

**Council Meeting**  
**Tuesday, November 21, 2017**  
**City Council Chambers**  
**7:30 p.m.**

**AGENDA**



Call to Order  
Pledge of Allegiance

1. Consent Agenda
  - Minutes
    - Council Minutes – November 7, 2017
    - HRA – October 11, 2017
    - Telecom Commission – October 23, 2017
    - Utility Commission – November 2, 2017
    - EDA – November 13, 2017
    - Library Board – November 14, 2017
    - Planning Commission – November 14, 2017
    - Capital Finance Committee – November 15, 2017
  - Regular Bills
  - Licenses
    - Exempt Gambling Permit – Des Moines River Ducks Unlimited
    - Solicitation Permits – Timberline Roofing & Contracting
      - Devon Block
      - Cole Wilhelm
2. Public Hearings
  - 2017 Street Improvement Project Assessments
  - 2017 Miscellaneous Special Assessments
3. Department Heads
4. Resolution – Issuance, Sale & Delivery of G. O. Improvement Refunding Bonds – Series 2017C
5. Telecom Rate Changes
6. Resolution Calling for a Public Hearing – Assistance – Windstream Inns LLC
7. Lutheran Social Services 2018 Site Agreement
8. Contractor Payments
  - Gosewisch Construction, Inc. #14 - \$152,538.37 - Emergency Services Facility
  - Holtmeier Construction #8 - \$29,196.36 – 2017 Street Project
  - Conductor Power LLC #1 - \$415,145.25 – Substation Project
  - Rice Lake Contracting Corp. #3 - \$135,056.10 – Water Treatment Facility Rehab
9. New Business
10. Old Business
11. Council Concerns
12. Adjourn



**Regular Council Meeting  
City Hall, Council Chamber  
November 7, 2017  
8:05 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Dominic Jones at 8:05 p.m.

2. Roll Call:

Council Present: Mayor Dominic Jones, Bryan Joyce, Marv Grunig, Rod Byam and Jayesun Sherman

Council Absent: Paul Johnson

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Drew Hage, Development Director and Dan Ortmann, Fire Chief

3. Pledge of Allegiance

4. Consent Calendar:

- Minutes
  - Council Minutes – October 17 & October 26, 2017
  - Library Board – October 10, 2017
  - Capital Finance Committee – October 19, 2017
  - Utility Commission – October 26, 2017
- Regular Bills
- License
  - Exempt Gambling Permit – Windom Youth Hockey
  - Annual Cigarette License Renewals
  - Annual Game of Skill License Renewals
  - Annual Theatre License Renewal
  - Liquor Licenses
    - River City Eatery (New application for On-Sale Liquor)
    - Renewals
      - Phat Pheasant
      - Sunbowl
      - Duffy's Bar & Grill
      - Windom Country Club
      - Plaza Jalisco II
      - China Restaurant
        - Wine On-Sale
        - Beer On-Sale
        - Strong Beer Authorization

**Motion by Joyce second by Sherman approving the Consent Calendar except for a new Liquor License for River City Eatery. Motion carried 4 – 0.**

**Motion by Joyce second by Grunig approving the new On-Sale Liquor license for River City Eatery. Motion carried 4 – 0.**

5. Department Heads:

None

6. Resolution Accepting Donations – Windom Water Trail and Active Living Projects:

Drew Hage, Development Director, said the funding is in place and project construction will begin in the spring of 2018 for the Low Impact Kayak/Canoe Launches in Dynamite Park and Island Park which will consist of steps with a slide system for kayaks and canoes. Fundraising and grants total more than \$17,000. Funding should be sufficient to cover the costs for the launches and the signage. The project will be completed in spring 2018.

**Council member Grunig introduced the Resolution No. 2017-81 entitled “AUTHORIZATION TO ACCEPT DONATIONS FOR WINDOM WATER TRAIL AND ACTIVE LIVING PROJECTS” and moved its adoption. The resolution was seconded by Sherman and on roll call vote: Yes: Sherman, Joyce, Byam and Grunig, No: None. Absent: Johnson, Abstain: None. Resolution passed 4 – 0.**

7. Resolution Approving Amending the Windom Fire Department Relief Association Bylaws:

Dan Ortmann, Fire Chief, said the Relief Association has proposed increases in benefits paid by the Association for Disability, Death and Retirement Benefits. The Association proposes increasing the benefit amount for Disability and Retirement Benefits from \$2,500 to \$2,600 per year of service and increasing the minimum Death Benefit amount from \$12,000 to \$13,000. Ortmann said the Relief Association fund is solvent and funding is sufficient to cover benefits for all the current firefighters.

**Council member Joyce introduced the Resolution No. 2017-82 entitled “A RESOLUTION APPROVING AMENDMENTS TO THE WINDOM FIRE DEPARTMENT RELIEF ASSOCIATION BYLAWS” and moved its adoption. The resolution was seconded by Byam and on roll call vote: Yes: Sherman, Joyce, Byam and Grunig No: None. Absent: Johnson. Abstain: None. Resolution passed 4 – 0.**

8. Resolution Designating Annual Polling Place:

In 2017, Minnesota Statutes §204B.16 was adopted by the Minnesota Legislature and requires that each city designate annually its local polling place(s) for all city elections for the coming year. This designation must be made by December 31st each year. Staff is recommending that the designated polling location for all precincts for the City of Windom remains unchanged and all elections will be at the Windom Community Center, 1750 Cottonwood Lake Drive.

**Council member Byam introduced the Resolution No. 2017-83 entitled “A RESOLUTION DESIGNATING ANNUAL POLLING PLACE” and moved its adoption. The resolution was seconded by Sherman and on roll call vote: Yes: Joyce, Byam, Grunig and Sherman No: None. Absent: Johnson. Abstain: None. Resolution passed 4 – 0.**

9. Personnel:

Joyce said the Personnel Committee held a joint meeting with the Utility Commission to determine how to fill the vacancies in the Electric and Street/Park Departments. It was agreed to post the job notice with the option of hiring for a combined Electric and Street/Park Departments position. The Personnel Committee and Utility Commission agreed that there were benefits and efficiencies with the combined Electric and Street Superintendent positions. The timeframe for hiring was that the positions would be advertised upon City Council approval through December 11. Interviews December 12-31 and hopefully have a starting date about February 1.

**Motion by Joyce second by Sherman to advertise for Electric Utility Manager with the option to hire an Electric\Street position. Motion carried 4 – 0.**

**Motion by Joyce second by Byam to advertise for Street/Park Superintendent. Motion carried 4 – 0.**

Scott Peterson, Police Chief, provided a recommendation to the Council to approve the hiring of Brandon Thongvong and David Huse as police officers. Employment to begin on November 9, 2017. There were 13 applicants, 12 informal interviews were conducted, 7 applicants advanced to the formal interview process that was conducted by Assistant Chief Hilleshiem, City Attorney Ron Schramel and Chief Peterson. Following the completion of the hiring process, Thongvong and Huse were the top two candidates.

**Motion by Byam, second by Grunig, to hire Brandon Thongvong and David Huse as Police Officers. Motion carried 4 – 0.**

10. Architect Payment – Brunton Architects & Engineers \$43,318.63 – Emergency Services Facility:

A revised invoice was provided to the Council changing the amount of the invoice to \$43,318.63.

**Motion by Joyce second by Sherman to approve an invoice from Brunton Architects & Engineers for \$43,318.63 for the Emergency Services Facility. Motion carried 4 – 0.**

11. Contractor Payment – Gosewisch Construction, Inc. #13- \$6,942.67 – Emergency Services Facility:

**Motion by Joyce second by Sherman to approve Pay Request #13 for Gosewisch Construction Inc. in the amount of \$6,942.67 for the Emergency Services Facility. Motion carried 4 – 0.**

Preliminary

12. New Business:

None.

13. Old Business:

Consensus of the City Council set the Budget Workshop meeting date for Wednesday, November 15, 2017, at 7:30 p.m.

14. Council Concerns:

Grunig – Coffee with the Council at Hy-Vee, Saturday, November 11<sup>th</sup>, with Council Members Johnson and Grunig.

Byam – We can accomplish a lot in this city as a group. Friends of the Pool Committee needs volunteers and interested individuals to get involved and become engaged with determining the future for the pool.

Joyce – The third meeting of the Friends of the Pool Committee was held this week. Items discussed included non-profit status and previous feasibility studies. People are attending the meetings and the group is determining the real issues, how viable the current pool is, and how to move forward. I will post the next meeting date on my Council facebook page when the date is determined.

Jones – Drive carefully with snow fall and weather changing.

Nasby – He will be out of town November 16 & 17 with Council Member Sherman attending the Coalition of Greater Minnesota Cities Conference.

15. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 8:42 pm.

\_\_\_\_\_  
Dominic Jones, Mayor

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

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

October 11, 2017 ~ 4:00 pm

A regular meeting of the Board of Directors was held on Wednesday, October 11, 2017, at the Hillside Manor Community Room. Board Members present: Chairman, Frank Dorpinghaus, Vice-Chair, Linda Jaakola, Treasurer, Margaret McDonald, Pam Dobson, and Resident Liaison, Mike Meyer. Also present were: Executive Director, DeeAnna Peterson, Deputy Director, Connie Clausen and Operations Manager, Linda Loewen. Absent: Resident Board Member, Dave Olson, excused.

The meeting was called to order at 4:05 p.m. with the consent agenda approved (McDonald/Dobson) which included the agenda, minutes from the previous meeting, minutes from a special board meeting and bills report.

Old business consisted of:

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1. POHP grant update: Punch list items are complete. The last pay request has been submitted to MHFA. The HRA purchased 2 PTAC units for the 2 apartments that were not part of the project and they have been installed. We are waiting on Ron's Electric to submit a bill for those. DEED annual report is due 10/16 and the Deputy Director is working on that.
2. RV Parking Lot update: The parking lot project is on hold until spring. New bids will go out in early February.
3. Small projects update: We needed to do some window repairs and were able to order parts from Pella, which will be approximately \$600.00. The nurse call system has a back-up system in place already, so we were able to just replace the batteries. Riverview roof fans will be done yet this fall. We are waiting on an estimate from Ron's Electric. Hillside sidewalk handrails will be installed yet this fall as well. Steve is working on getting quotes.
4. HUD Litigation update: We have been contacted and are just awaiting the deposit. We are expecting \$118,000.00.
5. Deputy Director has been added to Eloccs/Secure Systems.
6. Tax forfeited property: The board and staff were able to do a walk-through of the property today. What the Deputy Director learned at the County Meeting was that the County Commissioners are hoping to recoup the tax forfeited amount from the property, which is \$7,561.93. After discussion, a motion was made to authorize the Deputy Director to negotiate with the county on the property, up to \$10,000.00.
7. Strategic Planning: There is no update on the brochure at this time, but we will continue to work on it.

New Business consisted of:

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1. 2018 BCBS Insurance renewal and rates were discussed. The Deputy Director brought forward 4 options for the board to review. After some discussion, a motion was made to move forward with option #3 which is BCBS/Blue ACCESS HSA Silver \$3,675 Plan 642. The plan will be \$954.10 for monthly premiums for 2 current employees (\$429.87/\$524.23), dependent on age. It has a \$3,675 annual deductible and 100% coverage after deductible is met (in-network). And, to increase the employee HSA to \$100.00 monthly. (Dobson/McDonald)
2. The Deputy Director and Operations Manager attended MN NAHRO Fall Conference in Duluth. VAWA documents need to be updated, so they will be working on them.
3. The Deputy Director will be attending human resources training on 11/2.
4. We are currently advertising for the part-time cleaning position and will do interviews the end of next week.
5. Annual Inspections are scheduled for next week. We are required to do 33% of the units.
6. 2018 Annual Contracts will be going out next week and we hope to bring them to the November meeting.
7. 2018 FMR and utility allowances are being reviewed.
8. Cable TV rates are increasing November 1<sup>st</sup>. After discussion, a motion was made to increase the monthly cable rate to \$16.00 as of December 1<sup>st</sup>. (McDonald/Dobson)
9. October is Fire Prevention month. The Operations Manager is working on getting information out for drills to be held next week at both buildings, on the 18<sup>th</sup>.
10. Contract Negotiations: The board authorized the Chairman of the Board to sign and negotiate with Jackson on behalf of the Executive Director. The meeting was closed at 4:57 for discussion and reopened at 5:18. (Jaakola/McDonald)
11. Upcoming board meetings will be November 8<sup>th</sup> at Riverview and December 13<sup>th</sup> at Hillside.

With no further business, the meeting was adjourned at 5:25 pm (McDonald/Dobson).

Frank Dorpinghaus, Chairman

Connie Clausen, Deputy Director

**TELECOM COMMISSION MEETING**  
**October 23, 2017, 6:00P.M.**  
**City of Windom Community Center**

**I. Call Meeting to Order**

Lund calls meeting to order at 6:03PM.

**II. Roll Call**

President:	Jeremy Lund	City Staff:	Steve Nasby
Vice President:	Kent Kelly	City Staff:	Jeff Dahna
Secretary:	Travis Eichstadt	SMBS Liaison:	Donnie Schoenrock <i>Absent</i>
Commissioner:	Jerry White <i>Absent</i>	SMBS Liaison:	Travis Thies <i>Absent</i>
Commissioner:	George Rogotzke	Media:	None Present
Council Liaison:	Bryan Joyce		
Council Liaison:	Marv Grunig		

**III. Approve Minutes - September 25, 2017**

**Motion by Rogotzke to approve minutes from September 25, 2017 telecom meeting, seconded by Kelly. Motion carries 4-0.**

**IV. SMBS Liaison Report**

Joyce emailed Travis Thies, SMBS General Manager and copied Dahna but never received a response. Dahna said he has been talking with Thies and SMBS Commission has been having discussions about a potential video solution. Thies is looking to form sub-committee to look at the possible solutions. Dahna shares Windomnet's position on video and the expenses in having to provide video. Discussion among the commission about the possible video solutions available to Windomnet. Dahna's recommendation is to form a sub-committee with SMBS to discuss these options. Joyce, Lund and Rogotzke offered to meet with an SMBS sub-committee to discuss potential video solutions. Dahna offers he will connect with SMBS to discuss meeting dates.

**V. Project Updates 40:39**

Dahna shares that Calix has a mesh product to add a wireless extender to the Gigacenter and is looking to get more pricing.

**VI. Manager's Report 42:00**

Dahna states he is working with the Planning and Zoning department to work on the Small Cell – Right of Way Regulations, Ordinance. Dahna offers he's continuing to work with Cinnamon Mueller concerning franchises and retransmission agreements for DMA stations. Dahna shares he's discussed the City Camera system with the City Council. Council wants to wait until budget time to look at this. Dahna offers his apologies for not bringing it up this during the budget meeting. Dahna offers the phone customer drop as shown in the customer counts is due to the numbers Windomnet purged during its phone

system upgrade. Grunig asks if October numbers would reflect rate increase. Joyce clarifies the bill with the rate increase won't be received by customers until November.

#### **VII. New Business**

The commission continues discussion on a potential over-the-top video solution. Dahna provides information to the commission on channel-lineup for the potential solution. Joyce asks if this is a similar offering to SkitterTV and other video providers the commission has looked at in the past. Dahna states this is a similar offering in that the video is transmitted through an internet connection and would eliminate the need for the current headend. Joyce shares he sees the solution similar to a YouTubeTV or Netflix offering. Dahna states he believes the service provides 5 concurrent streams and offers apps for Roku, iOS and Android devices. Dahna shares customers would need to have a Roku device with the app downloaded to the device and credentials entered, this would-be a per TV setup. Discussion was held among the commission about the channel offerings with comparisons to past over-the-top solutions. Dahna states there are a number of cost savings by going to an over-the-top solution, including set-top box fees and headend costs. Lund asks about putting channels in the clear, eliminating needs for set-top boxes. Dahna said that's not a long-term solution as the headend would still be required to provide access to these channels. Grunig asks about freeing up rack space. Dahna states most of the equipment is up at the headend that would likely be shut down if an over-the-top solution could be found.

#### **VIII. Old Business**

Dahna shares the revised service and operational rates handout with the commission. Lund asks if this applies for the GigaCenter install, Dahna said the GigaCenter install is just a connection and will be a covered charge for existing customers unless something additional is required to be done. Joyce asks how water/electric services are billed. Nasby shares it's covered up to the meter but anything beyond that is the customer's expense. Dahna shares with the GigaCenter now being inside the house that changes the perspective a bit. If an Ethernet cord is damaged and needs replaced it should be a billable item. Grunig said electric department uses contractor's rate cost plus 30% increase in setting their rates. Dahna said he will figure rates for fiber splicing as well. Joyce asks if this will be an annual review, Dahna shares he thinks rates should be visited bi-annually and along with other company's rate changes. Kelly shares he'd like to see these incidences tracked to see how often they are used. Nasby clarifies the cost of a technician with benefits is between \$31.60 and \$40.63. Dahna states the current rates do not cover the tech's time it takes to do the installation.

**Motion by Kelly to approve the Telecom Manager's recommendation on the proposed residential and business charges defined in the Service and Operation service rates handout column A, seconded by Rogotzke. Motion carries 4-0.**

**Amendment made of cost plus 30% increase on construction, design charges, and fiber optic cable splicing.**

**Motion carries 4 – 0.**

**IX. Commissioner concerns and questions**

No questions or concerns at this time.

**X. Adjourn**

Meeting adjourned by unanimous consent at 7:48PM.

**UTILITY COMMISSION MINUTES**  
**Windom Council Chamber**  
**November 2, 2017**

**Call Meeting to Order:** The Utility Commission meeting was called to order at 5:30 p.m. in the City Hall Council Chamber. Joint meeting with Personnel Committee

**Members Present:** Utility Commission Chairperson: Mike Schwabach  
Members Present: Tom Riordan and Glen Francis  
Member Absent: None.  
City Council Liaison: Paul Johnson (absent)  
Personnel Committee: Council member Joyce and Council Member Byam  
Personnel Committee Absent: Mayor Jones  
Staff Present: Steve Nasby, City Administrator

**Hiring for Electric Utility Manager and/or Electric Utility Manager\Street Superintendent**

Schwabach asked if the Personnel Committee had any thoughts as to the replacement for Mr. Brown.

Joyce said that no discussion or recommendation had been made as to how to replace the position, but rather that they intended to fill vacancies at the Electric and Street Departments.

Schwabach asked what the savings was to have one person fill both positions.

Nasby and Joyce said the Street Department savings was approximately \$32,000 and there would be about the same savings with electric. Nasby said one big savings was to have one insurance (single or family) versus having two.

Schwabach said that if one person could fill the job it would be a benefit to both departments. He asked if the City Council or Utility Commission had issues with having a combined position instead of two department heads.

Joyce said the position was evaluated a few months ago and no issues had come up. He said that Mr. Brown had unique skills that made this combination possible and that may or may not be the same for someone new.

Riordan said he did not know of any problems.

Nasby said that there had not been any issues he was aware of, but knew not all the City Council felt the same.

Joyce said that it is more likely that someone would have electric department experience and then maybe some street department work, but probably not as likely for a Street Superintendent with electric experience. Joyce noted the pay for a combined position could start higher on the scale.

Nasby said options for advertising for the openings could include the following and either be advertised at the same time or staggered:

- Electric Utility Manager\Street Superintendent
- Electric Utility Manager only
- Street Superintendent only

Nasby would prefer to get someone hired as quickly as possible and estimated that it would be at least February 1st before anyone is hired.

**Motion by Riordan second by Francis to advertise the positions as Electric Utility Manager with the possibility of also taking on the Street Superintendent duties and also for a Street Superintendent. Motion carried 3 – 0.**

Nasby said that he had contacted Minnesota Municipal Utility Association (MMUA) who does the City's safety training. MMUA also has resources for temporary help for utilities. He handed out a letter and proposal from MMUA showing the services they provide and the cost.

Schwalbach said that he would be in favor of helping out the electric department with whatever they need to bridge the gap until someone is hired. Riordan and Francis agreed.

Francis noted that the electric department staff could identify what services they needed and as such someone from MMUA may only be needed part-time. The amount of time from MMUA could also be tailored to fit Windom's needs which maybe on site or remote access.

**Motion by Francis second by Riordan to approve MMUA assistance for the Electric Department as needed upon consultation with the Windom Municipal Electric Department staff. Motion carried 3 – 0.**

Schwalbach said the Utility Commission could also meet more often if needed as items come up, but he did not want to overstep what staff needed. Nasby said he would let the staff know of the offer.

**OLD BUSINESS**

None

**NEW BUSINESS**

None.

**ADJOURN**

Schwalbach adjourned the meeting at 6:04 p.m.

\_\_\_\_\_  
Mike Schwalbach, Chairperson

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

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM  
MINUTES  
NOVEMBER 13, 2017

1. Call to Order: The meeting was called to order by Vice President Herding at 12:01 p.m.

2. Roll Call & Guest Introductions:

EDAWN Commissioners: Betsy Herding, Rick Clerc, Marv Grunig, and Paul Johnson.  
Absent: Justin Espenson.

Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.;  
City Administrator Steve Nasby, Kathy Hanson (WADC Liaison), and Rahn Larson.

3. Approval of Minutes:

**Motion by Commissioner Clerc, seconded by Commissioner Grunig, to approve the Minutes of the EDA Meeting held on October 9, 2017. Motion carried 4-0.**

4. Downtown Square - Marketing

A. Sign Update: At the October Meeting, the EDA Board approved \$250 from the EDA for the sign expenses. Following that approval, an updated quote of \$1,244.14 was received from the contractor. This quote included additional installation charges. The CVB approved \$250 and will consider an increase in its contribution to \$350. Director Hage requested that the EDA Board increase the EDA's share of the sign expenses from \$250.00 to \$354.14. He advised that there are sufficient advertising funds in the EDA's budget to cover this increase. Director Hage said that information would be provided to the Board in the future regarding additional marketing ideas for Windom.

**Motion by Commissioner Clerc, seconded by Commissioner Grunig, to increase the EDA's contribution for the downtown square sign expenses to \$354.14. Motion carried 4-0.**

5. Hotel Project - Update

A. Update: Director Hage reported that the Developer is ready to break ground and the financing package is being finalized.

B. TIF District 1-21 – Redevelopment Agreement: Director Hage reviewed the proposed terms in the Redevelopment Agreement between the City of Windom and Windstream Inns LLC (the Hotel Developer). The assistance to be provided by the City to Windstream would be \$400,000 in tax increment (TIF) from TIF District 1-21 pursuant to a "pay-as-you-go" note from the City to Windstream. No interest would accrue on the note. The source of these payments is the tax increment generated by the improvements on the property.

The specific amounts of the TIF will vary from year to year depending on the valuation of the property and the amount of real estate taxes paid on the property each year. Windstream is to receive payments by August 1<sup>st</sup> and December 31<sup>st</sup> each year until Windstream has received the sum of \$400,000. It is anticipated that TIF payments may commence in 2019 at the earliest or 2020. The City's obligations would end upon payment of the entire \$400,000 to Windstream. Activities eligible for TIF reimbursement are demolition of the existing building, soil corrections, addition of fill to the property, grading, and parking lot paving. The Agreement specifies a completion date for construction of the hotel on or before December 31, 2018. However, it is anticipated that construction should be completed in mid-Summer of 2018. In addition to demolition of the existing building and construction of a 47-room hotel, the

Developer is required to create 11 FTE jobs at the project which pay an average wage of at least \$9.75 per hour, excluding benefits required by law, within two years of the date of the Certificate of Completion on the project, provide the City with reports on the progress towards this goal, maintain insurance on the property, and also operate the hotel for at least eight years. There are provisions for assignment of the Redevelopment Agreement and TIF which require prior written approval by the City. The Agreement contains provisions for Windstream's indemnification of City officials and employees relating to the project. There are also provisions that set forth the City's rights and remedies if there is a default on any of the terms of the Agreement by the Developer and also provisions for the City's termination of the Agreement and obligations if the Developer fails to perform its obligations under the Agreement.

**Motion by Commissioner Grunig, seconded by Commissioner Clerc, recommending City Council approval of the terms of the Redevelopment Agreement between the City and Windstream Inns LLC as presented at today's EDA meeting. Motion carried 4-0.**

6. EDA SEB RLF – Application: Director Hage reported that EDA Staff met with Ryan from USDA Rural Development to discuss the SEB RLF. He indicated that the hotel project would be eligible for a loan from this program. If the loan is used for construction expenses, additional requirements including Davis Bacon and environmental reviews would come into play. If the loan funds are used for furniture, fixtures, and equipment, the wage and review items are no longer requirements for the loan. He indicated that there are approximately \$64,000 of available loan funds accessible from the USDA Rural Development and the EDA SEB RLF remaining from the original amounts authorized for the program in 2013. The EDA's ability to access funds from USDA Rural Development for this program will end effective September 30, 2018. Director Hage advised that the EDA had received a request from Apollo Development, on behalf of Windstream Inns LLC, for a \$64,000 low-interest loan from the EDA's SEB RLF. Primary financing for the hotel project is being finalized with United Prairie Bank and the local equity is in place. A portion of the local equity is the TIF from the City of Windom. The Developer will be using the TIF payments as a repayment source for three gap financing loans in the total amount of \$300,000, including a potential loan from the EDA SEB RLF. The other two gap financing sources are the Southwest Regional Development Commission and the Heron Lake RLF (which is an eligible source because the project is within 20 miles of Heron Lake). The Developer is requesting a five-year loan with a lower interest rate and interest-only payments for the first nine months of the loan. Director Hage said that the typical loan from the EDA SEB RLF is between \$10,000 to \$30,000. He confirmed with Ryan that the EDA could waive that ceiling for this loan. Director Hage recommended that the EDA Board consider an interest rate of three percent (3%) per annum with interest-only payments covering the initial twelve (12) months of the loan. The first payment would be interest-only on December 1, 2018. Thereafter repayments of principal and interest would be made on or before August 1<sup>st</sup> and December 30<sup>th</sup> of each year with a balloon payment on or before December 30, 2022, to correspond with the payment of tax increment to the Developer each year. The collateral for the loan would be the furniture, fixtures and equipment in the hotel and the future TIF payments. The EDA's position on the collateral would be subordinate to the primary lender(s).

**Motion by Commissioner Clerc, seconded by Commissioner Johnson, approving an EDA SEB RLF five-year loan to Windstream Inns LLC in the amount of \$64,000, to accrue interest at three percent (3%) per annum, and repayable pursuant to repayment dates and amounts set forth on the proposed amortization schedule. Motion carried 4-0.**

7. Retail Survey – Results: In the Spring of 2017, the City of Windom contracted with University of Minnesota Extension to conduct a consumer and business survey to provide information for the community's comprehensive planning efforts. The survey was a random sample of community members in Windom. Director Hage reported that the EDA received 83 responses out of 193 usable addresses (12 were returned by the US Postal Service) for a 48 percent response rate. The Board received a copy of the Windom Market Area Profile. Director Hage reviewed some of the findings with the Board. Pursuant to a request by City Administrator Nasby, Director Hage will contact Neil Lindscheid from the U of M Extension requesting information as to what percentages the City should have in the various categories and how Windom's percentages compare to other cities of similar size. The survey report will be reviewed further by the Commissioners and the results will be discussed in more detail at the December EDA Meeting.
8. Land Reclamation Project (Cottonwood Lake Drive) – Update: Director Hage updated the Board and said that Cemstone's geologist is going to test for aggregate at a few sites around Windom within the next week or two. He has also provided them with a list of additional sites for testing. The EDA has been discussing reclamation plans at one of the possible sites. Cemstone's preference is to quarry 4-5 acres and then reclaim that area and then quarry another 4-5 acres and reclaim that area, etc. Cemstone does think current plans are feasible.
9. North Windom Industrial Park – Phase II
  - A. Tax Increment Balance – TIF 1-19: Director Hage discussed with the Board the possibility of exercising the option on the purchase of the South 80 acres, timing of the potential purchase, and funding for the purchase.
10. Property on the Square: Director Hage advised that a property owner on the Square has approached EDA Staff to see if the EDA is interested in buying the property located at 931 3<sup>rd</sup> Avenue. This property is being offered to the EDA before it is listed for sale. After further discussion, it was the consensus of the Board that there is a significant amount of available commercial space around the Square at this time, the EDA has not purchased commercial property in the past, and the EDA would not have the funding available to purchase and rehab a commercial building at this time.
11. Spec Building Lease: Director Hage reported that Fast Global Solutions would like to renew its lease of the EDA Spec Building for another year. The existing lease does allow for the terms to be extended. Director Hage recommended executing a new Lease with Fast Global Solutions covering the period of time from December 1, 2017, through November 30, 2018, on the same terms as the current lease. If the lease is renewed beyond November 30, 2018, there would be an annual escalator of three percent (3%) of the rental amount. The Board received a copy of the proposed lease in the packet.

**Motion by Commissioner Grunig, seconded by Commissioner Johnson, approving renewal of the lease with Fast Global Solutions on the EDA Spec Building for another year commencing on December 1, 2017, through November 30, 2018, at the same rate and on the same terms as the existing lease. Motion carried 4-0.**

12. Retail Development – SW MN/NW IA: Director Hage advised that there will be a regional retail development meeting at the Intivity Center at AGCO in Jackson on Thursday, November 16<sup>th</sup>, from 11:00 a.m. to 2:00 p.m. The meeting will provide an opportunity for representatives from Windom, Worthington, Jackson, Fairmont, and Spirit Lake/Okoboji to discuss ideas for additional retail development in this region and also to receive valuable information and insight from a panel of

experts, in the areas of retail and commercial development, to spur new development in the region. Commissioners Espenson and Clerc will be attending. There are still two reservations available if any other Commissioners are interested in attending.

13. Old Business: In response to questions, Director Hage provided brief updates concerning the rent increase at the River Bluff Townhomes and the status of the Prairie Meadow Subdivision development.
14. Miscellaneous Information
  - A. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports for September 2017 provided by Van Binsbergen & Associates.
15. Adjourn. On consensus, Vice President Herding adjourned the meeting at 1:14 p.m.

Attest: \_\_\_\_\_  
Drew Hage, EDA Executive Director

\_\_\_\_\_  
Rick Clerc, EDA Secretary-Treasurer

Windom Library Board Meeting

Library – 904 Fourth Avenue  
Windom, MN

Tuesday, Nov. 14, 2017

5:05 p.m.

1. Call to order: The meeting was called to order by John Duscher.
2. Roll Call: Members Present: Steve Fresk, Kathy Hiley, Terri Jones, John Duscher, Barb Henning and Anita Winkel

Members Absent: Sue Ebeling

Library Staff Present: Dawn Aamot

City Council Member Present: None

3. Agenda and Minutes:

Motion by Anita Winkel and seconded by Steve Fresk to approve the amended agenda.

4. Financial Report:

Motion by Terri Jones and seconded by Steve Fresk to accept the Financial Report.

5. Librarian's Report:

Dawn reported that programs in October were well attended. The Saturday Family Fun event included treat bags from the Friends of the Library, stories and a couple of games for kids to participate. 12 kids and 7 adults attended. The Sutter Brothers concert at the Community Center had 30 adults in attendance. Forty people attended the talk by MN author, Allen Eskens at the River City Eatery. The Friends of the Library provided appetizers. All of these events are made possible by the MN Legacy Funds.

The Friends of the Library window project drive has raised \$5,472 so far.

The Windom Electrical Department have replaced most of the light bulbs in the front of the library with LED bulbs. Schwalbach Hardware has been working over the last couple of weeks replacing the boiler.

On Nov. 27 @ 7pm, artist Jen Anfinson will be giving lessons on arm knitting at the Cottonwood County Historical Society. The program is free; registration is required with a limit of twelve participants. This is also paid for with MN Legacy Funds.

An "Antiques Road Show" put together by the Plum Creek Library System and paid for with MN Legacy Funds will be making appearances next year. The date that they will be in Windom is March 27 at the Windom Community Center.

Wednesday evening, Dawn will be attending the City Council's final budget workshop. Capital improvement projects for 2018 include \$2,000 for new computers and bathroom improvements.

Nancy hosted and visited Busy Bees this week. Bridges comes to the library one Monday each month.

Motion by Kathy Hiley and seconded by Barb Henning to accept the librarian's report.

6. Old Business: None

7. New Business:

In regards to the application to the Minnesota Department of Education for funds to replace library windows, we were informed that board members and staff would need to sign a Conflict of Interest policy. We reviewed a sample policy and Dawn will have one ready for our signatures at the December meeting.

It was established, there is a need for a policy for "no pets allowed" in the library. Further discussion on this topic will happen at the December meeting.

The library will participate in the promotion "Downtown Christmas by Candlelight" on Dec. 14. The Friends of the Library will assist.

8. Book Suggestions:

New book suggestions were discussed. Terri Jones made a few new book selections in November. Dawn may possibly put a sticker on these books that says, "Library Board Picks".

9. Adjourn:

Meeting adjourned at 5:36 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

**CITY OF WINDOM  
PLANNING COMMISSION  
MINUTES  
NOVEMBER 14, 2017**

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

2. Roll Call & Guest Introductions:

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

Also Present: Zoning Admin. Andy Spielman, Admin. Asst. Mary Hensen, and City Attorney Ron Schramel.

3. Approval of Meeting Notes (No Quorum) - October 10, 2017:

**Motion by Commissioner Pfeffer, seconded by Commissioner Rose, to approve the Planning Commission Meeting Notes for the meeting convened on October 10, 2017, (absent a quorum). Motion carried 7-0.**

4. Rental Housing Ordinance

A. Revisions: Zoning Admin. Spielman gave a brief Powerpoint presentation outlining the history and purposes of the rental housing ordinance discussion. He reviewed with the Commissioners the revisions that had been made to the initial draft. These revisions include suggestions made by the Planning Commission, rental property owners (at the public meeting and at the Building & Zoning Office), and recommendations from the City Attorney.

Due to the number of rental properties in Windom, the 3-year licensing cycle was proposed to allow current staff sufficient time for the licensing and inspection of rental properties in Windom. Zoning Admin. Spielman reviewed with the Commissioners his proposed division of the City into 3 zones to accommodate this process. The zones are geographical and properties are grouped in an attempt to more evenly divide the rental properties for the 3-year licensing cycle.

There was a discussion concerning the complaint process. City Attorney Ron Schramel answered questions posed by the Commissioners. After further discussion, the following action was taken.

**Motion by Commissioner Harries, seconded by Commissioner Pfeffer, recommending that the City Council hold the required two readings and adopt the proposed Rental Housing Ordinance as written. Motion carried 7-0.**

B. Fee Recommendations: Zoning Admin. Spielman reviewed the proposed application fees, re-inspections fees, and fines with the Commissioners. He advised that the fee schedule will be need to be adopted by resolution of the City Council.

**Motion by Commissioner Harries, seconded by Commissioner Mattson, recommending that the City Council adopt the proposed fee schedule by resolution. Motion carried 7-0.**

Zoning Admin. Spielman advised of the next steps in the process. Copies of the proposed ordinance and proposed fee schedule will be mailed to all known owners of rental properties in Windom. The tentative schedule for approval is as follows: The City Council will hold the first reading on the proposed ordinance on December 5<sup>th</sup>, the second reading on December 19<sup>th</sup>, anticipated approval of the ordinance on December 19<sup>th</sup>, anticipated adoption of the fee schedule by City Council Resolution on December 19<sup>th</sup>, anticipated approval of the title and summary on December 19<sup>th</sup>, then publication of a title and summary of the ordinance on December 27<sup>th</sup>, and an effective date of January 2, 2018.

5. Telecom R-O-W User Regulations

A. New Minnesota Law – Highlights – Small Cell Wireless Companies

B. Preliminary Overview & Tentative Schedule – Modifications – City’s R-O-W Ordinance

Zoning Admin. Spielman reported that in May 2017, Governor Dayton signed an amended Minnesota telecom right-of-way users’ law. In this law, effective January 1, 2018, there is a prohibition against cities imposing a moratorium halting the installation of these facilities in their respective cities. Small cell wireless companies had requested authority to install their equipment on cities’ rights-of-way without requiring approval by the cities. The League of Minnesota Cities was very active in promoting the rights of cities to adopt a separate permitting process and have some say in the placement of these facilities. Through the law, cities do have some ability to regulate the design and placement of these facilities in residential and historic districts and also can deny applications for reasons of health and safety concerns in certain districts. The small cell company then has a right to address/remediate the issues. Zoning Admin. Spielman explained that the City of Windom currently has a right-of-way ordinance in place. This ordinance would need to be reviewed by the Telecom Commission, Utilities Commission, and then the Planning Commission concerning proposed amendments to include provisions of the new law relating to small cell wireless facilities. A collocation agreement would need to be prepared and in place prior to adoption of any proposed ordinance revisions. This update was provided for informational purposes and does not require current action by the Planning Commission.

6. New Business: There was a brief discussion concerning an upcoming conditional use permit application. The next Planning Commission Meeting is scheduled for Tuesday, December 12<sup>th</sup>.

7. Adjourn: On consensus, Chairperson Wahl adjourned the meeting at 8:07 p.m.

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Marilyn Wahl, Chairperson

Attest: \_\_\_\_\_  
Andy Spielman, Zoning Administrator

**Capital Finance Committee**  
**Minutes**  
**Wednesday, November 15, 2017**

Roll Call: Present: Capital Finance Committee - Howard Davis, Tim Hiley, Tom White and Marv Grunig.

City Staff – Steve Nasby, Denise Nichols, Al Baloun and Dawn Aamot.

Absent: Dominic Jones, Paul Johnson, Jim Garrison, and Shelby Medina.

Call to Order –Chair White called the Capital Finance Committee Meeting to order at 9:00 a.m.

1. Approval of Minutes: Chair White requested the Committee review the minutes from the October 19, 2017, meeting. Motion by Hiley, second by Grunig, to approve the minutes, Ayes – 4, Nay – 0, Absent – 3.
2. Council Priority Projects Update:

Arena – Park and Recreation Director Al Baloun informed the Committee that the contract for the Design and Engineering has been signed. Baloun shared the timeline for the project. The Engineer will have plans and specs completed for the Council to review and call for bids at the December 5<sup>th</sup> City Council Meeting. The Committee also discussed the cities and schools in the area use the facility. Davis noted that participants from all over area use the facility and it could be considered as a regional facility for grant applications. Nasby requested that Baloun send the completed plans and specs to the Finance Committee members once they are available.

Library – Library Director Dawn Aamot informed the Council that she had good news regarding the grant application that was submitted to the State for the Library Construction Grant. The application requesting grant funds of \$50,000 has been selected for funding. The grant requires a dollar-for-dollar match of non-state funds. The state has requested that the City refrain from publishing acknowledgments related to the grant until the End Grant Agreements are in place.

Aamot reported that the Friends of the Library have raised \$5,472 and will continue to fund raise. They have committed fund raising of \$10,000 for the project and if the fund raising goal is not achieved, they will use their funds to cover the gap in funding. The City has allocated \$40,000 in Capital Outlay funds towards the project. The estimated cost of the project is around \$97,000.

Hiley asked if the funds require prevailing wage rates. Aamot responded that prevailing wage rates are a requirement for the grant. However the bid for the project noted prevailing wages in the bid amount.

Grunig said that he has been in contact with MN Energy regarding rebates. The window project may qualify for rebates. A MN Energy representative would

need to assess the windows prior to replacement and then a final inspection after the new windows are installed.

3. Sub-Committee Assignment Reports – Arena Project

Grant Research – Howard Davis and Tim Hiley

Davis reported that he had completed some internet research for grant opportunities and found 19 Foundations that provide donations. After further review including locations served and priorities, he determined there were three foundations that might provide donations to the project. The three foundations include Blandin, Bush and Otto Bremer. Local possibilities include Taylor, Toro, Remick and Sanford. Two of the 19 Foundations have targeted communities that they serve. Davis will complete more research for specific grant programs for hockey and arena facilities. Hiley noted that the NHL and the Wild Organizations provide funding for programs not facilities. Nasby shared with the Committee background regarding the Bush Foundation. The owner is from Granite Falls and recently provided a large grant to the City of Granite Falls.

Outreach/Promotion – Tom White and Marv Grunig

Grunig reported that he had met with EDA Director Drew Hage. Hage had indicated that when he met with Cemstone Executives he would bring up project and concrete costs to see if a reduction in cost could be considered. Grunig also discussed the project with the area sales representative from Cemstone. He also shared the possible naming rights for the arena. The Cemstone Sales Representative will share the information with his superiors.

Grunig also said there may be an opportunity to develop a rebate to change out the compressors and will follow up on the cost savings and potential rebate opportunities.

4. New Business - Chair White reported that he had received a letter of resignation from Shelby Medina. The letter was shared with the Committee and Nasby noted that Mayor Jones has been notified of the resignation and will be appointing a new member to the Committee.

The Committee discussed cost of future CIP Improvement needs for the City, School and County. The Committee reviewed the City CIP costs by each department.

5. Set Next Meeting Date and Time: The next meeting date was set for December 14, 2017, at 9:00 a.m.

6. Adjourn: Chair White declared the meeting adjourned at 9:48 p.m.

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Tom White, Chairman

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



Windom, MN

# Expense Approval Report

By Fund

Payment Dates 11/02/2017 - 11/16/2017

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL</b>					
HYUNMYEONG GOO	20171114	11/14/2017	REFUND - STATEMENT CREDIT	100-20191	20.32
ALICIA MCKIBBIN	20171114	11/14/2017	REFUND - STATEMENT CREDIT	100-20191	3.33
GREG ROSSOW	20171114	11/14/2017	REFUND - STATEMENT CREDIT	100-20191	65.26
MN REVENUE	201471114	11/14/2017	SALES TAX - OCT. 2017	100-20202	8,626.98
MN REVENUE	201471114	11/14/2017	SALES TAX - OCT. 2017	100-20202	24,799.00
MN REVENUE	201471114	11/14/2017	SALES TAX - OCT. 2017	100-20202	17.45
					<b>33,532.34</b>
<b>Activity: 41110 - Mayor &amp; Council</b>					
SCHRAMEL LAW OFFICE	11012017	11/07/2017	LEGAL FEES	100-41110-304	300.00
LEAGUE OF MN CITIES	265229	11/07/2017	JAYESUN SHERMAN -LEADERS	100-41110-308	325.00
CITIZEN PUBLISHING CO	20171031	11/07/2017	ADVERTISING	100-41110-350	316.60
<b>Activity 41110 - Mayor &amp; Council Total:</b>					<b>941.60</b>
<b>Activity: 41310 - Administration</b>					
CULLIGAN	1957 10-31-17	11/07/2017	SERVICE #1957	100-41310-200	33.75
INDOFF, INC	3022554	10/25/2017	SUPPLIES	100-41310-200	184.99
MANTRONICS MAILING SYSTE	39278	11/03/2017	SERVICE CONTRACT 12/27/17	100-41310-200	44.00
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	100-41310-217	29.45
RITA HACKER	617	11/09/2017	UNIFORMS	100-41310-218	158.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	100-41310-308	170.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	100-41310-326	19.99
BLUE CROSS/BLUE SHIELD	171109319037	11/15/2017	INSURANCE PREM- DEC 2017	100-41310-480	490.00
BLUE CROSS/BLUE SHIELD	171109319037	11/15/2017	INSURANCE PREM- DEC 2017	100-41310-480	490.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	100-41310-480	119.11
HY-VEE, INC.	20171107	11/07/2017	2017 WELLNESS-DIETITIAN CL	100-41310-480	600.00
<b>Activity 41310 - Administration Total:</b>					<b>2,339.29</b>
<b>Activity: 41910 - Building &amp; Zoning</b>					
SCHRAMEL LAW OFFICE	11012017	11/07/2017	LEGAL FEES	100-41910-304	690.00
COTTONWOOD CO SOLID WA	178950	11/06/2017	STREET DEPT - J.JOHNSON	100-41910-480	40.00
COTTONWOOD CO SOLID WA	178956	11/06/2017	EDA - J.JOHNSON	100-41910-480	164.38
COTTONWOOD CO SOLID WA	178957	11/06/2017	EDA - J.JOHNSON	100-41910-480	26.25
WINDOM TOWING LLC	4452	11/07/2017	NUISANCE ABATEMENT-99 TE	100-41910-480	190.00
<b>Activity 41910 - Building &amp; Zoning Total:</b>					<b>1,110.63</b>
<b>Activity: 42120 - Crime Control</b>					
INDOFF, INC	3021701	10/24/2017	SUPPLIES	100-42120-200	38.50
WEX BANK	51831015	11/14/2017	FUEL - POLICE	100-42120-212	1,226.38
WEX BANK	51831015	11/14/2017	FUEL CREDIT - POLICE	100-42120-212	-23.01
ITL PATCH COMPANY, INC	50091	11/03/2017	SUPPLIES	100-42120-218	332.00
SCHRAMEL LAW OFFICE	11012017	11/07/2017	LEGAL FEES	100-42120-304	705.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	100-42120-308	75.00
MN SOUTH CENTRAL INVESTI	20171107	11/09/2017	2018 TRAINING CONF - DONN	100-42120-308	100.00
MIKE'S LLC	137	11/03/2017	SERVICE 17-3	100-42120-323	25.00
ALPHA WIRELESS - MANKATO	692650	11/06/2017	SERVICE	100-42120-323	108.00
CDW GOVERNMENT	KNC5616	10/24/2017	SERVICE	100-42120-326	137.99
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	100-42120-404	14.73
WINDOM AUTO VALU	#3400540 10-25-17	11/15/2017	MAINTENANCE #3400540	100-42120-405	4.51
MN BOARD OF PEACE OFFICE	20171107	11/08/2017	LICENSING FEE - BRANDON LE	100-42120-433	90.00
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	100-42120-480	70.90
BLUE CROSS/BLUE SHIELD	171109319037	11/15/2017	INSURANCE PREM- DEC 2017	100-42120-480	490.00
<b>Activity 42120 - Crime Control Total:</b>					<b>3,395.00</b>
<b>Activity: 42220 - Fire Fighting</b>					
WEX BANK	51831015	11/14/2017	FUEL - FIRE	100-42220-212	117.42
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	100-42220-215	104.69

## Expense Approval Report

Payment Dates: 11/02/2017 - 11/16/2017

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MUNICIPAL EMERGENCY SER	IN1172454	11/01/2017	SUPPLIES	100-42220-215	280.94
SCHRAMEL LAW OFFICE	11012017	11/07/2017	LEGAL FEES	100-42220-304	210.00
CITIZEN PUBLISHING CO	20171031	11/07/2017	ADVERTISING	100-42220-350	891.70
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	100-42220-404	23.56
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	100-42220-405	3,490.99
KDOM RADIO	0781 10-31-17	11/07/2017	SERVICE #0781	100-42220-480	30.60
COTTONWOOD CO SOLID WA	179381	11/06/2017	FIRE -	100-42220-480	20.72
<b>Activity 42220 - Fire Fighting Total:</b>					<b>5,170.62</b>
<b>Activity: 42700 - Animal Control</b>					
COTTONWOOD VET CLINIC	179546	11/03/2017	SERVICE -	100-42700-300	90.08
<b>Activity 42700 - Animal Control Total:</b>					<b>90.08</b>
<b>Activity: 43100 - Streets</b>					
O'REILLY AUTOMOTIVE, INC	#1510318 10-28-17	11/03/2017	MAINTENANCE #1510318	100-43100-211	41.92
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	100-43100-211	41.30
WEX BANK	51831015	11/14/2017	FUEL - STREET CREDIT	100-43100-212	-23.01
WEX BANK	51831015	11/14/2017	FUEL - STREET	100-43100-212	1,074.52
M-R SIGN CO., INC	198135	11/03/2017	MATERIALS & EQUIPMENT	100-43100-215	2,177.23
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	100-43100-217	117.56
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	100-43100-217	106.47
DUIINCK	529368	11/07/2017	STREET MAINTENANCE MATE	100-43100-224	1,356.78
DUIINCK	529432	11/07/2017	STREET MAINTENANCE MATE	100-43100-224	722.40
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	100-43100-241	0.52
SCHRAMEL LAW OFFICE	11012017	11/07/2017	LEGAL FEES	100-43100-304	1,488.00
COTTONWOOD CO SOLID WA	178951	11/07/2017	#178951 - SERVICE	100-43100-384	35.00
WINDOM AUTO VALU	#3400540 10-25-17	11/15/2017	MAINTENANCE #3400540	100-43100-404	102.55
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	100-43100-404	-64.66
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	100-43100-404	-63.30
GDF ENTERPRISES, INC	A11356-A	11/15/2017	CREDIT - INVOICE PAID TWICE	100-43100-404	-170.58
WINDOM AUTO VALU	#3400540 10-25-17	11/15/2017	MAINTENANCE #3400540	100-43100-405	10.10
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	100-43100-406	84.08
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	100-43100-406	107.25
HOFFMAN FILTER SERVICE	74288	11/01/2017	MAINTENANCE	100-43100-406	41.25
BLUE CROSS/BLUE SHIELD	171109319037	11/15/2017	INSURANCE PREM- DEC 2017	100-43100-480	490.00
BLUE CROSS/BLUE SHIELD	171109319037	11/15/2017	INSURANCE PREM- DEC 2017	100-43100-480	1,307.50
<b>Activity 43100 - Streets Total:</b>					<b>8,982.88</b>
<b>Activity: 45120 - Recreation</b>					
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	100-45120-217	14.73
MN RECREATION & PARK ASS	9333	11/14/2017	MRPA ANNUAL CONF	100-45120-217	115.00
<b>Activity 45120 - Recreation Total:</b>					<b>129.73</b>
<b>Activity: 45202 - Park Areas</b>					
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	100-45202-211	8.98
WEX BANK	51831015	11/14/2017	FUEL - OCT 2017 - PARK	100-45202-212	136.62
COUNTRY PRIDE SERVICE	970744 10-31-17	11/09/2017	MAINTENANCE	100-45202-212	654.81
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	100-45202-402	25.82
CEMSTONE	C1843254	10/27/2017	MAINTENANCE	100-45202-402	668.00
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	100-45202-404	26.97
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	100-45202-404	20.94
D ERVASTI SALES CO., LLC	14083	11/03/2017	MAINTENANCE	100-45202-406	3,045.13
COUNTRY PRIDE SERVICE	970744 10-31-17	11/09/2017	MAINTENANCE	100-45202-406	893.94
<b>Activity 45202 - Park Areas Total:</b>					<b>5,481.21</b>
<b>Fund 100 - GENERAL Total:</b>					<b>61,173.38</b>
<b>Fund: 211 - LIBRARY</b>					
<b>Activity: 45501 - Library</b>					
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	211-45501-217	7.36
HEARTLAND SECURITY SERVIC	496985	11/03/2017	SERVICE #602016834	211-45501-217	263.40
DAWN AAMOT	20171103	11/03/2017	EXPENSE - DIRECTOR'S RETRE	211-45501-331	15.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	211-45501-409	10.00
WERNER ELECTRIC	5009743258.001	11/03/2017	MAINTENANCE	211-45501-409	750.87

## Expense Approval Report

Payment Dates: 11/02/2017 - 11/16/2017

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	211-45501-433	29.95
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	211-45501-433	34.97
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	211-45501-433	338.74
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	211-45501-433	72.00
MICROMARKETING, LLC	695396	11/15/2017	BOOKS	211-45501-433	6.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	211-45501-435	19.99
<b>Activity 45501 - Library Total:</b>					<b>1,548.28</b>
<b>Fund 211 - LIBRARY Total:</b>					<b>1,548.28</b>

## Fund: 225 - AIRPORT

## Activity: 45127 - Airport

RED ROCK RURAL WATER	106026 11-1-17	11/03/2017	WATER #106026	225-45127-200	29.00
SOUTH CENTRAL ELECTRIC	367400 9-30-17	11/09/2017	#367400 26-12-112-04	225-45127-381	202.00
SOUTH CENTRAL ELECTRIC	367403 9-30-17	11/09/2017	3367403 26-12-116-04	225-45127-381	146.53
<b>Activity 45127 - Airport Total:</b>					<b>377.53</b>
<b>Fund 225 - AIRPORT Total:</b>					<b>377.53</b>

## Fund: 230 - POOL

## Activity: 45124 - Pool

TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	230-45124-217	7.36
MN RECREATION & PARK ASS	9333	11/14/2017	MRPA ANNUAL CONF	230-45124-217	115.00
<b>Activity 45124 - Pool Total:</b>					<b>122.36</b>
<b>Fund 230 - POOL Total:</b>					<b>122.36</b>

## Fund: 235 - AMBULANCE

## Activity: 42153 - Ambulance

MANTRONICS MAILING SYSTE	39278	11/03/2017	SERVICE CONTRACT 12/27/17	235-42153-200	44.00
WEX BANK	51831015	11/14/2017	FUEL CREDIT - AMBULANCE	235-42153-212	-23.01
WEX BANK	51831015	11/14/2017	FUEL - AMBULANCE	235-42153-212	1,883.35
EMSRB	1323	11/01/2017	MN STAR FORMS	235-42153-217	247.00
INDOFF, INC	3025744	11/01/2017	SUPPLIES	235-42153-217	39.34
LEWIS FAMILY DRUG, LLC	56-090962100	11/09/2017	SUPPLIE	235-42153-217	807.52
PRAXAIR DISTRIBUTION INC	79695838	11/09/2017	SUPPLIES	235-42153-217	465.38
WINDOM AREA HOSPITAL	20171109	11/09/2017	NURSING STAFF - OCT 2017	235-42153-312	2,621.25
REAL TIME TRANSLATION, INC	111601	11/03/2017	SERVICE	235-42153-327	47.14
JODI JOHNSON	0171106	11/06/2017	EXPENSE - AMBULANCE	235-42153-334	39.36
BUCKWHEAT JOHNSON	20171106	11/06/2017	EXPENSE - AMBULANCE	235-42153-334	38.66
HEATHER JANSSEN	20171106	11/06/2017	EXPENSE - AMBULANCE	235-42153-334	53.34
TIM HACKER	20171107	11/07/2017	EXPENSE - AMBULANCE	235-42153-334	30.88
KRISTEN PORATH	20171107	11/07/2017	EXPENSE - AMBULANCE	235-42153-334	78.64
ROBIN SHAW	20171107	11/07/2017	EXPENSE - AMBULANCE	235-42153-334	16.08
LANDON JOHNSON	20171107	11/07/2017	AMBULANCE - EXPENSE	235-42153-334	11.98
KIM POWERS	20171107	11/07/2017	EXPENSE - AMBULANCE	235-42153-334	28.01
KRISTEN PORATH	20171114	11/14/2017	EXPENSE - AMBULANCE	235-42153-334	88.82
JODI JOHNSON	20171115	11/15/2017	EXPENSE - AMBULANCE	235-42153-334	16.56
JUSTIN HARRINGTON	20171115	11/15/2017	EXPENSE - AMBULANCE	235-42153-334	47.09
O'REILLY AUTOMOTIVE, INC	#1510318 10-28-17	11/03/2017	MAINTENANCE #1510318	235-42153-405	59.95
WINDOM AUTO VALU	#3400540 10-25-17	11/15/2017	MAINTENANCE #3400540	235-42153-405	8.48
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	235-42153-405	3.49
COUNTRY PRIDE SERVICE	970744 10-31-17	11/09/2017	MAINTENANCE	235-42153-405	27.46
<b>Activity 42153 - Ambulance Total:</b>					<b>6,680.77</b>
<b>Fund 235 - AMBULANCE Total:</b>					<b>6,680.77</b>

## Fund: 250 - EDA GENERAL

## Activity: 46520 - EDA

MANTRONICS MAILING SYSTE	39278	11/03/2017	SERVICE CONTRACT 12/27/17	250-46520-200	44.00
CITIZEN PUBLISHING CO	20171031	11/07/2017	ADVERTISING	250-46520-350	79.50
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	250-46520-438	50.78
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	250-46520-439	476.00
DERO	INV-00022729	11/07/2017	SPEC PROJ-ACTIVE LIVING PLA	250-46520-439	3,147.47
COTTONWOOD CO RECORDE	171060 MISC TRANS	11/06/2017	MISC TRANS - DEED 86 PAGE	250-46520-480	3.00
COTTONWOOD CO RECORDE	P20728 A281435	11/06/2017	SAT - HRA/ROCKER	250-46520-480	46.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COTTONWOOD CO RECORDE	P20728 A281436	11/06/2017	SAT - HRA/WILDE	250-46520-480	46.00
<b>Activity 46520 - EDA Total:</b>					<b>3,892.75</b>
<b>Activity: 49980 - Debt Service</b>					
FULDA CREDIT UNION	20171109	11/09/2017	SPEC BLDG LOAN -OCTOBER-	250-49980-602	2,156.83
FULDA CREDIT UNION	20171109	11/09/2017	SPEC BLDG LOAN -OCTOBER- I	250-49980-612	1,203.17
<b>Activity 49980 - Debt Service Total:</b>					<b>3,360.00</b>
<b>Fund 250 - EDA GENERAL Total:</b>					<b>7,252.75</b>
<b>Fund: 252 - EDA SCDP</b>					
<b>Activity: 46520 - EDA</b>					
SW MN HOUSING PARTNERSH	20171107	11/07/2017	LINK FEE - SURVEY MONKEY (	252-46520-491	35.00
<b>Activity 46520 - EDA Total:</b>					<b>35.00</b>
<b>Fund 252 - EDA SCDP Total:</b>					<b>35.00</b>
<b>Fund: 253 - EDA RIVERBLUFF ESTATES</b>					
<b>Activity: 46520 - EDA</b>					
ALLEN RAHN	20171106	11/06/2017	MOWING & LEAF CLEAN UP	253-46520-406	200.00
<b>Activity 46520 - EDA Total:</b>					<b>200.00</b>
<b>Fund 253 - EDA RIVERBLUFF ESTATES Total:</b>					<b>200.00</b>
<b>Fund: 401 - GENERAL CAPITAL PROJECTS</b>					
<b>Activity: 49950 - Capital Outlay</b>					
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	401-49950-500	33.45
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	401-49950-500	1,734.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	401-49950-502	324.76
MUNICIPAL EMERGENCY SER	IN1170045	10/30/2017	SERVICE #C30603	401-49950-502	144.70
<b>Activity 49950 - Capital Outlay Total:</b>					<b>2,236.91</b>
<b>Fund 401 - GENERAL CAPITAL PROJECTS Total:</b>					<b>2,236.91</b>
<b>Fund: 402 - CAPITAL PROJECT - ESF</b>					
<b>Activity: 49950 - Capital Outlay</b>					
BRUNTON ARCHITECTS & ENG	16-0144	11/09/2017	WINDOM EMS BLDG	402-49950-500	43,318.63
GOSEWISCH CONSTRUCTION,	20171109	11/09/2017	WINDOM EMS BUILDING #12	402-49950-500	53,777.72
<b>Activity 49950 - Capital Outlay Total:</b>					<b>97,096.35</b>
<b>Fund 402 - CAPITAL PROJECT - ESF Total:</b>					<b>97,096.35</b>
<b>Fund: 601 - WATER</b>					
<b>Activity: 49400 - Water</b>					
MANTRONICS MAILING SYSTE	39278	11/03/2017	SERVICE CONTRACT 12/27/17	601-49400-200	44.00
WEX BANK	51831015	11/14/2017	FUEL - WATER	601-49400-212	284.74
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	601-49400-241	193.89
SANFORD LABORATORIES	300044206	11/07/2017	SERVICE #70000675	601-49400-310	41.59
INNOVATIVE SYSTEMS LLC	34814	11/08/2017	POSTAGE	601-49400-322	232.13
INNOVATIVE SYSTEMS LLC	34557	11/01/2017	SYSTEM MAINTENANCE - NOV	601-49400-326	760.50
INNOVATIVE SYSTEMS LLC	34701	11/06/2017	BILLING SYSTEM SOFTWARE S	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	34814	11/08/2017	INVOICE PROCESSING	601-49400-326	197.20
CITIZEN PUBLISHING CO	20171031	11/07/2017	ADVERTISING	601-49400-340	176.40
FEDERATED RURAL ELECTRIC	112843 10-28-17	11/03/2017	SERVICE #112843	601-49400-381	34.00
RON'S ELECTRIC INC	136077	11/03/2017	MAINTENANCE	601-49400-402	383.27
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	601-49400-404	4.49
RON'S ELECTRIC INC	136206	11/03/2017	MAINTENANCE	601-49400-404	51.87
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	601-49400-404	315.40
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	601-49400-404	98.47
AUTOMATIC SYSTEMS CO	32146	10/24/2017	MAINTENANCE	601-49400-404	1,230.10
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	601-49400-404	29.45
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	601-49400-404	228.89
CORE & MAIN LP	1048794	11/14/2017	MAINTENANCE	601-49400-408	160.38
<b>Activity 49400 - Water Total:</b>					<b>4,984.27</b>
<b>Fund 601 - WATER Total:</b>					<b>4,984.27</b>

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<b>Fund: 602 - SEWER</b>					
<b>Activity: 49450 - Sewer</b>					
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	602-49450-200	80.08
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	602-49450-200	53.64
INDOFF, INC	3024522	11/01/2017	SUPPLIES	602-49450-200	37.90
MANTRONICS MAILING SYSTE	39278	11/03/2017	SERVICE CONTRACT 12/27/17	602-49450-200	44.00
WEX BANK	51831015	11/14/2017	FUEL - SEWER	602-49450-212	202.10
HAWKINS, INC	4169831	10/27/2017	CHEMICALS	602-49450-216	377.00
FLAHERTY & HOOD, P.A.	10642	11/09/2017	#8845 2018 LEGISLATIVE SEEI	602-49450-304	770.61
SANFORD LABORATORIES	300044206	11/07/2017	SERVICE #70000675	602-49450-310	41.59
MN VALLEY TESTING	887683	10/13/2017	TESTING	602-49450-310	282.80
MN VALLEY TESTING	887874	10/24/2017	TESTING	602-49450-310	17.60
MN VALLEY TESTING	888119	10/24/2017	TESTING	602-49450-310	158.40
MN VALLEY TESTING	888404	10/24/2017	TESTING	602-49450-310	127.20
MN VALLEY TESTING	888900	10/30/2017	TESTING	602-49450-310	241.60
MN VALLEY TESTING	889492	10/30/2017	TESTING	602-49450-310	158.40
INNOVATIVE SYSTEMS LLC	34814	11/08/2017	POSTAGE	602-49450-322	232.13
INNOVATIVE SYSTEMS LLC	34557	11/01/2017	SYSTEM MAINTENANCE - NOV	602-49450-326	760.50
INNOVATIVE SYSTEMS LLC	34701	11/06/2017	BILLING SYSTEM SOFTWARE S	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	34814	11/08/2017	INVOICE PROCESSING	602-49450-326	197.20
LAMPERTS YARDS, INC.	3902020 10-25-17	11/15/2017	MAINTENANCE	602-49450-402	551.12
WINDOM AUTO VALU	#3400540 10-25-17	11/15/2017	MAINTENANCE #3400540	602-49450-404	38.99
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	602-49450-404	3.99
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	602-49450-404	283.50
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	602-49450-404	32.31
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	602-49450-404	293.40
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	602-49450-404	210.00
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	602-49450-404	23.56
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	602-49450-404	179.90
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	602-49450-405	35.98
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	602-49450-409	39.98
GRAYBAR ELECTRIC CO	9300721974	11/03/2017	MAINTENANCE	602-49450-409	233.58
<b>Activity 49450 - Sewer Total:</b>					<b>6,226.56</b>
<b>Fund 602 - SEWER Total:</b>					<b>6,226.56</b>
<b>Fund: 604 - ELECTRIC</b>					
ELECTRIC FUND	100 11-7-17	11/14/2017	EL SUBSTATION	604-16300	173.44
ELECTRIC FUND	20171031	11/14/2017	RIVER RD & SOUTH WINDOM	604-16300	5,788.35
LEGACY POWER LINE INC	2493	11/09/2017	ELEC NEW CONSTR-R.ROAD	604-16300	3,744.00
LEGACY POWER LINE INC	2513	11/09/2017	RR/ISLAND PARK ELEC NEW C	604-16300	6,140.00
ELECTRIC FUND	99	11/09/2017	EL CONST NEW #2-SOUTH WI	604-16300	791.23
MN REVENUE	201471114	11/14/2017	SALES TAX - OCT. 2017	604-20202	43.00
TRENTON BEVER	20171109	11/09/2017	REFUND - UTILITY PREPAYME	604-22000	300.00
RON HARRINGTON	20171109	11/09/2017	REFUND - UTILITY PREPAYMEN	604-22000	300.00
BERNARD KIRUI	20171109	11/09/2017	REFUND-UTILITY PREPAYMEN	604-22000	300.00
					<b>17,580.02</b>
<b>Activity: 49550 - Electric</b>					
MANTRONICS MAILING SYSTE	39278	11/03/2017	SERVICE CONTRACT 12/27/17	604-49550-200	44.00
OFFICE DEPOT	974938974001	11/01/2017	SUPPLIES	604-49550-200	468.04
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	604-49550-211	12.98
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	604-49550-212	24.00
WEX BANK	51831015	11/14/2017	FUEL - ELECTRIC	604-49550-212	824.61
DICKS WELDING INC	64551	11/15/2017	MAINTENANCE	604-49550-217	281.34
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	604-49550-218	209.98
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	604-49550-218	15.99
BORDER STATES	914109345	11/07/2017	UNIFORMS	604-49550-218	91.16
BORDER STATES	914109347	11/07/2017	UNIFORMS	604-49550-218	429.96
BORDER STATES	914109349	11/07/2017	UNIFORMS	604-49550-218	128.07
DEPARTMENT OF ENERGY	BFPB000801017	11/07/2017	POWER COST	604-49550-263	72,286.92
SCHRAMMEL LAW OFFICE	11012017	11/07/2017	LEGAL FEES	604-49550-304	2,232.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SANFORD LABORATORIES	300044206	11/07/2017	SERVICE #70000675	604-49550-310	41.59
INNOVATIVE SYSTEMS LLC	34814	11/08/2017	POSTAGE	604-49550-322	232.13
GOLDEN WEST TECH & INT SO	171010416	11/03/2017	SERVICE	604-49550-325	28.75
INNOVATIVE SYSTEMS LLC	34557	11/01/2017	SYSTEM MAINTENANCE - NOV	604-49550-326	1,521.00
INNOVATIVE SYSTEMS LLC	34701	11/06/2017	BILLING SYSTEM SOFTWARE S	604-49550-326	223.90
INNOVATIVE SYSTEMS LLC	34814	11/08/2017	INVOICE PROCESSING	604-49550-326	197.20
STEVE NASBY	20171115	11/15/2017	EXPENSE - CMMPA MTG	604-49550-331	157.29
INNOVATIVE SYSTEMS LLC	34814	11/08/2017	INSERTS	604-49550-350	128.64
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	604-49550-402	-21.55
LUCAN COMMUNITY TV INC	2719	11/01/2017	MAINTENANCE	604-49550-402	105.00
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	604-49550-404	29.45
O'REILLY AUTOMOTIVE, INC	#1510318 10-28-17	11/03/2017	MAINTENANCE #1510318	604-49550-405	8.49
WINDOM AUTO VALU	#3400540 10-25-17	11/15/2017	MAINTENANCE #3400540	604-49550-405	250.43
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	604-49550-405	45.37
RAGE INC - CAMPUS CLEANER	10-011884	11/01/2017	SERVICE - POWER PLANT	604-49550-406	34.17
BRAD BUSSA	20171103	11/03/2017	CLEANING - OCT 2017	604-49550-406	184.60
ADVANCE AUTO PARTS	#091380 11-1-17	11/14/2017	MAINTENANCE	604-49550-408	26.67
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	604-49550-408	111.76
DITCH WITCH OF MN	023077	11/07/2017	#WINDO002 - NEW LOCATOR	604-49550-408	5,253.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	604-49550-408	29.09
RONALD KUECKER	20171103	11/03/2017	ENERGY REBATE	604-49550-450	150.00
KATHY COBB	20171103	11/03/2017	ENERGY REBATE	604-49550-450	150.00
CHERYL JURGENS	20171103	11/03/2017	ENERGY REBATE	604-49550-450	150.00
MN REVENUE	201471114	11/14/2017	SALES TAX - OCT. 2017	604-49550-460	31.27
BLUE CROSS/BLUE SHIELD	171109319037	11/15/2017	INSURANCE PREM- DEC 2017	604-49550-480	490.00
DICKS WELDING INC	64551	11/15/2017	MAINTENANCE	604-49550-480	280.00
WINDOM AREA DEVELOPME	20171108	11/09/2017	INDUSTRIAL DEVELOPMENT -	604-49550-491	1,200.00
<b>Activity 49550 - Electric Total:</b>					<b>88,087.30</b>
<b>Fund 604 - ELECTRIC Total:</b>					<b>105,667.32</b>

## Fund: 609 - LIQUOR STORE

MN REVENUE	201471114	11/14/2017	SALES TAX - OCT. 2017	609-20202	15,351.00
					<b>15,351.00</b>

## Activity: 49751 - Liquor Store

MANTRONICS MAILING SYSTE	39278	11/03/2017	SERVICE CONTRACT 12/27/17	609-49751-200	44.00
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	609-49751-217	7.99
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	609-49751-217	7.47
VINOCOPIA, INC	0191675-IN	10/31/2017	MERCHANDISE	609-49751-251	719.50
BREAKTHRU BEVERAGE MN	1080706040	10/24/2017	MERCHANDISE	609-49751-251	1,976.48
SOUTHERN GLAZER'S OF MN	1606676	10/30/2017	MERCHANDISE	609-49751-251	2,627.36
PHILLIPS WINE & SPIRITS	2248673	10/24/2017	MERCHANDISE	609-49751-251	6,172.19
PHILLIPS WINE & SPIRITS	2252281	10/30/2017	MERCHANDISE	609-49751-251	407.50
JOHNSON BROS.	5848872	10/24/2017	MERCHANDISE	609-49751-251	2,171.01
JOHNSON BROS.	5854068	10/27/2017	MERCHANDISE	609-49751-251	1,007.64
BELLBOY CORP	61149300	10/30/2017	MERCHANDISE	609-49751-251	731.00
JOHNSON BROS.	648004	11/07/2017	CREDIT - MERCHANDISE	609-49751-251	-81.74
BREAKTHRU BEVERAGE MN	1080706041	10/30/2017	MERCHANDISE	609-49751-252	46.10
ARTISAN BEER COMPANY	3215329	10/24/2017	MERCHANDISE	609-49751-252	308.75
ARTISAN BEER COMPANY	3217258	10/27/2017	MERCHANDISE	609-49751-252	362.00
DOLL DISTRIBUTING, LLC	323806	11/03/2017	CREDIT - MERCHANDISE	609-49751-252	-136.50
DOLL DISTRIBUTING, LLC	327849	11/14/2017	MERCHANDISE	609-49751-252	2,144.25
DOLL DISTRIBUTING, LLC	327851	11/14/2017	CREDIT - MERCHANDISE	609-49751-252	-125.00
JOHNSON BROS.	5848874	10/24/2017	MERCHANDISE	609-49751-252	21.99
JOHNSON BROS.	5854070	10/27/2017	MERCHANDISE	609-49751-252	21.99
DOLL DISTRIBUTING, LLC	6323749	11/03/2017	MERCHANDISE	609-49751-252	3,919.80
BEVERAGE WHOLESALERS	677022	11/07/2017	MERCHANDISE	609-49751-252	4,273.55
BEVERAGE WHOLESALERS	677985	11/14/2017	MERCHANDISE	609-49751-252	5,332.30
VINOCOPIA, INC	0191675-IN	10/31/2017	MERCHANDISE	609-49751-253	88.00
BREAKTHRU BEVERAGE MN	1080706040	10/24/2017	MERCHANDISE	609-49751-253	216.00
SOUTHERN GLAZER'S OF MN	1606677	10/30/2017	MERCHANDISE	609-49751-253	288.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PHILLIPS WINE & SPIRITS	2248674	10/24/2017	MERCHANDISE	609-49751-253	430.54
JOHNSON BROS.	5848873	10/24/2017	MERCHANDISE	609-49751-253	1,375.32
JOHNSON BROS.	5854069	10/27/2017	MERCHANDISE	609-49751-253	2,143.19
BELLBOY CORP	61149300	10/30/2017	MERCHANDISE	609-49751-253	120.00
JOHNSON BROS.	648002	11/07/2017	CREDIT - MERCHANDISE	609-49751-253	-4.00
JOHNSON BROS.	648003	11/07/2017	CREDIT - MERCHANDISE	609-49751-253	-4.00
WINE MERCHANTS	7154410	10/24/2017	MERCHANDISE	609-49751-253	120.00
PHILLIPS WINE & SPIRITS	2248673	10/24/2017	MERCHANDISE	609-49751-265	77.54
JOHNSON BROS.	5848873	10/24/2017	MERCHANDISE	609-49751-265	599.10
VINOCOPIA, INC	0191675-IN	10/31/2017	MERCHANDISE	609-49751-333	16.00
BREAKTHRU BEVERAGE MN	1080706040	10/24/2017	MERCHANDISE	609-49751-333	37.77
SOUTHERN GLAZER'S OF MN	1606676	10/30/2017	MERCHANDISE	609-49751-333	48.97
SOUTHERN GLAZER'S OF MN	1606677	10/30/2017	MERCHANDISE	609-49751-333	6.32
PHILLIPS WINE & SPIRITS	2248673	10/24/2017	MERCHANDISE	609-49751-333	87.13
PHILLIPS WINE & SPIRITS	2248674	10/24/2017	MERCHANDISE	609-49751-333	15.96
PHILLIPS WINE & SPIRITS	2252281	10/30/2017	MERCHANDISE	609-49751-333	8.70
JOHNSON BROS.	5848872	10/24/2017	MERCHANDISE	609-49751-333	29.58
JOHNSON BROS.	5848873	10/24/2017	MERCHANDISE	609-49751-333	55.69
JOHNSON BROS.	5854068	10/27/2017	MERCHANDISE	609-49751-333	13.92
JOHNSON BROS.	5854069	10/27/2017	MERCHANDISE	609-49751-333	93.96
BELLBOY CORP	61149300	10/30/2017	MERCHANDISE	609-49751-333	20.86
WINE MERCHANTS	7154410	10/24/2017	MERCHANDISE	609-49751-333	1.74
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	609-49751-334	136.86
KDOM RADIO	17100679	11/14/2017	ADVERTISING - RIVER BEND LI	609-49751-340	306.00
KDOM RADIO	17100680	11/14/2017	ADVERTISING - RIVER BEND LI	609-49751-340	206.86
KDOM RADIO	17100681	11/14/2017	ADVERTISING - RIVER BEND LI	609-49751-340	40.80
KDOM RADIO	17100682	11/14/2017	ADVERTISING - RIVER BEND LI	609-49751-340	91.80
C & C MAGNET	20171027	10/27/2017	MERCHANDISE	609-49751-340	250.00
CITIZEN PUBLISHING CO	20171031	11/07/2017	ADVERTISING	609-49751-340	946.40
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	609-49751-404	29.45
RAGE INC - CAMPUS CLEANER	10-011563	10/30/2017	SERVICE - RIVER BEND LIQ	609-49751-406	48.89
MN REVENUE	201471114	11/14/2017	SALES TAX - OCT. 2017	609-49751-460	3.85
HEARTLAND SECURITY SERVIC	496986	11/07/2017	SERVICE #602016839 - RIVER	609-49751-480	281.51
<b>Activity 49751 - Liquor Store Total:</b>					<b>40,188.34</b>
<b>Fund 609 - LIQUOR STORE Total:</b>					<b>55,539.34</b>

Fund: 614 - TELECOM

POWER PRODUCT SERVICES, I	121077	11/07/2017	NOC BATTERY REPLACEMENT	614-16400	30,260.33
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	614-16400	441.26
INTERNAL REVENUE SERVICE	20171109	11/09/2017	EXCISE TAX POST -	614-20201	931.01
INTERNAL REVENUE SERVICE	20171115	11/15/2017	EXCISE TAX POSTING	614-20201	500.00
MN REVENUE	201471114	11/14/2017	SALES TAX - OCT. 2017	614-20202	53.02
MN 9-1-1 PROGRAM	20171109	11/09/2017	911 SERVICE - OCT 2017	614-20206	1,255.74
<b>Activity: 49870 - Telecom</b>					<b>33,441.36</b>

MANTRONICS MAILING SYSTE	39278	11/03/2017	SERVICE CONTRACT 12/27/17	614-49870-200	44.00
CULLIGAN	5647 10-31-17	11/07/2017	#5647 SERVICE	614-49870-200	13.50
ADVANCED SYSTEMS, INC.	574250	10/24/2017	SUPPLIES	614-49870-200	41.90
RAGE INC - CAMPUS CLEANER	10-011886	11/06/2017	SERVICE - WINDOM NET	614-49870-211	21.33
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	614-49870-211	64.61
WEX BANK	51831015	11/14/2017	FUEL - TELECOM	614-49870-212	261.63
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	614-49870-217	56.44
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	614-49870-218	149.98
NATIONAL CABLE TV COOP	SI-552325	11/07/2017	MAINTENANCE	614-49870-227	210.85
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	614-49870-241	38.98
CINNAMON MUELLER	1125	11/15/2017	SERVICE	614-49870-304	175.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	614-49870-308	549.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	614-49870-308	549.00
MN TELECOM ALLIANCE	20171107	11/07/2017	ANNUAL - AFFILIATE MEMBER	614-49870-308	250.00
INNOVATIVE SYSTEMS LLC	34814	11/08/2017	POSTAGE	614-49870-322	232.13

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INNOVATIVE SYSTEMS LLC	34557	11/01/2017	SYSTEM MAINTENANCE - NOV	614-49870-326	1,521.00
INNOVATIVE SYSTEMS LLC	34557	11/01/2017	SYSTEM MAINTENANCE - NOV	614-49870-326	875.00
INNOVATIVE SYSTEMS LLC	34701	11/06/2017	BILLING SYSTEM SOFTWARE S	614-49870-326	1,846.10
INNOVATIVE SYSTEMS LLC	34814	11/08/2017	INVOICE PROCESSING	614-49870-326	197.20
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	614-49870-331	536.80
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	614-49870-334	945.02
KDOM RADIO	0073 10312017	11/07/2017	SERVICE - WINDOM NET	614-49870-340	100.98
BOLD REFLECTIONS	315	11/06/2017	SERVICE	614-49870-350	295.00
INNOVATIVE SYSTEMS LLC	34814	11/08/2017	INSERTS	614-49870-350	152.45
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	614-49870-404	44.18
ADVANTAGE COLLECTION PR	3796 11-1-17	11/06/2017	SERVICE #3796	614-49870-432	30.44
CENTURY LINK	7242105D-D-17290	11/07/2017	#5142105DD3 CABS	614-49870-441	60.29
CBS TELEVISION STATIONS	20171031	11/14/2017	SUBSCRIBER	614-49870-442	4,484.40
DISPLAY SYSTEMS INTERNATI	29413	11/07/2017	SERVICE	614-49870-442	198.44
SHOWTIME NETWORKS INC	9002731-0917	10/17/2017	SUBSCRIBER	614-49870-442	431.64
FOX SPORTS	N25345	11/14/2017	SUBSCRIBER	614-49870-442	18,636.90
BTN - BIG TEN NETWORK	N28986	11/14/2017	SUBSCRIBER	614-49870-442	4,292.40
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	614-49870-444	80.64
E-911 - INDEPENDENT EMERG	0010143 11-1-17	11/07/2017	MONTHLY 911 SERVICE #0010	614-49870-445	40.00
WOODSTOCK COMMUNICATI	10073762	11/07/2017	#00017668-1 SERVICE	614-49870-445	205.10
ONVOY VOICE SERVICES	171102008884	11/07/2017	227 SERVICES 11/2 - 12/1/17	614-49870-445	1,325.28
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	614-49870-447	139.00
MANKATO NETWORKS, LLC	387950	11/07/2017	SERVICE	614-49870-447	1,675.05
HURRICANE ELECTRIC LLC	98259073-IN	11/07/2017	10 GB INTERNET CONN AT 51	614-49870-447	4,000.00
COGENT COMMUNICATIONS,	CITYOFW00001 11-1-17	11/15/2017	SERVICE 11/1 TO 11/30	614-49870-447	1,750.00
GOLDEN WEST TECH & INT SO	171010333	11/07/2017	SERVICE #A3790	614-49870-448	179.22
JEREMY ROLFES	20171107	11/07/2017	INTERNET SUPPORT	614-49870-448	55.94
SWWC - SOUTHWEST WEST C	55309	10/17/2017	SERVICE - ONCALL SUPPORT	614-49870-448	950.00
ONVOY VOICE SERVICES	171102000114	11/07/2017	SWITCHING SERVICE 11/1/17	614-49870-451	3,769.95
MN REVENUE	201471114	11/14/2017	SALES TAX - OCT. 2017	614-49870-460	27.43
<b>Activity 49870 - Telecom Total:</b>					<b>51,504.20</b>

Activity: 49980 - Debt Service

BOND TRUST SERVICE CORP	37891	10/16/2017	2012B BOND - INTEREST	614-49980-611	153,065.63
<b>Activity 49980 - Debt Service Total:</b>					<b>153,065.63</b>
<b>Fund 614 - TELECOM Total:</b>					<b>238,011.19</b>

Fund: 615 - ARENA

Activity: 49850 - Arena

MANTRONICS MAILING SYSTE	39278	11/03/2017	SERVICE CONTRACT 12/27/17	615-49850-200	44.00
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	615-49850-211	77.85
SHOPKO STORES OPERATING	03957	11/14/2017	#90000046130010	615-49850-211	12.79
HEARTLAND PAPER COMPANY	423465-0	11/14/2017	SUPPLIES	615-49850-211	201.89
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	615-49850-212	34.01
WEX BANK	51831015	11/14/2017	FUEL - ARENA	615-49850-212	16.65
HAWKINS, INC	4162552	11/14/2017	CHEMICALS	615-49850-216	2,099.33
ADVANCE AUTO PARTS	#091380 11-1-17	11/14/2017	MAINTENANCE	615-49850-217	14.95
WINDOM AUTO VALU	#3400540 10-25-17	11/15/2017	MAINTENANCE #3400540	615-49850-217	90.00
CITY OF NEW ULM PARK & RE	1957	11/14/2017	PAINTING RINK SERVICE	615-49850-217	525.00
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	615-49850-217	26.51
BOB'S BIFFYS LLC	3575	11/14/2017	SERVICE	615-49850-217	360.00
JERRY'S REPAIR	8946	11/14/2017	FORKLIFT RENTAL - STALLS	615-49850-217	570.50
MN RECREATION & PARK ASS	9333	11/14/2017	MRPA ANNUAL CONF	615-49850-217	115.00
ADVANCE AUTO PARTS	#091380 11-1-17	11/14/2017	MAINTENANCE	615-49850-241	11.36
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	615-49850-241	17.47
RUNNINGS SUPPLY, INC	71920 10-24-17	11/14/2017	MAINTENANCE	615-49850-241	12.68
ATLANTIC COCA-COLA	265348	11/14/2017	MERCHANDISE	615-49850-254	204.65
SCHRAMMEL LAW OFFICE	11012017	11/07/2017	LEGAL FEES	615-49850-304	315.00
DICKS WELDING INC	64546	11/15/2017	MAINTENANCE	615-49850-402	4.33
DICKS WELDING INC	64550	11/15/2017	MAINTENANCE	615-49850-402	0.98
WINDOM AUTO VALU	#3400540 10-25-17	11/15/2017	MAINTENANCE #3400540	615-49850-404	18.25

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	615-49850-404	105.61
R & R SPECIALTIES	0063361-IN	11/14/2017	MAINTENANCE	615-49850-404	446.50
R & R SPECIALTIES	0063368-IN	11/14/2017	MAINTENANCE	615-49850-404	583.75
BECKER ARENA PRODUCTS, IN	1009967	11/14/2017	MAINTENANCE	615-49850-404	71.77
BECKER ARENA PRODUCTS, IN	1010134	11/14/2017	MAINTENANCE	615-49850-404	63.60
BECKER ARENA PRODUCTS, IN	1010253	11/14/2017	MAINTENANCE	615-49850-404	81.50
STEVENS ENGINEERS, INC	11227	11/14/2017	STUDY - ARENA BUDGET	615-49850-404	2,250.00
CARLSON & STEWART REFRIG	5739	11/14/2017	MAINTENANCE	615-49850-404	7,496.26
GDF ENTERPRISES, INC	A12805	11/15/2017	MAINTENANCE	615-49850-405	190.62
GDF ENTERPRISES, INC	A12876	11/15/2017	MAINTENANCE	615-49850-405	46.99
SCHWALBACH HARDWARE	#72861 10-25-17	11/15/2017	MAINTENANCE	615-49850-406	11.57
LAMPERTS YARDS, INC.	3902020 10-25-17	11/15/2017	MAINTENANCE	615-49850-406	30.72
MN REVENUE	201471114	11/14/2017	SALES TAX - OCT. 2017	615-49850-460	733.00

Activity 49850 - Arena Total: 16,885.09

Fund 615 - ARENA Total: 16,885.09

Fund: 617 - M/P CENTER

MN REVENUE	201471114	11/14/2017	SALES TAX - OCT. 2017	617-20202	380.70
					<b>380.70</b>

Activity: 49860 - M/P Center

MANTRONICS MAILING SYSTE	39278	11/03/2017	SERVICE CONTRACT 12/27/17	617-49860-200	44.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	617-49860-211	17.79
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	617-49860-211	17.61
COLE PAPERS INC.	9362116	10/24/2017	SUPPLIES	617-49860-211	53.23
WEX BANK	51831015	11/14/2017	FUEL - OCT 2017 - MP	617-49860-212	71.66
DIANE M HARDER	20171103	11/03/2017	SERVICE -RENTAL ITEMS	617-49860-217	125.00
ATLANTIC COCA-COLA	252388	11/03/2017	MERCHANDISE	617-49860-251	50.40
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	617-49860-254	74.39
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	617-49860-254	80.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	617-49860-254	2.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	617-49860-254	142.01
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	617-49860-254	37.49
ATLANTIC COCA-COLA	265348	11/14/2017	MERCHANDISE	617-49860-254	53.36
CITIZEN PUBLISHING CO	20171031	11/07/2017	ADVERTISING	617-49860-340	172.00
KDOM RADIO	KDOM0563170943665	11/03/2017	ADVERTISING - COMM CENTE	617-49860-340	157.00
KDOM RADIO	KDOM0563170943665	11/03/2017	ADVERTISING - COMM CENTE	617-49860-340	500.00
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	617-49860-404	14.73
TOSHIBA FINANCIAL SERVICES	342861085	10/30/2017	COPIER LEASE 10/20 - 11/20	617-49860-404	60.00
TOWN 'N COUNTRY	8148	11/03/2017	MAINTENANCE	617-49860-404	644.98
RAGE INC - CAMPUS CLEANER	10-010066	11/03/2017	SERVICE - COMM CENTER	617-49860-406	61.50
RAGE INC - CAMPUS CLEANER	10-011074	11/03/2017	SERVICE - COMM CENTER	617-49860-406	61.50
RAGE INC - CAMPUS CLEANER	10-011885	11/03/2017	SERVICE - COMM CENTER	617-49860-406	59.50
WINDOM FIRE & SAFETY	6438	11/07/2017	SERVICE	617-49860-406	112.00
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	617-49860-409	36.57
US BANK	20171020	11/15/2017	#4246-0445-5573-8263 10-20	617-49860-409	48.64
MN REVENUE	201471114	11/14/2017	SALES TAX - OCT. 2017	617-49860-460	854.30
BOB'S BIFFYS LLC	3856	10/24/2017	EIN BEER BITTE	617-49860-492	608.00

Activity 49860 - M/P Center Total: 4,159.66

Fund 617 - M/P CENTER Total: 4,540.36

Fund: 651 - RIVERLBUFF TOWNHOMES

Activity: 46520 - EDA

ALLEN RAHN	20171106	11/06/2017	MOWING & LEAF CLEAN UP	651-46520-480	1,800.00
					<b>Activity 46520 - EDA Total: 1,800.00</b>

Fund 651 - RIVERLBUFF TOWNHOMES Total: 1,800.00

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0001241	11/10/2017	Federal Tax Withholding	700-21701	11,069.07
Internal Revenue Service-Payr	INV0001245	11/10/2017	Federal Tax Withholding	700-21701	4,433.95
MN Department of Revenue -	INV0001240	11/10/2017	State Withholding	700-21702	4,381.04
MN Department of Revenue -	INV0001244	11/10/2017	State Withholding	700-21702	1,914.97

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Internal Revenue Service-Payr	INV0001242	11/10/2017	Social Security	700-21703	11,604.08
Internal Revenue Service-Payr	INV0001246	11/10/2017	Social Security	700-21703	5,421.66
MN Pera	INV0001233	11/10/2017	PERA	700-21704	12,759.01
MN Pera	INV0001234	11/10/2017	PERA	700-21704	5,127.23
MN Pera	INV0001235	11/10/2017	PERA	700-21704	741.90
MN Pera	INV0001236	11/10/2017	PERA	700-21704	30.00
MN State Deferred	INV0001237	11/10/2017	Deferred Compensation	700-21705	5,003.07
MN State Deferred	INV0001238	11/10/2017	Deferred Roth	700-21705	475.00
BLUE CROSS/BLUE SHIELD	171109319037	11/15/2017	INSURANCE PREM- DEC 2017	700-21706	42,652.50
LOCAL UNION #949	20171109	11/09/2017	UNION DUES - NOV 2017	700-21707	1,834.12
LAW ENFORCMENT LABOR SE	20171109	11/09/2017	POLICE UNION DUES	700-21708	245.00
Internal Revenue Service-Payr	INV0001239	11/10/2017	Medicare Withholding	700-21711	3,251.78
Internal Revenue Service-Payr	INV0001243	11/10/2017	Medicare Withholding	700-21711	1,267.94
SELECTACCOUNT	38539596	11/14/2017	FLEX SPENDING	700-21712	335.20
MN BENEFIT ASSOCIATION	2017-0017543	11/15/2017	INSURANCE DEC 2017 - PRE T	700-21717	4.84
MN BENEFIT ASSOCIATION	2017-0017543	11/15/2017	INSURANCE DEC 2017 - AFTER	700-21719	114.92
MII LIFE	20171108	11/09/2017	VEBA	700-21720	13,173.45
					<u>125,840.73</u>
				<b>Fund 700 - PAYROLL Total:</b>	<b>125,840.73</b>
				<b>Grand Total:</b>	<b><u>736,218.19</u></b>

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - GENERAL	61,173.38
211 - LIBRARY	1,548.28
225 - AIRPORT	377.53
230 - POOL	122.36
235 - AMBULANCE	6,680.77
250 - EDA GENERAL	7,252.75
252 - EDA SCDP	35.00
253 - EDA RIVERBLUFF ESTATES	200.00
401 - GENERAL CAPITAL PROJECTS	2,236.91
402 - CAPITAL PROJECT - ESF	97,096.35
601 - WATER	4,984.27
602 - SEWER	6,226.56
604 - ELECTRIC	105,667.32
609 - LIQUOR STORE	55,539.34
614 - TELECOM	238,011.19
615 - ARENA	16,885.09
617 - M/P CENTER	4,540.36
651 - RIVERLBUFF TOWNHOMES	1,800.00
700 - PAYROLL	125,840.73
<b>Grand Total:</b>	<b>736,218.19</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-20191	Unapplied Cash	88.91
100-20202	Sales Tax Payable	33,443.43
100-41110-304	Legal Fees	300.00
100-41110-308	Training & Registrations	325.00
100-41110-350	Printing & Design	316.60
100-41310-200	Office Supplies	262.74
100-41310-217	Other Operating Supplie	29.45
100-41310-218	Uniforms	158.00
100-41310-308	Training & Registrations	170.00
100-41310-326	Data Processing	19.99
100-41310-480	Other Miscellaneous	1,699.11
100-41910-304	Legal Fees	690.00
100-41910-480	Other Miscellaneous	420.63
100-42120-200	Office Supplies	38.50
100-42120-212	Motor Fuels	1,203.37
100-42120-218	Uniforms	332.00
100-42120-304	Legal Fees	705.00
100-42120-308	Training & Registrations	175.00
100-42120-323	Radio Units	133.00
100-42120-326	Data Processing	137.99
100-42120-404	Repairs & Maint - M&E	14.73
100-42120-405	Repairs & Maint - Vehicl	4.51
100-42120-433	Dues & Subscriptions	90.00
100-42120-480	Other Miscellaneous	560.90
100-42220-212	Motor Fuels	117.42
100-42220-215	Materials & Equipment	385.63
100-42220-304	Legal Fees	210.00
100-42220-350	Printing & Design	891.70
100-42220-404	Repairs & Maint - M&E	23.56
100-42220-405	Repairs & Maint - Vehicl	3,490.99
100-42220-480	Other Miscellaneous	51.32
100-42700-300	Charges for Services	90.08
100-43100-211	Cleaning Supplies	83.22
100-43100-212	Motor Fuels	1,051.51

## Account Summary

Account Number	Account Name	Payment Amount
100-43100-215	Materials & Equipment	2,177.23
100-43100-217	Other Operating Supplie	224.03
100-43100-224	Street Maint Materials	2,079.18
100-43100-241	Small Tools	0.52
100-43100-304	Legal Fees	1,488.00
100-43100-384	Refuse Disposal	35.00
100-43100-404	Repairs & Maint - M&E	-195.99
100-43100-405	Repairs & Maint - Vehicl	10.10
100-43100-406	Repairs & Maint - Groun	232.58
100-43100-480	Other Miscellaneous	1,797.50
100-45120-217	Other Operating Supplie	129.73
100-45202-211	Cleaning Supplies	8.98
100-45202-212	Motor Fuels	791.43
100-45202-402	Repairs & Maint - Struct	693.82
100-45202-404	Repairs & Maint - M&E	47.91
100-45202-406	Repairs & Maint - Groun	3,939.07
211-45501-217	Other Operating Supplie	270.76
211-45501-331	Travel Expense	15.00
211-45501-409	Repairs & Maint - Utilitie	760.87
211-45501-433	Dues & Subscriptions	481.66
211-45501-435	Books and Pamphlets	19.99
225-45127-200	Office Supplies	29.00
225-45127-381	Electric Utility	348.53
230-45124-217	Other Operating Supplie	122.36
235-42153-200	Office Supplies	44.00
235-42153-212	Motor Fuels	1,860.34
235-42153-217	Other Operating Supplie	1,559.24
235-42153-312	Nursing	2,621.25
235-42153-327	Interpretation Fees	47.14
235-42153-334	Meals/Lodging	449.42
235-42153-405	Repairs & Maint - Vehicl	99.38
250-46520-200	Office Supplies	44.00
250-46520-350	Printing & Design	79.50
250-46520-438	Meeting Expense	50.78
250-46520-439	Special Projects	3,623.47
250-46520-480	Other Miscellaneous	95.00
250-49980-602	Other Long-Term Obliga	2,156.83
250-49980-612	Other Interest	1,203.17
252-46520-491	Payments to Other Orga	35.00
253-46520-406	Repairs & Maint - Groun	200.00
401-49950-500	Capital Outlay - Office	1,767.45
401-49950-502	Capital Outlay - Fire	469.46
402-49950-500	Capital Outlay	97,096.35
601-49400-200	Office Supplies	44.00
601-49400-212	Motor Fuels	284.74
601-49400-241	Small Tools	193.89
601-49400-310	Lab Testing	41.59
601-49400-322	Postage	232.13
601-49400-326	Data Processing	1,475.20
601-49400-340	Advertising & Promotion	176.40
601-49400-381	Electric Utility	34.00
601-49400-402	Repairs & Maint - Struct	383.27
601-49400-404	Repairs & Maint - M&E	1,958.67
601-49400-408	Repairs & Maint - Distrib	160.38
602-49450-200	Office Supplies	215.62
602-49450-212	Motor Fuels	202.10
602-49450-216	Chemicals and Chemical	377.00
602-49450-304	Legal Fees	770.61

## Account Summary

Account Number	Account Name	Payment Amount
602-49450-310	Lab Testing	1,027.59
602-49450-322	Postage	232.13
602-49450-326	Data Processing	1,475.20
602-49450-402	Repairs & Maint - Struct	551.12
602-49450-404	Repairs & Maint - M&E	1,065.65
602-49450-405	Repairs & Maint - Vehicl	35.98
602-49450-409	Repairs & Maint - Utilitie	273.56
604-16300	Improvements Other Th	16,637.02
604-20202	Sales Tax Payable	43.00
604-22000	Prepayments	900.00
604-49550-200	Office Supplies	512.04
604-49550-211	Cleaning Supplies	12.98
604-49550-212	Motor Fuels	848.61
604-49550-217	Other Operating Supplie	281.34
604-49550-218	Uniforms	875.16
604-49550-263	Merchandise for Resale -	72,286.92
604-49550-304	Legal Fees	2,232.00
604-49550-310	Lab Testing	41.59
604-49550-322	Postage	232.13
604-49550-325	Dispatching	28.75
604-49550-326	Data Processing	1,942.10
604-49550-331	Travel Expense	157.29
604-49550-350	Printing & Design	128.64
604-49550-402	Repairs & Maint - Struct	83.45
604-49550-404	Repairs & Maint - M&E	29.45
604-49550-405	Repairs & Maint - Vehicl	304.29
604-49550-406	Repairs & Maint - Groun	218.77
604-49550-408	Repairs & Maint - Distrib	5,420.52
604-49550-450	Conservation	450.00
604-49550-460	Miscellaneous Taxes	31.27
604-49550-480	Other Miscellaneous	770.00
604-49550-491	Payments to Other Orga	1,200.00
609-20202	Sales Tax Payable	15,351.00
609-49751-200	Office Supplies	44.00
609-49751-217	Other Operating Supplie	15.46
609-49751-251	Liquor	15,730.94
609-49751-252	Beer	16,169.23
609-49751-253	Wine	4,773.05
609-49751-265	Merchandise Returned f	676.64
609-49751-333	Freight and Express	436.60
609-49751-334	Meals/Lodging	136.86
609-49751-340	Advertising & Promotion	1,841.86
609-49751-404	Repairs & Maint - M&E	29.45
609-49751-406	Repairs & Maint - Groun	48.89
609-49751-460	Miscellaneous Taxes	3.85
609-49751-480	Other Miscellaneous	281.51
614-16400	Machinery & Equipment	30,701.59
614-20201	Excise Tax Payable	1,431.01
614-20202	Sales Tax Payable	53.02
614-20206	911 TAP & TACIP Fees Cl	1,255.74
614-49870-200	Office Supplies	99.40
614-49870-211	Cleaning Supplies	85.94
614-49870-212	Motor Fuels	261.63
614-49870-217	Other Operating Supplie	56.44
614-49870-218	Uniforms	149.98
614-49870-227	Utility System Maint Sup	210.85
614-49870-241	Small Tools	38.98
614-49870-304	Legal Fees	175.00

## Account Summary

Account Number	Account Name	Payment Amount
614-49870-308	Training & Registrations	1,348.00
614-49870-322	Postage	232.13
614-49870-326	Data Processing	4,439.30
614-49870-331	Travel Expense	536.80
614-49870-334	Meals/Lodging	945.02
614-49870-340	Advertising & Promotion	100.98
614-49870-350	Printing & Design	447.45
614-49870-404	Repairs & Maint - M&E	44.18
614-49870-432	Uncollectible	30.44
614-49870-441	Transmission Fees	60.29
614-49870-442	Subscriber Fees	28,043.78
614-49870-444	License Fees	80.64
614-49870-445	Switch Fees	1,570.38
614-49870-447	Internet Expense	7,564.05
614-49870-448	On-Call Support	1,185.16
614-49870-451	Call Completion	3,769.95
614-49870-460	Miscellaneous Taxes	27.43
614-49980-611	Bond Interest	153,065.63
615-49850-200	Office Supplies	44.00
615-49850-211	Cleaning Supplies	292.53
615-49850-212	Motor Fuels	50.66
615-49850-216	Chemicals and Chemical	2,099.33
615-49850-217	Other Operating Supplie	1,701.96
615-49850-241	Small Tools	41.51
615-49850-254	Soft Drinks & Mix	204.65
615-49850-304	Legal fees:	315.00
615-49850-402	Repairs & Maint - Struct	5.31
615-49850-404	Repairs & Maint - M&E	11,117.24
615-49850-405	Repairs & Maint - Vehicl	237.61
615-49850-406	Repairs & Maint - Groun	42.29
615-49850-460	Miscellaneous Taxes	733.00
617-20202	Sales Tax Payable	380.70
617-49860-200	Office Supplies	44.00
617-49860-211	Cleaning Supplies	88.63
617-49860-212	Motor Fuels	71.66
617-49860-217	Other Operating Supplie	125.00
617-49860-251	Liquor	50.40
617-49860-254	Soft Drinks & Mix	389.25
617-49860-340	Advertising & Promotion	829.00
617-49860-404	Repairs & Maint - M&E	719.71
617-49860-406	Repairs & Maint - Groun	294.50
617-49860-409	Repairs & Maint - Utilitie	85.21
617-49860-460	Miscellaneous Taxes	854.30
617-49860-492	Entertainment Event Fee	608.00
651-46520-480	Other Miscellaneous	1,800.00
700-21701	Federal Withholding	15,503.02
700-21702	State Withholding	6,296.01
700-21703	FICA Tax Withholding	17,025.74
700-21704	PERA Contributions	18,658.14
700-21705	Retirement	5,478.07
700-21706	Medical Insurance	42,652.50
700-21707	Union Dues	1,834.12
700-21708	PD Union Dues	245.00
700-21711	Medicare Tax Withholdi	4,519.72
700-21712	Flex Account	335.20
700-21717	Individual Insurance-MB	4.84
700-21719	Individual Insurance-MB	114.92

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Payment Amount</b>
700-21720	VEBA Contributions	<u>13,173.45</u>
	<b>Grand Total:</b>	<b>736,218.19</b>

**Project Account Summary**

<b>Project Account Key</b>	<b>Payment Amount</b>
**None**	579,405.09
2012Blnt	153,065.63
Other Expense	3,147.47
Program Expense 2017	<u>600.00</u>
<b>Grand Total:</b>	<b>736,218.19</b>

11-15-17  
✱

**LG220 Application for Exempt Permit**

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

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

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

**Application Fee (non-refundable)**

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

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

**ORGANIZATION INFORMATION**

Organization Name: Des Moines River Ducks Unlimited Previous Gambling Permit Number: X-17002-17-013

Minnesota Tax ID Number, if any: 3358833 Federal Employer ID Number (FEIN), if any: 13-5643799

Mailing Address: PO Box 142

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

Name of Chief Executive Officer (CEO): Jason Klöss

Daytime Phone: 507-822-1529 Email: jascin4@gmail.com  
(Permit will be emailed to this email address.)

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

Fraternal  Religious  Veterans  Other Nonprofit Organization

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

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

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

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

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

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted  
(for raffles, list the site where the drawing will take place): Windom Community Center

Physical Address (do not use P.O. box): 1750 Cottonwood Lake Drive

Check one:

City: Windom Zip: 56101 County: Cottonwood

Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): April 7, 2018

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

Bingo  Paddlewheels  Pull-Tabs  Tipboards

Raffle (total value of raffle prizes awarded for the calendar year, including this raffle: \$10,000)

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

**CITY OF WINDOM**  
**APPLICATION FOR BUSINESS SOLICITATION**  
**RE: City Code, TITLE XI BUSINESS REGULATIONS, CHAPTER 114**

Solicitor's Name: Block Devon Arren  
Last First Middle

Date of Birth: 06-25-94

Driver's License Number: J400130703404 State of Issue: MN

Address: (Street, City, State, Zip) 501 5<sup>th</sup> St NW Kasson, MN 55944

Name of Business or Organization: Timberline roofing + contracting

Contractor's License #: 705008 Required State ID # 886104200021  
FEIN

Address of Business or Organization: 1500 2<sup>nd</sup> Ave NW Austin, MN 55912  
855 Village Center Dr #343 507  
St. Paul, MN Phone# (612) 396-4412

Purpose of SOLICITATION: storm damage

If door to door solicitation indicate area to be solicited:  Residential District  
 Commercial District

If Transient merchant - state location from which merchandise will be sold \_\_\_\_\_

If Telephone solicitation - state location from which calls will be made \_\_\_\_\_

Informed Consent Form completed

Initial Investigation Fee - \$20.00

Annual License Fee - \$40.00

11-8-17  
Date

Devon Block  
Applicant's Signature

I have on 11-8, 20 17 collected from applicant \$ 60.00 as prescribed in City Code, TITLE XI BUSINESS REGULATIONS, CHAPTER 114.

[Signature]  
City Clerk

Referred to the Police Chief on 11/09/17

Recommendation: Approved  Disapproved  . If disapproved give reason: \_\_\_\_\_

11/09/17  
Date

[Signature]  
Police Chief

Approved by the City Council on \_\_\_\_\_, 20\_\_\_\_.

**CITY OF WINDOM**  
**APPLICATION FOR BUSINESS SOLICITATION**  
**RE: City Code, TITLE XI BUSINESS REGULATIONS, CHAPTER 114**

Solicitor's Name: Wilhelm Cole Joseph  
Last First Middle

Date of Birth: 11 01 1988

Driver's License Number: Y275244928314 State of Issue: MN

Address: (Street, City, State, Zip) 400 1st Ave NW Apt 111, Rochester  
MN 55912

Name of Business or Organization: Timberline Roofing and Contracting

Contractor's License #: 205008 Required State ID # FEIN 886104200021

Address of Business or Organization: 1500 7th Ave NW, Austin MN  
55912 855 Village Center Dr #313  
St. Paul, MN Phone# (507) 396 4412

Purpose of SOLICITATION: Storm damage

If door to door solicitation indicate area to be solicited:  Residential District  
 Commercial District

If Transient merchant – state location from which merchandise will be sold ~~interior~~ exterior  
Construction

If Telephone solicitation – state location from which calls will be made \_\_\_\_\_

Informed Consent Form completed   
Initial Investigation Fee - \$20.00  
11-8-17  
Date

Annual License Fee - \$40.00  
Cole Wilhelm  
Applicant's Signature

I have on 11-8, 20 17 collected from applicant \$ 60.00 as prescribed in City Code,  
TITLE XI BUSINESS REGULATIONS, CHAPTER 114. [Signature]  
City Clerk

Referred to the Police Chief on 11/09/17  
Recommendation: Approved  Disapproved . If disapproved give reason: \_\_\_\_\_

11/09/17  
Date

[Signature]  
Police Chief

Approved by the City Council on \_\_\_\_\_, 20\_\_\_\_.

[\(1\)](#)

MENU

**BBB Accredited Business Profile****Timberline Roofing & Contracting, Inc.****Business Information**

(612) 363-6158

**10 years in business**

855 Village Center Drive, #343  
Saint Paul, MN 55127

**Additional Phone Numbers**

- (952) 926-1910
- (800) 926-1910
- (612) 990-8849

**Additional Email Addresses**

- gordy0333@gmail.com

BBB File Opened: 03/19/2009

Business Started: 12/26/2006

Business Started Locally: 12/26/2006

Business Incorporated: 11/04/2015 in MN

**Type of Entity**

Corporation

**Business Management**

- Gordon Kaufmann, Owner

**Business Category**

- Roofing Contractors
- Kitchen & Bath - Design & Remodeling
- Kitchen Remodeling
- Kitchen & Bath Design

- Outdoor Kitchens
- Home Improvements - Additions
- Commercial Roofing
- Siding Contractors
- Bathroom Remodeling
- Windows - Installation & Service
- Cabinet Doors
- Doors - Installation
- Windows - Repairing

### **Service Area**

We service the following area(s): Anoka County, MN, Carver County, MN, Dakota County, MN, Hennepin County, MN, Isanti County, MN, Ramsey County, MN, Rice County, MN, Scott County, MN, Sherburne County, MN, Sibley County, MN, Washington County, MN, Wright County, MN

### **Overview**

According to the information provided by Timberline Roofing & Siding, this company offers roofing, siding services and installs windows.

### **BBB Reason for Ratings**

BBB rating is based on 13 factors: **[Get the details about the factors considered.](https://www.bbb.org/council/overview-of-bbb-grade/)**  
**[\(https://www.bbb.org/council/overview-of-bbb-grade/\)](https://www.bbb.org/council/overview-of-bbb-grade/)**

### **BBB Reports On**

#### **Licensing**

Licensing information is provided in the BBB Business Profiles to inform the public about industries that may require professional licensing, bonding, or registration. Better Business Bureau encourages you to check with the appropriate agency to be certain any requirements are currently being met.

#### **Advertising Review**

BBB promotes truth in advertising by contacting advertisers whose claims conflict with the BBB Code of Advertising. These claims come to our attention from our internal review of advertising, consumer complaints and competitor challenges. BBB asks advertisers to substantiate their claims, change ads to make offers more clear to consumers, and remove misleading or deceptive statements.

#### **Government Actions**

BBB reports on known significant government actions involving the business's marketplace conduct.

#### **Out of Business**

BBB reports on a company that is out of business for one year from the date the company closes its doors or ceases to do business.

**Misuse of Better Business Bureau Name/Logo**

BBB reports on unauthorized use of the Better Business Bureau's name and/or logo for as long as the business continues to use it in any advertising, or for one year after the business ceases any repeated unauthorized uses.

**Bankruptcy**

BBB reports on a business's bankruptcy as long as the business remains in bankruptcy.

**Mail Returned**

BBB reports when mail sent to the business was returned by the Postal Service.

**BBB Rating Scorecard**

**Timberline Roofing & Contracting, Inc.**  
**BBB ACCREDITATION SINCE 04/20/2017**

# A+

**[BBB Rating System Overview \(https://www.bbb.org/council/overview-of-bbb-grade/\)](https://www.bbb.org/council/overview-of-bbb-grade/)**

**Customer Review Rating:**

The BBB Customer Review Rating represents the customer's opinion of the business. The Customer Review Rating percentages are based on the total number of positive, neutral, and negative reviews posted.

There are **NO** reviews for this business.

Be the first to leave a review!

**[\[1\] Total Customer Complaints \(https://www.bbb.org/minnesota/business-reviews/roofing-contractors/timberline-roofing-contracting-inc-in-saint-paul-mn-96116781/reviews-and-complaints?section=complaints\)](https://www.bbb.org/minnesota/business-reviews/roofing-contractors/timberline-roofing-contracting-inc-in-saint-paul-mn-96116781/reviews-and-complaints?section=complaints)**

BBB Business Profiles may not be reproduced for sales or promotional purposes.

BBB Business Profiles are provided solely to assist you in exercising your own best judgment. Information in this BBB Business Profile is believed reliable, but not guaranteed as to accuracy.

When considering complaint information, please take into account the company's size and volume of transactions, and understand that the nature of complaints and a firm's responses to them are often more important than the number of complaints.

BBB Business Profiles generally cover a three-year reporting period. BBB Business Profiles are subject to change at any time. If you choose to do business with this business, please let the business know that you contacted BBB for a BBB Business Profile.

## For Consumers

**File a Complaint** (</consumer-complaints/file-a-complaint/get-started>)

**Scam Information & Resources** (</scamtips>)

**File an Auto Warranty Complaint** (<http://www.bbb.org/autoline/>)

## For Businesses

**Become Accredited** (<http://whybbb.org/>)

**BBB EU Privacy Shield** (<http://www.bbb.org/EU-privacy-shield/>)

## About BBB

**BBB Directory** (<http://www.bbb.org/bbb-locator/>)

**Give.org** (<http://www.give.org/>)

**Council of Better Business Bureaus** (<https://www.bbb.org/council/>)

**Contact** (<https://www.bbb.org/minnesota/get-to-know-us/contact/>)

**BBB Business Partner Code** (<https://www.bbb.org/bbb-business-partner-code-of-conduct/>)

 (<https://www.facebook.com/thefirstbbb>)

 (<https://twitter.com/thefirstbbb>)

 (<https://www.linkedin.com/company/better-business-bureau-of-minnesota-and-north-dakota/>)

 (<https://www.youtube.com/user/thefirstbbb>)

 (<https://plus.google.com/+thefirstbbborg>)

 (<https://www.instagram.com/thefirstbbb/>)

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Chat with BBB



## RESOLUTION #2017-

**INTRODUCED:**

**SECONDED:**

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

### **RESOLUTION ADOPTING AN ASSESSMENT ROLL FOR THE "2017 STREET IMPROVEMENT PROJECT"**

---

**WHEREAS**, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessments for the "2017 Street Improvement Project"; and

**WHEREAS**, the City Council finds the evidence supports findings that assessment calculations are correct and the assessments are valid; and

**WHEREAS**, the City Council finds that the improvement has benefited the properties.

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

1. Such proposed revised assessments, a copy of which is filed in the Office of the City Administrator and made a part hereof as if fully set forth herein, are hereby accepted and shall constitute the special assessments against the lands named therein; and each tract of land therein included is hereby found to have benefited by the improvement levied against it.

2. Such assessments shall be payable in equal annual installments extending over a period of fifteen (15) years at four and nine tenths percent (4.9%) interest.

3. The owners of property so assessed may, at any time prior to December 31, 2017, pay the City Clerk's Office the entire amount of the assessment on their property without interest. Any amounts not paid by December 31, 2017, will be certified to the County Auditor for collection in the same manner as other municipal taxes. After said date, a property owner may at any time pay the remaining balance of the assessment to the City Clerk's Office with interest accrued to December 31 of the year in which such payment is made.

4. The Clerk shall forthwith transmit a certified duplicate of these assessments to the County Auditor to be extended on the property tax lists of the county, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

**Adopted this 21st day of November, 2017.**

---

Dominic Jones, Mayor

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

## NOTICE OF PUBLIC HEARING

2017 Street Improvement Project

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of Windom, Minnesota, will meet in the Council Chambers of the City Hall, 444 9<sup>th</sup> Street, at 7:30 p.m. on November 21, 2017, to consider, and possibly adopt, the proposed assessments for improvements to city streets included in the 2017 Street Improvement Project. The improvements are located within the corporate city limits adjacent to properties legally described as follows:

### **Horkey Subdivision**

Block 1, Lot 7

Block 2, Lots 4, 5, 6

Block 4, Lots 1, 2, 3, 4, 5, 6

### **Kalash Addition**

Block 2, Lots 1, 15, 16, 17

### **Windom Townhouses**

Block 1, Lots 1 & Outlot A

### **Hoffmann LaCanne Subdivision**

Block 1, Lots 2, 3, 4

Block 2, Lots 1, 2, 3

### **Windom Original Townsite**

Block 1

Block 7, Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15

Block 11, Lots 11 & 12

Block 16, Lots 7, 8, 9, 11, 12

Block 18, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22

Block 20, Lots 1 & 12

Block 25, Lots 1, 2, 3, 8, 9, 10

### **Drakes Outlots**

Outlot I

### **Hanefeld Addition**

Block 1, Lots 1, 2, 3, 4

### **Windom Second Addition**

Block 53, Lots 1, 2, 3, 4

### **Hunter's Subdivision**

Lots 1, 2, 3, 4

### **Koep's Division**

Lots 1, 2, 3, 4, 5, 6

### **State Subdivision**

Lots 8, 10, 11, 12, 13

**Schmalz Subdivision**

**Block 1, Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12**

**Block 2, Lots 5, 6**

**Klocks Second Addition**

**Block 1, Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11**

**Block 2, Lots 2, 4**

**County Auditors Subdivision**

**Lot 10**

**Hutton & Collins Addition**

**Block 9, Lots 1, 10**

**Block 10, Lots 1, 2, 3, 4, 5, 10**

**North 3<sup>rd</sup> Avenue Subdivision**

**Lots 1, 2, 3, 4, 5, 6, 7, 8**

**County Auditor Subdivision 4**

**Lot 4**

**Toro Subdivision 2**

**Block 1, Lot 1**

**Section 35 – TWP 105 Range 36**

**N 245' of S ½ of NE ¼ of NE ¼; S 245' of N 490' of W655' of S ½ NE ¼.**

**Tract on S Side S ½ NE ¼.**

The improvements consist of base, bituminous, sanitary sewer, water main, curb, gutter, sidewalk and related appurtenances, pursuant to Minn. Stat. §§ 429.011 to 429.111. The area proposed to be assessed for such improvements are the properties abutting and/or serviced by the improvements and part of the above-described boundaries.

The proposed assessment roll is on file for public inspection at the City Clerk's Office. The total amount of the proposed assessments for the entire project is \$767,990.00. Written or oral objections will be considered at the meeting. No appeal may be taken as to the amount of an assessment unless a written objection, signed by the affected property owners, is filed with the Clerk prior to the assessment hearing or presented to the presiding officer at the hearing. Such persons as desire to be heard with reference to the proposed assessments on the improvements will be heard at this meeting.

An owner may appeal an assessment to District Court, pursuant to Minnesota Statute § 429.081, by serving notice of the appeal upon the Mayor or Clerk of the City within 30 days after the adoption of the assessment, and filing such notice with the District Court within ten (10) days after service upon the Mayor or Clerk.

By Order of the Windom City Council:

Steve Nasby

City Administrator

November 8 & 15, 2017

DATE: November 3, 2017

Name:

Property ID: « Parcel Number:

TO WHOM IT MAY CONCERN:

Notice is hereby given that the Council will hold a public hearing during their regularly scheduled meeting at 7:30 p.m. on Tuesday, November 21, 2017, in the Council Chambers to consider, and possibly adopt, the proposed assessment for the 2017 Street Improvement Project. Adoption by the Council of the proposed assessments may occur at the hearing.

The amount to be specially assessed against your particular parcel(s) is \$\_\_\_\_\_. Such assessment is proposed to be payable in equal annual installments extending over a period of 15 years, and will bear interest at the rate of 4.9 percent per annum from the date of the adoption of the assessment resolution.

If the assessment amount shown above is paid in full to the City Clerk's Office by December 31, 2017, no interest shall be charged. After that date, you may pay to the City Clerk's Office the entire amount of the unpaid balance, with interest accrued to December 31st of the year in which such payment is made.

The proposed assessment roll is on file for public inspection at the City Clerk's Office. The amount of the proposed assessments for the entire project is \$767,990.00. Written or oral objections will be considered at the meeting on November 21, 2017. No appeal may be taken regarding the amount of an assessment unless a written objection signed by the affected property owners is filed with the Clerk prior to the assessment hearing or presented verbally or in writing to the presiding officer at the hearing. The Council may, upon such notice, consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

If an assessment is contested or there is an adjourned hearing, the following procedure will be utilized:

1. The City will present its case first by calling witnesses who may testify by narrative or by examination and by the introduction of exhibits. After each witness has testified, the contesting party will be allowed to ask questions. This procedure will be repeated with each witness until neither side has further questions.
2. After the City has presented all its evidence, the objector may call witnesses or present such testimony as the objector desires. The same procedure for questioning of the City witnesses will be followed with the objector's witnesses.
3. The objector may be represented by counsel.
4. Minnesota rules of evidence will not be strictly applied; however, they may be considered and argued to the Council as to the weight of items of evidence or testimony presented to the Council.
5. The entire proceedings will be recorded.
6. At the close of presentation of evidence, the objector may make a final presentation to the Council based on the evidence and the law. No new evidence may be presented at this point.
7. The Council may adopt the proposed assessment at the hearing.

An owner may appeal an assessment to District Court, pursuant to Minnesota Statutes §429.081, by serving notice of the appeal upon the Mayor or Clerk of the City within 30 days after the adoption of the assessment, and filing such notice with the District Court within ten (10) days after service upon the Mayor or Clerk.

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Steve Nasby, City Administrator

# RESOLUTION #2017-

**INTRODUCED:**

**SECONDED:**

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

## **RESOLUTION ADOPTING AN ASSESSMENT ROLL FOR THE "2017 MISCELLANEOUS SPECIAL ASSESSMENTS"**

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**WHEREAS**, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessments for the "2017 Miscellaneous Special Assessments"; and

**WHEREAS**, the City Council finds that services, as set forth in Minnesota Statutes §429.101, were performed by the City and these special charges were billed to the affected property owners and remain unpaid; and

**WHEREAS**, the City Council finds the evidence supports findings that assessment calculations are correct and the assessments are valid; and

**WHEREAS**, the City Council finds that the services have benefited the properties.

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

1. Such proposed assessments, a copy of which is filed in the Office of the City Administrator and made a part hereof as if fully set forth herein, are hereby accepted and shall constitute the special assessments against the lands named therein; and each tract of land therein included is hereby found to have benefited by the services performed and special charges levied against it.

2. Such assessments shall be payable in equal annual installments extending over a period of one (1) year at five percent (5%) interest.

3. The owners of property so assessed may, at any time prior to December 31, 2017, pay the City Clerk's Office the entire amount of the assessment on their property without interest. Any amounts not paid by December 31, 2017, will be certified to the County Auditor for collection in the same manner as other municipal taxes. After said date, a property owner may at any time pay the remaining balance of the assessment to the City Clerk's Office with interest accrued to December 31 of the year in which such payment is made.

4. The Clerk shall forthwith transmit a certified duplicate of these assessments to the County Auditor to be extended on the property tax lists of the county, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

**Adopted this 21st day of November, ~~20~~17.**

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Dominic Jones, Mayor

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

2017 Misc. Assessment List

Property ID	Description	Owner	Address	Amount	Service
25-820-0290	Lot 13, Block 7 Windom Original Townsite	Steven J Beyer 8103 East Southern Ave, Lot 164 Mesa, AZ 85209	210 10th Street	\$ 963.72	removal of hazardous sign
25-835-0200	Lot 9, Block 2 Walen's Subdivision	Victor Vargas 681 Redding Ave Windom, MN 56101	681 Redding	\$ 200.00	mowing
25-822-1010	Lot 4, Block 50 Windom Second Addition	Steven J Beyer 8103 East Southern Ave, Lot 164 Mesa, AZ 85209	1345 2nd Ave N	\$ 200.00	mowing
25-164-0290	Lot 7 County Auditor Subd 4	Steven & Carolyn Nichols 1732 Langley Ave Windom, MN 56101	336 16th Street	\$ 9,100.00	Remediation
25-352-0050	W 1/2 lots 6 & & Blk 2 Hutton & Collin Subd	John E Weber C/O DBHHS 11 Fourth St PO Box 9 Windom, MN 56101	70 11th Street	\$ 200.00	mowing
25-174-0110	Lot 8 County Auditor Subd 12	Jefferson & Lori Davis PO Box 43 Smithville AR 72466	857 Prospect Ave	\$200.00	Mowing
25-352-0760	Lot 14, Block 7 Hutton & Collin Subd	Diane L Kruger 605 Prospect Ave Windom, MN 56101-1747	617 Prospect Ave	\$ 706.25	Remediation
Total				\$ 11,569.97	

## NOTICE OF PUBLIC HEARING

### 2017 Miscellaneous Special Assessments

Notice is hereby given that the City Council of Windom, Minnesota, will meet in the Council Chambers of the City Hall, 444 9<sup>th</sup> Street, at 7:30 p.m. on November 21, 2017, to consider, and possibly adopt, the proposed assessments for 2017 Miscellaneous Special Assessments. The assessments are for city services, such as mowing, snow removal, or rubbish removal completed by the City to correct nuisance violations and emergency response by the Windom Fire Department, and these services have not been paid by the property owners. The properties are located within the corporate city limits and legally described as follows:

25-164-0290	County Auditor Subd 4	Lot 7
25-174-0110	County Auditor Subd 12	Lot 8
25-352-0050	Hutton & Collins Subd	Lots 6 & 7, Block 2
25-352-0760	Hutton & Collins Subd	Lot 14, Block 7
25-820-0290	Windom Original Townsite	Lot 13, Block 7
25-835-0200	Walen's Subdivision	Lot 9, Block 2
25-822-1010	Windom Second Addition	Lot 4, Block 50

The proposed assessment roll is on file for public inspection at the City Clerk's Office. The total amount of the proposed Miscellaneous Special Assessments is \$11,569.97. Written or oral objections will be considered at the meeting. No appeal may be taken as to the amount of an assessment unless a written objection, signed by the affected property owners, is filed with the Clerk prior to the assessment hearing or presented to the presiding officer at the hearing. Such persons as desire to be heard with reference to the proposed miscellaneous special assessments will be heard at this meeting.

An owner may appeal an assessment to District Court, pursuant to Minnesota Statute § 429.081, by serving notice of the appeal upon the Mayor or Clerk of the City within 30 days after the adoption of the assessment, and filing such notice with the District Court within ten (10) days after service upon the Mayor or City Administrator.

Steve Nasby  
City Administrator

Published November 8 & 15, 2017

RESOLUTION # 2017-\_\_\_\_\_

**INTRODUCED:**

**SECONDED:**

**VOTED: Aye:**

**Nay:**

**Absent:**

**RESOLUTION PROVIDING FOR THE ISSUANCE, SALE AND  
DELIVERY OF \$845,000 GENERAL OBLIGATION IMPROVEMENT  
REFUNDING BONDS, SERIES 2017C**

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

Section 1. Purpose, Authorization, and Award.

1.01 Authority.

A. Pursuant to authority contained in Minnesota Statutes, Chapters 429 and 475 and the Issuer's Home Rule Charter, the Council directs the issuance and sale of \$845,000 General Obligation Improvement Refunding Bonds, Series 2017C (the "Bonds"), for the purpose of refunding the outstanding principal of the Issuer's \$1,510,000 General Obligation Improvement Bonds, Series 2009A (the "Prior Bonds") in the amount of \$805,000 (the "Refunded Bonds") on February 1, 2018 (the "Redemption Date"); and

B. The Prior Bonds were issued pursuant to a resolution of the Council adopted May 5, 2009 (the "Prior Resolution"), for the purposes of financing a portion of the costs of local public improvements (the "Project") which are to be paid for in part by special assessments levied or to be levied upon benefitted property (the "Special Assessments") for payment of part of the interest cost of the Bonds herein and for payment of part of the issuance costs of the Prior Bonds.

C. The principal of and interest on the Bonds shall be paid from Special Assessments and ad valorem taxes (the "Taxes"). (The Special Assessments and Taxes are collectively referred to herein as the "Pledged Revenues.")

1.02 Municipal Advisor. The Issuer has retained the services of Ehlers & Associates, Inc. as its municipal advisor.

1.03 Sale of the Bonds. The Issuer has received an offer from \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_ (the "Purchaser"), to purchase the Bonds at a cash price of \$\_\_\_\_\_, plus accrued interest on the total principal amount from the date of the Bonds to the date of delivery ("Accrued Interest") and upon the terms and conditions hereafter specified in this Resolution and upon condition that the Bonds mature and bear interest at the times and annual rates set forth in Section 2. The Issuer, after due consideration, finds such offer reasonable and proper and the offer of the Purchaser is hereby accepted. The Mayor and the City

Administrator are authorized and directed to execute on the part of the Issuer a contract for the sale of the Bonds in accordance with the Purchaser's proposal. All actions of the Mayor and the City Administrator taken with regard to the sale of the Bonds are hereby ratified and approved.

Section 2. Terms of the Bonds.

2.01 Date and Maturities. Bonds to be issued hereunder shall be dated the date of delivery to the Purchaser in exchange for the purchase price of the Bonds and shall be issued in the denomination of \$5,000 each, or any integral multiple thereof, in fully registered form and lettered and numbered R-1 and upward. The Bonds shall bear interest at the annual rates and shall mature on February 1 in the years and amounts shown below:

Year	Amount	Interest Rate

2.02 Redemption. The Bonds are not subject to optional redemption.

2.03 Interest Payment Dates. The Bonds shall bear interest at the annual rates stated therefor in Section 2.01. The interest shall be payable semiannually on February 1 and August 1 in each year (each referred to herein as an "Interest Payment Date") commencing on August 1, 2018. Interest will be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The Bond Registrar designated below shall make all interest payments with respect to the Bonds by check or draft mailed to the registered owners of the Bonds shown on the bond registration records maintained by the Bond Registrar at the close of business on the 15th day (whether or not on a business day) of the month next preceding the Interest Payment Date at such owners' addresses shown on such bond registration records.

Section 3. Registration; Global Book Entry System.

3.01 Designation of Bond Registrar. The City Council appoints Bond Trust Services Corporation as registrar, authenticating agent and transfer agent for the Bonds (such bank or its successors is herein referred to as the "Bond Registrar"), and shall do so until a successor Bond Registrar is duly appointed, all pursuant to a contract which the Issuer and the Bond Registrar shall execute which is consistent herewith and which the Mayor and the City Administrator are authorized to execute and deliver. A successor Bond Registrar shall be a bank or trust company eligible for designation as bond registrar pursuant to Minnesota Statutes, Chapter 475. The terms of the appointment of the successor Bond Registrar and its duties shall be specified in a contract between the Issuer and such successor Bond Registrar that is consistent herewith and that the Mayor and City Administrator are authorized to execute and deliver. The Bond Registrar, which may act through an agent, shall also serve as paying agent until and unless a successor paying agent is duly appointed. The Bond Registrar shall pay principal and interest on the Bonds to the

registered Holders (or record Holders) of the Bonds in the manner set forth herein. The Issuer agrees to pay the reasonable and customary charges for the services of such Bond Registrar.

3.02 Designation of Depository. DTC, a Securities and Exchange Commission designated depository, a limited purpose New York trust company, a member of the Federal Reserve System, and a “clearing corporation” within the meaning of the New York Uniform Commercial Code, is designated as the depository (the “Depository”) with respect to the Bonds.

3.03 Authentication of Bonds. No Bond shall be valid or obligatory for any purpose unless or until either (i) the Bond Registrar’s authentication certificate on such Bond, substantially set forth in Section 4.01 hereof, shall have been duly executed by an authorized representative of the Bond Registrar or (ii) the Bonds have been manually executed by at least one officer of the City Council. Authentication certificates on different Bonds need not be signed by the same representative. The Bond Registrar shall authenticate each Bond by execution of the Certificate of Authentication on the Bond and shall date each Bond in the space provided as of the date on which the Bond is registered. For purposes of delivering the original Bonds, the Bond Registrar shall insert as the date of registration the date of original issue. The executed Authentication Certificate or the manual signature of at least one officer of the City Council on each Bond shall be conclusive evidence that it has been authenticated and delivered under this Resolution.

3.04 Bond Register; Transfer; Exchange.

A. The Issuer shall cause to be kept by the Bond Registrar at its principal office, a bond register in which, subject to such reasonable regulations as the Bond Registrar may prescribe, the Issuer shall provide for the registration of the Bonds and the registration of transfers of the Bonds entitled to be registered or transferred as herein provided. In the event of the resignation or removal of the Bond Registrar or its incapability of acting as such, the bond registration records shall be maintained at the office of the successor Bond Registrar as may be appointed by the City Council.

B. Upon surrender for transfer of any Bond at the principal corporate office of the Bond Registrar, the Issuer shall execute, if required by law or this Resolution, and the Bond Registrar shall authenticate, if required by law or this Resolution, date (in the space designated Date of Registration) and deliver, in the name(s) of the designated transferee or transferees, one or more new Bonds of the like aggregate principal amount having the same stated maturity and interest rate, as requested by the transferor; provided, however, that no Bond may be registered in blank or in the name of “bearer” or similar designation. Transfer of a Bond may be made on the Issuer’s books by the registered owner in person or by the registered owner’s attorney duly authorized in writing. Transfers shall be subject to reasonable regulations of the Issuer contained in any agreement with, or notice to, the Bond Registrar, including regulations which permit the Bond Registrar to close its transfer books between record dates and payment dates. The Issuer and the Bond Registrar shall not be required to make any transfer or exchange of any Bonds called for redemption or to make any such exchange or transfer of the Bonds during the 15 days next preceding the date of the first publication or the mailing (if there is no publication) of notice of redemption in the case of a proposed redemption of the Bonds.

C. Every Bond presented or surrendered for transfer or exchange shall be duly endorsed or be accompanied by a written instrument of transfer, in form satisfactory to the Bond Registrar, duly executed by the registered owner thereof, with signature guaranteed, or by the registered Holder's attorney duly authorized in writing, and shall include written instructions as to the details of the transfer of the Bond. When any Bond is presented to the Bond Registrar for transfer, the Bond Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Bond Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

D. At the option of the Holder, replacement Bonds may be exchanged for Bonds of any authorized denomination or denominations of a like aggregate principal amount and stated maturity, upon surrender of the Bonds to be exchanged at the principal office of the Bond Registrar. Whenever any Bonds are so surrendered for exchange, the Issuer shall execute (if required by law or this Resolution), and the Bond Registrar shall authenticate (if required by law or this Resolution), date (in the space designated Date of Registration) and deliver the replacement Bonds which the Holder making the exchange is entitled to receive. Bonds registered in the name of Cede & Co. may not be exchanged for Bonds of smaller denominations.

E. All Bonds surrendered upon any exchange or transfer provided for in this Resolution shall be promptly canceled by the Bond Registrar and thereafter disposed of as directed by the Issuer.

F. Each Bond delivered upon transfer of or in exchange for or in lieu of any other Bond shall carry all of the rights to interest, accrued and unpaid and to accrue, which are carried by such other Bond. All Bonds delivered in exchange for or upon transfer of Bonds shall be valid general obligations of the Issuer evidencing the same debt, shall be entitled to the same benefits under this Resolution as the Bonds surrendered for such exchange or transfer, and shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Bonds.

G. The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of any Bond and any legal or unusual costs regarding transfers and lost bonds.

H. Bonds registered in the name of Cede & Co. may not after their original delivery, be transferred or exchanged except in accordance with the terms and conditions of the Representation Letter and:

(i) upon exchange of a Bond after a partial redemption, if provided in Section 2.03 of this Resolution;

(ii) to any successor of the Depository (or its nominee) or any substitute depository (a "Substitute Depository") designated pursuant to clause (iii) below; provided that any successor of the Depository or any Substitute Depository must be both

a “clearing corporation” as defined in the Minnesota Uniform Commercial Code, Minnesota Statutes, Section 336.8-102, and a qualified and registered “clearing agency” as provided in Section 17A of the Securities Exchange Act of 1934, as amended;

(iii) to a Substitute Depository designated by and acceptable to the Issuer upon (a) the determination by the Depository that the Bonds shall no longer be eligible for its depository services or (b) a determination by the Issuer that the Depository is no longer able to carry out its functions; provided that any Substitute Depository must be qualified to act as such, as provided in subclause (ii) above; or

(iv) in the event that (a) the Depository shall resign or discontinue its services for the Bonds or be declared no longer able to carry out its functions and the Issuer is unable to locate a Substitute Depository within two months following the resignation or discontinuance or determination of noneligibility, or (b) the Issuer determines in its sole discretion that (1) the continuation of the book-entry system described herein might adversely affect the interests of the beneficial owners of the Bonds, or (2) it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, then the Issuer shall notify the Holders of its determination and of the availability of replacement Bonds to Holders. The Issuer, the Bond Registrar and the Depository shall cooperate in providing Replacement Bonds to Holders requesting the same and the registration, transfer and exchange of such Bonds shall thereafter be conducted as provided in Section 3 of this Resolution.

I. In the event of the designation of a Substitute Depository as authorized by clause H., the Bond Registrar, upon presentation of a Bond, shall register their transfer to the Substitute Depository, and the Substitute Depository shall be treated as the Depository for all purposes and functions under this Resolution. The Representation Letter shall not apply to the Substitute Depository unless the Issuer and the Substitute Depository so agree, and the execution of a similar agreement is authorized.

### 3.05 Persons Deemed Owners; Payment.

A. The Issuer and the Bond Registrar may treat the person in whose name any Bond is registered as the owner of such Bond for the purpose of receiving payment of principal of and premium, if any, and interest (subject to the payment provisions in Section 2.02 above), on such Bond and for all other purposes whatsoever, whether or not such Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

B. For the purposes of all actions, consents and other matters affecting Holders of Bonds issued under this Resolution as from time to time supplemented, other than payments, redemptions, and purchases, the Issuer may (but shall not be obligated to) treat as the Holder of a Bond the beneficial owner of the Bond instead of the person in whose name the Bond is registered. For that purpose, the Issuer may ascertain the identity of the beneficial owner of the Bond by such means as the Bond Registrar in its sole discretion deems appropriate, including but not limited to a certificate from the Depository or other person in whose name the Bond is registered identifying such beneficial owner.

C. The principal of and interest on the Bonds shall be payable by the Bond Registrar in such funds as are legal tender for the payment of debts due the United States of America. The Issuer shall pay the reasonable and customary charges of the Bond Registrar for the disbursement of principal and interest.

3.06 Use of Global Book-Entry System.

A. There has been previously submitted to this City Council a form of Blanket Issuer Letter of Representations (the "Representation Letter") between the Issuer and the Depository setting forth various matters relating to the Depository and its role with respect to the Bonds. The terms and conditions of the Representation Letter are ratified.

B. All of the Bonds shall be registered in the name of Cede & Co., as nominee for DTC. Payment of interest on and principal of any Bond registered in the name of Cede & Co. shall be made by wire transfer or New York Clearing House or equivalent same day funds by 10:00 a.m. CT or as soon as possible thereafter following the Bond Registrar's receipt of funds from the Issuer on each Interest Payment Date to the account of Cede & Co. on each Interest Payment Date at the address indicated in or pursuant to the Representation Letter.

C. So long as DTC is the Depository or it or its nominee is the Holder of any Bonds, the Issuer shall comply with the provisions of the Representation Letter, as it may be amended or supplemented from time to time.

D. Additional matters with respect to, among other things, notices, consents and approvals by Holders and payments on the Bonds are set forth in the Representation Letter.

E. The provisions in the Representation Letter are incorporated herein by reference and made a part of this resolution, and if and to the extent any such provisions are inconsistent with the other provisions of this resolution, the provisions in the Representation Letter shall control.

3.07 Mutilated, Stolen or Destroyed Bonds. If a Bond becomes mutilated or is destroyed, stolen, or lost, the Bond Registrar will deliver a new Bond of like amount, number, maturity date, and tenor in exchange and substitution for and upon cancellation of the mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen, or lost, upon the payment of the reasonable expenses and charges of the Bond Registrar and the Issuer in connection therewith, including the cost of printing new Bonds; and, in the case of a Bond destroyed, stolen, or lost, upon filing with the Bond Registrar and the Issuer of evidence satisfactory to it and the Issuer that the Bond was destroyed, stolen, or lost, and of the ownership thereof, and upon furnishing to the Bond Registrar of an appropriate bond or indemnity in form, substance, and amount satisfactory to it and the Issuer and as provided by law, in which both the Issuer and the Bond Registrar must be named as obligees. Bonds so surrendered to the Bond Registrar will be canceled by the Bond Registrar and evidence of such cancellation must be given to the Issuer. If the mutilated, destroyed, stolen, or lost Bond has already matured or been called for redemption in accordance with its terms, it is not necessary to issue a new Bond prior to payment.

Section 4. Form of the Bonds.

4.01 The Bonds shall be printed or typewritten in substantially the following form:

UNITED STATES OF AMERICA  
STATE OF MINNESOTA  
COUNTY OF COTTONWOOD

R-\_\_\_\_\_ \$ \_\_\_\_\_

CITY OF WINDOM  
GENERAL OBLIGATION IMPROVEMENT REFUNDING BOND,  
SERIES 2017C

<u>Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
_____%	February 1, 20__	December ____, 2017	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: DOLLARS

The City of Windom, Cottonwood County, Minnesota (the "Issuer"), certifies that it is indebted and for value received, promises to pay to the registered owner specified above or on the Registration Certificate attached hereto, or registered assigns, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above, and to pay interest thereon from the date of original issue set forth above, or from the most recent Interest Payment Date (defined below) to which interest has been paid or duly provided for, until the principal amount is paid, said interest being at the rate per annum specified above. Interest is payable semiannually on February 1 and August 1 of each year (each referred to herein as an "Interest Payment Date") commencing on August 1, 2018, at the rate per annum specified above, calculated on the basis of a 360-day year of twelve 30-day months, until the principal amount is paid or has been provided for. This Bond will bear interest from the most recent Interest Payment Date to which interest has been paid or duly provided for, or, if no interest has been paid or provided for, from the date of original issue hereof set forth above.

**Payment.** The principal of and premium, if any, on this Bond are payable by wire transfer (or other agreed means of payment) on each payment date no later than 12:00 noon (New York, New York time) upon presentation and surrender hereof at the office of Bond Trust Services Corporation, as registrar, paying agent, authenticating agent and transfer agent (the "Bond Registrar"), or at the office of such successor bond registrar as may be designated by the Issuer. Interest on this Bond will be paid on each Interest Payment Date (by 12:00 noon, New York, New York time) by wire transfer (or other agreed means of payment) to the person in whose name this Bond is registered (the "Holder" or "Bondholder") on the registration books of the Issuer maintained by the Bond

Registrar and at the address appearing thereon at the close of business on the 15th day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid or duly provided for shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder thereof at the close of business on a date fixed for the payment of the defaulted interest, and notice of the special record date shall be given by the Bond Registrar to the Holders not less than 10 days prior thereto. The Bond Registrar shall make all payments with respect to this Bond without, except for payment of principal on the Bond, the presentation or surrender of this Bond, and all such payments shall discharge the obligations of the Issuer to the extent of the payments so made. The principal of, premium, if any, and interest on this Bond are payable in lawful money of the United States of America. For the prompt and full payment of such principal and interest as they become due, the full faith and credit of the Issuer are irrevocably pledged.

**Date of Payment Not Business Day.** If the date for payment of the principal of, premium, if any, or interest on this Bond shall be a Saturday, Sunday, legal holiday or a day on which banking institutions in the City of New York, New York, or the city where the principal office of the Bond Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not a Saturday, Sunday, legal holiday or a day on which such banking institutions are authorized to close, and payment on such date shall have the same force and effect as if made on the nominal date of payment.

**Optional Redemption.** The Bonds are not subject to optional redemption.

**Issuance; Purpose.** This Bond is one of a series issued by the Issuer in the aggregate amount of \$845,000, all of like date and tenor, except as to number, maturity date, denomination, redemption privilege and interest rate, pursuant to the authority contained in: (i) Minnesota Statutes, Chapters 429 and 475 and all other laws thereunto enabling; (ii) the Issuer's Home Rule Charter; and (iii) an authorizing resolution adopted by the governing body of the Issuer on November 21, 2017 (the "Resolution"), for the purpose of refunding on February 1, 2018, the outstanding principal amounts of the Issuer's \$1,510,000 General Obligation Improvement Bonds, Series 2009A. The principal of and interest on the Bonds are payable primarily from special assessments levied or to be levied against benefitted property, ad valorem taxes and from a portion of the proceeds of the Bonds. Reference is made to the Resolution for a full statement of rights and powers thereby conferred.

**General Obligation.** This Bond constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of the principal

and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are irrevocably pledged.

**Denominations; Exchange.** The Bonds of this series are issued as fully registered bonds without coupons, in the denomination of \$5,000 or any integral multiple thereof. The Issuer will, at the request of the registered owner, issue one or more new fully registered Bonds in the name of the registered owner in the aggregate principal amount equal to the unpaid principal balance of this Bond, and of like tenor except as to number and principal amount at the principal office of the Bond Registrar, but only in the manner and subject to the limitations provided in the Resolution and the Representation Letter. Reference is made to the Resolution for a description of the rights and duties of the Bond Registrar. Copies of the Resolution are on file in the principal office of the Bond Registrar.

**Registration; Transfer.** This Bond shall be registered in the name of the payee on the books of the Issuer by presenting this Bond for registration to the Bond Registrar, whose representative will endorse his or her name and note the date of registration opposite the name of the payee in the Registration Certificate attached hereto. Thereafter this Bond may be transferred by delivery with an assignment duly executed by the Holder or the Holder's legal representative, and the Issuer and Bond Registrar may treat the Holder as the person exclusively entitled to exercise all the rights and powers of an owner until this Bond is presented with such assignment for registration of transfer, accompanied by assurance of the nature provided by law that the assignment is genuine and effective, and until such transfer is registered on said books and noted hereon by the Bond Registrar, all subject to the terms and conditions provided in the Resolution and the Representation Letter and to reasonable regulations of the Issuer contained in any agreement with, or notice to, the Bond Registrar. Thereupon the Issuer shall execute (if required by law or the Resolution) and the Bond Registrar shall authenticate (if required by law or the Resolution) and deliver, in exchange for this Bond, one or more new fully registered Bonds in the name of the transferee, of an authorized denomination, in an aggregate principal amount equal to the principal amount of this Bond, of the same maturity, and bearing interest at the same rate.

**Fees Upon Transfer or Loss.** The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Bond and any legal or unusual costs regarding transfers and lost Bonds. No service charge shall be made by the Issuer for any transfer or exchange hereinbefore referred to but the Issuer may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection therewith.

**Treatment of Registered Owner.** The Issuer and Bond Registrar may treat the person in whose name this Bond is registered as the owner hereof for the purpose of receiving payment as herein provided and for all other purposes

whatsoever, whether or not this Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

**Qualified Tax-Exempt Obligations.** The Bonds of this issue have been designated by the Issuer as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended, relating to the deduction of interest expenses allocable to the Bonds by financial institutions.

**Authentication.** This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Resolution until either (i) the Bond Registrar’s Authentication Certificate hereon shall have been executed by the Bond Registrar by one of its authorized representatives or (ii) the Bond has been manually executed by at least one officer of the governing body of the Issuer.

IT IS CERTIFIED AND RECITED that all acts and conditions required by the laws and the Constitution of the State of Minnesota to be done and to exist precedent to and in the issuance of this Bond, in order to make it a valid and binding general obligation of the Issuer in accordance with its terms, have been done and do exist in form, time and manner as so required; that all taxable property within the limits of the Issuer is subject to the levy of ad valorem taxes to the extent needed to pay the principal hereof and the interest hereon when due, without limitation as to rate or amount and that the issuance of this Bond does not cause the indebtedness of the Issuer to exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, the City of Windom, Cottonwood County, Minnesota, by its governing body, has caused this Bond to be executed in its name by the facsimile or manual signature of the Mayor and attested by the facsimile or manual signature of the City Administrator.

*(form-no signature required)*  
City Administrator

*(form-no signature required)*  
Mayor

#### BOND REGISTRAR’S AUTHENTICATION CERTIFICATE

The Bond Registrar confirms that the books reflect the ownership of this Bond registered in the name of the owner named above in the principal amount and maturing on the date stated above and this Bond is one of the Bonds of the series issued pursuant to the Resolution hereinabove described.

#### BOND TRUST SERVICES CORPORATION

By \_\_\_\_\_  
Authorized Representative

REGISTRATION CERTIFICATE

This Bond must be registered as to both principal and interest in the name of the owner on the books to be kept by Bond Trust Services Corporation, of Roseville, Minnesota, as Bond Registrar. No transfer of this Bond shall be valid unless made on said books by the registered owner or the owner's attorney thereunto duly authorized and similarly noted on the registration books. The ownership of the unpaid principal balance of this Bond and the interest accruing thereon is registered on the books of Bond Trust Services Corporation, as Bond Registrar, in the name of the registered owner last noted below.

<u>Date</u>	<u>Registered Owner</u>	<u>Signature of Bond Registrar</u>
12/15/17	Cede & Co. c/o The Depository Trust Company 570 Washington Blvd. Jersey City, NJ 07310 Federal Taxpayer I.D. No.: 13- 2555119	_____

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto \_\_\_\_\_

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
Social Security or Other

\_\_\_\_\_  
Identifying Number of Assignee

the within Bond and all rights thereunder and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face

of the within Bond in every particular, without alteration or enlargement or any change whatsoever.

Signature Guaranteed:

\_\_\_\_\_  
(Bank, Trust Company, member of  
National Securities Exchange)

*Unless this Bond is presented by an authorized representative of The Depository Trust Company, a New York corporation ("DTC"), to the Issuer or its agent for registration of transfer, exchange, or payment, and any bond issued is registered in the name of Cede & Co. or in such other name as is requested by an authorized representative of DTC (and any payment is made to Cede & Co. or to such other entity as is requested by an authorized representative of DTC), ANY TRANSFER, PLEDGE, OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL, inasmuch as the registered owner hereof, Cede & Co., has an interest herein.*

4.02 Preparation and Execution. The Bonds shall be prepared for execution in accordance with the approved form and shall be signed by the manual or facsimile signature of the Mayor and attested by the manual or facsimile signature of the City Administrator. The legal opinion of Fryberger, Buchanan, Smith & Frederick, P.A. shall be appended to each Bond. The corporate seal of the Issuer may be omitted from the Bonds as permitted by law. In case any officer whose signature or a facsimile of whose signature shall appear on the Bonds shall cease to be an officer before delivery of the Bonds, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if he or she had remained in office until delivery.

4.03 Delivery of the Bonds. Delivery of the Bonds and payment of the purchase price shall be made at a place mutually satisfactory to the Issuer and the Purchaser. Printed or typewritten, and executed Bonds shall be furnished by the Issuer without cost to the Purchaser. The Bonds, when prepared in accordance with this Resolution and executed, shall be delivered by or under the direction of the City Administrator to the Purchaser upon receipt of the purchase price plus accrued interest.

#### Section 5. Covenants, Funds and Accounts.

5.01 Covenants. It is hereby determined that the Project will directly and indirectly benefit abutting property, and the Issuer hereby covenants with the holders from time to time of the Bonds as follows:

A. The Issuer has caused the Special Assessments to be promptly levied and has taken and will take all steps necessary to assure prompt collection of the Special Assessments. Construction of the Project has been completed. Council will cause all

further actions and proceedings to be taken with due diligence that are required for the appropriation of any other funds needed to pay the Bonds and interest thereon when due.

B. The Issuer will keep complete and accurate books and records showing: receipts and disbursements in connection with the Project and Special Assessments and other funds appropriated for their payment, collections and disbursements thereof, moneys on hand and the balance of unpaid Special Assessments.

C. The Issuer will cause its books and records to be audited and will furnish copies of such audit reports to any interested person upon request.

D. The Council covenants and agrees with the holders of the Bonds and with its taxpayers that it has assessed against benefitted property not less than 20% of the cost of the Project.

5.02 Funds, Accounts, Appropriations and Revenues. There is created a special fund to be designated the "2017 Improvement Refunding Bonds Fund" (the "Fund") to be administered and maintained by the City Administrator as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the Issuer. The Fund shall be maintained in the manner herein specified until all of the Bonds and the interest thereon have been fully paid. There shall be maintained in the Fund three separate accounts, to be designated the "Refunding Account," the "Cost of Issuance Account" and the "Debt Service Account," respectively:

A. *Refunding Account.*

(i) On receipt of the purchase price of the Bonds, the Issuer shall credit proceeds from the sale of the Bonds, less amounts allocated as capitalized interest, if any (the "Capitalized Interest"), less amounts used to pay part of the interest cost of the Bonds as allowed by Minnesota Statutes, Section 475.56 (the "Additional Interest"), less the Accrued Interest and less any amounts allocated to payment of costs of issuance of the Bonds (the "Proceeds"), to the Refunding Account.

(ii) Moneys on deposit in the Debt Service Account established in Section 5.02B. of the Prior Resolution (the "Prior Debt Service Fund") are pledged and appropriated and shall be transferred to the Refunding Account for payment of the Refunded Bonds on the Redemption Date.

(iii) Proceeds on deposit in the Prior Debt Service Fund, along with monies on deposit therein and other monies available therefor, must be used to redeem and prepay the Refunded Bonds in full on the Redemption Date.

(iv) Upon redemption of the Refunded Bonds on the Redemption Date, the Prior Debt Service Funds shall be terminated, and all monies remaining therein not required to refund the Refunded Bonds shall be transferred to the Debt Service Account. All Taxes levied under the Prior Resolution and collected after the Redemption Date shall be deposited in the Debt Service Account.

B. *Cost of Issuance Account.* On receipt of the purchase price of the Bonds, the Issuer shall credit the proceeds from the sale of the Bonds, less capitalized interest funded from the proceeds of the Bonds (the "Capitalized Interest"), less the amount used to pay part of the interest cost of the issue as allowed by Minnesota Statutes, Section 475.56 (the "Additional Interest"), less the Accrued Interest and less the amount required to meet the requirements of the Refunding Account to the Cost of Issuance Account. Proceeds from the Bonds on deposit in the Cost of Issuance Account shall be used from time to time to pay, or reimburse the Issuer for payment of costs of issuance of the Bonds, as such become due. Any funds remaining in the Cost of Issuance Account upon payment in full of the costs of issuance of the Bonds shall be transferred to the Debt Service Account.

C. *Debt Service Account.*

(i) There are hereby irrevocably appropriated and pledged to the Debt Service Account: (i) the Pledged Revenues; (ii) the Capitalized Interest; (iii) the Accrued Interest; (iv) the Additional Interest; (v) the Taxes hereinafter levied; (vi) any funds remaining in the Prior Debt Service Fund upon payment of the Refunded Bonds in full on the Redemption Date; (vii) any funds remaining on deposit in the Cost of Issuance Account upon payment in full of the cost of issuance of the Bonds; (viii) any Taxes levied for payment of the Refunded Bonds collected after the Redemption Date; and (ix) investment earnings, if any, on the moneys identified in preceding clauses (i) through (viii). The money in the Debt Service Account shall be used for no purpose other than the payment of principal of and interest on the Bonds.

(ii) If the balances in the Debt Service Account are ever insufficient to pay all principal and interest then due on the Bonds, the City Administrator shall nevertheless provide sufficient money from any other funds of the Issuer which are available for that purpose, and such other funds shall be reimbursed from the Debt Service Account when the balance therein is sufficient.

5.03 Tax Levy. A. For the prompt and full payment of the principal and interest on the Bonds when due, the full faith and credit and taxing power of the Issuer are irrevocably pledged. There is levied a direct annual ad valorem tax upon all taxable property in the Issuer which shall be spread upon the tax rolls and collected with and as part of other general property taxes in the Issuer. Said levies are for the years and in the amounts set forth in ATTACHMENT A hereto, which is incorporated by reference as though fully set forth herein.

B. The tax levies are such that if collected in full, they together with estimated collections of investment earnings and Special Assessments herein pledged for payment of the Bonds, will produce at least 5% in excess of the amount needed to meet when due the principal and interest payments on the Bonds.

C. The tax levies shall be irrevocable so long as any of the Bonds are outstanding and unpaid; provided, however, that on November 30 of each year, while any Bonds issued hereunder remain outstanding, the City Council shall reduce or cancel the above levies to the extent of funds available in the Debt Service Account to pay principal and interest due during the ensuing year, and shall direct the County Auditor to reduce the levy for such calendar year by that amount.

5.04 Investments. Monies on deposit in the Fund, Cost of Issuance Account and the Debt Service Account may, at the discretion of the City Administrator, be invested in securities permitted by Minnesota Statutes, Chapter 118A; provided, that any such investments shall mature at such times and in such amounts as will permit payment of the principal and interest on the Bonds when due.

5.05 Additional Covenants. It is recognized, however, that the Issuer's liability on the Bonds is not limited to the Pledged Revenues, and the Council covenants and agrees that it will levy upon all taxable property within the Issuer, and cause to be extended, assessed, and collected, any taxes found necessary for full payment of the principal of and interest on the Bonds, without limitation as to rate or amount.

## Section 6. Tax Covenants.

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

6.02 Arbitrage Rebate Exception. The Issuer expects all proceeds of the Bonds will be spent within six months of the date of closing and delivery of the Bonds and no rebate of arbitrage profits will be required. In the event proceeds of the Bonds are not so spent, the Issuer will compute and cause the payment to the United States of all amounts required under the rebate requirement of Section 148(f) of the Code and the Regulations issued thereunder.

6.03 Bank Qualification of Bonds. In order to qualify the Bonds as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code, the Issuer hereby makes the following factual statements and representations:

A. the Bonds are not "private activity bonds" as defined in Section 141 of the Code;

B. the Issuer hereby designates the Bonds as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code:

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

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

Section 7. Refunding; Findings; Redemption of Refunded Bonds.

7.01 Findings. It is hereby found and determined that:

A. based upon information presently available from the Issuer's financial advisers, the issuance of the Bonds is consistent with covenants in the Prior Resolution and is necessary and desirable for the reduction of debt service cost to the Issuer and for the adjustment of the maturities in relation to the resources available for their payment;

B. the proceeds of the Bonds and other available funds of the Issuer in the Prior Debt Service Fund will be sufficient to prepay all of the principal of and interest on the Refunded Bonds on the Redemption Date; and

C. the proceeds of the Prior Bonds have been fully expended for the governmental purpose for which the Prior Bonds were issued.

7.02 Notice of Redemption. The Refunded Bonds shall be redeemed and prepaid in accordance with their terms and in accordance with the terms and conditions set forth in the form of Notice of Call for Redemption attached hereto as Attachment B, which terms and conditions are hereby approved and incorporated herein by reference. Any actions taken by the City Administrator or his or her designee with respect to giving notice of redemption of the Refunded Bonds in substantially the form set forth in Attachment B are ratified and confirmed.

7.03 Discharge of Covenants. When the principal of the Refunded Bonds and all interest thereon have been discharged as provided in this Section, all pledges, covenants and other rights granted by this Resolution to the holders of the Refunded Bonds shall cease, except that the pledge of the full faith and credit of the Issuer for the prompt and full payment of the principal and interest on the Refunded Bonds shall remain in full force and effect. The Issuer may discharge all Bonds which are due on any date by depositing with the Bond Registrar on or before that date a sum sufficient for the payment thereof in full. If any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Bond Registrar a sum sufficient for the payment thereof in full with interest accrued to the redemption date.

Section 8. Certificate of Proceedings.

8.01 Filing with County Auditor. The City Administrator or the duly authorized designee thereof is directed to file with the County Auditor a certified copy of this Resolution and such other information as the County Auditor may require, and to obtain from the County Auditor a certificate stating that the Bonds herein authorized have been duly entered on the Auditor's register.

8.02 Certified Proceedings. The officers of the Issuer are authorized and directed to prepare and furnish to the Purchaser of the Bonds and to bond counsel certified copies of all

proceedings and records of the Issuer relating to the authorization and issuance of the Bonds and other affidavits and certificates as may reasonably be requested to show the facts relating to the legality and marketability of the Bonds as such facts appear from the official books and records of the officers' custody or otherwise known to them. All of such certified copies, certificates and affidavits, including any heretofore furnished, constitute representations of the Issuer as to the correctness of facts recited therein and the actions stated therein to have been taken.

8.03 Absent or Disabled Officers. In the event of the absence or disability of the Mayor or the City Administrator, such officers or members of the Council as in the opinion of the Issuer's attorney may act in their behalf shall, without further act or authorization, execute and deliver the Bonds, and do all things and execute all instruments and documents required to be done or executed by such absent or disabled officers.

8.04 Offering Materials. The Mayor and the City Administrator are hereby authorized and directed to certify that they have examined the Official Statement prepared and circulated in connection with the issuance and sale of the Bonds and that to the best of their knowledge and belief the Official Statement is a complete and accurate representation of the facts and representations made therein as of the date of the Official Statement.

8.05 Pre- and Post-Compliance Policy and Procedure. The Pre- and Post-Compliance Policy and Procedures for the Issuer, in the form presented to the Council, is approved.

Section 9. Authorization of Payment of Certain Costs of Issuance. The Issuer authorizes the purchaser to forward the amount of Bond proceeds allocable to the payment of issuance expenses to KleinBank, Chaska, Minnesota, on the date of closing and delivery of the Bonds (the "Closing Date") for further distribution as directed by the Issuer's Municipal Advisor and as set forth in the officers' certificate provided to the Purchaser on the Closing Date.

*(remainder of page intentionally left blank)*

Adopted: November 21, 2017.

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Mayor

ATTEST:

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City Administrator

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ATTACHMENT B

NOTICE OF CALL FOR REDEMPTION

City of Windom, Minnesota

\$1,510,000 General Obligation Improvement Bonds, Series 2009A

dated May 28, 2009

NOTICE IS HEREBY GIVEN that, by order of the City of Windom, Minnesota (the "Issuer"), there have been called for redemption and prepayment on *February 1, 2018* (the "Redemption Date") all outstanding bonds of the Issuer designated above, having stated maturity dates of February 1 in the years 2019 through 2025, both inclusive, totaling \$805,000 in outstanding principal amount, and with the following CUSIP numbers:

<u>Certificate No.</u>	<u>Maturity (February 1)</u>	<u>Amount*</u>	<u>Rate</u>	<u>CUSIP No.**</u>
R-9	2019	\$105,000	3.75%	973449 KH3
R-10	2020	\$105,000	4.00%	973449 KJ9
R-11	2021	\$110,000	4.00%	973449 KK6
R-12	2022	\$110,000	4.00%	973449 KL4
R-13	2023	\$120,000	4.10%	973449 KM2
R-14	2024	\$125,000	4.20%	973449 KN0
R-15	2025	\$130,000	4.25%	973449 KP5

The Bonds are being called at a price of par plus accrued interest to the Redemption Date on which date all interest on said Bonds will cease to accrue. Holders of the Bonds hereby called for redemption are requested to present their Bonds for payment at the office of Bond Trust Services Corporation, 3060 Centre Pointe Drive, Roseville, MN 55113, on or before the Redemption Date.

Dated: \_\_\_\_\_, 2017

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

**Important Notice:** In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2001, federal backup withholding tax will be withheld at the applicable backup withholding rate in effect at the time the payment by the redeeming institutions if they are not provided with your social security number or federal employer identification number, properly certified. This requirement is fulfilled by submitting a W-9 Form, which may be obtained at a bank or other financial institution.

\* Indicates full call of stated maturity.

\*\* Neither the Issuer nor the Fiscal Agent/Paying Agent shall be responsible for the selection of or use of the CUSIP number, and no representation is made as to its correctness indicated in the Notice of Call for Redemption. CUSIP numbers are included solely for the convenience of the Holders.

EXTRACT OF MINUTES OF A MEETING OF THE  
CITY COUNCIL OF THE  
CITY OF WINDOM, MINNESOTA

HELD: November 21, 2017

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Windom, Cottonwood County, Minnesota, was duly held at the City Hall on November 21, 2017, at 7:30 p.m.

The following members were present:

and the following were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

“Resolution Providing for the Issuance, Sale and Delivery of \$845,000 General  
Obligation Improvement Refunding Bonds, Series 2017C”

The motion for the adoption of the foregoing resolution was duly seconded by member  
\_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon the resolution was declared duly passed and adopted.

STATE OF MINNESOTA            )  
  ) ss.  
COUNTY OF COTTONWOOD       )

I, the duly qualified and acting City Administrator of the City of Windom, Minnesota, do hereby certify that I am the official custodian of the records of the City, and that I have compared the attached copy with the original records of the City, and that it is a true and correct transcript taken from the records of the proceedings of the regular meeting of the Council, held at the City of Windom, Minnesota, on November 21, 2017.

IN WITNESS WHEREOF, I have hereunto set my hand this 21<sup>st</sup> day of November, 2017.

\_\_\_\_\_  
City Administrator

**RESOLUTION #2017-**

**INTRODUCED:**

**SECONDED:**

**VOTED:       Aye:**

**Nay:**

**Absent:**

**RESOLUTION ESTABLISHING  
RATES, CHARGES AND FEES FOR  
TELECOMMUNICATIONS ENTERPRISE FUND**

**WHEREAS,** City Code Section 3.02 authorizes the City Council to establish rates and charges for municipal utilities (including, but not limited to, services, permit fees, connection and meter reading and checking fees, disconnection fees, reconnection fees including penalties for non-payment); and

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

**WHEREAS,** the Windom Telecommunications Commission recommends to the Windom City Council to change the monthly rate for Telecommunication Monthly Reoccurring and Non-Reoccurring services; and

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

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

The rates for Monthly Reoccurring and Non-Reoccurring services offered by WindomNet are hereby adjusted to the proposed rates set forth on the attachment hereto effective January 1, 2018.

Adopted this 21st day of November, 2017.

\_\_\_\_\_  
Dominic Jones, Mayor

ATTEST:

\_\_\_\_\_  
Steven Nasby, City Administrator

## Proposed Service and Operation Rates

### Residential and Business Charges

	<u>Current</u>	<u>Proposed A</u>
Labor Rate First Hour	\$ 55.00	\$ 70.00
Labor Rate, Additional Time, 1/2 hr		\$ 35.00
Outlet Material Charge, each	\$ -	\$ 21.95
Repair of Existing Customer Wiring per hr	\$ 55.00	\$ 70.00
Trip Charge	\$ -	\$ 12.50
After Hours Trip Charge	\$ -	\$ 25.00
Initial Service Fee, each	\$ 15.00	\$ 40.00

### ISP/Broadband

	<u>Current MRC</u>	<u>Proposed A MRC</u>	<u>Current NRC</u>	<u>Proposed A NRC</u>
Static IP Address	\$ 5.00	\$ 20.00	\$ -	
Static IP setup /32			\$ -	\$ 30.00
Static IP Addresses/Ranges	ICB	ICB	\$ -	ICB
Static IP Addresses/Ranges Setup	ICB	ICB	\$ -	ICB
Service Expedite Fee, TLS, CKT, other	\$ -	\$ -	\$ -	\$ 350.00
Spam/Virus Scanning For Exchange	\$ 25.00	\$ 35.00	\$ 125.00	\$ 125.00
Cross Connect, Fiber	\$ 150.00	\$ 165.00	\$ 85.00	\$ 85.00
Cross Connect, Copper	\$ -	\$ 125.00	\$ 85.00	\$ 85.00
Dark Fiber Leasing Per fiber foot	\$ -	\$ 0.02	\$ -	
Dark Fiber Setup Fee, per strand	\$ -	\$ -	\$ -	\$ 150.00
Dark Fiber Maintenance, per strand	\$ -	\$ 5.00	\$ -	
Rack Space Rental Per RU	\$ 75.00	\$ 75.00	\$ 50.00	
Rack Space Rental 1/4 Rack	\$ 199.00	\$ 199.00	\$ 150.00	
Rack Space Rental 1/2 Rack	\$ 399.00	\$ 399.00	\$ 250.00	
Rack Space Rental Full Rack	\$ 700.00	\$ 700.00	\$ 550.00	
Rack Space -48VDC Power	ICB	ICB	ICB	
Rack Space 110VAC Power	ICB	ICB	ICB	

### ISP/Video Service/Equipment - New or Replacement

Set Top Box Remote Control	\$ 25.00
HDMI/Component Cables	\$ 10.00
COAX Cable 6'	\$ 10.00
M Card/Cable Card	\$ 5.00
Patch cord CAT5E 7'	\$ 10.00
Patch cord CAT5E 14'	\$ 15.00
Patch cord CAT5E 25'	\$ 20.00

### Fiber Optic Cable Repair Charges

	<u>Per</u>	<u>Proposed A</u>	<u>Proposed A</u>
		<u>Business Hours</u>	<u>After Hours or Emergency</u>
Main Trunk Fiber Repair	hour	\$ 150.00	\$ 250.00
Main Trunk Fiber Splice	splice	\$ 35.00	\$ 42.00
Fiber Drop Repair	hour	\$ 70.00	\$ 140.00
Fiber Optic Cable (fiber count)	ICB	ICB	ICB

**Contractor Rate - Fiber Optic splice: per splice, per location. This includes testing after the splice is complete.**

Splice count	Scheduled Work	Night or Emergency
1-24	\$41.60	\$52.00
25-48	\$40.30	\$50.38
49-96	\$37.70	\$47.13
97-144	\$35.10	\$43.88
145-288	\$32.50	\$40.63
288 >	\$29.90	\$37.38

**Splice Case**

Small/drop up to 24 fibers	\$234.00	\$292.50
Medium 48-96 fiber	\$208.00	\$260.00
Large 108 fiber and up	\$169.00	\$211.25

**ONT Prep**

Inside house/business	\$273.00
Outside house/business	\$195.00

**Troubleshooting**

Hourly rate (troubleshooting includes test equipment)	\$156.00	\$195.00
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**Outside Plant Construction and network Design Charges**

		<u>Proposed A</u>
Design, Planning, Staking, Administrative	Per Hour	\$ 125.00
Network Engineering	Per Hour	\$ 175.00

	Contractor Rate	<u>Proposed A</u>
BM2-Ground Rod	\$ 20.00	\$ 26.00
NID-includes cane placement	\$ 65.00	\$ 84.50
BDO-any size pedestal	\$ 75.00	\$ 97.50
BHF-handholes	\$ 400.00	\$ 520.00
SEBO-plow drop to house per foot	\$ 3.00	\$ 3.90
BM60(1)(1.25)-directional bore per foot	\$ 7.00	\$ 9.10
BM60(2)(1.25)-directional bore per foot	\$ 7.50	\$ 9.75
BM60(3)(1.25)-directional bore per foot	\$ 8.00	\$ 10.40
BFOP-pull fiber through conduit per foot	\$ 0.80	\$ 1.04
JVAC-stand-alone jet vac services per hour	\$ 125.00	\$ 162.50
BFO-rural mainline plow per foot	\$ 1.50	\$ 1.95
BFOMOB-mobilization fee if rural mainline plow does not exceed 1 linear mile	\$ 1,500.00	\$ 1,950.00

**Windomnet Equipment Charges**

E911 Backup Battery (Fiber)

Install

**Proposed A**

\$ 60.00 MRC \$ 6.00

- MRC** Monthly Reoccurring Charge
- NRC** Non Reoccurring Charge
- ICB** Individual Case Basis

# ACTION ITEM



**CITY OF WINDOM**  
444 9th Street  
Windom, MN 56101  
Phone: 507-831-6129  
Fax: 507-831-6127  
[www.windom-mn.com](http://www.windom-mn.com)

**TO:** CITY COUNCIL  
**FROM:** DREW HAGE, DEVELOPMENT DIRECTOR  
**CC MEETING DATE:** NOVEMBER 21, 2017  
**RE:** CALL FOR PUBLIC HEARING – ASSISTANCE FOR HOTEL  
**DEPT:** ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM  
**CONTACT:** DREW HAGE ([dhage@windom-mn.com](mailto:dhage@windom-mn.com)) (507-832-8661)

---

## **Recommendations/Options/Action Requested**

Staff recommends that the City Council take the following action regarding proposed assistance for the new hotel:

1. Adopt attached RESOLUTION setting the public hearing on the proposed assistance for the Hotel for December 5, 2017.
- 

## **Issue Summary/Background**

On October 3, 2017, the City Council adopted a Resolution establishing TIF District 1-21 (“Tibodeau’s Center”) which encompasses multiple properties along Highway 60 East in Windom. The EDA has been working with a Developer on a proposed new hotel to be constructed on the former gas station/Dino’s Diner site which is included in TIF 1-21. The Developer has requested Tax Increment Financing (TIF) in the amount of \$400,000 as assistance for incentivizing 5.2 Million of new investment in Windom.

TIF assistance is recommended by the EDA for this project. TIF assistance for the hotel project will be applied towards reimbursement of eligible expenses including demolition, addition of fill to bring the buildable area of the property to a level above the regulatory flood elevation, and other site improvements. Excess TIF increment can also be used for other infrastructure improvements within the TIF District.

The EDA Board has reviewed the terms of the proposed Redevelopment Agreement between the City of Windom and the Developer (“Windstream Inns LLC”) including requirements for the Developer to create 11 full-time equivalent (“FTE”) jobs within two years which collectively pay an average wage of at least \$9.75 per hour and to operate the property as a hotel for at least eight (8) years. The EDA Board recommends approval of these terms.

Pursuant to Minnesota Statutes, the proposed assistance is not classified as a “business subsidy”. However the EDA’s TIF Attorney has recommended scheduling a public hearing prior to approval of the Redevelopment Agreement.

A proposed Resolution calling for this public hearing is attached for your review.

## **Fiscal Impact**

**Amount:** No fiscal impact for calling for the public hearing.

## **Attachments**

1. Resolution Calling for Public Hearing

**RESOLUTION # 2017-**

**INTRODUCED:**

**SECONDED:**

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

**CITY OF WINDOM**

**RESOLUTION CALLING FOR A PUBLIC HEARING ON THE  
PROPOSED GRANTING OF ASSISTANCE TO WINDSTREAM INNS LLC**

**WHEREAS**, on October 3, 2017, the City Council approved the establishment of Tax Increment Financing District 1-21 ("TIF 1-21") encompassing property in the Tibodeau's Center area adjacent to Highway 60 East in Windom including the former gas station/Dino's Diner site; and

**WHEREAS**, the Economic Development Authority of Windom (EDA) has been working with a Developer for the purpose of construction of a new hotel on this property; and

**WHEREAS**, the Developer has requested tax increment financing (TIF) assistance in the amount of \$400,000 as reimbursement for eligible expenses including demolition of the existing building, soil corrections, addition of fill to the property, grading, and parking lot paving; and

**WHEREAS**, a public hearing on the proposed awarding of assistance to Windstream Inns LLC in the form of TIF assistance from TIF 1-21 should be scheduled.

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

1. **Public Hearing.** A public hearing to consider the proposed awarding of assistance to the hotel developer ("Windstream Inns LLC") shall be held on Tuesday, December 5, 2017, in the City Council Chambers, Windom City Hall, during the regular City Council Meeting which begins at 7:30 p.m.

2. **Notice of Public Hearing.** The City Administrator is authorized and directed to cause notice of the hearing to be published once in the official newspaper of the City at least 10 days, but not more than 30 days, prior to December 5, 2017. The City Administrator is further authorized and directed to place a copy of the proposed Redevelopment Agreement and supporting documentation on file in the EDA Office at the Windom City Hall, 444 Ninth Street, and to make such copy available for inspection by the public.

3. **Notice of Right to File Complaint.** Pursuant to Minnesota Statutes Section 116J.994, Subd. 5(f), a person with residence in or the owner of taxable property in the granting jurisdiction may file a written complaint with the grantor of a business subsidy if the grantor fails to comply with Sections 116J.993 to 116J.995 of Minnesota Statutes, and that no action may be filed against the grantor of a business subsidy for the failure to comply unless a written complaint is filed.

Adopted this 21st day of November, 2017.

\_\_\_\_\_  
Dominic Jones, Mayor

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

**LSS SENIOR NUTRITION PROGRAM  
SITE USE AGREEMENT - 2018**

This site use agreement has been prepared for the purpose of defining the rules of the agencies involved in the development and operation of the Nutrition Program in Windom.

This agreement made this \_\_\_ day of \_\_\_\_\_ 2017, by and between City of Windom, hereafter referred to as the Company and the LSS Senior Nutrition Program, 715 North 11<sup>th</sup> Street, Suite 401C, City of Moorhead and the State of Minnesota, hereafter called the Nutrition Program, in consideration of costs, covenants and agreements herein reserved and contained, do hereby agree each with the other as follows:

- I. All correspondence regarding this agreement will be between the Nutrition Program Director or Assistant Director and the City of Windom.
- II. The Nutrition Program agrees and shall abide, conform to and comply with all the laws of the United States and the State of Minnesota, and all of the ordinances of the City of Windom, Minnesota, together with all the rules and requirements of the Police and Fire Department of the City of Windom, Minnesota. In addition, all rules and regulations by the Minnesota Department of Health will be complied with. A restaurant license, if required, will be procured annually by the Nutrition Program. The Company agrees to arrange for an annual fire inspection and notify the Nutrition Program of results. Fire inspecting must be completed by professionally trained personnel.
- III. The closing of sites on holidays will be determined by the Nutrition Program and the Company.
- IV. The Nutrition Program agrees to restore community facilities to ordinary cleanliness after use. Ordinary cleanliness is defined as leaving facilities in the same condition as they were prior to entering. Notwithstanding this undertaking, basic custodial services such as floor maintenance, window washing, cleaning of rest rooms, washing and/or painting of walls, snow and ice removal and all other general maintenance, reasonable inspection and repairs to the interior and exterior of the facilities are the responsibility of the building owner.
- V. The Nutrition Program shall procure and maintain comprehensive general combined single limit liability coverage of One Million Dollars (\$1,000,000.00) and Workers Compensation Insurance on all Nutrition Program staff relating to the site mentioned above. The Nutrition Program shall hold the building owner harmless for that portion of any damages or injury occurring on the rented premises for which the Nutrition Program may be found liable.
- VI. The Company agrees to maintain, inspect and repair and to assume sole financial responsibility for the facility due to mechanical and electrical problems. The Company agrees to have all fire extinguishers inspected yearly by a licensed inspector at company expense. A dated and signed tag must be placed on each extinguisher.
- VII. The Company agrees to furnish the Nutrition Program information about insurance coverage and dollar value of each type of coverage carried which relates to the facility and persons using the facility.

VIII. In the event of a disaster, the Company agrees to allow the Nutrition Program to use facilities for the preparation, serving and distribution of meals/food and in an extreme disaster for housing of disaster victims.

Site Use Agreement  
Page Two

IX. The Nutrition Program agrees to pay a yearly fee of \$3,367, to help offset the costs of operation. Payment will be made on a monthly basis.

X. In the event the Nutrition Program or the Company must cancel all or part of the terms of this agreement, the Company and the Nutrition Program will provide the other agency 30 days notice in writing. Upon written receipt by the Company from LSS, this agreement is subject to immediate termination by the Nutrition Program should federal, state, or local dollars be reduced or withdrawn.

XI. The Company agrees to allow the Nutrition Program use of the facility kitchen/dining areas for the term January 1, 2018 to December 31, 2018, to be used as a nutrition site for seniors on the following days/evenings: \_\_\_\_\_. This agreement will renew annually unless notified by the Nutrition Program. Any changes will be made with amendments agreeable to both parties.

XII. Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

XIII. **For Housing Projects only:** Please provide your tenant ratio of under 60 years of age \_\_\_\_\_% and over 60 year of age \_\_\_\_\_%.

LSS SENIOR NUTRITION PROGRAM

FACILITY OWNER/OPERATOR

\_\_\_\_\_  
Senior Program Director                      Date  
715 North 11<sup>th</sup> Street, Suite #401C  
Moorhead, MN 56560  
218.233.7521  
monica.douglas@lssmn.org

\_\_\_\_\_  
Signature    Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
E-mail

## **LSS Senior Nutrition Program 2018 Site Use Agreement Addendum**

This addendum is hereby incorporated into the attached Site Use Agreement entered into by LSS and the City of Windom on the 22nd day of November, 2017.

Both parties hereby agree to the following:

1. Site – the site for the Senior Nutrition Program is the Windom Community Center, 1750 Cottonwood Lake Drive, Windom, MN 56101; hereafter "site". The primary areas to be utilized for the Senior Nutrition Program will be Room #120 (kitchen and dining area).
2. Access – LSS and/or their representatives, vendors, employees or patrons shall not have keys or unsupervised access to the site. City of Windom employees will provide access to the site generally between the hours of 7:00 a.m. and 1:00 p.m. Monday – Friday (unless the site is closed due to weather or holiday). LSS and Senior Nutrition Program representatives and staff acknowledge that parties renting space at the facility and maintenance/repair persons may need access to the kitchen or other areas on occasion.
3. Right of Use -- Should the Windom Community Center, from time to time, require the use of Room #120 LSS and the Senior Nutrition Program agree to relocate per the direction Windom Community Center staff to another area of the site which is reasonably sufficient to meet the needs of the Senior Nutrition Program or to allow for the pick-up of meals for home delivery. Notification to the Senior Nutrition Program's on site representative, or his/her designee, shall be provided by the Windom Community Center staff at least 24 hours in advance.

LSS acknowledges that the Windom Community Center hosts other meetings and events, as such, the Windom Community Center reserves the right to ask Senior Dining to limit noise (e.g. piano playing and/or amplified sounds).

4. Insurance – LSS will provide the City of Windom with evidence that the site is covered under the umbrella issued by \_\_\_\_\_ . Certificate Number \_\_\_\_\_.
5. Cleaning – The Senior Nutrition Program agrees to restore community facilities to ordinary cleanliness after use according to paragraph IV of this Agreement. Said ordinary restoration will include, but is not limited to, wiping down tables and chairs, wiping/cleaning up food or debris from the floors in the kitchen and dining area daily, wiping down kitchen equipment and walls after use, mopping the kitchen floor on a daily basis.
6. Snow Policy – The Windom Community Center and LSS Senior Nutrition Program agree that there will be no senior activities including the Senior Dining Program on "snow days" as determined by the Windom School District.
7. Supplies – LSS Senior Nutrition Program acknowledges that the Windom Community Center is not responsible for the purchase or provision of 'expendables' used by the Senior Nutrition Program such as hand towels, paper towels, dish washer soap or cleaning supplies. Windom Community Center agrees to work with LSS to provide a secure location for the storage of said supplies.

**REQUEST FOR PAYMENT**

From: GOSEWISCH Construction, Inc.  
 901 Summit Avenue  
 Mankato, MN 56001

To: City of Windom  
 444 9th Street  
 PO Box 38  
 Windom, MN 56101

Billing: 5108  
 Draw: 14  
 Invoice date: 10/31/2017  
 Period ending date: 10/31/2017

Contract For: Windom EMS Building

**Request for payment:**

Original contract amount	\$3,191,500.00	
Approved changes	\$59,261.76	
Revised contract amount		\$3,250,761.76
Contract completed to date		\$3,250,761.76
Add-ons to date	\$0.00	
Taxes to date	\$0.00	
Less retainage	\$0.00	
Total completed less retainage		\$3,250,761.76
Less previous requests	\$3,088,223.39	
Current request for payment		\$162,538.37
Current billing		\$0.00
Current additional charges	\$0.00	
Current tax	\$0.00	
Less current retainage	<del>-\$162,538.37</del>	
Current amount due	<del>-\$10,000</del>	\$162,538.37
Remaining contract to bill	\$0.00	\$152,538.37

Project: 16-0675  
 Windom EMS Building

Contract date: 9/9/2016

Architect: *Coey Bunt*  
 Scope: *\$152,538.37*

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Changes approved in previous months by Owner	79,616.26	-21,570.00
Total approved this Month	1,215.50	
<b>TOTALS</b>	<b>80,831.76</b>	<b>-21,570.00</b>
<b>NET CHANGES by Change Order</b>	<b>59,261.76</b>	

I hereby certify that the work performed and the materials supplied to date, as shown on the above represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof ) between the undersigned and the City of Windom relating to the above referenced project . I also certify that the contractor has paid all amounts previously billed and paid by the owner .

CONTRACTOR: GOSEWISCH Construction, Inc.

State Of Minnesota

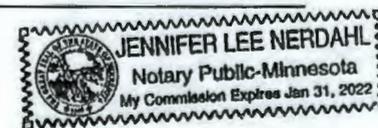
County Of Blue Earth

By: *[Signature]*

Subscribed and sworn to before me this 31 day of October, 2017

Date: 10-31-17

Notary Public *[Signature]*  
 My commission expires: Jan 31, 2022



REQUEST FOR PAYMENT DETAIL

Project: 16-0675 / Windom EMS Building

Billing: 5108

Draw: 14

Period Ending Date: 10/31/2017 Detail Page 2 of 3 Pages

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
1000	General Conditions	304,629.00	304,629.00			304,629.00	100.00		
2200	Earthwork	231,487.00	231,487.00			231,487.00	100.00		
2500	Asphalt Paving	216,849.00	216,849.00			216,849.00	100.00		
2900	Landscaping	11,700.00	11,700.00			11,700.00	100.00		
3310	Concrete	169,110.00	169,110.00			169,110.00	100.00		
3420	Precast Concrete	983,400.00	983,400.00			983,400.00	100.00		
5122	Steel Erection	17,995.00	17,995.00			17,995.00	100.00		
5500	Metal Fabrication	57,270.00	57,270.00			57,270.00	100.00		
6000	Rough Carpentry & Blocking	49,530.00	49,530.00			49,530.00	100.00		
6400	Architectural Wood Work	48,050.00	48,050.00			48,050.00	100.00		
6401	Shelving Allowance	3,000.00	3,000.00			3,000.00	100.00		
7210	Insulation	5,465.00	5,465.00			5,465.00	100.00		
7460	Cladding	5,551.00	5,551.00			5,551.00	100.00		
7500	EPDM Roof & Trims	130,700.00	130,700.00			130,700.00	100.00		
7920	Caulking	6,370.00	6,370.00			6,370.00	100.00		
8110	HM Doors/Frames/Hardware	51,401.00	51,401.00			51,401.00	100.00		
8360	Overhead Doors	64,280.00	64,280.00			64,280.00	100.00		
8400	Aluminum Entrances	38,860.00	38,860.00			38,860.00	100.00		
9250	Drywall	83,777.00	83,777.00			83,777.00	100.00		
9310	Ceramic Tile	18,000.00	18,000.00			18,000.00	100.00		
9510	Acoustical Ceiling	19,320.00	19,320.00			19,320.00	100.00		
9650	VCT, Carpet & Base	21,212.00	21,212.00			21,212.00	100.00		
9900	Painting & Wallcovering	53,400.00	53,400.00			53,400.00	100.00		
10000	Specialties	34,674.00	34,674.00			34,674.00	100.00		
10400	Signage Allowance	7,500.00	7,500.00			7,500.00	100.00		
11170	Bridge Crane & Hoist	8,220.00	8,220.00			8,220.00	100.00		
11400	Kitchen Allowance	8,000.00	8,000.00			8,000.00	100.00		
15100	Plumbing & HVAC	300,945.00	300,945.00			300,945.00	100.00		
15300	Fire Sprinkler System	32,000.00	32,000.00			32,000.00	100.00		
16100	Electrical	208,805.00	208,805.00			208,805.00	100.00		
C0101	Sitework CO per soil rec.	46,181.30	46,181.30			46,181.30	100.00		
C0201	Insulate Parapet Wall	10,120.00	10,120.00			10,120.00	100.00		
C0301	Precast Deduct for Steel	-8,700.00	-8,700.00			-8,700.00	100.00		

REQUEST FOR PAYMENT DETAIL

Project: 16-0675 / Windom EMS Building

Billing: 5108

Draw: 14

Period Ending Date : 10/31/2017 Detail Page 3 of 3 Pages

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage Balance
C0302	Extra Steel for Precast	8,700.00	8,700.00			8,700.00	100.00		
C0303	Change Order #3	1,402.00	1,402.00			1,402.00	100.00		
C0401	Change Order #4	2,972.20	2,972.20			2,972.20	100.00		
C0501	Change Order #5	345.35	345.35			345.35	100.00		
C0601	Change Order #6	1,677.50	1,677.50			1,677.50	100.00		
C0701	Change Order #7	2,253.00	2,253.00			2,253.00	100.00		
C0801	Change Order #8	1,039.50	1,039.50			1,039.50	100.00		
C0901	Change Order #9	-12,870.00	-12,870.00			-12,870.00	100.00		
C1001	Change Order #10	2,813.41	2,813.41			2,813.41	100.00		
C1101	Change Order #11	2,112.00	2,112.00			2,112.00	100.00		
C1201	Change Order #12	1,215.50	1,215.50			1,215.50	100.00		

Totals	3,250,761.76	3,250,761.76				3,250,761.76	100.00		
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MANKATO  
225 BELGRADE AVE  
NORTH MANKATO, MN 56001

MINNETONKA  
5900 GREEN OAK DRIVE, STE 300A  
MINNETONKA, MN 55343

October 31, 2017

Gosewisch Construction  
901 Summit Avenue  
Mankato, MN 56001

Attn: Brian Gosewisch

Re: Electrical Transformer issue  
Windom EMS Facility  
Windom, MN

Dear Brian,

This letter is to follow up on our telephone conversation on the 27th regarding the above issue at the project site. It is the intent of this letter to establish the method of correcting the issue as well and the responsibility for the modifications required to make the electrical system serving the clothes dryers and kitchen stove operational.

In discussing the possible solutions to the problem, two (2) potential solutions have been brought forward for consideration. These solutions have been discussed with the Owner. The Owner has decided to accept the solution requiring the replacement of the transformer as this is the way the electrical system was designed.

In regard to the responsibility for the correcting the current issue, we have had several conversations with the design engineer and others concerning how the transformer requirements were noted on the project documents. The result of those conversations is that the diagrams and schedules shown on the plans correctly show the performance requirements for the transformer. The fact that the Engineer reviewed the shop drawings does not relieve the electrical contractor of meeting the requirements of the equipment as indicated on the project documents. This is clearly spelled out in the shop drawing stamp that the review "does not relieve the contractor of responsibility for dimensions, quantities, etc". The shop drawing submittal also has a review stamp from Guaranteed Electric indicated that the shop drawings



PH: 507.386.7996 FAX: 507.388.7992

[bruntonarchitects.com](http://bruntonarchitects.com)

are "Approved", which indicates that the equipment submitted in the shop drawings meet the intent and are in conformance of the plans and specifications.

Based on the above information, it is our determination that the electrical contractor (Guaranteed Electric) is solely responsible for making the corrections noted to provide a fully functional system. They are hereby directed to complete the necessary modifications as noted above as quickly as possible. **Upon completion of the work, and any other outstanding punch list or performance issues, the retainers for this project can be released for final payment.**

If you have any questions concerning the above, please don't hesitate to contact us.

Sincerely yours  
Brunton Architects & Engineers



Corey A Brunton  
CEO/President – Brunton Architects.

Cc: Ken Kain – Guaranteed Electric



PH: 507.388.7998 FAX: 507.388.7992

[bruntonarchitects.com](http://bruntonarchitects.com)

**CERTIFICATE FOR PAYMENT NO. 8**

Holtmeier Construction  
3301 Third Ave.  
Mankato, MN 56001

Project: 2017 Street Improvements  
Windom, MN

DGR Project No. 366090

Owner: City of Windom, Minnesota

For Period From: October 12, 2017 to November 12, 2017

<u>Line No.</u>	<u>Estimated</u>		<u>Unit Price</u>	<u>Contract Price</u>	<u>This Application</u>		<u>Completed to Date</u>	
	<u>Units</u>	<u>Description</u>			<u>Units</u>	<u>Value</u>	<u>Units</u>	<u>Value</u>
<b>Schedule 1 - Bid Items (Brian Avenue, 15th Avenue, 5th Avenue, 7th Street, Plum Avenue and 16th Street)</b>								
1.	JOB	Mobilization	L.S.	\$75,720.00		0.00	100%	75,720.00
2.	JOB	Maint & Restoration of Access	L.S.	3,500.00		0.00	100%	3,500.00
4.	14,002 S.Y.	Remove Bituminous Pavement	2.00	28,004.00		0.00	14,077.00	28,154.00
5.	2,047 S.Y.	Remove Concrete Pavement	8.00	16,376.00		0.00	1,989.50	15,916.00
6.	4 Ea.	Remove, Salvage and Reinstall Sign	150.00	600.00		0.00	4.00	600.00
7.	5,525 C.Y.	Common Excavation (P)	12.35	68,233.75		0.00	5,525.00	68,233.75
9.	16,625 S.Y.	Subgrade Preparation	1.50	24,937.50		0.00	16,625.00	24,937.50
10.	16,023 S.Y.	12" Aggregate Base Class 5	7.30	116,967.90		0.00	16,023.00	116,967.90
11.	600 S.Y.	8" Aggregate Base Class 5	5.10	3,060.00		0.00	538.00	2,743.80
12.	1,620 Ton	Type SP 12.5 Wearing Course Mix	74.15	120,123.00		0.00	1,411.89	104,691.64
13.	2,065 Ton	Type SP 12.5 Non Wear Course Mix	71.50	147,647.50		0.00	2,126.59	152,051.19
14.	10 S.Y.	Concrete Patch (6")	226.35	2,263.50		0.00	10.00	2,263.50
15.	10 Ea.	Adjust Frame & Ring Casting	548.00	5,480.00		0.00	10.00	5,480.00
16.	438 S.Y.	4" Concrete Walk	50.50	22,119.00	20.72	1,046.36	482.94	24,388.47
17.	66 S.Y.	6" Concrete Walk	94.75	6,253.50		0.00	66.00	6,253.50
18.	5,119 L.F.	Concrete Curb and Gutter Design B624	23.00	117,737.00		0.00	5,219.00	120,037.00
19.	505 L.F.	Concrete Curb and Gutter Match	26.95	13,609.75		0.00	299.00	8,058.05
20.	26 S.Y.	4" Gravel Driveway	13.00	338.00		0.00	26.00	338.00
21.	522 S.Y.	6" Concrete Driveway Pavement	62.65	32,703.30		0.00	483.38	30,283.76
22.	107 S.Y.	7" Concrete Driveway Pavement	68.55	7,334.85		0.00	107.00	7,334.85

<u>Line No.</u>	<u>Estimated</u>		<u>Unit Price</u>	<u>Contract Price</u>	<u>This Application</u>		<u>Completed to Date</u>	
	<u>Units</u>	<u>Description</u>			<u>Units</u>	<u>Value</u>	<u>Units</u>	<u>Value</u>
23.	113 S.Y.	8" Concrete Valley Gutter	79.90	9,028.70	0.00		113.00	9,028.70
24.	207 S.F.	Truncated Domes	54.40	11,260.80	0.00		207.00	11,260.80
25.	1 Ea.	Install 15" RCP Apron	503.20	503.20	0.00		1.00	503.20
26.	5,293 L.F.	4" Perforated Drain Pipe	7.60	40,226.80	0.00		5,197.00	39,497.20
27.	38 Ea.	4" Non Perforated Service	112.75	4,284.50	0.00		31.00	3,495.25
28.	18 Ea.	Subdrain Outlet	52.00	936.00	0.00		16.00	832.00
30.	42 L.F.	12" PVC Pipe Sewer, SDR-26	36.65	1,539.30	0.00		42.00	1,539.30
31.	735 L.F.	12" RC Pipe Sewer, Class III	32.15	23,630.25	0.00		845.00	27,166.75
32.	1,050 L.F.	15" RC Pipe Sewer, Class III	39.60	41,580.00	0.00		1,042.00	41,263.20
33.	13 L.F.	18" RC Pipe Sewer, Class III	41.80	543.40	0.00			0.00
34.	16 L.F.	18" RC Arch Pipe Sewer, Class III	61.40	982.40	0.00		12.00	736.80
35.	424 L.F.	24" RC Pipe Sewer, Class III	49.70	21,072.80	0.00		424.00	21,072.80
36.	10 Ea.	Connect to Existing Storm Sewer	300.00	3,000.00	0.00		13.00	3,900.00
38.	11 Ea.	4' x 4' Storm Manhole	1,418.50	15,603.50	0.00		11.00	15,603.50
40.	28 Ea.	Single Grate Intake	1,214.00	33,992.00	0.00		28.00	33,992.00
41.	2 Ea.	Single Grate Intake - Special	2,084.00	4,168.00	0.00		2.00	4,168.00
44.	707 L.F.	4" PVC Sanitary Sewer Pipe	27.60	19,513.20	0.00		418.00	11,536.80
45.	31 Ea.	Preformed Service Wye	289.55	8,976.05	0.00		18.00	5,211.90
46.	683 L.F.	8" PVC Pipe Sewer SDR-26	32.45	22,163.35	0.00		628.00	20,378.60
47.	420 L.F.	12" PVC Pipe Sewer, SDR-26	39.05	16,401.00	0.00		476.00	18,587.80
48.	11 Ea.	Connect to Existing Sanitary Sewer	380.50	4,185.50	0.00		13.00	4,946.50
49.	3 Ea.	Sanitary Sewer Manhole	3,618.25	10,854.75	0.00		3.00	10,854.75
50.	1 Ea.	Sanitary Sewer Manhole Rehab	4,272.35	4,272.35	0.00		1.00	4,272.35
51.	24 Ea.	Connect to Existing Water Main	1,585.40	38,049.60	0.00		23.00	36,464.20
52.	39 Ea.	1" Curb Stop	206.20	8,041.80	0.00		31.00	6,392.20
54.	39 Ea.	1" Corp Stop	215.75	8,414.25	0.00		31.00	6,688.25
56.	1,085 L.F.	1" Water Service	26.45	28,698.25	0.00		874.00	23,117.30
58.	14 Ea.	6" Gate Valve & Box	1,324.00	18,536.00	0.00		19.00	25,156.00

<u>Line No.</u>	<u>Estimated</u>		<u>Unit Price</u>	<u>Contract Price</u>	<u>This Application</u>		<u>Completed to Date</u>	
	<u>Units</u>	<u>Description</u>			<u>Units</u>	<u>Value</u>	<u>Units</u>	<u>Value</u>
59.	7 Ea.	8" Gate Valve & Box	1,656.25	11,593.75		0.00	4.00	6,625.00
60.	5 Ea.	10" Gate Valve & Box	2,163.50	10,817.50		0.00	3.00	6,490.50
61.	2 Ea.	12" Gate Valve & Box	2,595.25	5,190.50		0.00	3.00	7,785.75
62.	7 Ea.	Furnish and Install Hydrant (CO #1)	3,163.30	22,143.10		0.00	7.00	22,143.10
63.	2 Ea.	Adjust Gate Valve & Box	550.00	1,100.00		0.00	2.00	1,100.00
65.	4 Ea.	6" Tee	426.30	1,705.20		0.00	9.00	3,836.70
66.	3 Ea.	8" Tee	567.00	1,701.00		0.00	2.00	1,134.00
67.	2 Ea.	10" Tee	834.80	1,669.60		0.00	2.00	1,869.60
68.	2 Ea.	8" x 6" Tee	552.20	1,104.40		0.00		0.00
69.	2 Ea.	10" x 6" Tee	668.20	1,336.40		0.00	1.00	668.20
70.	4 Ea.	12" x 6" Tee	760.50	3,042.00		0.00	4.00	3,042.00
71.	1 Ea.	12" x 8" Tee	823.80	823.80		0.00		0.00
72.	1 Ea.	6" x 4" Reducer	223.60	223.60		0.00	4.00	894.40
73.	5 Ea.	8" x 4" Reducer	287.70	1,438.50		0.00	2.00	575.40
74.	2 Ea.	10" x 6" Reducer	374.80	749.60		0.00	3.00	1,124.40
75.	2 Ea.	10" x 8" Reducer	430.00	860.00		0.00		0.00
76.	1 Ea.	12" x 8" Reducer	483.50	483.50		0.00	1.00	483.50
77.	3 Ea.	6" 45 Deg. Bend	290.30	870.90		0.00	3.00	870.90
79.	1,944 L.F.	6" PVC Water Main	28.90	56,181.60		0.00	1,969.00	56,904.10
80.	465 L.F.	8" PVC Water Main	31.85	14,810.25		0.00	469.00	14,937.65
81.	506 L.F.	10" PVC Water Main	36.40	18,418.40		0.00	490.00	17,836.00
82.	320 L.F.	12" PVC Water Main	46.25	14,800.00		0.00	362.00	16,742.50
83.	JOB	Temporary Water Service	L.S.	11,700.00		0.00	100%	11,700.00
84.	5,448 S.Y.	Terrace Grading	1.00	5,448.00		0.00	5,551.00	5,551.00
85.	50 Ton	Special Rock Bedding	22.40	1,120.00		0.00		0.00
86.	20 Ton	Random Riprap Class III	44.55	891.00		0.00	10.00	445.50
87.	JOB	Temporary Mail Service	L.S.	250.00		0.00	100%	250.00
89.	JOB	Traffic Control	L.S.	5,500.00		0.00	100%	5,500.00

<u>Line No.</u>	<u>Estimated</u>		<u>Unit Price</u>	<u>Contract Price</u>	<u>This Application</u>		<u>Completed to Date</u>	
	<u>Units</u>	<u>Description</u>			<u>Units</u>	<u>Value</u>	<u>Units</u>	<u>Value</u>
91.	JOB	SWPPP Management	L.S.	500.00		0.00	100%	500.00
92.	222 L.F.	Silt Fence/Bio Wattles/Filter Socks	2.00	444.00		0.00	122.00	244.00
93.	34 Ea.	Storm Drain Inlet Protection	175.00	5,950.00		0.00	34.00	5,950.00
94.	1.13 Acre	Seeding, Fertilizing and Mulching	5,250.00	5,932.50		0.00	1.13	5,932.50
95.	30 S.Y.	Erosion Control Blankets Category 4	1.85	55.50		0.00	30.00	55.50
97.	120 L.F.	Pavement Marking - 4" Solid Line	1.00	120.00		0.00	120.00	120.00
98.	20 C.Y.	Excavate and Dispose of Contaminated Soil	100.00	2,000.00		0.00	0.00	0.00
CO#3_1	1 Ea.	6" Cap w/ 1.5" Corp Stop	406.15	406.15		0.00	1.00	406.15
CO#3_2	1 Ea.	Connect to Ex. 1.5" Service	176.10	176.10		0.00	1.00	176.10
CO#3_3	4 Ea.	6" 45d Bend	290.30	1,161.20		0.00	4.00	1,161.20
CO#3_4	1 Ea.	Vertical Water Main Drop	2,010.00	2,010.00		0.00	1.00	2,010.00
CO#4_5	1 Ea.	Exploratory Digging	1,825.00	1,825.00		0.00	1.00	1,825.00
<b>SCHEDULE 1 - TOTAL BID</b>				<b>\$1,424,440.90</b>		<b>\$1,046.36</b>		<b>\$1,392,308.71</b>

**Schedule 2 - Bid Items (5th Street, 6th Avenue, City Hall parking and alley, 3rd Avenue Alley)**

1.	JOB	Mobilization	L.S.	\$42,760.00		0.00	100%	42,760.00
2.	JOB	Maint & Restoration of Access	L.S.	1,500.00		0.00	100%	1,500.00
3.	620 L.F.	Remove Guard Rail	4.00	2,480.00		0.00	620	2,480.00
4.	9,010 S.Y.	Remove Bituminous Pavement	2.00	18,020.00		0.00	9,010.00	18,020.00
5.	768 S.Y.	Remove Concrete Pavement	9.00	6,912.00		0.00	775.00	6,975.00
6.	2 Ea.	Remove, Salvage and Reinstall Sign	150.00	300.00		0.00	2.00	300.00
7.	3,061 C.Y.	Common Excavation (P)	12.35	37,803.35		0.00	3,061.00	37,803.35
8.	200 S.Y.	Geotextile Fabric Type IV	1.15	230.00		0.00	120.00	138.00
9.	10,620 S.Y.	Subgrade Preparation	1.50	15,930.00		0.00	10,620.00	15,930.00
10.	6,137 S.Y.	12" Aggregate Base Class 5	7.30	44,800.10		0.00	6,213.00	45,354.90
11.	4,453 S.Y.	8" Aggregate Base Class 5	5.10	22,710.30		0.00	4,453.00	22,710.30
12.	820 Ton	Type SP 12.5 Wearing Course Mix	83.50	68,470.00		0.00	809.29	67,575.72
13.	1,370 Ton	Type SP 12.5 Non Wear Course Mix	76.50	104,805.00		0.00	1,320.55	101,022.08

<u>Line No.</u>	<u>Estimated</u>		<u>Unit Price</u>	<u>Contract Price</u>	<u>This Application</u>		<u>Completed to Date</u>	
	<u>Units</u>	<u>Description</u>			<u>Units</u>	<u>Value</u>	<u>Units</u>	<u>Value</u>
15.	6 Ea.	Adjust Frame & Ring Casting	549.00	3,294.00	0.00		6.00	3,294.00
16.	748 S.Y.	4" Concrete Walk	50.00	37,400.00	0.00		721.90	36,095.00
17.	6 S.Y.	6" Concrete Walk	123.85	743.10	0.00		6.00	743.10
18.	2,891 L.F.	Concrete Curb and Gutter Design B624	23.30	67,360.30	0.00		2,911.00	67,826.30
19.	189 L.F.	Concrete Curb and Gutter Match	29.45	5,566.05	0.00		285.00	8,393.25
21.	235 S.Y.	6" Concrete Driveway Pavement	63.85	15,004.75	0.00		385.79	24,632.69
23.	58 S.Y.	8" Concrete Valley Gutter	83.75	4,857.50	0.00		58.00	4,857.50
24.	21 S.F.	Truncated Domes	68.40	1,436.40	0.00		30.00	2,052.00
26.	2,765 L.F.	4" Perforated Drain Pipe	7.60	21,014.00	0.00		2,765.00	21,014.00
28.	8 Ea.	Subdrain Outlet	52.00	416.00	0.00		6.00	312.00
29.	67 L.F.	8" PVC Pipe Sewer, SDR-26	47.00	3,149.00	0.00		67.00	3,149.00
32.	723 L.F.	15" RC Pipe Sewer, Class IV	49.10	35,499.30	0.00		723.00	35,499.30
33.	112 L.F.	18" RC Pipe Sewer, Class III	46.80	5,241.60	0.00		112.00	5,241.60
36.	6 Ea.	Connect to Existing Storm Sewer	600.00	3,600.00	0.00		6.00	3,600.00
37.	176 L.F.	Connect to Existing Roof Drain	55.60	9,785.60	0.00		164.00	9,118.40
38.	2 Ea.	4' x 4' Storm Manhole	1,418.50	2,837.00	0.00		1.00	1,418.50
39.	1 Ea.	5' x 5' Storm Manhole	3,406.00	3,406.00	0.00		1.00	3,406.00
40.	12 Ea.	Single Grate Intake	1,214.00	14,568.00	0.00		12.00	14,568.00
42.	1 Ea.	Area Intake	685.00	685.00	0.00		1.00	685.00
43.	2 Ea.	Sidewalk Trench Drain	3,832.35	7,664.70	0.00		2.00	7,664.70
51.	1 Ea.	Connect to Existing Water Main	665.40	665.40	0.00		2.00	1,330.80
52.	11 Ea.	1" Curb Stop and Box	206.20	2,268.20	0.00		13.00	2,680.60
53.	1 Ea.	2" Curb Stop	516.60	516.60	0.00			0.00
54.	11 Ea.	1" Corp Stop	202.50	2,227.50	0.00		13.00	2,632.50
55.	1 Ea.	2" Corp Stop	365.90	365.90	0.00			0.00
56.	340 L.F.	1" Water Service	27.20	9,248.00	0.00		406.00	11,043.20
57.	5 L.F.	2" Water Service	85.70	428.50	0.00			0.00
58.	2 Ea.	6" Gate Valve & Box	1,324.00	2,648.00	0.00		3.00	3,972.00

Line No.	Estimated		Unit Price	Contract Price	This Application		Completed to Date	
	Units	Description			Units	Value	Units	Value
62.	1 Ea.	Furnish and Install Hydrant (CO #1)	3,163.30	3,163.30		0.00	1.00	3,163.30
63.	3 Ea.	Adjust Gate Valve & Box	500.00	1,500.00		0.00	3.00	1,500.00
64.	1 Ea.	6" Cap	152.00	152.00		0.00		0.00
78.	1 Ea.	6" 90 Deg. Bend	301.00	301.00		0.00	1.00	301.00
79.	307 L.F.	6" PVC Water Main	26.60	8,166.20		0.00	328.00	8,724.80
83.	JOB	Temporary Water Service	L.S.	4,000.00		0.00	100%	4,000.00
84.	3,545 S.Y.	Terrace Grading	1.00	3,545.00		0.00	3,600.00	3,600.00
87.	JOB	Temporary Mail Service	L.S.	300.00		0.00	100%	300.00
88.	900 L.F.	Install Guard Rail	30.50	27,450.00	900.00	27,450.00	900.00	27,450.00
89.	JOB	Traffic Control	L.S.	1,200.00		0.00	100%	1,200.00
90.	4 Ea.	Install Handicap Sign	350.00	1,400.00	2.00	700.00	6.00	2,100.00
91.	JOB	SWPPP Management	L.S.	500.00		0.00	100%	500.00
92.	1,010 L.F.	Silt Fence/Bio Wattles/Filter Socks	1.95	1,969.50		0.00	970.00	1,891.50
93.	14 Ea.	Storm Drain Inlet Protection	175.00	2,450.00		0.00	14.00	2,450.00
94.	0.99 Acre	Seeding, Fertilizing and Mulching	5,250.00	5,197.50		0.00	0.99	5,197.50
95.	865 S.Y.	Erosion Control Blankets Category 4	1.85	1,600.25		0.00		0.00
96.	4 Ea.	Pavement Marking - Accessible Parking Symbol	75.00	300.00		0.00	4.00	300.00
97.	1,221 L.F.	Pavement Marking - 4" Solid Line	1.00	1,221.00		0.00	1,221.00	1,221.00
98.	20 C.Y.	Excavate and Dispose of Contaminated Soil	100.00	2,000.00		0.00	0.00	0.00
CO#2	1 LS	Roof Drain Extensions- 3rd Ave Alley	L.S.	6,105.00		0.00	100%	6,105.00
CO#2	1 LS	Roof Drain Extensions- City Hall Alley	L.S.	1,813.40		0.00	100%	1,813.40
<b>SCHEDULE 2 - TOTAL BID</b>				<b>\$702,951.30</b>	<b>\$28,150.00</b>			<b>\$709,616.28</b>

**Schedule 2 - Alternate Bid Items (7th Avenue)**

4.	32 S.Y.	Remove Bituminous Pavement	10.00	320.00		0.00	20.00	200.00
7.	1,000 C.Y.	Common Excavation (F)	12.35	12,350.00		0.00	1,000.00	12,350.00
9.	1,505 S.Y.	Subgrade Preparation	1.50	2,257.50		0.00	1,505.00	2,257.50
10.	1,505 S.Y.	12" Aggregate Base Class 5	7.30	10,986.50		0.00	1,505.00	10,986.50
12.	110 Ton	Type SP 12.5 Wearing Course Mix	103.70	11,407.00		0.00	112.95	11,712.92

Line No.	Estimated		Unit Price	Contract Price	This Application		Completed to Date	
	Units	Description			Units	Value	Units	Value
13.	175 Ton	Type SP 12.5 Non Wear Course Mix	66.20	15,085.00		0.00	168.72	14,543.86
15.	1 Ea.	Adjust Frame & Ring Casting	649.00	649.00		0.00	1.00	649.00
18.	670 L.F.	Concrete Curb and Gutter Design B024	22.85	15,376.50		0.00	677.00	15,537.15
20.	56 S.Y.	4" Gravel Driveway	8.00	448.00		0.00	56.00	448.00
26.	840 L.F.	4" Perforated Drain Pipe	7.60	6,384.00		0.00	667.00	5,069.20
26.	1 Ea.	Subdrain Outlet	52.00	52.00		0.00	2.00	104.00
53.	1 Ea.	Adjust Gate Valve & Box	550.00	550.00		0.00	1.00	550.00
84.	740 S.Y.	Terrace Grading	1.00	740.00		0.00	740.00	740.00
92.	60 L.F.	Silt Fence/Bio Wattles/Filter Socks	3.00	180.00		0.00	46.00	138.00
93.	3 Ea.	Storm Drain Inlet Protection	175.00	525.00		0.00	3.00	525.00
94.	0.19 Acre	Seeding, Fertilizing and Mulching	5,250.00	<u>997.50</u>		<u>0.00</u>	0.19	<u>997.50</u>

**SCHEDULE 2 - ALTERNATE - TOTAL BID**

**\$78,308.00**

**\$0.00**

**\$76,808.43**

**SCHEDULE 1, SCHEDULE 2 AND SCHEDULE 2 ALTERNATE - TOTAL BID**

**\$2,205,700.20**

**\$29,196.36**

**\$2,176,734.42**

Total Work Completed

**\$2,176,734.42**

Materials Stored on Site

**0.00**

Less Retainage

**106,576.70**

**\$2,072,157.72**

Less Previous Payments

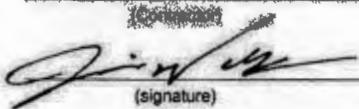
**2,042,961.36**

**TOTAL AMOUNT DUE THIS PAY REQUEST**

**\$29,196.36**

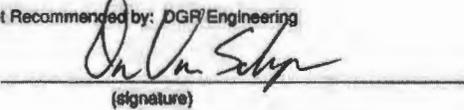
Payment Requested by:

\_\_\_\_\_

  
(signature)

Date 11/15/17

Payment Recommended by: DGR/Engineering

  
(signature)

Date 11/15/17

Payment Approved by: City of Winona, Minnesota

\_\_\_\_\_

Date \_\_\_\_\_



Conductor Power LLC  
4993 Gull Dam Road  
Brainerd MN 56401  
(218) 316-7801

# Contract Invoice

Invoice#: 2017-005S-001

Date: 10/30/2017

License:

**Billed To:** Windom Municipal Utilities  
444 9th Street  
PO Box 38  
Windom MN 56101-0038

**Project:** 17-005S  
1105 1st Avenue  
North Windom MN 56101

**Due Date:** 11/29/2017

**Terms:** 30DY

**Order#** N16085

Description	Amount
Progress Billing# 1	436,995.00

Approved  
Alex Martin  
*[Signature]*

*A service charge of 0.00 % per annum will be charged on all amounts overdue on regular statement dates.*

*Thank you for your prompt payment!*

Sales Tax:	0.00
Invoice Total:	436,995.00
Retention:	21,849.75
Amount Paid:	0.00
<b>Amount Due</b>	<b>415,145.25</b>



**Conductor Power LLC**  
 4993 Gull Dam Road  
 Brainerd MN 56401  
 (218) 316-7801

# Progress Billing

Application: 1

Period: 10/30/2017

License:

**Owner:** Windom Municipal Utilities  
 1105 1st Avenue  
 North Windom MN 56101

**Job Location:** 17-005S  
 1105 1st Avenue  
 North Windom MN 56101

**Client PO#:** Project: N16085

## Application For Payment On Contract

<b>Original Contract.....</b>	1,576,521.00
<b>Net Change by Change Orders.....</b>	0.00
<b>Contract Sum to Date.....</b>	1,576,521.00
<b>Total Complete to Date.....</b>	436,995.00
<b>Total Retained.....</b>	21,849.75
<b>Total Earned Less Retained.....</b>	415,145.25
<b>Less Previous Billings.....</b>	0.00
<b>Current Payment Due.....</b>	415,145.25
<b>Balance on Contract.....</b>	1,161,375.75

## Contractor's Certification of Work

The undersigned contractor certifies that, to the best of the contractor's knowledge, the work on the above named job has been completed in accordance with the plans and specifications to the level of completion indicated on the attached schedule of completion.

Contractor: \_\_\_\_\_

Date: \_\_\_\_\_

10-31-17

*Terms: Invoices are due and payable 30DY from the date of invoice. All overdue amounts will be charged a service charge of 0.00 % per annum. Please make checks payable to: Conductor Power LLC*

*Thank you for your prompt payment.*

**SUBCONTRACTOR'S REQUEST FOR PAYMENT  
DISTRIBUTION DETAIL**

Application No.: 1  
 Application Date: 10/31/2017  
 Period To: 10/31/2017  
 Contractor's PO No. \_\_\_\_\_

Windom

CP - 05 S

A	B					Work From Prev			Total Completed	% (C)	Balance to Finish (C - G)	Retainage 5%
Item No.	Description of Work	No. of Units	Labor	Materials	Labor & Materials	Applications	Labor This Period	Materials This Period		divided by (C)		
1	General Conditions, Mobilization, Demobilization	1	\$ 9,919.00	\$ -	\$ 9,919.00		\$ 9,919.00		\$ 9,919.00	100.0%	\$ -	\$ 495.95
2	Demolition	1	\$ 28,171.00	\$ -	\$ 28,171.00		\$ 2,000.00		\$ 2,000.00	7.1%	\$ 26,171.00	\$ 100.00
3	Sitework	1	\$ 161,100.00	\$ 107,400.00	\$ 268,500.00		\$ 151,100.00	\$ 107,400.00	\$ 258,500.00	96.3%	\$ 10,000.00	\$ 12,925.00
4	Concrete	1	\$ 95,006.00	\$ 34,316.00	\$ 129,322.00		\$ 95,006.00	\$ 34,316.00	\$ 129,322.00	100.0%	\$ -	\$ 6,466.10
5	Below Grade Grounding	1	\$ 6,480.00	\$ 2,391.00	\$ 8,871.00		\$ 5,200.00	\$ 2,391.00	\$ 7,591.00	85.6%	\$ 1,280.00	\$ 379.55
6	Above Grade Grounding	1	\$ 2,380.00	\$ 2,727.00	\$ 5,107.00			\$ 2,727.00	\$ 2,727.00	53.4%	\$ 2,380.00	\$ 136.35
7	Fence Grounding	1	\$ 4,348.00	\$ 963.00	\$ 5,311.00			\$ 963.00	\$ 963.00	18.1%	\$ 4,348.00	\$ 48.15
8	Below Grade Conduit	1	\$ 12,929.00	\$ 8,723.00	\$ 21,652.00		\$ 12,250.00	\$ 8,723.00	\$ 20,973.00	96.9%	\$ 679.00	\$ 1,048.65
9	LV Power & Control Cable	1	\$ 13,183.00	\$ 78,142.00	\$ 91,325.00				\$ -	0.0%	\$ 91,325.00	
10	LV Power & Control Cable Terminations	1	\$ 9,358.00	\$ 1,637.00	\$ 10,995.00				\$ -	0.0%	\$ 10,995.00	
11	MV Power Cable	1	\$ 38,661.00	\$ 145,453.00	\$ 184,114.00				\$ -	0.0%	\$ 184,114.00	
12	MV Power Cable Terminations	1	\$ 59,913.00	\$ 74,124.00	\$ 134,037.00				\$ -	0.0%	\$ 134,037.00	
13	Grounding Platforms	1	\$ 99.00	\$ 797.00	\$ 896.00				\$ -	0.0%	\$ 896.00	
14	High Voltage Equipment	1	\$ 10,713.00	\$ 664.00	\$ 11,377.00				\$ -	0.0%	\$ 11,377.00	
15	Electrical Bus System	1	\$ 10,082.00	\$ 8,056.00	\$ 18,138.00				\$ -	0.0%	\$ 18,138.00	
16	Control Building	1	\$ 44,582.00	\$ 288,945.00	\$ 333,527.00				\$ -	0.0%	\$ 333,527.00	
17	Battery System	1	\$ 8,332.00	\$ 36,989.00	\$ 45,321.00				\$ -	0.0%	\$ 45,321.00	
18	Control Panel Modifications	1	\$ 57,731.00	\$ 108,962.00	\$ 166,693.00			\$ 5,000.00	\$ 5,000.00	3.0%	\$ 161,693.00	\$ 250.00
19	Testing & Commissioning	1	\$ 103,245.00	\$ -	\$ 103,245.00				\$ -	0.0%	\$ 103,245.00	
	<b>Totals</b>		<b>\$676,232.00</b>	<b>\$900,289.00</b>	<b>\$1,576,521.00</b>	<b>\$0.00</b>	<b>\$275,475.00</b>	<b>\$161,520.00</b>	<b>\$436,995.00</b>	<b>\$5.60</b>	<b>\$1,139,526.00</b>	<b>\$21,849.75</b>



**BOLTON  
& MENK**

Real People. Real Solutions.

12224 Nicollet Avenue  
Burnsville, MN 55337-1649

Ph: (952) 890-0509  
Fax: (952) 890-8065  
Bolton-Menk.com

November 16, 2017

Via Email

Mr. Mike Haugen, Water-Sewer Superintendent  
City of Windom  
444 9th St.  
PO Box 38  
Windom, MN 56101

RE: Work Time Extension  
Water Treatment Plant Improvements  
Windom, Minnesota

Dear Mr. Haugen,

Attached is a request from Rice Lake Contracting requesting additional time to complete the filter underdrain replacement approved in Project Change Order No. 1 by the Council at the October 3, 2017 Council Meeting. Rice Lake Contracting is requesting a time extension until December 22, 2017. Two of the filter underdrains have been replaced and the new media installed. As stated in Rice Lake's request, they are currently planning on turning over Filters No. 3 and 4 on November 22<sup>nd</sup> and start removal and replacement of the media and underdrains of Filters No. 1 and 2 on November 27<sup>th</sup>.

I would agree with Rice Lake that the additional time is warranted and that a new project completion date of December 22, 2017 is reasonable.

If you or the Council should have any questions, please feel free to contact me.

Sincerely,

BOLTON & MENK, INC.

R. Kelly Yahnke  
Project Engineer

Cc: Kirk Yahnke, BMI



November 16, 2017

Mr. Kelly Yankee  
Bolton and Menk  
1960 Premier Drive  
Mankato, MN 56001

RE: Change Order 6 – Windom Sand Filter Under Drain Replacement Contract Extension

Rice Lake Construction Group (RLCG) is requesting a contract extension from the current completion date of November 17, 2017 to December 22, 2017. The contract extension is requested for the additional time needed to install the new underdrains in each of the four filter cells.

The current contract with the City of Windom Water Treatment Facility (WTF) Rehabilitation project had an interim completion date of June 16, 2017 for the installation of the Direct Backwash Piping Revisions and a final November 17, 2017 date for the installation of the filter media system. RLCG completed the installation of the Direct Backwash Piping Revision prior to June 16, 2017 and began removal of the existing filter after the Labor Day Weekend as specified by the contract.

During the removal of the existing filter media, it was discovered that Filter No.3 underdrain had failed and was allowing filter media to flow into the bottom of the other filter underdrains. The by-passed media was causing plugging issues in the underdrain system. On September 20, 2017 the Owners Engineer submitted Proposal Request No.4 to RLCG for the following:

- Remove and dispose the existing under drain system blocks from each filter (4 Total)
- Clean up and prep the existing structures as required for installing the new underdrain blocks
- Install new Type XA underdrain with IMS 200 media retainer blocks as recommended by Leopold, Xylem Water Solutions USA, Inc.
- Complete installation two filters at a time

RLCG responded to Proposal Request No.4 on September 25, 2017 and was issued a Change Order for the work on October 4, 2017. RLCG immediately notified Xylem/Leopold Inc. of the order and was informed that the Underdrain material would not be onsite until November 1, 2017. The actual materials arrived on site on November 6, 2017.

New underdrains have successfully been installed in Cells 3&4 and we will complete the filter media installation today. Pending successful completion of disinfection/testing RLCG hope to turn Cell 3&4 over to the WTF on Wednesday November 22, 2017. Based on the duration of the work in Cell 3 and 4, RLCG anticipates that we can complete the installation of the new underdrains and filter media in Cells 1&2 by December 22, 2017. Please let me know if this meets your and the City of Windom schedule requirements.

If you have any questions or concerns, please feel free to contact me.

Sincerely,

John Strain Project Manager

RICE LAKE CONSTRUCTION GROUP

Project Manager

cc: File, Supt



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12224 Nicollet Avenue  
Burnsville, MN 55337-1649

Ph: (952) 890-0509  
Fax: (952) 890-8065  
Bolton-Menk.com

November 13, 2017

Via Email

Mr. Mike Haugen  
Water - Sewer Superintendent  
444 9<sup>th</sup> Street  
PO Box 38  
Windom, MN 56101

Re: Payment Request No. 3  
Water Treatment Facility Rehabilitation  
Windom, Minnesota  
BMI Project No. T22.113308

Dear Mike:

Please find attached Application for Payment No. 3 from Rice Lake Contracting Corp. for the work completed to date for the construction of the Water Treatment Facility Rehabilitation. We reviewed this application and find it acceptable for payment. We recommend making a payment of \$135,056.10 to Rice Lake Contracting Corp. Please sign the first page of the application, forward copy along with the payment to Rice Lake Contracting Corp., a copy to Bolton & Menk, and keep one copy for your records.

Sincerely,

**Bolton & Menk, Inc.**

R. Kelly Yahnke  
Project Manager

RKY

Enclosure

## Contractor's Application For Payment No. 3

	Application Period To: 11/6/2017	Application Date: 11/6/2017
To (Owner): City of Windom, Minnesota	From (Contractor): Rice Lake Contracting Corp.	Via (Engineer): Bolton Menk
Project: Water Treatment Facility (WTF) Rehabilitation	Contract: All Construction	
Owner's Contract No.: T22.113308 - Windom, MN	Contractor's Project No.: 1706	

**Application for Payment**

**Change Order Summary**

Approved Change Orders				
Number	Additions	Deductions		
1	\$ 192,017.16			
<b>TOTALS</b>	<b>\$192,017.16</b>	<b>\$0.00</b>		
<b>NET CHANGE BY CHANGE ORDERS</b>		<b>\$192,017.16</b>		

1. ORIGINAL CONTRACT PRICE	\$439,469.00
2. Net change by Change Orders	\$192,017.16
3. CURRENT CONTRACT PRICE (Line 1 ± 2)	\$631,486.16
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)	\$607,422.16
5. RETAINAGE:	
a. 5% x \$388,039.21 Work Completed	\$18,301.81
b. 5% x \$71,446.84 Stored Materials	\$3,572.30
c. Total Retainage (Line 5a + Line 5b)	\$21,874.11
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)	\$415,608.04
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$280,551.94
8. AMOUNT DUE THIS APPLICATION	\$135,056.10
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)	\$219,299.12

**Contractor's Certification**

The undersigned Contractor certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: John Strain  
**JOHN STRAIN**  
 Date: 11/10/17

Payment of: \$135,056.10  
(Line 8 or other - attach explanation of other amount)

Recommended by: R. Kelly Walsh 11-13-2017  
(Engineer) (Date)

Payment of: \_\_\_\_\_  
(Line 9 or other - attach explanation of other amount)

is approved by: \_\_\_\_\_  
(Public Works Director) (Date)

Approved by: \_\_\_\_\_  
Funding Agency (if applicable) (Date)

EJCDC No. C-620 (2012 Edition)  
 Prepared by the EJCDC Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.

**DIANNA GUTZMAN**  
 NOTARY PUBLIC - MINNESOTA  
 My Commission Expires Jan. 31, 2020

Rice Lake Construction, Schedule of Values

Date of application 11/6/2017

Pay App #1

Work completed through: 11/6/2017

Pay Item Number	Description	B Scheduled Value	C From Previous Application (C+D)	D This Period	E Materials Presently Stored (not in Col D)	Total Completed and Stored to Date (C + D + E)	% (F)	Balance to Finish
1	Mobilization	\$39,300.00	\$19,850.00	\$9,825.00		\$29,475.00	75	\$9,825.00
2	Mechanical Direct Backwash Piping Revision	\$161,400.00	\$46,000.00	\$115,400.00		\$161,400.00	100	\$0.00
0	Filter Media and Underdrain System	\$104,800.00	\$0.00	\$16,667.03	\$71,445.94	\$88,112.97	84	\$16,687.03
4	Base Bid Electrical	\$13,100.00	\$0.00	\$13,100.00		\$13,100.00	100	\$0.00
6	Electrical - Controls and Instrumentation	\$63,000.00	\$0.00	\$63,000.00		\$63,000.00	100	\$0.00
6	Add item 1 - Well Flow Meters	\$32,800.00	\$16,400.00	\$16,400.00	\$0.00	\$32,800.00	100	\$0.00
7	Design Allowances	\$2,197.04	\$0.00	\$0.00		\$0.00	0	\$2,197.04
								\$0.00
								\$0.00
								\$0.00
								\$0.00
	Design Allowances							
01001	Proposal Request 1 - Well Check Valves	\$4,884.57	\$2,442.29	\$2,442.28		\$4,884.57	100	\$0.00
01002	Proposal Request 2A - Backwash Piping Modification	\$4,676.97	\$2,338.49	\$2,338.48		\$4,876.97	100	\$0.00
01003	Install 6" spool and owner supplied Flow Meter	\$806.29		\$806.29		\$806.29	100	\$0.00
01004	Install 12" shipon pipes in Filters 1-4	\$12,435.13		\$9,326.35		\$9,326.35	75	\$3,108.78
	Change Orders							
1	Install Underdrain Systems	\$192,017.16	\$0.00	\$29,900.00		\$29,900.00	16	\$162,117.16
		\$631,417.16	\$88,830.78	\$279,205.43	\$71,445.94	\$437,482.15	69	\$193,935.01

EJCDC No. C-620 (2002 Edition)

Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.