

REMINDER: EARLIER MEETING TIME 4:00 P.M.

**Council Meeting
Tuesday, February 6, 2018
City Council Chambers
4:00 p.m.
AGENDA**



Call to Order
Pledge of Allegiance
Mayor Appointment – Councilmember Ward II
Oath of Office

1. Consent Agenda
 - Minutes
 - Council Minutes – January 16, 2018
 - Utility Commission – January 25, 2018
 - Regular Bills
2. Recognition of Service – Paul Johnson
3. Department Heads
4. Arena - Ice System Replacement Project - Bid Award
5. 2018A Bond Pre-Sale
6. Ratification of Fire Department Election
7. Letter of Engagement – Van Iwaarden – City of Windom & Fire Relief Association
8. Clean Water Loan Application Resolution
9. Resolution Approving Amendments to the Fees and Charges Schedule
10. Additional 2018 Mayor Appointments and Reappointments
11. Street/Electric Interview Committee Report
 - Street Superintendent Recommendation
 - Electric Utility Manager Recommendation
12. New Business
13. Old Business
 - “Compression Braking” Ordinance
 - Liquor Store Manager Hiring Committee
 - Charter Commission – Appointments & Reappointments
14. Council Comments
15. Adjourn



ACTION ITEM



CITY OF WINDOM
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TO: City Council
FROM: Mayor Dominic Jones
DATE: January 29, 2018
RE: Appointment to Vacant City Council Seat – Ward II
DEPT: Mayor\Council
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

The Mayor recommends that the City Council take the following action:

1. Appoint JoAnn Ray, 1217 Lakeview Avenue, to the vacant City Council seat in Ward II.

Issue Summary/Background

On January 2, 2018 Paul Johnson submitted his resignation, effective January 31, 2018, from the City Council due to his moving outside of the community. Mr. Johnson's resignation was accepted on January 2, 2018 and on January 16, 2018 the City Council formally declared a vacancy in Ward II. Mr. Johnson's term was set to expire on December 31, 2018.

The Windom City Charter (Section 2.05) states that "If the vacancy occurs one year or less before the expiration of the term of that elective office the mayor shall nominate and the council shall affirm and shall forthwith appoint an eligible person to fill the vacancy for the remainder of the unexpired term."

As Mayor, under the authority of the Windom City Charter, do hereby appoint JoAnn Ray, 1217 Lakeview Avenue, as an eligible person to fulfil the Council member vacancy in Ward II. This appointment will commence on February 6, 2018 and run through December 31, 2018, which is the end of the unexpired term.

Ms. Ray being a former City Council person has the skills and knowledge necessary to fulfill the office and be up to speed quickly on the issues facing the City of Windom.

Fiscal Impact

Fulfilling an existing City Council position so compensation has been budgeted according to the applicable ordinance.

Attachments

1. Windom City Charter (Section 2.05)
2. Windom City Code 31.12

Subd. 8. PROCEDURE AT RECALL ELECTION. The City Administrator shall include with the published or posted notice of the election the statement of the grounds for the recall and also, in not more than 500 words, the answer of the officer concerned in justification of his/her course in office. Candidates to succeed the officer to be recalled shall be nominated in the usual way, and the election shall be conducted as far as possible, in accordance with the usual procedure in municipal elections.

Subd. 9. FORM OF RECALL BALLOT. Unless the officer whose removal is sought resigns within ten days after the receipt by the Council of the completed recall petition, the form of the ballot at such election shall be as near as may be: "Shall _____ be recalled?" The name of the officer whose recall is sought being inserted in the blank, and the registered voters shall be permitted to vote separately "yes" or "no" upon this question. The ballot shall also contain the names of the candidates to be voted upon to fill the vacancy, in case the recall is successful, under the caption: "Candidates to fill the place of _____ recalled"; but the officer whose recall is sought shall not himself/herself be a candidate upon such ballot. If a majority of those voting on the question of recall vote in favor of the recall, the official shall be thereby removed from office, and the candidate who receives the highest number of votes for his/her place shall be elected thereto for the remainder of the unexpired term. If the officer sought to be recalled resigns within ten days after the receipt by the Council of the completed recall petition, the form of ballot at the election shall be the same, as nearly as possible, as the form in use at a regular elections.

Sec. 2.03, COUNCIL: The council shall be composed of the mayor and five (5) council members, two of which council members shall be elected by and from the electors of each ward of said City respectively, and who shall be bona fide residents of their respective wards, and one council member to be elected by and from the electors of said City at large. The mayor shall have no vote in the proceedings in said council except in the case of the tie vote.

Sec. 2.04, INCOMPATIBLE OFFICES: No member of the council shall hold any other municipal office or become an employee of said City while serving as such council member. No former member shall be appointed to any paid office or employment of the City, which office employment was created, or the employments of which were increased, during such council member's term of office, until two (2) years after the expiration of the term for which said person was elected.

Sec. 2.05, VACANCIES: An elective office becomes vacant when the person elected or appointed thereto dies before taking office or fails to qualify, or the incumbent dies, resigns in writing filed with the City Administrator, is convicted of a felony, ceases to reside in the City, or is adjudged incompetent by a Court of competent jurisdiction. In each case the council shall by resolution declare the vacancy to exist.

If the vacancy occurs one year or less before the expiration of the term of that elective office the mayor shall nominate and the council shall affirm and shall forthwith appoint an eligible person to fill the vacancy for the remainder of the unexpired term.

If the vacancy occurs more than one year before the expiration of the term of the elective office the council shall forthwith order a special election to fill such vacancy to be held within 150 days of the resolution declaring the vacancy.

GENERAL ELECTION. A **GENERAL ELECTION** is an election held at regular intervals on a day determined by law or charter at which the voters of the state or any of its subdivisions choose by ballot public officials or presidential electors.

SPECIAL ELECTION. A **SPECIAL ELECTION** is an election held at any time to fill vacancies in public offices.

VACANCY. A vacancy occurs for the reasons stated in M.S. § 351.02 or other state law and city Charter § 2.05.
(Ord. 159, 2nd Series, passed 12-6-2016)

§ 31.11 APPOINTMENT TO VACANCY.

Pursuant to M.S. § 412.02, Subd. 2a, a person shall be appointed by the City Council to fill the vacancy until the special election is held and the winner of the special election is qualified to take office.
(Ord. 159, 2nd Series, passed 12-6-2016)

§ 31.12 SPECIAL ELECTION TIMING.

If a vacancy occurs one year or less before the expiration of the term of that elective office, the Mayor shall nominate and the Council shall affirm and shall forthwith appoint an eligible person to fill the vacancy for the remainder of the unexpired term.
(Ord. 159, 2nd Series, passed 12-6-2016)

RULES OF COUNCIL PROCEDURE.

§ 31.15 PRESIDING OFFICER.

(A) The Mayor shall preside at all meetings of the Council. In the absence of the Mayor, the Alderman-at-Large shall preside. In the absence of both, the City Administrator shall call the meeting to order and shall preside until the Council members present at the meeting choose one of their number to act temporarily as Presiding Officer.

(B) The Presiding Officer shall preserve order, enforce the rules of procedure herein prescribed, and determine without debate, subject to the final decision of the Council on appeal, all questions of procedure and order. Except as otherwise provided by statute or by these rules, the proceedings of the Council shall be conducted in accordance with *Robert's Rules of Order*, Revised.

**Regular Council Meeting
City Hall, Council Chamber
January 16, 2018
7:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Dominic Jones.

2. Roll Call:

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

Council Absent: None

City Staff Present: Steve Nasby, City Administrator; Ron Schramel, City Attorney; Scott Peterson, Police Chief; Mike Haugen, Water/Waste Water Superintendent; and Drew Hage, Development Director

Pledge of Allegiance

3. Consent Agenda:

- Minutes
 - Council Minutes – January 2, 2018
 - HRA – December 13, 2017
 - Telecom Minutes – December 21, 2017
 - Tree Commission – January 3, 2018
 - EDA – January 8, 2018
 - Library Board – January 9, 2018
 - Planning Commission – January 9, 2018
 - Park and Recreation Commission – January 10, 2018
- Regular Bills

Motion by Johnson, second by Sherman, approving the Consent Agenda. Motion carried 5 – 0.

4. Additions to the Agenda:

Mayor Appointments & Reappointments - Park & Recreation Commission Appointments

Old Business – Hiring Update Electric Manager and Street/Park Superintendent

Motion by Joyce, second by Sherman, approving the additions to the Agenda. Motion carried 5 – 0.

5. Public Hearing – SCDP Citizen Participation:

Drew Hage, Development Director, reviewed for the Council the resolution that was adopted approving the Citizen Participation Plan and calling for a public hearing regarding the proposed full Small Cities Development Program application. Lisa Graphenteen from Southwest Minnesota Housing Partnership provided an overview of the SCDP application process, funding request of \$418,600 (this will be leveraged with other funds for a total of \$575,000), and funding terms. The application is for a single purpose and will focus on owner-occupied housing rehabilitation for approximately 20 households as 0% deferred loans that will be forgiven over a ten-year period. The rehab will focus on areas of health and safety, energy efficiency, accessibility and environmental hazards. The program guidelines will set a maximum funding amount for property owners. The application process for homeowners was outlined by Graphenteen.

Mayor Jones opened the public hearing and requested public comments. There were no comments from the public. The public hearing was closed.

Council member Johnson introduced the Resolution No. 2018-06, entitled “RESOLUTION AUTHORIZING SUBMISSION OF A FULL APPLICATION IN THE SMALL CITIES DEVELOPMENT PROGRAM”, and moved its adoption. The resolution was seconded by Joyce and on roll call vote: Yes: Byam, Grunig, Johnson, Sherman and Joyce No: None. Absent: None, Abstain: None. Resolution passed 5 – 0.

6. Department Heads:

None.

7. Safe Routes to School Project – Winfair Elementary:

Dennis Johnson & Mike Johnson with Wenck Associates reviewed the site plan for the Safe Routes to School Project at Winfair Elementary. The project will focus on a safe student entrance to the school by controlling traffic and eliminating congestion along 6th Avenue. MNDOT is requiring City approval to complete work and locate signs within the City right-of-ways. The project will consist of curb cuts and storm sewer connections, pavement removal and replacement.

Parking along 6th Avenue, long term sign maintenance and painting of crosswalks were discussed. Any signs placed or work completed within the City right-of-way will become future maintenance items for the City. The question was asked regarding the need of the project if a new school is planned at a different location. The school administration has confirmed there will be a continued use of the facility that will require the drop off of students at the facility.

Motion by Byam second by Sherman to approve the Safe Routes to School project for Winfair Elementary as presented upon the condition that there is no maintenance or cost to the City. Motion carried 5 – 0.

8. Review City Ordinance – “Compression Braking”:

Council Member Byam discussed the complaints that have been received for “Jake” braking within the City. Byam reviewed the ordinance and was satisfied with the ordinance but questioned the fine amount for the enforcement of the ordinance. Nasby noted the fine is a misdemeanor. Joyce questioned if the city was following the current ordinance. The ordinance requires signs at every highway entrance into the city. The signs that were previously located in the State road right-of-way were removed by MNDOT. When the signs were removed, the ordinance was not revised. There are signs in the city limits that are within the City right-of-way. Signs along the state highways could be replaced by MNDOT at a cost of \$886 per sign or the ordinance could be changed. The Council discussed the need for the ordinance. It was determined that five signs would be needed in order to follow the ordinance. It was noted that currently the ordinance cannot be enforced without the signs in place. Police Chief Scott Peterson stated that MNDOT arbitrarily removed the signs. Peterson’s philosophy is it can’t hurt to have the signage and if an officer observes an offense, they can then enforce the ordinance. Additional information for sign installation and fines will be provided at the next meeting.

9. Resolution Supporting Fire Assistance Grant Application:

Fire Chief Dan Ortmann requested the Council’s permission to submit a grant to replace Unit 21 which is the main engine that responds to rural city fire calls. The truck is 26 years old. Some funding has been allocated for the replacement vehicle and could be used for the matching funds. The grant requires a 5% match.

Council member Byam introduced the Resolution No. 2018-07, entitled “RESOLUTION SUPPORTING THE SUBMISSION OF A GRANT APPLICATION TO THE “ASSISTANCE TO FIREFIGHTERS” GRANT PROGRAM ON BEHALF OF THE WINDOM FIRE DEPARTMENT”, and moved its adoption. The resolution was seconded by Joyce and on roll call vote: Yes: Grunig, Johnson, Sherman, Joyce and Byam. No: None. Absent: None, Abstain: None. Resolution passed 5 – 0.

10. Resolution Declaring Intent to Reimburse from Bonds Proceeds – NWIP Phase II & Arena Ice System:

Nasby reviewed the projects that will be paid with the bond proceeds. The EDA is purchasing about 80 acres of property to expand the industrial park. The EDA portion of the bond will be repaid with TIF proceeds. The second project is the Arena Ice Making Replacement Project. The resolution will allow for the City to receive reimbursement for costs incurred for the project prior to the issuance of the bonds should the project move ahead as anticipated.

Council member Joyce introduced the Resolution No. 2018-08, entitled “RESOLUTION MAKING A DECLARATION OF OFFICIAL INTENT UNDER U.S. TREASURY REGULATIONS SECTION 1.150-2”, and moved its adoption. The resolution was

seconded by Sherman and on roll call vote: Yes: Johnson, Sherman, Joyce, Byam and Grunig. No: None. Absent: None, Abstain: None. Resolution passed 5 – 0.

11. Resolution Declaring a Vacancy – Ward II Council Member:

Council member Joyce introduced the Resolution No. 2018-09 , entitled “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINDOM DECLARING A VACANCY IN THE ELECTIVE OFFICE OF WARD II COUNCIL MEMBER HELD BY PAUL A. JOHNSON”, and moved its adoption. The resolution was seconded by Sherman and on roll call vote: Yes: Sherman, Joyce, Byam and Grunig. No: None. Absent: None, Abstain: Johnson. Resolution passed 4 – 0.

12. Hiring Recommendations:

Council member Joyce shared with the Council the hiring recommendations from the Park & Recreation Commission for the Pool Manager and Baseball Coordinator positions. At the January 10, 2018, Park and Recreation Commission Meeting it was recommended, by both the Recreation Director and Commission members, that the City rehire Samantha Baloun as Pool Manager and Madison Maras as Baseball Coordinator for the summer of 2018.

Motion by Joyce second by Grunig to approve rehiring Samantha Baloun as Pool Manager and Madison Maras as Baseball Coordinator. Motion carried 5 – 0.

13. Additional 2018 Mayor Appointments and Reappointments:

Community Center Commission	Term Expires
Lenny Thiner	12/31/20
Wayne Maras	12/31/20
Telecom Commission	
Travis Eichstedt	12/31/20
Utility Commission	
Mike Schwalbach	12/31/20
Park & Recreation Commission	
Dana Anderson	12/31/18
Mari Harries	12/31/20

Motion by Joyce second by Byam to approve the appointments and reappointments to Boards and Commissions as presented. Motion carried 5 – 0.

Joyce asked about additional Committee appointments. It was noted that there is an opening on Tree Committee.

The Council discussed the appointments for the Charter Commission. The City has not had a Charter Commission appointed for over two years. Byam suggested that the City explore changing from a

Preliminary

Charter City to a Statutory City. Jones replied that the change would require the appointment of a Charter Commission to complete the work to provide a recommendation for a change to the City Council and also a voter's referendum is needed to make a change.

Jones suggested that the Council review the City Charter and continue this discussion at the next meeting. On the LMC website there is guidance and information regarding differences between Statutory and Charter Cities. Schramel noted that City Charter laws cannot conflict with State Statutes.

Nasby suggested that in order for the Council to move forward they will need to appoint a Charter Commission. The Council requested that Nasby contact the previous Charter Commission members to determine their interest in serving and provide a report to the Council for Commission appointments.

14. Contractor Payments:

Motion by Joyce second by Sherman to approve Final Pay Request #9 for Holtmeier Construction in the amount of \$108,245.70 for the 2017 Street Project. Motion carried 5 – 0.

Motion by Grunig second by Joyce to approve Pay Request #2 for Conductor Power LLC in the amount of \$392,666.35 for the Substation Project. Motion carried 5 – 0.

Jones requested that the time extension for Rice Lake Contracting should be reflected in a change order. Change Order #2 with a zero dollar amount should have been included on the pay request and the Council should approve the change order for the time extension.

Motion by Joyce second by Sherman to approve Pay Request #5 for Rice Lake Contracting Corp. in the amount of \$67,878.67 for the Water Treatment Facility Rehab contingent on receiving a change order for the time extension. Motion carried 5 – 0.

15. New Business:

None.

16. Old Business:

Joyce provided a briefing on the progress for hiring the Electric Manager - Street/Park Superintendent position(s). Interviews were completed last week. The Committee is working through the hiring recommendation process. At this time there is not a recommendation to make to the Council regarding a finalist or finalists for the second round of interviews for the position(s).

Nasby questioned if the Council was open to holding a special meeting to expedite the hiring recommendation to complete hiring for the position(s). The Council agreed to hold a special meeting if needed to expedite the hiring process.

17. Council Comments:

Grunig discussed the current trends of cable TV subscribers to "cut the cable" and the history of the Windom cable TV system, current competition through the internet, and cost increases from

Preliminary

provides for cable TV services. Windomnet's largest customer, SMBS, is considering cost reductions and changing the current content that they are providing by using an internet delivery solution. Windom's Telecom Commission will be seriously considering shutting down the TV headend and delivering TV through the internet. The public should be aware that there could be a major change in how TV will be delivered and customers will need to have internet to receive TV programming. The next few months will be challenging for the Telecom Commission and Grunig expects a significant change in how video content is delivered to WindomNet customers and to make the public aware of changes that will be coming.

Jones shared his support for the continuation of televising live Council meetings.

Joyce suggested that there is a certain demographic that is not engaged since they are on-line users and do not watch channel 3. The Council should also consider providing live streaming through an over-the-top solution for distributing the Council meeting to include those users. "Over-the-top" solution options have become more user friendly.

Joyce noted that the Park and Recreation Commission has approved pursuing a DNR grant for additional funding of \$150,000 for park-related items. The grant will allow the Commission to add to the park project list and it appears that matching funds that have already been allocated for some of the park projects could be leveraged to complete the additional improvements. The project's could include tennis courts, bathroom projects and campground improvements for a total project of \$300,000.

Byam said that volunteers are need for the Charter Commission and the Arena Boosters are also looking for new members.

Jones thanked volunteers for all the Committees and Commissions. Opportunities will be provide to the public to participate on the Charter Commission. Jones thanked Council Member Johnson for serving on the City Council.

Johnson said that he had an opportunity to move to the family farm and since childhood has always wanted to be on the farm. He noted it was very good to work with all the Department Heads and thanked the City employees and the Council Members for all the work they have completed.

18. Adjournment:

Council Member Johnson adjourned the meeting by unanimous consent at 8:53 pm.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

UTILITY COMMISSION MINUTES
Windom Community Center, Small Meeting Room
January 25, 2018

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 p.m. at the Windom Community Center.

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Tom Riordan
Member Absent: Glen Francis
City Council Liaison: Paul Johnson
Council Member: Marv Grunig
Staff Present: Steve Nasby, City Administrator; Mike Haugen, Water\Wastewater Superintendent; Drew Hage, Development Director and Mike Bregel, Electric Foreman

APPROVE MINUTES

Motion by Riordan second by Schwalbach to approve the November 20, 2017 minutes. Motion carried 2-0 (Francis absent).

NEW BUSINESS

Drew Hage, Development Director noted that he and the Comprehensive Plan Committee has been working on an update of the Comp Plan. There are a number of items that impact the utilities such as operational capacities and future land uses. Hage presented information in the following categories:

- Water system and supply
- Wastewater treatment system
- Infiltration and inflow
- Existing land uses and future land uses
- Goals and strategies

WATER\WASTEWATER ITEMS

Mike Haugen, Water\Wastewater Superintendent said that the State report on the sanitary sewer system was in the packet and they received a good report. The bio-solids reporting was completed and submitted. He reviewed the changes previously discussed with the WWTP project which was the use of 18 milligrams per liter for nitrates rather than the 10 milligram threshold voluntary limit, which saves construction costs. The one milligram per liter of phosphorus remains the same. He said we are awaiting MPCA review of the application. There will be an ammonia limit as well of one milligram per liter but that is only in effect from the months of May – September which is good as it will save operational expense. Haugen said the SIU agreements with Prime Pork and Windom Wash need to be amended to allow for more time as the final project numbers are not yet known. His SMART goals submitted included the completion of the commercial water agreements, SIU completions, supporting EDA expansions of developable property and upgrade of facilities at Island Park. Sewer jetting was completed in December 2017. Last, staff had to get a main lift station pump and blower motor replaced as both had failed.

ELECTRIC ITEMS

Nasby said there is a quote for maintenance on the CAT generators. He and Mike Bregel, Electric Foreman, are recommending continuation of the maintenance program and will execute that agreement unless the Utility Commission felt otherwise. The Commission agreed that the continuation of the maintenance program should be done. Nasby said the costs for the extended warranty plans (silver, gold and platinum) were included in the packet for the Commission's information. Bregel said he talked to several other cities and they do not continue the extended warranties for their CAT generators. Nasby said that he had met with the insurance agent that

covers the Electric Department and their premium is based on continuation of the extended warranty. The terms and conditions of those warranties was obtained and sent to the insurance agent for their review. The extended warranties range in cost from about \$7,500 to \$11,800 per engine over a 36 month period. Riordan asked how much the insurance quote goes up if the extended warranty lapses. Nasby said he did not have that figure but will get it from the agent for the next meeting.

Riordan updated the Utility Commission regarding the Electric Utility Manager position and the thoughts of the interview committee. More would be known after the interview committee's recommendation to the City Council for their action on February 6.

REGULAR BILLS

Motion by Riordan second by Schwalbach to pay the bills as presented in the packet. Motion carried 2-0 (Francis absent).

OLD BUSINESS

Motion by Riordan second by Schwalbach to amend the proposed resolution to include the POET water rate at \$3.88/1,000 gallons as it was discussed and not the \$3.60/1,000 gallons shown in the resolution. Motion carried 2-0 (Francis absent).

Motion by Riordan second by Schwalbach to affirm the 2018 rate change resolution, as amended, for utilities per the Commission's decision in November 2017. Motion carried 2-0 (Francis absent).

Haugen said that the DNR Water Supply Plan that was submitted in October 2017 is still at the State for their review.

Next meeting set for Wednesday, February 21, 2018 at 10:00 am.

ADJOURN

Schwalbach adjourned the meeting at 12:32 p.m.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator



Windom, MN

Expense Approval Report

By Fund

Payment Dates 01/12/2018 - 02/01/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MN REVENUE	20180116	01/16/2018	SALES TAX - DEC 2017	100-20202	2.25
MN REVENUE	20180116	01/16/2018	SALES TAX - DEC 2017	100-20202	18,833.80
MN REVENUE	20180116	01/16/2018	SALES TAX - DEC 2017	100-20202	8,464.85
					27,300.90
Activity: 41110 - Mayor & Council					
JAYESUN SHERMAN	20180129	01/29/2018	EXPENSE-LMC NEWLY ELECTE	100-41110-331	161.32
JAYESUN SHERMAN	20180129	01/29/2018	EXPENSE-LMC NEWLY ELECTE	100-41110-334	263.04
					Activity 41110 - Mayor & Council Total:
					424.36
Activity: 41310 - Administration					
BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	100-41310-131	20.28
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	100-41310-133	80.00
STRATEGIC INSIGHTS INC	18PLAN-IT-020	01/31/2018	LICENSE RENEWAL -PLAN-IT S	100-41310-200	499.50
INDOFF, INC	3049414	12/31/2017	SUPPLIES	100-41310-200	16.25
INDOFF, INC	3054664	01/16/2018	SUPPLIES	100-41310-200	77.07
LEAGUE OF MN CITIES	267343	01/17/2018	REGISTRATION-STEVE NASBY	100-41310-308	99.00
LEAGUE OF MN CITIES	267912	01/23/2018	REGISTRATION- STEVE NASBY	100-41310-308	20.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-41310-321	128.15
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	100-41310-321	50.72
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-41310-326	296.23
					Activity 41310 - Administration Total:
					1,287.20
Activity: 41910 - Building & Zoning					
BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	100-41910-131	3.07
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	100-41910-133	24.00
CENTURY BUSINESS PRODUCT	406363	12/31/2017	SUPPLIES	100-41910-200	22.21
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-41910-321	98.93
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	100-41910-321	36.20
WDR - DEPUTY REGISTRAR #5	934732 2018	01/11/2018	LICENSE TABS - 14 FORD	100-41910-405	16.00
					Activity 41910 - Building & Zoning Total:
					200.41
Activity: 41940 - City Hall					
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-41940-381	470.99
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-41940-382	66.56
MN ENERGY RESOURCES	20180110	01/17/2018	HEATING #0505105084-00001	100-41940-383	989.10
HOMETOWN SANITATION SER	0000272790	12/31/2017	GARBAGE SERVICE - CITY HAL	100-41940-384	85.04
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-41940-385	125.70
ELECTRIC FUND	128	01/11/2018	EL CITY HALL	100-41940-409	21.44
					Activity 41940 - City Hall Total:
					1,758.83
Activity: 42120 - Crime Control					
BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	100-42120-131	84.04
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	100-42120-133	144.00
INDOFF, INC	3053047	01/10/2018	SUPPLIES	100-42120-200	55.26
INDOFF, INC	3054640	01/17/2018	SUPPLIES	100-42120-200	162.87
RITA HACKER -CREATIVE DESI	630	01/17/2018	SERVICE	100-42120-218	96.00
COTTONWOOD CO AUD/TREA	DEP ATTNV 2-1-18	01/16/2018	DEPUTY ATTORNEY - FEB 2018	100-42120-304	3,957.50
WINDOM AREA HOSPITAL	300581581	01/17/2018	SERVICE #3005319	100-42120-305	89.95
LEAGUE OF MN CITIES	267733	01/31/2018	PATROL SUBSCRIPTION- WIND	100-42120-308	810.00
SOUTHWEST CRISIS CENTER	404	01/23/2018	REGISTRATION - DONNA MAR	100-42120-308	50.00
NEW BRIGHTON DEPT OF PUB	870-55-1-B510	01/25/2018	REGISTRATION-CORY HILLES	100-42120-308	495.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-42120-321	69.20
VERIZON WIRELESS	9799464595	01/16/2018	SERVICE #986701203-00001	100-42120-321	93.51
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	100-42120-321	394.84
MIKE'S LLC	12132017	01/24/2018	SERVICE	100-42120-323	37.50
LEASE FINANCE PARTNERS	#3250 1-22-18	01/29/2018	SERVICE -	100-42120-326	433.00

Expense Approval Report

Payment Dates: 01/12/2018 - 02/01/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DONNA MARCY	20180111	01/17/2018	EXPENSE - 2018 MSCIC CONFE	100-42120-334	21.13
CRIME STOPPERS OF MINN	20180101	01/11/2018	2018 LAW ENFORCE PARTNERS	100-42120-340	150.00
F.O.G. FIREARMS	13807	12/31/2017	OPERATING SUPPLIES	100-42120-404	660.43
COTTONWOOD CO AUD/TREA	RENT 2-1-18	01/16/2018	RENT - FEB 2018	100-42120-412	1,900.00
FLEET SERVICES DIVISION	2018060002	01/25/2018	SERVICE - LEASE	100-42120-419	1,166.68
H.E.A.T. TACTICAL TEAM	20180110	01/16/2018	2018 DUES	100-42120-433	2,195.00
MN CHIEF OF POLICE ASSN	7465	01/11/2018	2018 MEMBERSHIP DUES	100-42120-433	253.00
WINDOM TOWING LLC	5093	01/25/2018	SERVICE - 2017 ACCRUED	100-42120-480	750.00
Activity 42120 - Crime Control Total:					14,068.91
Activity: 42220 - Fire Fighting					
EXPRESSWAY WINDOM	6018	01/17/2018	FUEL - 2017 ACCRUED	100-42220-215	25.01
BRITTANY ESPENSON - RIVERS	20171222	01/23/2018	DEC 22. 2017 ACCRUED	100-42220-218	30.00
MN STATE FIRE CHIEFS ASSOC	200002301	01/23/2018	2018 ALEX FOS REGISTRATION	100-42220-308	285.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-42220-321	41.92
VERIZON WIRELESS	9799464595	01/16/2018	SERVICE #986701203-00001	100-42220-321	21.14
VERIZON WIRELESS	9799464595	01/16/2018	SERVICE #986701203-00001	100-42220-326	10.02
KRISTEN PORATH	20180119	01/23/2018	EXPENSE - STRATEGY & TACTI	100-42220-331	166.23
KRISTEN PORATH	20180119	01/23/2018	EXPENSE - STRATEGY & TACTI	100-42220-334	20.67
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-42220-381	237.05
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-42220-382	11.60
MN ENERGY RESOURCES	20180109A	01/18/2018	HEATING #0506419706-00002	100-42220-383	983.54
HOMETOWN SANITATION SER	0000272806	12/31/2017	GARBAGE SERVICE - EMS BUIL	100-42220-384	41.99
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-42220-385	23.76
AMERIPRIDE SERVICES INC.	2800844022	01/08/2018	SERVICE	100-42220-404	24.12
SW REGIONAL FIRE DEPT ASS	20180123	01/23/2018	2018 ANUAL DUES	100-42220-433	60.00
WDR - DEPUTY REGISTRAR #5	180580 2018	01/10/2018	LICENSE TAB - 04 TRIT	100-42220-480	16.00
Activity 42220 - Fire Fighting Total:					1,998.05
Activity: 42500 - Civil Defense					
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-42500-381	25.81
Activity 42500 - Civil Defense Total:					25.81
Activity: 43100 - Streets					
BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	100-43100-131	65.60
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	100-43100-133	64.00
RUNNINGS SUPPLY, INC	#71920 12-24-17	01/16/2018	#71920 - MAINTENANCE	100-43100-211	16.16
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-43100-217	67.00
RUNNINGS SUPPLY, INC	#71920 12-24-17	01/16/2018	#71920 - MAINTENANCE	100-43100-224	19.90
RUNNINGS SUPPLY, INC	#71920 12-24-17	01/16/2018	#71920 - MAINTENANCE	100-43100-241	179.24
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-43100-321	45.46
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	100-43100-321	58.30
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-43100-381	2,900.33
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-43100-381	284.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-43100-382	25.14
MN ENERGY RESOURCES	20171211B	12/20/2017	CREDIT - SERVICE #05050641	100-43100-383	-521.35
MN ENERGY RESOURCES	20171211C	12/20/2017	SERVICE - #0505064121-0000	100-43100-383	393.94
MN ENERGY RESOURCES	20180108A	01/16/2018	HEATING #0505064121-00001	100-43100-383	904.18
HOMETOWN SANITATION SER	0000272791	12/31/2017	GARBAGE SERVICE - STREET D	100-43100-384	84.73
HOMETOWN SANITATION SER	0000272792	12/31/2017	GARBAGE SERVICE - SQUARE	100-43100-384	46.12
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-43100-385	51.69
GRAHAM TIRE CO	8528570	12/31/2017	MAINTENANCE - REPAIRS	100-43100-404	58.78
ON-SITE FABRICATION, LLC	13412	01/25/2018	MAINTENANCE - BOLT KIT, CU	100-43100-405	399.95
P.M. REPAIR & DETAILING	5901	01/09/2018	SERVICE - MOUNT-BAL TIRES	100-43100-405	68.00
RUNNINGS SUPPLY, INC	#71920 12-24-17	01/16/2018	#71920 - MAINTENANCE	100-43100-406	40.51
WDR - DEPUTY REGISTRAR #5	911001 2018	01/10/2018	LICENSE TAB - 03 CHEV	100-43100-444	16.00
WDR - DEPUTY REGISTRAR #5	911005 2018	01/10/2018	LICENSE TAB - 04 INTL	100-43100-444	16.00
WDR - DEPUTY REGISTRAR #5	911006 2018	01/10/2018	LICENSE TAB - 04 INTL	100-43100-444	16.00
WDR - DEPUTY REGISTRAR #5	913515 2018	01/10/2018	LICENSE TAB - 05 CHEV	100-43100-444	16.00
WDR - DEPUTY REGISTRAR #5	922738 2018	01/10/2018	LICENSE TAB - 07 INTL	100-43100-444	16.00
WDR - DEPUTY REGISTRAR #5	928250 2018	01/10/2018	LICENSE TAB - 08 CHEV	100-43100-444	16.00
WDR - DEPUTY REGISTRAR #5	928259 2018	01/10/2018	LICENSE TAB - 09 FRHT	100-43100-444	16.00

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WDR - DEPUTY REGISTRAR #5	934731 2018	01/10/2018	LICENSE TAB - 14 FORD	100-43100-444	16.00
Activity 43100 - Streets Total:					5,379.68
Activity: 45202 - Park Areas					
BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	100-45202-131	3.88
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	100-45202-133	16.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-45202-326	466.67
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-45202-381	331.71
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	100-45202-382	0.57
P.M. REPAIR & DETAILING	5940	01/16/2018	MAINTENANCE - MOUNT-BAL	100-45202-405	326.90
P.M. REPAIR & DETAILING	5941	01/16/2018	SERVICE - MOUNT-BAL TIRES	100-45202-405	162.44
WDR - DEPUTY REGISTRAR #5	922729 2018	01/10/2018	LICENSE TAB - 06 CHEV	100-45202-444	16.00
WDR - DEPUTY REGISTRAR #5	934721 2018	01/10/2018	LICENSE TAB - 13 CHEV	100-45202-444	16.00
Activity 45202 - Park Areas Total:					1,340.17
Fund 100 - GENERAL Total:					53,784.32
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	211-45501-131	6.15
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	211-45501-133	16.00
DEMCO	6278761	12/31/2017	SUPPLIES	211-45501-200	142.44
PLUM CREEK LIBRARY	IV24759	01/31/2018	SUPPLIES	211-45501-200	40.50
PLUM CREEK LIBRARY	IV24766	01/31/2018	SUPPLIES	211-45501-200	48.00
PLUM CREEK LIBRARY	IV24801	01/31/2018	SOFTWARE EXPENSE	211-45501-217	1,750.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	211-45501-321	26.78
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	211-45501-326	205.33
PLUM CREEK LIBRARY	IV24801	01/31/2018	SOFTWARE EXPENSE	211-45501-326	5,411.72
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	211-45501-381	240.37
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	211-45501-382	18.18
MN ENERGY RESOURCES	20180109	01/16/2018	HEATING #0504542703-00001	211-45501-383	770.84
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	211-45501-385	36.24
INGRAM INDUSTRIES	#2004243 1-1-18	12/31/2017	BOOKS #2004243	211-45501-435	951.24
MICROMARKETING, LLC	702651	01/16/2018	BOOKS	211-45501-435	83.97
MICROMARKETING, LLC	703862	01/29/2018	BOOKS	211-45501-435	64.94
PLUM CREEK LIBRARY	IV24801	01/31/2018	SOFTWARE EXPENSE	211-45501-435	1,788.16
PLUM CREEK LIBRARY	IV24801	01/31/2018	SOFTWARE EXPENSE	211-45501-435	613.98
Activity 45501 - Library Total:					12,214.84
Fund 211 - LIBRARY Total:					12,214.84
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
WDR - DEPUTY REGISTRAR #5	922730 2018	01/10/2018	LICENSE TAB - 99 FORD	225-45127-217	16.00
SOUTHWEST MN BROADBAN	#886 01152018	01/16/2018	#886 #507-831-6120 - WIND	225-45127-321	26.65
O'DAY EQUIPMENT, LLC	SRVCE0064169	01/29/2018	MAINTENANCE - LABOR-MILE	225-45127-404	698.00
Activity 45127 - Airport Total:					740.65
Fund 225 - AIRPORT Total:					740.65
Fund: 230 - POOL					
Activity: 45124 - Pool					
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	230-45124-217	133.33
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	230-45124-381	16.00
Activity 45124 - Pool Total:					149.33
Fund 230 - POOL Total:					149.33
Fund: 235 - AMBULANCE					
AMERICAN ACCOUNTS & ADV	72809 WIN02-1	12/31/2017	COLLECTION FEES	235-33436	295.78
BLUE CROSS/BLUE SHIELD	612/140425 G.N.	01/23/2018	REFUND-#612/140425 GINA	235-34205	1,117.31
					1,413.09
Activity: 42153 - Ambulance					
BOUND TREE MEDICAL, LLC	82731957	01/11/2018	OPERATING SUPPLIES	235-42153-217	110.28
BOUND TREE MEDICAL, LLC	82731958	01/11/2018	OPERATING SUPPLIES	235-42153-217	25.99
BOUND TREE MEDICAL, LLC	82733638	01/16/2018	OPERATING SUPPLIES	235-42153-217	74.97

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COTTONWOOD CO SHERIFF	20180116	01/18/2018	CPR TRAINING- 3 EMT'S	235-42153-308	21.50
LEESA ARNDT	20180129	01/29/2018	REIMBURSE - NAT'L REGISTRY	235-42153-308	15.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	235-42153-321	17.45
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	235-42153-321	27.94
VERIZON WIRELESS	9799464595	01/16/2018	SERVICE #986701203-00001	235-42153-321	123.49
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	235-42153-321	108.60
EXPERT T BILLING	4038	12/31/2017	SERVICE	235-42153-326	1,701.00
LANDON JOHNSON	20180114	01/18/2018	EXPENSE - AMBULANCE	235-42153-334	66.70
TIM HACKER	20180114	01/18/2018	EXPENSE - AMBULANCE	235-42153-334	93.80
JUSTIN HARRINGTON	20180114	01/18/2018	EXPENSE - AMBULANCE	235-42153-334	11.43
LANDON JOHNSON	20180129	01/29/2018	EXPENSE - AMBULANCE	235-42153-334	15.60
JORDAN BUSSA	20180129	01/29/2018	EXPENSE - AMBULANCE	235-42153-334	46.76
KRISTEN PORATH	20180129	01/29/2018	EXPENSE - AMBULANCE	235-42153-334	22.65
MEGAN BRAMSTEDT	20180129A	01/29/2018	EXPENSE - AMBULANCE	235-42153-334	113.62
TIM HACKER	20180130	01/31/2018	EXPENSE - AMBULANCE	235-42153-334	19.11
TIM HACKER	20180131	01/31/2018	EXPENSE - AMBULANCE REFR	235-42153-334	34.23
ROBIN SHAW	20180131	01/31/2018	EXPENSE - AMBULANCE	235-42153-334	40.04
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	235-42153-381	158.03
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	235-42153-382	7.73
MN ENERGY RESOURCES	20180109A	01/18/2018	HEATING #0506419706-00002	235-42153-383	655.55
HOMETOWN SANITATION SER	0000272806	12/31/2017	GARBAGE SERVICE - EMS BUIL	235-42153-384	28.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	235-42153-385	15.84
ZOLL MEDICAL CORPORATION	2621672	01/18/2018	MAINTENANCE-REPAIR	235-42153-404	443.02
ARROW MANUFACTURING IN	4347	01/16/2018	MAINTENANCE - REPAIR POW	235-42153-404	97.78
O'REILLY AUTOMOTIVE, INC	#1510318 12-28-17	01/23/2018	MAINTENANCE	235-42153-405	47.96
RUNNINGS SUPPLY, INC	#71920 12-24-17	01/16/2018	#71920 - MAINTENANCE	235-42153-406	37.13
AMERIPRIDE SERVICES INC.	2800844022	01/08/2018	SERVICE	235-42153-406	16.08
MN REVENUE	20180120	01/23/2018	MN CARE TAX - 2017 FINAL	235-42153-460	1,929.00
MEGAN BRAMSTEDT	20180129	01/29/2018	EXPENSE - AMBULANCE	235-42153-480	80.36
Activity 42153 - Ambulance Total:					6,206.64
Fund 235 - AMBULANCE Total:					7,619.73

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	250-46520-131	9.22
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	250-46520-133	24.00
CENTURY BUSINESS PRODUCT	406363	12/31/2017	SUPPLIES	250-46520-200	44.40
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	250-46520-321	98.93
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	250-46520-321	255.78
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	250-46520-321	26.92
DREW HAGE	20170118	01/23/2018	EXPENSE - CEMSTONE MTG	250-46520-331	83.93
DREW HAGE	20180117	01/18/2018	EXPENSE - CAREER ACADEMIC	250-46520-331	29.98
DREW HAGE	20180118	01/23/2018	EXPENSE - SOCIAL MEDIA BRE	250-46520-331	11.99
STEVE NASBY	20180118	01/23/2018	EXPENSE - CEMSTONE	250-46520-334	77.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	250-46520-381	61.15
WW COMMUNICATIONS AND	3165	01/31/2018	ANNUAL MONITORING-INSPE	250-46520-402	574.46
WDR - DEPUTY REGISTRAR #5	180583 2018	01/11/2018	LICENSE TABS - 06 ALUM	250-46520-404	16.00
Activity 46520 - EDA Total:					1,313.76
Fund 250 - EDA GENERAL Total:					1,313.76

Fund: 252 - EDA SCDP

Activity: 46520 - EDA

RON'S ELECTRIC INC	20180112	01/16/2018	COMM REHAB PROGRAM-WI	252-46520-491	3,706.00
WRIGHT RENOVATION LLC	20180131	01/31/2018	COMM REHAB PROG - SCOTT	252-46520-491	350.00
Activity 46520 - EDA Total:					4,056.00
Fund 252 - EDA SCDP Total:					4,056.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
SOUTH CENTRAL ELECTRIC	#367404 12-31-17	01/31/2018	SERVICE #367404 #26-24-123	254-46520-381	154.97
					Activity 46520 - EDA Total: 154.97
					Fund 254 - NORTH IND PARK Total: 154.97
Fund: 307 - 2017 STREET PROJECT					
Activity: 41000 - General Government					
DGR ENGINEERING	00227518	01/16/2018	2017 STREET IMPROVEMENTS	307-41000-500	748.35
HOLTMEIER CONSTRUCTION I	20171231	12/31/2017	2017 STREET PROJECT	307-41000-500	108,245.70
					Activity 41000 - General Government Total: 108,994.05
					Fund 307 - 2017 STREET PROJECT Total: 108,994.05
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
FREEDOM RIDERS MC	563071	12/31/2017	RENTAL - TABLES	401-49950-502	487.50
					Activity 49950 - Capital Outlay Total: 487.50
					Fund 401 - GENERAL CAPITAL PROJECTS Total: 487.50
Fund: 402 - CAPITAL PROJECT - ESF					
Activity: 49980 - Debt Service					
BREMER BANK	77015858-00003 1-16	01/23/2018	#29004 #770101585-00003 -	402-49980-602	71,000.00
BREMER BANK	77015858-00003 1-16	01/23/2018	#29004 #770101585-00003 -	402-49980-612	28,374.30
					Activity 49980 - Debt Service Total: 99,374.30
					Fund 402 - CAPITAL PROJECT - ESF Total: 99,374.30
Fund: 601 - WATER					
CORE & MAIN LP	1297646	01/11/2018	INVENTORY	601-14200	197.55
RICE LAKE CONTRACTING COR	20180124	01/24/2018	WATER TREATMENT FACILITY	601-16300	67,878.67
					68,076.22
Activity: 49400 - Water					
BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	601-49400-131	50.74
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	601-49400-133	40.00
MN VALLEY TESTING	900555	01/16/2018	TESTING	601-49400-310	67.50
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	601-49400-321	49.82
GOPHER STATE ONE CALL	7120818	12/31/2017	LOCATES	601-49400-321	3.38
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	601-49400-321	96.56
INNOVATIVE SYSTEMS LLC	35650	01/08/2018	POSTAGE	601-49400-322	232.61
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	601-49400-326	67.00
HP DATAONE, LLC	20180131	01/31/2018	#1 IN 2018	601-49400-326	1,328.13
INNOVATIVE SYSTEMS LLC	35378	01/05/2018	BILLING SYSTEM MAINTENAN	601-49400-326	760.50
INNOVATIVE SYSTEMS LLC	35469	01/05/2018	BILLING SYSTEM SOFTWARE S	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	35650	01/08/2018	INVOICE PROCESSING	601-49400-326	197.44
INNOVATIVE SYSTEMS LLC	35650	01/08/2018	INSERTS	601-49400-350	4.98
INNOVATIVE SYSTEMS LLC	35650A	01/17/2018	1-5-18 - INSERTS	601-49400-350	3.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	601-49400-381	4,871.78
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	601-49400-382	17.62
MN ENERGY RESOURCES	20180115A	01/23/2018	HEATING #0505923421-0001	601-49400-383	229.38
HOMETOWN SANITATION SER	0000272794	12/31/2017	GARBAGE SERVICE - WASTEW	601-49400-384	85.04
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	601-49400-385	34.60
MN DEPT OF NAT RES - ECO-	1990-4033 1-9-18	01/29/2018	WATER PERMIT CODE 355 #19	601-49400-386	140.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	601-49400-386	32.74
RUNNINGS SUPPLY, INC	#71920 12-24-17	01/16/2018	#71920 - MAINTENANCE	601-49400-404	99.80
BDG, INC. - FLEXIBLE PIPE TO	21981	01/18/2018	MAINTENANCE - REPAIR	601-49400-404	1,639.20
MN DEPT OF NAT RES - ECO-	1978-4520 1-10-18	01/29/2018	WATER PERMIT - CODE #355 .	601-49400-444	1,480.61
WDR - DEPUTY REGISTRAR #5	934725 2018	01/10/2018	LICENSE TAB - 13 CHEV	601-49400-444	16.00
WDR - DEPUTY REGISTRAR #5	942839 2018	01/10/2018	LICENSE TAB - 14 GMC	601-49400-444	16.00
					Activity 49400 - Water Total: 12,081.93
					Fund 601 - WATER Total: 80,158.15

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 602 - SEWER					
Activity: 49450 - Sewer					
BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	602-49450-131	67.13
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	602-49450-133	56.00
JEN'S CLEANING SERVICE	20180117	01/24/2018	SERVICE - CLEAN DEC & JAN -	602-49450-217	75.00
RUNNINGS SUPPLY, INC	#71920 12-24-17	01/16/2018	#71920 - MAINTENANCE	602-49450-241	95.85
MN VALLEY TESTING	898471	12/27/2017	TESTING	602-49450-310	144.00
MN VALLEY TESTING	898971	12/31/2017	TESTING	602-49450-310	227.20
MN VALLEY TESTING	899655	01/05/2018	TESTING	602-49450-310	227.20
MN VALLEY TESTING	900004	01/09/2018	TESTING	602-49450-310	144.00
MN VALLEY TESTING	900024	01/09/2018	TESTING	602-49450-310	227.20
MN VALLEY TESTING	900373	01/16/2018	TESTING	602-49450-310	144.00
MN VALLEY TESTING	900374	01/16/2018	TESTING	602-49450-310	67.60
MN VALLEY TESTING	900828	01/17/2018	TESTING	602-49450-310	117.20
MN VALLEY TESTING	900848	01/17/2018	TESTING	602-49450-310	227.20
MN VALLEY TESTING	900902	01/17/2018	TESTING	602-49450-310	144.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	602-49450-321	171.73
GOPHER STATE ONE CALL	7120818	12/31/2017	LOCATES	602-49450-321	3.38
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	602-49450-321	71.83
INNOVATIVE SYSTEMS LLC	35650	01/08/2018	POSTAGE	602-49450-322	232.59
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	602-49450-326	67.00
HP DATAONE, LLC	20180131	01/31/2018	#1 IN 2018	602-49450-326	1,328.12
INNOVATIVE SYSTEMS LLC	35378	01/05/2018	BILLING SYSTEM MAINTENAN	602-49450-326	760.50
INNOVATIVE SYSTEMS LLC	35469	01/05/2018	BILLING SYSTEM SOFTWARE S	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	35650	01/08/2018	INVOICE PROCESSING	602-49450-326	197.44
INNOVATIVE SYSTEMS LLC	35650	01/08/2018	INSERTS	602-49450-350	7.97
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	602-49450-381	16,003.76
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	602-49450-382	337.09
MN ENERGY RESOURCES	20180108	01/16/2018	HEATING #0506646838-00001	602-49450-383	405.76
MN ENERGY RESOURCES	20180110A	01/17/2018	HEATING #0506746718-00001	602-49450-383	18.50
MN ENERGY RESOURCES	20180115	01/23/2018	HATING #0504488160-00001	602-49450-383	96.72
O'REILLY AUTOMOTIVE, INC	#1510318 12-28-17	01/23/2018	MAINTENANCE	602-49450-404	25.38
RUNNINGS SUPPLY, INC	#71920 12-24-17	01/16/2018	#71920 - MAINTENANCE	602-49450-404	90.39
MID-AMERICAN RESEARCH C	0626836-IN	01/31/2018	MAINTENANCE - DEGREASER	602-49450-404	94.64
BDG, INC. - FLEXIBLE PIPE TO	21981	01/18/2018	MAINTENANCE - REPAIR	602-49450-404	1,639.20
HAWKINS, INC	4211981	01/18/2018	MAINTENANCE - REPAIR	602-49450-404	368.80
DACOTAH PAPER CO	55007	01/24/2018	SUPPLIES - MAINT	602-49450-404	262.33
HARDEE'S OF WINDOM	615115	01/19/2018	SERVICE	602-49450-404	161.88
RUNNINGS SUPPLY, INC	#71920 12-24-17	01/16/2018	#71920 - MAINTENANCE	602-49450-405	62.99
WDR - DEPUTY REGISTRAR #5	913500 2018	01/10/2018	LICENSE TAB - 02 FRTL	602-49450-444	16.00
WDR - DEPUTY REGISTRAR #5	928264 2018	01/10/2018	LICENSE TAB - 09 CHEV	602-49450-444	16.00
WDR - DEPUTY REGISTRAR #5	934726 2018	01/10/2018	LICENSE TAB - 13 FORD	602-49450-444	16.00
Activity 49450 - Sewer Total:					24,937.08
Fund 602 - SEWER Total:					24,937.08
Fund: 604 - ELECTRIC					
ELECTRIC FUND	130	01/29/2018	EL ACCIDENT OF 1-24-18 717	604-14200	281.02
WESCO DISTRIBUTION, INC	937441	01/25/2018	INVENTORY	604-14200	5,220.00
CONDUCTOR POWER LLC	17-0055 11-29-17	12/31/2017	SUBSTATION	604-16300	392,666.35
UTILITIES PLUS ENERGY SERVI	600389	12/27/2017	IMPROVEMENTS	604-16300	6,224.26
MN REVENUE	20180116	01/16/2018	SALES TAX - DEC 2017	604-20202	17.20
ADVANCED SYSTEMS, INC.	20180112	01/12/2018	REFUND - UTILITY PREPAYME	604-22000	300.00
FELICIA PRICE	20180112	01/12/2018	REFUND - UTILITY PREPAYME	604-22000	300.00
SANDRA NELSON	20180112	01/12/2018	REFUND - UTILITY PREPAYME	604-22000	300.00
LUKE LANDGRAF	20180112	01/12/2018	REFUND UTILITY PREPAYMEN	604-22000	300.00
JASON KEIR	20180112	01/12/2018	REFUND UTILITY PREPAYMEN	604-22000	300.00
HEATH QUIRING	20180112	01/12/2018	REFUND UTILITY PREPAYMEN	604-22000	300.00
Activity 49550 - Electric					406,208.83
BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	604-49550-131	81.49

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	604-49550-133	80.00
JOANNE NELSON	632299	01/16/2018	SERVICE - UNIFORMS	604-49550-218	40.00
CMP - CENTRAL MUNICIPAL P	06170	12/31/2017	POWER COST - ENERGY -	604-49550-263	152,468.58
CMP - CENTRAL MUNICIPAL P	06170	12/31/2017	POWER COST - TRANSMISSIO	604-49550-263	149,230.85
DEPARTMENT OF ENERGY	BFPB000801217	12/31/2017	POWER COST #1781	604-49550-263	75,841.39
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	604-49550-321	130.20
GOPHER STATE ONE CALL	7120818	12/31/2017	LOCATES	604-49550-321	3.38
GOPHER STATE ONE CALL	8000818	01/23/2018	2018 ANNUAL FACILITY OPER	604-49550-321	50.00
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	604-49550-321	122.02
INNOVATIVE SYSTEMS LLC	35650	01/08/2018	POSTAGE	604-49550-322	232.61
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	604-49550-326	149.68
HP DATAONE, LLC	20180131	01/31/2018	#1 IN 2018	604-49550-326	1,328.12
INNOVATIVE SYSTEMS LLC	35378	01/05/2018	BILLING SYSTEM MAINTENAN	604-49550-326	1,521.00
INNOVATIVE SYSTEMS LLC	35469	01/05/2018	BILLING SYSTEM SOFTWARE S	604-49550-326	223.90
INNOVATIVE SYSTEMS LLC	35650	01/08/2018	INVOICE PROCESSING	604-49550-326	197.44
STEVE NASBY	20180110	01/16/2018	EXPENSE- CMPAS SPEC & REG	604-49550-331	144.97
INNOVATIVE SYSTEMS LLC	35650	01/08/2018	INSERTS	604-49550-350	7.97
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	604-49550-381	194.88
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	604-49550-382	20.79
MN ENERGY RESOURCES	20180117	01/25/2018	HEATING #0506419706-00001	604-49550-383	924.83
HOMETOWN SANITATION SER	0000272795	12/31/2017	GARBAGE SERVICE - ELECTRIC	604-49550-384	84.75
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	604-49550-385	40.03
GDF ENTERPRISES, INC	A13189	01/25/2018	MAINTENANCE - 16" CUTTIN	604-49550-404	56.31
TRI-STATE BOBCAT, INC	P85723	01/25/2018	MAINTENANCE - PARTS	604-49550-404	395.18
P.M. REPAIR & DETAILING	5878	01/08/2018	MAINTENANCE	604-49550-405	51.10
GRAHAM TIRE CO	8529104	12/31/2017	MAINTENANCE - REPAIRS	604-49550-405	42.94
RUNNINGS SUPPLY, INC	#71920 12-24-17	01/16/2018	#71920 - MAINTENANCE	604-49550-406	19.98
RAGE INC - CAMPUS CLEANER	01-010258	01/09/2018	SERVICE - POWER PLANT	604-49550-406	34.17
RUNNINGS SUPPLY, INC	#71920 12-24-17	01/16/2018	#71920 - MAINTENANCE	604-49550-408	81.72
WESCO DISTRIBUTION, INC	838792	01/25/2018	MAINTENANCE -	604-49550-408	4,604.00
WESCO DISTRIBUTION, INC	852822	01/25/2018	MAINTENANCE	604-49550-408	5,800.00
WERNER ELECTRIC	5009760172.001	01/25/2018	MAINTENANCE -	604-49550-408	175.00
ELECTRIC FUND	129	01/11/2018	EL ELECTRIC SHOP	604-49550-409	13.86
JAMES A. MULLER	#JM-17-12-25	01/16/2018	MAINTENANCE	604-49550-410	7,481.23
MN MUNICIPAL UTILITIES ASS	50465	01/09/2018	2018 ELEC UTIL MEMBER DUE	604-49550-433	11,176.00
WDR - DEPUTY REGISTRAR #5	177630 2018	01/10/2018	LICENSE TAB - 97 FORD	604-49550-444	16.00
WDR - DEPUTY REGISTRAR #5	180561 2018	01/10/2018	LICENSE TAB - 96 FAIM	604-49550-444	16.00
WDR - DEPUTY REGISTRAR #5	180590 2018	01/10/2018	LICENSE TAB - 04 CMW	604-49550-444	16.00
WDR - DEPUTY REGISTRAR #5	180593 2018	01/10/2018	LICENSE TAB - 00 REDI	604-49550-444	16.00
WDR - DEPUTY REGISTRAR #5	183453 2018	01/10/2018	LICENSE TAB - 96 DTCH	604-49550-444	16.00
WDR - DEPUTY REGISTRAR #5	189415 2018	01/10/2018	LICENSE TAB - 16 TOWM	604-49550-444	16.00
WDR - DEPUTY REGISTRAR #5	193826 2018	01/10/2018	LICENSE TAB - 79 DITC	604-49550-444	16.00
WDR - DEPUTY REGISTRAR #5	928262 2018	01/10/2018	LICENSE TAB - 09 FORD	604-49550-444	16.00
WDR - DEPUTY REGISTRAR #5	928271 2018	01/10/2018	LICENSE TAB - 10 INTL	604-49550-444	16.00
WDR - DEPUTY REGISTRAR #5	934714 2018	01/10/2018	LICENSE TAB - 12 FORD	604-49550-444	16.00
WDR - DEPUTY REGISTRAR #5	934718 2018	01/10/2018	LICENSE TAB - 13 FORD	604-49550-444	16.00
WDR - DEPUTY REGISTRAR #5	934748 2018	01/10/2018	LICENSE TAB - 16 FORD	604-49550-444	16.00
WDR - DEPUTY REGISTRAR #5	951244 2018	01/10/2018	LICENSE TAB - 16 FRHT	604-49550-444	16.00
CMP - CENTRAL MUNICIPAL P	06158	12/31/2017	CIP PROGRAM CHARGES	604-49550-450	1,419.00
MN REVENUE	20180116	01/16/2018	SALES TAX - DEC 2017	604-49550-460	8.88
WINDOM AREA DEVELOPME	20180101	01/16/2018	INDUSTRIAL DEVELOPMENT -	604-49550-491	1,200.00
Activity 49550 - Electric Total:					415,886.25
Fund 604 - ELECTRIC Total:					822,095.08
Fund: 609 - LIQUOR STORE					
MN REVENUE	20180116	01/16/2018	SALES TAX - DEC 2017	609-20202	19,196.00
Activity: 49751 - Liquor Store					19,196.00
BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	609-49751-131	22.55
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	609-49751-133	16.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AH HERMEL COMPANY	687642	12/31/2017	MERCHANDISE	609-49751-217	142.85
BREAKTHRU BEVERAGE MN	12282017	12/31/2017	MERCHANDISE	609-49751-251	1,903.42
SOUTHERN GLAZER'S OF MN	1634698	01/08/2018	MERCHANDISE	609-49751-251	870.02
PHILLIPS WINE & SPIRITS	2286452	12/31/2017	MERCHANDISE	609-49751-251	2,917.84
PHILLIPS WINE & SPIRITS	2289844	01/08/2018	MERCHANDISE	609-49751-251	3,493.25
PHILLIPS WINE & SPIRITS	2292453	01/16/2018	MERCHANDISE	609-49751-251	3,475.80
SOUTHERN GLAZER'S OF MN	5027509	01/08/2018	MERCHANDISE - HOLD	609-49751-251	7,404.45
SOUTHERN GLAZER'S OF MN	5027510	01/18/2018	MERCHANDISE	609-49751-251	1,890.00
JOHNSON BROS.	5905361	12/31/2017	MERCHANDISE	609-49751-251	8,650.59
JOHNSON BROS.	5910590	01/08/2018	MECHANDISE	609-49751-251	1,259.04
JOHNSON BROS.	5914416	01/16/2018	MERCHANDISE	609-49751-251	1,813.36
BELLBOY CORP	62347200	01/18/2018	MERCHANDISE	609-49751-251	64.74
JOHNSON BROS.	662301	01/23/2018	CREDIT - MERCHANDISE	609-49751-251	-300.05
BREAKTHRU BEVERAGE MN	1080738964	12/31/2017	MERCHANDISE	609-49751-252	216.60
ARTISAN BEER COMPANY	3232824	01/08/2018	MERCHANDISE	609-49751-252	421.70
DOLL DISTRIBUTING, LLC	364077	01/16/2018	MERCHANDISE - BILL & HOLD	609-49751-252	5,070.25
DOLL DISTRIBUTING, LLC	368193	01/18/2018	CREDIT - MERCHANDISE	609-49751-252	-475.20
DOLL DISTRIBUTING, LLC	368194	01/19/2018	MERCHANDISE	609-49751-252	686.40
DOLL DISTRIBUTING, LLC	372306	01/31/2018	MERCHANDISE	609-49751-252	1,704.25
JOHNSON BROS.	5905363	12/31/2017	MERCHANDISE	609-49751-252	73.80
JOHNSON BROS.	5914418	01/18/2018	MERCHANDISE	609-49751-252	65.97
BEVERAGE WHOLESALERS	684702	01/16/2018	MERCHANDISE - BILL & HOLD	609-49751-252	252.00
BEVERAGE WHOLESALERS	686397	01/18/2018	MERCHANDISE	609-49751-252	1,932.45
BEVERAGE WHOLESALERS	687265	01/23/2018	MERCHANDISE	609-49751-252	7,261.50
BEVERAGE WHOLESALERS	688223	01/31/2018	MERCHANDISE	609-49751-252	3,403.25
BEVERAGE WHOLESALERS	688835	01/31/2018	MERCHANDISE	609-49751-252	384.00
DOLL DISTRIBUTING, LLC	921493	01/19/2018	MERCHANDISE	609-49751-252	11,613.43
BREAKTHRU BEVERAGE MN	12282017	12/31/2017	MERCHANDISE	609-49751-253	650.00
SOUTHERN GLAZER'S OF MN	1634699	01/08/2018	MERCHANDISE	609-49751-253	240.00
MILLNER HERITAGE VINEYARD	20180101	01/23/2018	MERCHANDISE	609-49751-253	216.00
PHILLIPS WINE & SPIRITS	2286453	12/31/2017	MERCHANDISE	609-49751-253	737.80
PHILLIPS WINE & SPIRITS	2289845	01/08/2018	MERCHANDISE	609-49751-253	48.00
PHILLIPS WINE & SPIRITS	2292454	01/16/2018	MERCHANDISE	609-49751-253	1,491.30
SOUTHERN GLAZER'S OF MN	5027511	01/08/2018	MERCHANDISE - HOLD	609-49751-253	342.35
JOHNSON BROS.	5905362	12/31/2017	MERCHANDISE	609-49751-253	2,769.61
JOHNSON BROS.	5910591	01/08/2018	MECHANDISE	609-49751-253	497.66
JOHNSON BROS.	5914417	01/16/2018	MERCHANDISE	609-49751-253	806.47
WINE MERCHANTS	7165345	12/31/2017	MERCHANDISE	609-49751-253	192.00
BREAKTHRU BEVERAGE MN	12282017	12/31/2017	MERCHANDISE	609-49751-254	270.53
AH HERMEL COMPANY	687642	12/31/2017	MERCHANDISE	609-49751-254	74.26
RED BULL DISTRIBUTION CO, I	K-35143299	01/18/2018	MERCHANDISE	609-49751-254	81.50
AH HERMEL COMPANY	687642	12/31/2017	MERCHANDISE	609-49751-261	52.44
JOHNSON BROS.	5914417	01/16/2018	MERCHANDISE	609-49751-265	160.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	609-49751-321	100.88
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	609-49751-321	56.10
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	609-49751-326	623.35
BREAKTHRU BEVERAGE MN	12282017	12/31/2017	MERCHANDISE	609-49751-333	61.20
SOUTHERN GLAZER'S OF MN	1634698	01/08/2018	MERCHANDISE	609-49751-333	17.12
SOUTHERN GLAZER'S OF MN	1634699	01/08/2018	MERCHANDISE	609-49751-333	4.10
MILLNER HERITAGE VINEYARD	20180101	01/23/2018	MERCHANDISE	609-49751-333	4.00
PHILLIPS WINE & SPIRITS	2286452	12/31/2017	MERCHANDISE	609-49751-333	39.01
PHILLIPS WINE & SPIRITS	2286453	12/31/2017	MERCHANDISE	609-49751-333	22.92
PHILLIPS WINE & SPIRITS	2289844	01/08/2018	MERCHANDISE	609-49751-333	52.20
PHILLIPS WINE & SPIRITS	2289845	01/08/2018	MERCHANDISE	609-49751-333	1.74
PHILLIPS WINE & SPIRITS	2292453	01/16/2018	MERCHANDISE	609-49751-333	50.45
PHILLIPS WINE & SPIRITS	2292454	01/16/2018	MERCHANDISE	609-49751-333	50.45
SOUTHERN GLAZER'S OF MN	5026116	01/18/2018	MERCHANDISE -	609-49751-333	0.64
SOUTHERN GLAZER'S OF MN	5027509	01/08/2018	MERCHANDISE - HOLD	609-49751-333	139.91
SOUTHERN GLAZER'S OF MN	5027510	01/18/2018	MERCHANDISE	609-49751-333	41.00
SOUTHERN GLAZER'S OF MN	5027511	01/08/2018	MERCHANDISE - HOLD	609-49751-333	12.30

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JOHNSON BROS.	5905361	12/31/2017	MERCHANDISE	609-49751-333	171.68
JOHNSON BROS.	5905362	12/31/2017	MERCHANDISE	609-49751-333	104.40
JOHNSON BROS.	5910590	01/08/2018	MECHANDISE	609-49751-333	15.66
JOHNSON BROS.	5910591	01/08/2018	MECHANDISE	609-49751-333	19.14
JOHNSON BROS.	5914416	01/16/2018	MERCHANDISE	609-49751-333	27.83
JOHNSON BROS.	5914417	01/16/2018	MERCHANDISE	609-49751-333	31.31
JOHNSON BROS.	662301	01/23/2018	CREDIT - MERCHANDISE	609-49751-333	-3.48
AH HERMEL COMPANY	687642	12/31/2017	MERCHANDISE	609-49751-333	4.95
WINE MERCHANTS	7165345	12/31/2017	MERCHANDISE	609-49751-333	3.48
FORUM COMMUNICATIONS C	1943822	12/31/2017	ADVERTISING	609-49751-340	57.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	609-49751-381	552.20
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	609-49751-382	19.43
MN ENERGY RESOURCES	20180115C	01/23/2018	HEATING #0507314125-00001	609-49751-383	362.49
HOMETOWN SANITATION SER	0000272793	12/31/2017	GARBAGE SERVI CE - RIVER BE	609-49751-384	106.13
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	609-49751-385	36.33
RAGE INC - CAMPUS CLEANER	01-010722	01/18/2018	SERVICE - RIVER BEND LIQ	609-49751-406	43.32
MN REVENUE	20180116	01/16/2018	SALES TAX - DEC 2017	609-49751-460	4.81
Activity 49751 - Liquor Store Total:					77,698.23
Fund 609 - LIQUOR STORE Total:					96,894.23
Fund: 614 - TELECOM					
MN REVENUE	20180116	01/16/2018	SALES TAX - DEC 2017	614-20202	36.15
					36.15

Activity: 49870 - Telecom

BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	614-49870-131	60.95
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	614-49870-133	64.00
RAGE INC - CAMPUS CLEANER	01-010260	01/10/2018	SERVICE - WINDOM NET	614-49870-211	21.33
WDR - DEPUTY REGISTRAR #5	913503 2018	01/10/2018	LICENSE TAB - 04 CHEV	614-49870-217	16.00
TRI-STATE POWER SOLUTIONS	1912902020983	01/10/2018	MAINTENANCE	614-49870-227	177.60
SHI INTERNATIONAL CORP	807600335	01/23/2018	0365 PRO PLUS OPEN SHRDSV	614-49870-227	654.12
SHI INTERNATIONAL CORP	807206310	01/23/2018	LAPTOP - 2017 ACCRUED	614-49870-241	780.30
CINNAMON MUELLER	1351	01/23/2018	SERVICE - 2017 ACCRUED	614-49870-304	735.00
OLSEN THIELEN & CO.,LTD	38565	01/23/2018	SERVICE # 947000	614-49870-304	331.00
INTERSTATE TRS FUND	82580701184	01/23/2018	ASSESSMENT FOR 499 A FILIN	614-49870-304	227.07
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	614-49870-321	497.34
GOPHER STATE ONE CALL	7120818	12/31/2017	LOCATES	614-49870-321	3.36
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	614-49870-321	399.32
INNOVATIVE SYSTEMS LLC	35650	01/08/2018	POSTAGE	614-49870-322	232.61
HP DATAONE, LLC	20180131	01/31/2018	#1 IN 2018	614-49870-326	1,328.13
INNOVATIVE SYSTEMS LLC	35378	01/05/2018	BILLING SYSTEM MAINTENAN	614-49870-326	1,521.00
INNOVATIVE SYSTEMS LLC	35378	01/05/2018	BILLING SYSTEM MAINTENAN	614-49870-326	875.00
INNOVATIVE SYSTEMS LLC	35469	01/05/2018	BILLING SYSTEM SOFTWARE S	614-49870-326	1,846.10
INNOVATIVE SYSTEMS LLC	35529	01/10/2018	ACS QUARTERLY 1/1/18 - 3/3	614-49870-326	900.00
INNOVATIVE SYSTEMS LLC	35650	01/08/2018	INVOICE PROCESSING	614-49870-326	197.44
NEUSTAR, INC.	L-0000023121	01/11/2018	NUMBER PORTS	614-49870-326	1.25
INNOVATIVE SYSTEMS LLC	35650	01/08/2018	INSERTS	614-49870-350	7.97
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	614-49870-381	1,960.71
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	614-49870-382	18.26
MN ENERGY RESOURCES	20180109B	01/23/2018	HEATING #0507509833-00001	614-49870-383	237.19
HOMETOWN SANITATION SER	0000272796	12/31/2017	GARBAGE SERVICE - TELECOM	614-49870-384	73.92
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	614-49870-385	33.16
CONSOLIDATED COMMUNICA	#1160904 1-1-18	01/23/2018	10 GB TRANSPORT - JAN 2018	614-49870-442	2,950.00
MLB NETWORK	095528	01/16/2018	SUBSCRIBER	614-49870-442	946.00
TEGNA	1307-1105	12/31/2017	SUBSCRIBER	614-49870-442	5,238.20
NEXSTAR BROADCASTING GR	1355-1154	01/16/2018	SUBSCRIBER	614-49870-442	6,158.42
HUBBARD BROADCASTING IN	20171231	12/31/2017	SUBSCRIBER	614-49870-442	7,023.95
CBS TELEVISION STATIONS	20171231	01/16/2018	SUBSCRIBER	614-49870-442	4,404.85
INDEPENDENT COMMUNIATI	20171231	12/31/2017	SUBSCRIBER	614-49870-442	3,742.50
UNITED COMMUNICATIONS C	20171231	12/31/2017	SUBSCRIBER	614-49870-442	833.35
RFD TV	2540-1213	01/16/2018	SUBSCRIBER	614-49870-442	365.50

Expense Approval Report

Payment Dates: 01/12/2018 - 02/01/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FOX TELEVISION STATIONS, IN	367-1031	01/16/2018	SUBSCRIBER	614-49870-442	4,952.48
TOWER DISTRIBUTION COMP	647095	01/16/2018	SUBSCRIBER	614-49870-442	645.00
FOX SPORTS	N53536	12/31/2017	SUBSCRIBER	614-49870-442	18,296.50
BTN - BIG TEN NETWORK	N57337	12/31/2017	SUBSCRIBER	614-49870-442	4,214.00
UNIVERSAL SERVICE ADMIN C	UBDI0000953834	01/31/2018	499A CONTRIBUTION	614-49870-443	1,487.69
WDR - DEPUTY REGISTRAR #5	911000 2018	01/10/2018	LICENSE TAB - 03 CHEV	614-49870-444	16.00
WDR - DEPUTY REGISTRAR #5	913517 2018	01/10/2018	LICENSE TAB - 06 FORD	614-49870-444	16.00
WDR - DEPUTY REGISTRAR #5	934707 2018	01/10/2018	LICENSE TAB - 12 GMC	614-49870-444	16.00
WDR - DEPUTY REGISTRAR #5	952781	01/10/2018	LICENSE TAB - 16 GMC	614-49870-444	16.00
ONVOY, LLC dba INTELIGUENT	180102008508	01/11/2018	SS7 SERVICES	614-49870-445	1,283.26
NEUSTAR, INC.	M-10944818	01/23/2018	SOW SERVICE	614-49870-445	4.76
NEUSTAR, INC.	M-10944819	01/23/2018	LNP SERVICE	614-49870-445	141.67
CONSOLIDATED COMMUNICA	#1160904 1-1-18	01/23/2018	10 GB TRANSPORT - JAN 2018	614-49870-447	5,987.50
NEAR NORTH PARTNERS, LLC	1421	01/31/2018	SERVICE #S07153	614-49870-447	2,816.60
NEAR NORTH PARTNERS, LLC	1425	01/31/2018	SERVICE #S07153	614-49870-447	2,330.25
NEAR NORTH PARTNERS, LLC	1455	01/31/2018	CREDIT - USF 2017 18.8%	614-49870-447	-366.60
NEAR NORTH PARTNERS, LLC	1455	01/31/2018	CREDIT - USF 2018 19.5%	614-49870-447	-380.25
GOLDEN WEST TECH & INT SO	171210334	12/31/2017	SERVICE #990802522	614-49870-448	221.52
JEREMY ROLFES	20180116	01/16/2018	INT SUPPORT-NOV-DEC 2017 -	614-49870-448	55.94
JEFFREY DAHNA	20180131	01/31/2018	EXPENSE -INTERNET DEC-JAN	614-49870-448	67.00
TIM FJELD	20180131	01/31/2018	EXPENSE - INTERNET REIMBU	614-49870-448	130.50
SWWC - SOUTHWEST WEST C	56083	12/31/2017	SERVICE - ON CALL SUPPORT	614-49870-448	950.00
ZAYO GROUP, LLC	#114184-002376 1-1-18	01/23/2018	TRANSPORT 1/1 - 1/31	614-49870-451	381.36
ONVOY, LLC dba INTELIGUENT	180102009033	01/11/2018	SWITCHING SERVICE 1/1/18	614-49870-451	3,265.79
CENTURY LINK	507-831-1075-104 1-16	01/29/2018	SERVICE #831-1075-104	614-49870-451	78.89
MN REVENUE	20180116	01/16/2018	SALES TAX - DEC 2017	614-49870-460	24.06
SOUTHWEST MN BROADBAN	QVC COMM-DEC '17	01/31/2018	QVC COMMISSION -DEC. 201	614-49870-480	60.84
Activity 49870 - Telecom Total:					91,575.66
Fund 614 - TELECOM Total:					91,611.81

Fund: 615 - ARENA

ARENA BOOSTER CLUB	20170116	01/16/2018	2017 SKATE SHARPENING FEE	615-38102	122.88
					122.88

Activity: 49850 - Arena

BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	615-49850-131	32.80
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	615-49850-133	32.00
SHOPKO STORES OPERATING	00424	01/23/2018	SUPPLIES - 2017 ACCRUED	615-49850-211	259.99
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	615-49850-321	124.13
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	615-49850-321	53.14
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	615-49850-326	335.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	615-49850-381	6,549.36
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	615-49850-382	265.30
MN ENERGY RESOURCES	20180115D	01/23/2018	HEATING #0504094426-00001	615-49850-383	1,562.87
HOMETOWN SANITATION SER	0000272797	12/31/2017	GARBAGE SERVICE - ARENA	615-49850-384	130.88
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	615-49850-385	30.00
O'REILLY AUTOMOTIVE, INC	#1510318 12-28-17	01/23/2018	MAINTENANCE	615-49850-404	17.98
A & B BUSINESS	DM8005	12/31/2017	SERVICE AT ARENA	615-49850-404	200.00
COUNTRY PRIDE SERVICE	5589	01/23/2018	MAINTENANCE - SKIDSTEER TI	615-49850-405	74.99
WDR - DEPUTY REGISTRAR #5	164169 2018	01/10/2018	LICENSE TAB - 95 CHEV	615-49850-444	16.00
WDR - DEPUTY REGISTRAR #5	177644 2018	01/10/2018	LICENSE TAB - 99 DODG	615-49850-444	16.00
WDR - DEPUTY REGISTRAR #5	901713 2018	01/10/2018	LICENSE TAB - 01 FORD	615-49850-444	16.00
MN REVENUE	20180116	01/16/2018	SALES TAX - DEC 2017	615-49850-460	1,652.00
Activity 49850 - Arena Total:					11,368.44
Fund 615 - ARENA Total:					11,491.32

Fund: 617 - M/P CENTER

MN REVENUE	20180116	01/16/2018	SALES TAX - DEC 2017	617-20202	303.40
					303.40

Activity: 49860 - M/P Center

BLUE CROSS/BLUE SHIELD	2018-01	01/29/2018	EAP	617-49860-131	38.94
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Expense Approval Report

Payment Dates: 01/12/2018 - 02/01/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	617-49860-133	48.00
HEARTLAND PAPER COMPANY	444548-0	01/23/2018	SUPPLIES	617-49860-211	212.79
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	617-49860-321	113.90
VERIZON WIRELESS	9800230491	01/31/2018	TELEPHONE #486357723-000	617-49860-321	16.92
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	617-49860-326	400.33
WINDOM QUICK PRINT	20180112	01/31/2018	SUPPLIES	617-49860-340	61.70
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	617-49860-381	988.00
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	617-49860-382	65.37
MN ENERGY RESOURCES	20180115B	01/23/2018	HEATING #0503741572-00001	617-49860-383	1,589.65
HOMETOWN SANITATION SER	0000272798	12/31/2017	GARBAGE SERVICE - COMM C	617-49860-384	103.03
ELECTRIC FUND	20180119	01/19/2018	MONTHLY UTILITY & TELECO	617-49860-385	127.53
RAGE INC - CAMPUS CLEANER	01-010259	01/16/2018	SERVICE - COMM CENTER	617-49860-406	59.50
MN REVENUE	20180116	01/16/2018	SALES TAX - DEC 2017	617-49860-460	834.60

Activity 49860 - M/P Center Total: 4,660.26

Fund 617 - M/P CENTER Total: 4,963.66

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0001292	01/19/2018	Federal Tax Withholding	700-21701	11,223.99
MN Department of Revenue -	INV0001291	01/19/2018	State Withholding	700-21702	4,383.50
Internal Revenue Service-Payr	INV0001293	01/19/2018	Social Security	700-21703	11,473.32
MN Pera	INV0001285	01/19/2018	PERA	700-21704	12,868.85
MN Pera	INV0001286	01/19/2018	PERA	700-21704	6,199.05
MN Pera	INV0001287	01/19/2018	PERA	700-21704	711.84
MN State Deferred	INV0001288	01/19/2018	Deferred Compensation	700-21705	5,158.07
MN State Deferred	INV0001289	01/19/2018	Deferred Roth	700-21705	475.00
LOCAL UNION #949	20180101	01/19/2018	UNION DUES - JAN. 2018	700-21707	1,944.98
LAW ENFORCMENT LABOR SE	20180101	01/19/2018	POLICE UNION DUES - JAN 20	700-21708	343.00
Internal Revenue Service-Payr	INV0001290	01/19/2018	Medicare Withholding	700-21711	3,308.86
SELECTACCOUNT	38575282	01/16/2018	FLEX SPENDING	700-21712	3,963.46
SELECTACCOUNT	38580519	01/23/2018	FLEX SPENDING	700-21712	2,105.95
SELECTACCOUNT	38585523	01/31/2018	FLEX SPENDING	700-21712	1,269.52
AFLAC	895892	01/17/2018	INSURANCE - JAN 2018 - AFTE	700-21715	204.00
AFLAC	895892	01/17/2018	INSURANCE - JAN 2018 - PRE	700-21716	334.59
MN BENEFIT ASSOCIATION	2018-0020513	01/16/2018	INSURANCE 2/1/18 - PRE TAX	700-21717	4.84
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	700-21718	16.00
NCPERS MINNESOTA	8446218 1-23-18	01/29/2018	INSURANCE #844600 - FEB 20	700-21718	16.00
MN BENEFIT ASSOCIATION	2018-0020513	01/16/2018	INSURANCE 2/1/18 - AFTER T	700-21719	114.92
MII LIFE	20180117	01/18/2018	VEBA - JAN 2018	700-21720	7,300.00

73,419.74

Fund 700 - PAYROLL Total: 73,419.74

Grand Total: 1,494,460.52

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	53,784.32
211 - LIBRARY	12,214.84
225 - AIRPORT	740.65
230 - POOL	149.33
235 - AMBULANCE	7,619.73
250 - EDA GENERAL	1,313.76
252 - EDA SCDP	4,056.00
254 - NORTH IND PARK	154.97
307 - 2017 STREET PROJECT	108,994.05
401 - GENERAL CAPITAL PROJECTS	487.50
402 - CAPITAL PROJECT - ESF	99,374.30
601 - WATER	80,158.15
602 - SEWER	24,937.08
604 - ELECTRIC	822,095.08
609 - LIQUOR STORE	96,894.23
614 - TELECOM	91,611.81
615 - ARENA	11,491.32
617 - M/P CENTER	4,963.66
700 - PAYROLL	73,419.74
Grand Total:	1,494,460.52

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	27,300.90
100-41110-331	Travel Expense	161.32
100-41110-334	Meals/Lodging	263.04
100-41310-131	Employer Paid Insurance	20.28
100-41310-133	Employer Paid Insurance	80.00
100-41310-200	Office Supplies	592.82
100-41310-308	Training & Registrations	119.00
100-41310-321	Telephone	178.87
100-41310-326	Data Processing	296.23
100-41910-131	Employer Paid Insurance	3.07
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	22.21
100-41910-321	Telephone	135.13
100-41910-405	Repairs & Maint - Vehicl	16.00
100-41940-381	Electric Utility	470.99
100-41940-382	Water Utility	66.56
100-41940-383	Gas Utility	989.10
100-41940-384	Refuse Disposal	85.04
100-41940-385	Sewer Utility	125.70
100-41940-409	Repairs & Maint - Utilitie	21.44
100-42120-131	Employer Paid Insurance	84.04
100-42120-133	Employer Paid Insurance	144.00
100-42120-200	Office Supplies	218.13
100-42120-218	Uniforms	96.00
100-42120-304	Legal Fees	3,957.50
100-42120-305	Medical & Dental Fees	89.95
100-42120-308	Training & Registrations	1,355.00
100-42120-321	Telephone	557.55
100-42120-323	Radio Units	37.50
100-42120-326	Data Processing	433.00
100-42120-334	Meals/Lodging	21.13
100-42120-340	Advertising & Promotion	150.00
100-42120-404	Repairs & Maint - M&E	660.43
100-42120-412	Rentals - Building	1,900.00

Account Summary

Account Number	Account Name	Payment Amount
100-42120-419	Vehicle Lease	1,166.68
100-42120-433	Dues & Subscriptions	2,448.00
100-42120-480	Other Miscellaneous	750.00
100-42220-215	Materials & Equipment	25.01
100-42220-218	Uniforms	30.00
100-42220-308	Training & Registrations	285.00
100-42220-321	Telephone	63.06
100-42220-326	Data Processing	10.02
100-42220-331	Travel Expense	166.23
100-42220-334	Meals/Lodging	20.67
100-42220-381	Electric Utility	237.05
100-42220-382	Water Utility	11.60
100-42220-383	Gas Utility	983.54
100-42220-384	Refuse Disposal	41.99
100-42220-385	Sewer Utility	23.76
100-42220-404	Repairs & Maint - M&E	24.12
100-42220-433	Dues & Subscriptions	60.00
100-42220-480	Other Miscellaneous	16.00
100-42500-381	Electric Utility	25.81
100-43100-131	Employer Paid Insurance	65.60
100-43100-133	Employer Paid Insurance	64.00
100-43100-211	Cleaning Supplies	16.16
100-43100-217	Other Operating Supplie	67.00
100-43100-224	Street Maint Materials	19.90
100-43100-241	Small Tools	179.24
100-43100-321	Telephone	103.76
100-43100-381	Electric Utility	3,184.33
100-43100-382	Water Utility	25.14
100-43100-383	Gas Utility	776.77
100-43100-384	Refuse Disposal	130.85
100-43100-385	Sewer Utility	51.69
100-43100-404	Repairs & Maint - M&E	58.78
100-43100-405	Repairs & Maint - Vehicl	467.95
100-43100-406	Repairs & Maint - Groun	40.51
100-43100-444	License Fees	128.00
100-45202-131	Employer Paid Insurance	3.88
100-45202-133	Employer Paid Insurance	16.00
100-45202-326	Data Processing	466.67
100-45202-381	Electric Utility	331.71
100-45202-382	Water Utility	0.57
100-45202-405	Repairs & Maint - Vehicl	489.34
100-45202-444	License Fees	32.00
211-45501-131	Employer Paid Insurance	6.15
211-45501-133	Employer Paid Insurance	16.00
211-45501-200	Office Supplies	230.94
211-45501-217	Other Operating Supplie	1,750.00
211-45501-321	Telephone	26.78
211-45501-326	Data Processing	5,617.05
211-45501-381	Electric Utility	240.37
211-45501-382	Water Utility	18.18
211-45501-383	Gas Utility	770.84
211-45501-385	Sewer Utility	36.24
211-45501-435	Books and Pamphlets	3,502.29
225-45127-217	Other Operating Supplie	16.00
225-45127-321	Telephone	26.65
225-45127-404	Repairs & Maint - M&E	698.00
230-45124-217	Other Operating Supplie	133.33
230-45124-381	Electric Utility	16.00

Account Summary

Account Number	Account Name	Payment Amount
235-33436	Reimbursements	295.78
235-34205	Ambulance Revenues -	1,117.31
235-42153-217	Other Operating Supplie	211.24
235-42153-308	Training & Registrations	36.50
235-42153-321	Telephone	277.48
235-42153-326	Data Processing	1,701.00
235-42153-334	Meals/Lodging	463.94
235-42153-381	Electric Utility	158.03
235-42153-382	Water Utility	7.73
235-42153-383	Gas Utility	655.55
235-42153-384	Refuse Disposal	28.00
235-42153-385	Sewer Utility	15.84
235-42153-404	Repairs & Maint - M&E	540.80
235-42153-405	Repairs & Maint - Vehicl	47.96
235-42153-406	Repairs & Maint - Groun	53.21
235-42153-460	Miscellaneous Taxes	1,929.00
235-42153-480	Other Miscellaneous	80.36
250-46520-131	Employer Paid Insurance	9.22
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	44.40
250-46520-321	Telephone	381.63
250-46520-331	Travel Expense	125.90
250-46520-334	Meals/Lodging	77.00
250-46520-381	Electric Utility	61.15
250-46520-402	Repairs & Maint - Struct	574.46
250-46520-404	Repairs & Maint - M&E	16.00
252-46520-491	Payments to Other Orga	4,056.00
254-46520-381	Electric Utility	154.97
307-41000-500	Capital Outlay	108,994.05
401-49950-502	Capital Outlay - Fire	487.50
402-49980-602	Other Long-Term Obliga	71,000.00
402-49980-612	Other Interest	28,374.30
601-14200	Inventory	197.55
601-16300	Improvements Other Th	67,878.67
601-49400-131	Employer Paid Insurance	50.74
601-49400-133	Employer Paid Insurance	40.00
601-49400-310	Lab Testing	67.50
601-49400-321	Telephone	149.76
601-49400-322	Postage	232.61
601-49400-326	Data Processing	2,870.57
601-49400-350	Printing & Design	7.98
601-49400-381	Electric Utility	4,871.78
601-49400-382	Water Utility	17.62
601-49400-383	Gas Utility	229.38
601-49400-384	Refuse Disposal	85.04
601-49400-385	Sewer Utility	34.60
601-49400-386	Landfill	172.74
601-49400-404	Repairs & Maint - M&E	1,739.00
601-49400-444	License Fees	1,512.61
602-49450-131	Employer Paid Insurance	67.13
602-49450-133	Employer Paid Insurance	56.00
602-49450-217	Other Operating Supplie	75.00
602-49450-241	Small Tools	95.85
602-49450-310	Lab Testing	1,669.60
602-49450-321	Telephone	246.94
602-49450-322	Postage	232.59
602-49450-326	Data Processing	2,870.56
602-49450-350	Printing & Design	7.97

Account Summary

Account Number	Account Name	Payment Amount
602-49450-381	Electric Utility	16,003.76
602-49450-382	Water Utility	337.09
602-49450-383	Gas Utility	520.98
602-49450-404	Repairs & Maint - M&E	2,642.62
602-49450-405	Repairs & Maint - Vehicl	62.99
602-49450-444	License Fees	48.00
604-14200	Inventory	5,501.02
604-16300	Improvements Other Th	398,890.61
604-20202	Sales Tax Payable	17.20
604-22000	Prepayments	1,800.00
604-49550-131	Employer Paid Insurance	81.49
604-49550-133	Employer Paid Insurance	80.00
604-49550-218	Uniforms	40.00
604-49550-263	Merchandise for Resale -	377,540.82
604-49550-321	Telephone	305.60
604-49550-322	Postage	232.61
604-49550-326	Data Processing	3,420.14
604-49550-331	Travel Expense	144.97
604-49550-350	Printing & Design	7.97
604-49550-381	Electric Utility	194.88
604-49550-382	Water Utility	20.79
604-49550-383	Gas Utility	924.83
604-49550-384	Refuse Disposal	84.75
604-49550-385	Sewer Utility	40.03
604-49550-404	Repairs & Maint - M&E	451.49
604-49550-405	Repairs & Maint - Vehicl	94.04
604-49550-406	Repairs & Maint - Groun	54.15
604-49550-408	Repairs & Maint - Distrib	10,660.72
604-49550-409	Repairs & Maint - Utilitie	13.86
604-49550-410	Repairs & Maint - Gener	7,481.23
604-49550-433	Dues & Subscriptions	11,176.00
604-49550-444	License Fees	208.00
604-49550-450	Conservation	1,419.00
604-49550-460	Miscellaneous Taxes	8.88
604-49550-491	Payments to Other Orga	1,200.00
609-20202	Sales Tax Payable	19,196.00
609-49751-131	Employer Paid Insurance	22.55
609-49751-133	Employer Paid Insurance	16.00
609-49751-217	Other Operating Supplie	142.85
609-49751-251	Liquor	33,442.46
609-49751-252	Beer	32,610.40
609-49751-253	Wine	7,991.19
609-49751-254	Soft Drinks & Mix	426.29
609-49751-261	Other Merchandise	52.44
609-49751-265	Merchandise Returned f	160.00
609-49751-321	Telephone	156.98
609-49751-326	Data Processing	623.35
609-49751-333	Freight and Express	872.01
609-49751-340	Advertising & Promotion	57.00
609-49751-381	Electric Utility	552.20
609-49751-382	Water Utility	19.43
609-49751-383	Gas Utility	362.49
609-49751-384	Refuse Disposal	106.13
609-49751-385	Sewer Utility	36.33
609-49751-406	Repairs & Maint - Groun	43.32
609-49751-460	Miscellaneous Taxes	4.81
614-20202	Sales Tax Payable	36.15
614-49870-131	Employer Paid Insurance	60.95

Account Summary

Account Number	Account Name	Payment Amount
614-49870-133	Employer Paid Insurance	64.00
614-49870-211	Cleaning Supplies	21.33
614-49870-217	Other Operating Supplie	16.00
614-49870-227	Utility System Maint Sup	831.72
614-49870-241	Small Tools	780.30
614-49870-304	Legal Fees	1,293.07
614-49870-321	Telephone	900.02
614-49870-322	Postage	232.61
614-49870-326	Data Processing	6,668.92
614-49870-350	Printing & Design	7.97
614-49870-381	Electric Utility	1,960.71
614-49870-382	Water Utility	18.26
614-49870-383	Gas Utility	237.19
614-49870-384	Refuse Disposal	73.92
614-49870-385	Sewer Utility	33.16
614-49870-442	Subscriber Fees	59,770.75
614-49870-443	Intergovernmental Fees	1,487.69
614-49870-444	License Fees	64.00
614-49870-445	Switch Fees	1,429.69
614-49870-447	Internet Expense	10,387.50
614-49870-448	On-Call Support	1,424.96
614-49870-451	Call Completion	3,726.04
614-49870-460	Miscellaneous Taxes	24.06
614-49870-480	Other Miscellaneous	60.84
615-38102	Arena Skating	122.88
615-49850-131	Employer Paid Insurance	32.80
615-49850-133	Employer Paid Insurance	32.00
615-49850-211	Cleaning Supplies	259.99
615-49850-321	Telephone	177.27
615-49850-326	Data Processing	335.00
615-49850-381	Electric Utility	6,549.36
615-49850-382	Water Utility	265.30
615-49850-383	Gas Utility	1,562.87
615-49850-384	Refuse Disposal	130.88
615-49850-385	Sewer Utility	30.00
615-49850-404	Repairs & Maint - M&E	217.98
615-49850-405	Repairs & Maint - Vehicl	74.99
615-49850-444	License Fees	48.00
615-49850-460	Miscellaneous Taxes	1,652.00
617-20202	Sales Tax Payable	303.40
617-49860-131	Employer Paid Insurance	38.94
617-49860-133	Employer Paid Insurance	48.00
617-49860-211	Cleaning Supplies	212.79
617-49860-321	Telephone	130.82
617-49860-326	Data Processing	400.33
617-49860-340	Advertising & Promotion	61.70
617-49860-381	Electric Utility	988.00
617-49860-382	Water Utility	65.37
617-49860-383	Gas Utility	1,589.65
617-49860-384	Refuse Disposal	103.03
617-49860-385	Sewer Utility	127.53
617-49860-406	Repairs & Maint - Groun	59.50
617-49860-460	Miscellaneous Taxes	834.60
700-21701	Federal Withholding	11,223.99
700-21702	State Withholding	4,383.50
700-21703	FICA Tax Withholding	11,473.32
700-21704	PERA Contributions	19,779.74
700-21705	Retirement	5,633.07

Account Summary

Account Number	Account Name	Payment Amount
700-21707	Union Dues	1,944.98
700-21708	PD Union Dues	343.00
700-21711	Medicare Tax Withholdi	3,308.86
700-21712	Flex Account	7,338.93
700-21715	Individual Insurance-Afla	204.00
700-21716	Individual Insurance-Afla	334.59
700-21717	Individual Insurance-MB	4.84
700-21718	Individual Insurance-NC	32.00
700-21719	Individual Insurance-MB	114.92
700-21720	VEBA Contributions	7,300.00
Grand Total:		1,494,460.52

Project Account Summary

Project Account Key	Payment Amount
None	1,494,460.52
Grand Total:	1,494,460.52

UA
2-1-18

RESOLUTION 2018-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO
PAUL JOHNSON FOR THREE YEARS OF FAITHFUL SERVICE TO THE
CITY OF WINDOM**

WHEREAS, the City of Windom wishes to express grateful recognition to Paul Johnson for outstanding public service faithfully rendered to the City of Windom as Council Member from November 18, 2014, to January 31, 2018; and

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

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

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

1. That this City Council, on behalf of its members, the City officials and the employees of the City of Windom and the citizens of this community, extends to Paul Johnson its humble expressions of esteem for serving the City well, and its best wishes for good health, success and prosperity.
2. That a copy of this resolution be spread on the official minutes of the City Council of the City of Windom and a copy presented to Paul Johnson.

Adopted this 6th day of February, 2018.

Dominic Jones, Mayor

Attest:

Steve Nasby, City Administrator

ACTION ITEM



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

TO: City Council 
FROM: Steve Nasby, City Administrator and Al Baloun, Recreation Director
DATE: February 1, 2018
RE: Arena Ice System Project – Awarding Construction Bid
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. The City Council follow the recommendation of Stevens Engineering and award the bid for the Windom Arena Ice System Project to Minnesota Ice, the apparent low bidder.

Issue Summary/Background

As its top priority project, last year the City Council approved funds to perform pre-design work on upgrading and replacing the ice system at the Windom Arena. Design work was authorized and completed in December 2017. This project will replace the 40+ year old ice system at the Arena which is needed and due to compliance with federal regulations banning the type of coolant used by the system.

Bids were solicited for this project and were opened on January 25, 2018. The engineer's estimate for the construction phase of the project was \$1,212,000 and the apparent low bid including Alternate #1 (add) is \$943,972 which is \$268,000 under the engineer's estimate.

Fiscal Impact

Should the City Council approve awarding a bid for this project the intent of the City Council is to bond for the project cost and repay the debt service over the next 20-years. The General Obligation bonds issued for the Arena portion of the project total \$1,095,000 which will cover the project cost and bond issuance costs. The City has budgeted \$90,000 in 2018 to cover the first year bond payment so there is no capitalized interest. Annual debt service on the Arena Ice System Project will range from \$71,273 to \$76,070 for 20-years (2019 – 2038).

Attachments

1. Recommendation letter for Scott Ward of Stevens Engineering
2. Bid tabulation

January 31, 2018

Honorable Mayor Jones and City Council Members
c/o Steve Nasby – City Administrator
Windom City Hall
444 9th Street, P.O. Box 38
Windom, MN 56101-6127

Via email: Steve.Nasby@windommn.com

RE: Windom Ice Arena Project – Review of Bids
Our File No. 900.17.287

Dear Mayor Jones and Council Members:

On Thursday, January 25, 2018 bids were opened for the Ice System Replacement Project at the Windom Ice Arena. We have reviewed the bids and have provided a summary in the table below of the 4 lowest bids along with the engineer's estimate that was presented to the City on December 12, 2017, prior to the bid opening. The bids are also summarized in the enclosed bid tabulation sheet.

Four Lowest Bids

	Engineer's Estimate	Minnesota Ice, LLC	Commercial Refrigeration	St. Cloud Refrigeration	Cimb
Base Bid	\$1,212,500	\$939,972	\$998,280	\$1,043,410	\$1,117,600
Alternate Bid 1	NA	\$4,000	\$2,269	\$5,398	\$2,490
Alternate Bid 2	NA	-\$5,000	-\$7,500	-\$33,683	-\$1,000
Alternate Bid 3	NA	-\$13,500	-\$16,270	-\$5,920	-\$15,370
Alternate Bid 4	NA	-\$16,400	-\$14,201	-\$11,757	-\$13,100
Alternate Bid 5	NA	-2,385	-\$2,385	-\$2,385	-\$2,680
Recommended Award Base + Alternate 1		\$943,972	\$1,000,549	\$1,048,808	\$1,120,090

Alternate Bid Descriptions

- No. 1: Use 304L stainless steel coil in snow melt pit.
- No. 2: PVC piping in place of steel.
- No. 3: Delete concrete curb work.
- No. 4: Delete backup rink pump.
- No. 5: Reduce to 800-amp service.

There was very high interest in this project with a total of 7 bids received. The spread between the base bids indicate that this project was bid very competitively. We have reviewed the lowest bid submitted by Minnesota Ice, Inc. and find no irregularities that would cause us to be concerned with the bid.

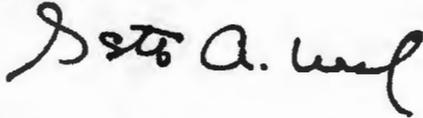
We recommend awarding the contract base bid to Minnesota Ice, Inc. In addition, we have discussed the alternate bids with Steve Nasby and Al Baloun and recommend approving Alternate Bid 1 for a total contract award of \$943,972.

The award should be based on the condition that the Contractor will execute the contract documents and return them to Stevens within ten (10) days in conformance with the bidding documents. As a reminder, and as with all construction renovation projects, we recommend budgeting a 5%-8% contingency in addition to the construction cost for any changes or unforeseen sight conditions that may arise during construction.

I would be more than happy to discuss the bid results in more detail with you, City staff and the City Council. If you have any questions after reviewing this letter please feel free to call us at 800.822.7670.

Sincerely,

STEVENS



Scott A. Ward, P.E.
Vice President and Principal

Enclosure: Bid Tabulation

We can provide you our 2018 Ice Rink Statement of Qualifications at your request.

RESOLUTION #2018-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION AWARDING THE CONTRACT FOR A PROJECT ENTITLED
"ARENA ICE SYSTEM REPLACEMENT PROJECT"**

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

	Total Base Bid	Alt #1	Alt #2	Alt #3	Alt #4	Alt #5
Minnesota Ice, LLC	\$939,972	+\$4,000	-\$5,000	-\$13,500	-\$16,400	-\$2,385
Comm. Refrig. Systems, Inc.	\$998,280	+\$2,269	-\$7,500	-\$16,270	-\$14,201	-\$2,385
St. Cloud Refrigeration CIMCO	\$1,043,410	+\$5,398	-\$33,683	-\$5,920	-\$11,757	-\$2,385
Tri-State General Contr.	\$1,117,600	+\$2,490	-\$1,000	-\$15,370	-\$13,100	-\$2,680
Total Mechanical, Inc.	\$1,146,969	+\$5,898	-\$33,680	-\$7,100	-\$11,755	-\$2,385
Ice Builders Inc.	\$1,171,790	+\$4,600	-\$12,300	-\$16,100	-\$14,500	-\$2,500
	\$1,212,000	+\$4,500	-\$10,000	-\$16,700	-\$13,288	-\$2,385

AND WHEREAS, it appears that the lowest responsible bidder for the project is as follows:

	Total Base Bid	Alt #1	Alt #2	Alt #3	Alt #4	Alt #5
Minnesota Ice, LLC	\$939,972	+\$4,000	-\$5,000	-\$13,500	-\$16,400	-\$2,385

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

1. Pursuant to the bid advertisement, the total bid of \$906,687.00 submitted by Minnesota Ice, LLC is hereby approved for award; and the Mayor and City Administrator are hereby authorized and directed, on behalf of the City of Windom, to enter into a contract with the above vendor for completion of the project, entitled "Arena Ice System Replacement Project", according to the plans and specifications heretofore approved by the City Council and on file in the Office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except for the deposits of the successful bidder and the next lowest bidder which shall be retained until the contract has been signed.

Adopted by the City Council this 6 day of February, 2018.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

ACTION ITEM



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

TO: City Council *Steve Nasby*
FROM: Steve Nasby, City Administrator and Drew Hage, Development Director
DATE: January 31, 2018
RE: Issuance of Bonds for Financing EDA Land Purchase and Arena Ice System Project
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Approve resolutions authorizing the pre-sale of \$2,110,000 in General Obligation Bonds to finance the purchase of real property for the Economic Development Authority (\$1,015,000) and pay for the ice system improvements to the Windom Arena (\$1,095,000).

Issue Summary/Background

The Windom Economic Development Authority (EDA) has executed a purchase agreement to acquire approximately 78 acres of real property adjacent to the North Windom Industrial Park. This new property will be used to continue the attraction and retention of businesses in Windom. The \$1,015,000 General Obligation Bond financing will be used to purchase the property, cover bond issuance costs and capitalized interest. EDA funding is shown as contributing \$10,000 which is the down payment\deposit that was already paid.

As its top priority project, last year the City Council approved funds to perform pre-design work on upgrading and replacing the ice system at the Windom Arena. Design work was authorized and completed in December 2017. This project will replace the 40+ year old ice system at the Arena which is needed and due to compliance with federal regulations banning the type of coolant used by the system. Bids were solicited for this project in December 2017/January 2018. Bids have been received and are on the City Council's agenda for February 6, 2018. Should the City Council approve awarding a bid for this project the intent of the City Council is to bond for the project cost and repay the debt service over the next 20-years. The General Obligation bonds issued for the Arena portion of the project total \$1,095,000 which will cover the project cost and bond issuance costs. The City has budgeted \$90,000 in 2018 to cover the first year bond payment so there is no capitalized interest.

Fiscal Impact

Repayment of the EDA share of the bonds totals \$155,915 to \$158,688 annually for seven years (2020 – 2026). This annual debt service will be repaid through excess Tax Increment Financing (TIF) revenues generated from the existing 1-19 TIF District. No additional funds from EDA nor the City General Fund is anticipated to be needed for this project.

Annual debt service on the Arena Ice System Project will range from \$71,273 to \$76,070 for 20-years (2019 – 2038). Payments will start in 2019 and will need to be paid for through the General Fund debt service account which is funded through the property tax levy. The total cost of the debt service (as proposed) would be 3.65% increase in the property tax levy. Due to the lower bid price for the Arena project the amount of this bond proposal was dropped by \$245,000 which netted a reduction in the annual debt service of about \$15,000 annually.

Attachments

1. Bond Resolutions
2. Bond Pre-sale Report

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

RESOLUTION PROVIDING FOR THE SALE OF \$2,110,000 GENERAL OBLIGATION BONDS, SERIES 2018A

WHEREAS, the City Council of the City of Windom, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$2,110,000 General Obligation Bonds, Series 2018A (the "Bonds"), to finance with other funds, (i) the acquisition of approximately 76 acres of land south of the North Windom Industrial Park for future development in TIF District No. 1-19 and (ii) the replacement of the Freon system to the City's indoor ice arena; and

WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9).

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

1. **Authorization; Findings.** The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. **Meeting; Proposal Opening.** The City Council shall meet at 7:30 p.m. on March 6, 2018, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. **Official Statement.** In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

Adopted by the Council this 6th day of February, 2018.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

RESOLUTION DETERMINING THE NECESSITY TO ISSUE NOT TO EXCEED \$1,200,000 GENERAL OBLIGATION EQUIPMENT CERTIFICATES, OF 2018

WHEREAS, Minnesota Statutes, Sections 410.32 and 412.301, authorize the Council to issue equipment certificates within existing debt limits for the purpose of purchasing capital equipment; and

WHEREAS, said statute also provides that if the amount of the equipment certificates to be issued to finance such equipment exceeds 0.25% of the market value of taxable property in the City, the equipment certificates shall not be issued for at least ten days after publication in the official newspaper of a council resolution determining to issue them; and if before the end of that time, a petition asking for an election on the proposition signed by voters equal to ten percent of the number of voters at the last regular municipal election is filed with the administrator, the equipment certificates shall not be issued until the proposition of their issuance has been approved by a majority of the votes cast on the question at a regular or special election; and

WHEREAS, the Council proposes to issue the equipment certificates for said purposes in an amount which exceeds 0.25% of the market value of taxable property in the City.

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

1. **Purpose.** That it is necessary and expedient for the City Council to issue General Obligation Equipment Certificates of 2018, pursuant to Minnesota Statutes, Sections 410.32 and 412.301, in an amount of not to exceed \$1,200,000 for financing the replacement of the Freon system to the City's indoor ice arena (the "Certificates").
2. **Amount.** The amount of the Certificates is hereby determined and declared to be in excess of 0.25% of the market value of taxable property in the City.
3. **Publication.** The Administrator is authorized and directed to publish this resolution in the official newspaper of the City.
4. **Time.** At least ten days shall elapse after publication of this resolution in the City's official newspaper before the Certificates may be issued.

Adopted by the Council this 6th day of February, 2018.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

February 6, 2018

Pre-Sale Report for

City of Windom, Minnesota

\$2,110,000 General Obligation Bonds, Series 2018A



Prepared by:

Todd Hagen, CIPMA
VP/Senior Municipal Advisor

And

Rebecca Kurtz, CIPMA
VP/Senior Municipal Advisor



Executive Summary of Proposed Debt

Proposed Issue:	\$2,110,000 General Obligation Bonds, Series 2018A
Purposes:	<p>To finance with other funds, (i) the acquisition of approximately 76-acres of land south of the North Windom Industrial Park for future development and (ii) the replacement of the Freon system to the City's indoor ice arena.</p> <ul style="list-style-type: none"> • TIF Portion - NWIP Land Acquisition (MS 469). Debt service will be paid from TIF 1-19 tax increments. • Equipment Portion - Ice Arena Freon Replacement (MS 412/410). Debt service will be paid from property taxes.
Authority:	<p>The Bonds are being issued pursuant to Minnesota Statutes, Chapters:</p> <ul style="list-style-type: none"> • 469 – Tax Increment Bonds • 412/410 – Equipment Certificates • 475 – General Bonding Authority <p>Because the City reasonably expects that at least 20% of the debt service on the TIF Portion of the Bonds will be paid with tax increment, the Bonds can be a general obligation without a referendum. The City has previously established Tax Increment Financing District No. 1-19.</p> <p>The maximum that an entity can issue equipment certificates for at any one time without publication of a resolution allowing for a reverse referendum is limited to .25% of estimated market value. The Equipment Portion of the Bonds exceeds .25% of the estimated market value in the City. The City will adopt the necessary resolution to allow for a reverse referendum.</p> <p>The Bonds will not count against the City's debt limit.</p> <p>The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.</p>
Term/Call Feature:	<p>The Bonds are being issued for a 20-year term. Principal on the Bonds will be due on February 1 in the years 2019 through 2038. Interest is payable every six months beginning February 1, 2019. A portion of the TIF bond proceeds will be used to make the initial interest payment. The City previously levied sufficient funds to make the initial principal and interest payment on the Equipment Portion of the Bonds.</p> <p>The Bonds maturing on and after February 1, 2028 will be subject to prepayment at the discretion of the City on February 1, 2027 or any date thereafter.</p>
Bank Qualification:	<p>Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as "bank qualified" obligations.</p>



	Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.
Rating:	<p>The City's most recent bond issues were rated "A+" by Standard & Poor's. The City will request a new rating for the Bonds.</p> <p>If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.</p>
Basis for Recommendation:	<p>Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of general obligation bonds as a suitable financing option for the following reasons:</p> <ul style="list-style-type: none"> • This is the best viable option available to finance land for future development. • This is a new option to issue equipment certificates for up to 20 years to eliminate Freon in ice arenas as the best viable option available under state law. • This is a cost-effective option among the limited other options available to finance this type of project. • General obligation bonds provide the lowest possible interest cost.
Method of Sale/Placement:	<p>To obtain the lowest interest cost to the City, we will competitively bid the purchase of the Bonds from local and national underwriters/banks.</p> <p>We have included an allowance for discount bidding equal to 1.20% of the principal amount of the issue. The discount provides the underwriter with all or a portion of its compensation in the transaction. If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to lower your borrowing amount.</p> <p>Premium Bids: Under current market conditions, most investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid more than face value is considered "reoffering premium."</p> <p>For this issue of Bonds, we have been directed to use the premium to reduce the size of the issue. The adjustments may slightly change the true interest cost of the original bid, either up or down.</p>
Review of Existing Debt:	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.</p>



<p>Continuing Disclosure:</p>	<p>Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC).</p> <p>The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.</p>
<p>Arbitrage Monitoring:</p>	<p>Because the Bonds are tax-exempt obligations/tax credit obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Officers’ Certificate prepared by your Bond Attorney and provided at closing.</p> <p>We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.</p>
<p>Risk Factors:</p>	<p>GO Pledge: Because the Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged, if the annual tax increments and tax levy collected are not sufficient to pay the debt service payments, other City funds will need to be used.</p>
<p>Other Service Providers:</p>	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a firm to provide a service, we have assumed that you will continue that relationship. For services, you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, so their final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p>Bond Attorney: Fryberger Buchanan Paying Agent: Bond Trust Services Rating Agency: Standard & Poor’s</p>



Investment Earnings:	In order to more efficiently segregate funds for this project and maximize interest earnings we recommend using either your local banks or Ehlers Investment Partners, a subsidiary of Ehlers, to assist with the investment of bond proceeds until they are needed to pay project costs.
Summary:	<p>The decisions to be made by the Council are as follows:</p> <ul style="list-style-type: none"> • Accept or modify the finance assumptions described in this report. • Adopt the resolution attached to this report.

This presale report summarizes our understanding of the City's objectives for the structure and terms of this financing as of this date. As additional facts become known or capital markets conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the City's objectives.



Proposed Debt Issuance Schedule

Pre-Sale Review by City Council:	February 6, 2018
Distribute Official Statement:	Week of February 19, 2018
Conference with Rating Agency:	Week of February 26, 2018
City Council Meeting to Award Sale of the Bonds:	March 6, 2018
Estimated Closing Date:	April 1, 2018

Attachments

Sources and Uses of Funds

Proposed Debt Service Schedule

Bond Buyer Index

Resolution Authorizing Ehlers to Proceed with Bond Sale

Resolution Determining to Issue Equipment Certificates

Ehlers Contacts

Municipal Advisors:	Todd Hagen	(651) 697-8508
	Rebecca Kurtz	(651) 697-8516
Disclosure Coordinator:	Silvia Johnson	(651) 697-8580
Financial Analyst:	Alicia Gage	(651) 697-8551

The Official Statement for this financing will be mailed to the City Council at their home address or e-mailed for review prior to the sale date.



City of Windom, Minnesota

\$2,110,000 General Obligation Bonds, Series 2018

Issue Summary

Assumes Current Market BQ A+ Rates plus 25bps

Total Issue Sources And Uses

Dated 03/15/2018 | Delivered 03/15/2018

	TIF Bonds	Equipment Certs	Issue Summary
Sources Of Funds			
Par Amount of Bonds	\$1,015,000.00	\$1,095,000.00	\$2,110,000.00
Planned Issuer Equity contribution	10,000.00	77,500.00	87,500.00
Total Sources	\$1,025,000.00	\$1,172,500.00	\$2,197,500.00
Uses Of Funds			
Total Underwriter's Discount (1.200%)	12,180.00	13,140.00	25,320.00
Costs of Issuance	21,887.44	23,612.56	45,500.00
Deposit to Capitalized Interest (CIF) Fund	18,358.72	-	18,358.72
Deposit to Project Construction Fund	969,984.00	1,137,500.00	2,107,484.00
Rounding Amount	2,589.84	(1,752.56)	837.28
Total Uses	\$1,025,000.00	\$1,172,500.00	\$2,197,500.00



City of Windom, Minnesota

\$2,110,000 General Obligation Bonds, Series 2018

Issue Summary

Assumes Current Market BQ A+ Rates plus 25bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
03/15/2018	-	-	-	-	-	-	-
02/01/2019	45,000.00	1.500%	44,512.11	89,512.11	(18,358.72)	71,153.39	71,153.39
08/01/2019	-	-	25,017.50	25,017.50	-	25,017.50	-
02/01/2020	180,000.00	1.650%	25,017.50	205,017.50	-	205,017.50	230,035.00
08/01/2020	-	-	23,532.50	23,532.50	-	23,532.50	-
02/01/2021	185,000.00	1.800%	23,532.50	208,532.50	-	208,532.50	232,065.00
08/01/2021	-	-	21,867.50	21,867.50	-	21,867.50	-
02/01/2022	185,000.00	1.950%	21,867.50	206,867.50	-	206,867.50	228,735.00
08/01/2022	-	-	20,063.75	20,063.75	-	20,063.75	-
02/01/2023	190,000.00	2.100%	20,063.75	210,063.75	-	210,063.75	230,127.50
08/01/2023	-	-	18,068.75	18,068.75	-	18,068.75	-
02/01/2024	200,000.00	2.200%	18,068.75	218,068.75	-	218,068.75	236,137.50
08/01/2024	-	-	15,868.75	15,868.75	-	15,868.75	-
02/01/2025	200,000.00	2.300%	15,868.75	215,868.75	-	215,868.75	231,737.50
08/01/2025	-	-	13,568.75	13,568.75	-	13,568.75	-
02/01/2026	205,000.00	2.350%	13,568.75	218,568.75	-	218,568.75	232,137.50
08/01/2026	-	-	11,160.00	11,160.00	-	11,160.00	-
02/01/2027	50,000.00	2.500%	11,160.00	61,160.00	-	61,160.00	72,320.00
08/01/2027	-	-	10,535.00	10,535.00	-	10,535.00	-
02/01/2028	55,000.00	2.600%	10,535.00	65,535.00	-	65,535.00	76,070.00
08/01/2028	-	-	9,820.00	9,820.00	-	9,820.00	-
02/01/2029	55,000.00	2.700%	9,820.00	64,820.00	-	64,820.00	74,640.00
08/01/2029	-	-	9,077.50	9,077.50	-	9,077.50	-
02/01/2030	55,000.00	2.800%	9,077.50	64,077.50	-	64,077.50	73,155.00
08/01/2030	-	-	8,307.50	8,307.50	-	8,307.50	-
02/01/2031	55,000.00	2.950%	8,307.50	63,307.50	-	63,307.50	71,615.00
08/01/2031	-	-	7,496.25	7,496.25	-	7,496.25	-
02/01/2032	60,000.00	3.050%	7,496.25	67,496.25	-	67,496.25	74,992.50
08/01/2032	-	-	6,581.25	6,581.25	-	6,581.25	-
02/01/2033	60,000.00	3.150%	6,581.25	66,581.25	-	66,581.25	73,162.50
08/01/2033	-	-	5,636.25	5,636.25	-	5,636.25	-
02/01/2034	60,000.00	3.250%	5,636.25	65,636.25	-	65,636.25	71,272.50
08/01/2034	-	-	4,661.25	4,661.25	-	4,661.25	-
02/01/2035	65,000.00	3.350%	4,661.25	69,661.25	-	69,661.25	74,322.50
08/01/2035	-	-	3,572.50	3,572.50	-	3,572.50	-
02/01/2036	65,000.00	3.400%	3,572.50	68,572.50	-	68,572.50	72,145.00
08/01/2036	-	-	2,467.50	2,467.50	-	2,467.50	-
02/01/2037	70,000.00	3.500%	2,467.50	72,467.50	-	72,467.50	74,935.00
08/01/2037	-	-	1,242.50	1,242.50	-	1,242.50	-
02/01/2038	70,000.00	3.550%	1,242.50	71,242.50	-	71,242.50	72,485.00
Total	\$2,110,000.00	-	\$481,602.11	\$2,591,602.11	(18,358.72)	\$2,573,243.39	-

City of Windom, Minnesota

\$2,110,000 General Obligation Bonds, Series 2018

Issue Summary

Assumes Current Market BQ A+ Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	TIF Revenue Utilized	Levy/(Surplus)
02/01/2019	45,000.00	1.500%	44,512.11	89,512.11	(18,358.72)	71,153.39	74,711.06	-	74,711.06
02/01/2020	180,000.00	1.650%	50,035.00	230,035.00	-	230,035.00	241,536.75	163,710.75	77,826.00
02/01/2021	185,000.00	1.800%	47,065.00	232,065.00	-	232,065.00	243,668.25	166,621.88	77,046.38
02/01/2022	185,000.00	1.950%	43,735.00	228,735.00	-	228,735.00	240,171.75	163,975.88	76,195.88
02/01/2023	190,000.00	2.100%	40,127.50	230,127.50	-	230,127.50	241,633.88	166,359.38	75,274.50
02/01/2024	200,000.00	2.200%	36,137.50	236,137.50	-	236,137.50	247,944.38	168,412.13	79,532.25
02/01/2025	200,000.00	2.300%	31,737.50	231,737.50	-	231,737.50	243,324.38	164,947.13	78,377.25
02/01/2026	205,000.00	2.350%	27,137.50	232,137.50	-	232,137.50	243,744.38	166,574.63	77,169.75
02/01/2027	50,000.00	2.500%	22,320.00	72,320.00	-	72,320.00	75,936.00	-	75,936.00
02/01/2028	55,000.00	2.600%	21,070.00	76,070.00	-	76,070.00	79,873.50	-	79,873.50
02/01/2029	55,000.00	2.700%	19,640.00	74,640.00	-	74,640.00	78,372.00	-	78,372.00
02/01/2030	55,000.00	2.800%	18,155.00	73,155.00	-	73,155.00	76,812.75	-	76,812.75
02/01/2031	55,000.00	2.950%	16,615.00	71,615.00	-	71,615.00	75,195.75	-	75,195.75
02/01/2032	60,000.00	3.050%	14,992.50	74,992.50	-	74,992.50	78,742.13	-	78,742.13
02/01/2033	60,000.00	3.150%	13,162.50	73,162.50	-	73,162.50	76,820.63	-	76,820.63
02/01/2034	60,000.00	3.250%	11,272.50	71,272.50	-	71,272.50	74,836.13	-	74,836.13
02/01/2035	65,000.00	3.350%	9,322.50	74,322.50	-	74,322.50	78,038.63	-	78,038.63
02/01/2036	65,000.00	3.400%	7,145.00	72,145.00	-	72,145.00	75,752.25	-	75,752.25
02/01/2037	70,000.00	3.500%	4,935.00	74,935.00	-	74,935.00	78,681.75	-	78,681.75
02/01/2038	70,000.00	3.550%	2,485.00	72,485.00	-	72,485.00	76,109.25	-	76,109.25
Total	\$2,110,000.00	-	\$481,602.11	\$2,591,602.11	(18,358.72)	\$2,573,243.39	\$2,701,905.56	\$1,160,601.75	\$1,541,303.81

Significant Dates

Dated	3/15/2018
First Coupon Date	2/01/2019

Yield Statistics

Bond Year Dollars	\$17,317.11
Average Life	8.207 Years
Average Coupon	2.7810765%
Net Interest Cost (NIC)	2.9272903%
True Interest Cost (TIC)	2.9089035%
Bond Yield for Arbitrage Purposes	2.7384596%
All Inclusive Cost (AIC)	3.2234217%

Series 2018 GO Bonds - Pr | Issue Summary | 1/31/2018 | 10:19 AM



City of Windom, Minnesota

\$1,015,000 General Obligation Bonds, Series 2018

TIF Bonds

Assumes Current Market BQ A+ Rates plus 25bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
03/15/2018	-	-	-	-	-	-	-
02/01/2019	-	-	18,358.72	18,358.72	(18,358.72)	-	-
08/01/2019	-	-	10,457.50	10,457.50	-	10,457.50	-
02/01/2020	135,000.00	1.650%	10,457.50	145,457.50	-	145,457.50	155,915.00
08/01/2020	-	-	9,343.75	9,343.75	-	9,343.75	-
02/01/2021	140,000.00	1.800%	9,343.75	149,343.75	-	149,343.75	158,687.50
08/01/2021	-	-	8,083.75	8,083.75	-	8,083.75	-
02/01/2022	140,000.00	1.950%	8,083.75	148,083.75	-	148,083.75	156,167.50
08/01/2022	-	-	6,718.75	6,718.75	-	6,718.75	-
02/01/2023	145,000.00	2.100%	6,718.75	151,718.75	-	151,718.75	158,437.50
08/01/2023	-	-	5,196.25	5,196.25	-	5,196.25	-
02/01/2024	150,000.00	2.200%	5,196.25	155,196.25	-	155,196.25	160,392.50
08/01/2024	-	-	3,546.25	3,546.25	-	3,546.25	-
02/01/2025	150,000.00	2.300%	3,546.25	153,546.25	-	153,546.25	157,092.50
08/01/2025	-	-	1,821.25	1,821.25	-	1,821.25	-
02/01/2026	155,000.00	2.350%	1,821.25	156,821.25	-	156,821.25	158,642.50
Total	\$1,015,000.00	-	\$108,693.72	\$1,123,693.72	(18,358.72)	\$1,105,335.00	-

City of Windom, Minnesota

\$1,015,000 General Obligation Bonds, Series 2018

TIF Bonds

Assumes Current Market BQ A+ Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	TIF Revenue Available	Levy/(Surplus)
02/01/2019	-	-	18,358.72	18,358.72	(18,358.72)	-	-	-	-
02/01/2020	135,000.00	1.650%	20,915.00	155,915.00	-	155,915.00	163,710.75	197,680.00	(33,969.25)
02/01/2021	140,000.00	1.800%	18,687.50	158,687.50	-	158,687.50	166,621.88	197,680.00	(31,058.13)
02/01/2022	140,000.00	1.950%	16,167.50	156,167.50	-	156,167.50	163,975.88	197,680.00	(33,704.13)
02/01/2023	145,000.00	2.100%	13,437.50	158,437.50	-	158,437.50	166,359.38	197,680.00	(31,320.63)
02/01/2024	150,000.00	2.200%	10,392.50	160,392.50	-	160,392.50	168,412.13	197,680.00	(29,267.88)
02/01/2025	150,000.00	2.300%	7,092.50	157,092.50	-	157,092.50	164,947.13	197,680.00	(32,732.88)
02/01/2026	155,000.00	2.350%	3,642.50	158,642.50	-	158,642.50	166,574.63	197,680.00	(31,105.38)
Total	\$1,015,000.00	-	\$108,693.72	\$1,123,693.72	(18,358.72)	\$1,105,335.00	\$1,160,601.75	\$1,383,760.00	(223,158.25)

Significant Dates

Dated	3/15/2018
First Coupon Date	2/01/2019

Yield Statistics

Bond Year Dollars	\$5,040.94
Average Life	4.966 Years
Average Coupon	2.1562174%
Net Interest Cost (NIC)	2.3978388%
True Interest Cost (TIC)	2.4103664%
Bond Yield for Arbitrage Purposes	2.7384596%
All Inclusive Cost (AIC)	2.8871946%

City of Windom, Minnesota

\$1,095,000 General Obligation Bonds, Series 2018

Equipment Certs

Assumes Current Market BQ A+ Rates plus 25bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Net New D/S	Fiscal Total
03/15/2018	-	-	-	-	-	-
02/01/2019	45,000.00	1.500%	26,153.39	71,153.39	71,153.39	71,153.39
08/01/2019	-	-	14,560.00	14,560.00	14,560.00	-
02/01/2020	45,000.00	1.650%	14,560.00	59,560.00	59,560.00	74,120.00
08/01/2020	-	-	14,188.75	14,188.75	14,188.75	-
02/01/2021	45,000.00	1.800%	14,188.75	59,188.75	59,188.75	73,377.50
08/01/2021	-	-	13,783.75	13,783.75	13,783.75	-
02/01/2022	45,000.00	1.950%	13,783.75	58,783.75	58,783.75	72,567.50
08/01/2022	-	-	13,345.00	13,345.00	13,345.00	-
02/01/2023	45,000.00	2.100%	13,345.00	58,345.00	58,345.00	71,690.00
08/01/2023	-	-	12,872.50	12,872.50	12,872.50	-
02/01/2024	50,000.00	2.200%	12,872.50	62,872.50	62,872.50	75,745.00
08/01/2024	-	-	12,322.50	12,322.50	12,322.50	-
02/01/2025	50,000.00	2.300%	12,322.50	62,322.50	62,322.50	74,645.00
08/01/2025	-	-	11,747.50	11,747.50	11,747.50	-
02/01/2026	50,000.00	2.350%	11,747.50	61,747.50	61,747.50	73,495.00
08/01/2026	-	-	11,160.00	11,160.00	11,160.00	-
02/01/2027	50,000.00	2.500%	11,160.00	61,160.00	61,160.00	72,320.00
08/01/2027	-	-	10,535.00	10,535.00	10,535.00	-
02/01/2028	55,000.00	2.600%	10,535.00	65,535.00	65,535.00	76,070.00
08/01/2028	-	-	9,820.00	9,820.00	9,820.00	-
02/01/2029	55,000.00	2.700%	9,820.00	64,820.00	64,820.00	74,640.00
08/01/2029	-	-	9,077.50	9,077.50	9,077.50	-
02/01/2030	55,000.00	2.800%	9,077.50	64,077.50	64,077.50	73,155.00
08/01/2030	-	-	8,307.50	8,307.50	8,307.50	-
02/01/2031	55,000.00	2.950%	8,307.50	63,307.50	63,307.50	71,615.00
08/01/2031	-	-	7,496.25	7,496.25	7,496.25	-
02/01/2032	60,000.00	3.050%	7,496.25	67,496.25	67,496.25	74,992.50
08/01/2032	-	-	6,581.25	6,581.25	6,581.25	-
02/01/2033	60,000.00	3.150%	6,581.25	66,581.25	66,581.25	73,162.50
08/01/2033	-	-	5,636.25	5,636.25	5,636.25	-
02/01/2034	60,000.00	3.250%	5,636.25	65,636.25	65,636.25	71,272.50
08/01/2034	-	-	4,661.25	4,661.25	4,661.25	-
02/01/2035	65,000.00	3.350%	4,661.25	69,661.25	69,661.25	74,322.50
08/01/2035	-	-	3,572.50	3,572.50	3,572.50	-
02/01/2036	65,000.00	3.400%	3,572.50	68,572.50	68,572.50	72,145.00
08/01/2036	-	-	2,467.50	2,467.50	2,467.50	-
02/01/2037	70,000.00	3.500%	2,467.50	72,467.50	72,467.50	74,935.00
08/01/2037	-	-	1,242.50	1,242.50	1,242.50	-
02/01/2038	70,000.00	3.550%	1,242.50	71,242.50	71,242.50	72,485.00
Total	\$1,095,000.00	-	\$372,908.39	\$1,467,908.39	\$1,467,908.39	-

City of Windom, Minnesota

\$1,095,000 General Obligation Bonds, Series 2018

Equipment Certs

Assumes Current Market BQ A+ Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2019	45,000.00	1.500%	26,153.39	71,153.39	74,711.06
02/01/2020	45,000.00	1.650%	29,120.00	74,120.00	77,826.00
02/01/2021	45,000.00	1.800%	28,377.50	73,377.50	77,046.38
02/01/2022	45,000.00	1.950%	27,567.50	72,567.50	76,195.88
02/01/2023	45,000.00	2.100%	26,690.00	71,690.00	75,274.50
02/01/2024	50,000.00	2.200%	25,745.00	75,745.00	79,532.25
02/01/2025	50,000.00	2.300%	24,645.00	74,645.00	78,377.25
02/01/2026	50,000.00	2.350%	23,495.00	73,495.00	77,169.75
02/01/2027	50,000.00	2.500%	22,320.00	72,320.00	75,936.00
02/01/2028	55,000.00	2.600%	21,070.00	76,070.00	79,873.50
02/01/2029	55,000.00	2.700%	19,640.00	74,640.00	78,372.00
02/01/2030	55,000.00	2.800%	18,155.00	73,155.00	76,812.75
02/01/2031	55,000.00	2.950%	16,615.00	71,615.00	75,195.75
02/01/2032	60,000.00	3.050%	14,992.50	74,992.50	78,742.13
02/01/2033	60,000.00	3.150%	13,162.50	73,162.50	76,820.63
02/01/2034	60,000.00	3.250%	11,272.50	71,272.50	74,836.13
02/01/2035	65,000.00	3.350%	9,322.50	74,322.50	78,038.63
02/01/2036	65,000.00	3.400%	7,145.00	72,145.00	75,752.25
02/01/2037	70,000.00	3.500%	4,935.00	74,935.00	78,681.75
02/01/2038	70,000.00	3.550%	2,485.00	72,485.00	76,109.25
Total	\$1,095,000.00	-	\$372,908.39	\$1,467,908.39	\$1,541,303.81

Significant Dates

Dated	3/15/2018
First Coupon Date	2/01/2019

Yield Statistics

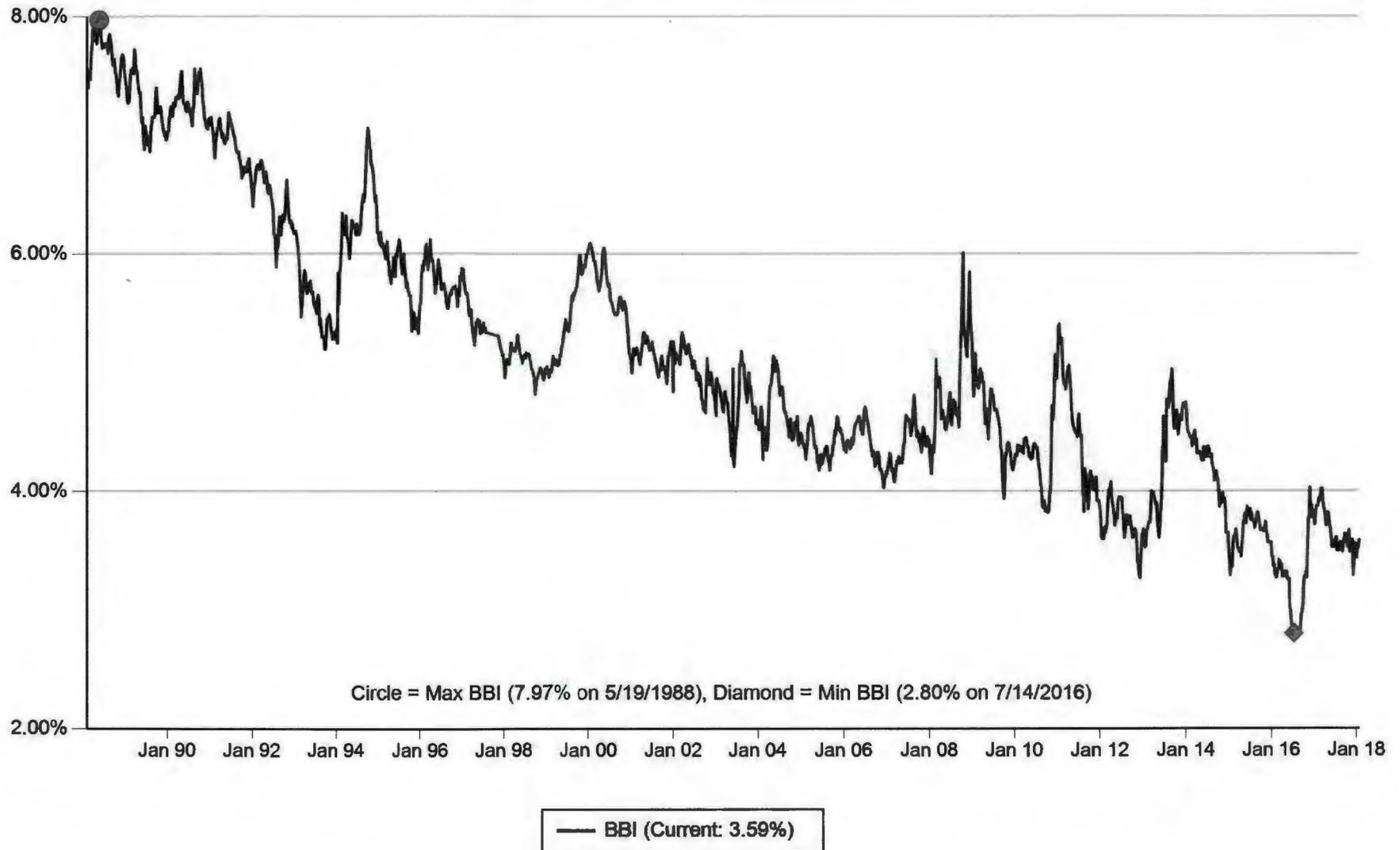
Bond Year Dollars	\$12,276.17
Average Life	11.211 Years
Average Coupon	3.0376615%
Net Interest Cost (NIC)	3.1446982%
True Interest Cost (TIC)	3.1365317%
Bond Yield for Arbitrage Purposes	2.7384596%
All Inclusive Cost (AIC)	3.3789062%

IRS Form 8038

Net Interest Cost	3.0376615%
Weighted Average Maturity	11.211 Years

30 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates January, 1988 - January, 2018



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

Source: The Bond Buyer



EHLERS
LEADERS IN PUBLIC FINANCE

Resolution No. _____

Council Member _____ introduced the following resolution and moved its adoption:

**Resolution Providing for the Sale of
\$2,110,000 General Obligation Bonds, Series 2018A**

- A. WHEREAS, the City Council of the City of Windom, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$2,110,000 General Obligation Bonds, Series 2018A (the "Bonds"), to finance with other funds, (i) the acquisition of approximately 76-acres of land south of the North Windom Industrial Park for future development in TIF District No. 1-19 and (ii) the replacement of the Freon system to the City's indoor ice arena; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

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

1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 7:30 p.m. on March 6, 2018, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by City Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following City Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 6th day of February, 2018.

City Administrator

Resolution No. _____

Council Member _____ introduced the following resolution and moved its adoption:

**Resolution Determining the Necessity to Issue Not to Exceed
\$1,200,000 General Obligation Equipment Certificates of 2018**

- A. WHEREAS, Minnesota Statutes, Sections 410.32 and 412.301, authorize the council to issue equipment certificates within existing debt limits for the purpose of purchasing capital equipment; and
- B. WHEREAS, said statute also provides that if the amount of the equipment certificates to be issued to finance such equipment exceeds 0.25% of the market value of taxable property in the City, the equipment certificates shall not be issued for at least ten days after publication in the official newspaper of a council resolution determining to issue them; and if before the end of that time, a petition asking for an election on the proposition signed by voters equal to ten percent of the number of voters at the last regular municipal election is filed with the administrator, the equipment certificates shall not be issued until the proposition of their issuance has been approved by a majority of the votes cast on the question at a regular or special election; and
- C. WHEREAS, the council proposes to issue the equipment certificates for said purposes in an amount which exceeds 0.25% of the market value of taxable property in the City; and

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

1. Purpose. That it is necessary and expedient for the City Council to issue General Obligation Equipment Certificates of 2018, pursuant to Minnesota Statutes, Sections 410.32 and 412.301, in an amount of not to exceed \$1,200,000 for financing the replacement of the Freon system to the City's indoor ice arena (the "Certificates").
2. Amount. The amount of the Certificates is hereby determined and declared to be in excess of 0.25% of the market value of taxable property in the City.
3. Publication. The Administrator is authorized and directed to publish this resolution in the official newspaper of the City.
4. Time. At least ten days shall elapse after publication in the official newspaper of the City of this resolution before the Certificates may be issued.

The motion for the adoption of the foregoing resolution was duly seconded by City Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following City Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 6th day of February, 2018.

City Administrator

City of Windom, Minnesota

\$2,110,000 General Obligation Bonds, Series 2018

Issue Summary

Assumes Current Market BQ A+ Rates plus 25bps

Total Issue Sources And Uses

Dated 03/15/2018 | Delivered 03/15/2018

	TIF Bonds	Equipment Certs	Issue Summary
Sources Of Funds			
Par Amount of Bonds	\$1,015,000.00	\$1,095,000.00	\$2,110,000.00
Planned Issuer Equity contribution	10,000.00	77,500.00	87,500.00
Total Sources	\$1,025,000.00	\$1,172,500.00	\$2,197,500.00
Uses Of Funds			
Total Underwriter's Discount (1.200%)	12,180.00	13,140.00	25,320.00
Costs of Issuance	21,887.44	23,612.56	45,500.00
Deposit to Capitalized Interest (CIF) Fund	18,358.72	-	18,358.72
Deposit to Project Construction Fund	969,984.00	1,137,500.00	2,107,484.00
Rounding Amount	2,589.84	(1,752.56)	837.28
Total Uses	\$1,025,000.00	\$1,172,500.00	\$2,197,500.00



City of Windom, Minnesota

\$2,110,000 General Obligation Bonds, Series 2018

Issue Summary

Assumes Current Market BQ A+ Rates plus 25bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
03/15/2018	-	-	-	-	-	-	-
02/01/2019	45,000.00	1.500%	44,512.11	89,512.11	(18,358.72)	71,153.39	71,153.39
08/01/2019	-	-	25,017.50	25,017.50	-	25,017.50	-
02/01/2020	180,000.00	1.650%	25,017.50	205,017.50	-	205,017.50	230,035.00
08/01/2020	-	-	23,532.50	23,532.50	-	23,532.50	-
02/01/2021	185,000.00	1.800%	23,532.50	208,532.50	-	208,532.50	232,065.00
08/01/2021	-	-	21,867.50	21,867.50	-	21,867.50	-
02/01/2022	185,000.00	1.950%	21,867.50	206,867.50	-	206,867.50	228,735.00
08/01/2022	-	-	20,063.75	20,063.75	-	20,063.75	-
02/01/2023	190,000.00	2.100%	20,063.75	210,063.75	-	210,063.75	230,127.50
08/01/2023	-	-	18,068.75	18,068.75	-	18,068.75	-
02/01/2024	200,000.00	2.200%	18,068.75	218,068.75	-	218,068.75	236,137.50
08/01/2024	-	-	15,868.75	15,868.75	-	15,868.75	-
02/01/2025	200,000.00	2.300%	15,868.75	215,868.75	-	215,868.75	231,737.50
08/01/2025	-	-	13,568.75	13,568.75	-	13,568.75	-
02/01/2026	205,000.00	2.350%	13,568.75	218,568.75	-	218,568.75	232,137.50
08/01/2026	-	-	11,160.00	11,160.00	-	11,160.00	-
02/01/2027	50,000.00	2.500%	11,160.00	61,160.00	-	61,160.00	72,320.00
08/01/2027	-	-	10,535.00	10,535.00	-	10,535.00	-
02/01/2028	55,000.00	2.600%	10,535.00	65,535.00	-	65,535.00	76,070.00
08/01/2028	-	-	9,820.00	9,820.00	-	9,820.00	-
02/01/2029	55,000.00	2.700%	9,820.00	64,820.00	-	64,820.00	74,640.00
08/01/2029	-	-	9,077.50	9,077.50	-	9,077.50	-
02/01/2030	55,000.00	2.800%	9,077.50	64,077.50	-	64,077.50	73,155.00
08/01/2030	-	-	8,307.50	8,307.50	-	8,307.50	-
02/01/2031	55,000.00	2.950%	8,307.50	63,307.50	-	63,307.50	71,615.00
08/01/2031	-	-	7,496.25	7,496.25	-	7,496.25	-
02/01/2032	60,000.00	3.050%	7,496.25	67,496.25	-	67,496.25	74,992.50
08/01/2032	-	-	6,581.25	6,581.25	-	6,581.25	-
02/01/2033	60,000.00	3.150%	6,581.25	66,581.25	-	66,581.25	73,162.50
08/01/2033	-	-	5,636.25	5,636.25	-	5,636.25	-
02/01/2034	60,000.00	3.250%	5,636.25	65,636.25	-	65,636.25	71,272.50
08/01/2034	-	-	4,661.25	4,661.25	-	4,661.25	-
02/01/2035	65,000.00	3.350%	4,661.25	69,661.25	-	69,661.25	74,322.50
08/01/2035	-	-	3,572.50	3,572.50	-	3,572.50	-
02/01/2036	65,000.00	3.400%	3,572.50	68,572.50	-	68,572.50	72,145.00
08/01/2036	-	-	2,467.50	2,467.50	-	2,467.50	-
02/01/2037	70,000.00	3.500%	2,467.50	72,467.50	-	72,467.50	74,935.00
08/01/2037	-	-	1,242.50	1,242.50	-	1,242.50	-
02/01/2038	70,000.00	3.550%	1,242.50	71,242.50	-	71,242.50	72,485.00
Total	\$2,110,000.00	-	\$481,602.11	\$2,591,602.11	(18,358.72)	\$2,573,243.39	-

City of Windom, Minnesota

\$2,110,000 General Obligation Bonds, Series 2018

Issue Summary

Assumes Current Market BQ A+ Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	TIF Revenue Utilized	Levy/(Surplus)
02/01/2019	45,000.00	1.500%	44,512.11	89,512.11	(18,358.72)	71,153.39	74,711.06	-	74,711.06
02/01/2020	180,000.00	1.650%	50,035.00	230,035.00	-	230,035.00	241,536.75	163,710.75	77,826.00
02/01/2021	185,000.00	1.800%	47,065.00	232,065.00	-	232,065.00	243,668.25	166,621.88	77,046.38
02/01/2022	185,000.00	1.950%	43,735.00	228,735.00	-	228,735.00	240,171.75	163,975.88	76,195.88
02/01/2023	190,000.00	2.100%	40,127.50	230,127.50	-	230,127.50	241,633.88	166,359.38	75,274.50
02/01/2024	200,000.00	2.200%	36,137.50	236,137.50	-	236,137.50	247,944.38	168,412.13	79,532.25
02/01/2025	200,000.00	2.300%	31,737.50	231,737.50	-	231,737.50	243,324.38	164,947.13	78,377.25
02/01/2026	205,000.00	2.350%	27,137.50	232,137.50	-	232,137.50	243,744.38	166,574.63	77,169.75
02/01/2027	50,000.00	2.500%	22,320.00	72,320.00	-	72,320.00	75,936.00	-	75,936.00
02/01/2028	55,000.00	2.600%	21,070.00	76,070.00	-	76,070.00	79,873.50	-	79,873.50
02/01/2029	55,000.00	2.700%	19,640.00	74,640.00	-	74,640.00	78,372.00	-	78,372.00
02/01/2030	55,000.00	2.800%	18,155.00	73,155.00	-	73,155.00	76,812.75	-	76,812.75
02/01/2031	55,000.00	2.950%	16,615.00	71,615.00	-	71,615.00	75,195.75	-	75,195.75
02/01/2032	60,000.00	3.050%	14,992.50	74,992.50	-	74,992.50	78,742.13	-	78,742.13
02/01/2033	60,000.00	3.150%	13,162.50	73,162.50	-	73,162.50	76,820.63	-	76,820.63
02/01/2034	60,000.00	3.250%	11,272.50	71,272.50	-	71,272.50	74,836.13	-	74,836.13
02/01/2035	65,000.00	3.350%	9,322.50	74,322.50	-	74,322.50	78,038.63	-	78,038.63
02/01/2036	65,000.00	3.400%	7,145.00	72,145.00	-	72,145.00	75,752.25	-	75,752.25
02/01/2037	70,000.00	3.500%	4,935.00	74,935.00	-	74,935.00	78,681.75	-	78,681.75
02/01/2038	70,000.00	3.550%	2,485.00	72,485.00	-	72,485.00	76,109.25	-	76,109.25
Total	\$2,110,000.00	-	\$481,602.11	\$2,591,602.11	(18,358.72)	\$2,573,243.39	\$2,701,905.56	\$1,160,601.75	\$1,541,303.81

Significant Dates

Dated	3/15/2018
First Coupon Date	2/01/2019

Yield Statistics

Bond Year Dollars	\$17,317.11
Average Life	8.207 Years
Average Coupon	2.7810765%
Net Interest Cost (NIC)	2.9272903%
True Interest Cost (TIC)	2.9089035%
Bond Yield for Arbitrage Purposes	2.7384596%
All Inclusive Cost (AIC)	3.2234217%

Series 2018 GO Bonds - Pr | Issue Summary | 1/31/2018 | 10:19 AM



City of Windom, Minnesota

\$1,015,000 General Obligation Bonds, Series 2018

TIF Bonds

Assumes Current Market BQ A+ Rates plus 25bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
03/15/2018	-	-	-	-	-	-	-
02/01/2019	-	-	18,358.72	18,358.72	(18,358.72)	-	-
08/01/2019	-	-	10,457.50	10,457.50	-	10,457.50	-
02/01/2020	135,000.00	1.650%	10,457.50	145,457.50	-	145,457.50	155,915.00
08/01/2020	-	-	9,343.75	9,343.75	-	9,343.75	-
02/01/2021	140,000.00	1.800%	9,343.75	149,343.75	-	149,343.75	158,687.50
08/01/2021	-	-	8,083.75	8,083.75	-	8,083.75	-
02/01/2022	140,000.00	1.950%	8,083.75	148,083.75	-	148,083.75	156,167.50
08/01/2022	-	-	6,718.75	6,718.75	-	6,718.75	-
02/01/2023	145,000.00	2.100%	6,718.75	151,718.75	-	151,718.75	158,437.50
08/01/2023	-	-	5,196.25	5,196.25	-	5,196.25	-
02/01/2024	150,000.00	2.200%	5,196.25	155,196.25	-	155,196.25	160,392.50
08/01/2024	-	-	3,546.25	3,546.25	-	3,546.25	-
02/01/2025	150,000.00	2.300%	3,546.25	153,546.25	-	153,546.25	157,092.50
08/01/2025	-	-	1,821.25	1,821.25	-	1,821.25	-
02/01/2026	155,000.00	2.350%	1,821.25	156,821.25	-	156,821.25	158,642.50
Total	\$1,015,000.00	-	\$108,693.72	\$1,123,693.72	(18,358.72)	\$1,105,335.00	-

City of Windom, Minnesota

\$1,015,000 General Obligation Bonds, Series 2018

TIF Bonds

Assumes Current Market BQ A+ Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	TIF Revenue Available	Levy/(Surplus)
02/01/2019	-	-	18,358.72	18,358.72	(18,358.72)	-	-	-	-
02/01/2020	135,000.00	1.650%	20,915.00	155,915.00	-	155,915.00	163,710.75	197,680.00	(33,969.25)
02/01/2021	140,000.00	1.800%	18,687.50	158,687.50	-	158,687.50	166,621.88	197,680.00	(31,058.13)
02/01/2022	140,000.00	1.950%	16,167.50	156,167.50	-	156,167.50	163,975.88	197,680.00	(33,704.13)
02/01/2023	145,000.00	2.100%	13,437.50	158,437.50	-	158,437.50	166,359.38	197,680.00	(31,320.63)
02/01/2024	150,000.00	2.200%	10,392.50	160,392.50	-	160,392.50	168,412.13	197,680.00	(29,267.88)
02/01/2025	150,000.00	2.300%	7,092.50	157,092.50	-	157,092.50	164,947.13	197,680.00	(32,732.88)
02/01/2026	155,000.00	2.350%	3,642.50	158,642.50	-	158,642.50	166,574.63	197,680.00	(31,105.38)
Total	\$1,015,000.00	-	\$108,693.72	\$1,123,693.72	(18,358.72)	\$1,105,335.00	\$1,160,601.75	\$1,383,760.00	(223,158.25)

Significant Dates

Dated	3/15/2018
First Coupon Date	2/01/2019

Yield Statistics

Bond Year Dollars	\$5,040.94
Average Life	4.956 Years
Average Coupon	2.1562174%
Net Interest Cost (NIC)	2.3978388%
True Interest Cost (TIC)	2.4103664%
Bond Yield for Arbitrage Purposes	2.7384596%
All Inclusive Cost (AIC)	2.8871946%

City of Windom, Minnesota

\$1,095,000 General Obligation Bonds, Series 2018

Equipment Certs

Assumes Current Market BQ A+ Rates plus 25bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Net New D/S	Fiscal Total
03/15/2018	-	-	-	-	-	-
02/01/2019	45,000.00	1.500%	26,153.39	71,153.39	71,153.39	71,153.39
08/01/2019	-	-	14,560.00	14,560.00	14,560.00	-
02/01/2020	45,000.00	1.650%	14,560.00	59,560.00	59,560.00	74,120.00
08/01/2020	-	-	14,188.75	14,188.75	14,188.75	-
02/01/2021	45,000.00	1.800%	14,188.75	59,188.75	59,188.75	73,377.50
08/01/2021	-	-	13,783.75	13,783.75	13,783.75	-
02/01/2022	45,000.00	1.950%	13,783.75	58,783.75	58,783.75	72,567.50
08/01/2022	-	-	13,345.00	13,345.00	13,345.00	-
02/01/2023	45,000.00	2.100%	13,345.00	58,345.00	58,345.00	71,690.00
08/01/2023	-	-	12,872.50	12,872.50	12,872.50	-
02/01/2024	50,000.00	2.200%	12,872.50	62,872.50	62,872.50	75,745.00
08/01/2024	-	-	12,322.50	12,322.50	12,322.50	-
02/01/2025	50,000.00	2.300%	12,322.50	62,322.50	62,322.50	74,645.00
08/01/2025	-	-	11,747.50	11,747.50	11,747.50	-
02/01/2026	50,000.00	2.350%	11,747.50	61,747.50	61,747.50	73,495.00
08/01/2026	-	-	11,160.00	11,160.00	11,160.00	-
02/01/2027	50,000.00	2.500%	11,160.00	61,160.00	61,160.00	72,320.00
08/01/2027	-	-	10,535.00	10,535.00	10,535.00	-
02/01/2028	55,000.00	2.600%	10,535.00	65,535.00	65,535.00	76,070.00
08/01/2028	-	-	9,820.00	9,820.00	9,820.00	-
02/01/2029	55,000.00	2.700%	9,820.00	64,820.00	64,820.00	74,640.00
08/01/2029	-	-	9,077.50	9,077.50	9,077.50	-
02/01/2030	55,000.00	2.800%	9,077.50	64,077.50	64,077.50	73,155.00
08/01/2030	-	-	8,307.50	8,307.50	8,307.50	-
02/01/2031	55,000.00	2.950%	8,307.50	63,307.50	63,307.50	71,615.00
08/01/2031	-	-	7,496.25	7,496.25	7,496.25	-
02/01/2032	60,000.00	3.050%	7,496.25	67,496.25	67,496.25	74,992.50
08/01/2032	-	-	6,581.25	6,581.25	6,581.25	-
02/01/2033	60,000.00	3.150%	6,581.25	66,581.25	66,581.25	73,162.50
08/01/2033	-	-	5,636.25	5,636.25	5,636.25	-
02/01/2034	60,000.00	3.250%	5,636.25	65,636.25	65,636.25	71,272.50
08/01/2034	-	-	4,661.25	4,661.25	4,661.25	-
02/01/2035	65,000.00	3.350%	4,661.25	69,661.25	69,661.25	74,322.50
08/01/2035	-	-	3,572.50	3,572.50	3,572.50	-
02/01/2036	65,000.00	3.400%	3,572.50	68,572.50	68,572.50	72,145.00
08/01/2036	-	-	2,467.50	2,467.50	2,467.50	-
02/01/2037	70,000.00	3.500%	2,467.50	72,467.50	72,467.50	74,935.00
08/01/2037	-	-	1,242.50	1,242.50	1,242.50	-
02/01/2038	70,000.00	3.550%	1,242.50	71,242.50	71,242.50	72,485.00
Total	\$1,095,000.00	-	\$372,908.39	\$1,467,908.39	\$1,467,908.39	-

City of Windom, Minnesota

\$1,095,000 General Obligation Bonds, Series 2018

Equipment Certs

Assumes Current Market BQ A+ Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2019	45,000.00	1.500%	26,153.39	71,153.39	74,711.06
02/01/2020	45,000.00	1.650%	29,120.00	74,120.00	77,826.00
02/01/2021	45,000.00	1.800%	28,377.50	73,377.50	77,046.38
02/01/2022	45,000.00	1.950%	27,567.50	72,567.50	76,195.88
02/01/2023	45,000.00	2.100%	26,690.00	71,690.00	75,274.50
02/01/2024	50,000.00	2.200%	25,745.00	75,745.00	79,532.25
02/01/2025	50,000.00	2.300%	24,645.00	74,645.00	78,377.25
02/01/2026	50,000.00	2.350%	23,495.00	73,495.00	77,169.75
02/01/2027	50,000.00	2.500%	22,320.00	72,320.00	75,936.00
02/01/2028	55,000.00	2.600%	21,070.00	76,070.00	79,873.50
02/01/2029	55,000.00	2.700%	19,640.00	74,640.00	78,372.00
02/01/2030	55,000.00	2.800%	18,155.00	73,155.00	76,812.75
02/01/2031	55,000.00	2.950%	16,615.00	71,615.00	75,195.75
02/01/2032	60,000.00	3.050%	14,992.50	74,992.50	78,742.13
02/01/2033	60,000.00	3.150%	13,162.50	73,162.50	76,820.63
02/01/2034	60,000.00	3.250%	11,272.50	71,272.50	74,836.13
02/01/2035	65,000.00	3.350%	9,322.50	74,322.50	78,038.63
02/01/2036	65,000.00	3.400%	7,145.00	72,145.00	75,752.25
02/01/2037	70,000.00	3.500%	4,935.00	74,935.00	78,681.75
02/01/2038	70,000.00	3.550%	2,485.00	72,485.00	76,109.25
Total	\$1,095,000.00	-	\$372,908.39	\$1,467,908.39	\$1,541,303.81

Significant Dates

Dated	3/15/2018
First Coupon Date	2/01/2019

Yield Statistics

Bond Year Dollars	\$12,276.17
Average Life	11.211 Years
Average Coupon	3.0376615%
Net Interest Cost (NIC)	3.1446982%
True Interest Cost (TIC)	3.1365317%
Bond Yield for Arbitrage Purposes	2.7384596%
All Inclusive Cost (AIC)	3.3789062%

IRS Form 8038

Net Interest Cost	3.0376615%
Weighted Average Maturity	11.211 Years





Memo

To: Mayor and City Council Members
From: Dan Ortmann, Fire Chief
Date: February 2, 2018
Re: Fire Department Elections

The Windom Fire Department conducted their annual election. The results of the election are listed below.

Chief – Dan Ortmann

1st. Assistant Chief – Mark Stevens

2nd Assistant Chief and Training Officer – Ben Derickson

3rd Assistant Chief – Roger Winker

January 11, 2018

Ms. Chelsie Carlson
Finance Director/Controller
City of Windom
444 9th Street
Windom, MN 56101

Re: Engagement Letter for GASB 67/68 Actuarial Services

Dear Chelsie:

Thank you for this opportunity to provide GASB 67/68 pension actuarial services to the Windom Fire Relief Association and the City of Windom. This letter documents the services we will provide for the Relief Association's pension plan and our fees for those services.

Scope of the Engagement

Governmental Accounting Standards Board (GASB) statements 67 and 68 affect the financial statements of Volunteer Fire Relief Associations (VFRAs) and their sponsoring cities. In order to fully comply with these accounting requirements, pension liabilities must be measured according to GASB rules which are significantly different than Minnesota funding statutes.

We will perform the following services, as chosen by the City and Relief Association:

1. FY2017 GASB 67/68 "Full" Actuarial Valuation:

For FY2017, we will prepare a GASB 67/68 actuarial valuation report for the Relief Association and the City's financial statements.

2. FY2018 GASB 67/68 "Off Year" Valuation:

FY2018 is an "off year" between full biennial valuations, so the results will be based on an estimated Total Pension Liability "rolled forward" from the previous valuation.

Note that a full actuarial valuation may be required two years in a row if there are significant changes like plan amendments or large investment gains/losses.

3. Future GASB 67/68 Actuarial Reports

Future 2-year reporting cycles will include a full actuarial report and an "off-year" report that contain both GASB 67 and 68 information for the Relief Association and the City.

4. Other

We will prepare other actuarial and consulting projects requested by you from time to time such as attending meetings, presentations, and miscellaneous consulting.

Fees and Hourly Billing Rates

The fees for the services described above are outlined below.

GASB 67 & 68 Reporting	Fee
FY2017 GASB 67/68 actuarial report	\$2,300
FY2018 GASB 67/68 "off year" report (if no significant changes)	1,300

Each year also includes up to one hour of free consulting to review the reports with you over the phone. Future actuarial reports will be priced according to a similar schedule.

This fee quote depends on receiving the census data, asset reconciliation and investment mix in our prescribed format.

We are pleased to provide additional consulting services or changes in valuation scope upon request. Additional fees for such requests will be agreed upon by both parties prior to commencement.

Out-of-scope projects are within the City's and Relief Association's control, and time for them will be billed at our normal hourly rates. For 2018, our hourly rates are \$135 to \$195 for actuarial analysts and \$235 to 335 for consulting actuaries. Out-of-scope projects include time spent on:

- meetings and preparation,
- significant changes in your plan, accounting or funding arrangements,
- cleanup of inaccurate data or data not provided in the form requested, and
- follow-up for information not provided within 45 days of our first request.

We will notify you if any out-of-scope fees are to apply, and will be happy to estimate fees for additional projects as requested. Out-of-pocket expenses will be passed on to you without markup. Travel time, if it occurs, is billed at 50% of our normal rates.

You have the right to terminate our services at any time, subject to payment of accrued charges for work we have done through the date we receive notice. We will have the same right of termination (including termination for non-payment of fees and expenses), subject to our obligation to give you reasonable notice.

Acknowledgement and Consent

We trust that this letter satisfactorily outlines our services and fees. If you have any questions, please feel free to contact us. Thank you again for choosing Van Iwaarden Associates to assist you with this project.

Sincerely,



Sandra L Bruns, FSA, EA
Consulting Actuary

The undersigned authorized representative of the City of Windom and the Windom Fire Department Relief Association has read this letter from Van Iwaarden Associates, understands its contents, and agrees on behalf of the City and the Relief Association to the terms, conditions and fees set forth above.

Date: _____, 2018

By _____

Title _____

RESOLUTION #2018-

INTRODUCED:

SECONDED:

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

WINDOM 2018 CLEAN WATER LOAN APPLICATION RESOLUTION

WHEREAS, the City of Windom is hereby applying to the Minnesota Public Facilities Authority for a loan from the Clean Water Revolving Fund for improvements to its municipal wastewater treatment system as described in the loan application.

WHEREAS, the City of Windom estimates the loan amount to be \$8,000,000 or the as-bid cost of the project less the amount(s) awarded under the Point Source Implementation Grant (PSIG) and/or State bonding.

WHEREAS, the City of Windom has the legal authority to apply for the loan, the financial, technical and managerial capacity to repay the loan and ensure proper construction, operation and maintenance of the project for its design life.

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

1. The City of Windom hereby expresses its official intent to use proceeds of this loan to reimburse construction expenditures made prior to the issuance of its general obligation bond to the Public Facilities Authority.
2. This resolution does not commit or obligate the City of Windom to undertake any actions to implement or cause construction at the Wastewater Treatment Plant.

Adopted by the Council this 6th day of February, 2018.

Dominic Jones, Mayor

Attest: _____

Steven Nasby, City Administrator

I CERTIFY THAT the above resolution was adopted by the Windom City Council on February 6, 2018.

Name

Title

Form 5 – Compliance with Federal and State Laws, Rules, Regulations

As a condition of receiving funding, a Borrower is required to comply with certain state and federal laws, rules and regulations and to ensure that their contractor(s) also comply with these regulations, laws and rules, including, but not limited to the items identified below which will be invoked as a condition of the PFA loan in both the loan agreement and general obligation bond to be executed by the Borrower.

1. Title VI of the Federal Water Pollution Control Act, more commonly known as the Clean Water Act, as amended (Clean Water Revolving Fund recipients).
2. Safe Drinking Water Act (P.L. 93-523) (Drinking Water Revolving Fund recipients)
3. National Environmental Policy Act (P.L. 91-190 (1970)); National Historic Preservation Act (P.L. 89-665 as amended, 80 Stat. 917 (1966)); Archeological and Historic Preservation Act (P.L. 93-291(1974)); Protection of Wetlands, Executive Order No. 11990 (1977), as amended by Executive Order No. 12608 (1997); Flood Plain Management, Executive Order No 11988 (1977), as amended by Executive Order No. 12148 (1979); Farmland Protection Policy Act (P.L. No 97-98 (1981)); Coastal Zone Management Act (P.L. 92-583 (1972), as amended); Coastal Barriers Resources Act (P.L. 97-378, 96 Stat 1653 (1982)); Wild and Scenic Rivers Act (P.L. 90-542, 82 Stat. 913 (1968)); Endangered Species Act (P.L. 93-205 (1973), as amended); Essential Fish Habitat Consultation Process under the Magnuson-Stevens Fishery Conservation and Management Act (P.L. 94-265 (1976), as amended) and; Clean Air Act Conformity (P.L. 95-95 (1977), as amended).
4. Title VI of the Civil Rights Act of 1964 (P.L 88-352), Section 13 of the Federal Water Pollution Control Act Amendments of 1972 (33 U.S.C. Sec. 1251), Section 504 of the Rehabilitation Act of 1973 (P.L. 93-1123, 87 Stat. 355, 29 U.S.C. Sec. 794), The Age Discrimination Act of 1975 (P.L. 94-135 Sec. 303, 89 Stat. 713, 728, 42 U.S.C. Sec. 6102), and subsequent regulations, ensures access to facilities or programs regardless of race, color, national origin, sex, age or handicap.
5. Executive Orders 11246, as amended by Executive Orders 11375 and 12086 and subsequent regulations. Prohibits employment discrimination on the basis of race, color, religion, sex or national origin. Inclusion of the seven clauses in Section 202 of E. O. 11246 as amended by E. O. 11375 and 12086 are required in all project related contracts and subcontracts over \$10,000.
6. Executive Orders 11625, 12138 and 12432; 40 CFR part 33 Participation by Disadvantaged Business Enterprises in Procurement under Environmental Protection Agency (EPA) Financial Assistance Agreements; Section 129 of P. L. 100-590 Small Businesses Reauthorization & Amendment Act of 1988; Public Law 102-389 (42 U.S.C. 437d); a 1993 appropriations act ("EPA's 8% statute."); Public Law 101-549, Title X of the Clean Air Acts

Form 5 – Compliance with Federal/State Laws, Rules, Regulations**Page 2 of 3**

- Amendments of 1990 (42 U.S.C. 7601 note) (“EPA’s 10% statute”). Encourages recipients to award construction, supply and professional service contracts to minority, women’s business enterprises (MBE/WBE’s) and small businesses and requires recipients to utilize affirmative steps in procurement.
7. Executive Orders 12549 and 12689, Subpart C of 2 CFR Part 180 and 2 CFR Part 1532 entitled “Responsibilities of Participants Regarding Transactions (Doing Business with Other Persons).” Prohibits entering into contracts or sub-contracts with individuals or businesses that are **debarred or suspended**. Borrowers are required to check and keep a record of the status of all contractors (construction and professional services) and must require contractors to check and keep a record of the status of subcontractors for contracts expected to be equal to or over \$25,000 via this Internet address: <https://www.sam.gov/portal/public/SAM/>
 8. Executive Order 13502, use of **Project Labor Agreements** for Federal Construction Projects.
 9. 2 CFR part 200, Subpart F, which establishes **audit requirements** for state and local governments receiving federal funds.
 10. Section 602 (b)(9) of the Clean Water Act, as amended, and 40 CFR Part 35, Subpart L, Section 35.3550(i) require **Borrowers to maintain project accounts in accordance with generally accepted government accounting standards (GAAP)**, and to issue annual financial statements that include the reporting of infrastructure assets in accordance with GASB 34.
 11. **Section 504 of the Federal Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA), Minn. Statutes 1990, Chapter 363 Minnesota Human Rights Act.** Requires that all **public spaces and programs be designed and constructed to be accessible to the physically handicapped.**
 12. Title II of the **Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970** as amended and subsequent regulations found at 49 CFR Part 24. Identifies procedures for the acquisition of property and the relocation of persons and businesses.
 13. Section 602(b)(6) of the **Clean Water Act, as amended** and section 1450(e) of the Safe Drinking Water Act (42 U.S.C. 300j-9(e)). Requires that all laborers and mechanics employed by contractors or subcontractors **be paid wages at rates not less than those prevailing for the same type of work as determined** by the U. S. Secretary of Labor in accordance with the **federal Davis-Bacon Act (46 Stat. 1494; 40 U.S.C., sec. 276a through 276a-5).** Reorganization Plan Numbered 14 of 1950 (15 F.R. 3176) and section 2 of the Davis-Bacon Act of June 13, 1934, as amended (48 Stat. 948; 40 U.S.C. 276c).

Form 5 – Compliance with Federal/State Laws, Rules, Regulations

Page 3 of 3

- 14. Section 608 of the Federal Clean Water Act, as amended and HR 244 the Consolidated Appropriations Act of 2017 that requires all of the iron and steel products used in the CWSRF and DWSRF Projects are to be produced in the United States (“Use of American Iron and Steel Requirement”), unless (i) the Borrower has requested and obtained a waiver from the Environmental Protection Agency pertaining to the Project or (ii) the PFA has otherwise advised the Borrower in writing that the American Iron and Steel Requirement is not applicable to the project.
- 15. Minnesota Statutes, Section 471.345, Uniform Municipal Contracting Law.
- 16. Minnesota Statutes, Section 16C.285, Responsible Contractor Requirements. Solicitation documents must include the specified language for all contracts advertised after January 1, 2015.
- 17. Minnesota Statutes, Section 574.26 to 574.32, the Public Contractors’ Performance and Payment Bond Act, as applicable.
- 18. Minnesota Statutes sections 176.181 – 176.182. Requires recipients and subcontractors to have worker’s compensation insurance coverage.
- 19. Minnesota Statutes, sections 177.41 – 177.43 (prevailing wage rate law). Requires that contractors pay laborers and mechanics prevailing wages established by the Minnesota Department of Labor and Industry for public works projects. Contractors or subcontractors failing to comply with the prevailing wage law may result in civil or criminal penalties.
- 20. Minnesota Statutes 290.9705. Requires that 8 percent of payments made to out-of-state contractors be withheld once cumulative payments made to the contractor for work done in Minnesota exceed \$50,000 in a calendar year, unless an exemption is granted by the Department of Revenue.
- 21. Minnesota Statutes, Chapter 13, the Minnesota Government Data Practices Act.
- 22. Minnesota Statutes Chapter 363A, the Minnesota Human Rights Act.
- 23. Minnesota Statutes, Chapter 16A.633, Subdivision 4, Report on Jobs Created or Retained.

The City of Windom (Name of Borrower) certifies that it has or will comply with the above requirements. Additionally, City of Windom (Name of Borrower) will include the PFA Contract Packet and applicable Davis-Bacon and Minnesota prevailing wages in bid solicitations and incorporate the PFA Contract Packet into all construction contracts.

(Signature of Authorized Official)

Date

Form 6 -- Fair Share Statement
and
Disadvantaged Business Enterprise Certification

The City of Windom (Borrower) proposes a "fair share objective" percentage of **5.0% for Women Business Enterprise and 3.5% for Minority Business Enterprises** for the Wastewater Treatment Improve. (name of project).

The Borrower agrees it will follow the **Six Good Faith Efforts** for DBE participation and will require its contractor(s) to follow these steps and provide documentation to the Borrower. The Borrower will retain all documentation and make it available for inspection.

The Borrower agrees it will include the **Required Contract Conditions** and **Good Faith Efforts** in procurement contracts.

The Borrower agrees it will establish and maintain a Bidders List with the information items identified on the **Bidders List** for the disbursement phase of the project.

The Borrower agrees to submit semi-annual reports, if required, on forms provided by the Authority, of total contracts awarded for the semi-annual period and the amounts awarded to Disadvantaged Business Enterprises.

Signature of Authorized Representative

Title

Date

RESOLUTION #2018-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

CITY OF WINDOM

**RESOLUTION APPROVING AMENDMENTS
TO THE FEES AND CHARGES SCHEDULE**

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

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

WHEREAS, a "Fees and Charges Schedule" has been created to consolidate the service fees and charges for all city departments into one document; and

WHEREAS, City Staff have reviewed current fees and charges for their departments and have, if applicable, included recommended adjustments of such fees and charges in the schedule; and

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

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

The "Fees and Charges Schedule" dated February 1, 2018, is hereby adopted and all fees and charges are amended as set forth in said schedule.

Adopted this 6th day of February, 2018.

Dominic Jones, Mayor

ATTEST:

Steven Nasby, City Administrator

CITY OF WINDOM FEES & CHARGES SCHEDULE

February 1, 2018

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
GENERAL GOVERNMENT			
	Liquor License On Sale Sunday	2,000.00 200.00	
	Wine License On Sale	150.00	
	Beer License On-Sale (3.2 Only) Strong Beer Authorization Temporary On-Sale Liquor – Per Day	150.00 100.00 25.00	Resolution #2011-59
	Set-Up License	250.00	
	Spring Cleanup	1.00/per month/all residential utility customers	
	Other Business Licenses/Permits Theatre License Dance Permit – Per Day Police fee for Dance – Per Hour/Per Officer Cigarette Game of Skill Peddler/Solicitor/Transient Merchant – Annual Initial Investigation fee Exempt Permit Premise Permit	25.00 10.00 40.00 20.00 50.00 first game 15.00 each additional game 40.00 20.00 25.00 25.00	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Sales of Maps, etc. 8 1/2"x11" Map - 24"x24" Photo Copies Letter size – each page Legal size – each page 11" x 17" size – each page Color copies – each page Fax Charges Sending: 1 st page Each additional page Receiving Each page Paper punch/binding - per page Set of address labels from utility customer listing (water/sewer only) Utility customer detail (as allowed by law)	.25 2.00 .25 .25 .35 1.00 1.00 .50 .50 .05 50.00 100.00	
	Assessment Certificates	20.00	
	Filing Fees: City Council Seat Annexation Petition Fee	5.00 25.00	MN Statutes
	Miscellaneous City Code Updates Information retrieve/records search City Charter Overdue Book Fine Overdue Movie Fine Library Photo Copies Library - Scan Logo Caps & Cups NSF Fee – City NSF Fee – River Bend Liquor	25.00 Hrly. pay rate of staff 5.00 10¢ per day \$1.00 per day 25¢ - 50¢ 25¢ \$5.00 + tax \$25.00 \$30.00	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
BUILDING & ZONING:			
Building Permits:			
Total Valuation	Fee		Resolution #2001-34
\$1-\$500	\$21.00		
\$501-\$2,000	\$21.00 for the first \$500, plus \$2.75 for each additional \$100 or fraction thereof, to and including \$2,000.		
\$2,001-\$25,000	\$62.25 for the first \$2,000, plus \$12.50 for each additional \$1,000 or fraction thereof, to and including \$25,000.		
\$25,001-\$50,000	\$349.75 for the first \$25,000, plus \$9.00 for each additional \$1,000 or fraction thereof, to and including \$50,000.		
\$50,001-\$100,000	\$574.75 for the first \$50,000, plus \$6.25 for each additional \$1,000 or fraction thereof, to and including \$100,000.		
\$100,001-\$500,000	\$887.25 for the first \$100,000, plus \$5.00 for each additional \$1,000 or fraction thereof, to and including \$500,000.		
\$500,001-\$1,000,000	\$2,887.25 for the first \$500,000 plus \$4.25 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.		
\$1,000,001+	\$5012.25 for the first \$1,000,000 plus \$2.75 for each additional \$1,000 or fraction thereof.		
State Surcharge Fee	.0005 x total value of construction		
Plan Review Fee	65% of City's building permit fee for Commercial 35% of City's building permit fee for Residential		
Connection Inspection Fees	Sewer Connection Inspection Fee: \$150.00 Water Connection Inspection Fee: \$150.00		
Refunds	Written request; refunds at discretion of Building Official. <u>If project not started:</u> Within 5 days of application date - City's permit fee, state surcharge and 80% of plan review fee; within thirty (30) days of application date -80% of City's permit fee, no refund of state surcharge or plan review fee.		
Manufactured Home/ Structure Permit Fee	\$50.00		
Inspection Fee	Outside City (Minimum Charge = 2hrs)	45.00/hour	
	Subdivision (Chapter 151) – Platting (Developer responsible for recording fees)	120.00	
	P.U.D. (includes recording fees)	120.00	
	Minor Subdivisions (Developer responsible for recording fees)	50.00	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Preliminary Staff Review	0.00	
	Amendment to Zoning Ordinance (Rezoning) (includes recording fee)	150.00	
	Zoning Amendment (Re: Text) (does not include recording fees)	70.00	
	Vacation of Public Way (includes recording fee)	70.00	
	Other Permits		
	Excavation in City black top or concrete street	300.00	deposit
	Wall Signs	25.00	
	Ground and pedestal signs/billboard signs	(each) 50.00	
	Portable signs/temporary signs/misc.	(each/per period) .00	
	Demolition Permit	50.00	
	Moving Permit	50.00	
	Fireworks (sales & storage)	50.00	
	Reimbursements – Public Nuisance		
	Administrative Fee (Abatement by City)	\$150.00	Ordinance No. 143 & 151, 2 nd Series
	Abatement (including labor, equipment & landfill costs)	Actual Cost (minimum \$100.00)	Resolution 2013-62
	Nuisance Board Hearing-Administrative fee	\$150.00	Resolution 2013-62 & 153, 2 nd Series
	City Abatement (following Nuisance Board Ruling):		
	Administrative Fee	\$150.00	Resolution 2013-62
	Abatement (including labor, equipment & landfill costs)	Actual cost (minimum \$100.00)	
	Mowing of grass & weeds (by Street Dept)	minimum \$200.00	
	Recording/Satisfaction Fees	Actual cost	
	Document Preparation & Attorney Review for Initial Loan, Assumptions, Subordinations and Refinancing	Actual cost	
	Rental Housing Fees		
	Three-Year License Term:		
	Single-Family House	50.00	Resolution 2017-93
	2 to 4 units	40.00/per unit	Resolution 2017-93
	More than 4 units	35.00/per unit	Resolution 2017-93
	Maximum Charge to Any Single Property	500.00	Resolution 2017-93

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Parking Restrictions on Co. Rd. 13	34.00	Section 73
	Snow Emergency	34.00	Section 73
	Parking- Block Snow Removal	34.00	Section 73
	Animal (Cat & Dog) Impound, Boarding		
	Impound		
	No License	40.00 + tax	
	With License	20.00 + tax	
	Boarding		
	No License	15.00 (per day) + tax	
	With License	10.00 (per day + tax)	
	Administrative Fees:		
	Vehicle Impound storage	15.00/day	
	Fire Department		
	Fire Call	500.00	Res# 2009-07
	Ambulance Department		
	Basic Life Support Rate	650.00	Res# 2015-33
	Advance Life Support Rate	850.00	Res# 2015-33
	Non Transport with patient assessment	450.00	Res# 2015-33
	Basic Life Support Mileage loaded mile rate	12.00	Res # 2015-10
PUBLIC WORKS:			
	Street Use Permits (service cuts) - work performed by city staff		
	Cold mix bituminous	Actual cost + 10%	
	Hot mix bituminous	Actual cost + 10%	
	Main Street and all state-aid streets	Actual cost	
	Street Equipment Labor & Rental Rates (Equipment rentals are 1-hour min.)		
	Labor rate	50.00/hour	
	Unit 50 - 2004 Bobcat Loader w/attach	80.00/per hr	
	- 2004 Bobcat & Asphalt Milling Attachment	100.00/per hr	
	- 2004 Bobcat & Sweeper Broom Attachment	100.00/per hr	
	Unit 42 - 2004 International Dump Truck	90.00/per hr	
	- Falls Snow Plow, Falls Sander & Dump Body	135.00/per hr	
	Unit 43 - 2004 International Dump Truck	90.00/per hr	
	- Falls Snow Plow, Falls Sander & Dump Body	135.00/per hr	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Unit 44 – 2007 International Dump Truck - Falls Reversible Snow Plow, Sander & Dump Body Unit 45 – 2015 John Deere 624 Loader w/bucket with snow plow Unit 81 – 2004 Sno-Go Snow Blower for Unit 45 Unit 46 – 1987 Fiat Grader Unit 47 - 544G Front End Loader w/2.25 Yard 4 in 1 Bucket - Snow Ranger plow for Unit 47 Unit 48 – Portable Air Compressor w/attachments Unit 49 – 2005 Elgin Street Sweeper 328D Toro Grounds Master 72”mower 4000D Toro Grounds Master 11’Mower 3520 John Deere Utility Tractor John Deere 3 Point Hitch 72” Mower w/Tractor Homemade Barricade Trailer 75 – 10-12’ wood homemade barricades 200 – 12” to 3’ tall traffic cones 300 lin feet orange construction plastic fencing Homemade 6x20 Trailer Road Boss 3-point grader chainsaw	90.00/per hr 135.00/per hr 135.00/per hr 165.00/per hr 185.00/per hr 150.00/per hr 125.00/per hr 160.00/per hr 95.00/per hr 125.00/per hr 60.00/per hr 85.00/per hr 75.00/per hr 90.00/per hr 50.00/daily 10.00 each/daily 1.00 each/daily \$10.00 per 50’/daily 35.00/per hr 280.00/dly 45.00/per hr 360.00/dy 25.00/per hr 250.00/dly	
	Street Materials Sold to Public Gravel Class 5 Blacktop (cold mix/hot mix) Black Dirt Labor Cost Sweeper Dump Truck Sidewalk snow removal	Actual cost + 10% Actual cost + 10% Actual cost + 10% 50.00/hour 125.00/hour 90.00/hour 100.00/hour	1 hour minimum
COMPOST & LEAF BURNING PERMIT FEES:			
	Commercial Compost Permit-Annual Resident Compost Permit-Annual	55.00 + tax 15.00 + tax	Res #2007-15 Res #2007-15
	Leaf Burning Permit	5.00	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	EQUIPMENT FEE PER EVENT/PER DAY		
	Portable Sound System (Room 120)	Sm 25.00 Large 125.00	
	Overhead Projector (Screen included Rooms 105 & 120)	20.00	
	Portable Projector Screen	15.00	
	TV/VCR	25.00	
	Power Point Projector	St 100.00 or HD200.00	
	12x16 screen	50.00	
	Portable Bar – 2 available	25.00/bar	
	Dance Floor	75.00	
	Stage	100.00	
	Piano	25.00	
	Wedding Back Drop	75.00	
	Lattice Arches	1-25.00 3-50.00	
	Bar Set-up Fee –		
	Small groups (up to 50)	50.00	
	Medium groups (51-200)	150.00	
	Large groups (200 +)	250.00	
	Dumpster Fee (rooms 127 & 128)		
	Up to 300 people	25.00	
	301-600 people	50.00	
	601-1000 people	75.00	
	35 cup Coffee Pot (includes coffee, cups, napkins, cream & sugar)	15.00	
	100 cup Coffee Pot (includes coffee, cups, napkins, cream & sugar)	25.00	
	Set-up & Take Down Fees (Chairs & Tables)		
	Multi-Use Room (Half room)	75.00	
	Multi-Use Room Large – Less than 500 people	125.00	
	Multi-Use Room Large - More than 500 people	150.00	
	Photocopies	25¢ per page	
	Lattice panels (4 available)	10.00 each	
	Bar Tables (set of 5)	45.00	
	8' pillar (set of 4)	45.00	Res# 2015-34
	4' pillar (set of 4)	25.00	Res# 2015-34
	Wooden Post (set of 6)	15.00	Res# 2015-34
	Potted sticks	15.00	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Sm. children table w/benches	10.00	Res# 2015-34
	Ceiling swag		
	Full room	325.00	Res# 2015-34
	½ room	175.00	Res# 2015-34
	ARENA RATES		
	Season Skating Pass		
	Family	80.00	Resolution 2014-47
	Individual	45.00	Resolution 2014-47
	Old-Timers Hockey (Sundays)	65.00	Resolution 2014-47
	Old-Timers + Family Pass	115.00	Resolution 2014-47
	Daily Admission		
	Individual	3.00	
	Old-Timers Hockey	7.00	Resolution 2014-47
	Skate Rental		
	Daily	2.50	
	Seasonal	50.00	Resolution #2011-54
	Hourly Ice Rate (over 100 hrs during ice season)		
	Frequent User –Seasonal hrly rate	109.00 per hr	Resolution 2014-47
	Non Frequent/Out of Town User hrly rate	115.00 per hr	Resolution 2014-47
	Non-Prime Time Ice Rental Rate	90.00 per hr	Resolution 2014-47
	STORAGE		
	Units under 20 ft	125.00	
	Units between 20-30 feet	150.00	
	Units over 30 feet	200.00	
	BUILDING RENT		
	1 st Day	375.00	Contract Rate
	2 nd Day	350.00	Contract Rate
	3 rd Day, Additional Days	250.00	Contract Rate
	STALL RENT		
	1 st Day	18.00	Contract Rate
	2 nd Day	14.50	Contract Rate
	3 rd Day, Additional Days	12.00	Contract Rate

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	RACQUETBALL/WALLY BALL/BASKETBALL COURT FEES		
	Non-Member Adult hrly racquetball	3.00 per person/per hr	
	Non-Member Youth hrly racquetball	1.50 per person/per hr	
	Wally ball	20.00 per hour/court	
	Basketball	12.50 per hour	
	Archery		
	Individual Membership	30.00	Resolution 2014-62
	w\additional family members -	10.00 per person	Resolution 2014-62
	Youth Membership	15.00	Resolution 2014-62
	Daily Adult Fee	5.00	Resolution 2014-62
	Daily Youth Fee	3.00	Resolution 2014-62
	POOL FEES		
	Pool Passes		
	Season Pass		
	Family	100.00	Resolution 2014-12
	after May 31	120.00	Resolution 2014-12
	Individual	60.00	Resolution 2014-12
	after May 31	70.00	Resolution 2014-12
	Wading Pool/Non-Swimmer Individual pass	25.00	Resolution 2014-12
	Individual (child/adult) Daily Admission	4.00	Resolution 2014-12
	Wading Pool Admission	1.00	Resolution 2014-12
	Punch Card All Users(10 Punch Card 1-punch per/day)	33.00	Resolution 2014-12
	Family Hour	8.00	Resolution 2014-12
	Swimming Lessons – (Including Pre-School Aquatic)	35.00	Resolution 2016-17
	Private Lessons	55.00	Resolution 2016-17
	Semi-Group Lessons (lower instructor-to-Student ratio)	45.00	Resolution 2016-17
	Parent & Child	15.00	Resolution 2014-12
	Aqua Zumba	5.00	
	Private Pool Rental	\$90.00 minimum (up to party of 40, additional fee based on number in party/hour)	

FUND NO.	DESCRIPTION	FEE		AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	RECREATION FEES Tykes, Kindergarten T-Ball, Coach Pitch/T-Ball Softball K-1 st Grade Pony League Flag Football & Soccer Morning Baseball and 30/60 League Morning Baseball Sand Volleyball Team Entry Fee Ball Field Usage Rates Men's Softball League Annual Rate per/team Co-Ed Softball League Annual Rate per/team Sunday Church League Annual Rate per/team Sand Volleyball Court – Non-League Special Events Rate for entire complex regardless of how many courts used. City will Prepare courts during week days only prior to event unless pre-arranged	15+ teams 14- teams	48.00 45.00 63.00 53.00 70.00 45.00 150.00 165.00 150.00 150.00 50.00 150.00	Resolution 2014-12 Resolution 2014-12 Resolution 2014-12 Resolution 2014-12 Resolution 2014-12 Resolution 2014-12 Resolution 2014-12 Resolution 2014-12
PUBLIC UTILITIES - WATER/SEWER FUND:				
	State Surcharge on all water connections Residential Charges Water – Monthly minimum 1-3,740 3,741-7,480 Excess 7,481 Sewer – Monthly minimum Usage up to 22,440 gallons Sewer Only – Apartments Homes		.53¢ \$15.81 1.68/1,000 Gal. 3.83/1,000 Gal. 4.90/1,000 Gal. 31.05 1.55/1,000 Gal. 34.16 38.81	Resolution 2018-1-01 Resolution 2018-1-01 Resolution 2018-1-01 Resolution 2018-1-01 Resolution 2018-1-01 Resolution 2018-1-01 Resolution 2018-1-01 Resolution 2018-1-01
	Commercial Charges Water – Monthly minimum 1-3,740 3,741-7,480 Excess 7,481		15.50 1.68/1,000 Gal. 3.83/1,000 Gal. 4.90/1,000 Gal	Resolution 2018-1-01 Resolution 2018-1-01 Resolution 2018-1-01 Resolution 2018-1-01

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Sewer – Monthly minimum Per 1,000 Gal. Sewer Only	31.05 4.97/1,000 Gal. 41.40	Resolution 2018-1-01 Resolution 2018-1-01 Resolution 2018-1-01
	Request for Utility Account Info Picked up – (1 month) 12 months Mailed Faxed Additional Account Fee	5.00 30.00 5.50 6.00 1.50	
	Service Charges Late Fee per unpaid water/sewer bill Meter Bottom Replacement 3/4" 1" Labor Cost Retrieval of Information/Records Search Reconnect Fee Reconnect After Hrs Bulk Water Jetter & Operator Vac Unit	5% 75.00 100.00 50.00/hour Hourly rate of staff 40.00 each + tax 75.00 each + tax 5.00/1,000 gallons 150.00/hour 150.00/hour	 \$15.00 minimum
	Sales Tax (Commercial accounts only)	6.875%	
ELECTRIC FUND			
	Meter Pre-Payment- Required of all renters and contract for deed properties before utilities can be transferred into renter's name	300.00	Utility Comm – Jan. 27, 2010
	Residential: All Kwh's @.079/kwh City Customer Charge Out of City Charge Security Light Charge - 57 watt LED - 150 watt LED	12.00/month 24.00/month 8.00/month 18.00/month	Resolution 2016-01-01 Resolution 2016-01-01 Resolution 2016-01-01

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Commercial & Municipal Charges: 8,000 KWH's @ .088/kwh Excess KWH's (over 8,000) @ .083/kwh Single phase Three phase	21.00/month 29.00/month	Resolution 2016-01-01 Resolution 2016-01-01 Resolution 2016-01-01 Resolution 2016-01-01
	Industrial: Meter charge All KWH's @.046/kwh Demand Charge @ \$13.30/kwh Minimum Demand 30%	45.00	Resolution 2016-01-01 Resolution 2016-01-01 Resolution 2016-01-01 Resolution 2016-01-01
	Service Charges Late Fee Disconnect Fee Reconnect Fee Reconnect Fee After Hrs	5% 25.00 + tax 25.00 + tax 75.00 + tax	May 2016 Utility Commission mtg
	Electric Dept Labor and Equipment Rates Labor rate Overtime labor rate Unit 30 Pickup Truck Unit 31 Line Truck Unit 32 Bucket Truck Unit 33 Digger Truck Unit 34 Flatbed Truck Unit 35 Small Bucket Truck Unit 35A Case Trencher Unit 36 Ditch Witch Trencher Boring Tool Light bulb replacement	63.33/per hr 126.66/per hr 25.00/per hr 35.00/per hr Minimum 125.00 per hr Minimum 125.00 per hr 25.00/per hr 75.00/per hr 50.00/per hr 50.00/per hr 8.00 a foot \$75.00 plus ½ of labor rate charge \$31.67	
AIRPORT FUND			
	Hangar Rental Fee Small Hangars Large Hangars	35.00-90.00/month \$475.00/month	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
TELECOM FUND			
	TELEPHONE * Residential Basic Service Residential All-In Voice Pkg Business Basic Service Non-published Non-listed * additional items are included in the telephone tariff	monthly rate 14.45 30.00 26.45 2.50 1.25	Resolution 2015-14
	VACATION RATE – Absence exceeding 90 days Telephone Internet TV Non-Pay Reconnect fee (1 Or all 3)	10.00/month + taxes and US fee 5.00 per month + tax – No reconnection fee .00/mo–20.00 recon+tax 35.00 + tax	
	ENHANCED CALLING FEATURES Voice Mail Caller ID Call Waiting Call Forwarding Speed Dialing Selective Call Rejection Busy Call Transfer Sim Ring Line Hunting 3-Way Calling/Call Transfer Distinctive Ring LONG DISTANCE CALLING Basic Long-Distance Calling Rate 1-800 Long Distance Pkg 1-800	monthly rate 3.50 3.00 2.00 2.00 2.00 2.00 2.00 4.00 2.95 2.95 4.95 10¢/min 12¢/min \$1.99/month + 6¢/min \$3.95/month 6¢/min	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	INTERNET SERVICES Starter Lite Starter Plus Deluxe Premium	monthly rate 52.00 67.00 77.00 87.00	Resolution 2017-67 Resolution 2017-67 Resolution 2017-67 Resolution 2017-67
	CABLE TV SERVICES Add Video to Data & Voice Packages Basic Expanded Digital Featured Plans HD HBO Showtime/TMC/Flix Starz/Encore Additional Set-Top Box HD Box DVR Remote Commercial Multi-Unit Facilities with 10 or more units and a common connection as established December 29, 2008 Expanded Basic HBO First standard Set-top box free w/add-on package	monthly rate 43.00 88.00 103.00 12.95 15.99 12.95 12.95 2.99 4.99 14.99 25.00 8.00 per unit 4.50 per unit	Resolution 2017-67 Resolution 2017-67 Resolution 2017-67 Resolution 2015-11 August 22, 2016 Telecom mtg
	MISC. SERVICES Wire Maintenance Plan – Monthly rate New customer installation fee Moving Telecom Service Additional Outlet Trip Fee Trip Fee – After hrs Labor Fee Calling Detail on Invoices	2.95 per service or 7.95 for all three services 40.00 per service 40.00 per service 21.95 material + labor 12.50 25.00 70.00/hr 2.00/month	

ACTION ITEM



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

TO: City Council
FROM: Electric and Street Department - Interview Team
DATE: January 30, 2018
RE: Recommendations for Hiring at Electric and Street Departments
DEPT: Mayor\Council
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Following the interviews and discussions on how to fill the positions (with a combo position or separate positions in each department) the interview team is making the following recommendations:

1. Offer the Street Superintendent position to Brian Cooley.
2. Do not fill the Electric Utility Manager position at this time, but re-advertise internally for an Electric Superintendent position.

Issue Summary/Background

An interview team comprised of Mayor Jones, Council Member Johnson, Council Member Joyce and Utility Commission Representative Tom Riordan along with City Administrator Steve Nasby was set up to review the applicants for the management vacancies in the Street and Electric Departments.

A total of 19 applications were received for the positions that were advertised as Combination Electric Utility Manager\Street Superintendent, Electric Utility Manager and Street Superintendent. By having these three positions it provided flexibility to fill the management positions at these two departments.

An initial round of interviews was scheduled on January 8, 2018 with six of the applicants; however, one of the interviewees withdrew. After completing the five interviews, the interview team was prepared to make a recommendation(s) to the City Council and Utility Commission. Unfortunately another candidate withdrew from consideration. The interview team then decided to interview two more applicants, which was done on January 24, 2018.

Upon conclusion of all of the interviews, the interview team felt there was not a great fit for the combined position so they are recommending to fill each of the positions separately. As such, they are recommending Brian Cooley for the Street Superintendent position. For the Electric Utility Manager position the interview team recognized that there are very good opportunities internally to grow or enhance the skills that are needed. The solution being recommended is not to fill the Electric Utility Manager position, but re-advertise for an Electric Superintendent position.

Fiscal Impact

The combined position (Electric Utility Manager\Street Superintendent) had a likely salary range of \$105,000 to \$110,573 plus benefits. Filling the Street and Electric Superintendent positions separately will cost between \$135,000 and \$140,000 in salary plus two benefit packages. The financial impact to hire both positions separately will be about \$45,000 higher. The salary has been budgeted for in the Electric and Street Departments, but the cost of the additional benefit package was not included in 2018. Due to the positions being vacant the last 3-4 months there will be sufficient budgeted funds to cover these two positions should the recommendations be implemented.

Attachments

1. Employment Terms and Conditions to Brian Cooley for the Street Superintendent position.

MEMORANDUM



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

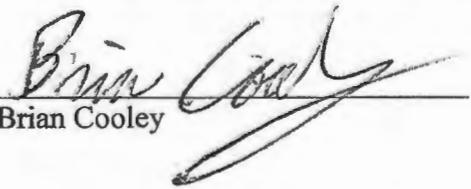
TO: Brian Cooley
FROM: Steve Nasby, City Administrator
DATE: January 29, 2018
RE: Street Superintendent – Terms of Employment

The City Council and I are excited about having you on board as our new Street Superintendent. Per our discussion, I have outlined terms of the employment offer. These terms and the formal offer of employment are subject to final approval by the City Council on February 6, 2018.

Salary	\$64,355.20 Street Superintendent Grade, Step 6 on the 2018 Supervisory pay scale. Then upon successful completion of the 6 month probation period (approximately September 1, 2018) go to Step 7 and then Step 8 on March 1, 2019. This is an exempt position.
Starting Date	On or before March 1, 2018.
Vacation Accrual	Vacation accrual according to City Policy equal to Year 5 with anniversary on your actual start date each year.
Holidays	Eleven paid holidays (City Policy)
Sick Leave	One day per month (City Policy).
Retirement	State of Minnesota – PERA
Deferred Compensation	State of Minnesota (employee's option – no City matching)
Health Insurance	City Health Plan Options w\VEBA or HSA of \$1200 or \$2400
Medical\Dependent Care Flex Acct	Available (employee's option – no City contribution)
Life Insurance	City Plan (decreasing term life policy for employee & family)
Probation Period	6 months (terms according to City Policy)

I acknowledge that I have read the employment offer as outlined above and the terms are acceptable to me.

Steve Nasby, City Administrator



Brian Cooley

MEMORANDUM



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

TO: City Council
FROM: Steve Nasby, City Administrator
DATE: January 24, 2018
RE: Engine Braking Signs

Jan 24

As a follow-up to the City Council discussion on January 16, 2018, I have contacted MN DOT regarding the process and cost for adding new signs along Highways 60, 62 and 71.

Attached is an email from MN DOT outlining their requirements and the cost for sign installation. Their requirements include a specific resolution committing to enforcement and payment of \$965.95 per sign to be installed. If Windom were to have five signs the cost would be \$4,829.75.

A copy of the enforcement resolution required by MN DOT is also attached for your information.

Steve Nasby

From: Schendel, Adam (DOT) <adam.schendel@state.mn.us>
Sent: Tuesday, January 23, 2018 1:43 PM
To: Steve Nasby
Subject: Vehicle Noise Law Enforced Sign for Windom
Attachments: Vehicle Noise Laws Enforced.pdf

Hello Steve,

Thank you for your interest in Vehicle Noise law signing.

Signs for “no engine braking” are allowed when the community commits, by adopting a site specific resolution, to enforce Minnesota Statutes Sections 169.69 (MUFFLER) and 169.693 (MOTOR VEHICLE NOISE LIMITS) with local law enforcement prior to the sign installation. There also needs to be adequate spacing for each sign as determined by the local MnDOT Traffic Office.

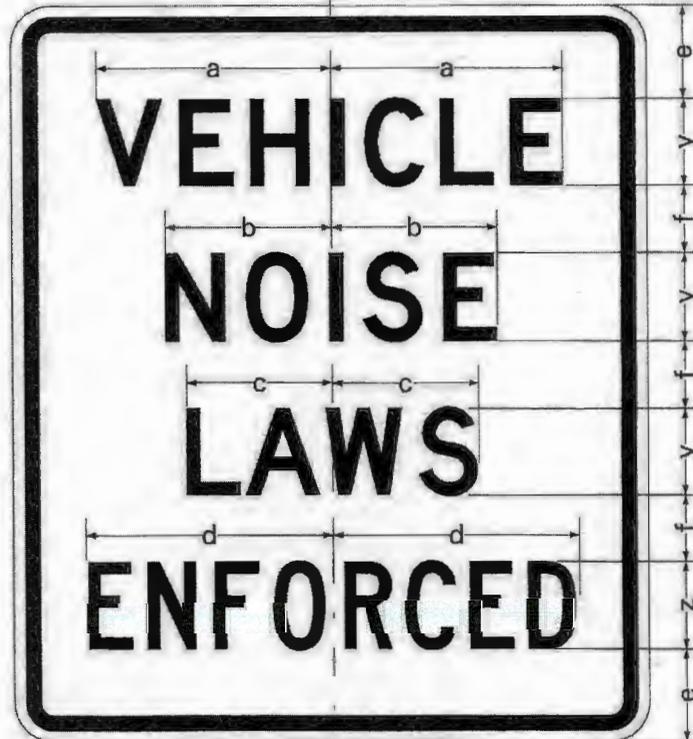
Signs are furnished, installed and maintained by MnDOT forces on an independent structure at the expense of the community. Their expected lifespan is 15 years, and there will be an application process to be completed by the local community.

Costs per installation of a 36” x 42” VEHICLE NOISE LAWS ENFORCED sign is \$965.95.

Thanks,

Adam Schendel
Senior Engineering Specialist
Traffic Operations
MnDOT District 7 East
2151 Bassett Drive
Mankato, MN 56001
Office phone: 507-304-6201
Cell phone: 507-381-0280
Fax: 507-304-6119
Email: adam.schendel@state.mn.us

SIZE DIMENSION	24 X 24	36 X 42
RADIUS	.5	2.25
MARGIN	.38	.63
BORDER	.63	.88
a	7.5	13.2
b	5.6	9.4
c	5	8.3
d	9.8	14
e	3	5.3
f	2	3.8
g		
h		
i		
j		
k		
l		
m		
n		
o		
p		
q		
r		
s		
t		
u		
v		
w		
x		
y	3D	5D
z	3D	5C



NOTES: 1. All dimensions are in inches.
 2. Color - Black legend and border on white reflectorized background.

VEHICLE NOISE LAWS ENFORCED		
APPROVED 8/25/97	DATE OF REV. 10/18/99	

**RESOLUTION NO. 2017-11-09
REQUESTING THAT THE MINNESOTA DEPARTMENT OF
TRANSPORTATION ERECT SIGNS THAT PROCLAIM THAT VEHICLE
NOISE LAWS WILL BE ENFORCED**

WHEREAS, the City of Worthington is interested in maintaining a peaceful and livable community;
and

WHEREAS, a number of City residents have reported that they have been continually annoyed with the loud noise of large trucks as they enter the community on MNTH 59/60; and

WHEREAS, the City would like to properly enforce laws regarding vehicle noise.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WORTHINGTON, MINNESOTA:

1. The Worthington City Council hereby formally states that it will enforce the Worthington City Code regarding vehicle noise restrictions (§ 71.01) and will also enforce Minnesota statutes 169.69 (muffler) and 169.693 (Motor Vehicle Noise Limits).

2. The Worthington City Council requests that Minnesota Department of Transportation erect a sign on MNTH 59/60 that declare "Vehicle Noise Laws Enforced."

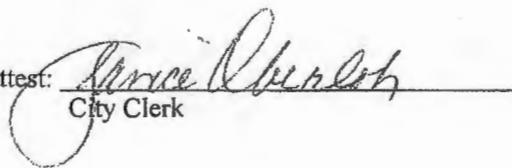
Adopted by the City Council of the City of Worthington, Minnesota, this the 27th day of November, 2017.

(SEAL)



Mayor

Attest:



City Clerk

CITY OF WINTHROP
RESOLUTION NUMBER
R2015-13

**RESOLUTION TO REQUEST THAT THE MINNESOTA DEPARTMENT OF
TRANSPORTATION ERECT SIGNS THAT PROCLAIM THAT VEHICLE
NOISE LAWS WILL BE ENFORCED**

WHEREAS, the City of Winthrop is interested in maintaining a peaceful and livable community; and

WHEREAS, a number of City residents have reported that they have been continually annoyed with the loud noise of large trucks as they enter and exit the community on MNTH 19; and

WHEREAS, the City would like to properly enforce laws regarding vehicle noise.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of WINTHROP, Minnesota,

1. The Winthrop City Council hereby formally states that it will enforce the Winthrop city code regarding vehicle noise restrictions and will also enforce Minnesota statutes 169.69 (muffler) and 169.693 (Motor Vehicle Noise Limits).

2. The Winthrop City Council requests that Minnesota Department of Transportation erect signs on MNTH 19 that declare "Vehicle Noise Laws Enforced."

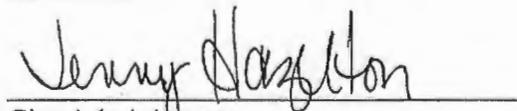
ADOPTED by the City Council of the City of Winthrop, Minnesota this 6th day of April, 2015.

AYES: Malheim, Muth, Rickheim, Trebelhorn, Machouek
NAYS: None
PRESENT-NOT VOTING: None
ABSENT: None



Mayor

ATTEST:



City Administrator

ACTION ITEM



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

TO: City Council
FROM: Steve Nasby, City Administrator 
DATE: January 31, 2018
RE: Liquor Store Manager – Interview Team
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Appoint an interview team consisting of the Liquor Committee and one member of the Personnel Committee to review job applications, interview and make a recommendation to the City Council regarding the hiring of a Liquor Store Manager.

Issue Summary/Background

Former Liquor Store Manager Joe Audette resigned on January 5, 2018 to take the Director of Liquor Operations position at Elk River, MN. The City Council authorized staff to do advertising for a Liquor Store Manager. Advertisements were placed and the deadline for applications was January 22, 2018. A total of 19 applications have been received.

An interview team needs to be appointed to work through the hiring process and ultimately make a recommendation to the City Council.

A goal would be to have the process completed and action taken by the City Council on March 6, 2018 to hire a new Liquor Store Manager.

Fiscal Impact

No fiscal impact for selecting an interview team, but typical costs will be incurred for staff time and photocopies related to the hiring process.

Attachments

1. None.

MEMORANDUM



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

TO: City Council
FROM: City Administrator *Joe*
DATE: January 31, 2018
RE: Charter Commission –Re-appointments Update

At the January 16, 2018 City Council meeting the Mayor requested that the people that had been members of the Charter Commission be contacted as all of the appointments expired in 2014 and 2016. The following is list of the persons previously serving on the Charter Commission and their status as to re-appointment.

Alice Hubert	Yes
Joe LaCanne	Yes
Chuck Severson	Yes
Tim Hiley	Message left – awaiting response
Josh Sammons	Message left – awaiting response
Laura Alvstad	Message left – awaiting response
Donna Gravely	Yes
Soyna Johnson	Yes
Nestor Palm	Message left – awaiting response
Jeanette Schuur	Yes
Bruce Torinato	Yes
Diane Vellema	Yes

Dave Farber has moved out of town so he was not contacted to continue serving on the commission. At present, one new appointment need to be made to fulfill the Charter Commission. Once all names are approved by the City Council they will be submitted to the District Court for approval.