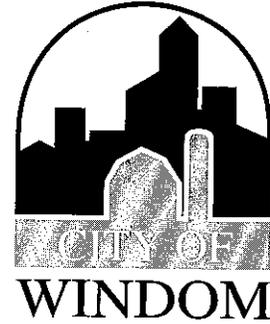


Council Meeting
Tuesday, October 18, 2016
City Council Chambers
7:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes–October 3 & 4, 2016
2. Consent Agenda
 - Minutes
 - HRA – September 7, 2016
 - EDA Commission – October 10, 2016
 - Library Board – October 11, 2016
 - Utility Commission – October 12, 2016
 - Park & Recreation Commission – September 14 & October 12, 2016
3. Department Heads
4. 2017 Street Projects
5. Wastewater – Sampling Meter Station – Approve Bid for Schedule B
6. Cottonwood County Housing – Initiative Program
7. Disposition of Surplus Equipment – Industrial Metal Racking
8. Personnel Committee
 - Street Superintendent Position
9. Emergency Services Facility Update
10. City General Fund Reserve Policy
11. New Business
12. Old Business
 - Arena – Cottonwood County Ag Society Lease
 - Windom Area Hockey Association – Locker Room Project
13. Regular Bills
14. Council Concerns
15. Adjourn



**Special Council Meeting
City Hall, Council Chamber
October 3, 2016
5:30 p.m. Budget Work Session**

1. Call to Order:

The meeting was called to order by Mayor Pro Tem Dominic Jones at 5:30 p.m.

2. Roll Call:
- | | |
|------------------|---|
| Mayor Pro Tem: | Dominic Jones |
| Council Present: | Brian Cooley, Paul Johnson, Bryan Joyce and JoAnn Ray |
| Council Absent: | Mayor Corey Maricle |

City Staff Present: Steve Nasby, City Administrator; Chelsie Carlson; Finance Director/Controller; Drew Hage, EDA Director; Brad Bussa, Community Center Director; Joe Audette, Liquor Store Manager; Bruce Caldwell, Streets & Parks Superintendent; Jeff Dahna, Windomnet Manager; Brent Brown, Electric Utility Manager; Dawn Aamot, Library Director; Glenn Lund, Wastewater Foreman; Al Baloun, Recreation Director and Scott Peterson, Police Chief

3. Pledge of Allegiance:

4. 2017 Budget Discussion:

Jones said that the process would be the presentation of significant changes in operational budgets and then discussion of capital requests.

Nasby said that looking at Council salaries had been mentioned and he did some research of eight area communities. The data show that the salaries for Windom are lower than peer communities. To make a change an ordinance is required to be considered and approved prior to the election.

Jones asked if anyone was interested in discussing Mayor/Council salaries. No members were interested in making changes at this time. No further discussion.

Economic Development Authority

Drew Hage, EDA Executive Director, said that the operational budget change in 2017 is the revenue from the Spec Building as it is currently not rented. He has a prospect discussing a lease. The EDA Board had decided to market the Spec Building through the end of the year and then consider other options. He said the repairs from the last tenant are still to be determined, but he is getting a quote soon.

Hage said the capital items included the expansion of the industrial park, possible infrastructure in the area near Runnings and Prime Pork as well as possible residential lot prep on three lots.

Preliminary

Building & Zoning

Hage noted there were no big changes in the Building & Zoning budget. There were some monies shifted for training the new Building Official and the budget assumes family health.

Carlson noted that 10 percent of Hage's wages were moved to Building & Zoning since he will be overseeing that office in the future.

Community Center

Brad Bussa, Community Center Director, said there was not much change in the operational budget. He noted that it is hard to find good part-time help and they need those hours to accommodate the events. His capital items included some updates to the meeting rooms, funds for the mechanical reserve, outdoor grounds improvements and a new storage shed. The current storage shed was built 16 years ago and is falling in.

Liquor

Joe Audette, Liquor Store Manager, said that there was a new full-time employee hired in 2016 so that changed the budget. The transfer was shown as \$70,000, but he understands there are discussions to change that number. Audette said that he would like to see either the one-time cash contribution or the transfer change, but both would impact the store's ability to plan for future growth.

Joyce noted the store has revenue of about \$150,000 per month and will be ahead of last year.

Johnson said there are other funds that could transfer monies as well.

Joyce said he sees differences between liquor and the other enterprise funds. Liquor could be a private business, but he understands the revenue it brings to the City.

Audette said his capital items are finishing the store remodeling and a computer for 2017.

Johnson said he wants to keep moving forward with growth and future plans for the store.

Streets

Bruce Caldwell, Streets & Parks Superintendent, said there were not any big changes to the operational budget.

Capital items included the proposed 2017 Street Project at \$3.1 million, Loader payment for \$29,000, a shared air compressor for \$20,000, Equipment Reserve for \$50,000 and \$50,000 for a crack-filling machine. The City has tried to borrow a crack-filling machine from the County, but it is difficult to schedule as both places want to use it at the same time. The air compressor could be shared with the Electric Dept.

Caldwell said that there are growing needs to get duties accomplished. He sees a need for more help and one way is to contract out some services such as mowing and snow removal.

Preliminary

Joyce and Jones said that they would like to consider a Parks & Recreation position. Caldwell said that relieving the Street crew from doing parks would be good so they can focus on street duties, but there is communication between Parks and Recreation now.

Parks

Caldwell said that there is \$10,000 more in the operational budget for more seasonal help. The capital items include funding for Windom Rec Area lighting, playground equipment fund and the dog park. The dog park appears to be on indefinite hold.

Cooley asked about the cost for a new playground. Caldwell said it could be very high, but the possible replacement of equipment like Witt Park would be \$35,000.

Jones said that he had some citizen input on the Council not moving ahead too quickly on replacing Witt Park.

Joyce said the kids he has spoken to are excited for the opportunity to design the park and that he does not want to see new ideas get shot down.

Telecom

Jeff Dahna, Windomnet General Manager, said that the revenue projected shows 2016 pricing and there will be adjustments coming and possible new packages like separating out businesses. The administrative assistant position is included in the budget but not necessarily going to be filled at this time. New software picks up some of the workload previously done. Video feed options are being discussed and that would reduce some costs but require capital spending. The core system also needs to be replaced to prevent failure like happened earlier this year.

Jones said that the capital items and system change will be discussed at the November 7 Telecom meeting and financing plan proposal.

Joyce noted the system upgrade and video feed options have been extensively discussed by the Commission and it is important to do these upgrades.

Electric

Brent Brown, Electric Utility Manager, said that the operational budget show increases in revenue and expense from the load expected from Prime Pork. This is based on information from the company and the historical use thresholds.

Jones noted the transfer is budgeted at \$175,000 and asked for Brown's thoughts on the amount and discussion of increasing it. Brown replied that the Commission is opposed to a higher amount and he would like to see a formula system or franchise fee established.

Joyce noted the \$175,000 is lower than the previous \$196,000 transfer and the funds are used to take burden off the property taxes.

Brown replied that the transfer is built into the rates and they are normal in other communities, but there is no clear rationale on the transfer amounts. He said that transfers do save on property taxes and to also look at other departments if a study is done on transfers.

Preliminary

Brown said the capital included the work on the transformer and substation started this year, the annual distribution system for \$300,000 and a Jet vac for \$80,000.

Jones asked about sharing an air compressor with Streets. Brown replied that they use one sparingly but would split the cost.

Library

Dawn Aamot, Library Director, said that the changes to the operational budget included an increase of about \$3,000. Some budget line items shifted but overall not much change. She noted revenue is up slightly from a program change at the County. The capital requests included a new heating system for \$17,000. This would be a quick return on that investment as the current boiler inspection costs about \$5,000 per year. The other capital item is window replacement as the windows are very bad and allow wind\water into the building. This cost is estimated to be \$120,000 but it is needed and reflects community values.

Joyce asked about historic preservation grants and building designation. Aamot replied that had been considered but not pursued.

Water

Glenn Lund, Wastewater Foreman, said that there is some increase in use for water due to the new truck wash, but the amount of water is yet unknown. Other operational items very similar to past years. The capital are normal annual items of equipment and replacement items. One project will be the review of and possible replacement or maintenance on water plant filters.

Sewer

Lund said that the revenue and expense budgets changed due to the Prime Pork plant and truck wash coming on-line this next year. The testing will now be paid for directly by Prime Pork instead of a pass through from the City so the testing item in the budget would go down.

Jones asked about the significant industrial user agreement and sewer line project. Lund replied that the SIU is being worked on and there have been meetings with Prime Pork and the truck wash on the sewer metering and sampling building. He felt there was going to be a resolution of the outstanding issues.

Lund said the capital included the current sewer line replacement and normal annual equipment.

Jones asked if the plant can handle the loads coming from Prime Pork. Lund said that they had done testing and the plant can take the initial predicted load of 700,000 gallons per day as specified in the interim SIU agreement. Lund said Prime Pork wants to go to 900,000 gallons per day with a max of 1.2 million gallons per day. This additional loading plus the changes in the regulations from the State will force a significant plant upgrade which could cost \$10 to \$12 million. The project would be eligible for State grants of up to \$7 million.

Joyce asked what the percent of flow is for the businesses versus the city residents. Lund replied about 60% could come from the businesses depending on how much comes from Prime Pork.

Preliminary

Arena

Al Baloun, Recreation Director, said that there were no operational budget changes. The capital items included the locker room renovation and expansion, but this is proposed to be funded by the Windom Youth Hockey Association. Other capital items for 2017 included a water heater replacement for \$11,000.

Johnson said that the Hockey Association needs a commitment from the City that the rink will be done in concrete, the ice-making equipment upgraded and roof repairs done as part of the deal to get the locker room project completed.

Joyce and Jones said that the Council will need to act on these future projects and that it would be an opportunity for community fund raising. They asked Shelby Medina, Hospital Administrator, if the Sanford foundation would have grants available. Medina said that is something that is a possibility.

Baloun noted the Mighty Ducks grants from the State, but with our ice system we only qualify for \$50,000. This grant cap may adjust upward in the upcoming legislative session as there is a greater need for these monies statewide to address the replacement of R-22 ice systems.

Pool

Baloun said the operational budget is similar to last year and a rate adjustment will be reviewed.

Joyce asked about a discount family pass or other discounts for lessons. Baloun said there are not currently any discounts available.

Joyce asked if there is a way to share a facility with another community such as Mt. Lake as they are having a hard time, like other communities, keeping the pool open.

Baloun said that there can be options to sharing times or slotting times for other communities that can be discussed.

Baloun noted the soil borings were underway and when the results are completed the feasibility study can be done and presented to the City Council, probably in November. The capital item for 2017 is proposed to be a heater for the small pool, but he may be able to do that with left over money from the 2016 budget.

Recreation

Baloun said the operational budget has no large changes. The capital request is for new software to replace Max Solutions as that system is no longer supported.

Joyce noted the school has a software registration program that works well so may be this could be researched to see if the City registrations could work with that system or possibility partner.

Police

Scott Peterson, Police Chief, said that there were incremental changes in the operational budget for staffing costs, but no changes. The capital request is for a use of force simulator. The

Preliminary

simulator would be shared by two or three other law enforcement agencies so the cost to Windom could be \$3,000 to \$5,000. Peterson said that he has \$5,044 left in 2016 capital and would like to purchase a portable speed limit trailer. The cost of the trailer is \$6,700 so he would use \$5,000 in carry-over funds and need \$1,700 from 2017 capital.

Johnson said that the two main complaints or issues from citizens are speed and use of force so he thinks the Windom Police Department is doing a great job addressing these two things.

Peterson noted that the squad car used by Assistant Chief Patterson was totaled in the wreck. He looked for a replacement Crown Victoria, but could not find a good one available. He is going to lease another vehicle from the State for seven years and the cost is within his budget.

Break – 9:40 pm to 9:45 pm

Ambulance

Nasby said the operational budget shows no large changes. The capital request is to purchase a new ambulance (Unit 28) for \$225,000 that will be covered with Ambulance reserve funds.

Fire

Nasby said there is some slight changes in the operational budget to account for some training for new firefighters as several could retire in the upcoming year. The capital request is for a new truck to replace Unit 21 pumper that goes on all calls. The department is going to continue to pursue a FEMA grant, but odds are not good. They said the truck may have to go another year.

City Hall

Nasby said that the operational budget is only for the cost of operating the City Hall building such as water, sewer, heat, electric, etc. No big changes. The capital items included window replacement, tuck-pointing, media equipment upgrades and the parking lot overlay. The parking lot overlay is included in the 2017 Street project proposal.

Airport

Nasby said the airport is generally self-sufficient and no large operational budget items. Capital includes the FAA master plan study that was in 2016-2017 and the City's match is \$7,500 which is each year.

City Office

Nasby said this is the staffing for services. There was no significant changes to the operational budget.

Carlson said the capital request is for server replacement to serve City Hall and other departments though a city-network. The cost will also upgrade or replace some equipment at Telecom. The cost is \$40,000 per year with an annual replacement budget for \$6,000. Some additional technical assistance is also anticipated to assist with this server and other departments.

Preliminary

Property Tax Comparison

Nasby said that he had done some comparisons with similar communities regarding property taxes and the types of facilities they operate. He handed out a spread sheet with the information.

5. New Business:

None.

6. Old Business:

None.

7. Adjournment:

Mayor Pro Tem Jones adjourned the meeting by unanimous consent at 10:30 pm.

Dominic Jones, Mayor Pro Tem

Attest: _____
Steve Nasby, City Administrator

**Regular Council Meeting
City Hall, Council Chamber
October 4, 2016
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

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Bruce Caldwell, Streets & Parks Superintendent; Al Baloun, Recreation Director; Dawn Aamot, Library Director; Mike Haugen, Water/Wastewater Superintendent; Drew Hage, EDA Director; Mary Hensen, Administrative Asst.; Dan Ortmann, Fire Chief and Tim Hacker, Ambulance Director

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Ray second by Joyce to approve the City Council minutes from September 20, 2016. Motion carried 5 – 0.

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Housing and Redevelopment Authority – August 16, 2016
- Telecom Commission – September 26, 2016
- Community Center Commission – September 26, 2016
- Utility Commission – September 29, 2016
- Airport Commission – September 29, 2016

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

6. Department Heads:

Dawn Aamot, Library Director, said they have a number of upcoming events. Derick Anderson, visiting author, will be at Winfair on October 6 for a reading program for children and adults. October 9-15 is National Teen Reading Week. On October 15 from 10 am to 1 pm they will have board games and refreshments at the Library for teens. October 16 at 2 pm the Cottonwood County Historical Society will be hosting author Rena Olson to discuss her book and the Friends of the Library are serving refreshments after this event. October 21 is meet Laura Ingalls Wilder

Preliminary

one-woman show portrayal. These events are paid for by a grant from the State Arts & Cultural Heritage fund. They are having a pumpkin decorating contest at the Library. Entries are to be submitted by October 17 with judging until the end of the month. The theme is storybook characters. On October 31 the Library will do trick or treating until 7 pm.

Joyce thanked the library for all the events on literacy and noted the high rate of poverty in Windom for children under age 5, so literacy is so important.

7. Planning & Zoning Commission:

Drew Hage, EDA Executive Director and Mary Hensen, Administrative Assistant introduced themselves. Hensen said the second reading is on the agenda for tonight.

Motion by Ray second by Cooley to approve the 2nd Reading of Ordinance No. 157 Second Series as presented. Motion carried 5 – 0.

Hensen said a Summary and Title publication is requested due to the length of the ordinance and cost. The Council would need to find the summary and title descriptive and approve this by a super-majority 4/5 vote.

Motion by Joyce second by Cooley to approve the Title and Summary publication for Ordinance No. 157 Second Series as presented. Motion carried 5 – 0.

8. Street Closure Request – Community Center:

Bruce Caldwell, Streets & Parks Superintendent, said that the Community Center has requested that 740 feet of North Redding Avenue be closed on October 8 from 12 noon to 11:30 pm for their beer tasting event and concert. The businesses impacted have been contacted and are okay with the closure.

Motion by Ray second by Johnson to approve the temporary closure of 740 feet of North Redding Avenue on October 8, 2016 from 12 noon to 11:30 pm. Motion carried 5 – 0.

9. Electric Department – Transformer and Equipment Project Bid Award:

Nasby said that the bid is part of the transformer and substation project. This 69KV switch was part of that project but pulled due to a question on the adaptability of the bid. The issue is that the low bidder, by \$60, has equipment that required two footings which will cost the City about \$2,000 more than just having one footing. The next lowest bidder only required one footing so the overall cost would be less expensive to accept that bid. The question on lowest responsible bid was discussed with the League of Minnesota Cities and noted that the City has discretion on the lowest responsible bidder taking into consideration lowest overall cost and adaptability.

Joyce asked if the specifications were clear on the footings and if the City Attorney had approved the request not to accept the low bid.

Nasby said his understanding was that the specifications did not indicate footings. The City Attorney had not been consulted as the League of Minnesota Cities had reviewed and the statute allows for cities to have discretion.

Council member Jones introduced the Resolution No. 2016-64, entitled "A RESOLUTION AWARDING A CONTRACT FOR THE WINDOM SUBSTATION PROJECT" subject to review by the City Attorney and moved its adoption. The resolution was seconded by Joyce and on roll call vote: Yes: Joyce, Ray, Cooley, Johnson and Jones. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

10. Emergency Services Facility - Financing:

Nasby said that the materials in the packet show the 12 options previously presented to the City Council. A pre-sale report was included for discussion which is based on option B2 for a City-lease. The CIP bond option may be eliminated due to the timing needed and the EDA-lease option showed a higher cost due to issuance expenses, debt reserves and interest. As such, the City-lease option was the most applicable. Within the City-lease option there were discussions on deferred payment, wrapping and level payments. Wrapping is not possible with a lease and delaying payments would be more costly due to interest costs. The USDA RED L\G had also been considered for a 0% ten year loan for up to \$1 million. Although there is no interest the debt payments are all in the first 10 years which pushes up the annual cost and has a higher immediate impact to the tax levy. Due to these factors the City-lease option with level payments was a logical selection to begin the discussion. The pre-sale report prepared by Ehlers Associates shows this City-lease with the property tax impact off-set with the annual transfers and upfront cash contribution that has been previously discussed of \$1.9 million.

Todd Hagen, Ehlers Associates, noted the methodology for narrowing the options is on point and the City-lease with level payments is a good choice for this project. The market is accepting of 20-year leases and he will keep the terms on the offering tight as not to have too many variables that could increase the costs. Due to this building being an essential function of public safety and the City's \$1.9 million cash contribution this offering should be attractive in the marketplace. The lease will require an annual City Council contribution, but does not hold the Council to a specific revenue stream. The proposal shows that the property tax impact, with the anticipated transfers, is 2.445%. November 15th would be the next City Council action point and if that is approved the funds would be available in December.

Jones asked if the Council had to decide tonight on the specific transfers. Hagen said that the decision did not have to be made as the appropriation can come from any source. The first payment in 2017 is an interest payment and the first principal and interest payment is 2018.

Joyce asked if the City can pay off the lease early. Hagen said that the leases do have recall or early repayment features and these are commonly refinanced with other bonds.

Joyce asked if the amount of the transfers change year to year is that an issue. Hagen said the transfer amounts from each fund can change anytime.

Preliminary

Jones said that the USDA just announced a loan program for 1.875% interest on loans up to 40 years. Nasby noted that USDA Community Facility loan program required backing by City bonds. Jones said he was aware of that, but wanted to note that financing was out there.

Joyce said that the USDA loan may be something that is used on other projects.

Jones asked if the lease counts against the City's debt limit. Hagen said it does.

Joyce clarified that the proposed pre-sale included the \$1.9 million in the cash contributions. Nasby said it does and it would be beneficial to have those approved by the Council so that is known before this lease is marketed.

Council member Cooley introduced the Resolution No. 2016-65, entitled "RESOLUTION PROVIDING FOR THE ISSUANCE OF A \$2,039,000 LEASE WITH OPTION TO PURCHASE AGREEMENT OF 2016" moved its adoption. The resolution was seconded by Ray and on roll call vote: Yes: Ray, Cooley, Johnson, Jones and Joyce. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

Council member Jones introduced the Resolution No. 2016-66, entitled "EXPRESSING AN INTENT TO REIMBURSE EXPENDITURES FROM TAX EXEMPT BOND PROCEEDS" moved its adoption. The resolution was seconded by Johnson and on roll call vote: Yes: Cooley, Johnson, Jones, Joyce and Ray. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

Maricle asked if the Council wanted to discuss or take action on formally approving the cash contributions from the Ambulance Fund and Liquor Fund.

Motion by Jones second by Joyce to approve the transfer of \$1 million from the Ambulance Fund to the Emergency Services Facility building fund. Motion carried 5 - 0.

Jones said that during the budget workshop the Liquor Store Manager had stated that he would not want to see both an annual transfer increase and cash contribution from the Liquor Fund.

Joyce said that the Liquor Fund had approximately \$940,000 and it is profitable. He sees the double hit to the Liquor Fund, but with the store proceeds of \$230,000 per year before transfers there is an ability to do some increase in the transfer. The goal is to grow the business and with that may be a new store. With over \$400,000 left in the Liquor Fund and a \$100,000 total transfer there is still some ability to take on debt or re-build the fund. As such, he would support a one-time transfer of \$500,000 and discuss the new amount for an annual transfer later.

Johnson said that if the Liquor Fund is tapped for the \$500,000 and an increased annual transfer there will not be resources there for other upcoming City projects as the Liquor store needs to cover its interests and look to the future.

Cooley hoped the store could still find ways to grow the business and noted Joe's work in growing sales.

Preliminary

Joyce noted there are limits on growing the sales due to limitations at the current store with floor area and cooler space so future options will still need to be discussed.

Motion by Ray second by Cooley to approve the transfer of \$500,000 from the Liquor Fund to the Emergency Services Facility building fund. Motion carried 5 – 0.

11. Arena Lease:

Al Baloun, Recreation Director, said that with the upcoming improvements to the Arena for ice-making equipment and rink renovations, along with the locker room project being done by the Hockey Association, there needed to be an extension of the lease for the Arena property. City staff met with members of the Cottonwood County Ag Society to work on proposals. The proposed lease was drafted by the City Attorney and sent to the Fair Board for their review this week. The proposed lease would be for 30-years from October 2016 to September 2046.

Nasby said the proposed lease contains three parts which are a ground lease, leasing of the Arena to the Fair Board and City leasing of cattle barn and part of the 4-H building. There were 1985 leases for the property and Arena, but nothing for the cattle barn and 4-H building. This should tie up all the items in one agreement and addresses many of the issues that had arisen in the past such as maintenance, etc. He noted the Fair Board has not approved the lease yet so the Council has an option to approve it, wait until the Fair Board approves it or approve it contingent on final review by the Mayor and City staff as the Fair Board may have some revisions.

Motion by Johnson second by Cooley to approve the Fair Grounds Lease subject to review and approval by the Mayor, City Attorney and City Administrator of any revisions by the Fair Board. Motion carried 5 – 0.

12. Guaranteed Energy Savings Program (GESP):

Hage said he worked with this program previously and it is a way to make energy and other improvements that are repaid over time thorough savings in utility costs. The program is operated through the Minnesota Department of Commerce. The ice-making equipment at the Arena could be a project along with lighting and window replacements. The cost of the energy audit is the only upfront cost and it can be rolled into a project, if no project then the only cost is the audit and there is usable information whether the project goes ahead or not. The process does take time, approximately 1-2 years depending on the project. To be eligible for the program the project cost has to total over \$350,000.

Jones asked where the initial capital comes from to pay for the improvements. Hage said the energy savings performance contractor pays for this and then like a loan it is repaid with the savings experienced by the City.

Jones asked how the repayments are determined. Hage said the contractor is conservative in the estimates on how much savings occur so they are protected in the repayment period.

Cooley said the County did the first steps but the finances did not work out so it was stopped.

Motion by Joyce second by Jones to move ahead with the GESP. Motion carried 5 – 0.

13. Call for Public Hearings:

Hage said that a hearing is needed for a public business subsidy and this relates to the TIF and MIF funds being received by Prime Pork. The TIF is originally from September 2002 will total about \$150,000 per year and the MIF are State funds of \$1 million.

Council member Johnson introduced the Resolution No. 2016-67, entitled “RESOLUTION CALLING FOR A PUBLIC HEARING ON THE PROPOSED GRANTING OF A BUSINESS SUBSIDY TO PRIME PORK LLC” moved its adoption. The resolution was seconded by Jones and on roll call vote: Yes: Johnson, Jones, Joyce, Ray and Cooley. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

Nasby said that public hearing is needed to assess special assessments on properties for miscellaneous items, which includes mowing properties totaling up to \$800. This is part of the Chapter 429 special assessment process.

Council member Joyce introduced the Resolution No. 2016-68, entitled “RESOLUTION DECLARING THE COSTS TO BE ASSESSED, ORDERING THE CITY ADMINISTRATOR TO PREPARE AN ASSESSMENT ROLL, AND CALLING FOR A PUBLIC HEARING OFR THE 2016 MISCELLANEOUS SPECIAL ASSESSMENTS” moved its adoption. The resolution was seconded by Ray and on roll call vote: Yes: Jones, Joyce, Ray, Cooley and Johnson. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

14. Resolution Supporting the Submission of a Fire Assistance Grant Application:

Dan Ortmann, Fire Chief, said that they are asking for a grant for replacement of pagers and wildland turn-out gear. The pagers are 10-11 years old and the turn-out gear is 12 years old. There is a local match required of 5 or 10 percent.

Council member Ray introduced the Resolution No. 2016-69, entitled “RESOLUTION SUPPORTING THE SUBMISSION OF A GRANT APPLICATION TO THE ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM ON BEHALF OF THE WINDOM FIRE DEPARTMENT” moved its adoption. The resolution was seconded by Jones and on roll call vote: Yes: Joyce, Ray, Cooley, Johnson and Jones. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

15. Airport Commission Recommendation:

Nasby said that the Airport Commission met, but no quorum was present. They discussed the possibility of allowing private hangers at the airport. The issue arose as there is a need for hangers and the FAA rules on timing for funding hangers is not workable with the planned runway extension project. The State does have a hanger loan program but this requires that the City fund 20% and then pay back a loan for the other 80%. The cost of this would be difficult

Preliminary

for the City to recover the match and repay the loan. Two private businesses have inquired about private hangers. One is a spraying business that would greatly increase use of the airport and purchase fuel. The Airport Commission did not have a formal recommendation as no quorum was present but they suggested to the Council that the private leases be explored.

Cooley asked if the private hangers conform to FAA or MN DOT specs. Nasby replied that the sample leases show that it is up to the local airport and the Windom Airport would place some conditions on types of buildings and conformity to our approved Airport Lay-out Plan.

Johnson said that he wants to support businesses and this may be a way to accommodate the need as there are people that want to have a plane at the airport.

Nasby said he would prefer that the City owned-operated all the buildings at the airport, but it is not feasible to spend the funds needed or wait until funding is available. Nasby noted the City Council would be approving the leases if that is the decision.

Jones noted that the regulations or restrictions from FAA and MN DOT need to be followed as not to lose those funding sources for the airport.

Motion by Joyce second by Cooley to proceed with researching the possibility of private leases for hangers at the Windom Airport. Motion carried 5 – 0.

16. Resolution Appointing Additional Election Judges:

Council member Joyce introduced the Resolution No. 2016-70, entitled “A RESOLUTION APPOINTING ADDITIONAL ELECTON JUDGES FOR THE FORTHCOMING GENERAL ELECTION IN 2016” moved its adoption. The resolution was seconded by Ray and on roll call vote: Yes: Ray, Cooley, Johnson, Jones and Joyce. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

17. Personnel:

Maricle said a retirement letter from Bruce Caldwell is in the packet. Mr. Caldwell will be retiring at the end of the year.

Caldwell said he has worked for the City for nearly 39 years and served 15 as Streets & Parks Superintendent. It has been enjoyable and he is pleased with the work that has been done. There are major projects coming up for street maintenance.

Maricle thanked Caldwell for all his hard work and service to the City.

Motion by Ray second by Joyce to accept Mr. Caldwell’s resignation letter. Motion carried 5 – 0.

Preliminary

Nasby said that there is an updated job description in the packet and if a replacement for Mr. Caldwell is to be hired before he retires as to provide for some training the action to start the hiring process is needed.

Joyce said that he would like to see Parks and Recreation put together. We have a Recreation Director now, but changes will be coming to that position sometime too.

Cooley said it is a big time commitment to get the Parks work done and it is a struggle to balance that with needed Street work.

Caldwell noted that the Recreation Director does all the scheduling and coordination and the Street Department does maintenance only and if the Street workers did not do that work where would the labor come from to do the park work.

Jones said with the retirement it is an opportunity to discuss organizational structure.

Caldwell said if the filling of his position is delayed then there will be no one when he leaves, so someone will have to take over temporarily.

Jones noted that Personnel met with Caldwell about three weeks ago, but the retirement was not a certain thing so no recommendations were discussed.

Joyce said the possibility of contracting mowing and snow removal work was raised and that could be used to help bridge labor gaps.

Jones said he thinks existing staff would step up to the needs and could be helped out with contracted services.

Joyce asked for Nasby's view. Nasby replied that this had not been discussed so there are many items to consider. The 2017 budget is mostly set and if there are adjustments to labor and/or contracting services the only budget room is what is already budgeted for Caldwell's salary.

Jones said he is okay with an interim person and moving this discussion to Personnel.

Maricle said the consensus is to defer action to October 18.

Joyce asked staff to contact other cities that have Parks & Recreation Directors to see what their organizational structures are and how it works.

Caldwell said that he thinks they will find out that Windom's structure works well.

18. New Business:

Ray mentioned the Police radar trailer purchase discussed at the budget workshop.

Preliminary

Nasby said the Police would like to use \$5,000 of 2016 capital funds toward the purchase of a radar trailer. The total cost is \$6,700 so about \$1,700 would have to be also approved by the City Council for forward funded capital out of the upcoming 2017 budget.

Motion by Jones second by Ray to approve the Police Department's purchase of a radar trailer using \$5,000 in 2016 capital funds and to forward fund \$1,700 from the 2017 budget. Motion carried 5 – 0.

19. Old Business:

None.

20. Regular Bills:

Motion by Ray second by Johnson to approve the regular bills as presented. Motion carried 5 – 0.

21. Contractor Payment – Seal Coat Project – Caldwell Asphalt:

Maricle said there was a request from Caldwell Asphalt for payment of the retainage as the project is completed.

Motion by Johnson second by Ray to approve the pay request from Caldwell Asphalt in the amount of \$2,817.85 as presented. Motion carried 5 – 0.

22. Council Concerns:

Joyce noted the HRA event this week featuring the DEED and MHFA Commissioners along with Senator Weber and Representative Hamilton. The HRA has a \$1 million project and public housing preservation is important. Joyce noted homecoming activities and to support the school.

Johnson urged citizens to watch out for farm machinery this harvest season.

Jones wished the Community Center and Liquor Store good luck on the beer tasting and concert event this weekend.

Cooley said that it is walk and bike to school and work day tomorrow so watch for pedestrians.

23. Adjournment:

Mayor Maricle adjourned the meeting by unanimous consent at 9:38 pm.

Corey Maricle, Mayor

Attest: _____

Steve Nasby, City Administrator

REGULAR MEETING OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF WINDOM, MN

September 7, 2016 ~ 4:00 pm

A regular meeting of the Board of Directors was held on Wednesday, September 7th 2016, at Riverview Apartments Community Room. Board Members present: Frank Dorpinghaus, Margaret McDonald, Linda Jaakola, Pat Tepley and new Board Member Pam Dobson. Also present were: Executive Director, DeeAnna Peterson, Operations Managers, Connie Clausen, Linda Loewen and Riverview Liaison, Ronda Renee Koch; City Liaison, Bryan Joyce. Absent: None.

The meeting was called to order at 4:05 p.m. with the consent agenda approved (Tepley/McDonald) which included the agenda, minutes as corrected, of the previous meeting and the utilities and bills report.

Old business consisted of:

1. POHP Grant update: Approval from MHFA on two units (sample/practice for timeline staging). The rest of the project is stopped until B3 is approved/grant is closed (WHRA - \$180,000 is our contribution). There were discussion options of starting the remaining project before MHFA grant closing (without official approval). Motion to restart the project as soon as B3 is approved and move to closing (McDonald/Tepley). Thank You Event was passed for October 3rd. "Save the Date" emails were sent last week. Invites are going out 9/12/16. We will have speakers, a light lunch, poster boards and tours (before, during and after the project), starting at 11:00 AM at BARC.
2. The Hillside Porch Project update: Re-pour of the concrete patio is completed and will be sealed in 2 weeks. The Pergola will be installed at that point. We will pay these bills next month.
3. There is a new opportunity for commissioner training called "Lead the Way". The website information has been provided on the Agenda and will continue to be for the coming couple of months.
4. The 2014 CFP is complete.
5. Missouri Energy update: There will be a conference call next week in regard to the rebate from the new bulbs.
6. Maintenance Staff update: Steve is now back working full-time.
7. Resident community space has been upgraded at Riverview including new furniture for resident use during the project.
8. New application preference points were discussed last month.

New Business consisted of:

1. Welcome to our new board member, Pam Dobson. She moved to the community in July. She was approved at the City Council meeting last night.
2. We are getting bids on Hillside's new entry system for the back door/community room.
3. HUD 4710 is due 10/5/16. This is the Labor Standards report.
4. New Personnel Policy update modifications were presented (new rule regarding salary/less than \$40,000 gross/year get overtime). Motion to approve changes to Personnel Policy (Jaakola/McDonald). Bryan Joyce left at 5:07 PM.
5. We are working on finishing floor decorating at Riverview.
6. We are working on the front area outside at Riverview.
7. October is Fire Prevention Month. We will be doing a mock-fire drill at both buildings. The question was raised whether or not we could get fire stickers on resident windows for those that are hard of hearing.
8. Staff will be gone to NAHRO training next week in Duluth.
9. We will start full-day staff training again in November.
10. Upcoming board meetings will be October 5th at Hillside and November 9th at Riverview.

With no further business, the meeting was adjourned at 5:18 pm (Dobson/Jaakola).

Frank Dorpinghaus, Chairman

DeeAnna Peterson, Executive Director

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
OCTOBER 10, 2016

1. Call to Order: The meeting was called to order by President Espenson at 12:04 p.m. in Room 105 of the Windom Community Center.

2. Roll Call & Guest Introductions:

EDAWN Commissioners: Justin Espenson, Rick Clerc, and Paul Johnson.
Absent: Betsy Herding and Dominic Jones.

Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.; City Administrator Steve Nasby, and WADC Liaison Tara Christensen.

3. Approval of Minutes:

Motion by Commissioner Johnson, seconded by Commissioner Clerc, to approve the Minutes of the EDA Meeting held on September 12, 2016. Motion carried 3-0.

4. EDA Spec Building

A. LoopNet – Promotion: Director Hage reported that there have been 97 views of the EDA Spec Building on LoopNet. He also advised that LoopNet has a parent company which also provides certain listings to companies who pay for that service. The EDA's listing has been included on this other listing without any additional charge.

B. Closed Session – Negotiations - Potential Lease Option: President Espenson announced that the purpose of this closed session was to discuss the terms for a potential lease of the EDA Spec Building at 1925 North Redding Avenue.

Motion by Commissioner Clerc, seconded by Commissioner Johnson, authorizing the Board to go into closed session for both discussion of a potential lease of the Spec Building and potential sale or lease of Lot 2, Block 2, in the North Windom Industrial Park. Motion carried 3-0.

President Espenson closed the meeting to the public at 12:07 p.m.

5. NWIP – Lot 2, Block 2

A. Closed Session

- 1) Rental Price (Negotiations)
- 2) Purchase Price (Negotiations)

President Espenson announced that the purpose of this closed session was to discuss the terms of a potential sale or lease of Lot 2, Block 2, in the North Windom Industrial Park.

Motion by Commissioner Johnson, seconded by Commissioner Clerc, authorizing the EDA President to re-open the meeting to the public. Motion carried 3-0.

President Espenson re-opened the meeting to the public at 12:40 p.m.

Recap of Closed Session on 4B: The EDA reviewed information concerning an inquiry Executive Director Hage received regarding a potential lease of the EDA Spec Building. The Board discussed a range for the lease price and also the potential change-out of a loading dock door or doors to an overhead door. On consensus, the Board authorized Executive Director Hage to proceed with negotiations.

Recap of Closed Session on 5A: The EDA reviewed information concerning an inquiry Executive Director Hage received regarding a potential lease or sale of Lot 2, Block 2 of the North Windom Industrial Park. The Board discussed a range for lease or sale of the property, any additional requirements; and on consensus, the Board authorized Executive Director Hage to proceed with negotiations.

6. Multi-Family Housing

A. Apartment Developer – Update: Executive Director Hage advised that he had met with a potential apartment developer and two of his investors last week. They toured potential sites in Windom. They are interested in constructing a new 44-unit, market-rate apartment building which would consist of one-bedroom, two-bedroom, and three-bedroom units. Director Hage provided preliminary information about the potential project.

7. Small Cities Development Program (SCDP)

A. Commercial Rehab Program – Review of Proposed Project: Executive Director Hage reported that another application had been submitted in the Commercial Rehab Loan Program and forwarded to Western Community Action (WCA) for processing. Eric Wee from WCA has met with the property owners and inspected the property. The Board received a recap sheet for the project that outlined the scope of work, the total project costs, and proposed loan of local program funds. The estimated project costs for the project are \$26,031 of which the sum of \$15,000 would be paid through a loan from the local program funds. The property owners would be responsible for payment of the balance of the project costs. After review of the recap, the following action was taken.

<u>Application No.</u>	<u>Proposed Improvements</u>	<u>Project Costs</u>	<u>Local Program Funds (Maximum for Project)</u>
Comm. Project No. 4 (SCDP-P1)	Siding, Windows, Doors, Plumbing, etc.	\$26,031.00	\$15,000.00

Motion by Commissioner Johnson, seconded by Commissioner Clerc, to approve Commercial Project No. 4; to approve the release of local program funds totaling up to \$15,000.00 for contractor payments in this project upon Western Community Action’s submission to the EDA of appropriate documentation verifying the owners’ approval of the work completed; and to approve payment from the local program funds of administration fees to Western Community Action of up to \$2,400.00 upon submission of appropriate invoice(s). Motion carried 3-0.

B. New Residential Program - Application

1) Public Meeting Date: October 12, 2016 – Windom Community Center: Executive Director Hage reported that a target area for the new SCDP Residential (Owner-Occupied) Application has been established. Prior to submission of the “Pre-Application” to DEED (Department of Employment & Economic Development), it is necessary to hold a public meeting to provide information concerning the program. The Public Meeting has been scheduled for Wednesday, October 12, 2016, at 7:00 p.m. at the Senior Dining Room (Room 120) of the Windom Community Center. Notice of the Public Meeting has been published in the Citizen. Copies of the meeting notice, target area map, instruction letter, handout on how the program works, survey, and owner’s pre-application were mailed to the residential property owners in the target area. A representative from the

Southwest Minnesota Housing Partnership (the "Partnership") of Slayton will be at the Meeting to present the information to property owners and answer questions concerning the loan program. The information collected through the survey is used in the pre-application to DEED. The property owners who also submit the owner's pre-application form will be placed on a contact list for notification if the grant is awarded by DEED. The completed survey and owner's pre-application forms are to be returned to the EDA or the Partnership by October 24th. The Partnership will then review the information provided and prepare a Pre-Application for submission to DEED in November. If the Pre-Application is approved by DEED, the Partnership will submit the actual Application to DEED in February 2017. Notification of award of the SDCP grant would be made in the Spring of 2017.

8. Marketing Video - Windom

A. City of Alexandria – Example: Executive Director Hage advised that he has reviewed marketing videos prepared by other cities. He provided additional information and played a video that the City of Alexandria has prepared: <http://livingalexarea.org/>. He will be talking with the Chamber and CVB regarding the possibility of partnering on a new video for the City of Windom and will also obtain cost estimates.

9. Unfinished Business

A. Windom Active Living Plan – Update: Executive Director Hage reported that he is scheduled to present the Active Living Plan to the Park & Recreation Commission on October 12th for review.

B. Cottonwood County Housing Tax Abatement: Executive Director Hage will be talking with the Cottonwood County Commissioners on October 18th about the program and also the City Council. He is recommending a 5-year tax abatement providing for a 3-year window to sign up. This program would cover construction of new single-family homes, duplexes, quads, and multi-family apartments, etc.

C. 16th Street Development: Executive Director Hage advised that there is a private individual who is planning to purchase the property. The current property owners will need to obtain a conditional use permit to bring fill in to the property.

10. Old Business: Executive Director Hage reported that there are currently 39 businesses who have signed up to participate in the SW MN Job Fair at the Windom Community Center on October 26th. There was discussion concerning potential future plans to involve the 60/90 Corridor group and possibly rotate the location of the career fair among the various communities.

11. Miscellaneous Information:

A. EDA Monthly Financial Recap: The Board received a copy of the EDA's Account Activity through September 30, 2016.

B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports for August 2016 provided by Van Binsbergen & Associates.

12. Adjourn: On consensus, President Espenson adjourned the meeting at 12:51 p.m.

Rick Clerc, EDA Secretary-Treasurer

Attest: _____
Drew Hage, EDA Executive Director

Windom Library Board Meeting

Windom Library

Tuesday, Oct. 11, 2016

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: Steve Fresk, Kathy Hiley, Anita Winkel, John Duscher, Terri Jones, and Susan Ebeling

Members Absent: Barb Henning

Library Staff Present: Dawn Aamot

City Council Member Present:

3. Agenda and Minutes:

Motion by Anita Winkel and seconded by Terri Jones to approve the Agenda and the Minutes

4. Financial Report:

Dawn reviewed the Financial Report.

Motion by Kathy Hiley and seconded by Susan Ebeling to accept the Financial Report.

5. Librarian's Report

Dawn reported that the library has 3 events scheduled for October. The first is on Oct. 13 @ 1pm at Winfair Elementary. MN Reads will be presenting "10 Pigs, an Epic Bath Adventure", written and illustrated by MNReader.org, author Derek Anderson. He will present the book by performing it as a skit. This was one of Dawn's Smart Goals, working together with other entities in the area to promote books and reading. The second event will be on Sunday, Oct. 16 @ 2pm at the Historical Society. Author Rena Olsen will speak about her book "The Girl Before. The Friends of the Windom Library will provide refreshments afterwards. Dawn asked the board members to provide a pan of bars if possible. The third event will also be at the historical Society on Friday, Oct. 21 @ 2pm. Melanie Stringer will be portraying Laura Ingalls Wilder. These programs are funded with monies from state's Arts and Cultural Heritage Fund.

The library is sponsoring a, Create your Favorite Storybook Character Pumpkin Contest. Participants are to submit their pumpkins after Oct. 17. No carved pumpkins.

Dawn and Nancy attended a refresher on cataloging procedure workshop. Last week Dawn attended a Plum Creek directors meeting. They reviewed an updated joint powers agreement. This agreement hasn't been updated for several years and some schools have been added. This updated agreement will need the approval and signatures of the cities, counties, schools and library boards involved.

Dawn attend the workshop for the 2017 budget with the City Council. Capital expenses were discussed for 2017 along with budget concerns.

Nancy will start meeting with the Bridges preschool on Monday. This is National Teen Read Week and teens are invited to the library on Saturday to play board games. A tub of games are available via the Plum Creek Library.

Motion by Kathy Hiley and seconded by Anita Winkel to accept the librarian's report.

6. Old Business:

Due to the election on Nov. 8, the next board meeting will be on the following Tuesday, Nov. 15 @ 5:05pm.

New Business:

November events for the library are in the planning stage.

Plum Creek has dropped their magazine subscription to Zinio. Alternatives for the money that was budgeted for this are being looked at. Dawn will be attending a presentation by One Click Audio with other directors in the Plum Creek Library System for alternative services that maybe offered.

8. New Book Suggestions:

Book suggestions were given to Dawn.

9. Adjourn:

Motion by Terri Jones seconded by Susan Ebeling to adjourn.

Meeting adjourned at 5:30 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

UTILITY COMMISSION MINUTES
City Hall, Council Chamber
October 12, 2016

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

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Glen Francis
Member Absent: Tom Riordan
City Council Liaison: Dominic Jones (absent)
Staff Present: Mike Haugen, Water\Wastewater Superintendent; Brent Brown, Electric Utility Manager, Chelsie Carlson, Finance Director;

APPROVE MINUTES

Motion by Francis, seconded by Schwalbach, to approve the September 28, 2016 Utility Commission minutes. Motion carried 2 – 0.

WATER/WASTEWATER ITEMS

Prime Pork/Window Wash Sewer Line

Wayne Kies, Prime Pork COO, was present to confirm decision to go ahead and spend \$141,290.17 for the Prime Pork portion of the upgrades needed to the sewer line. He stated he would like to have a letter from the City stating that the pipe from the Prime Pork manhole at the lagoons to the new manhole will be the responsibility of the City to maintain and take ownership. Haugen also presented an email from Kies stating his acceptance and request for the letter.

Scott Veenker, Window Wash, was present to discuss Window Wash portion of sewer line upgrades needed. Haugen requested Veenker also provide written acceptance via email. Veenker inquired regarding payment options. The Commission indicated a voluntary assessment with 4.5% interest rate may be an option to explore or the upgrade cost could be incorporated into the sewer rates in the SIU agreement. Veenker stated he would like to spread the cost if possible but if not, he would pay the bill. Haugen will let Veenker know what the Commission decides.

The Commission discussed building the payment into the SIU agreement. They were in favor of requesting ½ payment upfront and spreading the other half over three years in the SIU agreement. Haugen will work with Yanke to incorporate this option into the SIU agreement.

Travis Winters, Bolton & Menk stated the action needed by the Commission would be to accept Schedule B as bid.

Motion by Francis, seconded by Schwalbach, to recommend Council accept GM Contracting bid of \$194,148.72 for Schedule B to be paid by property owners . Motion carried 2-0.

Other Water/Waste Water Items

Schwalbach reported Jean Fast is having difficulty obtaining bids for Water/Sewer work needed for County Rd 26 Property in foreclosure. The Commission previously requested that Fast obtain two quotes for the work needed prior to the Commission approving an assessment option for potential buyers of the property. Fast would like to request the Commission approve the assessment option without having quotes. The Commission would still like to have quotes before approving any assessment option.

Haugen reported work on both water towers is complete and both towers are operating.

REGULAR BILLS

Motion by Francis, seconded by Schwalbach, to approve regular bills. Motion carried 2-0.

OLD BUSINESS

Brown reported the Council continues to discuss funding options for the Emergency Services Facility. The Council has been informed that the Utility Commission would like to have a meeting to discuss any transfer changes before any action is taken.

NEW BUSINESS

Brown reported he is starting to work with the Union on the Apprenticeship program. He reported there will likely be a Committee formed for the program. This could potentially be leveraged by other departments.

The next Utility Commission meeting will be October 28th at 10:00 a.m.

ADJOURN

Schwalbach adjourned the meeting at 12:55 p.m.

Mike Schwalbach, Chairperson

Attest: _____
Chelsie Carlson, Finance Director

**PARK AND RECREATION COMMISSION MEETING
MINUTES SEPTEMBER 14, 2016**

1. Call to Order: The meeting was called to order by Gross at 5:30 p.m. at City Hall

2. Roll Call:
 - Commission Present: Daren Tietz, Jess Smith, Kay Gross, Shawn Licht, & Josh Schunk
 - Commission Absent: Jason Kloss
 - City Staff Present: Recreation Director Al Baloun, Parks Superintendent Bruce Caldwell

 - Council Liaisons: Paul Johnson & Bryan Joyce Attending
 - Public: Hockey Association Representative Brent Staples & Justin Espenson, US Aquatics Representative Tom Schaeffer , Howard Davis , Guest

3. **Motion to Approve Agenda by Tietz, seconded by Smith**
Motion Carried Unanimous

4. **Motion to Approve Minutes from July 2016 Park & Recreation Commission Meeting**
Motion Licht, seconded by Smith
Motion Carried Unanimous

5. Recreation Manager; Al Baloun
 - a. Youth Hockey Association Locker Room Proposal: Mr. Staples and Mr. Espenson gave a presentation concerning the lack of locker rooms and safety concerns due to girl/boy players using the same facilities. They stated our current building needs to be renovated adding five new locker rooms of which each room would have private restrooms, showers & storage closets. They handed out some paperwork showing how much they have already raised and plans of their new addition. Cost is always an issue and but they have already done a lot of campaigning which have raised 80% or their goal from area business and family's. The size of the addition would be 90'x40' placed on the outside of the west wall of the arena.

They need the city to commit to a 20 year lease agreement extension that the arena will be used for hockey and the city will make the changes over to a new ice making equipment including a concrete surface on the rinks. Cost estimates have been received for putting concrete on the rink for approximately \$350,000. Replacement of the refrigeration system is currently being worked on with cost of approximately \$300,000 for switching to R-407A and\$500,000 for replacement with an Ammonia system. The extension of the Fair Board lease on the arena property is currently being negotiated.

 - b. Mighty Ducks Grant Proposal: The group discussed if we should apply for a grant this year but Baloun stated he has talked to the Minnesota Amateur Sports Commission and it sounds like in 2017 it might be possible for the city to get a \$200,000.00 grant for the replacement of the indirect R-22 ice making equipment. This year we could only apply for a \$50,000 dollar grant and that could hurt our chances for next year's application.
Motion by Schunk, seconded by Smith not to apply for a grant this year but do so in 2017.
Motion Carried Unanimous

- c. Pool Feasibility Survey Report; Mr. Schaeffer stated they have not completed their report as of yet but he gave us an update. The pool facility is failing and currently is in poor shape with major safety concerns. He said before their report can be completed the city needs to do some soil borings around and in the facility just to make sure the sub soils can handle modifications to the current pool or reconstruction.
Motion by Smith, seconded by Tietz to hire a company to do the soil borings at a cost estimate of \$3,000-\$4,000 depending who is available.
Motion Carried Unanimous
Baloun will take to the City Administrator to see if there is funding for the soil borings then proceed forward.
 - d. Arena Items; the main rink ice should be ready on October 19th weather permitting.
 - e. Recreation Report; fall programs have started with 23 youth in flag football and 22 youth in the soccer program.
6. Park Superintendent's Report; Bruce Caldwell
- a. Witt Park Playground Relocation Discussion; Mr. Joyce and Caldwell stated that we might have a new site for Witt Park just north of the old site. Research and advice from our legal department will need to be done to see what it will take to purchase the property for a park site. If that can be purchased we will look for companies that offer grants to buy new playground equipment.
Motion by Smith, seconded by Tietz to proceed forward on a new park site
Motion Carried Unanimous
 - b. New Tennis Courts Discussion; the group stated that we need to move quickly finding a new site for the courts. Location is an issue due to the size of the facility which is 150'x150' for two courts and fencing. The Tegel's Park area was earmarked earlier but if the city would build a new campground in that park there wouldn't be enough room for the courts. Mr. Joyce said perhaps the school might have a location we could use so he will talk to them to see if they would be interested. We discussed a couple school property locations of which one is located on the east hill by 11th Street & Drake Avenue and the other by the Winfair School Playground areas. Mr. Joyce will report back at the October Commission meeting.
 - c. WRA Repairs/Maintenance Update – staff has repaired the dugouts on Eagle and Legion Fields as the siding was decaying due to moisture. The concession/restroom building is currently getting a fresh coat of paint.
 - d. Kastle Kingdom Maintenance Update; the playground will be closed the week of September 19th so the structure can get sealed and new wood chips added.
7. Open Mike: none
8. Meeting adjourned at 8:05 p.m.

**PARK AND RECREATION COMMISSION MEETING
MINUTES OCTOBER 12, 2016**

1. Call to Order: The meeting was called to order by Gross at 5:30 p.m. at City Hall

2. Roll Call:
Commission Present: Jason Kloss, Jess Smith, Kay Gross, Shawn Licht, & Josh Schunk
Commission Absent: Daren Tietz
City Staff Present: Recreation Director Al Baloun, Parks Superintendent Bruce Caldwell, Drew Hage EDA
Council Liaisons: Paul Johnson & Bryan Joyce Absent
Public:

3. **Motion to Approve Agenda by Smith, seconded by Licht**
Motion Carried Unanimous

4. Motion to Approve Minutes from September 2016 Park & Recreation Commission Meeting
Motion Kloss, seconded by Smith
Motion Carried Unanimous

5. Active Living Plan & Transportation Alternatives Discussion Drew Hage
Mr. Hage gave a power point presentation showing the plan to link the city by creating more sidewalks, biking & walking trails to increase a healthier life style for our area residences. In the plan the commission agreed some areas be their top priority. Examples; linking the walking paths in the WRA with asphalt, create a new sidewalk on 16th street from 6th Avenue to Cottonwood Lake Drive, 6th Avenue south (highway 62 south to the city limits), Collins Avenue from 9th Street north to the Kastle Kingdom Park, continue the gaps on streets where sidewalks were discontinued in previous street construction projects. One highlighted area that could be included in the 2017 Street Project build a new sidewalk on the south side of 15th Avenue from River Road to 17th Street which would be a great link to the school. Commission members were asked to rank a priority list then get that back to Mr. Hage in the next couple weeks.
Motion by Kloss, seconded by Smith; Park & Recreation Commission supports the concept of the Active Living Plan.
Motion Carried Unanimous

6. Park Superintendent's Report; Bruce Caldwell
 - a. Tennis Court Relocation Discussion; due to the cost to build new courts the city has to design plans and specifications then go through the advertising bidding process. Because of this, construction wouldn't happen until 2017. Caldwell said he will look at different parks areas to see if we have enough room to build the two tennis/pickle ball courts. Combined the two courts would take up 120 x 120 feet of space. Possible locations to be considered; two sites at Island park- east of the north shelter & right on the horseshoe pit area in the south end of the park. The horseshoe pit area is basically unused. His staff will stake out areas that might possibly work and let the commission members know where they are so they can physically see them. If we don't have a location in our park system we have an option to work with the school to have them built on their properties.

- b. Kastle Kingdom Repairs Update; Street & Parks staff will install the wood chips in the playground the week of October 17th. Then we will install plastic pole caps where we are having rotting issues. In 4-5 years the city will have to hire Leathers & Associates out of New York, (they are the manufacture who supplied all the plans and materials when it was built) they would have to evaluate the condition of the entire playground as it will be 25 years old. Beings the structure is wood we might have some serious deterioration underground.
 - c. Street/Parks Superintendent Replacement Update; due to Caldwell's retirement at the end of the year the city will replace him within the next couple months. The City Council has indicated they want to study restructuring department heads in the next couple years. It is possible the parks department will be moved to the recreation department and no longer under the Street Superintendent management. More details will come out as they move forward.
7. Recreation Manager; Al Baloun
- a. Pool Feasibility Survey Update; soil borings have been completed but the final report hasn't as of yet been done by US Aquatics. Baloun said the preliminary findings of the boring state 1-9 feet fill was brought in, 6-9 feet river silt poor soil, 15-18 feet good gravel type soil. So its possible complete reconstruction might be the best option in the final feasibility report. Baloun is hopeful the report will be completed by the November commission meeting to review then present to the city council.
 - b. Arena Items; the staff is making ice on the main rink and they project to have open skating on October 20th when school isn't in session. Hockey practice can begin when a good ice base is built over ice paint and logos.
 - c. Recreation Update; all fall programing will be done at the end of the day Thursday October 13th.
8. Open Mike: Baloun will be absent for the MRPA annual conference later this month
9. Meeting adjourned at 7:00 p.m.

Next Park & Recreation Meeting November 9, 2016 5:30 p.m. Council Chambers

Memo

Date: 10/11/16
To: Windom City Council
From: Bruce Caldwell Street Department Superintendent
Re: 2017 Street Reconstruction Project Draft

In your packet you have DGR Engineering report stating 15 items that the Street Committee and Utility Commission reviewed. The majority of the streets on the list had a poor pavement rating or problems with underground utilities.

Every five years the Street Department does a Pavement Management Survey, the last one was completed this past year. We grade every city street that has hard surfacing block by block according to the following criteria:

Traverse Cracking, Longitudinal Cracking, Edge Cracking, Alligator Cracking, Alligator Area-Total Area Covered, Alligator Severity, Rutting, Potholes, Deficient Drainage, Overall Ride Quality, Patches, Sidewalks plus Curb & Gutter Condition.

Training for our staff that does the inspections is accomplished through educational classes on-line. We also have a manual that shows how to grade each item. When they are in the field grading, two staff members go together and they must agree on their assessment then grade each segment.

Due to the problem with funding such a large project (over \$6 million) Mike Haugen Water, Waste Water Superintendent and myself were asked to prioritize the list by one half. The streets that were removed will likely have to have the highest priority during the next phase of reconstruction in 2019 or 2020. At that time several more streets will need to be added as they are deteriorating as they age.

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

October 13, 2016

Project Summary- Total Costs

Segment #1- Brian Avenue	\$289,000.00
Segment #2- Removed	
Segment #3- 15th Avenue	\$314,000.00
Segment #4- Removed	
Segment #5- 7th Avenue	\$109,000.00
Segment #6- 5th Avenue	\$471,000.00
Segment #7- 7th Street	\$413,000.00
Segment #8- Plum Avenue	\$300,000.00
Segment #9- 5th Street	\$106,000.00
Segment #10- 6th Avenue (Hwy 62/6th to City Limits only)	\$438,000.00
Segment #11- 16th Street	\$355,000.00
Segment #12- City Hall Parking	\$212,000.00
Segment #13- 3rd Ave. Alley to Hwy	\$82,000.00
Segment #14- Removed	
Segment #15- Removed	

Total Estimated Costs	\$3,089,000.00
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Project Summary- Total Paving Costs

Segments #1-13- Paving costs	\$2,142,000.00
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Project Summary- Total Utility Costs (excluding alternates)

Segments #1-13- Water Utility costs	\$364,000.00
Segments #1-13- Sanitary Sewer Utility costs	\$171,000.00
Segments #1-13- Storm Sewer Utility costs	\$412,000.00

Project Summary- Total Utility Dept. Costs (excluding alternates)

Water	+	Sewer	+	0.35 X Total Paving Costs	
\$364,000.00		\$171,000.00		\$749,700.00	\$1,290,000.00

Optional 6th Ave. Alternates (Hwy 60 to City Limits)

Segment #10- 6th Avenue- Overlay existing	\$374,000.00
Segment #10- 6th Avenue- 36' wide reconstruction	\$2,562,000.00

Segments considered but removed from work (2017)

Segment #2- 17th Avenue	\$356,000.00
Segment #4- 17th Street	\$540,000.00
Segment #14- 17th St/17th Ave Intersection	\$23,000.00
Segment #15- 16th St Railroad Crossing	\$18,000.00

Optional Water Main Segments

Segment #2- 17th Avenue	\$80,000.00
Segment #4- 17th Street	\$146,000.00

Total Estimated Costs- Optional Water Main Replacements	\$226,000.00
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All estimated costs based on scope prepared for Street and Utility committee approval, to be adjusted based on requested changes and soils report

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #1, Brian Avenue (River Road to Douglas St.)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	1,400 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$11,200.00
2.	2,500 sq. yd.	12" Subgrade preparation	\$3.00 /sq. yd. =	\$7,500.00
3.	2,500 sq. yds	12" Granular Base	\$12.00 /sq. yd. =	\$30,000.00
4.	275 ln. ft.	Curb and Gutter (Match Existing)	\$16.00 /ln. ft. =	\$4,400.00
5.	550 ton	4" Hot Mix Asphalt	\$85.00 /ton =	\$46,750.00
6.	2,500 sq. yds	Pavement Removal	\$8.00 /sq. yd. =	\$20,000.00
7.	2 each	Adjust Manhole Frame & Ring Casting	\$750.00 /each =	\$1,500.00
8.	0 each	Adjust Water Valve	\$400.00 /each =	\$0.00
9.	1 L.S.	Mobilization and Traffic Control	\$4,000.00 /L.S. =	\$4,000.00
Construction Subtotal				\$125,350.00
Contingencies (10%)				\$12,650.00
Engineering and Testing				\$17,000.00
Estimated Subtotal				\$155,000.00
<u>Water Main</u>				
10.	700 ln. ft.	6" C900 Water Main	\$26.00 /ln. ft. =	\$18,200.00
11.	4 ea.	Tee	\$800.00 /ea. =	\$3,200.00
12.	1 ea.	45d Bends	\$350.00 /ea. =	\$350.00
13.	6 ea.	6" Gate Valve	\$1,200.00 /ea. =	\$7,200.00
14.	2 ea.	Connect to Existing Water	\$1,000.00 /ea. =	\$2,000.00
15.	280 ln. ft.	Cl. 200 Water Service	\$22.00 /ln. ft. =	\$6,160.00
16.	8 ea.	Curb Stop w/box	\$200.00 /ea. =	\$1,600.00
17.	8 ea.	Corp Stop	\$200.00 /ea. =	\$1,600.00
18.	2 ea.	Fire Hydrant	\$4,000.00 /ea. =	\$8,000.00
Construction Subtotal				\$48,310.00
Contingencies (10%)				\$4,690.00
Engineering and Testing				\$7,000.00
Estimated Subtotal				\$60,000.00
<u>Storm Sewer</u>				
19.	700 ln. ft.	15" RCP Storm Sewer	\$35.00 /ln. ft. =	\$24,500.00
20.	5 ea.	Type A Intake	\$2,750.00 /ea. =	\$13,750.00
21.	3 ea.	5'x5' Storm Manhole	\$3,200.00 /ea. =	\$9,600.00
22.	2 ea.	Connect to Existing Storm Sewer	\$750.00 /ln. ft. =	\$1,500.00
23.	1250 ln. ft.	4" Perforated subdrain	\$7.00 /ln. ft. =	\$8,750.00
24.	6 ea.	Subdrain Intake Outlet	\$250.00 /ea. =	\$1,500.00
Construction Subtotal				\$59,600.00
Contingencies (10%)				\$6,400.00
Engineering and Testing				\$8,000.00
Estimated Subtotal				\$74,000.00
Estimated Total Construction Cost				\$289,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

October 16, 2016

Segment #3, 15th Avenue (River Road to 17th Street)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	1,200 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$9,600.00
2.	2,650 sq. yd.	12" Subgrade preparation	\$3.00 /sq. yd. =	\$7,950.00
3.	2,650 sq. yds	12" Granular Base	\$12.00 /sq. yd. =	\$31,800.00
4.	1,000 ln. ft.	B624 Curb and Gutter	\$16.00 /ln. ft. =	\$16,000.00
5.	500 ton	4" Hot Mix Asphalt	\$85.00 /ton =	\$42,500.00
6.	2,550 sq. yds	Pavement Removal	\$8.00 /sq. yd. =	\$20,400.00
7.	35 sq. yds	6" PCC Driveway	\$45.00 /sq. yd. =	\$1,575.00
8.	240 sq. yds	4" PCC Sidewalk	\$45.00 /sq. yd. =	\$10,800.00
9.	3 ea.	ADA Pedestrian Curb Ramps	\$750.00 /sq. yd. =	\$2,250.00
10.	160 sq. yds	8" PCC Valley Gutter	\$70.00 /sq. yd. =	\$11,200.00
11.	2 each	Adjust Manhole Frame & Ring Casting	\$750.00 /ea. =	\$1,500.00
12.	0 each	Adjust Water Valve	\$400.00 /ea. =	\$0.00
13.	1,500 sq. yd.	Terrace grading	\$2.00 /sq. yd. =	\$3,000.00
14.	0.5 ac.	Seeding, fertilizing & mulching	\$4,000.00 /ac. =	\$2,000.00
15.	100 ln. ft.	Bio-wattles	\$5.00 /ln. ft. =	\$500.00
16.	3 ea.	Intake Protection	\$350.00 /ea. =	\$1,050.00
17.	1 L.S.	Mobilization and Traffic Control	\$4,000.00 /L.S. =	\$4,000.00
Construction Subtotal				\$166,125.00
Contingencies (10%)				\$16,875.00
Engineering and Testing				\$22,000.00
Estimated Subtotal				\$205,000.00
<u>Water</u>				
18.	500 ln. ft.	10" C900 Water Main	\$36.00 /ln. ft. =	\$18,000.00
19.	20 ln. ft.	6" C900 Water Main	\$26.00 /ln. ft. =	\$520.00
20.	3 ea.	Tee	\$800.00 /ln. ft. =	\$2,400.00
21.	4 ea.	8" Gate Valve	\$1,800.00 /ln. ft. =	\$7,200.00
22.	1 ea.	6" Gate Valve	\$1,200.00 /ln. ft. =	\$1,200.00
23.	3 ea.	Connect to Existing Water	\$1,000.00 /ea. =	\$3,000.00
24.	50 ln. ft.	Cl. 200 Water Service	\$22.00 /ln. ft. =	\$1,100.00
25.	1 ea.	Curb Stop w/box	\$200.00 /ea. =	\$200.00
26.	1 ea.	Corp Stop	\$200.00 /ea. =	\$200.00
27.	1 ea.	Hydrant	\$4,000.00 /ea. =	\$4,000.00
Construction Subtotal				\$37,820.00
Contingencies (10%)				\$4,180.00
Engineering and Testing				\$5,000.00
Estimated Subtotal				\$47,000.00
<u>Storm Sewer</u>				
28.	70 ln. ft.	15" RCP Storm Sewer	\$35.00 /ln.ft. =	\$2,450.00
29.	425 ln. ft.	24" RCP Storm Sewer	\$60.00 /ln.ft. =	\$25,500.00
30.	3 ea.	Type A Intake	\$2,750.00 /ea. =	\$8,250.00
31.	2 ea.	5'x5' Storm Manhole	\$3,200.00 /ea. =	\$6,400.00
32.	1 ea.	Connect to Existing Storm Sewer	\$750.00 /ea. =	\$750.00
33.	900 ln. ft.	4" Perforated subdrain	\$7.00 /ln. ft. =	\$6,300.00
34.	2 ea.	Subdrain Intake Outlet	\$250.00 /ea. =	\$500.00
Construction Subtotal				\$50,150.00
Contingencies (10%)				\$4,850.00
Engineering and Testing				\$7,000.00
Estimated Subtotal				\$62,000.00
Estimated Construction Cost				\$314,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #5 - 7th Avenue (22nd Street north 1 block, new housing)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
1.	2,000 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$16,000.00
2.	1,500 sq. yd.	12" Subgrade preparation	\$3.00 /sq. yd. =	\$4,500.00
3.	1,500 sq. yds	12" Granular Base	\$12.00 /sq. yd. =	\$18,000.00
4.	640 ln. ft.	B624 Curb and Gutter	\$16.00 /ln. ft. =	\$10,240.00
5.	280 ton	4" Hot Mix Asphalt	\$85.00 /ton =	\$23,800.00
6.	670 ln. ft.	4" Perforated subdrain	\$7.00 /ln. ft. =	\$4,690.00
7.	2 ea.	Subdrain Intake Outlet	\$250.00 /ea. =	\$500.00
8.	1,500 sq. yd.	Terrace grading	\$2.00 /sq. yd. =	\$3,000.00
9.	0.35 ac.	Seeding, fertilizing & mulching	\$4,000.00 /ac. =	\$1,400.00
10.	75 ln. ft.	Bio-wattles	\$5.00 /ln. ft. =	\$375.00
11.	1 L.S.	Mobilization and Traffic Control	\$6,000.00 /L.S. =	\$6,000.00
Construction Subtotal				\$88,505.00
Contingencies (10%)				\$8,495.00
Engineering and Testing				\$12,000.00
Estimated Construction Cost				\$109,000.00

Utilities previously installed

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #6 - 5th Avenue (11th Street to 12th Street)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	1,300 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$10,400.00
2.	2,650 sq. yd.	12" Subgrade preparation	\$3.00 /sq. yd. =	\$7,950.00
3.	2,650 sq. yd.	12" Granular Base	\$12.00 /sq. yd. =	\$31,800.00
4.	1,000 ln. ft.	B624 Curb and Gutter	\$16.00 /ln. ft. =	\$16,000.00
5.	450 ton	4" Hot Mix Asphalt	\$85.00 /ton =	\$38,250.00
6.	2,400 sq. yd.	Pavement Removal	\$8.00 /sq. yd. =	\$19,200.00
7.	300 sq. yds	8" PCC Valley Gutter	\$70.00 /sq. yd. =	\$21,000.00
8.	180 sq. yds	6" PCC Driveway	\$45.00 /sq. yd. =	\$8,100.00
9.	160 sq. yds	4" PCC Sidewalk	\$45.00 /sq. yd. =	\$7,200.00
10.	14 ea.	ADA Pedestrian Curb Ramps	\$750.00 /sq. yd. =	\$10,500.00
11.	25 ton	Granular Stabilization	\$25.00 /ton =	\$625.00
12.	1,300 sq. yd.	Terrace grading	\$2.00 /sq. yd. =	\$2,600.00
13.	0.5 ac.	Seeding, fertilizing & mulching	\$4,000.00 /ac. =	\$2,000.00
14.	100 ln. ft.	Bio-wattles	\$5.00 /ln. ft. =	\$500.00
15.	7 ea.	Intake Protection	\$350.00 /ea. =	\$2,450.00
16.	1 L.S.	Mobilization and Traffic Control	\$12,000.00 /L.S. =	\$12,000.00
Construction Subtotal				\$190,575.00
Contingencies (10%)				\$19,425.00
Engineering and Testing				\$26,000.00
Estimated Subtotal				\$236,000.00
<u>Water</u>				
17.	700 ln. ft.	8" C900 Water Main	\$32.00 /ln. ft. =	\$22,400.00
18.	20 ln. ft.	6" C900 Water Main	\$26.00 /ln. ft. =	\$520.00
19.	1 ea.	Tee	\$800.00 /ea. =	\$800.00
20.	2 ea.	Cross	\$1,200.00 /ea. =	\$2,400.00
21.	6 ea.	8" Gate Valve	\$1,800.00 /ea. =	\$10,800.00
22.	1 ea.	6" Gate Valve	\$1,200.00 /ea. =	\$1,200.00
23.	6 ea.	Connect to Existing Water	\$1,000.00 /ea. =	\$6,000.00
24.	300 ln. ft.	Cl. 200 Water Service	\$22.00 /ln. ft. =	\$6,600.00
25.	10 ea.	Curb Stop w/box	\$200.00 /ea. =	\$2,000.00
26.	10 ea.	Corp Stop	\$200.00 /ea. =	\$2,000.00
27.	1 ea.	Fire Hydrant	\$4,000.00 /ea. =	\$4,000.00
Construction Subtotal				\$58,720.00
Contingencies (10%)				\$6,280.00
Engineering and Testing				\$8,000.00
Estimated Subtotal				\$73,000.00
<u>Storm Sewer</u>				
28.	460 ln. ft.	18" RCP Storm Sewer	\$40.00 /ln. ft. =	\$18,400.00
29.	300 ln. ft.	15" RCP Storm Sewer	\$35.00 /ln. ft. =	\$10,500.00
30.	7 ea.	Type A Intake	\$2,750.00 /ea. =	\$19,250.00
31.	2 ea.	5'x5' Storm Manhole	\$3,200.00 /ea. =	\$6,400.00
32.	2 ea.	Connect to Existing Storm Sewer	\$750.00 /ea. =	\$1,500.00
33.	1050 ln. ft.	4" Perforated subdrain	\$7.00 /ln. ft. =	\$7,350.00
34.	4 ea.	Subdrain Intake Outlet	\$250.00 /ea. =	\$1,000.00
Construction Subtotal				\$64,400.00
Contingencies (10%)				\$6,600.00
Engineering and Testing				\$10,000.00
Estimated Subtotal				\$81,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #6 - 5th Avenue (11th Street to 12th Street)

Sanitary Sewer

35.	700 In. ft.	12" SDR-26 Sanitary Sewer	\$65.00 /In. ft.	=	\$45,500.00
36.	300 In. ft.	4" SDR-26 Sanitary Sewer Service	\$25.00 /In. ft.	=	\$7,500.00
37.	8 ea.	Wye	\$200.00 /ea.	=	\$1,600.00
38.	2 ea.	Sanitary Manhole	\$3,750.00 /ea.	=	\$7,500.00
39.	6 ea.	Connect to Existing Sanitary	\$500.00 /ea.	=	\$3,000.00

Construction Subtotal	\$65,100.00
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Contingencies (10%)	\$6,900.00
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Engineering and Testing	\$9,000.00
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Estimated Subtotal	\$81,000.00
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Estimated Total Construction Cost	\$471,000.00
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**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #7 - 7th Street (West dead end to 3rd Avenue and Hwy 60 to 1st Ave)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	1,300 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$10,400.00
2.	3,350 sq. yd.	12" Subgrade Prep	\$3.00 /sq. yd. =	\$10,050.00
3.	1 ea.	Adjust Manhole Frame & Ring Casting	\$750.00 /ea. =	\$750.00
4.	0 ea.	Adjust Water Valve	\$400.00 /ea. =	\$0.00
5.	3,350 sq. yd.	12" Granular Base	\$12.00 /sq. yd. =	\$40,200.00
6.	1,400 ln. ft.	B624 Curb and Gutter	\$16.00 /ln. ft. =	\$22,400.00
7.	140 sq. yds	8" PCC Valley Gutter	\$70.00 /sq. yd. =	\$9,800.00
8.	400 ton	4" Hot Mix Asphalt	\$85.00 /ton =	\$34,000.00
9.	175 ton	5" Hot Mix Asphalt	\$85.00 /ton =	\$14,875.00
10.	3,000 sq. yds	Pavement Removal	\$8.00 /sq. yd. =	\$24,000.00
11.	400 sq. yds	6" PCC Driveway	\$45.00 /sq. yd. =	\$18,000.00
12.	60 sq. yds	4" PCC Sidewalk	\$45.00 /sq. yd. =	\$2,700.00
13.	4 ea.	ADA Pedestrian Curb Ramps	\$750.00 /ea. =	\$3,000.00
14.	25 ton	Granular Stabilization	\$25.00 /ton =	\$625.00
15.	2,500 sq. yd.	Terrace grading	\$2.00 /sq. yd. =	\$5,000.00
16.	0.5 ac.	Seeding, fertilizing & mulching	\$4,000.00 /ac. =	\$2,000.00
17.	100 ln. ft.	Bio-wattles	\$5.00 /ln. ft. =	\$500.00
18.	8 ea.	Intake Protection	\$350.00 /ea. =	\$2,800.00
19.	1 L.S.	Mobilization and Traffic Control	\$12,000.00 /L.S. =	\$12,000.00
Construction Subtotal				\$213,100.00
Contingencies (10%)				\$21,900.00
Engineering and Testing				\$26,000.00
Estimated Subtotal				\$261,000.00
<u>Storm Sewer</u>				
20.	2 ea.	Intake	\$3,500.00 /ea. =	\$7,000.00
21.	300 ln. ft.	15" RCP Storm Sewer	\$35.00 /ln.ft. =	\$10,500.00
22.	5 ea.	Type A Intake	\$3,200.00 /ea. =	\$16,000.00
23.	2 ea.	5'x5' Storm Manhole	\$3,200.00 /ea. =	\$6,400.00
24.	5 ea.	Connect to Existing Storm Sewer	\$750.00 /ea. =	\$3,750.00
25.	1,400 ln. ft.	4" Perforated subdrain	\$7.00 /ln. ft. =	\$9,800.00
26.	6 ea.	Subdrain Intake Outlet	\$250.00 /ea. =	\$1,500.00
Construction Subtotal				\$54,950.00
Contingencies (10%)				\$6,050.00
Engineering and Testing				\$7,000.00
Estimated Subtotal				\$68,000.00
<u>Sanitary Sewer</u>				
27.	320 ln. ft.	8" SDR-26 Sanitary Sewer	\$45.00 /ln. ft. =	\$14,400.00
28.	200 ln. ft.	4" SDR-26 Sanitary Sewer Service	\$25.00 /ln. ft. =	\$5,000.00
29.	7 ea.	Wye	\$200.00 /ea. =	\$1,400.00
30.	2 ea.	Sanitary Manhole	\$3,750.00 /ea. =	\$7,500.00
31.	2 ea.	Connect to Existing Sanitary	\$500.00 /ea. =	\$1,000.00
Construction Subtotal				\$29,300.00
Contingencies (10%)				\$3,700.00
Engineering and Testing				\$4,000.00
Estimated Subtotal				\$37,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #7 - 7th Street (West dead end to 3rd Avenue and Hwy 60 to 1st Ave)

<u>Water</u>					
32.	400 In. ft.	8" C900 Water Main	\$32.00 /in. ft.	=	\$12,800.00
33.	2 ea.	Tee	\$800.00 /in. ft.	=	\$1,600.00
34.	3 ea.	8" Gate Valve	\$1,800.00 /in. ft.	=	\$5,400.00
35.	1 ea.	6" Gate Valve	\$1,200.00 /in. ft.	=	\$1,200.00
36.	2 ea.	Connect to Existing Water	\$1,000.00 /ea.	=	\$2,000.00
37.	400 In. ft.	Cl. 200 Water Service	\$22.00 /in. ft.	=	\$8,800.00
38.	6 ea.	Curb Stop w/box	\$200.00 /ea.	=	\$1,200.00
39.	6 ea.	Corp Stop	\$200.00 /ea.	=	\$1,200.00
40.	1 ea.	Hydrant	\$4,000.00 /ea.	=	\$4,000.00
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Construction Subtotal					\$38,200.00
Contingencies (10%)					\$3,800.00
Engineering and Testing					\$5,000.00
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Estimated Subtotal					\$47,000.00
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Estimated Total Construction Cost					\$413,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #8 - Plum Avenue (6th Street 450' north)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	1,200 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$9,600.00
2.	2,350 sq. yd.	12" Subgrade preparation	\$3.00 /sq. yd. =	\$7,050.00
3.	2,350 sq. yd.	12" Granular Base	\$12.00 /sq. yd. =	\$28,200.00
4.	1,050 ln. ft.	B624 Curb and Gutter	\$16.00 /ln. ft. =	\$16,800.00
5.	440 ton	4" Hot Mix Asphalt	\$85.00 /ton =	\$37,400.00
6.	2,100 sq. yd.	Pavement Removal	\$8.00 /sq. yd. =	\$16,800.00
7.	150 sq. yds	6" PCC Driveway	\$45.00 /sq. yd. =	\$6,750.00
8.	10 sq. yds	4" PCC Sidewalk	\$45.00 /sq. yd. =	\$450.00
9.	1 ea.	ADA Pedestrian Curb Ramps	\$750.00 /ea. =	\$750.00
10.	50 ton	Granular Stabilization	\$25.00 /ton =	\$1,250.00
11.	3,000 sq. yd.	Terrace grading	\$2.00 /sq. yd. =	\$6,000.00
12.	0.6 ac.	Seeding, fertilizing & mulching	\$4,000.00 /ac. =	\$2,400.00
13.	100 ln. ft.	Bio-wattles	\$5.00 /ln. ft. =	\$500.00
14.	2 ea.	Intake Protection	\$350.00 /ea. =	\$700.00
15.	1 L.S.	Mobilization and Traffic Control	\$12,000.00 /L.S. =	\$12,000.00
16.	1 ea.	Adjust Intake	\$750.00 /ea. =	\$750.00
Construction Subtotal				\$147,400.00
Contingencies (10%)				\$14,600.00
Engineering and Testing				\$20,000.00
Estimated Subtotal				\$182,000.00
<u>Water</u>				
17.	0 ln. ft.	8" C900 Water Main	\$32.00 /ln. ft. =	\$0.00
18.	580 ln. ft.	6" C900 Water Main	\$26.00 /ln. ft. =	\$15,080.00
19.	2 ea.	Tee	\$800.00 /ea. =	\$1,600.00
20.	0 ea.	8" Gate Valve	\$1,800.00 /ea. =	\$0.00
21.	4 ea.	6" Gate Valve	\$1,200.00 /ea. =	\$4,800.00
22.	3 ea.	Connect to Existing Water	\$1,000.00 /ea. =	\$3,000.00
23.	250 ln. ft.	Cl. 200 Water Service	\$22.00 /ln. ft. =	\$5,500.00
24.	7 ea.	Curb Stop w/box	\$200.00 /ea. =	\$1,400.00
25.	7 ea.	Corp Stop	\$200.00 /ea. =	\$1,400.00
26.	1 ea.	Fire Hydrant	\$4,000.00 /ea. =	\$4,000.00
27.	2 ea.	45D Bends	\$350.00 /ea. =	\$700.00
Construction Subtotal				\$37,480.00
Contingencies (10%)				\$4,520.00
Engineering and Testing				\$5,000.00
Estimated Subtotal				\$47,000.00
<u>Storm Sewer</u>				
28.	90 ln. ft.	15" RCP Storm Sewer	\$35.00 /ln. ft. =	\$3,150.00
29.	4 ea.	Type A Intake	\$2,750.00 /ea. =	\$11,000.00
30.	1 ea.	5'x5' Storm Manhole	\$3,200.00 /ea. =	\$3,200.00
31.	1 ea.	Connect to Existing Storm Sewer	\$750.00 /ea. =	\$750.00
32.	1150 ln. ft.	4" Perforated subdrain	\$7.00 /ln. ft. =	\$8,050.00
33.	4 ea.	Subdrain Intake Outlet	\$250.00 /ea. =	\$1,000.00
Construction Subtotal				\$27,150.00
Contingencies (10%)				\$2,850.00
Engineering and Testing				\$4,000.00
Estimated Subtotal				\$34,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #8 - Plum Avenue (6th Street 450' north)

Sanitary Sewer

34.	250 In. ft.	8" SDR-26 Sanitary Sewer	\$45.00 /In. ft.	=	\$11,250.00
35.	200 In. ft.	4" SDR-26 Sanitary Sewer Service	\$25.00 /In. ft.	=	\$5,000.00
36.	6 ea.	Wye	\$200.00 /ea.	=	\$1,200.00
37.	3 ea.	Sanitary Manhole	\$3,750.00 /ea.	=	\$11,250.00
38.	2 ea.	Connect to Existing Sanitary	\$500.00 /ea.	=	\$1,000.00

Construction Subtotal	\$29,700.00
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Contingencies (10%)	\$3,300.00
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Engineering and Testing	\$4,000.00
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Estimated Subtotal	\$37,000.00
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Estimated Total Construction Cost	\$300,000.00
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**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #9, 5th Street (5th Avenue to 6th Avenue)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	550 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$4,400.00
2.	1,150 sq. yds	Subgrade Preparation	\$3.00 /sq. yd. =	\$3,450.00
3.	1,150 sq. yds	12" Granular Base	\$12.00 /sq. yd. =	\$13,800.00
4.	520 ln. ft.	Curb and Gutter	\$16.00 /ln. ft. =	\$8,320.00
5.	210 ton	4" Hot Mix Asphalt	\$85.00 /ton =	\$17,850.00
6.	1,000 sq. yds	Pavement Removal	\$8.00 /sq. yd. =	\$8,000.00
7.	2 each	Adjust Manhole Frame & Ring Casting	\$750.00 /each =	\$1,500.00
8.	0 each	Adjust Water Valve	\$400.00 /each =	\$0.00
9.	20 sq. yds	4" PCC Sidewalk	\$45.00 /sq. yd. =	\$900.00
10.	40 sq. yds	6" PCC Driveway	\$50.00 /sq. yd. =	\$2,000.00
11.	1 L.S.	Mobilization and Traffic Control	\$3,000.00 /L.S. =	\$3,000.00
Construction Subtotal				\$63,220.00
Contingencies (10%)				\$6,780.00
Engineering and Testing				\$8,000.00
Estimated Subtotal				\$78,000.00
<u>Water</u>				
12.	280 ln. ft.	6" C900 Water Main	\$26.00 /ln. ft. =	\$7,280.00
13.	1 ea.	Tee	\$800.00 /ea. =	\$800.00
14.	1 ea.	90d Bend	\$600.00 /ea. =	\$600.00
15.	2 ea.	6" Gate Valve	\$1,200.00 /ln. ft. =	\$2,400.00
16.	2 ea.	Connect to Existing Water	\$1,000.00 /ea. =	\$2,000.00
17.	175 ln. ft.	Cl. 200 Water Service	\$22.00 /ln. ft. =	\$3,850.00
18.	5 ea.	Curb Stop w/box	\$200.00 /ea. =	\$1,000.00
19.	5 ea.	Corp Stop	\$200.00 /ea. =	\$1,000.00
20.	1 ea.	Fire Hydrant	\$4,000.00 /ea. =	\$4,000.00
Construction Subtotal				\$22,930.00
Contingencies (10%)				\$2,270.00
Engineering and Testing				\$2,800.00
Estimated Subtotal				\$28,000.00
Estimated Total Construction Cost				\$106,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #10, 6th Avenue (6th Street/Hwy 62 to City Limits)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	2,000 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$16,000.00
2.	4,450 sq. yds	12" Subgrade preparation	\$3.00 /ln. ft. =	\$13,350.00
3.	4,450 sq. yds	12" Granular Base	\$12.00 /sq. yd. =	\$53,400.00
4.	3,600 sq. yds	Pavement Removal	\$8.00 /sq. yd. =	\$28,800.00
5.	670 sq. yds	4" PCC Sidewalk	\$45.00 /sq. yd. =	\$30,150.00
6.	2,050 ln. ft.	B624 Curb and Gutter	\$16.00 /ln. ft. =	\$32,800.00
7.	800 ton	4" Hot Mix Asphalt (N. 3 Blks)	\$85.00 /ton =	\$68,000.00
8.	5 each	ADA Pedestrian Curb Ramps	\$750.00 /ea. =	\$3,750.00
9.	4 ea.	Adjust Manhole Frame & Ring Casting	\$750.00 /ea. =	\$3,000.00
10.	4 ea.	Adjust Water Valve	\$400.00 /ea. =	\$1,600.00
11.	1,200 ln. ft.	Road Guard Rails	\$35.00 /ln. ft. =	\$42,000.00
12.	200 sq. yds	6" PCC Driveway	\$50.00 /sq. yd. =	\$10,000.00
13.	3,000 sq. yds	Terrace Grading	\$2.00 /sq. yd. =	\$6,000.00
14.	1 ac.	Seeding, fertilizing & mulching	\$4,000.00 /ac. =	\$4,000.00
15.	1 ea.	Mobilization and Traffic Control	\$20,000.00 /ln. ft. =	\$20,000.00
Construction Subtotal				\$332,850.00
Contingencies (10%)				\$33,150.00
Engineering and Testing				\$41,000.00
Estimated Subtotal				\$407,000.00
<u>Storm Sewer</u>				
16.	4 ea.	Type A Intake	\$2,750.00 /ea. =	\$11,000.00
17.	400 ln. ft.	15" RCP Storm Sewer	\$35.00 /ln. ft. =	\$14,000.00
Construction Subtotal				\$25,000.00
Contingencies (10%)				\$2,500.00
Engineering and Testing				\$3,500.00
Estimated Subtotal				\$31,000.00
Estimated Total Construction Cost				\$438,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #11, 16th Street (3rd Avenue East to R.O.W. Hwy 60/71)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	1,300 cu. yd.	Street excavation and embankment	\$8.00 =	\$10,400.00
2.	3,100 sq. yd.	12" Subgrade preparation	\$3.00 =	\$9,300.00
3.	3,100 sq. yds	12" Granular Base	\$12.00 =	\$37,200.00
4.	3,000 sq. yds	Pavement Removal	\$8.00 =	\$24,000.00
5.	1,000 ln. ft.	B624Curb and Gutter	\$16.00 =	\$16,000.00
6.	900 ton	6" Hot Mix Asphalt	\$85.00 =	\$76,500.00
7.	670 sq. yds	6" PCC Driveway	\$50.00 =	\$33,500.00
8.	40 sq. yds	4" PCC Sidewalk	\$45.00 =	\$1,800.00
9.	80 sq. yds	8" PCC Valley Gutter	\$70.00 =	\$5,600.00
10.	4 ea.	ADA Pedestrian Curb Ramps	\$750.00 =	\$3,000.00
11.	2 ea.	Adjust Manhole Frame & Ring Casting	\$750.00 =	\$1,500.00
12.	1 ea.	Adjust Water Valve	\$400.00 =	\$400.00
13.	1,250 sq. yd.	Terrace grading	\$2.00 /sq. yd. =	\$2,500.00
14.	0.3 ac.	Seeding, fertilizing & mulching	\$4,000.00 /ac. =	\$1,200.00
15.	1 L.S.	Mobilization and Traffic Control	\$3,000.00 /L.S. =	\$3,000.00
Construction Subtotal				\$225,900.00
Contingencies (10%)				\$23,100.00
Engineering and Testing				\$28,000.00
Estimated Subtotal				\$277,000.00
<u>Water</u>				
16.	400 ln. ft.	12" C900 Water Main	\$50.00 /ln. ft. =	\$20,000.00
17.	3 ea.	Connect to Existing Water	\$1,000.00 /ea. =	\$3,000.00
18.	270 ln. ft.	Cl. 200 Water Service	\$22.00 /ln. ft. =	\$5,940.00
19.	7 ea.	Curb Stop w/box	\$200.00 /ea. =	\$1,400.00
20.	7 ea.	Corp Stop	\$200.00 /ea. =	\$1,400.00
21.	3 ea.	12" Valve	\$2,200.00 /ea. =	\$6,600.00
22.	2 ea.	6" Gate Valve	\$1,200.00 /ea. =	\$2,400.00
23.	2 ea.	Hydrant	\$4,000.00 /ea. =	\$8,000.00
24.	2 ea.	Tee	\$800.00 /ea. =	\$1,600.00
Construction Subtotal				\$50,340.00
Contingencies (10%)				\$5,660.00
Engineering and Testing				\$6,000.00
Estimated Subtotal				\$62,000.00
<u>Sanitary Sewer</u>				
25.	200 ln. ft.	8" SDR-26 Sanitary Sewer	\$45.00 /ln. ft. =	\$9,000.00
26.	100 ln. ft.	4" SDR-26 Sanitary Sewer Service	\$25.00 /ln. ft. =	\$2,500.00
27.	2 ea.	Wye	\$200.00 /ea. =	\$400.00
28.	2 ea.	Connect to existing	\$500.00 /ea. =	\$1,000.00
Construction Subtotal				\$12,900.00
Contingencies (10%)				\$1,100.00
Engineering and Testing				\$2,000.00
Estimated Subtotal				\$16,000.00
Estimated Total Construction Cost				\$355,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #12, City Hall Parking Lot & Alley

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	1,300 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$10,400.00
2.	3,500 sq. yd.	12" Subgrade preparation	\$3.00 /sq. yd. =	\$10,500.00
2.	3,501 sq. yd.	Pavement Removal	\$3.00 /sq. yd. =	\$10,503.00
2.	3,500 sq. yd.	8" Granular Base	\$8.00 /sq. yd. =	\$28,000.00
3.	790 ton	4" Hot Mix Asphalt	\$85.00 /ton =	\$67,150.00
4.	80 sq. yds	6" PCC Driveway	\$50.00 /sq. yd. =	\$4,000.00
5.	60 sq. yds	5" PCC Sidewalk	\$60.00 /sq. yd. =	\$3,600.00
6.	70 in. ft.	Curb and Gutter (match existing)	\$16.00 /in. ft. =	\$1,120.00
7.	0 ea.	ADA Pedestrian Curb Ramps	\$1,200.00 /sq. yd. =	\$0.00
8.	0 ea.	Adjust Manhole Frame & Ring Casting	\$1,000.00 /in. ft. =	\$0.00
9.	1 ft.	Adjust Water Valve	\$400.00 /ea. =	\$400.00
10.	1 L.S.	Painted Parking Markings	\$1,500.00 /L.S. =	\$1,500.00
11.	1 L.S.	Mobilization and Traffic Control	\$3,000.00 /L.S. =	\$3,000.00
Construction Subtotal				\$140,173.00
Contingencies (10%)				\$13,827.00
Engineering and Testing				\$18,000.00
Estimated Subtotal				\$172,000.00
<u>Storm Sewer</u>				
12.	350 in. ft.	15" RCP Storm Sewer	\$35.00 /in.ft. =	\$12,250.00
13.	5 ea.	Type A Intake	\$2,750.00 /ea. =	\$13,750.00
14.	5 ea.	Connect roof drains	\$1,000.00 /ea. =	\$5,000.00
15.	60 in. ft.	6" SDR 26	\$30.00 /in. ft. =	\$1,800.00
Construction Subtotal				\$32,800.00
Contingencies (10%)				\$3,200.00
Engineering and Testing				\$4,000.00
Estimated Subtotal				\$40,000.00
Estimated Total Construction Cost				\$212,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #13, Alley(Hwy 60/71 to 3rd Ave., between 10th St. & 11th St.)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	950 sq. yds	Pavement Removal	\$8.00 /sq. yd. =	\$7,600.00
2.	400 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$3,200.00
3.	950 sq. yds	12" Subgrade preparation	\$3.00 /sq. yd. =	\$2,850.00
4.	950 sq. yds	8" Granular Base	\$8.00 /sq. yd. =	\$7,600.00
5.	250 ton	4" Hot Mix Asphalt	\$85.00 /ton =	\$21,250.00
6.	45 sq. yds	6" PCC Driveway	\$45.00 /sq. yd. =	\$2,025.00
7.	40 ln. ft.	Curb and Gutter (match existing)	\$16.00 /ln. ft. =	\$640.00
8.	1 L.S.	Mobilization and Traffic Control	\$3,000.00 /L.S. =	\$3,000.00
Construction Subtotal				\$48,165.00
Contingencies (10%)				\$4,835.00
Engineering and Testing				\$7,000.00
Estimated Subtotal				\$60,000.00
<u>Storm Sewer</u>				
9.	240 ln. ft.	15" RCP Storm Sewer	\$35.00 /ln.ft. =	\$8,400.00
10.	1 ea.	Type A Intake	\$2,750.00 /ea. =	\$2,750.00
11.	5 ea.	Connect roof drains	\$1,000.00 /ea. =	\$5,000.00
12.	60 ln. ft.	6" SDR 26	\$30.00 /ln. ft. =	\$1,800.00
Construction Subtotal				\$17,950.00
Contingencies (10%)				\$1,850.00
Engineering and Testing				\$2,200.00
Estimated Subtotal				\$22,000.00
Estimated Total Construction Cost				\$82,000.00

**Segments Considered but
Removed from Project (2017)**

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #2, 17th Avenue (River Road to Jamison Drive) - Not 2017

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	1,500 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$12,000.00
2.	3,050 sq. yd.	12" Subgrade preparation	\$3.00 /sq. yd. =	\$9,150.00
3.	3,050 sq. yds	12" Granular Base	\$12.00 /sq. yd. =	\$36,600.00
4.	40 ln. ft.	Curb and Gutter (Match Existing)	\$16.00 /ln. ft. =	\$640.00
5.	650 ton	4" Hot Mix Asphalt	\$85.00 /ton =	\$55,250.00
6.	3050 sq. yds	Pavement Removal	\$8.00 /sq. yd. =	\$24,400.00
7.	280 sq. yds	8" PCC Valley Gutter	\$70.00 /sq. yd. =	\$19,600.00
8.	4 each	Adjust Manhole Frame & Ring Casting	\$750.00 /ea. =	\$3,000.00
9.	0 ea.	Adjust Water Valve	\$400.00 /ea. =	\$0.00
10.	60 sq. yd.	Terrace grading	\$2.00 /sq. yd. =	\$120.00
11.	0.1 ac.	Seeding, fertilizing & mulching	\$4,000.00 /ac. =	\$200.00
12.	50 ln. ft.	Bio-wattles	\$5.00 /ln. ft. =	\$250.00
13.	9 ea.	Intake Protection	\$350.00 /ea. =	\$3,150.00
14.	1 L.S.	Mobilization and Traffic Control	\$4,500.00 /L.S. =	\$4,500.00
Construction Subtotal				\$168,860.00
Contingencies (10%)				\$17,140.00
Engineering and Testing				\$23,000.00
Estimated Subtotal				\$209,000.00
<u>Water</u>				
15.	40 ln. ft.	6" C900 Water Main	\$32.00 /ln. ft. =	\$1,280.00
16.	40 ln. ft.	Cl. 200 Water Service	\$22.00 /ln. ft. =	\$880.00
17.	1 ea.	Curb Stop w/box	\$200.00 /ea. =	\$200.00
18.	1 ea.	Corp Stop	\$200.00 /ea. =	\$200.00
Construction Subtotal				\$2,560.00
Contingencies (10%)				\$440.00
Engineering and Testing				\$1,000.00
Estimated Subtotal				\$4,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #2, 17th Avenue (River Road to Jamison Drive) - Not 2017

Storm Sewer

19.	90 in. ft.	15" RCP Storm Sewer	\$35.00 /ln. ft.	=	\$3,150.00
20.	340 in. ft.	18" RCP Storm Sewer	\$40.00 /ln.ft.	=	\$13,600.00
21.	700 in. ft.	30" RCP Storm Sewer	\$75.00 /ln.ft.	=	\$52,500.00
22.	6 ea.	Type A Intake	\$2,750.00 /ea.	=	\$16,500.00
23.	4 ea.	5'x5' Storm Manhole	\$3,200.00 /ea.	=	\$12,800.00
24.	1 ea.	Connect to Existing Storm Sewer	\$750.00 /ea.	=	\$750.00
25.	1600 in. ft.	4" Perforated subdrain	\$7.00 /ln. ft.	=	\$11,200.00
26.	6 ea.	Subdrain Intake Outlet	\$250.00 /ea.	=	\$1,500.00

Construction Subtotal	\$112,000.00
Contingencies (10%)	\$11,000.00
Engineering and Testing	\$15,000.00

Estimated Subtotal	\$138,000.00
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Sanitary Sewer

27.	40 in. ft.	4" SDR-26 Sanitary Sewer Service	\$25.00 /ln. ft.	=	\$1,000.00
28.	1 ea.	Wye	\$200.00 /ea.	=	\$200.00
29.	1 ea.	Connect to existing Sanitary Manhole	\$1,000.00 /ea.	=	\$1,000.00
30.	40 in. ft.	8" SDR-26 Sanitary Sewer	\$45.00 /ln. ft.	=	\$1,800.00

Construction Subtotal	\$4,000.00
Contingencies (10%)	\$400.00
Engineering and Testing	\$600.00

Estimated Subtotal	\$5,000.00
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Estimated Total Construction Cost	\$356,000.00
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Segment #2, 17th Avenue (Optional Water Main work)

1.	850 in. ft.	8" C900 Water Main	\$26.00 /ln. ft.	=	\$22,100.00
2.	3 ea..	Tee	\$800.00 /ea.	=	\$2,400.00
3.	1 ea..	Cross	\$1,200.00 /ea.	=	\$1,200.00
4.	6 ea..	8" Gate Valve	\$1,800.00 /ea.	=	\$10,800.00
5.	4 ea..	Connect to Existing Water	\$1,000.00 /ea.	=	\$4,000.00
6.	100 sq. yd..	Pavement Removal	\$8.00 /sq. yd.	=	\$800.00
7.	25 ton.	Granular Stabilization	\$25.00 /ton	=	\$625.00
8.	150 in. ft..	Curb and Gutter (Match Existing)	\$16.00 /ln. ft.	=	\$2,400.00
9.	350 in. ft..	Cl. 200 Water Service	\$22.00 /ln. ft.	=	\$7,700.00
10.	9 ea..	Curb Stop w/box	\$200.00 /ea.	=	\$1,800.00
11.	9 ea..	Corp Stop	\$200.00 /ea.	=	\$1,800.00
12.	1 ea..	Fire Hydrant	\$4,000.00 /ea.	=	\$4,000.00
13.	1 L.S..	Mobilization and Traffic Control	\$4,500.00 /L.S.	=	\$4,500.00

Construction Subtotal	\$64,125.00
Contingencies (10%)	\$6,875.00
Engineering and Testing	\$9,000.00

Estimated Subtotal	\$80,000.00
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**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #4, 17th Street (15th Avenue to 17th Avenue) - Not Used

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	7,270 sq. yds	Pavement Removal	\$8.00 /sq. yd. =	\$58,160.00
2.	7,270 sq. yds	12" Granular Base	\$12.00 /sq. yd. =	\$87,240.00
3.	1,650 ton	4" Hot Mix Asphalt	\$85.00 /ton =	\$140,250.00
4.	300 ln. ft.	Curb and Gutter (Match Existing)	\$16.00 /ton =	\$4,800.00
5.	130 sq. yds	8" PCC Valley Gutter	\$70.00 /sq. yd. =	\$9,100.00
6.	6 ea.	Adjust Manhole Frame & Ring Casting	\$750.00 /ea. =	\$4,500.00
7.	2 ea.	Adjust Water Valve	\$400.00 /ea. =	\$800.00
8.	11 ea.	Inlet Protection	\$350.00 /ea. =	\$3,850.00
9.	1 L.S.	Mobilization and Traffic Control	\$13,000.00 /L.S. =	\$13,000.00
Construction Subtotal				\$321,700.00
Contingencies (10%)				\$32,300.00
Engineering and Testing				\$43,000.00
Estimated Subtotal				\$397,000.00
<u>Water</u>				
10.	400 ln. ft.	Cl. 200 Water Service	\$22.00 /ln. ft. =	\$8,800.00
11.	9 ea.	Curb Stop w/box	\$200.00 /ea. =	\$1,800.00
12.	9 ea.	Corp Stop	\$200.00 /ea. =	\$1,800.00
Construction Subtotal				\$12,400.00
Contingencies (10%)				\$1,600.00
Engineering and Testing				\$2,000.00
Estimated Subtotal				\$16,000.00
<u>Storm Sewer</u>				
13.	530 ln. ft.	15" RCP Storm Sewer	\$35.00 /ln. ft. =	\$18,550.00
14.	520 ln. ft.	18" RCP Storm Sewer	\$40.00 /ln. ft. =	\$20,800.00
15.	230 ln. ft.	24" RCP Storm Sewer	\$45.00 /ln. ft. =	\$10,350.00
16.	0 ln. ft.	30" RCP Storm Sewer	\$50.00 /ln. ft. =	\$0.00
17.	10 ea.	Type A Intake	\$2,750.00 /ea. =	\$27,500.00
18.	5 ea.	5'X5' Storm Manhole	\$3,200.00 /ea. =	\$16,000.00
Construction Subtotal				\$93,200.00
Contingencies (10%)				\$9,300.00
Engineering and Testing				\$12,500.00
Estimated Subtotal				\$115,000.00
<u>Sanitary Sewer</u>				
19.	300 ln. ft.	4" SDR-26 Sanitary Sewer Service	\$25.00 /ln. ft. =	\$7,500.00
20.	9 ea.	Wye	\$200.00 /ea. =	\$1,800.00
Construction Subtotal				\$9,300.00
Contingencies (10%)				\$1,200.00
Engineering and Testing				\$1,500.00
Estimated Subtotal				\$12,000.00
Estimated Total Construction Cost				\$540,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #4, 17th Street (15th Avenue to 17th Avenue)- Not Used

Segment #4, 17th Street (Optional Water Main Work)					
1.	2,100 in. ft.	8" C900 Water Main	\$32.00 /in. ft.	=	\$67,200.00
2.	50 in. ft.	6" C900 Water Main	\$26.00 /in. ft.	=	\$1,300.00
3.	3 ea.	Tee	\$800.00 /ea.	=	\$2,400.00
4.	1 ea.	Cross	\$1,200.00 /ea.	=	\$1,200.00
5.	3 ea.	8" Gate Valve	\$1,800.00 /ea.	=	\$5,400.00
6.	2 ea.	Connect to Existing Water	\$1,000.00 /ea.	=	\$2,000.00
7.	420 in. ft.	Curb and Gutter (Match Existing)	\$16.00 /in. ft.	=	\$6,720.00
8.	650 in. ft.	Cl. 200 Water Service	\$22.00 /in. ft.	=	\$14,300.00
9.	16 ea.	Curb Stop w/box (existing)	\$200.00 /ea.	=	\$3,200.00
10.	16 ea.	Corp Stop (existing)	\$200.00 /ea.	=	\$3,200.00
11.	3 ea.	Fire Hydrant	\$4,000.00 /ea.	=	\$12,000.00
<hr/>					
Construction Subtotal					\$118,920.00
<hr/>					
Contingencies (10%)					\$12,080.00
Engineering and Testing					\$15,000.00
<hr/>					
Estimated Construction Cost					\$146,000.00
<hr/>					

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #10, Alt Option- 6th Avenue (Hwy 60 to City Limits, Overlay only)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	800 sq. yds	Mill Existing Bituminous Pavement	\$5.00 /sq. yd. =	\$4,000.00
2.	2,400 ton	3" Hot Mix Asphalt Overlay (S. of City Limits)	\$90.00 /ton =	\$216,000.00
3.	11,300 sq. yds	Anti Reflective Crack Fabric	\$5.00 /sq. yd. =	\$56,500.00
4.	5 ea.	Adjust Manhole Frame & Ring Casting	\$750.00 /ea. =	\$3,750.00
5.	7 ea.	Adjust Water Valve	\$400.00 /ea. =	\$2,800.00
6.	2,000 sq. yds	Terrace Grading	\$2.00 /sq. yd. =	\$4,000.00
7.	1 ac.	Seeding, fertilizing & mulching	\$4,000.00 /ac. =	\$4,000.00
8.	1 ea.	Mobilization and Traffic Control	\$15,000.00 /ln. ft. =	\$15,000.00
Construction Subtotal				\$306,050.00
Contingencies (10%)				\$30,950.00
Engineering and Testing				\$37,000.00
Estimated Subtotal				\$374,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #10, Alternate Option- 6th Avenue (Hwy 60 to City Limits, 36'w Recon.)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving (36' wide the entire length)</u>				
1.	12,000 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$96,000.00
2.	17,600 sq. yd.	12" Subgrade preparation	\$3.00 /sq. yd. =	\$52,800.00
3.	6,000 sq. yd.	Geogrid (as recommended by Geotek)	\$5.00 /sq. yd. =	\$30,000.00
4.	17,600 sq. yds	16" Granular Base	\$16.00 /sq. yd. =	\$281,600.00
5.	8,600 ln. ft.	B624 Curb and Gutter	\$16.00 /ln. ft. =	\$137,600.00
6.	850 ton	4" Hot Mix Asphalt (N. 3 blks, wt rated)	\$85.00 /ton =	\$72,250.00
7.	4,750 ton	6" Hot Mix Asphalt	\$85.00 /ton =	\$403,750.00
8.	14,500 sq. yds	Pavement Removal	\$8.00 /sq. yd. =	\$116,000.00
9.	250 sq. yds	6" PCC Driveway	\$50.00 /sq. yd. =	\$12,500.00
10.	670 sq. yds	4" PCC Sidewalk	\$45.00 /sq. yd. =	\$30,150.00
11.	100 sq. yds	8" PCC Valley Gutter	\$70.00 /sq. yd. =	\$7,000.00
12.	5 ea.	ADA Pedestrian Curb Ramps	\$750.00 /ea. =	\$3,750.00
13.	110 ton	Granular Stabilization	\$25.00 /ton =	\$2,750.00
14.	25,000 sq. yd.	Terrace grading	\$2.00 /sq. yd. =	\$50,000.00
15.	7.0 ac.	Seeding, fertilizing & mulching	\$4,000.00 /ac. =	\$28,000.00
16.	2,000 ln. ft.	Bio-wattles	\$5.00 /ln. ft. =	\$10,000.00
17.	1,200 ln. ft.	Road Guard Rails	\$35.00 /ln. ft. =	\$42,000.00
18.	32 ea.	Intake Protection	\$350.00 /ea. =	\$11,200.00
19.	1 L.S.	Mobilization and Traffic Control	\$12,000.00 /L.S. =	\$12,000.00
20.	250 ton	Granular Surfacing	\$20.00 /ton =	\$5,000.00
Construction Subtotal				\$1,404,350.00
Contingencies (10%)				\$140,650.00
Engineering and Testing				\$155,000.00
Estimated Subtotal				\$1,700,000.00
<u>Water</u>				
20.	5,250 ln. ft.	12" C900 Water Main	\$50.00 /ln. ft. =	\$262,500.00
21.	250 ln. ft.	6" C900 Water Main	\$26.00 /ln. ft. =	\$6,500.00
22.	15 ea.	Tee	\$800.00 /ea. =	\$12,000.00
23.	2 ea.	Cross	\$1,200.00 /ea. =	\$2,400.00
24.	20 ea.	8" Gate Valve	\$1,800.00 /ea. =	\$36,000.00
25.	10 ea.	6" Gate Valve	\$1,200.00 /ea. =	\$12,000.00
26.	8 ea.	Connect to Existing Water	\$1,000.00 /ea. =	\$8,000.00
27.	350 ln. ft.	Cl. 200 Water Service	\$22.00 /ln. ft. =	\$7,700.00
28.	10 ea.	Curb Stop w/box	\$200.00 /ea. =	\$2,000.00
29.	10 ea.	Corp Stop	\$200.00 /ea. =	\$2,000.00
30.	10 ea.	Fire Hydrant	\$4,000.00 /ea. =	\$40,000.00
Construction Subtotal				\$391,100.00
Contingencies (10%)				\$38,900.00
Engineering and Testing				\$43,000.00
Estimated Subtotal				\$473,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #10, Alternate Option- 6th Avenue (Hwy 60 to City Limits, 36'w Recon.)

Storm Sewer

31.	70 In. ft.	48" RCP Storm Sewer	\$150.00 /In. ft.	=	\$10,500.00
32.	70 In. ft.	30" RCP Storm Sewer	\$50.00 /In. ft.	=	\$3,500.00
33.	2,250 In. ft.	15" RCP Storm Sewer	\$35.00 /In. ft.	=	\$78,750.00
34.	34 ea.	Type A Intake	\$2,750.00 /ea.	=	\$93,500.00
35.	7 ea.	5'x5' Storm Manhole	\$3,200.00 /ea.	=	\$22,400.00
36.	2 ea.	36" Pipe Aprons	\$1,600.00 /ea.	=	\$3,200.00
37.	10 ea.	Connect to Existing Storm Sewer	\$750.00 /ea.	=	\$7,500.00
38.	10,700 In. ft.	4" Perforated subdrain	\$7.00 /In. ft.	=	\$74,900.00
39.	18 ea.	Subdrain Intake Outlet	\$250.00 /ea.	=	\$4,500.00

Construction Subtotal	\$298,750.00
Contingencies (10%)	\$30,250.00
Engineering and Testing	\$33,000.00

Estimated Subtotal	\$362,000.00
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Sanitary Sewer

40.	150 In. ft.	8" SDR-26 Sanitary Sewer	\$45.00 /In. ft.	=	\$6,750.00
41.	200 In. ft.	4" SDR-26 Sanitary Sewer Service	\$25.00 /In. ft.	=	\$5,000.00
42.	4 ea.	Wye	\$200.00 /ea.	=	\$800.00
43.	2 ea.	Sanitary Manhole	\$3,750.00 /ea.	=	\$7,500.00
44.	2 ea.	Connect to Existing Sanitary	\$500.00 /ea.	=	\$1,000.00

Construction Subtotal	\$21,050.00
Contingencies (10%)	\$2,950.00
Engineering and Testing	\$3,000.00

Estimated Subtotal	\$27,000.00
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Estimated Total Construction Cost	\$2,562,000.00
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**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

September 13, 2016

Segment #14, 17th Avenue/17th Street Intersection

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	515 sq. yds	Mill Existing Bituminous Pavement	\$5.00 /sq. yd. =	\$2,575.00
2.	100 ton	3" Hot Mix Asphalt Overlay	\$105.00 /ton =	\$10,500.00
3.	515 sq. yds	Anti Reflective Crack Fabric	\$5.00 /sq. yd. =	\$2,575.00
4.	1 ea.	Adjust Manhole Frame & Ring Casting	\$750.00 /ea. =	\$750.00
5.	1 ea.	Adjust Water Valve	\$400.00 /ea. =	\$400.00
6.	1 ea.	Mobilization and Traffic Control	\$1,500.00 /ln. ft. =	\$1,500.00
Construction Subtotal				\$18,300.00
Contingencies (10%)				\$1,700.00
Engineering and Testing				\$3,000.00
Estimated Subtotal				\$23,000.00

**2017 Street Improvements
Preliminary Quantities & Cost Opinion
Windom, Minnesota**

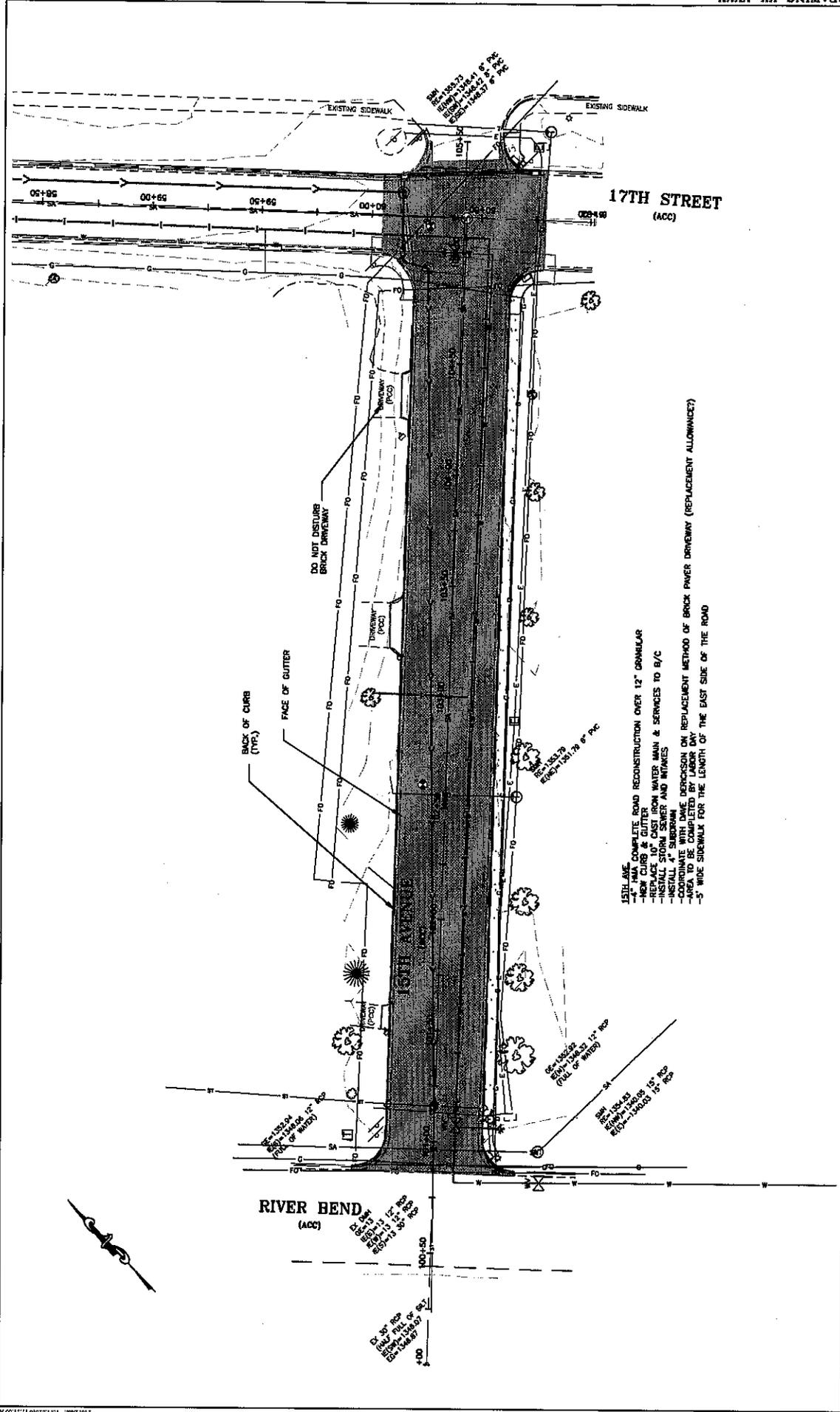
September 13, 2016

Segment #15, 16th Street Railroad Crossing

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
1.	200 sq. yds	Mill Existing Bituminous Pavement	\$5.00 /sq. yd. =	\$1,000.00
2.	50 ton	3" Hot Mix Asphalt Overlay	\$120.00 /ton =	\$6,000.00
3.	200 sq. yds	Anti Reflective Crack Fabric	\$5.00 /sq. yd. =	\$1,000.00
4.	1 ea.	Railroad Flaggers, Agreement & Insurance	\$5,000.00 /ea. =	\$5,000.00
5.	1 ea.	Mobilization and Traffic Control	\$1,500.00 /ln. ft. =	\$1,500.00
Construction Subtotal				\$14,500.00
Contingencies (10%)				\$1,500.00
Engineering and Testing				\$2,000.00
Estimated Subtotal				\$18,000.00

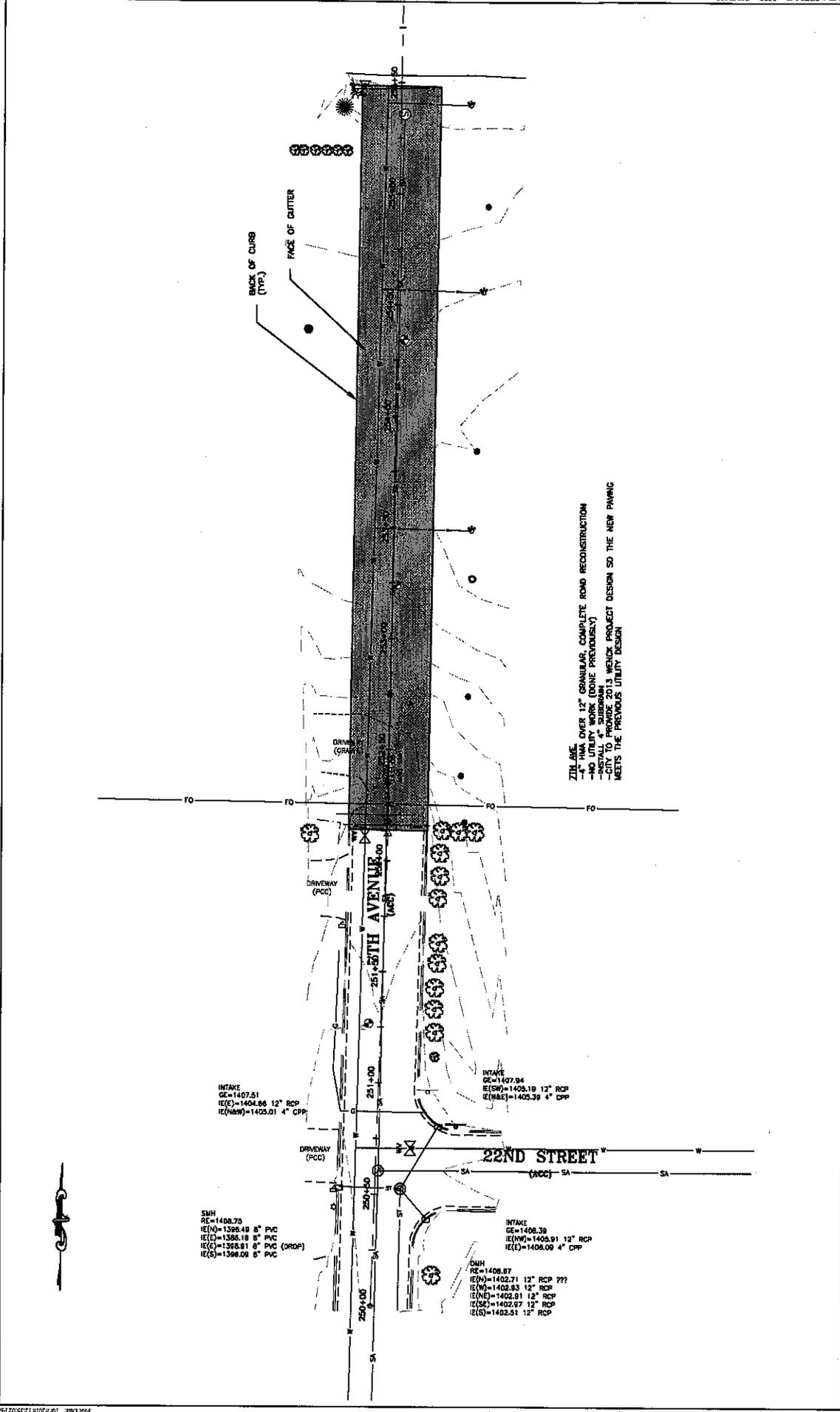


I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME, OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A duly LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
TAM L. VAN SZEPESKI, P.E.
DATE: _____ REL. NO. _____

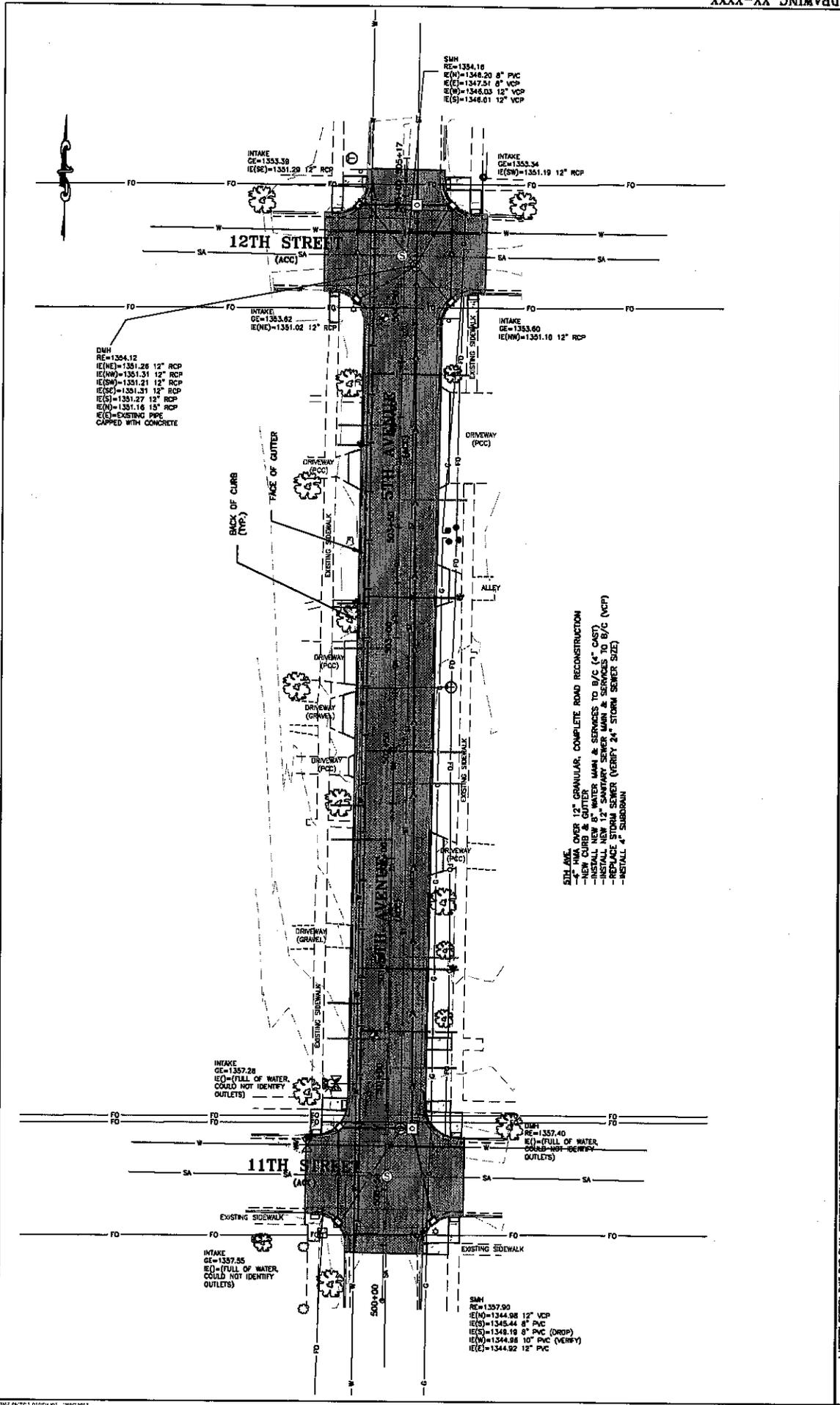




I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DAN L. WATKINS, P.E.
DATE: _____ REV. NO. 435845



Z17L AVE
-40' WIDE OVER 12" GRANULAR, COMPLETE ROAD RECONSTRUCTION
-INSTALL 4" SUBGRADE
-INSTALL 4" SUBGRADE
-CITY TO PROVIDE 2013 WENCK PROJECT DESIGN SO THE NEW PAVING MEETS THE PREVIOUS UTILITY DESIGN



<p>5TH AVE SHEET</p>	<p>PRELIMINARY PROJECT OVERVIEW</p>	<p>2017 STREET IMPROVEMENTS WINDOM, MN</p>	<p>Project Manager: DLV Designer: DAB Project Number: 36690 Phone: (721) 472-2531</p>	<p>GR ENGINEERING</p> <p>1. VERIFY ALL DIMENSIONS AND ELEVATIONS AGAINST THE RECORD DRAWING AND FIELD SURVEY DATA. 2. THE DESIGNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. 3. THE DESIGNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. 4. THE DESIGNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.</p> <p>JOHN L. VAN SCHERDEL, P.E. DATE: _____ REG. NO. 45588</p>
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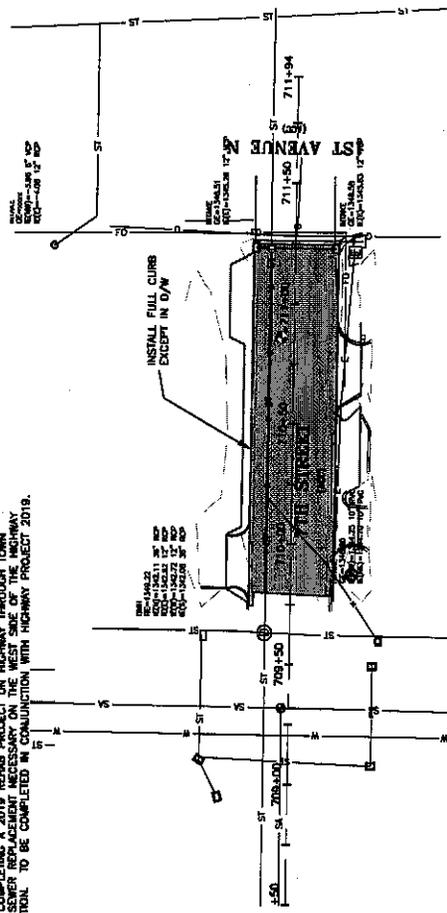
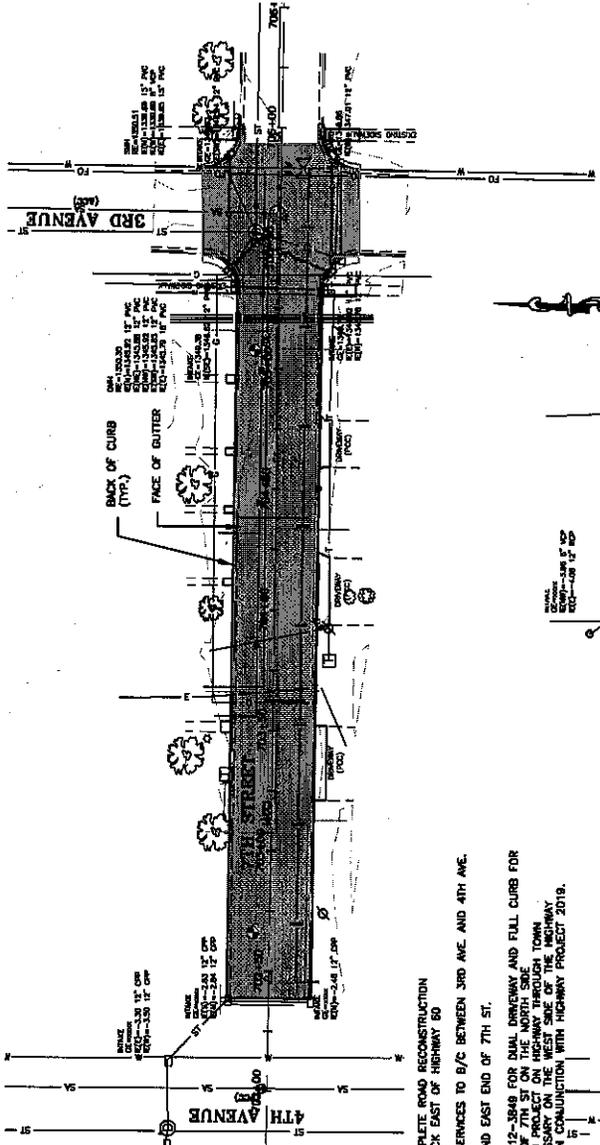
PRELIMINARY PROJECT OVERVIEW

2017 STREET IMPROVEMENTS
WINDOM, MN

Project Manager: DLV
Designer: DAB
Project Number: 566090
Phone: (712) 472-5331



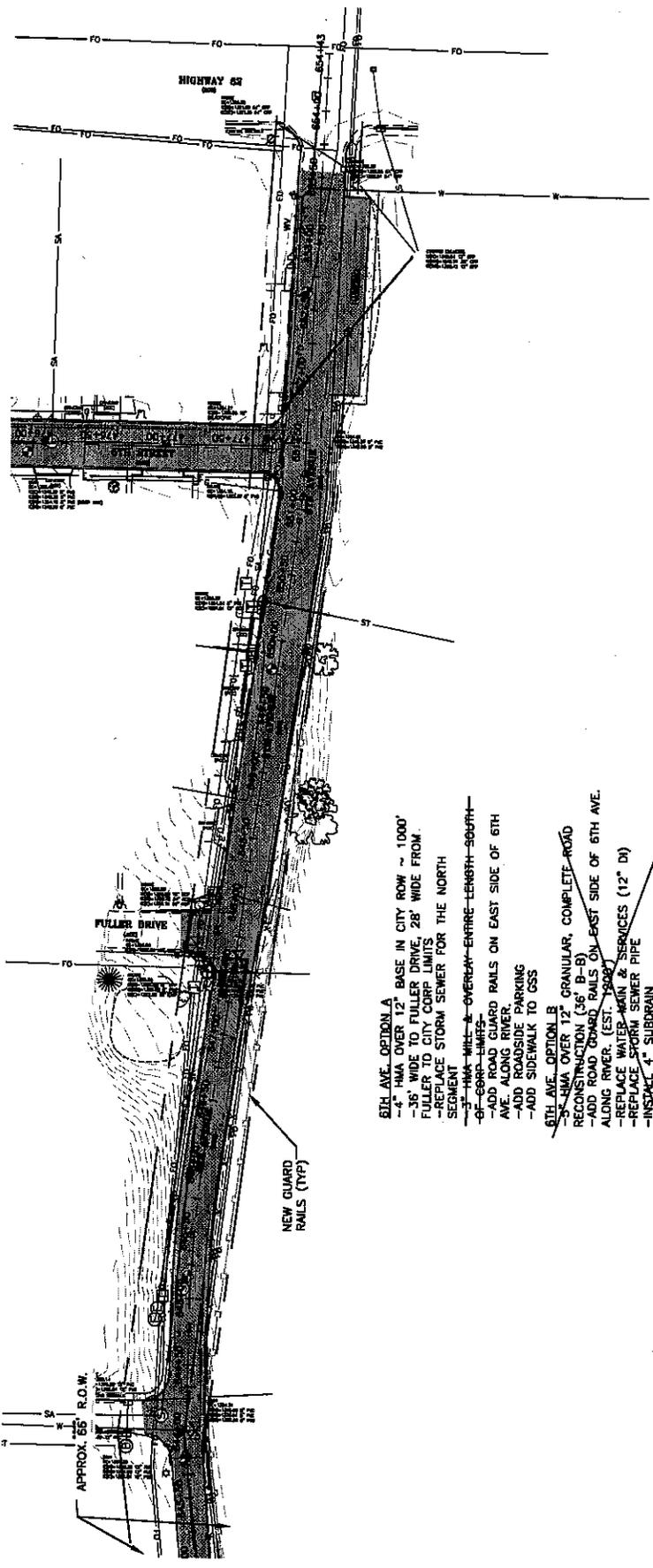
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DATE: _____
SIGNATURE: _____
NAME: DAN L. VAN SCHIEPPE, P.E.
REG. NO. _____
EXPIRES: _____



- REPLACE BITUMES ON WEST END AND EAST END OF 7TH ST.
- INSTALL NEW GRANULAR CURB AND GUTTER ON WEST AND EAST SIDE OF 7TH ST.
- CONTACT GRANITE AT DUFFY'S 701-212-3848 FOR DUAL DRIVEWAY AND FULL CURB FOR THE REMAINDER ON THE EAST END OF 7TH ST ON THE NORTH SIDE.
- ROOT CUTTING A 2019 REBAR PROJECT ON HIGHWAY THROUGH TOWN.
- INSTALL NEW SANITARY SEWER ON THE WEST SIDE OF THE HIGHWAY INTERSECTION. TO BE COMPLETED IN CONJUNCTION WITH HIGHWAY PROJECT 2019.



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DATE: _____
DRAWN BY: _____
CHECKED BY: _____
SCALE: _____
REV. NO. _____
45545



- 6TH AVE. OPTION A
 - 4" HMA OVER 12" BASE IN CITY ROW ~ 1000'
 - 36' WIDE TO FULLER DRIVE, 28' WIDE FROM FULLER TO CITY CORP LIMITS
 - REPLACE STORM SEWER FOR THE NORTH SEGMENT
 - 1" HMA WALK-~~OVERWAY~~-ENTIRE LENGTH-SOUTH-~~BOUND~~ LIMITS
 - ADD ROAD GUARD RAILS ON EAST SIDE OF 6TH AVE ALONG FULLER
 - ADD ROADSIDE PARKING
 - ADD SIDEWALK TO OSS
- 6TH AVE. OPTION B
 - 3" HMA OVER 12" GRANULAR, COMPLETE ROAD RECONSTRUCTION (36' B-B)
 - ADD ROAD GUARD RAILS ON EAST SIDE OF 6TH AVE ALONG FULLER (EST. 1900')
 - REPLACE WATER MAIN & SERVICES (12" DI)
 - REPLACE STORM SEWER PIPE
 - ADD 12" SUBDRAIN
 - ADD ROADSIDE PARKING
 - ADD SIDEWALK TO OSS



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Suite 100
Fairmont, MN 56031-4467
Ph: (507) 238-4738
Fax: (507) 238-4732
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September 2, 2016

Honorable Mayor and City Council
City of Windom
444 9th Street, P.O. Box 38
Windom, MN 56101-0038

RE: 2016 Sanitary Sewer Rehabilitation
Windom, Minnesota
BMI Project No.: F18.112135

Honorable Mayor and City Council:

The bid letting for the above-referenced project was held on Thursday, September 1, 2016, at 2:00 p.m. at City Hall. Four bids were received and read. In accordance with contract requirements, a unit price bid tabulation was prepared. An error was found in one of the bid tabulations and the bid total was adjusted accordingly. Based upon the tabulation of actual unit prices, the low bidder for the project is GM Contracting, Inc. of Lake Crystal, Minnesota. A breakdown of the total bid amounts and engineer's estimate is as follows. A detailed tabulation of the bids is also included.

Bidders	Schedule A Amount	Schedule B Amount
GM Contracting, Inc.	\$566,738.28	\$194,148.72
Heselton Construction, LLC	\$641,118.45	As Tabulated: \$235,125.00 As Read: \$235,485.00
Kuechle Underground	\$748,829.20	\$329,310.00
Minger Construction Co., Inc.	\$827,504.85	\$210,115.00
Engineer's Estimate	\$479,637.00	\$133,450.00

The Schedule A total amount of the low bid is \$566,738.28, which is \$87,101.28 above the engineer's estimate. The Schedule B total amount of the low bid is \$194,148.72, which is \$60,698.72 above the engineer's estimate. Based on the age and condition of the existing sanitary sewer system and the needs of the businesses who use the sewer line, we believe it would be in the City's best interest to proceed with these improvements at this time. We believe that the bids received are competitive and responsive and that rebidding the project would not provide a significant cost savings.

Therefore at this time, and with the understanding that the contractor will provide the necessary bonds and insurance as required by the contract, we recommend that the City proceed with this project and award the contract for Schedule A and B to GM Contracting, Inc. in the amount of \$760,887.00.

If you have any questions or need further information, please do not hesitate to contact me.

Sincerely,
BOLTON & MENK, INC.

Travis L. Winter, P.E.
Project Engineer

cc: Steve Nasby, City Administrator
Mike Haugen, Water/Sewer Supt.

Encl.

RESOLUTION #2016-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION AWARDING THE CONTRACT FOR SCHEDULE B
PORTION OF THE PROJECT ENTITLED
"SANITARY SEWER LINE REPLACEMENT PROJECT"**

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

	Schedule B
GM Contracting, Inc.	\$194,148.72
Heselton Construction, LLC	\$235,485.00
Kuechle Underground	\$329,310.00
Minger Construction Co., Inc.	\$210,115.00

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

	Schedule B
GM Contracting, Inc.	\$194,148.72

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

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

Adopted by the Council this 18th day of October, 2016.

Corey J. Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

Denise Nichols

From: Mike Haugen <winwater@windom-mn.com>
Sent: Friday, October 14, 2016 10:38 AM
To: Denise Nichols
Subject: FW: Cost Breakout of Sample Metering Building

From: Kies, Wayne (PrimePork) [<mailto:wayne.kies@primepork.com>]
Sent: Friday, October 07, 2016 10:49 AM
To: Mike Haugen; Srveenker@yahoo.com
Subject: RE: Cost Breakout of Sample Metering Building

Mike we have made the decision to go ahead and spend the \$141,290.17 for the upgrades of Prime Pork portion of the sewer line.

- Schedule A Work - \$32,429.01
 - Schedule B Work - \$104,448.82
 - Excess Capacity Share - \$4412.34
- Total - \$141,390.17

I would like to have a letter from City stating that the pipe from our Manhole at the lagoons to the new manhole will be the responsibility of the City to maintain and take ownership. As stated in a meeting earlier this month the water commission stated that was the city would take that responsibility.

Let me know if you have any questions.



Wayne Kies
COO
O- 507-386-5819
C- 574-870-3867
e-mail – wayne.kies@primepork.com

From: Mike Haugen [<mailto:winwater@windom-mn.com>]
Sent: Monday, October 03, 2016 7:21 AM
To: Kies, Wayne (PrimePork) <wayne.kies@primepork.com>; Srveenker@yahoo.com
Subject: Cost Breakout of Sample Metering Building

Wayne, Scott,

Here is the itemized cost of the building as requested. Any questions you can contact Kelly or me.

Please let us know what your decision is by Friday October 7th.

Thanks Mike

From Scott Veenker

To: Mike Haugen

Mike,

This is the OK to go ahead with the proposed City Sewer Rehabilitation to upgrade the Windom Wash LLC portion of the sewer line for \$92,348.36.

\$89,699.90 for total Schedule B cost

\$2,648.46 for excess capacity

\$92,348.36 TOTAL

Thank you,

Scott Veenker

Windom Wash, LLC



City of Windom Staff Report

To: Mayor and Windom City Council
From: Drew Hage, EDA Executive Director
Council Meeting Date: October 18, 2016
Item Title/Subject: Cottonwood County Home Initiative

Background: On July 19 and September 13, 2016, the Nobles County Home Initiative was discussed at the Joint Government Meeting. The City of Windom City Council expressed consensus on July 19, 2016, to research the possibility of a countywide tax abatement program for new owner-occupied and rental residential housing units.

Staff presented the Initiative to the Cottonwood County Board on September 6, October 4, and October 18, 2016.

Intent: The purpose of Cottonwood County Home Initiative is to provide incentives to encourage the construction of new owner-occupied and rental residential housing units, encourage replacement of dilapidated housing structures within Cottonwood County, and increase future tax revenues in Cottonwood County.

Eligible Participants: Any person who constructs a new single-family home, duplex, or multi-family complex and who files application material and seeks formal approval from the appropriate local jurisdictions.

Attached are proposed guidelines for the Cottonwood County Home Initiative.
Attached is the Resolution approving the Cottonwood County Home Initiative.

Requested Action: Adoption of the Resolution approving the Cottonwood County Home Initiative Guidelines and approving participation in the program.

Respectfully submitted,


Drew Hage, EDA Executive Director

RESOLUTION #2016-

INTRODUCED:

SECONDED:

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

CITY OF WINDOM

RESOLUTION APPROVING GUIDELINES AND PARTICIPATION IN THE COTTONWOOD COUNTY HOME INITIATIVE PROGRAM

WHEREAS, Minnesota Statutes §469.1813 gives authority to Minnesota cities to grant an abatement of taxes imposed by the City if certain criteria are met; and

WHEREAS, the City of Windom has been in discussions with Cottonwood County regarding participation as one of the cities in a potential tax abatement program known as the "Cottonwood County Home Initiative Program"; and

WHEREAS, the purpose of the Cottonwood County Home Initiative is to provide incentives to encourage the construction of new owner-occupied and rental residential housing units, encourage replacement of dilapidated housing structures within Cottonwood County, and increase future tax revenues in Cottonwood County; and

WHEREAS, an eligible participant in the program would be any person who constructs a new single-family home, duplex, or multi-family complex and who files application material and seeks formal approval from the appropriate local jurisdictions; and

WHEREAS, in addition to the statutory requirements, the City of Windom has reviewed the proposed Cottonwood County Home Initiative guidelines which must be met before an abatement of taxes will be granted for residential development; and

WHEREAS, individual applications requesting tax abatement for new residential construction projects in Windom will come before the Windom City Council for approval; and

WHEREAS, it is in the best interests of the City of Windom and its citizens that the guidelines of the Cottonwood County Home Initiative be approved; and

WHEREAS, it is in the best interests of the City of Windom and its citizens that the City participate in the Cottonwood County Home Initiative Program as proposed.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, as follows:

1. The guidelines of the Cottonwood County Home Initiative Program are hereby approved.

2. The City of Windom's participation in the Cottonwood County Home Initiative Program is hereby approved.

3. The City Council retains the authority for final approval of individual projects requesting tax abatement by the City of Windom.

4. The Mayor and City Administrator are hereby authorized to sign any required documents approving the proposed guidelines for the Cottonwood County Home Initiative Program and authorizing the City of Windom's participation in the Cottonwood County Home Initiative Program.

Adopted this 18th day of October, 2016.

Corey Maricle, Mayor

ATTEST: _____
Steven Nasby, City Administrator

Cottonwood County Home Initiative

Guidelines

Intent

The purpose of Cottonwood County Home Initiative is to provide incentives in Cottonwood County to encourage the construction of new owner occupied and rental residential housing units, encourage replacement of dilapidated housing structures, and increase future tax revenues in Cottonwood County.

Tax Abatement Availability

Minnesota Statute 469.1813 Subdivision 8 places limitations on tax abatement.

Eligible Participants

Any person who constructs a new single family home, duplex, or multi-family complex and who files application material and seeks formal approval from appropriate local jurisdiction between January 1, 2017 and December 31, 2019 may be eligible to receive 100% tax abatement of the County's share of increased real estate taxes as a result of building newly constructed housing or a home, for a period of 5 years provided all of the following are met:

1. Property is located within Cottonwood County and zoned properly for the proposed development project.
2. The applicant shall not have received other local financial assistance (tax increment financing/TIF, Workforce Housing, SCDP).
3. Project is built to building codes adopted at the time building permit is obtained.
4. Property taxes are current and paid on time and in full.
5. Program approvals must be obtained prior to the start of construction of the new housing/home.

Multifamily projects of a minimum of 4 rental units may seek approval for longer tax abatement period not exceeding the maximum defined by State Statute. Each of these multi-unit requests will be considered on an individual basis.

The real estate taxes to be abated shall be for up to the full amount of the real estate taxes collected from added tax base of the newly constructed housing/home annually. Real estate taxes collected for the value of the land or any current additional structures value are not eligible for tax abatement, and will not be abated as part of this program.

This abatement will transfer with the sale of the property for the balance of the five years abatement period.

This abatement will not include voter approved school referendums.

This abatement does not apply to, or include, existing and/or new assessments to the property.

The County shall provide the awarded abatement payment following payment of due real estate taxes annually.

One single payment shall be made to the owner of record at the time of the payment, by December 30th for that calendar year.

Application

Statute requires the County to approve each abatement application. Thus, all applications will be considered on a "first come - first served" basis. The acceptance of new applications will be contingent upon board approval and abatement capacity as defined above.

A complete application for Abatement shall consist of:

- A letter requesting abatement for eligible projects addressed to the Cottonwood County Administrator.
- Legal description of the subject property, including address and property identification number.
- A site plan and construction plans for the proposed project.
- Submit a copy of the building permit once received.

Applications are to be submitted to Economic Development Authority (EDA) of Windom, 444 9th Street, Windom, Minnesota, 56101. Upon receipt of a completed application, Windom EDA will submit information to the County and to the appropriate city and school district to schedule a date on which to consider the application. Notice of that date shall be sent to the applicant within 30 days of the application being filed. Upon consideration by the appropriate taxing authority, each taxing authority will approve a resolution outlining the details of the abatement program and authorization of staff to enter into a tax abatement agreement with the developer/builder/owner.

The abatement period will commence with receipt of the Certificate of Occupancy, or not more than one year following approval of the taxing authority's resolution, whichever is first, and shall continue for 5 years.

469.1813 ABATEMENT AUTHORITY.

Subdivision 1. **Authority.** The governing body of a political subdivision may grant a current or prospective abatement, by contract or otherwise, of the taxes imposed by the political subdivision on a parcel of property, which may include personal property and machinery, or defer the payments of the taxes and abate the interest and penalty that otherwise would apply, if:

(1) it expects the benefits to the political subdivision of the proposed abatement agreement to at least equal the costs to the political subdivision of the proposed agreement or intends the abatement to phase in a property tax increase, as provided in clause (2)(vii); and

(2) it finds that doing so is in the public interest because it will:

(i) increase or preserve tax base;

(ii) provide employment opportunities in the political subdivision;

(iii) provide or help acquire or construct public facilities;

(iv) help redevelop or renew blighted areas;

(v) help provide access to services for residents of the political subdivision;

(vi) finance or provide public infrastructure;

(vii) phase in a property tax increase on the parcel resulting from an increase of 50 percent or more in one year on the estimated market value of the parcel, other than increase attributable to improvement of the parcel; or

(viii) stabilize the tax base through equalization of property tax revenues for a specified period of time with respect to a taxpayer whose real and personal property is subject to valuation under Minnesota Rules, chapter 8100.

Subd. 1a. **Use of term.** As used in this section and sections 469.1814 and 469.1815, "abatement" includes a deferral of taxes with abatement of interest and penalties unless the context indicates otherwise.

Subd. 2. **Abatement resolution.** (a) The governing body of a political subdivision may grant an abatement only by adopting an abatement resolution, specifying the terms of the abatement. In the case of a town, the board of supervisors may approve the abatement resolution. The resolution must also include a specific statement as to the nature and extent of the public benefits which the governing body expects to result from the agreement. The resolution may provide that the political subdivision will retain or transfer to another political subdivision the abatement to pay for all or part of the cost of acquisition or improvement of public infrastructure, whether or not located on or adjacent to the parcel for which the tax is abated. The abatement may reduce all or part of the property tax amount for the political subdivision on the parcel. A political subdivision's maximum annual amount for a parcel equals its total local tax rate multiplied by the total net tax capacity of the parcel.

(b) The political subdivision may limit the abatement:

(1) to a specific dollar amount per year or in total;

(2) to the increase in property taxes resulting from improvement of the property;

(3) to the increases in property taxes resulting from increases in the market value or tax capacity of the property;

(4) in any other manner the governing body of the subdivision determines is appropriate; or

(5) to the interest and penalty that would otherwise be due on taxes that are deferred.

(c) The political subdivision may not abate tax attributable to the areawide tax under chapter 276A or 473F, except as provided in this subdivision.

Subd. 3. School district abatements. An abatement granted under this section is not an abatement for purposes of state aid or local levy under sections 127A.40 to 127A.51.

Subd. 4. Property located in tax increment financing districts. The governing body of a political subdivision may not enter into a property tax abatement agreement under sections 469.1812 to 469.1815 that provides for abatement of taxes on a parcel, if the abatement will occur while the parcel is located in a tax increment financing district.

Subd. 5. Notice and public hearing. (a) The governing body of the political subdivision may approve an abatement under sections 469.1812 to 469.1815 only after holding a public hearing on the abatement.

(b) Notice of the hearing must be published in a newspaper of general circulation in the political subdivision at least once more than ten days but less than 30 days before the hearing. The newspaper must be one of general interest and readership in the community, and not one of limited subject matter. The newspaper must be published at least once per week. The notice must indicate that the governing body will consider granting a property tax abatement, identify the property or properties for which an abatement is under consideration, and the total estimated amount of the abatement.

Subd. 6. Duration limit. (a) A political subdivision may grant an abatement for a period no longer than 15 years, except as provided under paragraph (b). The abatement period commences in the first year in which the abatement granted is either paid or retained in accordance with section 469.1815, subdivision 2. The subdivision may specify in the abatement resolution a shorter duration. If the resolution does not specify a period of time, the abatement is for eight years. If an abatement has been granted to a parcel of property and the period of the abatement has expired, the political subdivision that granted the abatement may not grant another abatement for eight years after the expiration of the first abatement. This prohibition does not apply to improvements added after and not subject to the first abatement. Economic abatement agreements for real and personal property subject to valuation under Minnesota Rules, chapter 8100, are not subject to this prohibition and may be granted successively.

(b) A political subdivision proposing to abate taxes for a parcel may request, in writing, that the other political subdivisions in which the parcel is located grant an abatement for the property. If one of the other political subdivisions declines, in writing, to grant an abatement or if 90 days pass after receipt of the request to grant an abatement without a written response from one of the political subdivisions, the duration limit for an abatement for the parcel by the requesting political subdivision and any other participating political subdivision is increased to 20 years. If the political subdivision which declined to grant an abatement later grants an abatement for the parcel, the 20-year duration limit is reduced by one year for each year that the declining political subdivision grants an abatement for the parcel during the period of the abatement granted by the requesting political subdivision. The duration limit may not be reduced below the limit under paragraph (a).

Subd. 6a. Deferment payment schedule. When the tax is deferred and the interest and penalty abated, the political subdivision must set a schedule for repayments. The deferred payment must be included with

the current taxes due and payable in the years the deferred payments are due and payable and must be levied accordingly.

Subd. 6b. Extended duration limit; utilities. Notwithstanding the provisions of subdivision 6, a political subdivision may grant an abatement for a period of up to 20 years, if the abatement is for a taxpayer whose real and personal property is subject to valuation under Minnesota Rules, chapter 8100.

Subd. 7. Review and modification of abatements. The political subdivision may provide in the abatement resolution that the abatement may not be modified or changed during its term. If the abatement resolution does not provide that the abatement may not be modified or changed, the governing body of the political subdivision may review and modify the abatement every second year after it was approved.

Subd. 8. Limitation on abatements. In any year, the total amount of property taxes abated by a political subdivision under this section may not exceed (1) ten percent of the net tax capacity of the political subdivision for the taxes payable year to which the abatement applies, or (2) \$200,000, whichever is greater. The limit under this subdivision does not apply to:

- (i) an uncollected abatement from a prior year that is added to the abatement levy; or
- (ii) a taxpayer whose real and personal property is subject to valuation under Minnesota Rules, chapter 8100.

Subd. 9. Consent of property owner not required. A political subdivision may abate the taxes on a parcel under sections 469.1812 to 469.1815 without obtaining the consent of the property owner. This subdivision does not apply to abatements granted to a taxpayer whose real and personal property is valued under Minnesota Rules, chapter 8100.

Subd. 10. Applicability to utility properties. When this statute is applied or utilized with respect to a taxpayer whose real and personal property is subject to valuation under Minnesota Rules, chapter 8100, the provisions of this section and sections 469.1814 and 469.1815 shall apply only to property specified or described in the abatement contract or agreement.

History: 1997 c 231 art 2 s 46; 1998 c 397 art 11 s 3; 1999 c 243 art 10 s 8-14; 1999 c 248 s 19; 2000 ⁸⁹ c 490 art 11 s 33-35; 1Sp2001 c 5 art 15 s 26; 2002 c 377 art 7 s 5; 2003 c 127 art 10 s 26; art 12 s 19; ⁸⁹ 1Sp2003 c 21 art 10 s 11; 2005 c 152 art 1 s 17; 2006 c 259 art 4 s 14-19; 2008 c 366 art 6 s 43; 2012 c ⁸⁹ 294 art 2 s 41 ⁸⁷



City of Windom Staff Report

To: Mayor and Windom City Council
From: Drew Hage, EDA Executive Director
Council Meeting Date: October 18, 2016
Item Title/Subject: **Surplus Equipment – EDA Spec Building**

Background: The Windom EDA has industrial racking that needs to be removed from the EDA Spec Building. There is also miscellaneous office equipment and warehousing equipment. Various City Departments have requested some of the equipment. Following removal of equipment requested by the City Departments, the City of Windom plans to hold a sealed bid auction for the remaining racking and miscellaneous items. The estimated value is over \$1,000.

Attachments: Refer to the attachment for pictures of the racking, etc.

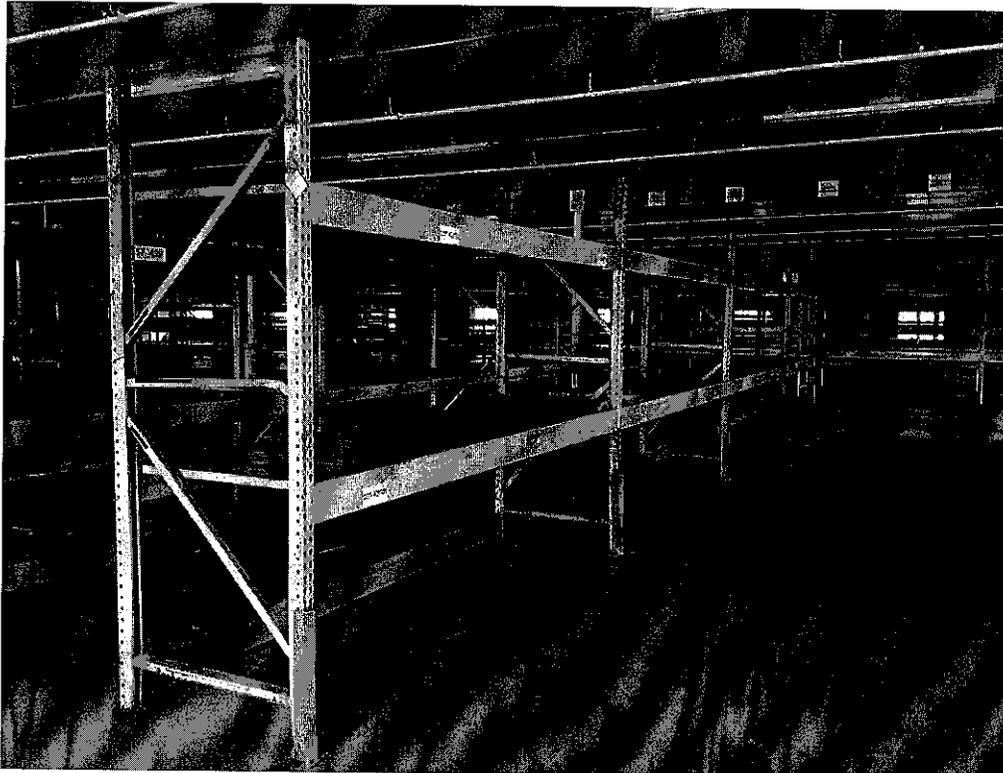
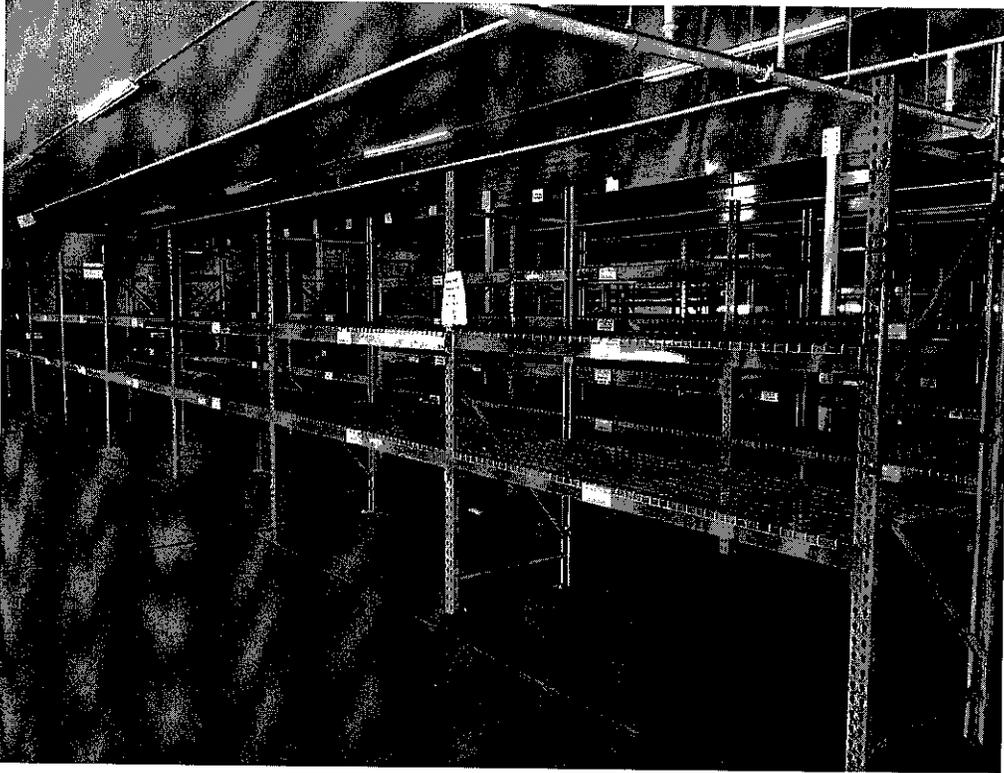
Requested Action: Declare the remaining racking, office equipment, maintenance equipment, carts, etc. in the EDA Spec Building as Surplus Equipment.

Respectfully submitted,

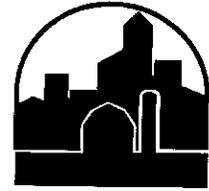
Drew Hage, EDA Executive Director

Surplus Equipment – Windom EDA

- Metal Industrial Racking



MEMORANDUM



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

TO: City Council
FROM: Personnel Committee
DATE: October 12, 2016
RE: Street Superintendent Position

The Personnel Committee met on October 11, 2016 to discuss the Street Superintendent position and possible options for re-structuring the City organization. The Committee met with staff and discussed duties, tasks, staffing and opportunities arising due to immediate and pending retirements.

Recommendation by the Personnel Committee to the City Council is to proceed with hiring for the Street Superintendent position, as stated by Charter. At present, the duties are remaining for parks maintenance.

Within the offer of hiring of a new Street Superintendent have a written agreement with that individual stating that re-organization will continue to be discussed and the duties and responsibilities of the position may change within the next 24 months. This time would allow the Council and staff to discuss, document and conduct research as to other community structures as well as consider the future impacts of additional retirements of supervisory personnel.

The following is a tentative schedule for the hiring process.

November 14	Applications Due
November 15	Personnel Committee Review Applications (before Council meeting)
November 16	Set Up Interviews
November 21-23 and/or 28-30	Interview Candidates
December 1	Make Employment Offer – Contingent on Council Approval
December 6	City Council approval
On or Before January 9	Street Superintendent Starts

Street Superintendent

The City of Windom (population 4,646) is accepting applications and resumes for the full time position of Street Superintendent. Responsibilities include: planning, scheduling, and directing the daily and long-term maintenance of operations for municipal streets and parks; management and direction of city equipment, parks, snow removal, streets, alleys, sidewalks, trees, weeds and airport grounds.

Requires a High School diploma or equivalent, technical or post-secondary education preferred. Five years of progressively responsible public construction and maintenance experience, including substantial experience in street maintenance and the operations of a public works department. Must possess a Minnesota CDL driver's license and the ability to communicate effectively both orally and in writing.

Current salary range is \$62,524 - \$81,307 plus a full range of benefits. Starting salary will depend on experience and qualifications. Job description available at www.windom-mn.com or Windom City Hall, 444 9th Street. Deadline for submission of an application and resume is November 14, 2016. Submit your application and resume online or mail to City of Windom; PO Box 38, Windom, MN 56101; Telephone 507-831-6129. EOE.

**Street Superintendent
City of Windom
October 12, 2016**

Job Title: Street Superintendent
Grade: 21
Department: Streets and Parks
Supervisor: City Council, City Administrator, Assistant City Administrator, Street Commission & Park & Recreation Commission

Hours Worked: 40 Hrs. (Additional hours may be necessary to fulfill requirements of the job.)

DESCRIPTION OF WORK:

General Purpose of Duties:

Primary responsibility to supervise the management of maintenance programs including equipment, streets, parks, storm sewer, trees, weeds, airport, alleys and sidewalks. To assist directly with other public works employees in accomplishing daily work activities.

SUPERVISION RECEIVED:

Work under the direction of the City Council, Street Commission, Park and Recreation Commission and City Administration.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Coordinate and supervise the activities of the Street and Park Departments, including the overall responsibility of organizing, coordinating and directing various programs in the Street and Park Departments.

Direct supervision of all full-time, part-time and temporary personnel in the Streets and Parks Departments and the city mechanic. Schedule and evaluate the activities of the department personnel to ensure efficient use of personnel and equipment.

Develop long range programs for the operation and maintenance of equipment, streets, storm water system, parks, trees, weeds, airport, alleys, sidewalks and any other miscellaneous assignments designated by the City Council, Commissions or City Administrator.

Coordination of construction and capital outlay of all parks projects. Maintain all park land and physical assets within parklands, including turf, landscape plants, park buildings and structures.

Consult on construction matters with the City Administrator, Building Official, Fire Chief and the City Engineer as needed.

Research, document and resolve inquires and complaints from citizens, contractors and others concerning various phases of street maintenance.

Assist the City Administrator in the preparation of budget recommendations, provides supporting information, and ensure that expenditures are consistent with approved budget.

Responsible for preparing related records, reports and documentation on all public works operations.

Attend meetings such as Street Commission, Park and Recreation Commission, City Council, Utility Commission and Economic Development Authority, and participate as required. Research street and park items. Assist with procedures concerning street and park issues. Record Street Committee minutes, receive and present all Street Committee business and corespondence. Coordinate with Recreation Director to record Parks & Recreation minutes\memos.

Attend staff meetings and trainings. Work with other city departments as needed.

Perform all other duties as directed by City Council, Street Commission, Park and Recreation Commission, City Administrator and/or Assistant City Administrator.

SPECIAL REQUIREMENTS:

- A. Must possess a valid Minnesota CDL Driver's License, with good driving record.
- B. Considerable experience in the operation of all functions of a public works department. High School diploma or GED and five years of progressively responsible public construction and maintenance experience, including substantial experience in street maintenance.
- C. Technical or other post-secondary education preferred.
- D. Ability to communicate effectively both orally and in writing.
- D. Supervisory experience.
- E. Must be capable of performing work that requires physical effort and a high degree of mobility.

KNOWLEDGE, SKILL AND ABILITIES:

Knowledge of practices and procedures common to public works operations, construction techniques, maintenance techniques, and equipment operations and options to perform functions.

Thorough knowledge of materials, methods and techniques to successfully maintain the streets and appurtenances.

- Thorough knowledge of the operational functions and capabilities of light and heavy construction and maintenance equipment.
- Thorough knowledge of occupational safety and precautions necessary to conduct assigned activities safely.
- An understanding of City Ordinances and appropriate statutes.
- A basic knowledge of engineering, surveying and design.
- Ability to work independently and make independent decisions based on established city policies, standards and requirements.
- Ability to independently establish priorities and meet such priorities within specific target dates.
- Ability to establish and maintain effective working relationships with supervisors, department heads, support person, commission members and the public.

The job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: _____
Mayor

Approval: _____
City Administrator

Emergency Services Facility Construction Schedule

10-10-16
Version #1

ID	Task Name	Duration	Start	Finish	Predecessors
1	Window EMS Building	275 days?	Wed 7/27/16	Tue 8/15/17	
2	Bid Date	1 day?	Wed 7/27/16	Wed 7/27/16	
3	EMS Committee Date	1 day?	Mon 8/8/16	Mon 8/8/16	
4	City Council Review	1 day?	Tue 8/16/16	Tue 8/16/16	
5	Park notification meeting	1 day?	Tue 9/6/16	Tue 9/6/16	
6	Contract Agreement Date	1 day?	Fri 9/9/16	Fri 9/9/16	
7	Playground Equipment Removal	2 days	Tue 9/13/16	Wed 9/14/16	
8	Contract Signed	1 day?	Thu 9/15/16	Thu 9/15/16	
9	Site turned over for Clearing	1 day?	Fri 9/16/16	Fri 9/16/16	
10	Fence Removal	5 days	Mon 9/26/16	Fri 9/30/16	
11	Preconstruction Meeting	1 day	Mon 10/10/16	Mon 10/10/16	
12	Trailer Setup	1 day?	Tue 10/11/16	Tue 10/11/16	
13	Erosion Control	2 days	Wed 10/12/16	Thu 10/13/16	12
14	Cleaning/Removals	5 days	Wed 10/12/16	Tue 10/18/16	
15	Sewer and Water	5 days	Mon 10/17/16	Fri 10/21/16	
16	Site Prep	8 days	Mon 10/24/16	Wed 11/2/16	15
17	Foundation	15 days	Fri 10/21/16	Thu 11/10/16	15SS+4 days
18	Precast Erection	15 days	Mon 11/21/16	Fri 12/9/16	
19	Roof Blocking	10 days	Wed 12/7/16	Tue 12/20/16	18FS-3 days
20	Roofing	10 days	Wed 12/21/16	Tue 1/3/17	
21	Windows	15 days	Mon 12/12/16	Fri 12/30/16	18
22	Overhead Doors	10 days	Mon 12/12/16	Fri 12/23/16	18
23	Underground M & E	10 days	Mon 1/6/17	Fri 1/27/17	
24	Cast Floor	15 days	Mon 1/30/17	Fri 2/17/17	23
25	Stairs and Railings Install	10 days	Mon 2/20/17	Fri 3/3/17	24
26	Framing	15 days	Mon 2/20/17	Fri 3/10/17	24
27	M & E Rough-ins	15 days	Mon 3/13/17	Fri 3/31/17	26
28	Sheetrocking & Taping	15 days	Mon 4/3/17	Fri 4/21/17	27
29	Painting	15 days	Mon 4/24/17	Fri 5/12/17	28
30	Ceilings	10 days	Mon 5/15/17	Fri 5/26/17	29
31	Cabinets	8 days	Mon 5/29/17	Wed 6/7/17	30
32	Specialties	5 days	Thu 6/8/17	Wed 6/14/17	31
33	Carpet	10 days	Mon 5/29/17	Fri 6/9/17	30
34	Ceramic	8 days	Mon 5/29/17	Wed 6/7/17	30
35	Doors and Hardware	5 days	Mon 6/12/17	Fri 6/16/17	33
36	M & E Finishes	15 days	Mon 5/29/17	Fri 6/16/17	30
37	Exterior Concrete and Curbs	15 days	Mon 4/24/17	Fri 5/12/17	
38	Sod and Landscaping	5 days	Mon 5/15/17	Fri 5/19/17	37
39	Asphalt Paving	10 days	Mon 5/22/17	Fri 6/2/17	38
40	Contract Deadline	1 day?	Tue 8/15/17	Tue 8/15/17	

█ Task
█ Milestone
█ Split
█ Progress
◆ External Tasks
◆ External Milestone
◆ Deadline

Project: 16-0675 Windom EMS Building
Date: Mon 10/10/16

RESOLUTION #2016-

INTRODUCED:

SECONDED:

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

A RESOLUTION IMPLEMENTING GASB STATEMENT NUMBER 54 AND RE-ESTABLISHING A MINIMUM FUND BALANCE

WHEREAS, the City of Windom previously specified ending fund balances for the various city budgets as reserved, designated or unreserved; and

WHEREAS, the Governmental Accounting Standards Board (GASB) issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions in February, 2009, which requires City Councils to make certain decisions regarding the use of resources and classifications of ending fund balance in order for the annual financial reports and audits to be in compliance with generally accepted accounting principles; and

WHEREAS, by GASB 54, a hierarchy of fund balance classifications has been created, consisting of the following: Non-spendable Fund Balance; Restricted Fund Balance; Committed Fund Balance; Assigned Fund Balance and Unassigned Fund Balance; and

WHEREAS, the fund balance classifications noted above have the following definitions and purposes:

“Assigned” fund balance amounts are comprised of unrestricted funds constrained by the city’s intent that they be used for specific purposes, but that do not meet the criteria to be classified as restricted or committed. In funds other than the general fund, the assigned fund balance represents the remaining amount that is not restricted or committed. The assigned fund balance category will cover the portion of a fund balance that reflects the city’s intended use of those resources. The action to assign a fund balance may be taken after the end of the fiscal year. An assigned fund balance cannot be a negative number.

“Committed” fund balance amounts are comprised of unrestricted funds used for specific purposes pursuant to constraints imposed by formal action of the city council and that remain binding unless removed by the city council by subsequent formal action. The formal action to commit a fund balance must occur prior to fiscal year end; however, the specific amounts actually committed can be determined in the subsequent fiscal year. A committed fund balance cannot be a negative number.

“Enabling legislation” means legislation that authorizes a city to assess, levy, charge, or otherwise mandate payment of resources from external providers and includes a legally enforceable requirement that those resources be used only for the specific purposes listed in the legislation.

“Fund balance” means the arithmetic difference between the assets and liabilities reported in a city fund.

“Non-spendable” fund balance amounts are comprised of funds that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. They include items that are inherently unspendable, such as, but not limited to,

inventories, prepaid items, long-term receivables, non-financial assets held for resale, or the permanent principal of endowment funds.

“Restricted” fund balance amounts are comprised of funds that have legally enforceable constraints placed on their use that either are externally imposed by resource providers or creditors (such as through debt covenants), grantors, contributors, voters, or laws or regulations of other governments, or are imposed by law through constitutional provisions or enabling legislation.

“Unassigned” fund balance amounts are the residual amounts in the general fund not reported in any other classification. Unassigned amounts in the general fund are technically available for expenditure for any purpose. The general fund is the only fund that can report a positive unassigned fund balance. Other funds would report a negative unassigned fund balance should the total of non-spendable, restricted, and committed fund balances exceed the total net resources of that fund.

“Unrestricted” fund balance is the amount of fund balance left after determining both non-spendable and restricted net resources. This amount can be determined by adding the committed, assigned, and unassigned fund balances; and

WHEREAS, on an annual basis, it may be necessary for the City Administrator or Finance Director to formally commit the ending fund balance of all government funds to the default ending fund position and / or to assign fund balances as needed.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDOM, COUNTY OF COTTONWOOD, MINNESOTA:

1. The city shall classify its fund balances in its various funds in one or more of the following five classifications: non-spendable, restricted, committed, assigned, and unassigned, and the ending fund balance of all governmental funds shall formally be committed to their default ending fund position.
2. The City Administrator or Finance Director shall have assigning authority for fund balances as may be necessary and may alter the default assignment position.
3. The City will strive to maintain a minimum unassigned general fund balance of six months (50%) of the annual budgeted operating expenses.
4. The City Council passed Resolution No. 2011-60 and this resolution supersedes that document.
5. The new 2016 Fund Balance Policy replaces the previous Fund Balance Policy the City Council adopted on December 14, 2014.

ADOPTED this 18th day of October, 2016.

Corey J. Maricle, Mayor

ATTEST: _____
Steve Nasby, City Administrator

MEMORANDUM



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

TO: City Council

FROM: City Administrator *Jew*

DATE: October 14, 2016

RE: General Fund Reserve – Policy and Emergency Services Facility Contribution

The City Council has previously discussed the amount of General Funds committed to the Emergency Services Facility (ESF) and the need to review/revise the City's Fund Balance Policy. The Fund Balance Policy was first adopted in 2011 and revised in 2014 to reflect GASB 54 requirements.

Attached is a revised Fund Balance – GASB 54 Policy that lowers the General Fund reserve minimum from 75-100% of annual operational expenses to 50%. The 50% threshold is consistent with guidance from both the State Auditor's Office and League of Minnesota Cities stating that a General Fund reserve be 35-50%.

Council action is anticipated that will formally commit \$400,000 from the General Fund Reserve to the ESF as part of the \$1.9 million up-front contributions. To date (October 5, 2016) \$280,881.69 has already been expended for architectural costs, soil borings, pre-design, legal fees and other expenses. If the City Council commits to the \$400,000 amount an additional \$119,118.31 will be transferred into the ESF Building Account.

CITY OF WINDOM

2016

FUND BALANCE POLICY

I. PURPOSE

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

II. BACKGROUND

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

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

III. CLASSIFICATION OF FUND BALANCE/PROCEDURES

1. **Nonspendable**

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

2. **Restricted**

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

3. Committed

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

4. Assigned

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

5. Unassigned

- Unassigned fund balance represents the residual classification for the General fund. Includes amounts that have not been assigned to other funds and that have not been restricted, committed, or assigned to specific purposes within the General fund. The General fund should be the only fund that reports a positive unassigned fund balance amount.
 - a. The City will maintain an unrestricted fund balance in the General fund of an amount not less than 50% of the next year's budgeted expenditures of the General fund. This will assist in maintaining an adequate level of fund balance to provide for cash flow requirements and contingency needs

because major revenues, including property taxes and other government aids are received in the second half of the City's fiscal year.

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

IV. MONITORING AND REPORTING

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

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

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

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

V. GOVERNMENTAL FUND DEFINITIONS

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

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

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

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

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

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

IV. REPORTING REQUIREMENTS

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

Adopted by the City of Windom on this October 18, 2016

MEMORANDUM



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

TO: City Council
FROM: City Administrator *[Signature]*
DATE: October 14, 2016
RE: Arena Lease – Revision

At the October 4, 2016 City Council meeting a draft lease was presented for your consideration. Council action provided for the lease to be approved by the Mayor, City Attorney and City Administrator subject to review of minor revisions by the Cottonwood County Ag Society.

City staff met with the representatives of the Cottonwood County Ag Society on October 11th to discuss the revisions requested by the Cottonwood County Ag Society. Subsequently, City staff met with the City Attorney on October 14, 2016 to go over the requests and re-write some of the language.

Key revisions included the following:

- Addition of Cottonwood County Ag Society approvals for the locker room expansion to the Arena and requirement for additional permissions for any future building.
- City approval of any additional buildings to be constructed by the Cottonwood County Ag Society.
- Storage space in the Arena for Cottonwood County Ag Society file cabinets specified.
- City clean-up of debris should the Arena be destroyed by fire, tornado or other disaster.
- Expanding the description of the leased premises to include the whole parking lot and a portion of the grass area south of the Arena main entrance.

The revised lease is being completed by the City Attorney and will be available prior to the City Council meeting, but is not included in this packet.



Windom, MN

Expense Approval Report

By Fund

Payment Dates 10/01/2016 - 10/14/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
SHUKRI FARAH	20161012	10/12/2016	REFUND - STATEMENT CREDIT	100-20191	30.79
DORIS L PAULSEN	20161012	10/12/2016	REFUND - STATEMENT CREDIT	100-20191	2.01
REBECCA ALEXANDER	20161012	10/12/2016	REFUND - STATEMENT CREDIT	100-20191	80.76
JESSE DIAZ	20161012	10/12/2016	REFUND - STATEMENT CREDIT	100-20191	2.07
US BANK	20160920	10/05/2016	#8263 CR CARD- QUART PURC	100-36200	-305.74
					-190.11
Activity: 41110 - Mayor & Council					
CITIZEN PUBLISHING CO	20160930	09/30/2016	ADVERTISING -	100-41110-350	145.50
CONVENT. & VISITOR BUREAU	20161003	10/03/2016	LODGING TAX - GUARDIAN IN	100-41110-491	1,901.07
CONVENT. & VISITOR BUREAU	20161003A	10/03/2016	LODGING TAX - RED CARPET I	100-41110-491	1,136.35
					Activity 41110 - Mayor & Council Total: 3,182.92
Activity: 41310 - Administration					
NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	100-41310-133	80.00
WINDOM QUICK PRINT	20160913	10/04/2016	SUPPLIES	100-41310-200	349.50
US BANK	20160920	10/05/2016	#8263 CR CARD- NORTON VIR	100-41310-200	53.43
CULLIGAN	20160930	10/06/2016	SERVICE #1957	100-41310-200	27.00
INDOFF, INC	2853407	09/20/2016	SUPPLIES	100-41310-200	36.69
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	100-41310-217	29.45
WINDOM AREA CHAMBER OF	1849	10/04/2016	2016 FALL GALA - ANNUAL M	100-41310-308	25.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-41310-321	112.08
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	100-41310-321	41.41
US BANK	20160920	10/05/2016	#8263 CR CARD- CRASH PLAN	100-41310-326	19.99
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-41310-326	88.60
CHELSIE CARLSON	20160921	10/03/2016	EXPENSE - INNOVATIVE SYSTE	100-41310-331	173.88
BLUE CROSS/BLUE SHIELD	20160928	10/03/2016	INSURANCE PREM- NOV 2016	100-41310-480	-826.00
BLUE CROSS/BLUE SHIELD	20160928	10/03/2016	INSURANCE PREM- NOV 2016	100-41310-480	413.00
BLUE CROSS/BLUE SHIELD	20160928	10/03/2016	INSURANCE PREM- NOV 2016	100-41310-480	1,239.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-41310-480	-4.25
ADVANTAGE COLLECTION PR	20161007	10/07/2016	NIL #3796	100-41310-480	-24.00
					Activity 41310 - Administration Total: 1,834.78
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	100-41910-133	-24.00
STEVEN J CARSON	20159	10/04/2016	SEP 2016 - BLDG INSPECTION	100-41910-301	2,425.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-41910-321	100.11
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	100-41910-321	16.85
					Activity 41910 - Building & Zoning Total: 2,517.96
Activity: 41940 - City Hall					
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-41940-381	535.42
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-41940-382	59.60
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-41940-385	110.39
MELISSA PENAS	20161003	10/03/2016	CLEANING	100-41940-406	370.00
SANDRA HERDER	20161003	10/04/2016	CLEANING	100-41940-406	370.00
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - OFFICE TILE REP	100-41940-406	5.12
					Activity 41940 - City Hall Total: 1,450.53
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	100-42120-133	160.00
INDOFF, INC	2853402	09/23/2016	SUPPLIES	100-42120-200	38.50
INDOFF, INC	2856622	10/03/2016	SUPPLIES	100-42120-200	24.89
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - POLICE	100-42120-212	963.01
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - POLICE - CRE	100-42120-212	-18.08
CHILD'S VOICE	100416	10/06/2016	REGISTRATION - DONNA MAR	100-42120-308	55.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-42120-321	68.90

Expense Approval Report

Payment Dates: 10/01/2016 - 10/14/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	100-42120-321	207.38
RUNNING'S SUPPLY	092416	10/07/2016	MAINTENANCE -	100-42120-322	10.27
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - POLICE POSTAG	100-42120-322	2.62
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - POLICE POSTAG	100-42120-322	94.00
ALPHA WIRELESS - MANKATO	685733	10/04/2016	SERVICE	100-42120-323	108.00
LEASE FINANCE PARTNERS	20160920	09/20/2016	SERVICE	100-42120-326	433.00
DEBRA NESSETH	20161003	10/05/2016	EXPENSE - 2016 CRIMINAL JU	100-42120-334	242.68
US BANK	20160920	10/05/2016	#8263 CR CARD- RIFLE - TRUIC	100-42120-404	520.50
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	100-42120-404	14.73
WINDOM AUTO VALU	092516	10/07/2016	MAINTENANCE #3400540 -	100-42120-405	49.98
ELECTRIC FUND	20160926G	10/03/2016	POLICE DEPT - #205	100-42120-405	36.00
HIGLEY FORD	76209	10/12/2016	10	100-42120-405	83.62
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - POLICE REGISTR	100-42120-444	11.00
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE - POLICE	100-42120-480	10.98
US BANK	20160920	10/05/2016	#8263 CR CARD- VOIDED PUR	100-42120-480	-142.87
BLUE CROSS/BLUE SHIELD	20160928	10/03/2016	INSURANCE PREM- NOV 2016	100-42120-480	413.00
Activity 42120 - Crime Control Total:					3,387.11
Activity: 42220 - Fire Fighting					
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - FIRE	100-42220-212	149.60
US BANK	20160920	10/05/2016	#8263 CR CARD- JR FIRE HATS	100-42220-217	290.00
MN WEST COLLEGE - CANBY	00205020	09/13/2016	VENTILATION - ENTRY TRAIL	100-42220-308	1,575.00
MARK MARCY	20160926	10/03/2016	EXPENSE- SW REG FD MTG - P	100-42220-308	12.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-42220-321	27.90
MARK MARCY	20160926	10/03/2016	EXPENSE- SW REG FD MTG - P	100-42220-331	77.26
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	100-42220-404	23.56
HIGLEY FORD	76107	10/07/2016	MAINTENANCE	100-42220-404	322.01
COTTONWOOD CO RECORDE	63615	10/11/2016	TRANS #63615 DOC 278548 -	100-42220-439	46.00
COTTONWOOD CO RECORDE	63615	10/11/2016	TRANS #63615 DOC # 278549	100-42220-439	46.00
Activity 42220 - Fire Fighting Total:					2,569.33
Activity: 42500 - Civil Defense					
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-42500-381	19.60
Activity 42500 - Civil Defense Total:					19.60
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	163471	10/07/2016	VET SERVICE	100-42700-300	80.00
COTTONWOOD VET CLINIC	163731	10/07/2016	VET SERVICE	100-42700-300	70.00
COTTONWOOD VET CLINIC	163890	10/07/2016	VET SERVICE	100-42700-300	55.00
COTTONWOOD VET CLINIC	163915	10/07/2016	VET SERVICE	100-42700-300	140.00
Activity 42700 - Animal Control Total:					345.00
Activity: 43100 - Streets					
NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	100-43100-133	80.00
INDOFF, INC	2857680	09/22/2016	SUPPLIES	100-43100-200	44.75
WINDOM AUTO VALU	20160825	10/04/2016	MAINTENANCE #3400540 -	100-43100-211	100.88
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - STREET - CRE	100-43100-212	-18.08
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - STREET	100-43100-212	1,047.74
RUNNING'S SUPPLY	092416	10/07/2016	MAINTENANCE -	100-43100-217	228.86
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE - STREET	100-43100-217	23.99
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-43100-217	60.00
MN DEPT OF LABOR & INDUS	ABR01481431	10/12/2016	#12876 PRESSURE VESSEL	100-43100-217	10.00
RUNNING'S SUPPLY	092416	10/07/2016	MAINTENANCE -	100-43100-224	11.30
UNIQUE PAVING MATERIALS	258190	10/12/2016	MAINTENANCE MATERIALS	100-43100-224	358.50
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-43100-321	58.27
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	100-43100-321	72.79
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-43100-381	230.04
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-43100-381	2,686.45
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-43100-382	18.86
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-43100-385	36.08
US BANK	20160920	10/05/2016	#8263 CR CARD- ADS, INC	100-43100-402	227.43
RUNNING'S SUPPLY	092416	10/07/2016	MAINTENANCE -	100-43100-404	11.96
WINDOM AUTO VALU	092516	10/07/2016	MAINTENANCE #3400540 -	100-43100-404	85.16

Expense Approval Report

Payment Dates: 10/01/2016 - 10/14/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MACQUEEN EQUIP. CO.	P01461	09/20/2016	MAINTENANCE	100-43100-404	94.57
WINDOM AUTO VALU	20160825	10/04/2016	MAINTENANCE #3400540 -	100-43100-405	82.19
CALDWELL ASPHALT CO	20160927	10/06/2016	2016 SEAL COAT	100-43100-407	2,817.85
BLUE CROSS/BLUE SHIELD	20160928	10/03/2016	INSURANCE PREM- NOV 2016	100-43100-480	413.00
DERICK FUCHS	20161003	10/03/2016	REPAIR DAMAGE TO TRUCK	100-43100-480	91.13
Activity 43100 - Streets Total:					8,873.72
Activity: 43210 - Sanitation					
WAYNE ERICKSON	20160928	10/04/2016	COMPOST SITE MANAGER	100-43210-307	164.00
Activity 43210 - Sanitation Total:					164.00
Activity: 45120 - Recreation					
US BANK	20160920	10/05/2016	#8263 CR CARD- LEWIS DRUG	100-45120-217	16.02
MRPA	20161007	10/07/2016	REGISTRATION - AL BALOUN	100-45120-217	120.00
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	100-45120-217	14.73
CITIZEN PUBLISHING CO	20160930	09/30/2016	ADVERTISING -	100-45120-340	58.20
Activity 45120 - Recreation Total:					208.95
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	100-45202-133	16.00
WINDOM QUICK PRINT	20160913	10/04/2016	SUPPLIES	100-45202-200	63.75
RUNNING'S SUPPLY	092416	10/07/2016	MAINTENANCE -	100-45202-211	8.26
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE - PARKS	100-45202-211	24.26
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - PARK	100-45202-212	50.47
CITIZEN PUBLISHING CO	20160930	09/30/2016	ADVERTISING -	100-45202-340	58.20
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-45202-381	409.28
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-45202-382	1,065.89
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	100-45202-385	684.84
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE - PARKS	100-45202-402	14.48
COTTONWOOD CO SOLID WA	161083	09/23/2016	MAINTENANCE	100-45202-402	26.00
COTTONWOOD CO SOLID WA	16983	09/23/2016	MAINTENANCE	100-45202-402	72.52
COTTONWOOD CO SOLID WA	16990	09/23/2016	MAINTENANCE	100-45202-402	26.25
MARK PETERSON	299919	10/03/2016	SERVICE - KASTLE KINGDOM	100-45202-402	2,140.00
MARK PETERSON	299919	10/03/2016	SERVICE - KASTLE KINGDOM	100-45202-402	4,979.00
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE - PARKS	100-45202-404	674.07
LAMPERTS YARDS, INC.	20160925	10/07/2016	MAINTENANCE - PARK	100-45202-404	626.46
O'REILLY AUTOMOTIVE, INC	20160928	10/05/2016	MAINTENANCE - PARKS	100-45202-404	32.42
WINDOM AUTO VALU	092516	10/07/2016	MAINTENANCE #3400540 -	100-45202-405	110.99
WINDOM AUTO VALU	20160825	10/04/2016	MAINTENANCE #3400540 -	100-45202-405	18.64
US BANK	20160920	10/05/2016	#8263 CR CARD- DGA DIS COL	100-45202-405	254.52
US BANK	20160920	10/05/2016	#8263 CR CARD- NORTON-VOI	100-45202-480	74.81
Activity 45202 - Park Areas Total:					11,431.11
Fund 100 - GENERAL Total:					35,794.90

Fund: 211 - LIBRARY

Activity: 45501 - Library

NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	211-45501-133	16.00
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - LIBRARY SUPPLI	211-45501-200	4.28
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - LIBRARY SUPPLI	211-45501-200	4.81
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH LIBRARY SUPPLIE	211-45501-200	3.21
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - LIBRARY SUPPLI	211-45501-217	8.00
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	211-45501-217	7.36
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	211-45501-321	27.31
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH LIBRARY POSTAG	211-45501-322	4.53
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - LIBRARY POSTA	211-45501-322	4.05
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - LIBRARY POSTA	211-45501-322	4.32
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - LIBRARY POSTA	211-45501-322	1.15
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - LIBRARY POSTA	211-45501-322	1.36
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	211-45501-326	65.00
DAWN AAMOT	20161005	10/06/2016	EXPENSE- PCLS ADVISORY CO	211-45501-331	42.12
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	211-45501-381	315.34
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	211-45501-382	17.80
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	211-45501-385	33.11

Expense Approval Report

Payment Dates: 10/01/2016 - 10/14/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MELISSA PENAS	20161003	10/03/2016	CLEANING	211-45501-402	380.00
SANDRA HERDER	20161003	10/04/2016	CLEANING	211-45501-402	380.00
J & K WINDOWS	2100-24	10/04/2016	SERVICE	211-45501-402	20.00
MN DEPT OF LABOR & INDUS	ABR01486411	10/12/2016	CITY OF WINDOM-LIBRARY #	211-45501-402	10.00
US BANK	20160920	10/05/2016	#8263 CR CARD- BIRDS & BLO	211-45501-433	14.98
US BANK	20160920	10/05/2016	#8263 CR CARD- REDBOOK	211-45501-433	14.97
US BANK	20160920	10/05/2016	#8263 CR CARD- REAL SIMPLE	211-45501-433	24.00
US BANK	20160920	10/05/2016	#8263 CR CARD- MONEY	211-45501-433	30.00
US BANK	20160920	10/05/2016	#8263 CR CARD- WOMEN'S D	211-45501-433	24.97
US BANK	20160920	10/05/2016	#8263 CR CARD- MPLS-ST. PA	211-45501-433	33.95
USA TODAY	20161006	10/06/2016	SUBSCRIPTION #4173410	211-45501-433	294.53
US BANK	20160920	10/05/2016	#8263 CR CARD- AMAZON - B	211-45501-435	293.87
US BANK	20160920	10/05/2016	#8263 CR CARD- AMAZON - B	211-45501-435	28.48
US BANK	20160920	10/05/2016	#8263 CR CARD- AMAZON - B	211-45501-435	357.96
US BANK	20160920	10/05/2016	#8263 CR CARD- AMAZON - B	211-45501-435	51.94
INGRAM	20161001	10/12/2016	BOOKS #2004243	211-45501-435	1,826.32
MICROMARKETING	639450	10/06/2016	BOOKS	211-45501-435	70.00
MICROMARKETING	641214	10/12/2016	BOOKS	211-45501-435	168.48
Activity 45501 - Library Total:					4,584.20
Fund 211 - LIBRARY Total:					4,584.20

Fund: 225 - AIRPORT

Activity: 45127 - Airport

RED ROCK RURAL WATER	20161001	10/05/2016	WATER USAGE	225-45127-200	27.00
SOUTH CENTRAL ELECTRIC	20160831B	10/04/2016	SERVICE 3367400	225-45127-381	166.00
SOUTH CENTRAL ELECTRIC	20160831C	10/04/2016	SERVICE #367403	225-45127-381	143.46
ERECT-A-TUBE INC	00045944	10/03/2016	MAINTENANCE	225-45127-406	1,286.18
Activity 45127 - Airport Total:					1,622.64
Fund 225 - AIRPORT Total:					1,622.64

Fund: 230 - POOL

Activity: 45124 - Pool

TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	230-45124-217	7.36
MRPA	20161007	10/07/2016	REGISTRATION - AL BALOUN	230-45124-308	120.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	230-45124-381	43.84
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	230-45124-382	15.66
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	230-45124-385	27.08
Activity 45124 - Pool Total:					213.94

Activity: 49950 - Capital Outlay

USAQUATICS	16058	10/12/2016	FEASIBILITY STUDY	230-49950-500	2,850.00
USAQUATICS	16074	10/12/2016	FEASIBILITY STUDY	230-49950-500	950.00
Activity 49950 - Capital Outlay Total:					3,800.00
Fund 230 - POOL Total:					4,013.94

Fund: 235 - AMBULANCE

MILLENNIUM CREDIT CONSUL	20160930	10/12/2016	COMMISSION FOR COLLECTIO	235-34205	417.40
					417.40

Activity: 42153 - Ambulance

WEX BANK	47065895	10/06/2016	CR CARD-FUEL - AMBULANCE	235-42153-212	1,047.13
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - AMBULANCE	235-42153-212	-18.08
ARROW MANUFACTURING IN	3603	09/19/2016	SUPPLIES-CHARGER & BATTER	235-42153-217	1,202.00
PRAXAIR DISTRIBUTION INC	74564565	10/12/2016	SUPPLIES	235-42153-217	233.65
LYNNE ELSTON	20161012	10/12/2016	EXPENSE- TRAINING	235-42153-308	100.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	235-42153-321	24.87
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	235-42153-321	65.95
EXPERT T BILLING	3055	09/19/2016	SERVICE	235-42153-326	1,674.00
REAL TIME TRANSLATION, INC	109694	10/04/2016	SERVICE	235-42153-327	34.00
JODI JOHNSON	20161012	10/12/2016	EXPENSE	235-42153-331	56.90
US BANK	20160920	10/05/2016	#8263 CR CARD- MEMSA CON	235-42153-334	448.86
TIM HACKER	20161007	10/07/2016	EXPENSE	235-42153-334	57.70
BUCKWHEAT JOHNSON	20161011	10/11/2016	EXPENSE	235-42153-334	29.42

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Vendor Name	Payable Number	Post Date	Description (item)	Account Number	Amount
DONNA MARCY	20161012	10/12/2016	EXPENSE	235-42153-334	20.89
MARK MARCY	20161012	10/12/2016	EXPENSE	235-42153-334	12.81
KIM POWERS	20161012	10/12/2016	EXPENSE	235-42153-334	21.79
KDOM RADIO	KDOM0281160940619	10/06/2016	ADVERTISING - AMBULANCE	235-42153-340	300.00
ZOLL MEDICAL CORPORATION	2424987	09/20/2016	MAINTENANCE	235-42153-404	255.00
WINDOM AUTO VALU	092516	10/07/2016	MAINTENANCE #3400540 -	235-42153-405	154.36
WINDOM AUTO VALU	20160825	10/04/2016	MAINTENANCE #3400540 -	235-42153-405	16.78
O'REILLY AUTOMOTIVE, INC	20160928	10/05/2016	MAINTENANCE - AMBULANCE	235-42153-405	36.48
STURDEVANT'S	28-639402	09/27/2016	MAINTENANCE #27	235-42153-405	55.19
TOWN'S EDGE AUTO, INC.	76947	10/04/2016	MAINTENANCE #27	235-42153-405	174.64
MN WEST COMMUNITY	00205053	09/13/2016	EMT BRIDGE COURSE - STACE	235-42153-435	1,024.15
Activity 42153 - Ambulance Total:					7,028.49
Fund 235 - AMBULANCE Total:					7,445.89

Fund: 250 - EDA GENERAL

ELECTRIC FUND	20161003F	10/03/2016	EDA LOAN TO ELECTRIC FUND	250-23900	933.83
					933.83

Activity: 46520 - EDA

NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	250-46520-133	8.00
WINDOM AREA CHAMBER OF	1849	10/04/2016	2016 FALL GALA - ANNUAL M	250-46520-308	25.00
US BANK	20160920	10/05/2016	#8263 CR CARD- TRAINING -L	250-46520-308	40.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	250-46520-321	100.11
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	250-46520-321	26.85
US BANK	20160920	10/05/2016	#8263 CR CARD- LOOPNET SU	250-46520-340	84.95
CITIZEN PUBLISHING CO	20160930	09/30/2016	ADVERTISING -	250-46520-340	111.60
CITIZEN PUBLISHING CO	20160930	09/30/2016	ADVERTISING -	250-46520-350	79.50
FEDERATED RURAL ELECTRIC	20160928	10/04/2016	SERVICE #28-36-30	250-46520-381	15.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	250-46520-381	164.83
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	250-46520-382	16.70
MN ENERGY RESOURCES	20160913D	10/05/2016	#0503326955 -TORO - NOW	250-46520-383	52.89
TORO	20161006	10/07/2016	REIMBURSE OF NAT GAS EXP	250-46520-383	184.74
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	250-46520-385	27.08
US BANK	20160920	10/05/2016	#8263 CR CARD- SUBWAY	250-46520-438	50.78
DREW HAGE	20161007	10/07/2016	EXPENSE - APARTMENT DEVEL	250-46520-438	49.16
COTTONWOOD CO AUD/TREA	20160513	05/13/2016	PROPERTY TAXES - NWIP SPEC	250-46520-462	471.20
COTTONWOOD CO AUD/TREA	20160513	05/13/2016	PROPERTY TAXES - NWIP SPEC	250-46520-462	468.60
COTTONWOOD CO AUD/TREA	20160513	05/13/2016	PROPERTY TAXES - FARM LAN	250-46520-462	1,169.00
COTTONWOOD CO AUD/TREA	20160513	05/13/2016	PROPERTY TAXES - NWIP SPEC	250-46520-462	585.96
COTTONWOOD CO AUD/TREA	20160513	05/13/2016	PROPERTY TAXES - NWIP SPEC	250-46520-462	225.17
COTTONWOOD CO AUD/TREA	20160513	05/13/2016	PROPERTY TAXES - SPEC BUIL	250-46520-462	9,087.00
WINDOM AREA CHAMBER OF	1849	10/04/2016	2016 FALL GALA - ANNUAL M	250-46520-480	25.00
SW MN HOUSING PARTNERSH	27391878	10/12/2016	SERVICE	250-46520-480	13.00
Activity 46520 - EDA Total:					13,082.12

Activity: 49980 - Debt Service

FULDA CREDIT UNION	20161003	10/03/2016	SPEC BUILDING LOAN - PRINC	250-49980-602	2,084.65
FULDA CREDIT UNION	20161003	10/03/2016	SPEC BUILDING LOAN - INTER	250-49980-612	1,275.35
ELECTRIC FUND	20161003F	10/03/2016	EDA LOAN TO ELECTRIC FUND	250-49980-612	15.66
Activity 49980 - Debt Service Total:					3,375.66
Fund 250 - EDA GENERAL Total:					17,391.61

Fund: 251 - EDA REVOLVING

ADVANTAGE COLLECTION PR	20161007	10/07/2016	NIL #3796	251-12900	80.00
					80.00
Fund 251 - EDA REVOLVING Total:					80.00

Fund: 254 - NORTH IND PARK

Activity: 46520 - EDA

SOUTH CENTRAL ELECTRIC	20160831	10/04/2016	SERVICE #367404	254-46520-381	115.69
COTTONWOOD CO AUD/TREA	20160513	05/13/2016	PROPERTY TAXES - NWIP	254-46520-462	106.83
COTTONWOOD CO AUD/TREA	20160513	05/13/2016	PROPERTY TAXES - NWIP	254-46520-462	280.04
COTTONWOOD CO AUD/TREA	20160513	05/13/2016	PROPERTY TAXES - NWIP	254-46520-462	562.80

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COTTONWOOD CO AUD/TREA	20160513	05/13/2016	PROPERTY TAXES - NWIP	254-46520-462	231.40
COTTONWOOD CO AUD/TREA	20160513	05/13/2016	PROPERTY TAXES - OUTLOT A	254-46520-462	96.00
				Activity 46520 - EDA Total:	1,392.76
Activity: 49950 - Capital Outlay					
RON'S ELECTRIC INC	133548A	10/04/2016	NWIP-EMERGENCY SIREN -MA	254-49950-500	754.61
				Activity 49950 - Capital Outlay Total:	754.61
				Fund 254 - NORTH IND PARK Total:	2,147.37
Fund: 301 - 2003 IMPROVEMENT BOND					
Activity: 47000 - Debt Service					
EHLERS & ASSOC., INC.	71707	10/07/2016	2016 CONTINUING DISC- 201	301-47000-480	475.00
				Activity 47000 - Debt Service Total:	475.00
				Fund 301 - 2003 IMPROVEMENT BOND Total:	475.00
Fund: 302 - 4TH AVENUE IMPROVEMENT					
Activity: 47000 - Debt Service					
EHLERS & ASSOC., INC.	71707	10/07/2016	2016 CONTINUING DISC- 201	302-47000-480	475.00
				Activity 47000 - Debt Service Total:	475.00
				Fund 302 - 4TH AVENUE IMPROVEMENT Total:	475.00
Fund: 304 - 2006A REFUNDING BOND					
Activity: 49980 - Debt Service					
EHLERS & ASSOC., INC.	71707	10/07/2016	2016 CONTINUING DISC- 200	304-49980-611	475.00
				Activity 49980 - Debt Service Total:	475.00
				Fund 304 - 2006A REFUNDING BOND Total:	475.00
Fund: 305 - 2009 STREET IMPROVEMENT					
Activity: 47000 - Debt Service					
EHLERS & ASSOC., INC.	71707	10/07/2016	2016 CONTINUING DISC- 200	305-47000-480	475.00
				Activity 47000 - Debt Service Total:	475.00
				Fund 305 - 2009 STREET IMPROVEMENT Total:	475.00
Fund: 306 - 2013 STREET IMPROVEMENT					
Activity: 41000 - General Government					
EHLERS & ASSOC., INC.	71707	10/07/2016	2016 CONTINUING DISC- 201	306-41000-480	475.00
EHLERS & ASSOC., INC.	71707	10/07/2016	2016 CONTINUING DISC- 201	306-41000-480	475.00
				Activity 41000 - General Government Total:	950.00
				Fund 306 - 2013 STREET IMPROVEMENT Total:	950.00
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
FLAHERTY & HOOD, P.A.	9426	10/03/2016	CLASSIFICATION-COMPENSATI	401-49950-500	1,302.95
DGR ENGINEERING	00220700A	10/03/2016	SERVICE - REMAINING BALAN	401-49950-503	7,508.71
				Activity 49950 - Capital Outlay Total:	8,811.66
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	8,811.66
Fund: 601 - WATER					
BOLTON & MENK, INC.	0194203	10/03/2016	SERVICE	601-16400	13,150.00
					13,150.00
Activity: 49400 - Water					
NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	601-49400-133	40.00
INDOFF, INC	2857661	09/22/2016	SUPPLIES	601-49400-200	25.49
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - WATER	601-49400-212	206.93
HAWKINS, INC	3951595	09/20/2016	CHEMICALS	601-49400-216	2,229.43
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	601-49400-321	49.74
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	601-49400-321	96.32
HP SUDS CLUB, LLC	20161003	10/03/2016	BILLING CONTRACT SERVICE	601-49400-326	1,170.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	601-49400-326	60.00
FEDERATED RURAL ELECTRIC	2016092816	10/03/2016	SERVICE #28-35-18	601-49400-381	22.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	601-49400-381	5,602.58
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	601-49400-382	16.43
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	601-49400-385	29.22

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WENCK ASSOCIATES, INC.	11605901	10/04/2016	WINDOM LANDFILL	601-49400-386	3,192.16
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	601-49400-386	1,228.70
GARY MEYER	DSFC 16-21	10/12/2016	MAINTENANCE	601-49400-402	2,500.00
GARY MEYER	DSFC 16-26	10/12/2016	MAINTENANCE	601-49400-402	1,100.00
WINDOM AUTO VALU	092516	10/07/2016	MAINTENANCE #3400540 -	601-49400-404	5.49
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE - WATER	601-49400-404	57.52
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	601-49400-404	29.45
ELECTRIC FUND	20160926F	10/03/2016	WATER DEPT #65-61-64-62-61	601-49400-405	54.00
AMUNDSON DIG	09271601	10/11/2016	MAINTENANCE	601-49400-408	330.00
MN DEPT OF HEALTH	20160817	10/06/2016	WATER SURCHARGE - 3RD QU	601-49400-443	3,323.00
COTTONWOOD CO AUD/TREA	20160513	05/13/2016	PROPERTY TAXES - MARLYN V	601-49400-460	373.60
EHLERS & ASSOC., INC.	71707	10/07/2016	2016 CONTINUING DISC- 201	601-49400-480	237.50
Activity 49400 - Water Total:					21,979.56
Fund 601 - WATER Total:					35,129.56

Fund: 602 - SEWER

Activity: 49450 - Sewer

NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	602-49450-133	56.00
INDOFF, INC	2853405	09/20/2016	SUPPLIES	602-49450-200	8.99
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - SEWER	602-49450-212	295.63
BOLTON & MENK, INC.	0193453	10/03/2016	SERVICE	602-49450-303	19,334.00
ENVIRONMENTAL TOXICITY C	16-182	09/21/2016	TESTING	602-49450-310	1,200.00
MN VALLEY TESTING	826923	09/09/2016	TESTING	602-49450-310	158.00
MN VALLEY TESTING	827125	09/12/2016	TESTING	602-49450-310	120.00
MN VALLEY TESTING	827656	09/15/2016	TESTING	602-49450-310	238.00
MN VALLEY TESTING	828172	09/27/2016	TESTING	602-49450-310	158.00
MN VALLEY TESTING	828173	09/27/2016	TESTING	602-49450-310	113.00
MN VALLEY TESTING	828174	09/27/2016	TESTING	602-49450-310	67.40
MN VALLEY TESTING	828912	09/27/2016	TESTING	602-49450-310	509.20
MN VALLEY TESTING	828950	09/27/2016	TESTING	602-49450-310	238.00
MN VALLEY TESTING	828951	09/27/2016	TESTING	602-49450-310	133.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	602-49450-321	155.40
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	602-49450-321	86.32
FEDERAL EXPRESS CORP	5-560-95289	10/03/2016	FREIGHT	602-49450-322	301.29
HP SUDS CLUB, LLC	20161003	10/03/2016	BILLING CONTRACT SERVICE	602-49450-326	1,170.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	602-49450-326	60.00
SOUTH CENTRAL ELECTRIC	20160831A	10/04/2016	SERVICE #367405	602-49450-381	78.02
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	602-49450-381	9,805.90
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	602-49450-382	266.36
CARQUEST AUTO PARTS STOR	093016	10/07/2016	MAINTENANCE - ARENA	602-49450-402	42.36
RUNNING'S SUPPLY	092416	10/07/2016	MAINTENANCE -	602-49450-404	280.47
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE - SEWER	602-49450-404	144.92
TEXAS REFINERY CORP	111630	10/04/2016	MAINTENANCE	602-49450-404	111.00
WINDOM AUTO VALU	20160825	10/04/2016	MAINTENANCE #3400540 -	602-49450-404	329.99
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	602-49450-404	23.56
HAWKINS, INC	3953215	09/15/2016	CHEMICALS	602-49450-404	241.50
MILLER SELLNER EQUIP	80516B	10/04/2016	MAINTENANCE	602-49450-404	110.00
ELECTRIC FUND	20160926F	10/03/2016	WATER DEPT #65-61-64-62-61	602-49450-405	108.90
EHLERS & ASSOC., INC.	71707	10/07/2016	2016 CONTINUING DISC- 201	602-49450-480	237.50
Activity 49450 - Sewer Total:					36,182.71
Fund 602 - SEWER Total:					36,182.71

Fund: 604 - ELECTRIC

DAKOTA SUPPLY GROUP	C455388	09/19/2016	ELECTRIC INVENTORY	604-14200	157.68
CONDUX INTERNATIONAL, IN	10000043698	09/19/2016	WIRE COVER CONNECTORS	604-14200	1,800.00
INDEPENDENCE LIGHT & POW	1479	10/06/2016	SUBSTATION UPGRADE	604-16300	3,850.00
ELECTRIC FUND	SO-000172	10/03/2016	NEW CONSTRUCTION 1 -RIVE	604-16300	20,214.17
ELECTRIC FUND	SO-000172	10/03/2016	NEW CONSTRUCTION 1 -RIVE	604-16300	27,027.00
ELECTRIC FUND	SO-000176	09/30/2016	NEW CONST 1-PRIME PORT	604-16300	15,123.23
ELECTRIC FUND	SO-000176	09/30/2016	NEW CONST 1-PRIME PORT -	604-16300	13,536.00
DAVID BURLING	20161011	10/11/2016	REFUND - UTILITY PREPAYME	604-22000	300.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ALEJANDRO MALDONADO	20161011	10/11/2016	REFUND-UTILITY PREPAY - BAL	604-22000	42.45
JASON MODE	20161012	10/12/2016	REFUND - UTILITY PREPAYME	604-22000	300.00
JORDAN BUSSA	20161012	10/12/2016	REFUND - UTILITY PREPAYME	604-22000	300.00
DENNIS RANDOLPH	20161012	10/12/2016	REFUND - BAL OF UTILITY PRE	604-22000	72.20
MICHAEL GRONEWALD	20161012	10/12/2016	REFUND - BALANCE OF UTILIT	604-22000	278.01
OMAR CASANOVA-SIERRA	20161012	10/12/2016	REFUND - UTILITY PREPAYME	604-22000	300.00
RANDY & AMY BUTLER	20161012	10/12/2016	REFUND - BALANCE OF UTILIT	604-22000	229.81
LISA ENGH	20161012	10/12/2016	REFUND - BALANCE OF UTILIT	604-22000	283.02
					83,813.57

Activity: 49550 - Electric

NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	604-49550-133	96.00
ELECTRIC FUND	SO-000172	10/03/2016	NEW CONSTRUCTION 1 -RIVE	604-49550-150	-27,027.00
ELECTRIC FUND	SO-000176	09/30/2016	NEW CONST 1-PRIME PORT	604-49550-150	-13,536.00
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - ELECTRIC	604-49550-212	667.29
JOANNE NELSON	632286	10/04/2016	SERVICE	604-49550-218	45.00
RUNNING'S SUPPLY	092416	10/07/2016	MAINTENANCE -	604-49550-310	46.62
SKARSHAUG TESTING LAB	211938	09/27/2016	TESTING	604-49550-310	645.66
BRENT BROWN	20160930	10/03/2016	EXPENSE - CMMPA - EDIN PRA	604-49550-315	151.20
BRENT BROWN	20161005	10/06/2016	EXPENSE- CMMPA - MANKAT	604-49550-315	75.60
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	604-49550-321	197.33
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	604-49550-321	120.79
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - ELECTRIC POSTA	604-49550-322	0.57
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - ELECTRIC POSTA	604-49550-322	7.98
HP SUDS CLUB, LLC	20161003	10/03/2016	BILLING CONTRACT SERVICE	604-49550-326	1,170.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	604-49550-326	139.47
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	604-49550-381	111.91
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	604-49550-382	22.95
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	604-49550-385	43.57
RUNNING'S SUPPLY	092416	10/07/2016	MAINTENANCE -	604-49550-404	14.49
US BANK	20160920	10/05/2016	#8263 CR CARD- CARQUEST	604-49550-404	46.32
US BANK	20160920	10/05/2016	#8263 CR CARD- PROPANE CO	604-49550-404	48.00
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	604-49550-404	29.45
DAKOTA SUPPLY GROUP	C471950	09/27/2016	MAINTENANCE	604-49550-404	710.00
WINDOM AUTO VALU	20160825	10/04/2016	MAINTENANCE #3400540 -	604-49550-405	3.99
ELECTRIC FUND	20160926E	10/03/2016	ELECTRIC DEPT #30, #32, #35	604-49550-405	178.20
RAGE INC	09-011070	09/19/2016	SERVICE - POWER PLANT	604-49550-406	34.17
SOMILAT CORP - LAWNPRO	20160927	10/04/2016	SERVICE	604-49550-406	569.02
BRAD BUSSA	20160930	10/04/2016	CLEANING	604-49550-406	184.60
RUNNING'S SUPPLY	092416	10/07/2016	MAINTENANCE -	604-49550-408	295.25
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE - ELECTRIC	604-49550-408	50.96
BORDER STATES	9114952069	10/11/2016	MATERIALS & EQUIPMENT	604-49550-408	138.99
BORDER STATES	911937225	10/04/2016	MAINTENANCE	604-49550-408	1,597.08
BORDER STATES	911959997	10/11/2016	MAINTENANCE	604-49550-408	387.55
CÉMSTONE	C1685784	10/03/2016	MAINTENANCE	604-49550-408	286.00
CONDUX INTERNATIONAL, IN	I00000043687	09/19/2016	WIRE PULLING	604-49550-408	610.33
ELECTRIC FUND	SO-000173	10/03/2016	TRUCK STOCK	604-49550-408	134.60
BLUE CROSS/BLUE SHIELD	20160928	10/03/2016	INSURANCE PREM- NOV 2016	604-49550-480	1,239.00
BLUE CROSS/BLUE SHIELD	20160928	10/03/2016	INSURANCE PREM- NOV 2016	604-49550-480	-826.00
WINDOM AREA DEVELOPME	20161003	10/04/2016	INDUSTRIAL DEVELOPMENT -	604-49550-491	1,200.00
					Activity 49550 - Electric Total: -30,089.06

Fund 604 - ELECTRIC Total: 53,724.51

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	609-49751-133	32.00
AH HERMEL COMPANY	604371	09/23/2016	MERCHANDISE	609-49751-217	54.33
BREAKTHRU BEVERAGE MN	1080530269	09/27/2016	MERCHANDISE	609-49751-251	6,378.76
SOUTHERN GLAZER'S OF MN	1453280	09/20/2016	MERCHANDISE	609-49751-251	3,701.20
PHILLIPS WINE & SPIRITS	2044956	09/27/2016	MERCHANDISE	609-49751-251	5,851.45
JOHNSON BROS.	5538831	09/20/2016	MERCHANDISE	609-49751-251	2,844.94

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JOHNSON BROS.	5544221	09/21/2016	MERCHANDISE	609-49751-251	3,387.32
ARTISAN BEER COMPANY	3125956	09/19/2016	MERCHANDISE	609-49751-252	381.80
ARTISAN BEER COMPANY	3127431	09/27/2016	MERCHANDISE	609-49751-252	161.30
JOHNSON BROS.	5544223	09/21/2016	MERCHANDISE	609-49751-252	21.99
BEVERAGE WHOLESALERS	620557	10/04/2016	MERCHANDISE	609-49751-252	3,017.80
DOLL DISTRIBUTING, LLC	921312	10/04/2016	MERCHANDISE	609-49751-252	7,108.05
BREAKTHRU BEVERAGE MN	1080530269	09/27/2016	MERCHANDISE	609-49751-253	304.00
SOUTHERN GLAZER'S OF MN	1453282	09/23/2016	MERCHANDISE	609-49751-253	338.00
PHILLIPS WINE & SPIRITS	2044957	09/27/2016	MERCHANDISE	609-49751-253	974.45
MORGAN CREEK VINEYARDS	4041	09/16/2016	MERCHANDISE	609-49751-253	284.88
JOHNSON BROS.	5538832	09/20/2016	MERCHANDISE	609-49751-253	1,515.38
JOHNSON BROS.	5544222	09/21/2016	MERCHANDISE	609-49751-253	1,007.24
PHILLIPS WINE & SPIRITS	2044957	09/27/2016	MERCHANDISE	609-49751-254	48.00
AH HERMEL COMPANY	604371	09/23/2016	MERCHANDISE	609-49751-254	18.24
BREAKTHRU BEVERAGE MN	1080530269	09/27/2016	MERCHANDISE	609-49751-256	80.13
DOLL DISTRIBUTING, LLC	921312	10/04/2016	MERCHANDISE	609-49751-259	76.25
SOUTHERN GLAZER'S OF MN	1453281	09/20/2016	MERCHANDISE	609-49751-261	66.54
AH HERMEL COMPANY	604371	09/23/2016	MERCHANDISE	609-49751-261	50.89
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	609-49751-321	100.12
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	609-49751-321	55.93
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	609-49751-326	129.47
BREAKTHRU BEVERAGE MN	1080530269	09/27/2016	MERCHANDISE	609-49751-333	145.10
SOUTHERN GLAZER'S OF MN	1453280	09/20/2016	MERCHANDISE	609-49751-333	61.74
SOUTHERN GLAZER'S OF MN	1453281	09/20/2016	MERCHANDISE	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	1453282	09/23/2016	MERCHANDISE	609-49751-333	12.30
PHILLIPS WINE & SPIRITS	2044956	09/27/2016	MERCHANDISE	609-49751-333	123.75
PHILLIPS WINE & SPIRITS	2044957	09/27/2016	MERCHANDISE	609-49751-333	37.57
JOHNSON BROS.	5538831	09/20/2016	MERCHANDISE	609-49751-333	43.43
JOHNSON BROS.	5538832	09/20/2016	MERCHANDISE	609-49751-333	37.58
JOHNSON BROS.	5544221	09/21/2016	MERCHANDISE	609-49751-333	59.00
JOHNSON BROS.	5544222	09/21/2016	MERCHANDISE	609-49751-333	38.41
AH HERMEL COMPANY	604371	09/23/2016	MERCHANDISE	609-49751-333	3.95
CITIZEN PUBLISHING CO	20160930	09/30/2016	ADVERTISING -	609-49751-340	513.60
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	609-49751-381	886.83
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	609-49751-382	21.27
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	609-49751-385	39.14
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	609-49751-404	29.45
Activity 49751 - Liquor Store Total:					40,045.63
Fund 609 - LIQUOR STORE Total:					40,045.63
Fund: 614 - TELECOM					
INTERNAL REVENUE SERVICE	20161006	10/06/2016	EXCISE TAX POSTING - SEPT -F	614-20201	440.18
MN 9-1-1 PROGRAM	20161005	10/06/2016	SEPT 911 SERVICE	614-20206	1,248.99
					1,689.17
Activity: 49870 - Telecom					
NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	614-49870-133	64.00
US BANK	20160920	10/05/2016	#8263 CR CARD- AMAZON -FI	614-49870-200	40.99
US BANK	20160920	10/05/2016	#8263 CR CARD- AMAZON - B	614-49870-200	173.95
CULLIGAN	20160930A	10/12/2016	SERVICE #5647	614-49870-200	41.25
RAGE INC	09-011072	09/23/2016	SERVICE - WINDOM NET	614-49870-211	21.33
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - TELECOM	614-49870-212	268.11
LAMPERTS YARDS, INC.	20160925	10/07/2016	MAINTENANCE - TELECOM	614-49870-223	39.92
eNETWORK SUPPLY LLC	15172	10/07/2016	MAINTENANCE	614-49870-227	2,385.00
LAMPERTS YARDS, INC.	20160925	10/07/2016	MAINTENANCE - TELECOM	614-49870-227	-17.50
NATIONAL CABLE TV COOP	SI-507993	10/04/2016	MAINTENANCE	614-49870-227	416.26
NATIONAL CABLE TV COOP	SI-508680	10/12/2016	MAINTENANCE	614-49870-227	880.67
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE - TELECOM	614-49870-241	14.99
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	614-49870-321	377.68
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	614-49870-321	325.52
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - TELECOM POST	614-49870-322	1.15

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SECR REV FUND/CITY OF WD	20161007	10/07/2016	PETTY CASH - TELECOM POST	614-49870-322	1.14
HP SUDS CLUB, LLC	20161003	10/03/2016	BILLING CONTRACT SERVICE	614-49870-326	1,170.00
US BANK	20160920	10/05/2016	#8263 CR CARD- CALIX USER	614-49870-331	292.20
US BANK	20160920	10/05/2016	#8263 CR CARD- CALIX USER	614-49870-334	222.88
ARENA FUND	20161012	10/12/2016	ARENA- 2016 SIGN RENTAL	614-49870-340	200.00
KDOM RADIO	KDOM0073160940627	10/12/2016	ADVERTISING - WINDOM NET	614-49870-340	99.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	614-49870-381	2,454.76
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	614-49870-382	17.73
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	614-49870-385	29.77
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE - TELECOM	614-49870-401	12.48
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE - TELECOM	614-49870-404	0.80
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	614-49870-404	44.18
HIGLEY FORD	76173	10/12/2016	MAINTENANCE	614-49870-405	346.28
ELECTRIC FUND	SO-000174	10/03/2016	WINDOM TELECOM	614-49870-408	1.26
ADVANTAGE COLLECTION PR	20161007	10/07/2016	NIL #3796	614-49870-432	12.00
UTILITIES TELECOM COUNCIL	111662	10/12/2016	MEMBERSHIP - UTC CORE	614-49870-433	500.00
CENTURY LINK	L040021021-16199	10/03/2016	CABS - JULY PAYMENT	614-49870-441	80.39
CENTURY LINK	L040021021-16261	10/03/2016	CABS - SEPT	614-49870-441	60.54
NATIONAL CABLE TV COOP	16091833	10/04/2016	SUBSCRIBER	614-49870-442	87,260.36
CBS TELEVISION STATIONS	20160919	09/19/2016	SUBSCRIBER	614-49870-442	4,454.75
RFD TV	2337-1416	09/27/2016	SUBSCRIBER	614-49870-442	391.11
DISPLAY SYSTEMS INTERNATI	27051	10/12/2016	SERVICE	614-49870-442	163.88
DICKS WELDING INC	62994	10/12/2016	MAINTENANCE	614-49870-442	482.96
SHOWTIME NETWORKS INC	9002731-0816	09/20/2016	SUBSCRIBER	614-49870-442	493.64
WOODSTOCK COMMUNICATI	10059421	10/04/2016	SPEC ACCESS CIRCUITS 8/1 -	614-49870-445	205.10
E-911 - INDEPENDENT EMERG	20101003	10/12/2016	MONTHLY 911 SERVICE 10/1	614-49870-445	40.00
US BANK	20160920	10/05/2016	#8263 CR CARD- DREAM HOS	614-49870-447	139.00
COGENT COMMUNICATIONS,	20161001	10/12/2016	SERVICE #CITYOFW0001	614-49870-447	1,750.00
MANKATO NETWORKS, LLC	387535	10/12/2016	SERVICE	614-49870-447	6,390.45
HURRICANE ELECTRIC LLC	98227747-IN	10/12/2016	10 GB INTERNET CONN AT 51	614-49870-447	4,000.00
SOUTHWEST MN BROADBAN	20161004	10/04/2016	QVC COMMISSIONS - AUG 20	614-49870-480	99.03
EHLERS & ASSOC., INC.	71707	10/07/2016	2016 CONTINUING DISC- 201	614-49870-480	475.00
NATIONAL CABLE TV COOP	SI-508272	10/05/2016	SUPPLIES FOR SMBS	614-49870-480	118.35
NATIONAL CABLE TV COOP	SI-508818	10/12/2016	SUPPLIES ORDERED FOR SMB	614-49870-480	39.97
Activity 49870 - Telecom Total:					117,082.33
Fund 614 - TELECOM Total:					118,771.50

Fund: 615 - ARENA

Activity: 49850 - Arena

NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	615-49850-133	32.00
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - ARENA	615-49850-212	57.91
WINDOM AREA CHAMBER OF	1792	10/12/2016	ARENA - AD SERVICES	615-49850-217	200.00
BOB'S BIFFYS LLC	3078	09/27/2016	SUPPLIES	615-49850-217	325.00
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	615-49850-217	26.51
RUNNING'S SUPPLY	092416	10/07/2016	MAINTENANCE -	615-49850-241	5.98
LAMPERTS YARDS, INC.	20160925	10/07/2016	MAINTENANCE - ARENA	615-49850-241	9.99
US BANK	20160920	10/05/2016	#8263 CR CARD- HY VEE	615-49850-260	47.04
MRPA	20161007	10/07/2016	REGISTRATION - AL BALOUN	615-49850-308	120.00
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	615-49850-321	123.88
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	615-49850-321	67.61
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	615-49850-326	125.00
CITIZEN PUBLISHING CO	20160930	09/30/2016	ADVERTISING -	615-49850-340	359.52
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	615-49850-381	1,974.92
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	615-49850-382	162.38
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	615-49850-385	27.08
WINDOM AUTO VALU	092516	10/07/2016	MAINTENANCE #3400540 -	615-49850-402	5.99
RUNNING'S SUPPLY	092416	10/07/2016	MAINTENANCE -	615-49850-404	23.48
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE - ARENA	615-49850-404	14.91
WINDOM AUTO VALU	092516	10/07/2016	MAINTENANCE #3400540 -	615-49850-404	10.99
BECKER ARENA PRODUCTS, IN	1003554	09/27/2016	MAINTENANCE	615-49850-404	64.05
CARLSON & STEWART REFRIG	39685	10/07/2016	MAINTENANCE	615-49850-404	4,015.67

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JERRY'S REPAIR	8694	10/07/2016	MAINTENANCE	615-49850-404	178.50
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE -	615-49850-406	3.98
CARQUEST AUTO PARTS STOR	093016	10/07/2016	MAINTENANCE - ARENA	615-49850-406	4.08
SCHWALBACH HARDWARE	092516	10/07/2016	MAINTENANCE -	615-49850-409	137.29
				Activity 49850 - Arena Total:	8,123.76
				Fund 615 - ARENA Total:	8,123.76

Fund: 617 - M/P CENTER

CITIZEN PUBLISHING CO	20160930	09/30/2016	ADVERTISING - WEEKS CONCE	617-36230	-300.00
					-300.00

Activity: 49860 - M/P Center

NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	617-49860-133	48.00
COLE PAPERS INC.	9242203	09/19/2016	SUPPLIES	617-49860-211	380.92
WEX BANK	47065895	10/06/2016	CR CARD-FUEL - MP	617-49860-212	72.47
US BANK	20160920	10/05/2016	#8263 CR CARD- AMAZON-CU	617-49860-217	183.80
US BANK	20160920	10/05/2016	#8263 CR CARD- GRANDSTAN	617-49860-217	1,541.28
US BANK	20160920	10/05/2016	#8263 CR CARD- GRANDSTAN	617-49860-217	-2.82
US BANK	20160920	10/05/2016	#8263 CR CARD- SCHWALBAC	617-49860-217	8.00
US BANK	20160920	10/05/2016	#8263 CR CARD- HY-VEE	617-49860-254	120.86
US BANK	20160920	10/05/2016	#8263 CR CARD- HY VEE	617-49860-261	23.47
COLE PAPERS INC.	9242203	09/19/2016	SUPPLIES	617-49860-261	162.82
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	617-49860-321	114.46
VERIZON WIRELESS	9772321766	10/04/2016	TELEPHONE -	617-49860-321	16.85
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	617-49860-326	60.00
BRAD BUSSA	20161004	10/04/2016	EXPENSE-MILEAGE - WEEKS C	617-49860-331	189.00
CITIZEN PUBLISHING CO	20160930	09/30/2016	ADVERTISING - WEEKS CONCE	617-49860-340	844.75
CITIZEN PUBLISHING CO	20160930	09/30/2016	ADVERTISING -	617-49860-340	276.06
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	617-49860-381	1,256.38
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	617-49860-382	67.83
ELECTRIC FUND	20161007	10/07/2016	MONTHLY UTILITY & TELECO	617-49860-385	67.87
US BANK	20160920	10/05/2016	#8263 CR CARD- SCHWALBAC	617-49860-402	42.74
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/20	617-49860-404	60.00
TOSHIBA FINANCIAL SERVICES	314049180	10/04/2016	COPIER LEASE 9/20 TO 10/2	617-49860-404	14.73
RAGE INC	09-011071	09/19/2016	SERVICE - COMM CENTER	617-49860-406	61.50
US BANK	20160920	10/05/2016	#8263 CR CARD- SCHWALBAC	617-49860-406	68.36
US BANK	20160920	10/05/2016	#8263 CR CARD- SCHWALBAC	617-49860-409	64.00
US BANK	20160920	10/05/2016	#8263 CR CARD- RUNNINGS	617-49860-409	138.75
FEDER MECHANICAL INC	889	09/28/2016	MAINTENANCE	617-49860-409	1,207.00
FEDER MECHANICAL INC	896	09/28/2016	MAINTENANCE	617-49860-409	1,014.69
FEDER MECHANICAL INC	912	09/28/2016	MAINTENANCE	617-49860-409	614.76
MN DEPT OF EMPLOY & ECON	10830826	10/12/2016	#07973084	617-49860-480	96.01
WINDOM COMMUNITY CENT	20161004	10/04/2016	PETTY CASH - WEEKS CONCER	617-49860-480	8,000.00
RANDY WEEKS	20161004	10/04/2016	PAYMENT FOR BAND	617-49860-492	10,000.00
				Activity 49860 - M/P Center Total:	26,814.54
				Fund 617 - M/P CENTER Total:	26,514.54

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0000935	10/14/2016	Federal Tax Withholding	700-21701	10,721.21
MN Department of Revenue -	INV0000934	10/14/2016	State Withholding	700-21702	4,376.94
Internal Revenue Service-Payr	INV0000936	10/14/2016	Social Security	700-21703	11,484.46
MN Pera	INV0000926	10/14/2016	PERA	700-21704	12,630.06
MN Pera	INV0000927	10/14/2016	PERA	700-21704	5,580.74
MN Pera	INV0000928	10/14/2016	PERA	700-21704	567.00
MN Pera	INV0000929	10/14/2016	PERA	700-21704	20.00
MN State Deferred	INV0000930	10/14/2016	Deferred Compensation	700-21705	4,390.00
MN State Deferred	INV0000931	10/14/2016	Deferred Roth	700-21705	775.00
BLUE CROSS/BLUE SHIELD	20160928	10/03/2016	INSURANCE PREM- NOV 2016	700-21706	41,888.00
MN Child Support Payment C	INV0000921	09/30/2016	Child Support Payment	700-21709	286.10
Internal Revenue Service-Payr	INV0000933	10/14/2016	Medicare Withholding	700-21711	3,255.64
SELECTACCOUNT	38282643	10/04/2016	FLEX SPENDING	700-21712	115.39
SELECTACCOUNT	38286560	10/12/2016	FLEX SPENDING	700-21712	406.86

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COLONIAL LIFE INSURANCE	8182644-1012641	10/05/2016	BCN E8182644 INSURANCE	700-21714	8.82
NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	700-21718	16.00
NCPERS MINNESOTA	20160923	10/04/2016	INSURANCE #844600 - OCT 20	700-21718	16.00
					96,538.22
Fund 700 - PAYROLL Total:					96,538.22
Grand Total:					499,772.64

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	35,794.90
211 - LIBRARY	4,584.20
225 - AIRPORT	1,622.64
230 - POOL	4,013.94
235 - AMBULANCE	7,445.89
250 - EDA GENERAL	17,391.61
251 - EDA REVOLVING	80.00
254 - NORTH IND PARK	2,147.37
301 - 2003 IMPROVEMENT BOND	475.00
302 - 4TH AVENUE IMPROVEMENT	475.00
304 - 2006A REFUNDING BOND	475.00
305 - 2009 STREET IMPROVEMENT	475.00
306 - 2013 STREET IMPROVEMENT	950.00
401 - GENERAL CAPITAL PROJECTS	8,811.66
601 - WATER	35,129.56
602 - SEWER	36,182.71
604 - ELECTRIC	53,724.51
609 - LIQUOR STORE	40,045.63
614 - TELECOM	118,771.50
615 - ARENA	8,123.76
617 - M/P CENTER	26,514.54
700 - PAYROLL	96,538.22
Grand Total:	499,772.64

Account Summary

Account Number	Account Name	Payment Amount
100-20191	Unapplied Cash	115.63
100-36200	Other Income	-305.74
100-41110-350	Printing & Design	145.50
100-41110-491	Payments to Other Orga	3,037.42
100-41310-133	Employer Paid Insurance	80.00
100-41310-200	Office Supplies	466.62
100-41310-217	Other Operating Supplie	29.45
100-41310-308	Training & Registrations	25.00
100-41310-321	Telephone	153.49
100-41310-326	Data Processing	108.59
100-41310-331	Travel Expense	173.88
100-41310-480	Other Miscellaneous	797.75
100-41910-133	Employer Paid Insurance	-24.00
100-41910-301	Auditing & Consulting Se	2,425.00
100-41910-321	Telephone	116.96
100-41940-381	Electric Utility	535.42
100-41940-382	Water Utility	59.60
100-41940-385	Sewer Utility	110.39
100-41940-406	Repairs & Maint - Groun	745.12
100-42120-133	Employer Paid Insurance	160.00
100-42120-200	Office Supplies	63.39
100-42120-212	Motor Fuels	944.93
100-42120-308	Training & Registrations	55.00
100-42120-321	Telephone	276.28
100-42120-322	Postage	106.89
100-42120-323	Radio Units	108.00
100-42120-326	Data Processing	433.00
100-42120-334	Meals/Lodging	242.68
100-42120-404	Repairs & Maint - M&E	535.23
100-42120-405	Repairs & Maint - Vehicl	169.60
100-42120-444	License Fees	11.00

Account Summary

Account Number	Account Name	Payment Amount
100-42120-480	Other Miscellaneous	281.11
100-42220-212	Motor Fuels	149.60
100-42220-217	Other Operating Supplie	290.00
100-42220-308	Training & Registrations	1,587.00
100-42220-321	Telephone	27.90
100-42220-331	Travel Expense	77.26
100-42220-404	Repairs & Maint - M&E	345.57
100-42220-439	Special Projects	92.00
100-42500-381	Electric Utility	19.60
100-42700-300	Charges for Services	345.00
100-43100-133	Employer Paid Insurance	80.00
100-43100-200	Office Supplies	44.75
100-43100-211	Cleaning Supplies	100.88
100-43100-212	Motor Fuels	1,029.66
100-43100-217	Other Operating Supplie	322.85
100-43100-224	Street Maint Materials	369.80
100-43100-321	Telephone	131.06
100-43100-381	Electric Utility	2,916.49
100-43100-382	Water Utility	18.86
100-43100-385	Sewer Utility	36.08
100-43100-402	Repairs & Maint - Struct	227.43
100-43100-404	Repairs & Maint - M&E	191.69
100-43100-405	Repairs & Maint - Vehicl	82.19
100-43100-407	Repairs & Maint - Seal C	2,817.85
100-43100-480	Other Miscellaneous	504.13
100-43210-307	Management Fees	164.00
100-45120-217	Other Operating Supplie	150.75
100-45120-340	Advertising & Promotion	58.20
100-45202-133	Employer Paid Insurance	16.00
100-45202-200	Office Supplies	63.75
100-45202-211	Cleaning Supplies	32.52
100-45202-212	Motor Fuels	50.47
100-45202-340	Advertising & Promotion	58.20
100-45202-381	Electric Utility	409.28
100-45202-382	Water Utility	1,065.89
100-45202-385	Sewer Utility	684.84
100-45202-402	Repairs & Maint - Struct	7,258.25
100-45202-404	Repairs & Maint - M&E	1,332.95
100-45202-405	Repairs & Maint - Vehicl	384.15
100-45202-480	Other Miscellaneous	74.81
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	12.30
211-45501-217	Other Operating Supplie	15.36
211-45501-321	Telephone	27.31
211-45501-322	Postage	15.41
211-45501-326	Data Processing	65.00
211-45501-331	Travel Expense	42.12
211-45501-381	Electric Utility	315.34
211-45501-382	Water Utility	17.80
211-45501-385	Sewer Utility	33.11
211-45501-402	Repairs & Maint - Struct	790.00
211-45501-433	Dues & Subscriptions	437.40
211-45501-435	Books and Pamphlets	2,797.05
225-45127-200	Office Supplies	27.00
225-45127-381	Electric Utility	309.46
225-45127-406	Repairs & Maint - Groun	1,286.18
230-45124-217	Other Operating Supplie	7.36
230-45124-308	Training & Registrations	120.00

Account Summary

Account Number	Account Name	Payment Amount
230-45124-381	Electric Utility	43.84
230-45124-382	Water Utility	15.66
230-45124-385	Sewer Utility	27.08
230-49950-500	Capital Outlay	3,800.00
235-34205	Ambulance Revenues -	417.40
235-42153-212	Motor Fuels	1,029.05
235-42153-217	Other Operating Supplie	1,435.65
235-42153-308	Training & Registrations	100.00
235-42153-321	Telephone	90.82
235-42153-326	Data Processing	1,674.00
235-42153-327	Interpretation Fees	34.00
235-42153-331	Travel Expense	56.90
235-42153-334	Meals/Lodging	591.47
235-42153-340	Advertising & Promotion	300.00
235-42153-404	Repairs & Maint - M&E	255.00
235-42153-405	Repairs & Maint - Vehicl	437.45
235-42153-435	Books and Pamphlets	1,024.15
250-23900	Notes Payable - Noncurr	933.83
250-46520-133	Employer Paid Insurance	8.00
250-46520-308	Training & Registrations	65.00
250-46520-321	Telephone	126.96
250-46520-340	Advertising & Promotion	196.55
250-46520-350	Printing & Design	79.50
250-46520-381	Electric Utility	179.83
250-46520-382	Water Utility	16.70
250-46520-383	Gas Utility	237.63
250-46520-385	Sewer Utility	27.08
250-46520-438	Meeting Expense	99.94
250-46520-462	Real Estate Taxes	12,006.93
250-46520-480	Other Miscellaneous	38.00
250-49980-602	Other Long-Term Obliga	2,084.65
250-49980-612	Other Interest	1,291.01
251-12900	Loan Receivable	80.00
254-46520-381	Electric Utility	115.69
254-46520-462	Real Estate Taxes	1,277.07
254-49950-500	Capital Outlay	754.61
301-47000-480	Other Miscellaneous	475.00
302-47000-480	Other Miscellaneous	475.00
304-49980-611	Bond Interest	475.00
305-47000-480	Other Miscellaneous	475.00
306-41000-480	Other Miscellaneous	950.00
401-49950-500	Capital Outlay - Office	1,302.95
401-49950-503	Capital Outlay - Streets	7,508.71
601-16400	Machinery & Equipment	13,150.00
601-49400-133	Employer Paid Insurance	40.00
601-49400-200	Office Supplies	25.49
601-49400-212	Motor Fuels	206.93
601-49400-216	Chemicals and Chemical	2,229.43
601-49400-321	Telephone	146.06
601-49400-326	Data Processing	1,230.00
601-49400-381	Electric Utility	5,624.58
601-49400-382	Water Utility	16.43
601-49400-385	Sewer Utility	29.22
601-49400-386	Landfill	4,420.86
601-49400-402	Repairs & Maint - Struct	3,600.00
601-49400-404	Repairs & Maint - M&E	92.46
601-49400-405	Repairs & Maint - Vehicl	54.00
601-49400-408	Repairs & Maint - Distrib	330.00

Account Summary

Account Number	Account Name	Payment Amount
601-49400-443	Intergovernmental Fees	3,323.00
601-49400-460	Miscellaneous Taxes	373.60
601-49400-480	Other Miscellaneous	237.50
602-49450-133	Employer Paid Insurance	56.00
602-49450-200	Office Supplies	8.99
602-49450-212	Motor Fuels	295.63
602-49450-303	Engineering and Surveyi	19,334.00
602-49450-310	Lab Testing	2,934.60
602-49450-321	Telephone	241.72
602-49450-322	Postage	301.29
602-49450-326	Data Processing	1,230.00
602-49450-381	Electric Utility	9,883.92
602-49450-382	Water Utility	266.36
602-49450-402	Repairs & Maint - Struct	42.36
602-49450-404	Repairs & Maint - M&E	1,241.44
602-49450-405	Repairs & Maint - Vehicl	108.90
602-49450-480	Other Miscellaneous	237.50
604-14200	Inventory	1,957.68
604-16300	Improvements Other Th	79,750.40
604-22000	Prepayments	2,105.49
604-49550-133	Employer Paid Insurance	96.00
604-49550-150	Capitalized Labor	-40,563.00
604-49550-212	Motor Fuels	667.29
604-49550-218	Uniforms	45.00
604-49550-310	Lab Testing	692.28
604-49550-315	Energy Development	226.80
604-49550-321	Telephone	318.12
604-49550-322	Postage	8.55
604-49550-326	Data Processing	1,309.47
604-49550-381	Electric Utility	111.91
604-49550-382	Water Utility	22.95
604-49550-385	Sewer Utility	43.57
604-49550-404	Repairs & Maint - M&E	848.26
604-49550-405	Repairs & Maint - Vehicl	182.19
604-49550-406	Repairs & Maint - Groun	787.79
604-49550-408	Repairs & Maint - Distrib	3,500.76
604-49550-480	Other Miscellaneous	413.00
604-49550-491	Payments to Other Orga	1,200.00
609-49751-133	Employer Paid Insurance	32.00
609-49751-217	Other Operating Supplie	54.33
609-49751-251	Liquor	22,163.67
609-49751-252	Beer	10,690.94
609-49751-253	Wine	4,423.95
609-49751-254	Soft Drinks & Mix	66.24
609-49751-256	Tobacco Products	80.13
609-49751-259	Non- Alcoholic	76.25
609-49751-261	Other Merchandise	117.43
609-49751-321	Telephone	156.05
609-49751-326	Data Processing	129.47
609-49751-333	Freight and Express	564.88
609-49751-340	Advertising & Promotion	513.60
609-49751-381	Electric Utility	886.83
609-49751-382	Water Utility	21.27
609-49751-385	Sewer Utility	39.14
609-49751-404	Repairs & Maint - M&E	29.45
614-20201	Excise Tax Payable	440.18
614-20206	911 TAP & TACIP Fees CI	1,248.99
614-49870-133	Employer Paid Insurance	64.00

Account Summary

Account Number	Account Name	Payment Amount
614-49870-200	Office Supplies	256.19
614-49870-211	Cleaning Supplies	21.33
614-49870-212	Motor Fuels	268.11
614-49870-223	Buidling Repair Supplies	39.92
614-49870-227	Utility System Maint Sup	3,664.43
614-49870-241	Small Tools	14.99
614-49870-321	Telephone	703.20
614-49870-322	Postage	2.29
614-49870-326	Data Processing	1,170.00
614-49870-331	Travel Expense	292.20
614-49870-334	Meals/Lodging	222.88
614-49870-340	Advertising & Promotion	299.00
614-49870-381	Electric Utility	2,454.76
614-49870-382	Water Utility	17.73
614-49870-385	Sewer Utility	29.77
614-49870-401	Repairs & Maint - Buildi	12.48
614-49870-404	Repairs & Maint - M&E	44.98
614-49870-405	Repairs & Maint - Vehicl	346.28
614-49870-408	Repairs & Maint - Distrib	1.26
614-49870-432	Uncollectible	12.00
614-49870-433	Dues & Subscriptions	500.00
614-49870-441	Transmission Fees	140.93
614-49870-442	Subscriber Fees	93,246.70
614-49870-445	Switch Fees	245.10
614-49870-447	Internet Expense	12,279.45
614-49870-480	Other Miscellaneous	732.35
615-49850-133	Employer Paid Insurance	32.00
615-49850-212	Motor Fuels	57.91
615-49850-217	Other Operating Supplie	551.51
615-49850-241	Small Tools	15.97
615-49850-260	Concessions	47.04
615-49850-308	Training & Registrations	120.00
615-49850-321	Telephone	191.49
615-49850-326	Data Processing	125.00
615-49850-340	Advertising & Promotion	359.52
615-49850-381	Electric Utility	1,974.92
615-49850-382	Water Utility	162.38
615-49850-385	Sewer Utility	27.08
615-49850-402	Repairs & Maint - Struct	5.99
615-49850-404	Repairs & Maint - M&E	4,307.60
615-49850-406	Repairs & Maint - Groun	8.06
615-49850-409	Repairs & Maint - Utilitie	137.29
617-36230	Contributions and Dona	-300.00
617-49860-133	Employer Paid Insurance	48.00
617-49860-211	Cleaning Supplies	380.92
617-49860-212	Motor Fuels	72.47
617-49860-217	Other Operating Supplie	1,730.26
617-49860-254	Soft Drinks & Mix	120.86
617-49860-261	Other Merchandise	186.29
617-49860-321	Telephone	131.31
617-49860-326	Data Processing	60.00
617-49860-331	Travel Expense	189.00
617-49860-340	Advertising & Promotion	1,120.81
617-49860-381	Electric Utility	1,256.38
617-49860-382	Water Utility	67.83
617-49860-385	Sewer Utility	67.87
617-49860-402	Repairs & Maint - Struct	42.74
617-49860-404	Repairs & Maint - M&E	74.73

Account Summary

Account Number	Account Name	Payment Amount
617-49860-406	Repairs & Maint - Groun	129.86
617-49860-409	Repairs & Maint - Utilitie	3,039.20
617-49860-480	Other Miscellaneous	8,096.01
617-49860-492	Entertainment Event Fee	10,000.00
700-21701	Federal Withholding	10,721.21
700-21702	State Withholding	4,376.94
700-21703	FICA Tax Withholding	11,484.46
700-21704	PERA Contributions	18,797.80
700-21705	Retirement	5,165.00
700-21706	Medical Insurance	41,888.00
700-21709	Wage Levy	286.10
700-21711	Medicare Tax Withholdi	3,255.64
700-21712	Flex Account	522.25
700-21714	Individual Insurance-Col	8.82
700-21718	Individual Insurance-NC	32.00
	Grand Total:	499,772.64

Project Account Summary

Project Account Key	Payment Amount
None	470,487.63
Park Equip	4,979.00
Purchases	20,456.01
Substation	3,850.00
	Grand Total:
	499,772.64

10-14-16
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