SALES & SERVICE	44377	07/31/2015	SUPPLIES	614-49870-200	37.41
CAMPUS CLEANERS	07-012050	07/31/2015	SERVICE	614-49870-211	21.33
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- TELECOM	614-49870-212	292.49
US BANK	20150805	08/05/2015	CREDIT CARD - PAY PAL	614-49870-217	7.50
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - TELECOM	614-49870-223	42.38
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	614-49870-227	29.80
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - TELECOM	614-49870-227	191.07
JASON HANKE	387113	08/04/2015	SERVICE	614-49870-227	1,724.95
JASON HANKE	387128	08/11/2015	MAINTENANCE	614-49870-227	6,665.55
TIES	53872	07/31/2015	MAINTENANCE	614-49870-227	5,289.90
POWER & TEL	5815280-00	07/31/2015	MAINTENANCE	614-49870-227	2,050.63
POWER & TEL	5831773-00	07/31/2015	MAINTENANCE	614-49870-227	31.41
NATIONAL CABLE TV COOP	SI-451952	07/31/2015	MAINTENANCE	614-49870-227	1,105.76
NATIONAL CABLE TV COOP	SI-453327	08/11/2015	SERVICE	614-49870-227	282.27
GLOBAL GOV'T/EDUCATION S	R27474910101	08/11/2015	SMALL TOOLS	614-49870-241	13.44
GLOBAL GOV'T/EDUCATION S	R27474910102	08/11/2015	SMALL TOOLS	614-49870-241	466.13
GLOBAL GOV'T/EDUCATION S	R27474910103	08/11/2015	SMALL TOOLS	614-49870-241	146.14
KIESLING	20150811	08/11/2015	SERVICES	614-49870-301	1,500.00
FINLEY ENGINEERING	07-17410	07/31/2015	SERVICE - PROJ 07-17410	614-49870-303	1,094.85
SCHRAMEL LAW OFFICE	20150811	08/11/2015	LEGAL FEES - TELECOM	614-49870-304	135.00
OLSEN THIELEN & CO.,LTD	22562	07/31/2015	SERVICE	614-49870-304	459.25
CINNAMON MUELLER	31609	08/11/2015	SERVICES	614-49870-304	212.50
CENTURY LINK	20150731	07/31/2015	SERVICE #507-831-1075	614-49870-321	74.77
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	614-49870-321	372.44
VERIZON WIRELESS	9749307605	07/20/2015	TELEPHONE -	614-49870-321	297.78
SOURCE ONE SOLUTIONS, LLC	5118A	08/11/2015	POSTAGE	614-49870-322	248.08
HP SUDS CLUB, LLC	20150804	08/04/2015	BILLING CONTRACT SERVICE	614-49870-326	1,170.00
SOURCE ONE SOLUTIONS, LLC	5118	08/11/2015	UTILITY BILL - SERVICES	614-49870-326	1,772.22
RWB ADVERTISING	20150811	08/11/2015	ADVERTISING - WINDOMNET	614-49870-340	234.00
KDOM RADIO	KDOM073150736774	08/11/2015	ADVERTISING - WINDOMNET	614-49870-340	299.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	614-49870-381	1,980.70
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	614-49870-382	16.81
MN ENERGY RESOURCES	20150731	07/31/2015	HEATING #4098343-9 TELECO	614-49870-383	0.83
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	614-49870-385	26.74
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	614-49870-401	14.99
CHRIS ZIMMERMAN	20150811	08/11/2015	SERVICE	614-49870-401	150.00
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	614-49870-404	44.18
O'REILLY AUTOMOTIVE, INC	4425-147709	08/05/2015	MAINTENANCE	614-49870-405	59.93
CENTURY LINK	418755	07/21/2015	DIRECTORY LISTINGS	614-49870-441	180.32
BLUEHIGHWAYS	012-061015	07/31/2015	SUBSCRIBER	614-49870-442	243.84
NATIONAL CABLE TV COOP	15071149	08/04/2015	SUBSCRIBER	614-49870-442	84,987.34
NATIONAL CABLE TV COOP	15080015	08/05/2015	CREDIT -WFN RATE CORRECTI	614-49870-442	-8.01
NATIONAL CABLE TV COOP	15080156	08/05/2015	APR 15 & MAY 15 NBC SPORT	614-49870-442	85.68
CONSOLIDATED COMMUNICA	20150804	08/04/2015	SERVICE	614-49870-442	3,152.81
FOX TELEVISION STATIONS, IN	20150810	08/10/2015	SUBSCRIBER	614-49870-442	5,052.60
DISH NETWORK	20150811	08/11/2015	SERVICE	614-49870-442	3,400.00
DISPLAY SYSTEMS INTERNATI	24448	08/11/2015	SUBSCRIBER	614-49870-442	163.88
FOX SPORTS	J36662	07/31/2015	SUBSCRIBER	614-49870-442	18,808.78
BTN - BIG TEN NETWORK	J38312	07/31/2015	SUBSCRIBER	614-49870-442	3,924.60
UNIVERSAL SERVICE ADMIN C	UBDI0000784469	07/31/2015	SERVICE #825807	614-49870-443	1,330.62

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DREAM HOST WEB HOSTING	1473097-2015-07-25-1	07/31/2015	SERVICE JUNE 26, 2015 - JUL	614-49870-444	139.00
JASON HANKE	2015-0058	07/31/2015	SERVICE	614-49870-444	2,758.00
ONVOY VOICE SERVICES	150802008508	08/11/2015	SERVICE #001555600262	614-49870-445	1,354.55
E-911 - INDEPENDENT EMERG	20150811	08/11/2015	SERVICE #0010143	614-49870-445	40.00
CONSOLIDATED COMMUNICA	20150804	08/04/2015	SERVICE	614-49870-447	12,566.91
HURRICANE ELECTRIC LLC	9801676-IN	08/11/2015	SERVICE	614-49870-447	4,000.00
WOODSTOCK COMMUNICATI	10045206	08/11/2015	SERVICE #00017668-1	614-49870-451	205.10
ONVOY VOICE SERVICES	150803008022	08/11/2015	SERVICE #001553603305	614-49870-451	4,237.72
MN REVENUE	20150811	08/11/2015	SALES TAX - JULY 2015	614-49870-460	30.11
SOUTHWEST MN BROADBAN	20150805	08/05/2015	QVC SALES - JUNE 2015	614-49870-480	113.09
US BANK	20150805	08/05/2015	CREDIT CARD - ICE WARP-TO	614-49870-480	190.00
				Activity 49870 - Telecom Total:	175,519.17
				Fund 614 - TELECOM Total:	185,954.55

Fund: 615 - ARENA

Activity: 49850 - Arena

SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - ARENA	615-49850-200	6.49
CAMPUS CLEANERS	07-011542	08/05/2015	SERVICE	615-49850-211	9.00
WEX BANK	41750892	08/11/2015	CREDIT CARD-JULY- ARENA	615-49850-212	331.08
COTTONWOOD VET CLINIC	146287	08/05/2015	SERVICE	615-49850-217	120.00
COTTONWOOD VET CLINIC	146878	08/05/2015	SERVICE	615-49850-217	180.00
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	615-49850-217	26.51
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	615-49850-241	33.75
US BANK	20150805	08/05/2015	CREDIT CARD - HY VEE	615-49850-260	64.83
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	615-49850-321	123.37
VERIZON WIRELESS	9749307605	07/20/2015	TELEPHONE -	615-49850-321	326.05
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	615-49850-326	107.85
KDOM RADIO	KDOM0113150736770	08/05/2015	ADVERTISING - ARENA	615-49850-340	82.00
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	615-49850-381	391.37
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	615-49850-382	154.32
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	615-49850-385	26.74
WINDOM PAINTING	20150805	08/05/2015	MAINTENANCE	615-49850-402	344.85
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - ARENA	615-49850-402	58.54
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	615-49850-406	102.02
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - ARENA	615-49850-406	86.92
CARQUEST AUTO PARTS STOR	2789-289433	08/05/2015	MAINTENANCE	615-49850-406	13.98
CARQUEST AUTO PARTS STOR	2789-289612	08/05/2015	MAINTENANCE	615-49850-406	13.98
CARQUEST AUTO PARTS STOR	2789-289981	08/05/2015	MAINTENANCE	615-49850-406	12.75
CARQUEST AUTO PARTS STOR	2789-289995	08/05/2015	MAINTENANCE	615-49850-406	5.88
RON'S ELECTRIC INC	131065	08/05/2015	MAINTENANCE	615-49850-409	56.00
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - ARENA	615-49850-409	130.39
GRAYBAR ELECTRIC CO	979956451	07/24/2015	MAINTENANCE	615-49850-409	112.22
MN REVENUE	20150811	08/11/2015	SALES TAX - JULY 2015	615-49850-460	433.00
				Activity 49850 - Arena Total:	3,353.89
				Fund 615 - ARENA Total:	3,353.89

Fund: 617 - M/P CENTER

MN REVENUE	20150811	08/11/2015	SALES TAX - JULY 2015	617-20202	53.64
					53.64

Activity: 49860 - M/P Center

US BANK	20150805	08/05/2015	CREDIT CARD - RUNNINGS	617-49860-211	19.99
US BANK	20150805	08/05/2015	CREDIT CARD - RUNNINGS	617-49860-217	24.08
US BANK	20150805	08/05/2015	CREDIT CARD - HY VEE	617-49860-254	112.52
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	617-49860-321	110.08
VERIZON WIRELESS	9749307605	07/20/2015	TELEPHONE -	617-49860-321	12.34
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	617-49860-326	42.95
BRAD BUSSA	20150810	08/10/2015	EXPENSE-MILEAGE	617-49860-331	99.48
KDOM RADIO	KDOM0563150736771	08/05/2015	ADVERTISING - COMM CENTE	617-49860-340	171.50
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	617-49860-381	1,452.05
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	617-49860-382	46.24
ELECTRIC FUND	20150810	08/10/2015	MONTHLY UTILITY & TELECO	617-49860-385	57.10

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
TOSHIBA FINANCIAL SERVICES	283809812	07/31/2015	COPIER LEASE 7/20 - 8/20	617-49860-404	14.73
TOSHIBA FINANCIAL SERVICES	283809812A	07/31/2015	LEASE #357-COMM CENTER	617-49860-404	60.00
CAMPUS CLEANERS	06-012506	08/11/2015	SERVICE	617-49860-406	59.32
CAMPUS CLEANERS	07-010892	08/04/2015	SERVICE	617-49860-406	59.32
CAMPUS CLEANERS	07-012049	08/04/2015	SERVICE	617-49860-406	55.50
US BANK	20150805	08/05/2015	CREDIT CARD - RUNNINGS	617-49860-406	57.89
TYCO SIMPLEX GRINNELL	81562746	08/05/2015	MAINTENANCE	617-49860-406	891.73
US BANK	20150805	08/05/2015	CREDIT CARD - RUNNINGS	617-49860-409	27.78
SCHWALBACH HARDWARE	20150811	08/11/2015	MAINTENANCE - MP	617-49860-409	3.99
RUNNING'S SUPPLY	20150811	08/11/2015	MAINTENANCE -	617-49860-409	124.66
MN REVENUE	20150811	08/11/2015	SALES TAX - JULY 2015	617-49860-460	411.36
Activity 49860 - M/P Center Total:					3,914.61
Fund 617 - M/P CENTER Total:					3,968.25
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0000604	08/07/2015	Federal Tax Withholding	700-21701	11,141.00
Minnesota Department of Re	INV0000603	08/07/2015	State Withholding	700-21702	4,599.40
Internal Revenue Service-Payr	INV0000605	08/07/2015	Social Security	700-21703	12,744.68
MN Pera	INV0000596	08/07/2015	PERA	700-21704	12,691.74
MN Pera	INV0000597	08/07/2015	PERA	700-21704	5,064.61
MN Pera	INV0000598	08/07/2015	PERA	700-21704	515.80
Minnesota State Deferred	INV0000599	08/07/2015	Deferred Compensation	700-21705	4,275.00
Minnesota State Deferred	INV0000600	08/07/2015	Deferred Roth	700-21705	875.00
BLUE CROSS/BLUE SHIELD	20150804	08/04/2015	PREMIUM INS. - SEPT 2015	700-21706	36,007.50
COLLECTION SERVICES CENTE	070415	08/04/2015	#CDDM013726	700-21709	930.23
MN Child Support Payment C	INV0000601	08/07/2015	Child Support Payment	700-21709	407.47
Internal Revenue Service-Payr	INV0000602	08/07/2015	Medicare Withholding	700-21711	3,496.14
SELECTACCOUNT	20150805	08/05/2015	FLEX SPENDING	700-21712	146.35
COLONIAL LIFE INSURANCE	8182644-0812146	08/10/2015	BCN E8182644 INSURANCE	700-21714	8.82
MH LIFE	20150811	08/11/2015	VEBA - AUG 2015	700-21720	10,203.21
					103,106.95
Fund 700 - PAYROLL Total:					103,106.95
Grand Total:					1,008,941.59

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	23,416.71
211 - LIBRARY	1,386.34
225 - AIRPORT	37,248.24
230 - POOL	6,406.59
235 - AMBULANCE	4,417.49
250 - EDA GENERAL	10,959.66
254 - NORTH IND PARK	10,071.05
262 - TIF 1-2 PAMIDA	465.00
401 - GENERAL CAPITAL PROJECTS	1,070.00
601 - WATER	340,629.51
602 - SEWER	151,792.20
604 - ELECTRIC	43,325.60
609 - LIQUOR STORE	81,369.56
614 - TELECOM	185,954.55
615 - ARENA	3,353.89
617 - M/P CENTER	3,968.25
700 - PAYROLL	103,106.95
Grand Total:	1,008,941.59

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	21.90
100-22000	Prepayments	-7,684.00
100-32210	Building Permit - City	99.75
100-34780	Park Fees	120.00
100-41110-304	Legal Fees	1,230.00
100-41110-350	Printing & Design	25.00
100-41310-200	Office Supplies	122.54
100-41310-212	Motor Fuels	2.26
100-41310-217	Other Operating Supplie	29.45
100-41310-301	Auditing & Consulting Se	6,450.00
100-41310-321	Telephone	105.63
100-41310-326	Data Processing	62.94
100-41310-331	Travel Expense	56.35
100-41310-480	Other Miscellaneous	351.50
100-41910-200	Office Supplies	12.50
100-41910-212	Motor Fuels	151.02
100-41910-304	Legal Fees	30.00
100-41910-321	Telephone	115.47
100-41910-480	Other Miscellaneous	58.34
100-41940-381	Electric Utility	503.24
100-41940-382	Water Utility	62.01
100-41940-385	Sewer Utility	81.43
100-41940-406	Repairs & Maint - Groun	780.00
100-41940-409	Repairs & Maint - Utilitie	21.56
100-42120-200	Office Supplies	222.00
100-42120-212	Motor Fuels	1,441.00
100-42120-218	Uniforms	29.99
100-42120-304	Legal Fees	3,161.25
100-42120-321	Telephone	265.13
100-42120-325	Dispatching	275.00
100-42120-326	Data Processing	40.47
100-42120-334	Meals/Lodging	1,222.92
100-42120-350	Printing & Design	126.00
100-42120-404	Repairs & Maint - M&E	425.67
100-42120-412	Rentals - Building	1,850.00
100-42120-480	Other Miscellaneous	415.47

Account Summary

Account Number	Account Name	Payment Amount
100-42220-212	Motor Fuels	148.99
100-42220-215	Materials & Equipment	142.95
100-42220-217	Other Operating Supplie	64.08
100-42220-218	Uniforms	15.00
100-42220-308	Training & Registrations	300.00
100-42220-321	Telephone	27.68
100-42220-325	Dispatching	212.50
100-42220-404	Repairs & Maint - M&E	177.50
100-42220-439	Special Projects	45.00
100-42220-480	Other Miscellaneous	110.68
100-42500-325	Dispatching	12.50
100-42500-381	Electric Utility	9.04
100-42700-300	Charges for Services	70.00
100-43100-212	Motor Fuels	1,277.52
100-43100-215	Materials & Equipment	1.49
100-43100-217	Other Operating Supplie	509.96
100-43100-321	Telephone	127.93
100-43100-325	Dispatching	125.00
100-43100-381	Electric Utility	1,873.63
100-43100-382	Water Utility	16.26
100-43100-385	Sewer Utility	26.74
100-43100-404	Repairs & Maint - M&E	208.41
100-43100-480	Other Miscellaneous	938.50
100-43210-307	Management Fees	152.00
100-45120-215	Materials & Equipment	250.00
100-45120-217	Other Operating Supplie	1,081.73
100-45202-211	Cleaning Supplies	64.76
100-45202-212	Motor Fuels	736.49
100-45202-325	Dispatching	37.50
100-45202-381	Electric Utility	491.81
100-45202-382	Water Utility	550.88
100-45202-385	Sewer Utility	183.61
100-45202-402	Repairs & Maint - Struct	187.93
100-45202-404	Repairs & Maint - M&E	30.10
100-45202-405	Repairs & Maint - Vehicl	924.75
211-45501-217	Other Operating Supplie	132.69
211-45501-321	Telephone	29.44
211-45501-326	Data Processing	47.95
211-45501-381	Electric Utility	234.48
211-45501-382	Water Utility	17.20
211-45501-385	Sewer Utility	26.74
211-45501-402	Repairs & Maint - Struct	808.49
211-45501-433	Dues & Subscriptions	31.93
211-45501-435	Books and Pamphlets	57.42
225-45127-200	Office Supplies	38.20
225-45127-264	Merchandise For Resale	33,226.43
225-45127-381	Electric Utility	318.95
225-49950-500	Capital Outlay	3,664.66
230-45124-211	Cleaning Supplies	117.82
230-45124-216	Chemicals and Chemical	347.77
230-45124-217	Other Operating Supplie	446.18
230-45124-321	Telephone	68.93
230-45124-381	Electric Utility	2,685.55
230-45124-382	Water Utility	2,232.59
230-45124-404	Repairs & Maint - M&E	6.78
230-45124-409	Repairs & Maint - Utilitie	62.97
230-45124-460	Miscellaneous Taxes	438.00
235-42153-212	Motor Fuels	1,060.57

Account Summary

Account Number	Account Name	Payment Amount
235-42153-217	Other Operating Supplie	466.28
235-42153-321	Telephone	89.92
235-42153-325	Dispatching	200.00
235-42153-327	Interpretation Fees	34.00
235-42153-334	Meals/Lodging	547.22
235-42153-404	Repairs & Maint - M&E	1,028.99
235-42153-405	Repairs & Maint - Vehicl	990.51
250-23900	Notes Payable - Noncurr	881.02
250-46520-200	Office Supplies	4.72
250-46520-304	Legal Fees	85.00
250-46520-321	Telephone	149.33
250-46520-331	Travel Expense	200.92
250-46520-381	Electric Utility	43.18
250-46520-438	Meeting Expense	43.00
250-46520-439	Special Projects	5,907.50
250-46520-480	Other Miscellaneous	216.52
250-49980-602	Other Long-Term Obliga	2,068.60
250-49980-612	Other Interest	1,359.87
254-46520-303	Engineering and Surveyi	8,895.00
254-46520-304	Legal Fees	765.00
254-46520-381	Electric Utility	86.05
254-46520-406	Repairs & Maint - Groun	300.00
254-46520-480	Other Miscellaneous	25.00
262-46530-303	Engineering and Surveyi	90.00
262-46530-480	Other Miscellaneous	375.00
401-49950-503	Capital Outlay - Streets	1,070.00
601-16400	Machinery & Equipment	51,953.23
601-29102	Bond Payable - Noncurr	191,000.00
601-29103	Bond Payable - Noncurr	77,000.00
601-49400-200	Office Supplies	8.99
601-49400-212	Motor Fuels	252.59
601-49400-216	Chemicals and Chemical	1,679.65
601-49400-217	Other Operating Supplie	7.50
601-49400-310	Lab Testing	90.14
601-49400-321	Telephone	91.94
601-49400-322	Postage	248.08
601-49400-325	Dispatching	100.00
601-49400-326	Data Processing	1,980.16
601-49400-381	Electric Utility	4,395.34
601-49400-382	Water Utility	15.48
601-49400-385	Sewer Utility	26.74
601-49400-386	Landfill	1,039.52
601-49400-402	Repairs & Maint - Struct	1,118.00
601-49400-404	Repairs & Maint - M&E	427.87
601-49400-408	Repairs & Maint - Distrib	137.27
601-49400-480	Other Miscellaneous	375.01
601-49980-611	Bond Interest	8,682.00
602-29101	Bond Payable - Noncurr	124,813.90
602-49450-200	Office Supplies	5.00
602-49450-212	Motor Fuels	1,560.71
602-49450-217	Other Operating Supplie	7.50
602-49450-241	Small Tools	65.98
602-49450-310	Lab Testing	1,423.00
602-49450-321	Telephone	193.72
602-49450-322	Postage	287.14
602-49450-325	Dispatching	100.00
602-49450-326	Data Processing	2,023.11
602-49450-331	Travel Expense	373.75

Account Summary

Account Number	Account Name	Payment Amount
602-49450-381	Electric Utility	14,124.76
602-49450-382	Water Utility	108.34
602-49450-404	Repairs & Maint - M&E	3,002.26
602-49450-406	Repairs & Maint - Groun	39.98
602-49450-408	Repairs & Maint - Distrib	872.23
602-49450-409	Repairs & Maint - Utilitie	56.00
602-49450-439	Special Projects	340.59
602-49450-480	Other Miscellaneous	703.00
602-49980-611	Bond Interest	1,691.23
604-14200	Inventory	539.67
604-16400	Machinery & Equipment	339.86
604-20202	Sales Tax Payable	17,771.00
604-22000	Prepayments	1,499.99
604-49550-200	Office Supplies	31.98
604-49550-212	Motor Fuels	408.98
604-49550-217	Other Operating Supplie	744.91
604-49550-308	Training & Registrations	240.00
604-49550-321	Telephone	267.18
604-49550-322	Postage	248.08
604-49550-325	Dispatching	187.50
604-49550-326	Data Processing	2,953.27
604-49550-381	Electric Utility	71.13
604-49550-382	Water Utility	20.34
604-49550-385	Sewer Utility	26.74
604-49550-404	Repairs & Maint - M&E	29.45
604-49550-405	Repairs & Maint - Vehicl	203.66
604-49550-406	Repairs & Maint - Groun	425.82
604-49550-408	Repairs & Maint - Distrib	382.02
604-49550-410	Repairs & Maint - Gener	-293.63
604-49550-450	Conservation	14,713.83
604-49550-460	Miscellaneous Taxes	31.99
604-49550-480	Other Miscellaneous	1,281.83
604-49550-491	Payments to Other Orga	1,200.00
609-20202	Sales Tax Payable	16,105.00
609-49751-217	Other Operating Supplie	345.33
609-49751-251	Liquor	16,147.66
609-49751-252	Beer	42,167.56
609-49751-253	Wine	3,214.30
609-49751-254	Soft Drinks & Mix	523.15
609-49751-256	Tobacco Products	78.38
609-49751-259	Non- Alcoholic	193.90
609-49751-261	Other Merchandise	44.90
609-49751-321	Telephone	105.35
609-49751-326	Data Processing	106.31
609-49751-333	Freight and Express	397.60
609-49751-340	Advertising & Promotion	665.00
609-49751-381	Electric Utility	949.39
609-49751-382	Water Utility	98.01
609-49751-385	Sewer Utility	91.39
609-49751-404	Repairs & Maint - M&E	29.45
609-49751-406	Repairs & Maint - Groun	106.88
614-20201	Excise Tax Payable	889.91
614-20202	Sales Tax Payable	8,552.00
614-20206	911 TAP & TACIP Fees CI	993.47
614-49870-200	Office Supplies	37.41
614-49870-211	Cleaning Supplies	21.33
614-49870-212	Motor Fuels	292.49
614-49870-217	Other Operating Supplie	7.50

Account Summary

Account Number	Account Name	Payment Amount
614-49870-223	Buidling Repair Supplies	42.38
614-49870-227	Utility System Maint Sup	17,371.34
614-49870-241	Small Tools	625.71
614-49870-301	Auditing & Consulting Se	1,500.00
614-49870-303	Engineering and Surveyi	1,094.85
614-49870-304	Legal Fees	806.75
614-49870-321	Telephone	744.99
614-49870-322	Postage	248.08
614-49870-326	Data Processing	2,942.22
614-49870-340	Advertising & Promotion	533.00
614-49870-381	Electric Utility	1,980.70
614-49870-382	Water Utility	16.81
614-49870-383	Gas Utility	0.83
614-49870-385	Sewer Utility	26.74
614-49870-401	Repairs & Maint - Buildi	164.99
614-49870-404	Repairs & Maint - M&E	44.18
614-49870-405	Repairs & Maint - Vehicl	59.93
614-49870-441	Transmission Fees	180.32
614-49870-442	Subscriber Fees	119,811.52
614-49870-443	Intergovernmental Fees	1,330.62
614-49870-444	License Fees	2,897.00
614-49870-445	Switch Fees	1,394.55
614-49870-447	Internet Expense	16,566.91
614-49870-451	Call Completion	4,442.82
614-49870-460	Miscellaneous Taxes	30.11
614-49870-480	Other Miscellaneous	303.09
615-49850-200	Office Supplies	6.49
615-49850-211	Cleaning Supplies	9.00
615-49850-212	Motor Fuels	331.08
615-49850-217	Other Operating Supplie	326.51
615-49850-241	Small Tools	33.75
615-49850-260	Concessions	64.83
615-49850-321	Telephone	449.42
615-49850-326	Data Processing	107.85
615-49850-340	Advertising & Promotion	82.00
615-49850-381	Electric Utility	391.37
615-49850-382	Water Utility	154.32
615-49850-385	Sewer Utility	26.74
615-49850-402	Repairs & Maint - Struct	403.39
615-49850-406	Repairs & Maint - Groun	235.53
615-49850-409	Repairs & Maint - Utilitie	298.61
615-49850-460	Miscellaneous Taxes	433.00
617-20202	Sales Tax Payable	53.64
617-49860-211	Cleaning Supplies	19.99
617-49860-217	Other Operating Supplie	24.08
617-49860-254	Soft Drinks & Mix	112.52
617-49860-321	Telephone	122.42
617-49860-326	Data Processing	42.95
617-49860-331	Travel Expense	99.48
617-49860-340	Advertising & Promotion	171.50
617-49860-381	Electric Utility	1,452.05
617-49860-382	Water Utility	46.24
617-49860-385	Sewer Utility	57.10
617-49860-404	Repairs & Maint - M&E	74.73
617-49860-406	Repairs & Maint - Groun	1,123.76
617-49860-409	Repairs & Maint - Utilitie	156.43
617-49860-460	Miscellaneous Taxes	411.36
700-21701	Federal Withholding	11,141.00

Account Summary

Account Number	Account Name	Payment Amount
700-21702	State Withholding	4,599.40
700-21703	FICA Tax Withholding	12,744.68
700-21704	PERA Contributions	18,272.15
700-21705	Retirement	5,150.00
700-21706	Medical Insurance	36,007.50
700-21709	Wage Levy	1,337.70
700-21711	Medicare Tax Withholdi	3,496.14
700-21712	Flex Account	146.35
700-21714	Individual Insurance-Col	8.82
700-21720	VEBA Contributions	10,203.21
	Grand Total:	1,008,941.59

Project Account Summary

Project Account Key	Payment Amount
None	605,754.46
1994WWTPint	1,691.23
1994WWTPPrin	124,813.90
1999WaFillnt	4,079.10
1999WaFilPrin	191,000.00
1999WaTowInt	4,602.90
1999WaTowPrin	77,000.00
	Grand Total:
	1,008,941.59

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