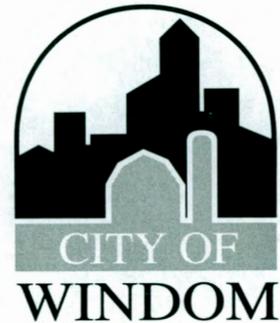


Council Meeting
Tuesday, December 17, 2019
City Council Chamber
6:30 p.m.
AGENDA



Call to Order
Pledge of Allegiance

1. Consent Agenda
 - Minutes
 - Council Minutes – December 3, 2019
 - Community Center Commission – November 19, 2019
 - Utility Commission – December 3, 2019
 - Telecom Commission – December 9, 2019
 - EDA – December 9, 2019
 - Library Board – December 10, 2019
 - License – Exempt Gambling Permit - Cobra Wrestling
 - Regular Bills
2. Department Heads
3. Public Hearing – 2020 Street Improvement Projects
 - Resolution Ordering Improvements and Preparation of Plans
4. Public Hearing Residential Tax Abatement - 2280 7th Avenue
5. 2020 City Budget
 - 2020 Levy Resolution
 - Approve 2020 City of Windom Budget
6. 2019 Budget Amendments
7. New Business
8. Old Business
 - Snow Emergency Policy
9. Council Comments
10. Adjourn



**Regular Council Meeting
City Hall, Council Chamber
December 3, 2019
6:00 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Jones

2. Roll Call:

Council Present: Mayor Dominic Jones, Marv Grunig, Jenny Quade, Rod Byam and James Nelson

Council Absent: JoAnn Ray

City Staff Present: Steve Nasby, City Administrator; Jason Sykora, Electric Superintendent, Drew Hage, Development Director; Glenn Lund, Water/Wastewater Superintendent; Scott Peterson, Police Chief and Brian Cooley, Streets & Parks Supt.

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – November 19, 2019 – Budget Work Session
 - Council Minutes – November 19, 2019 – Regular Meeting
 - HRA – October 9, 2019
 - Utility Commission – November 19, 2019
- Permit
 - Exempt Gambling Permit – MN Deer Hunters Association
- Regular Bills

Motion by Grunig second by Quade approving the Consent Agenda. Motion carried 4 – 0.

5. Department Heads:

Brian Cooley, Street Superintendent, stated that there were approximately 50 cars left on the streets during the recent snow emergency. This number is half of the normal amount of vehicles parked when crews remove snow. He extended appreciation to those who took the time to move their automobiles off the street. Cooley noted the downtown square had snow hauled out twice during the weekend. Street staff worked throughout the holiday weekend to keep things clear. Cooley explained some residents moved their vehicles after the plow went by; allowing the plow driver to clean the roadway to the curb at the second pass. Alleyways were cleared in daylight to avoid hitting infrastructure. He explained some boulevards were scraped and they would repair lawn damage in these areas in the spring.

Council discussed the snow emergency policy. It was noted to go into effect at midnight and street staff starts work at 1:00 AM. The interim time frame allows the Police Department to ticket

vehicles that remain on the roadways. He concurred the new snow emergency policy should be reviewed by appropriate staff along with the Street Committee. Council agreed the policy may need a few adjustments, such as downtown parking. The Street Committee will meet on December 12th to further review the policy.

Drew Hage, Development Director, mentioned the creation of a Trail Committee in Windom. The committee is looking at a connection trail from Wolf Lake to existing paved/grass trails. Hage encouraged completing an online survey (link will be on the City Website), along with attending an Open House at the Windom Wetland Management office on January 7th from 5-7 PM. The National Park Service has provided a grant to develop a plan to complete additional trails. The goal is to develop a trail plan to assist in future grant application funding.

6. Public Comment – Tom Wilde – Snow Removal & Snow Emergencies:

Tom Wilde, 759 12th Street, Windom, approached the Council with his concerns with the new Snow Removal Policy. Wilde noted concerns for both downtown residents and those throughout town. The ability to drive over curbs and on yards is not feasible for all vehicles. He understands that plows need to be able to complete their job, but would like to see a compromise made to assist residents as well. Wilde suggested a possible East/West and North/South parking solution with timed recommendations. He also would like to see citizens invited to the Street Committee Meeting to provide input. Wilde stated some streets were not plowed curb to curb even with the snow emergency in place.

Byam thanked Wilde for his comments and invited him to attend the next Street Committee meeting.

7. 2020 City Budget and S.M.A.R.T Goals:

Steve Nasby, City Administrator, gave a PowerPoint Presentation of the 2020 City Budget. The following points were highlighted:

- Total Revenue Budget \$22,113,403
- Enterprise Funds (Electric/Water/Wastewater/Telecom/Liquor) makes up \$14,630,547 of the Total Revenue
- Expenses \$23,120,700 (\$15,838,854 Enterprise Funds) includes depreciation
- Telecom Fund has a -\$238,542 cash flow, after the Television Transition this number is projected to become a positive cash flow
- Water is projecting a \$236,824 positive cash flow; this includes a 2% increase which helps to have 1 year of operating expenses in reserve as recommended by the Utility Commission
- Wastewater also is showing a positive budget number, new expenses are factored in from the new wastewater plant, 4.25% rate increases over the next 3 years have been previously approved
- Electric Fund remains positive with the allocated transfer to the General Fund, a rate study is being conducted, but no rate changes are currently forecasted
- General Funds are non-revenue accounts, have a 3.65% increase over 2019
- General Fund Capital Items were approved with Fire seeking \$41,000 of equipment replacement

Preliminary

- Special Revenue Funds supported by some self-revenues, but mainly tax levied dollars
- Arena and Community Center (Special Revenue Funds) have allocated \$583,063 of tax levied monies
- General Fund Debt service payments include various Street Projects, Arena – Ice System Upgrade, Fire Equipment Upgrades, Street Equipment Loans and the Emergency Services Building
- Proposed Levy \$2,114,245; an increase of 3.99%
- The City of Windom is sales tax exempt, saving \$43,050 in annual expenses (except for business-like entities)
- 10 Year average levy history increase is 3.05%
- General Fund Reserve balance is 53.12% (Council Policy is to be between 35-60%)

Council can still change budget items, but cannot increase the levy amount over their preliminary percentage. The final Budget is slated for approval on December 17, 2019.

Jones opened the meeting for public input at 6:53 P.M.

Donna Purrington inquired about why the City of Jackson was not included in the tax comparison numbers Nasby presented. She also noted that tax rates are increasing at all levels (City, County, and School) and is concerned about the lack of discussion to help cut costs for taxpayers. Unfunded mandates will continue (noting the Wastewater Treatment Plant). Purrington suggested LGA monies should not be budgeted as they are a city “bonus.” She voiced her disagreement with allocating dollars to a new liquor store, as other entities of the City could use better use of the money. Purrington inquired about the amount of overtime wages and its financial impact. The health insurance costs are increasing as well. She noted some businesses are opting to leave City limits and is concerned the trend will continue.

Jerome Robillard spoke about the assessment value of his property on Matthew Drive. He is concerned after attending a meeting with the County Assessor, he was told if he did not like the valuation change to his pasture area, then he could sell it and move. Robillard is very active in the community and would like the City to consider these tax valuations to be switched to Ag Land. He is asking for assistance to work with the County.

Jones encouraged him to attend the Board of Adjustment meeting in May 2020 to discuss his property tax valuation.

Grunig reviewed the amount of cuts the Council did have to make in order to have a 3.99% tax levy. There are several requests that have to be addressed at all the budget meetings, and if the Council cuts too much, they risk a significant increase in the future.

Purrington spoke again about the future of the City finances. She noted the amount of money that is being put into the Community Center and questioned the amount of residents who use it. Purrington also said that Jackson, MN made a drastic decision to dissolve their police department. She suggested that some drastic actions may need to be made by the Council.

Byam would like a strategic planning meeting to look at Windom’s future for the next 10 years.

Jones closed Public Input meeting Public Input at 7:13 P.M.

2020 S.M.A.R.T Goals

Nasby stated that each department has created goals to attain in the upcoming year. The goals are listed in the Council Packet. Most departments/committees have reviewed these submissions.

The 2019 Dashboard report lists the previous goals that were set and the percent of completion or if the goal was dropped. Most goals are moving forward towards completion or are already completed.

8. MN DNR – Wildlife in City Limits:

Grunig prefaced the discussion by stating the deer population within the city limits has increased. He has seen an increase in his area of town and was made aware that the deer are being fed by citizens. Grunig said there are other cities that have ordinances against feeding deer within city limits. He extended an invitation to the DNR office to speak about this issue.

Brian Nyborg, Area Wildlife Supervisor for MN DNR, stated that feeding deer is strongly discouraged as it disrupts their natural winter cycle. Deer get accustomed to additional food sources and tend to migrate back to those areas. Feeding also increases the spread of diseases that deer become infected with as they gather in larger groups.

Council discussed optional ways that deer population can be controlled in town. A proposition could include an in-town archery hunts with significant regulations.

9. Second Reading Ordinance No. 182, 2nd Series – Approving the Transfer of City-Owned Real Estate to EDA:

Hage reviewed that this parcel is 3.6 acres south of the Shopko building and north of the Guardian Inn and is currently owned by the City of Windom for water retention. Wenck Engineering has determined that property in the front and back portions of the parcel can be developed. The City has worked with Wenck Associates, MN DNR and Cottonwood County Soil & Water Conservation to delineate the wetland area as it will be retained. There is an interested party that would like to invest in this property and the EDA Board has requested to purchase the City-owned parcel for development.

Motion by Grunig second by Nelson approving the Second Reading Ordinance No. 182, 2nd Series – Approving the Transfer of City-Owned Real Estate to EDA. Motion carried 3 – 0 – 1 (Byam).

This Ordinance will become effective after publication on December 11, 2019.

10. Resolutions Accepting Grants:

Minnesota Department of Health:

Hage explained that grants have been applied for to fund conservation and wellhead protection in the 10-acre quarry in the South Cottonwood Lake Subdivision. There currently is no project commitment, but these grant monies would be good until June 30, 2023. The Utility Commission has agreed to match up to \$25,000 for wellhead protection in this area. The intention is to work with Cemstone to plat the property for future development.

Council Member Byam introduced the Resolution No. 2019-73, entitled "RESOLUTION ACCEPTING SOURCE WATER PROTECTION IMPLEMENTATION GRANT FROM MINNESOTA DEPARTMENT OF HEALTH" and moved its adoption. The resolution was seconded by Nelson and on roll call vote: Yes: Nelson, Grunig, Byam, and Quade. No: None. Absent: Ray. Abstain: None. Resolution passed 4 - 0.

Council Member Grunig introduced the Resolution No. 2019-74, entitled "RESOLUTION ACCEPTING COMPETITIVE GRANT (WINDOM APPLICATION) FROM MINNESOTA DEPARTMENT OF HEALTH" and moved its adoption. The resolution was seconded by Nelson and on roll call vote: Yes: Byam, Grunig, Nelson, and Quade. No: None. Absent: Ray. Abstain: None. Resolution passed 4 - 0.

Council Member Nelson introduced the Resolution No. 2019-75, entitled "RESOLUTION ACCEPTING COMPETITIVE GRANT (BINGHAM LAKE APPLICATION) FROM MINNESOTA DEPARTMENT OF HEALTH" and moved its adoption. The resolution was seconded by Grunig and on roll call vote: Yes: Nelson, Grunig, Byam, and Quade. No: None. Absent: Ray. Abstain: None. Resolution passed 4 - 0.

Minnesota Department of Natural Resources:

Council Member Grunig introduced the Resolution No. 2019-76, entitled "RESOLUTION ACCEPTING EXPEDITED CONSERVATION PROJECTS GRANT FROM MINNESOTA DEPARTMENT OF NATURAL RESOURCES" and moved its adoption. The resolution was seconded by Nelson and on roll call vote: Yes: Grunig, Nelson, Quade, and Byam. No: None. Absent: Ray. Abstain: None. Resolution passed 4 - 0.

Southwest Initiative Foundation Grant:

Hage is requesting Council approval to accept a \$5,000 grant from the Southwest Initiative Foundation to assess potential rehab projects, fundraise for projects, and coordinate volunteerism through their "Rebuilding Together" program. Hage mentioned the Rebuilding Together's main focus is rehab projects that can help address the housing needs in Nobles, Cottonwood, and Jackson Counties. A staff person would be located in Windom to oversee the coordination efforts.

Council Member Byam introduced the Resolution No. 2019-77, entitled "RESOLUTION ACCEPTING REBUILDING TOGETHER GRANT FROM SOUTHWEST INITIATIVE FOUNDATION" and moved its adoption. The resolution was seconded by Nelson and on roll call vote: Yes: Quade, Nelson, Grunig, and Byam. No: None. Absent: Ray. Abstain: None. Resolution passed 4 - 0.

11. Cottonwood County Home Initiative Program:

Hage stated an abatement request application was received for a new house being built at 2280 Seventh Avenue. A public hearing is to be held on any proposed abatement of real estate taxes. The program currently provides a five-year abatement of real estate on the increased market value of the parcel. The proposed abatement would be \$2,295 per year for a total estimate of \$11,475. The Council needs to approve a Resolution to hold a public hearing.

Council Member Grunig introduced the Resolution No. 2019-78, entitled "RESOLUTION CALLING FOR PUBLIC HEARING ON PROPOSED TAX ABATEMENT FOR NEW

RESIDENTIAL PROJECT" and moved its adoption. The resolution was seconded by Byam and on roll call vote: Yes: Byam, Grunig, Nelson, and Quade. No: None. Absent: Ray. Abstain: None. Resolution passed 4 - 0.

Hage reviewed the current Cottonwood County Home Initiative Program. This program helped construct 17 homes in Cottonwood Counts (9 in Windom) by allowing tax abatement for 5 years on the increased value of real property. The program currently expires on December 31, 2019. Hage would like Council to consider a program extension of 3 years (January 1, 2020 to December 31, 2022) to encourage more community growth and development. The County has agreed to extend the program but with a \$290,000 value limit.

Council Member Byam introduced the Resolution No. 2019-79, entitled "RESOLUTION EXTENDING PARTICIPATION IN THE COTTONWOOD COUNTY HOME INITIATIVE PROGRAM" and moved its adoption. The resolution was seconded by Quade and on roll call vote: Yes: Nelson, Quade, Byam, and Grunig. No: None. Absent: Ray. Abstain: None. Resolution passed 4 - 0.

12. Personnel Hiring Recommendations:

Nasby stated that the Police Department has recently received a resignation for Office Brandon Thongvong who is joining the State Patrol. Chief Scott Peterson is requesting approval to begin the hiring process to search for his replacement as this is a budgeted position.

Motion by Byam second by Quade approving staff to begin the hiring process for a new police officer. Motion carried 4 – 0.

Nasby noted that Glenn Lund was recently promoted to Water\Wastewater Superintendent. This promotion then left a vacancy for a Wastewater Foreman. Council approved an internal posting for this position and the Utility Commission is recommending hiring Ryan Anderson to fill the vacancy.

Motion by Grunig second by Nelson approving Ryan Anderson for Wastewater Foreman effective December 2, 2019 at Step 12 of the Union Pay Scale. Motion carried 5 – 0.

Motion by Grunig second by Byam approving advertising internally and externally for a Water/Wastewater Operator. Motion carried 5 – 0.

13. New Business:

None.

14. Old Business:

None.

15. Contractor Payments:

Motion by Nelson second by Grunig to approve the Pay Request #2 for APX Construction Group LLC in the amount of \$172,970.01 for the Airport Hangar and Taxi lane Construction Project. Motion carried 4 - 0.

Preliminary

Glenn Lund, Water/Wastewater Superintendent, noted the construction at the wastewater treatment plant is 50% complete. The crew is working on closing up for winter work. SCADA has been switched along with the electric service and the main lift.

Motion by Byam second by Grunig to approve the Pay Request #13 for Gridor Construction in the amount of \$669,394 for the Wastewater Treatment Facility Improvement Project. Motion carried 4 - 0.

16. Council Comments:

Grunig thanked the Electric Department for hanging up the Christmas decorations. He also extended appreciation to the City of Mountain Lake for use of their bucket truck.

Nasby noted an upcoming lobbying effort to receive the DEED Grant for the Cemstone Redevelopment Project. The Mayor and a Councilman will be requested to attend.

Jones hoped everyone had a Happy Thanksgiving.

17. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 8:03 p.m.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

Community Center Commission Minutes
Tuesday November 19, 2019

1. Call to Order: The meeting was called to order by President Wayne Maras at 5:30 p.m.

2. Roll Call:

President:	Wayne Maras
CC Director:	Spencer Winzenried
Commission Members:	Linda Stuckenbroker-Absent Mitch Voehl Lenny Thiner Jim Crunch Rosenkranz
Commission Liaisons:	Rod Byam-Absent Jo Ann Ray-Absent
City Administrator:	Steve Nasby-Absent
EDA Director:	Drew Hage
Public:	

3. Approval of Minutes:

Motion by Lenny Thiner, seconded by Jim Crunch Rosenkranz to approve the October 21, 2019 Community Center Commission Minutes. Motion carried 4-0.

4. Additions to the agenda:

a. Windom Sober Cab- **Motion by Mitch Voehl, seconded Jim Crunch Rosenkranz, to purchase 60 rides at \$5.00/ea for a total of \$300.00. Motion carried 4-0.**

5. President's Report:

Positive Public Comments on new Decorations.

6. Director's Report:

- a. 501c3- WCC Commission directed WCC Director Winzenried to pursue 501c3 Designation.
- b. Out Door Plaque-**Motion by Mitch Voehl, seconded by Lenny Thiner to purchase a Plaque of Recognition for Donors to the Out Door Pavilion. Motion carried 4-0**
- c. Open Gym-Discussion of Open Gym on Monday Nights 5:00-7:30pm with a fee of \$2.00/ea through the Winter Months.

7. Resource Management:

Schedule of Events: Was Reviewed and many events are scheduled

Income & Expense: Commission pleased with Increased Revenue

8. Miscellaneous:

Ice Maker Discussion-WCC Commission asked about replacing original machine per the evaluation of all appliances. The heavy use of ice at events warrants a new machine.

9. Open Forum:

Nothing to Report

10. Next Meeting:

Tuesday December 17, 2019 @ 5:30 pm

Adjourn:

Motion by Lenny Thiner, seconded by Mitch VoJim Crunch Rosenkranz, to adjourn the meeting at 6:50 pm. Motion carried 4-0.

Wayne Maras, WCC President

Linda Stuckenbroker, WCC Secretary

Attest: _____
Spencer Winzenried, WCC Director

UTILITY COMMISSION MINUTES

Windom Council Chamber

December 3, 2019

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 a.m.

Members Present: Utility Commission Chairperson: Mike Schwalbach

Members Present: Tom Riordan, Glen Francis (arrived 10:45 a.m.)

Member Absent: None

City Council Liaison: Marv Grunig

Staff Present Glenn Lund, Wastewater Foreman; Jason Sykora, Electric Superintendent; Ryan Anderson, Water/Wastewater, Eric Ward, Water/Wastewater, Chelsie Carlson, Finance Director and Steve Nasby, City Administrator

APPROVE MINUTES

None

WATER/WASTEWATER ITEMS

2020 Street Project Review - Dan VanSchepen

Dan VanSchepen, 2020 Street Project Engineer, presented proposed changes to utility work scope and cost for the 2020 Street Improvement Project. He reviewed project changes for Highland Avenue section which increased costs by \$246,000. He also covered changes for 14th Avenue section which increased costs by \$83,000. The changes relate to dewatering costs, extending water main, updating manholes, and increasing fire projection. Dan answered Commission member's questions on other aspects of the 2020 Street Project. There was significant discussion regarding 18th Avenue Drainage Storm Water Concept.

Consensus by Commission to remove the 220 foot water main extension on 14th Avenue portion of the project but accept other changes as presented.

Internal Transfer – Wastewater Foreman

Glenn Lund, Water/Wastewater Superintendent, informed the Commission Ryan Anderson was the sole applicant for the open Wastewater Foreman position. Grunig and Lund interviewed Anderson for the position and are recommending Council approval to hire Anderson at Step 12 on the Water Foreman pay scale effective December 2nd. This recommendation will be presented to the City Council on December 3rd for approval. The Commission also discussed adding a compensation premium for holding an A Operator License. Nasby recommend going through the union to initiate this change. Lund will contact the Union to start this process.

Motion by Riordan, seconded by Francis to recommend City Council approval of Ryan Anderson for Wastewater Foreman position at Step 12 on Wastewater Foreman pay scale. Motion passed 3-0.

Other Water/Wastewater Items

Lund reported working with Prime Pork to update SIU agreement for potential rate/flow changes for 2020. He also will be working with Windom Wash and Bolton & Menk on billing changes for 2020.

ELECTRIC ITEMS

Other Electric Items

Sykora reported work done on Sunday December 1st to update the main feed for Prime Pork. He also mentioned a low power factor for Prime Pork that should be addressed. The Commission recommended having discussions with an engineer and Prime Pork regarding the power factor and cost saving potential of corrective action.

Sykora continues to work with DGR on the transmission project. He will start getting necessary easements.

The Electric crew started tree trimming.

REGULAR BILLS

None

NEW BUSINESS

Drew Hage, EDA Director, updated Commission on South Cottonwood Lake subdivision. Hage reported awards for three grants relating to the project. The grants were received for reclamation, wellhead protection, and natural prairie. The match requirements for the grants equal \$26,000. This will require usage of previously authorized \$25,000 from Utility Commission as well as \$1,000 in EDA funds. The Commission reviewed lot plans for the project. The project engineer will attend a future Commission meeting to review the complete infrastructure plans with the Commission.

Next meeting date is December 17th at 10:00 a.m.

OLD BUSINESS

None

ADJOURN

Schwalbach adjourned the meeting at 12:15 am

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

**TELECOMMUNICATIONS COMMISSION MEETING
CITY OF WINDOM COMMUNITY CENTER December 9th, 2019**

I. Call Meeting to Order. The meeting was called to order by VP Eichstadt at 6:05 PM.

II. Roll Call:

President:	Kent Kelly <i>Absent</i>	City Staff:	Steve Nasby <i>Absent</i>
V President:	Travis Eichstadt	City Staff:	Jeff Dahna
Secretary:	George Rogotzke <i>Absent</i>	Council Liaison:	Jenny Quade
Commissioner:	JD Palm	Council Liaison:	Marv Grunig
Commissioner:	Mike Schowalter	Media:	Dirk Abraham
Media:	Rahn Larson <i>Absent</i>	Others Present:	-

III. Approval of Minutes from October 25th, 2019 meeting

Motion by Palm, to approve minutes from the October 25th, 2019 meeting. Seconded by Schowalter. Motion approves 3 to 0.

IV. Project Updates:

- Staff continues to work on the migration of Central Office CSA subscribers to E7-2 system. Central Office FD-500 has been decommissioned. Replacement pedestals arrived Staff has been working on Outside Plant maintenance, installing and splicing fiber drops and migrating MDUs to a Calix G.Fast systems.
- Windomnet fiber expansion- Cottonwood Co. Rd 26 – Two of the three properties have fiber drops placed. The third property fiber drop will be placed in the spring of 2020.
- Avera clinic project- Telecom received the MNDOT permit to cross HWY 71. Contractor was tasked to directional bore HWY 71 crossing. Directional boring was done on Nov. 22, 2019.

V. Manager's Report:

- 12/17/2019 2:30-3:00pm Senator Klobuchar's staff tour for December will be stopping in Windom with a focus on more rural broadband stories. Dahna asks if a member of the Telecom board and/or City Council liaison would be available to attend? Grunig would attend. After the roundtable discussion, Senator's staff will tour the Windomnet NOC.
- Inteliquent is requesting that CoWT and SMBS rehome their voice tandem to Rochester switch by 12/16/2019. All IXC traffic needs to be switch by end of year and prior to the holiday cycle. This is an extremely short rehome. After conferring with Olsen Thielen Consulting, SMBS GM we agreed to meet the deadline. MetaSwitch support has changed how they operate and might not be able to meet the timelines and would become a MetaSwitch Customized Services fee, which was \$10,000 for previous translations. SMBS GM and CoWT GM discussed the issue. An independent contractor that works with MetaSwitch customers was contacted to assist in the change. The fee is \$4950 and will be cost shared 2/3 CoWT and 1/3 SMBS.

- City of Windom 2020 Street projects – Dahna covers with committee the area where the 2020 Street Project will impact the Windomnet fiber optic peds along Des Moines Drive.
- SMBS – The SMBS Board Chair, Donnie Schoenrock, contacted the City/Windomnet regarding future discussion on systems efficiency and SMBS plans for expansion. Sub-committee was formed to include Dahna, Grunig, Eichstadt and Palm.

VI. New Business:

-KTTW retransmission consent agreement. KTTW FOX current rate is \$2.00 New rate is \$2.25

Motion by Palm, seconded by Schowalter, to renew KTTW FOX retransmission agreement and have GM sign the agreement. Motion approved 3 – 0.

- Calix GigaSpire – Dahna reports on the Calix GigaSpire Blast WiFi unit and its features. Committee discusses viability of adding GigaSpire units as an enhanced WiFi and options for parental controls. Dahna will get a couple for testing.
- Calix Command IQ App – Dahna reports that the Calix NetValet is being replaced with the Calix Command IQ App. It is a customer use app to engage subscribers with easy navigation and control.

VII. Old Business:

-Calix Support Cloud agreement (Replacement for Calix CC+) – Dahna reports that if signed by 11/22/19 receive 50% off (\$3570) Flow Analyze (FA). Receive credit for remainder of term left on the FA (March 2020). Dahna noted that the End-Of-Life Calix CC+ was \$4740 per year and was not renewed in March 2019, but were allowed to use until conversion to Support Cloud. Dahna requests Committee reaffirm signing the agreement.

Committee reaffirms Dahna signing of the Calix Support Cloud agreement to replace the Calix CC+.

- Video Service Update – Dahna reports to committee on the status of the SFN agreement.
- 2020 Budget – Dahna reports to committee on the 2020 budget and reviews Nasby's Telecom 2020 Budget sheet -Telecom 2019 YTD (November) and Telecom 2019 Projection. Committee anticipates to incorporate new larger bandwidth packages/prices 2020.
- Video/Internet Rates- Dahna and Committee review and discuss SFN package costs and proposed subscriber rates/bulk/packages. Work group to meet and work on rates/packages.

VIII. Commissioner's concerns and questions: Dahna brings up that there are three committee members that have committee terms ending 12/31/2019. One of the Committee members that term is ending indicated that they would accept another term if Mayor so appoints. Committee member(s) mention that they have potential person(s) that the Mayor could review for appointment.

IX. Set Next Telecom meeting: December 30th, 2019 at 6:00pm at the Community Center.

X. Adjourn: Meeting adjourned by unanimous consent at time 8:33 pm.

Travis Eichstadt, Telecom Committee Vice President

George Rogotzke, Telecom Committee Secretary

Attest: _____
Jeff Dahna, Telecom General Manager

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
DECEMBER 9, 2019

1. Call to Order: The meeting was called to order by President Herding at 12:00 p.m.

2. Roll Call & Guest Introductions:

EDA Commissioners: Betsy Herding, Rick Clerc, Justin Espenson, Marv Grunig, and Rod Byam.

Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.; and Kathy Hanson, WADC Liaison.

3. Approval of Minutes:

Motion by Commissioner Byam, seconded by Commissioner Clerc, to approve the Minutes of the EDA Meeting held on November 4, 2019. Motion carried 5-0.

4. Job Growth

A. Wilder Research/Minnesota Compass: Director Hage reported that Wilder Research had used data from DEED to prepare a report for Minnesota Compass. The report detailed that Cottonwood County experienced the strongest job gains statewide this past year. Director Hage attributed the recent growth in this area to investing in highway infrastructure that connects Windom directly to Omaha and Minneapolis and fiber networks that have brought in transportation, retail, and manufacturing businesses, including Comfrey Farm Prime Pork which opened its doors in 2016. Director Hage's comments included the following: "With these new business investments, we have jobs—including a number of jobs that only require a 2-year degree or less. These jobs pay well, and Southwest Minnesota has a lower cost of living than the Metro and the Greater Minnesota average. Our community is positioned well for growth and we expect to see our community in Southwest Minnesota continue to thrive and grow." In fact, the rewards of those investments may also be impacting nearby counties—Jackson, Nobles, Watonwan, Brown, Murray, and Pipestone counties all saw job increases this past year.

5. Employee Recruitment & Retention – Child Care

A. New Potential Child Care Provider: Director Hage advised that the Child Care Committee has held meetings. However, they still need to have a state regulator come down to Windom and review potential locations for child care. Director Hage reported that there is a new potential child care provider working with First Children's Finance on financial modeling regarding a new in-home child care business. The EDA is connecting the new potential child care provider with existing resources. Director Hage updated the Board concerning a potential location for the new child care provider.

6. Cemstone Redevelopment Area

A. Grant Updates: Director Hage updated the Board concerning the grants received for wellhead protection and conservation in the 10-acre quarry site including any match requirements. The City Council accepted these grants at its meeting on December 3, 2019. There was a brief discussion concerning other possible grant applications for the Cemstone Redevelopment Area.

B. Closed Session – Land Negotiations

1) Parcels 25-025-0200 & 25-025-0201

Director Hage displayed and reviewed renderings that have been prepared for the potential South Cottonwood Lake Subdivision. He has talked with realtors and City Staff regarding marketing and next steps. It is anticipated that the City will make a decision whether to proceed with the South Cottonwood Lake Development in April or May 2020. There was also a brief discussion

concerning the preliminary estimate of costs for installation of infrastructure. There are options for presale of lots such as a sealed bid auction and then listings with realtors on the Multiple Listing Service. There was a discussion concerning marketing options. Consensus of the Board was that the Commissioners like the Cemstone property for housing development.

Motion by Commissioner Grunig, seconded by Commissioner Espenson, to move forward with a sealed bid auction in February for the lots shown on the Lot Layout prepared by DGR Engineering for the South Cottonwood Lake Subdivision. Motion carried 5-0.

Director Hage has talked with realtors and City Staff regarding lot pricing. He said that Cemstone and the City/EDA would have the right to reject any and all bids. The lot pricing will cover the special assessment amount allocated to that lot for installation of utility and street infrastructure in the Subdivision. The EDA Board will be discussing options for lot pricing including minimums and will need to go into closed session.

Present for Closed Session: Rod Byam, Marv Grunig, Rick Clerc, Betsy Herding, Justin Espenson, Drew Hage, Kathy Hanson, and Mary Hensen.

Motion by Commissioner Byam, seconded by Commissioner Grunig, authorizing the Board to go into closed session. Motion carried 5-0.

President Herding closed the meeting to the public at 12:30 p.m.

Motion by Commissioner Clerc, seconded by Commissioner Grunig, authorizing the President to re-open the meeting to the public. Motion carried 5-0.

President Herding re-opened the meeting to the public at 12:55 p.m.

Director Hage summarized the discussions in closed session. The EDA Board discussed the suggested minimums for lot pricing on the lake lots and prairie lots in the proposed new subdivision.

7. City-Owned Parcel South of Shopko:

A. Closed Session – Land Negotiations

- 1) Parcels: 25-622-0021, 25-622-0010 & 25-622-0030

Director Hage updated the Board that the City Council approved the second reading of an Ordinance to transfer the City-owned property between the former Shopko property and the Guardian Inn property (approximately 3.6 acres) to the EDA. The EDA plans to market portions on the front and rear sides of this property. The remainder of the property would be retained for water retention. Director Hage advised that there are two businesses who are potentially interested in the parcel and the EDA Board needs to go into closed session to discuss land negotiations for that property and adjacent property.

Present for Closed Session: Rod Byam, Marv Grunig, Rick Clerc, Betsy Herding, Justin Espenson, Drew Hage, Kathy Hanson, and Mary Hensen.

Motion by Commissioner Espenson, seconded by Commissioner Clerc, authorizing the Board to go into closed session. Motion carried 5-0.

President Herding closed the meeting to the public at 12:56 p.m.

Motion by Commissioner Espenson, seconded by Commissioner Clerc, authorizing the President to re-open the meeting to the public. Motion carried 5-0.

President Herding re-opened the meeting to the public at 1:12 p.m.

Director Hage summarized the discussions in closed session. The EDA discussed options for land negotiations concerning the parcel being transferred to the EDA and potential options if negotiations occur concerning the two adjacent properties.

8. Minnesota Housing – Workforce Housing Grant: Director Hage advised that if a grant application is filed, the deadline would be January 10, 2020. He related discussions he had with a potential developer who would be interested in constructing spec homes, duplexes and possibly four-plexes. However, after further calculations, the four-plexes do not cash flow even with grant assistance. Additional calculations will need to be made as to whether submitting an application for this grant would be advisable.
9. Proposed Property Tax for 2020: Director Hage reviewed the proposed 2020 property taxes on the EDA properties. Most of the property taxes were reduced, except for the taxes on the Spec Building which are to increase by 9.3%. This agenda item was for informational purposes only.
10. EDA Spec Building – Lease Renewal: Fast Global Solutions' lease of the Spec Building is currently an annual lease. Director Hage advised that Fast Global has agreed to another one-year lease with a 1.8% rent increase. The Board received a copy of the Lease Extension Agreement in the packet. After further discussion, the following action was taken.

Motion by Commissioner Clerc, seconded by Commissioner Espenson, to approve the one-year extension of the Spec Building Lease with Fast Global Solutions, including a 1.8% rent increase, and authorizing the EDA President to execute the Lease Extension Agreement. Motion carried 5-0.

11. EDA Commercial Rehab Loan: Director Hage advised that the owners of Plaza Jalisco have submitted a Commercial Rehab Loan Application for their commercial property addressed as 821 Fourth Avenue. The proposed project includes replacement of seven smaller windows on the main floor and two larger windows upstairs. These are structural windows and will have a decorative design on the inside. The owners will provide \$6,500 for the project in addition to their requests to the EDA for a \$5,000 repayable loan and a \$5,000 forgivable loan. EDA Staff has reviewed the application and required submittals and determined that the application is complete. The Board received and reviewed a copy of the Application form.

Motion by Commissioner Espenson, seconded by Commissioner Byam, to approve the commercial rehab application submitted by the owners of Plaza Jalisco, covering the commercial property at 821 Fourth Avenue, for a loan of up to \$10,000 from the EDA's Commercial Rehab Program. Interest will accrue on the repayable loan portion (\$5,000) in the amount of one percent (1%) per annum. Motion carried 5-0.

12. Farm Lease – NWIP Phase II: The Board received a copy of the proposed Extension of Farm Lease between the EDA and Steven Muller covering the crop land in Phase II of NWIP. This is an annual lease and the terms would be the same as the last two crop years.

Motion by Commissioner Byam, seconded by Commissioner Grunig, to approve the extension

of the annual farm lease with Steven Muller for crop land in Phase II of the North Windom Industrial Park for 2020 on the same terms as the 2019 farm lease, and authorizing the EDA President to execute the Extension of Farm Lease. Motion carried 5-0.

13. New Business:

- A. Commissioner Byam asked if the EDA could make a three-year loan for the dog park project to allow its completion this spring. EDA Staff will research this question.
- B. Director Hage said that the City Council will be conducting a strategic planning meeting in January and he wondered if any of the EDA Commissioners (who are not on the City Council) would like to attend that meeting. There was a brief discussion and Director Hage will provide an update as to the proposed date of the meeting.
- C. Commissioner Espenson's term on the EDA Board will conclude as of December 31, 2019. The Board and EDA Staff thanked Justin for his work on the EDA Board.

14. Old Business: In response to a question, Director Hage updated the Board on the status of the Guardian Inn project proposed by Shawn Clow. He reported that due to a change in management staff, Mr. Clow did not pursue purchase of the property which is continuing to operate as a hotel.

15. Miscellaneous Information

- A. EDA Monthly Financial Recap: The Board received a copy of the November 2019 recap.
- B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the October 2019 Financials provided by Van Binsbergen & Associates.

16. Adjourn. On consensus, President Herding adjourned the meeting at 1:30 p.m.

Attest: _____
Drew Hage, EDA Executive Director

Justin Espenson, EDA Secretary -Treasurer

Windom Library Board Meeting
City of Windom Council Chamber
Tuesday, December 10, 2019

5:05 p.m.

1. Call to order: The meeting was called to order by John Duscher

2. Roll Call: Members Present: Kathy Hiley, Steve Fresk, John Duscher and Anita Winkel

Members Absent: Susan Ebeling, Kari Scheitel and Terri Jones

Library Staff Present: Dawn Aamot

City Council Member Present: None

3. Agenda and Minutes:

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

4. Financial Report:

Dawn reviewed the financial report. Motion by Steve Fresk and seconded by Kathy Hiley to approve the Financial Report.

5. Librarian's Report:

Dawn reported that the library is offering coffee @ 50 cents per cup. The Friends of the Windom Library are paying for the coffee supplies. Cozy up with a book, newspaper or magazine and a cup of coffee.

The assessable bathroom renovation has begun. Demo has been completed.

Dawn contacted Indoff, the company that the library is buying shelving from. They have had the order since last summer and still have not completed placing the order. Dawn will keep on them to see that the order is placed.

Dawn shared quotes from 2 area painters. Discussion was held and one was selected. One half of the labor plus paint and materials will be paid at the start of the project.

The library will participate in Downtown by Candlelight on Dec. 19. A reindeer ring toss game and photo booth with props will be offered. The Friends of the Windom Library will give out Snowman Soup.

The library will be closed Christmas Eve and Christmas Day.

Motion by Steve Fresk and seconded by Anita Winkel to approve the librarian's report.

6. Old Business:

Dawn is waiting for Better World Books to finalize the contract with the library to dispose (resale) of discarded books. The discarded books will have to be sorted as they have a criterion as to what they will accept.

7. New Business:

None

8. Book Suggestions:

9. Adjourn:

Meeting adjourned at 5:32 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Cobra Wrestling Inc. Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 710 8th Street North

City: Mountain Lake State: MN Zip: 56159 County: Cottonwood

Name of Chief Executive Officer (CEO): Tim Swoboda

CEO Daytime Phone: 507-822-2828 CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): travis.elg@hotmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

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

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

- A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
60 Empire Drive, Suite 100 www.sos.state.mn.us
St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Windom Area Middle High School

Physical Address (do not use P.O. box): 1400 17th Street

Check one:

City: Windom Zip: 56101 County: Cottonwood

Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): March 28th 2020

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

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

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

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: Windom

Signature of City Personnel: _____

Title: _____ Date: _____

**COUNTY APPROVAL
for a gambling premises
located in a township**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: Cottonwood

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Tim Swoboda, President Date: 12-12-19
(Signature must be CEO's signature; designee may not sign)

Print Name: Tim Swoboda

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.



Windom, MN

Expense Approval Report By Fund

Payment Dates 11302019 - 12132019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MARK MARCY	20121211	12/11/2019	REFUND - STATEMENT CREDIT	100-20191	71.17
TOMAS JUAREZ	20191210	12/11/2019	REFUND - STATEMENT CREDIT	100-20191	58.00
DAVID C ERICKSON	20191210	12/11/2019	REFUND - STATEMENT CREDIT	100-20191	55.69
SANFORD HOSPICE	20191211	12/11/2019	REFUND - STATEMENT CREDIT	100-20191	23.76
JORDAN KOPLIN	20191211	12/11/2019	REFUND - STATEMENT CREDIT	100-20191	54.44
LOIS CASTLEDINE	20191211	12/11/2019	REFUND - STATEMENT CREDIT	100-20191	9.66
MN REVENUE	20191211	12/11/2019	SALES TAX -	100-20202	18,198.68
MN REVENUE	20191211	12/11/2019	SALES TAX -	100-20202	7,748.08
MN REVENUE	20191211	12/11/2019	SALES TAX -	100-20202	4.12
					26,223.60
Activity: 41110 - Mayor & Council					
AMERICAN LEGAL PUBLISHIN	0131381	12/11/2019	#03856 - SERVICE	100-41110-304	1,086.00
AMERICAN LEGAL PUBLISHIN	0131413	12/03/2019	CODE OF ORDINANCE UPDAT	100-41110-304	203.00
SCHRAMEL LAW OFFICE	20121202	12/11/2019	LEGAL FEES	100-41110-304	630.00
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- SUBWAY	100-41110-334	53.57
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- ARROWOOD R	100-41110-334	114.89
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- ARROWOOD R	100-41110-334	114.89
CITIZEN PUBLISHING CO	20191130	12/11/2019	ADVERTISING	100-41110-350	290.95
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- MN SEC OF STA	100-41110-433	120.00
Activity 41110 - Mayor & Council Total:					2,613.30
Activity: 41310 - Administration					
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- STAPLES	100-41310-200	187.01
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- HY VEE	100-41310-200	10.74
WINDOM QUICK PRINT	19244	11/27/2019	SUPPLIES	100-41310-200	54.26
AMAZON CAPITAL SERVICES, I	1L11-KN4C-CPHG	11/19/2019	#A2Q0YJ8ZLN2YT - SUPPLIES	100-41310-200	13.85
INDOFF, INC	3310386	11/19/2019	SUPPLIES	100-41310-200	5.69
INDOFF, INC	3315197	11/26/2019	SUPPLIES	100-41310-200	12.15
MANTRONICS MAILING SYSTE	43688	11/29/2019	SUPPLIES	100-41310-200	168.50
MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	100-41310-200	23.99
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	100-41310-217	32.10
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	100-41310-217	201.37
VERIZON WIRELESS	9842560478	11/29/2019	PHONE SERVICE #48657723	100-41310-321	46.16
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- CULVERS	100-41310-334	19.46
Activity 41310 - Administration Total:					775.28
Activity: 41910 - Building & Zoning					
INDOFF, INC	3315196	11/26/2019	SUPPLIES	100-41910-200	3.12
MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	100-41910-200	23.99
VERIZON WIRELESS	9842560478	11/29/2019	PHONE SERVICE #48657723	100-41910-321	77.41
Activity 41910 - Building & Zoning Total:					104.52
Activity: 41940 - City Hall					
AMAZON CAPITAL SERVICES, I	16R1-CQP9-JT3R	12/03/2019	#A2Q0YJ8ZLN2YT - SUPPLIES	100-41940-211	140.82
SANDRA HERDER	20191129	11/29/2019	CLEANING	100-41940-406	341.00
MELISSA PENAS	INV0001679	11/29/2019	CLEANING	100-41940-406	341.00
ELECTRIC FUND	368	12/03/2019	EL - CITY HALL	100-41940-409	3.64
Activity 41940 - City Hall Total:					826.46
Activity: 42120 - Crime Control					
DEVIN KOPPERUD	20191205	12/11/2019	EXPENSE - TRAINING-3 BLUE	100-42120-200	88.56
INDOFF, INC	3311974	11/25/2019	SUPPLIES	100-42120-200	43.90
INDOFF, INC	3314093	12/04/2019	SUPPLIES	100-42120-200	38.99
MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	100-42120-200	23.99
WINDOM AREA HEALTH	306800261	12/11/2019	#30005319 - SERVICE	100-42120-305	40.00
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- BCA TRAINING	100-42120-308	75.00

Expense Approval Report

Payment Dates: 11302019 - 12132019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- BCA TRAINING	100-42120-308	75.00
MSCIC -MN S CENTRAL INVES	20191203	12/03/2019	REGISTRATION-DONNA MARC	100-42120-308	125.00
AT & T MOBILITY	287293102788X12032019	12/11/2019	#287293102788 - SERVICE	100-42120-321	560.70
ALPHA WIRELESS - MANKATO	4619	12/10/2019	SERVICE	100-42120-323	108.00
LEASE FINANCE PARTNERS	#3250 11-20-19	12/04/2019	#3250 LEASE	100-42120-326	136.00
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	100-42120-404	16.05
GRAFIX SHOPPE	131135	11/29/2019	INSURANCE CLAIM - 2017 FO	100-42120-405	70.75
FORD MOTOR CREDIT CO LLC	1706782	12/04/2019	#9482800 - INV 1706782	100-42120-419	663.95
FLEET SERVICES DIVISION	2020040002	12/04/2019	LEASE #A00WIN	100-42120-419	1,653.23
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- PETS BEST HEA	100-42120-433	594.62
BLUE CROSS/BLUE SHIELD	191202367712	12/10/2019	INSURANCE PREM- OCT 2019	100-42120-480	677.00

Activity 42120 - Crime Control Total: 4,990.74

Activity: 42220 - Fire Fighting

RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	100-42220-215	31.98
WINDOM FIRE & SAFETY, LLC	7195	11/29/2019	SERVICE - FIRE DEPT	100-42220-217	219.95
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	100-42220-217	117.45
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	100-42220-404	46.80
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	100-42220-404	25.68
EMERGENCY APPARATUS MAI	1009349	12/11/2019	MAINTENANCE	100-42220-405	983.82
ZACHARY RABBE	872378	11/29/2019	EXPENSE - 2019 ESF BUILDING	100-42220-406	300.00
ETHAN RABBE	872379	11/29/2019	EXPENSE - 2019 ESF BUILDING	100-42220-406	300.00
WINDOM FIRE RELIEF ASSOC.	20191206	12/06/2019	FIRE RELIEF STATE AID	100-42220-491	48,147.64

Activity 42220 - Fire Fighting Total: 50,173.32

Activity: 43100 - Streets

MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	100-43100-200	23.99
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	100-43100-217	117.45
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	100-43100-218	31.98
AMAZON CAPITAL SERVICES, I	1KQ7-PD1K-FXHD	12/04/2019	#A2Q0YJ8ZLNZNYT - SUPPLIES	100-43100-218	299.94
SCOTT VEENKER	26291	12/11/2019	SERVICE	100-43100-224	1,890.00
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	100-43100-241	49.27
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- U O M CONTIN	100-43100-308	150.00
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- U OF M- CONTI	100-43100-308	150.00
VERIZON WIRELESS	9842560478	11/29/2019	PHONE SERVICE #48657723	100-43100-321	44.54
JCL SOLUTIONS - JANITORS CL	1178341	12/06/2019	MAINTENANCE	100-43100-401	169.90
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	100-43100-404	12.48
WINDOM FARM SERVICE	177515	12/11/2019	MAINTENANCE - #42	100-43100-405	1.76
DICKS WELDING INC	20191130	12/11/2019	REPAIRS - MAINTENANCE	100-43100-405	2,439.20
LUND'S BODY SHOP	4722	12/06/2019	REPAIR - 2014 F150	100-43100-405	377.40
DICKS WELDING INC	20191130	12/11/2019	REPAIRS - MAINTENANCE	100-43100-409	4,453.19
BLUE CROSS/BLUE SHIELD	191202367712	12/10/2019	INSURANCE PREM- OCT 2019	100-43100-480	677.00

Activity 43100 - Streets Total: 10,888.10

Activity: 45120 - Recreation

MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	100-45120-200	23.99
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	100-45120-217	16.05
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	100-45120-217	25.17

Activity 45120 - Recreation Total: 65.21

Activity: 45202 - Park Areas

MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	100-45202-200	23.99
COTTONWOOD CO SOLID WA	1924595	11/29/2019	REFUSE DISPOSAL	100-45202-384	30.00
COTTONWOOD CO SOLID WA	1924657	11/29/2019	REFUSE DISPOSAL	100-45202-384	113.50
COTTONWOOD CO SOLID WA	1924660	11/29/2019	REFUSE DISPOSAL	100-45202-384	11.74
COTTONWOOD CO SOLID WA	1924697	11/29/2019	REFUSE DISPOSAL	100-45202-384	15.00
BROWN-NICOLLET COMMUNI	#3061 12062019	12/06/2019	2020 LICENSE RENEWAL - WC-	100-45202-385	178.80
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	100-45202-406	9.96
MTI DISTRIBUTING, INC	1240265-00	12/06/2019	#231600 - MAINTENANCE	100-45202-406	313.68
MTI DISTRIBUTING, INC	1240265-01	11/27/2019	MAINTENANCE	100-45202-406	35.05

Activity 45202 - Park Areas Total: 731.72

Fund 100 - GENERAL Total: 97,392.25

Expense Approval Report

Payment Dates: 11302019 - 12132019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- AMAZON SUPP	211-45501-200	10.99
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- AMAZON SUPP	211-45501-200	10.99
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- AMAZON SUPP	211-45501-200	14.77
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- AMAZON SUPP	211-45501-200	66.45
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- AMAZON SUPP	211-45501-200	60.23
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- AMAZON SUPP	211-45501-200	17.00
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	211-45501-217	8.03
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	211-45501-217	117.45
SANDRA HERDER	20191129	11/29/2019	CLEANING	211-45501-402	352.00
J & K WINDOWS	2682	12/03/2019	SERVICE	211-45501-402	25.00
HOLT'S CLEANING SERVICE IN	3774	12/03/2019	SERVICE	211-45501-402	50.00
MELISSA PENAS	INV0001679	11/29/2019	CLEANING	211-45501-402	352.00
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- THE WEEK	211-45501-433	149.00
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- COUNTRY WO	211-45501-433	7.98
MIDWEST GAME & FISH	20191203	12/03/2019	SUBSCRIPTION	211-45501-433	18.00
MOTHER EARTH LIVING	20191203	12/03/2019	SUBSCRIPTION	211-45501-433	24.95
INGRAM INDUSTRIES	#2004243 12-1-19	12/11/2019	#2004243 - BOOKS	211-45501-435	1,338.28
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- AMAZON BOO	211-45501-435	15.93
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- AMAZON DVD	211-45501-435	115.93
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- AMAZON BOO	211-45501-435	17.96
US BANK	#7558 11-20-19	12/11/2019	CREDIT CARD #7558	211-45501-435	59.20
MICROMARKETING, LLC	794790	12/03/2019	#9985 - BOOKS	211-45501-435	167.47
MICROMARKETING, LLC	796214	12/11/2019	#9985 - BOOKS	211-45501-435	69.99
Activity 45501 - Library Total:					3,069.60
Fund 211 - LIBRARY Total:					3,069.60
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
RED ROCK RURAL WATER	#106026 12-2-19	12/04/2019	SERVICE #106026	225-45127-200	2.00
RED ROCK RURAL WATER	#106026 12-2-19	12/04/2019	SERVICE #106026	225-45127-200	27.00
SOUTH CENTRAL ELECTRIC	#367400 10-31-19	12/03/2019	#367400 - SERVICE	225-45127-381	239.00
SOUTH CENTRAL ELECTRIC	#367403 10-31-19	12/03/2019	#367403 - SERVICE	225-45127-381	274.18
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	225-45127-404	135.98
ELECTRIC FUND	369	12/03/2019	EL - AIRPORT	225-45127-406	4.57
Activity 45127 - Airport Total:					682.73
Activity: 49950 - Capital Outlay					
APX CONSTRUCTION GROUP L	20191204	12/04/2019	AIRPORT HANGAR / TAXILANE	225-49950-500	172,970.01
Activity 49950 - Capital Outlay Total:					172,970.01
Fund 225 - AIRPORT Total:					173,652.74
Fund: 230 - POOL					
Activity: 45124 - Pool					
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	230-45124-217	8.03
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	230-45124-217	25.17
Activity 45124 - Pool Total:					33.20
Fund 230 - POOL Total:					33.20
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	235-42153-200	23.99
BRITTANY ESPENSON - RIVERS	1106	12/06/2019	SERVICE	235-42153-217	150.00
BOUND TREE MEDICAL, LLC	83414634	11/26/2019	OPERATING SUPPLIES	235-42153-217	228.01
BOUND TREE MEDICAL, LLC	83414635	11/26/2019	OPERATING SUPPLIES	235-42153-217	25.99
BOUND TREE MEDICAL, LLC	83417306	11/26/2019	OPERATING SUPPLIES	235-42153-217	168.77
BOUND TREE MEDICAL, LLC	83418944	11/26/2019	OPERATING SUPPLIES	235-42153-217	39.80
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	235-42153-217	117.45
LONDON JOHNSON	20191204	12/04/2019	CLOTHING - REIMBURSE	235-42153-218	484.79
LEAGUE OF MN CITIES	312356	12/03/2019	EXPENSE - AMBULANCE-MEN	235-42153-308	15.00
WINDOM AREA HEALTH	734-0024-11-19-0024	12/11/2019	NURSING STAFF	235-42153-312	2,487.61

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	9842560478	11/29/2019	PHONE SERVICE #48657723	235-42153-321	108.48
APRIL HARRINGTON	20191202	12/03/2019	EXPENSE - AMBULANCE	235-42153-334	12.05
BUCKWHEAT JOHNSON	20191203	12/03/2019	EXPENSE - AMBULANCE	235-42153-334	14.65
DONNA MARCY	20191203	12/03/2019	EXPENSE - AMBULANCE	235-42153-334	13.69
KIM POWERS	20191203	12/03/2019	EXPENSE - AMBULANCE	235-42153-334	26.37
KRISTEN PORATH	20191203	12/03/2019	EXPENSE - AMBULANCE	235-42153-334	158.40
LONDON JOHNSON	20191203	12/03/2019	EXPENSE - AMBULANCE	235-42153-334	149.32
ARROW MANUFACTURING IN	5367	12/06/2019	BATTERY FOR POWERLOAD	235-42153-404	270.00
P.M. REPAIR & DETAILING	10924	11/25/2019	UNIT 29 - MAINTENANCE	235-42153-405	183.94
P.M. REPAIR & DETAILING	10960	11/25/2019	UNIT 27 - INSURANCE CLAIM-	235-42153-405	224.93
CRYSTAL WINDSHIELD REPAIR	1745	12/11/2019	MAINTENANCE #28	235-42153-405	906.60
DICKS WELDING INC	20191130	12/11/2019	REPAIRS - MAINTENANCE #29	235-42153-405	174.18
ARROW MANUFACTURING IN	5435	12/06/2019	COLLISION REPAIRS -ESTIMAT	235-42153-405	100.00
ZACHARY RABBE	872378	11/29/2019	EXPENSE - 2019 ESF BUILDING	235-42153-406	200.00
ETHAN RABBE	872379	11/29/2019	EXPENSE - 2019 ESF BUILDING	235-42153-406	200.00
SOUTH CENTRAL COLLEGE	00170189	11/29/2019	EXPENSE-EMT REFRESHER-KRI	235-42153-435	411.50
Activity 42153 - Ambulance Total:					6,895.52
Fund 235 - AMBULANCE Total:					6,895.52

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

INDOFF, INC	3315196	11/26/2019	SUPPLIES	250-46520-200	3.12
MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	250-46520-200	23.99
SCHRAMMEL LAW OFFICE	20121202	12/11/2019	LEGAL FEES	250-46520-304	255.00
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- PAYPAL AGR UT	250-46520-308	10.00
VERIZON WIRELESS	9842560478	11/29/2019	PHONE SERVICE #48657723	250-46520-321	27.16
DREW HAGE	20191205	12/11/2019	EXPENSE - MN MARKETING P	250-46520-331	17.98
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- CULVERS	250-46520-334	9.60
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- ARROWOOD R	250-46520-334	114.89
DREW HAGE	20191205	12/11/2019	EXPENSE - MN MARKETING P	250-46520-334	9.14
KDOM RADIO	#0361 11-30-19	12/06/2019	#0361-ADVERTISING	250-46520-340	76.50
LOOP NET	110411688-1	11/26/2019	PROMOTION	250-46520-340	69.00
CITIZEN PUBLISHING CO	20191130	12/11/2019	ADVERTISING	250-46520-350	79.50
FEDERATED RURAL ELECTRIC	#112954 11-29-19	12/09/2019	#112954 SERVICE	250-46520-381	15.00
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- HY VEE-MTG E	250-46520-438	26.73
Activity 46520 - EDA Total:					737.61

Activity: 49980 - Debt Service

FULDA CREDIT UNION	20191203	12/03/2019	SPEC BLDG LOAN - DEC 2019 -	250-49980-602	2,426.10
FULDA CREDIT UNION	20191203	12/03/2019	SPEC BLDG LOAN - DEC 2019 I	250-49980-612	933.90
Activity 49980 - Debt Service Total:					3,360.00
Fund 250 - EDA GENERAL Total:					4,097.61

Fund: 254 - NORTH IND PARK

Activity: 46520 - EDA

SOUTH CENTRAL ELECTRIC	#367404 10-31-19	12/03/2019	#367404 - SERVICE	254-46520-381	133.11
Activity 46520 - EDA Total:					133.11
Fund 254 - NORTH IND PARK Total:					133.11

Fund: 255 - EDA GENERAL RLF

ST JAMES ELECTRIC, INC	764417-579118-579119	12/09/2019	EDARLF-FRIESEN - IMPROVEM	255-12900	9,727.30
Activity 46520 - EDA					
ST JAMES ELECTRIC, INC	764417-579118-579119	12/09/2019	EDARLF-FRIESEN - IMPROVEM	255-46520-580	5,000.00
Activity 46520 - EDA Total:					5,000.00
Fund 255 - EDA GENERAL RLF Total:					14,727.30

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
Fund: 274 - TIF 1-19 NWIP II						
Activity: 46530 - TIF Districts						
ELECTRIC FUND	361	12/03/2019	EL - EDA NWIP BILLBOARD SIG	274-46530-480	31.80	
					Activity 46530 - TIF Districts Total:	31.80
					Fund 274 - TIF 1-19 NWIP II Total:	31.80
Fund: 308 - 2020 STREET PROJECT						
Activity: 41000 - General Government						
CITIZEN PUBLISHING CO	20191130	12/11/2019	ADVERTISING	308-41000-480	477.60	
					Activity 41000 - General Government Total:	477.60
					Fund 308 - 2020 STREET PROJECT Total:	477.60
Fund: 401 - GENERAL CAPITAL PROJECTS						
Activity: 49950 - Capital Outlay						
MN STATE TREASURER'S OFFI	20191209	12/09/2019	FORFEITURE DIST - JOHNATH	401-49950-501	19.00	
MN STATE TREASURER'S OFFI	20191209	12/09/2019	FORFEITURE DIST - BRANDO	401-49950-501	16.00	
MN STATE TREASURER'S OFFI	20191209	12/09/2019	FORFEITURE DIST - ROD C PET	401-49950-501	15.00	
MN STATE TREASURER'S OFFI	20191209	12/09/2019	FORFEITURE DIST - ANTHONY	401-49950-501	28.00	
					Activity 49950 - Capital Outlay Total:	78.00
					Fund 401 - GENERAL CAPITAL PROJECTS Total:	78.00
Fund: 601 - WATER						
Activity: 49400 - Water						
MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	601-49400-200	23.99	
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- HY VEE	601-49400-216	9.90	
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	601-49400-217	117.45	
MN VALLEY TESTING	1005067	11/19/2019	TESTING	601-49400-310	77.00	
GOPHER STATE ONE CALL	9110834	12/04/2019	LOCATES	601-49400-321	10.13	
VERIZON WIRELESS	9842560478	11/29/2019	PHONE SERVICE #48657723	601-49400-321	59.90	
FAITH WILLARD CLEANING	20191130	12/06/2019	CLEANING	601-49400-404	15.00	
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	601-49400-404	32.10	
CORE & MAIN LP	L530805	11/26/2019	MAINTENANCE	601-49400-408	656.97	
ADVANTAGE COLLECTION PR	#3796 12-3-19	12/10/2019	COLLECTIONS - COMMISSION	601-49400-432	24.86	
					Activity 49400 - Water Total:	1,027.30
					Fund 601 - WATER Total:	1,027.30
Fund: 602 - SEWER						
Activity: 49450 - Sewer						
MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	602-49450-200	23.99	
MID-AMERICAN RESEARCH C	0681223-IN	12/11/2019	CHEMICALS (MINUS RETURN	602-49450-211	70.00	
MID-AMERICAN RESEARCH C	0681223-IN	12/11/2019	CHEMICALS (MINUS RETURN	602-49450-216	321.76	
HAWKINS, INC	4591217	12/11/2019	CHEMICALS	602-49450-216	322.76	
HAWKINS, INC	4616361	11/25/2019	CREDIT - CHEMICALS	602-49450-216	-180.00	
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	602-49450-217	117.45	
MN VALLEY TESTING	1004428	11/13/2019	TESTING	602-49450-310	244.80	
MN VALLEY TESTING	1004869	11/19/2019	TESTING	602-49450-310	158.40	
MN VALLEY TESTING	1005135	11/19/2019	TESTING	602-49450-310	129.60	
MN VALLEY TESTING	1005637	11/19/2019	TESTING	602-49450-310	244.80	
MN VALLEY TESTING	1006140	11/27/2019	TESTING	602-49450-310	158.40	
MN VALLEY TESTING	1006461	11/27/2019	TESTING	602-49450-310	230.40	
MN VALLEY TESTING	998770	12/03/2019	TESTING	602-49450-310	244.80	
GOPHER STATE ONE CALL	9110834	12/04/2019	LOCATES	602-49450-321	10.13	
VERIZON WIRELESS	9842560478	11/29/2019	PHONE SERVICE #48657723	602-49450-321	34.53	
SOUTH CENTRAL ELECTRIC	#367405 10-31-19	12/03/2019	#367405 - SERVICE	602-49450-381	107.50	
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	602-49450-404	98.71	
RON'S ELECTRIC INC	141053	12/06/2019	MAINTENANCE	602-49450-404	22.87	
RON'S ELECTRIC INC	141163	12/06/2019	MAINTENANCE	602-49450-404	57.50	
TEXAS REFINERY CORP	187713	11/19/2019	#1001386 - MAINTENANCE	602-49450-404	435.00	
FAITH WILLARD CLEANING	20191130	12/06/2019	CLEANING	602-49450-404	52.50	
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	602-49450-404	25.68	
HIGLEY FORD	128497	12/06/2019	#65 - WATER DEPT - MAINTEN	602-49450-405	317.81	
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	602-49450-406	21.16	

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ADVANTAGE COLLECTION PR	#3796 12-3-19	12/10/2019	COLLECTIONS - COMMISSION	602-49450-432	24.85
				Activity 49450 - Sewer Total:	3,295.40
				Fund 602 - SEWER Total:	3,295.40

Fund: 604 - ELECTRIC

RON'S ELECTRIC INC	140985	12/06/2019	CIRCUIT 6	604-16300	23.17
ELECTRIC FUND	365	12/03/2019	EL -CONSTRUCT NEW #1-MET	604-16300	219.08
ELECTRIC FUND	366	12/03/2019	EL -CONSTRUCT NEW #2 - CIR	604-16300	3,350.00
ELECTRIC FUND	370	12/03/2019	EL -CONSTRUCT NEW #2 - CIR	604-16300	4,540.31
ELECTRIC FUND	372	12/06/2019	EL -NEW CONSTRUCT #2 CIRC	604-16300	799.75
MN REVENUE	20191211	12/11/2019	SALES TAX -	604-20202	10.32
SAMANTHA CASPER	20121211	12/11/2019	REFUND - BALANCE OF UTILIT	604-22000	287.87
LOREN ANDERSON	20121211	12/11/2019	REFUND - UTILITY PREPAYME	604-22000	300.00
RHETT A JOHNSON	20191211	12/11/2019	REFUND - UTILITY PREPAYME	604-22000	300.00
DAVID C ERICKSON	20191211	12/11/2019	REFUND - UTILITY PREPAYME	604-22000	300.00
TOMAS JUAREZ	20191211	12/11/2019	REFUND - UTILITY PREPAYME	604-22000	300.00
BIANCA BARRERA	20191211	12/11/2019	REFUND - UTILITY PREPAYME	604-22000	300.00
TOSHIBA GIBSON	20191211	12/11/2019	REFUND - BALANCE OF UTILIT	604-22000	135.31
STEVE R EVANS	20191211	12/11/2019	REFUND - BALANCE OF UTILIT	604-22000	261.48
TERRY KNAPPER	20191211	12/11/2019	REFUND - UTILITY PREPAYME	604-22000	300.00
JODELL CROWELL	20191211	12/11/2019	REFUND - BALANCE OF UTILIT	604-22000	117.71
ODDSON UNDERGROUND INC	20191211	12/11/2019	REFUND - STATEMENT CREDIT	604-22000	300.00
SHAILESH P SHAH	20191211	12/11/2019	REFUND - UTILITY PREPAYME	604-22000	300.00
CLEMENT WANI	20191211	12/11/2019	REFUND - BALANCE OF UTILIT	604-22000	243.76
MARIA HERNANDEZ-RUIZ	20191211	12/11/2019	REFUND - BALANCE OF UTILIT	604-22000	246.19
					12,634.95

Activity: 49550 - Electric

MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	604-49550-200	23.99
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	604-49550-217	117.45
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- FRANKS SHOE	604-49550-218	168.30
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	604-49550-310	74.79
GOPHER STATE ONE CALL	9110834	12/04/2019	LOCATES	604-49550-321	10.13
VERIZON WIRELESS	9842560478	11/29/2019	PHONE SERVICE #48657723	604-49550-321	131.87
GOLDEN WEST TECH & INT SO	191110322	12/03/2019	#A3862 - SERVICE	604-49550-325	25.00
PRESTON ROSSOW	20191211	12/11/2019	EXPENSE - T & O CONFERENC	604-49550-331	182.12
GDF ENTERPRISES, INC	19717	12/03/2019	MAINTENANCE	604-49550-404	1,500.00
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	604-49550-404	32.10
GDF ENTERPRISES, INC	A16956	12/03/2019	MAINTENANCE	604-49550-404	41.28
JORDAN BUSSA	016	12/03/2019	SERVICE	604-49550-406	184.60
AMAZON CAPITAL SERVICES, I	11MV-9LLJ-YQLnc	11/19/2019	#A2Q0YJ8ZLN2YT - REFUND	604-49550-406	-73.96
RON'S ELECTRIC INC	141202	12/06/2019	MAINTENANCE	604-49550-408	184.38
ELECTRIC FUND	252	11/29/2019	EL - TRUCK STOCK	604-49550-408	40.75
ELECTRIC FUND	342	11/29/2019	EL - CASH CUSTOMER- CHARD	604-49550-408	165.32
ELECTRIC FUND	346	11/29/2019	EL - DISTRIBUTION	604-49550-408	168.86
ELECTRIC FUND	367	12/03/2019	EL - DISTRIBUTION	604-49550-408	880.76
RESCO	768232-00	11/19/2019	MAINTENANCE	604-49550-408	195.60
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- HY VEE	604-49550-411	5.94
HIGH VOLTAGE EQUIP DIAG. I	191120025	11/29/2019	MAINTENANCE	604-49550-411	4,069.69
ADVANTAGE COLLECTION PR	#3796 12-3-19	12/10/2019	COLLECTIONS - COMMISSION	604-49550-432	24.86
MN REVENUE	20191211	12/11/2019	SALES TAX -	604-49550-460	26.93
WINDOM AREA DEVELOPME	20191203	12/03/2019	INDUSTRIAL DEVELOPMENT	604-49550-491	1,200.00
				Activity 49550 - Electric Total:	9,380.76
				Fund 604 - ELECTRIC Total:	22,015.71

Fund: 609 - LIQUOR STORE

MN REVENUE	20191211	12/11/2019	SALES TAX -	609-20202	15,445.00
					15,445.00

Activity: 49751 - Liquor Store

US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- AMAZON	609-49751-200	32.58
MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	609-49751-200	23.99

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RAGE INC - CAMPUS CLEANER	11022	11/25/2019	SERVICE - #6132 - RIVER BEN	609-49751-211	50.65
AH HERMEL COMPANY	800391	11/19/2019	MERCHANDISE	609-49751-217	108.98
AH HERMEL COMPANY	802134	11/25/2019	MERCHANDISE	609-49751-217	212.81
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	609-49751-217	167.79
BELLBOY CORP	0081597900	11/25/2019	MERCHANDISE	609-49751-251	1,726.64
VINOCOPIA, INC	0245918-IN	11/25/2019	MERCHANDISE	609-49751-251	68.00
BREAKTHRU BEVERAGE MN	1081057877	11/19/2019	MERCHANDISE	609-49751-251	803.79
BREAKTHRU BEVERAGE MN	1081057878	11/19/2019	MERCHANDISE	609-49751-251	2,558.04
BREAKTHRU BEVERAGE MN	1081063471	11/27/2019	MERCHANDISE	609-49751-251	3,251.63
JOHNSON BROS.	1433540	11/19/2019	MERCHANDISE	609-49751-251	2,935.37
JOHNSON BROS.	1439423	11/25/2019	MERCHANDISE	609-49751-251	1,985.91
SOUTHERN GLAZER'S OF MN	1893129	11/25/2019	MERCHANDISE	609-49751-251	865.26
BREAKTHRU BEVERAGE MN	2080255380	12/10/2019	CREDIT - MERCHANDISE	609-49751-251	-34.68
BREAKTHRU BEVERAGE MN	2080255733	12/10/2019	CREDIT - MERCHANDISE	609-49751-251	-25.00
BREAKTHRU BEVERAGE MN	2080256985	12/10/2019	CREDIT - MERCHANDISE	609-49751-251	-70.02
BREAKTHRU BEVERAGE MN	2080257615	12/10/2019	CREDIT - MERCHANDISE	609-49751-251	-235.90
PHILLIPS WINE & SPIRITS	2655489	11/19/2019	MERCHANDISE	609-49751-251	2,600.56
PHILLIPS WINE & SPIRITS	2659595	11/25/2019	MERCHANDISE	609-49751-251	1,224.85
BEVERAGE WHOLESALERS	092191	12/10/2019	MERCHANDISE	609-49751-252	9,008.65
BREAKTHRU BEVERAGE MN	1081057879	11/19/2019	MERCHANDISE	609-49751-252	122.75
DOLL DISTRIBUTING, LLC	210200	11/25/2019	MERCHANDISE	609-49751-252	5,256.95
DOLL DISTRIBUTING, LLC	214532	11/27/2019	MERCHANDISE	609-49751-252	10,401.29
DOLL DISTRIBUTING, LLC	216637	12/03/2019	MERCHANDISE	609-49751-252	168.50
ARTISAN BEER COMPANY	3386035	11/19/2019	MERCHANDISE	609-49751-252	149.10
ARTISAN BEER COMPANY	3387816	11/25/2019	MERCHANDISE	609-49751-252	103.00
BELLBOY CORP	0081597900	11/25/2019	MERCHANDISE	609-49751-253	96.00
BREAKTHRU BEVERAGE MN	1081057878	11/19/2019	MERCHANDISE	609-49751-253	368.00
BREAKTHRU BEVERAGE MN	1081063471	11/27/2019	MERCHANDISE	609-49751-253	112.00
JOHNSON BROS.	1433541	11/19/2019	MERCHANDISE	609-49751-253	1,065.88
JOHNSON BROS.	1439424	11/25/2019	MERCHANDISE	609-49751-253	1,857.13
SOUTHERN GLAZER'S OF MN	1893130	11/25/2019	MERCHANDISE	609-49751-253	278.57
PHILLIPS WINE & SPIRITS	2655490	11/19/2019	MERCHANDISE	609-49751-253	101.96
PHILLIPS WINE & SPIRITS	2659596	11/25/2019	MERCHANDISE	609-49751-253	483.15
MORGAN CREEK VINEYARDS	5446	11/19/2019	MERCHANDISE	609-49751-253	429.53
PAUSTIS WINE COMPANY	71381	11/25/2019	MERCHANDISE	609-49751-253	799.00
BREAKTHRU BEVERAGE MN	1081057878	11/19/2019	MERCHANDISE	609-49751-254	67.50
BREAKTHRU BEVERAGE MN	1081063471	11/27/2019	MERCHANDISE	609-49751-254	22.00
JOHNSON BROS.	1433541	11/19/2019	MERCHANDISE	609-49751-254	36.00
JOHNSON BROS.	1439424	11/25/2019	MERCHANDISE	609-49751-254	37.00
BREAKTHRU BEVERAGE MN	2080257615	12/10/2019	CREDIT - MERCHANDISE	609-49751-254	-37.50
ATLANTIC COCA-COLA	2225275	11/25/2019	#8373693 - MERCHANDISE	609-49751-254	172.10
AH HERMEL COMPANY	802134	11/25/2019	MERCHANDISE	609-49751-254	101.47
RED BULL DISTRIBUTION CO, I	K-1560947	11/27/2019	MERCHANDISE	609-49751-254	310.50
AH HERMEL COMPANY	802134	11/25/2019	MERCHANDISE	609-49751-256	89.01
ARCTIC GLACIER U.S.A. INC	1947931702	11/19/2019	MERCHANDISE	609-49751-257	142.15
ARCTIC GLACIER U.S.A. INC	1947933003	11/27/2019	MERCHANDISE	609-49751-257	113.10
AH HERMEL COMPANY	802134	11/25/2019	MERCHANDISE	609-49751-261	16.45
BELLBOY CORP	0081597900	11/25/2019	MERCHANDISE	609-49751-333	31.00
VINOCOPIA, INC	0245918-IN	11/25/2019	MERCHANDISE	609-49751-333	2.50
BREAKTHRU BEVERAGE MN	1081057877	11/19/2019	MERCHANDISE	609-49751-333	15.11
BREAKTHRU BEVERAGE MN	1081057878	11/19/2019	MERCHANDISE	609-49751-333	63.52
BREAKTHRU BEVERAGE MN	1081063471	11/27/2019	MERCHANDISE	609-49751-333	58.51
JOHNSON BROS.	1433540	11/19/2019	MERCHANDISE	609-49751-333	70.05
JOHNSON BROS.	1433541	11/19/2019	MERCHANDISE	609-49751-333	32.65
JOHNSON BROS.	1439423	11/25/2019	MERCHANDISE	609-49751-333	29.88
JOHNSON BROS.	1439424	11/25/2019	MERCHANDISE	609-49751-333	58.30
SOUTHERN GLAZER'S OF MN	1893129	11/25/2019	MERCHANDISE	609-49751-333	19.20
SOUTHERN GLAZER'S OF MN	1893130	11/25/2019	MERCHANDISE	609-49751-333	6.15
ARCTIC GLACIER U.S.A. INC	1947933003	11/27/2019	MERCHANDISE	609-49751-333	1.00
BREAKTHRU BEVERAGE MN	2080255380	12/10/2019	CREDIT - MERCHANDISE	609-49751-333	-0.31

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BREAKTHRU BEVERAGE MN	2080255733	12/10/2019	CREDIT - MERCHANDISE	609-49751-333	-1.85
BREAKTHRU BEVERAGE MN	2080257615	12/10/2019	CREDIT - MERCHANDISE	609-49751-333	-3.70
PHILLIPS WINE & SPIRITS	2655489	11/19/2019	MERCHANDISE	609-49751-333	33.50
PHILLIPS WINE & SPIRITS	2655490	11/19/2019	MERCHANDISE	609-49751-333	2.61
PHILLIPS WINE & SPIRITS	2659595	11/25/2019	MERCHANDISE	609-49751-333	11.28
PHILLIPS WINE & SPIRITS	2659596	11/25/2019	MERCHANDISE	609-49751-333	17.40
PAUSTIS WINE COMPANY	71381	11/25/2019	MERCHANDISE	609-49751-333	10.00
AH HERMEL COMPANY	802134	11/25/2019	MERCHANDISE	609-49751-333	4.95
KDOM RADIO	#0229 11-30-19	12/11/2019	#0229 - ADVERTISING	609-49751-340	773.67
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- FACEBOOK CA	609-49751-340	4.51
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- FACEBOOK CA	609-49751-340	50.00
RADIO WORKS LLC	19110440	12/11/2019	#1933 - ADVERTISING	609-49751-340	250.00
RADIO WORKS LLC	19110605	12/11/2019	#1933 - ADVERTISING	609-49751-340	60.00
CITIZEN PUBLISHING CO	20191130	12/11/2019	ADVERTISING	609-49751-340	1,276.20
WINDOM AREA CHAMBER OF	3189	12/11/2019	OCT-NOV EVENT TENT AD	609-49751-340	50.00
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	609-49751-404	32.10
MN REVENUE	20191211	12/11/2019	SALES TAX -	609-49751-460	2.00
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- HY VEE SUPPLI	609-49751-480	-13.99
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- HY VEE SUPPLI	609-49751-480	32.84
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- AMAZON SUPP	609-49751-480	12.81
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- HY VEE SUPPLI	609-49751-480	100.62
WINDOM QUICK PRINT	19250	11/27/2019	SUPPLIES	609-49751-480	1,127.95
Activity 49751 - Liquor Store Total:					54,342.95
Fund 609 - LIQUOR STORE Total:					69,787.95

Fund: 614 - TELECOM

ODDSON UNDERGROUND INC	2019-134	12/04/2019	NEW CONSTRUCT: AVERA CLI	614-16300	1,249.00
CALIX	1435862	11/26/2019	MIGRATION	614-16400	13,028.10
POWER & TEL	6819638-00	11/27/2019	MIGRATION	614-16400	451.27
INTERNAL REVENUE SERVICE	20191203	12/04/2019	EXCISE TAX POSTING - DEC 20	614-20201	500.00
INTERNAL REVENUE SERVICE	20191204	12/04/2019	EXCISE TAX POSTING - NOV 20	614-20201	406.69
MN REVENUE	20191211	12/11/2019	SALES TAX -	614-20202	28.92
MN 9-1-1 PROGRAM	20191204	12/04/2019	911 SERVICE - DEC 2019	614-20206	1,252.86
Activity: 49870 - Telecom					16,916.84

MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	614-49870-200	23.99
RAGE INC - CAMPUS CLEANER	11402	11/26/2019	#6153 - SERVICE - WINDOM N	614-49870-211	21.31
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- FS.COM INC	614-49870-217	341.88
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	614-49870-217	201.37
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	614-49870-218	111.24
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	614-49870-241	475.13
AMAZON CAPITAL SERVICES, I	1D6L-XVDN-CWT1	12/03/2019	#A2Q0YJ8ZLN2YT - SUPPLIES	614-49870-241	199.88
ANDREW WARD CONSULTING	INV-191201	12/04/2019	SERVICE	614-49870-303	3,300.00
MN DEPT OF COMMERCE	#6412 12-2-19	12/11/2019	#6412 -3RD QUART FY 2020 I	614-49870-304	842.84
SCHRAMMEL LAW OFFICE	20121202	12/11/2019	LEGAL FEES	614-49870-304	360.00
INTERSTATE TRS FUND	82580760023	12/03/2019	ASSESSMENT FOR 499-A FILIN	614-49870-304	263.92
GOPHER STATE ONE CALL	9110834	12/04/2019	LOCATES	614-49870-321	10.11
VERIZON WIRELESS	9842560478	11/29/2019	PHONE SERVICE #48657723	614-49870-321	444.13
KDOM RADIO	#0073 11-30-19	12/06/2019	#0073 - ADVERTISING	614-49870-340	100.98
WINDOM ARENA	INV00608	12/10/2019	2019 ADVERTISING - ARENA S	614-49870-340	200.00
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	614-49870-404	48.14
GRAY MEDIA GROUP INC	055658	12/09/2019	SUBSCRIBER	614-49870-442	3,080.00
AZAR COMPUTER SOFTWARE	141717	12/06/2019	CATV SUPPORT 1/1/20 - 3/20	614-49870-442	2,145.00
SHOWTIME NETWORKS INC	15528	11/19/2019	SUBSCRIBER	614-49870-442	248.71
NATIONAL CABLE TV COOP	19110540	12/04/2019	SUBSCRIBER #6552	614-49870-442	36,796.26
DISPLAY SYSTEMS INTERNATI	19396	12/03/2019	SERVICE	614-49870-442	198.44
CBS TELEVISION STATIONS	20191130	12/09/2019	SUBSCRIBER	614-49870-442	2,552.00
INDEPENDENT COMMUNICAT	20191130	12/09/2019	SUBSCRIBER	614-49870-442	1,826.00
TEGNA	280440	12/09/2019	SUBSCRIBER	614-49870-442	3,212.00
NEXSTAR BROADCASTING GR	280572	12/11/2019	SUBSCRIBER	614-49870-442	3,128.30

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ARVIG ENTERPRISES, INC	298084	12/03/2019	#104725 - HEADEND SERVICE	614-49870-442	449.25
ADARA TECHNOLOGIES INC	AP100223CW-40	12/03/2019	SERVICE	614-49870-442	10,500.00
FOX SPORTS NET NORTH	Q90865	12/09/2019	SUBSCRIBER	614-49870-442	7,842.48
BTN - BIG TEN NETWORK	Q92841	12/09/2019	SUBSCRIBER	614-49870-442	1,737.46
E-911 - INDEPENDENT EMERG	#0010143 12-1-19	12/06/2019	911 SERVICE 12/1 - 12/30	614-49870-445	40.00
WOODSTOCK COMMUNICATI	10116889	12/03/2019	SPECIAL ACCESS CIRCUITS	614-49870-445	205.10
ONVOY, LLC dba INTELIGENT	191202008508	12/06/2019	SS7	614-49870-445	1,294.59
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- GO DADDY	614-49870-447	182.69
CALIX	10043832	12/03/2019	#3437 - SERVICE	614-49870-447	4,025.00
HURRICANE ELECTRIC LLC	98326494-IN	12/04/2019	10 GB INTERNET NCC OMAHA	614-49870-447	2,300.00
HURRICANE ELECTRIC LLC	98326494-IN	12/04/2019	10 GB INTERNET MIN 1 MINN	614-49870-447	1,800.00
GOLDEN WEST TECH & INT SO	191110260	12/03/2019	#A3790 - SERVICE	614-49870-448	158.91
TIM FJELD	20191203	12/03/2019	EXPENSE - INTERNET AUG-NO	614-49870-448	174.00
JEFFREY DAHNA	20191211	12/11/2019	EXPENSE - INTERNET SUPPOR	614-49870-448	90.00
SWWC - SOUTHWEST WEST C	62483	11/05/2019	SERVICE	614-49870-448	950.00
ONVOY, LLC dba INTELIGENT	191202009046	12/06/2019	SWITCHING SERVICES	614-49870-451	2,593.97
MN REVENUE	20191211	12/11/2019	SALES TAX -	614-49870-460	18.95
ANDREW WARD CONSULTING	INV-191201	12/04/2019	SERVICE	614-49870-480	1,650.00
Activity 49870 - Telecom Total:					96,144.03
Fund 614 - TELECOM Total:					113,060.87

Fund: 615 - ARENA

Activity: 49850 - Arena

MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	615-49850-200	23.99
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- CASEY'S	615-49850-212	40.90
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- CENEX - LP	615-49850-212	96.00
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- CENEX - LP	615-49850-212	120.00
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- MENARDS	615-49850-215	51.48
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	615-49850-215	16.27
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	615-49850-217	2.85
RIEDEL SHOES, INC.	344900	12/03/2019	#344900 - SKATES	615-49850-217	4,369.68
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	615-49850-217	28.89
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	615-49850-217	117.45
RUNNINGS SUPPLY, INC	11242019	12/11/2019	MAINTENANCE	615-49850-241	21.57
VERIZON WIRELESS	9842560478	11/29/2019	PHONE SERVICE #48657723	615-49850-321	58.50
BARC, INC	20191211	12/11/2019	SANTA RENTAL	615-49850-340	80.00
LUCAN COMMUNITY TV INC	618	12/11/2019	MAINTENANCE	615-49850-402	1,175.00
BECKER ARENA PRODUCTS, IN	1020985	12/10/2019	MAINTENANCE	615-49850-404	314.71
DICKS WELDING INC	20191130	12/11/2019	REPAIRS - MAINTENANCE	615-49850-404	369.75
MN REVENUE	20191211	12/11/2019	SALES TAX -	615-49850-460	79.00
BLUE CROSS/BLUE SHIELD	191202367712	12/10/2019	INSURANCE PREM- OCT 2019	615-49850-480	677.00
Activity 49850 - Arena Total:					7,643.04
Fund 615 - ARENA Total:					7,643.04

Fund: 617 - M/P CENTER

MN REVENUE	20191211	12/11/2019	SALES TAX -	617-20202	213.48
213.48					

Activity: 49860 - M/P Center

MAIL FINANCE	N8028416	11/29/2019	LEASE PAYMENT	617-49860-200	23.99
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- AMAZON SUPP	617-49860-217	160.93
RAGE INC - CAMPUS CLEANER	11401	12/03/2019	#6152 - SERVICE - COMM CEN	617-49860-217	67.50
A & B BUSINESS	IN679178	12/06/2019	#5078316129 - MAINTENANC	617-49860-217	117.45
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- HY VEE	617-49860-254	6.28
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- HY VEE	617-49860-254	17.12
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- HY VEE	617-49860-254	114.20
SPENCER WINZENRIED	20191211	12/11/2019	REIMBURSE FOR SUPPLIES - H	617-49860-254	71.22
VERIZON WIRELESS	9842560478	11/29/2019	PHONE SERVICE #48657723	617-49860-321	41.16
SPENCER WINZENRIED	20191206	12/06/2019	EXPENSE - MRPA CONFERENC	617-49860-331	171.68
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- SCOREBOARD	617-49860-334	12.63
SPENCER WINZENRIED	20191206	12/06/2019	EXPENSE - MRPA CONFERENC	617-49860-334	25.00
KDOM RADIO	#0563 11-30-19	12/06/2019	#0563-ADVERTISING	617-49860-340	243.78

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- EMBASSY SUIT	617-49860-340	459.78
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- GOOGLE ADVE	617-49860-340	214.34
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- FACEBOOK AD	617-49860-340	248.30
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- FACEBOOK AD	617-49860-340	250.00
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- GOOGLE ADVE	617-49860-340	350.00
US BANK	#6710 11-20-19	12/11/2019	CREDIT CARD- KIEFER USA	617-49860-404	177.70
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	617-49860-404	16.05
TOSHIBA FINANCIAL SERVICES	400912127	12/04/2019	COPIER LEASE 2/20 - 3/20	617-49860-404	60.00
TRUGREEN	#178265 11-22-19	12/03/2019	#178265 - SERVICE	617-49860-406	906.55
ELECTRIC FUND	363	12/03/2019	EL - COMM CENTER	617-49860-409	23.98
MN REVENUE	20191211	12/11/2019	SALES TAX -	617-49860-460	235.52
BLUE CROSS/BLUE SHIELD	191202367712	12/10/2019	INSURANCE PREM- OCT 2019	617-49860-480	677.00
MN State Deferred	20191209	12/09/2019	HEALTH CARE SAVINGS-MIKE	617-49860-480	20,435.00
Activity 49860 - M/P Center Total:					25,127.16
Fund 617 - M/P CENTER Total:					25,340.64

Fund: 651 - RIVERLBUFF TOWNHOMES

Activity: 46520 - EDA

VAN BINSBERGEN	20191211	12/11/2019	PROPERTY INSURANCE DIVIDE	651-46520-480	561.73
Activity 46520 - EDA Total:					561.73
Fund 651 - RIVERLBUFF TOWNHOMES Total:					561.73

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0001684	12/06/2019	Federal Tax Withholding	700-21701	11,158.90
MN Department of Revenue -	INV0001685	12/06/2019	State Withholding	700-21702	5,064.31
Internal Revenue Service-Payr	INV0001684	12/06/2019	Social Security	700-21703	13,215.82
MN Pera	INV0001681	12/06/2019	PERA	700-21704	13,549.83
MN Pera	INV0001681	12/06/2019	PERA	700-21704	7,264.15
MN Pera	INV0001681	12/06/2019	PERA	700-21704	1,345.44
MN State Deferred	INV0001682	12/06/2019	Deferred Roth	700-21705	2,005.00
MN State Deferred	INV0001682	12/06/2019	Deferred Compensation	700-21705	6,422.28
BLUE CROSS/BLUE SHIELD	191202367712	12/10/2019	INSURANCE PREM- OCT 2019	700-21706	57,909.50
LOCAL UNION #949	20191201	12/11/2019	UNION DUES - DEC 2019	700-21707	1,756.64
LAW ENFORCEMENT LABOR S	20191201	12/11/2019	POLICE UNION DUES - DEC 20	700-21708	387.05
MN CHILD SUPPORT PAYMEN	INV0001683	12/06/2019	Child Support Payment	700-21709	94.60
Internal Revenue Service-Payr	INV0001684	12/06/2019	Medicare Withholding	700-21711	3,906.40
FURTHER (Select Account)	39248995	12/03/2019	FLEX SPENDING	700-21712	401.57
FURTHER (Select Account)	39253992	12/11/2019	FLEX SPENDING	700-21712	2,816.66
FURTHER (Select Account)	INV0001680	12/06/2019	HSA Employee Contribution	700-21723	20.00
127,318.15					
Fund 700 - PAYROLL Total:					127,318.15
Grand Total:					670,639.52

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	97,392.25
211 - LIBRARY	3,069.60
225 - AIRPORT	173,652.74
230 - POOL	33.20
235 - AMBULANCE	6,895.52
250 - EDA GENERAL	4,097.61
254 - NORTH IND PARK	133.11
255 - EDA GENERAL RLF	14,727.30
274 - TIF 1-19 NWIP II	31.80
308 - 2020 STREET PROJECT	477.60
401 - GENERAL CAPITAL PROJECTS	78.00
601 - WATER	1,027.30
602 - SEWER	3,295.40
604 - ELECTRIC	22,015.71
609 - LIQUOR STORE	69,787.95
614 - TELECOM	113,060.87
615 - ARENA	7,643.04
617 - M/P CENTER	25,340.64
651 - RIVERLBUFF TOWNHOMES	561.73
700 - PAYROLL	127,318.15
Grand Total:	670,639.52

Account Summary

Account Number	Account Name	Payment Amount
100-20191	Unapplied Cash	272.72
100-20202	Sales Tax Payable	25,950.88
100-41110-304	Legal Fees	1,919.00
100-41110-334	Meals/Lodging	283.35
100-41110-350	Printing & Design	290.95
100-41110-433	Dues & Subscriptions	120.00
100-41310-200	Office Supplies	476.19
100-41310-217	Other Operating Supplie	233.47
100-41310-321	Telephone	46.16
100-41310-334	Meals/Lodging	19.46
100-41910-200	Office Supplies	27.11
100-41910-321	Telephone	77.41
100-41940-211	Cleaning Supplies	140.82
100-41940-406	Repairs & Maint - Groun	682.00
100-41940-409	Repairs & Maint - Utilitie	3.64
100-42120-200	Office Supplies	195.44
100-42120-305	Medical & Dental Fees	40.00
100-42120-308	Training & Registrations	275.00
100-42120-321	Telephone	560.70
100-42120-323	Radio Units	108.00
100-42120-326	Data Processing	136.00
100-42120-404	Repairs & Maint - M&E	16.05
100-42120-405	Repairs & Maint - Vehicl	70.75
100-42120-419	Vehicle Lease	2,317.18
100-42120-433	Dues & Subscriptions	594.62
100-42120-480	Other Miscellaneous	677.00
100-42220-215	Materials & Equipment	31.98
100-42220-217	Other Operating Supplie	337.40
100-42220-404	Repairs & Maint - M&E	72.48
100-42220-405	Repairs & Maint - Vehicl	983.82
100-42220-406	Repairs & Maint - Groun	600.00
100-42220-491	Payments to Other Orga	48,147.64
100-43100-200	Office Supplies	23.99

Account Summary

Account Number	Account Name	Payment Amount
100-43100-217	Other Operating Supplie	117.45
100-43100-218	Uniforms	331.92
100-43100-224	Street Maint Materials	1,890.00
100-43100-241	Small Tools	49.27
100-43100-308	Training & Registrations	300.00
100-43100-321	Telephone	44.54
100-43100-401	Repairs & Maint - Buildi	169.90
100-43100-404	Repairs & Maint - M&E	12.48
100-43100-405	Repairs & Maint - Vehicl	2,818.36
100-43100-409	Repairs & Maint - Utilitie	4,453.19
100-43100-480	Other Miscellaneous	677.00
100-45120-200	Office Supplies	23.99
100-45120-217	Other Operating Supplie	41.22
100-45202-200	Office Supplies	23.99
100-45202-384	Refuse Disposal	170.24
100-45202-385	Sewer Utility	178.80
100-45202-406	Repairs & Maint - Groun	358.69
211-45501-200	Office Supplies	180.43
211-45501-217	Other Operating Supplie	125.48
211-45501-402	Repairs & Maint - Struct	779.00
211-45501-433	Dues & Subscriptions	199.93
211-45501-435	Books and Pamphlets	1,784.76
225-45127-200	Office Supplies	29.00
225-45127-381	Electric Utility	513.18
225-45127-404	Repairs & Maint - M&E	135.98
225-45127-406	Repairs & Maint - Groun	4.57
225-49950-500	Capital Outlay	172,970.01
230-45124-217	Other Operating Supplie	33.20
235-42153-200	Office Supplies	23.99
235-42153-217	Other Operating Supplie	730.02
235-42153-218	Uniforms	484.79
235-42153-308	Training & Registrations	15.00
235-42153-312	Nursing	2,487.61
235-42153-321	Telephone	108.48
235-42153-334	Meals/Lodging	374.48
235-42153-404	Repairs & Maint - M&E	270.00
235-42153-405	Repairs & Maint - Vehicl	1,589.65
235-42153-406	Repairs & Maint - Groun	400.00
235-42153-435	Books and Pamphlets	411.50
250-46520-200	Office Supplies	27.11
250-46520-304	Legal Fees	255.00
250-46520-308	Training & Registrations	10.00
250-46520-321	Telephone	27.16
250-46520-331	Travel Expense	17.98
250-46520-334	Meals/Lodging	133.63
250-46520-340	Advertising & Promotion	145.50
250-46520-350	Printing & Design	79.50
250-46520-381	Electric Utility	15.00
250-46520-438	Meeting Expense	26.73
250-49980-602	Other Long-Term Obliga	2,426.10
250-49980-612	Other Interest	933.90
254-46520-381	Electric Utility	133.11
255-12900	Loans Receivable	9,727.30
255-46520-580	Property Owner Project	5,000.00
274-46530-480	Other Miscellaneous	31.80
308-41000-480	Other Miscellaneous	477.60
401-49950-501	Capital Outlay - Police	78.00
601-49400-200	Office Supplies	23.99

Account Summary

Account Number	Account Name	Payment Amount
601-49400-216	Chemicals and Chemical	9.90
601-49400-217	Other Operating Supplie	117.45
601-49400-310	Lab Testing	77.00
601-49400-321	Telephone	70.03
601-49400-404	Repairs & Maint - M&E	47.10
601-49400-408	Repairs & Maint - Distrib	656.97
601-49400-432	Uncollectible	24.86
602-49450-200	Office Supplies	23.99
602-49450-211	Cleaning Supplies	70.00
602-49450-216	Chemicals and Chemical	464.52
602-49450-217	Other Operating Supplie	117.45
602-49450-310	Lab Testing	1,411.20
602-49450-321	Telephone	44.66
602-49450-381	Electric Utility	107.50
602-49450-404	Repairs & Maint - M&E	692.26
602-49450-405	Repairs & Maint - Vehicl	317.81
602-49450-406	Repairs & Maint - Groun	21.16
602-49450-432	Uncollectible	24.85
604-16300	Improvements Other Th	8,932.31
604-20202	Sales Tax Payable	10.32
604-22000	Prepayments	3,692.32
604-49550-200	Office Supplies	23.99
604-49550-217	Other Operating Supplie	117.45
604-49550-218	Uniforms	168.30
604-49550-310	Lab Testing	74.79
604-49550-321	Telephone	142.00
604-49550-325	Dispatching	25.00
604-49550-331	Travel Expense	182.12
604-49550-404	Repairs & Maint - M&E	1,573.38
604-49550-406	Repairs & Maint - Groun	110.64
604-49550-408	Repairs & Maint - Distrib	1,635.67
604-49550-411	Repairs & Maint - Sub St	4,075.63
604-49550-432	Uncollectible	24.86
604-49550-460	Miscellaneous Taxes	26.93
604-49550-491	Payments to Other Orga	1,200.00
609-20202	Sales Tax Payable	15,445.00
609-49751-200	Office Supplies	56.57
609-49751-211	Cleaning Supplies	50.65
609-49751-217	Other Operating Supplie	489.58
609-49751-251	Liquor	17,654.45
609-49751-252	Beer	25,210.24
609-49751-253	Wine	5,591.22
609-49751-254	Soft Drinks & Mix	709.07
609-49751-256	Tobacco Products	89.01
609-49751-257	Ice	255.25
609-49751-261	Other Merchandise	16.45
609-49751-333	Freight and Express	461.75
609-49751-340	Advertising & Promotion	2,464.38
609-49751-404	Repairs & Maint - M&E	32.10
609-49751-460	Miscellaneous Taxes	2.00
609-49751-480	Other Miscellaneous	1,260.23
614-16300	Improvements Other Th	1,249.00
614-16400	Machinery & Equipment	13,479.37
614-20201	Excise Tax Payable	906.69
614-20202	Sales Tax Payable	28.92
614-20206	911 TAP & TACIP Fees Ci	1,252.86
614-49870-200	Office Supplies	23.99
614-49870-211	Cleaning Supplies	21.31

Account Summary

Account Number	Account Name	Payment Amount
614-49870-217	Other Operating Supplie	543.25
614-49870-218	Uniforms	111.24
614-49870-241	Small Tools	675.01
614-49870-303	Engineering and Surveyi	3,300.00
614-49870-304	Legal Fees	1,466.76
614-49870-321	Telephone	454.24
614-49870-340	Advertising & Promotion	300.98
614-49870-404	Repairs & Maint - M&E	48.14
614-49870-442	Subscriber Fees	73,715.90
614-49870-445	Switch Fees	1,539.69
614-49870-447	Internet Expense	8,307.69
614-49870-448	On-Call Support	1,372.91
614-49870-451	Call Completion	2,593.97
614-49870-460	Miscellaneous Taxes	18.95
614-49870-480	Other Miscellaneous	1,650.00
615-49850-200	Office Supplies	23.99
615-49850-212	Motor Fuels	256.90
615-49850-215	Materials & Equipment	67.75
615-49850-217	Other Operating Supplie	4,518.87
615-49850-241	Small Tools	21.57
615-49850-321	Telephone	58.50
615-49850-340	Advertising & Promotion	80.00
615-49850-402	Repairs & Maint - Struct	1,175.00
615-49850-404	Repairs & Maint - M&E	684.46
615-49850-460	Miscellaneous Taxes	79.00
615-49850-480	Other Miscellaneous	677.00
617-20202	Sales Tax Payable	213.48
617-49860-200	Office Supplies	23.99
617-49860-217	Other Operating Supplie	345.88
617-49860-254	Soft Drinks & Mix	208.82
617-49860-321	Telephone	41.16
617-49860-331	Travel Expense	171.68
617-49860-334	Meals/Lodging	37.63
617-49860-340	Advertising & Promotion	1,766.20
617-49860-404	Repairs & Maint - M&E	253.75
617-49860-406	Repairs & Maint - Groun	906.55
617-49860-409	Repairs & Maint - Utilitie	23.98
617-49860-460	Miscellaneous Taxes	235.52
617-49860-480	Other Miscellaneous	21,112.00
651-46520-480	Other Miscellaneous	561.73
700-21701	Federal Withholding	11,158.90
700-21702	State Withholding	5,064.31
700-21703	FICA Tax Withholding	13,215.82
700-21704	PERA Contributions	22,159.42
700-21705	Retirement	8,427.28
700-21706	Medical Insurance	57,909.50
700-21707	Union Dues	1,756.64
700-21708	PD Union Dues	387.05
700-21709	Wage Levy	94.60
700-21711	Medicare Tax Withholdi	3,906.40
700-21712	Flex Account	3,218.23
700-21723	HSA Employee Contribu	20.00
	Grand Total:	670,639.52

Project Account Summary

Project Account Key	Payment Amount
None	655,912.22
Improvement Expense	14,727.30

Project Account Summary

Project Account Key
Improvement Expense

Payment Amount

Grand Total:

670,639.52

LA
12-13-19

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: 12/12/2019
RE: Public Hearing – 2020 Street Improvement Project
CONTACT: Steve Nasby, City Administrator at Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Review the 2020 Street Project Preliminary Assessment Schedule – Dan Van Schepen, DGR Engineering.
 2. Hold Public Hearing on proposed 2020 Street Improvement Project.
 3. Adopt attached Resolution Ordering Improvement and Preparation of Plans for the “2020 Street Improvement Project”.
-

Issue Summary/Background

On November 5, 2019, the City Council received a feasibility report prepared by DGR Engineering for the proposed 2020 Street Improvement Project. The report included replacement of water and sewer lines, road base work, curb and gutter, storm sewer and bituminous paving or concrete surfacing and sidewalks. Included in the project are Highland Road, Des Moines Drive, Fairview Avenue (aka Fairview Lane), Verona Avenue, 14th Street (Hwy 60/71 to 6th Avenue), 6th Avenue (approximately from Fuller Drive south to city limits), 16th Street (Hwy 60/71 to Cottonwood Lake Drive), Arena parking lot (1480 8th Avenue), 18th Avenue/Red Leaf Court Drainage Improvements (includes 18th Avenue from River Road north to city limits, Red Leaf Court, Maple Park Circle and portions of 17th Street and River Road).

After review of the feasibility report the City Council determined that the proposed project was necessary, cost-effective and feasible and called for a public hearing to be held on December 17, 2019, regarding the proposed improvements.

Fiscal Impact

Funding for this project will be obtained through GO bonding, Special Assessments and Water & Wastewater funds.

Attachments

1. Preliminary Assessment Plat and Schedule
2. Public Hearing Notice
3. Resolution Ordering Improvement and Preparation of Plans for the “2020 Street Improvement Project”.

RESOLUTION #2019-

INTRODUCED:

SECONDED:

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

**RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS
FOR THE "2020 STREET IMPROVEMENT PROJECT"
(Super majority of 4/5 is necessary to pass resolution)**

WHEREAS, a resolution of the City Council adopted the 5th day of November, 2019, fixed a date for a public hearing on the proposed street improvements to city streets within the corporate city limits; and

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 17th day of December, 2019, at which time all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvements are necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted the 5th day of November, 2019.
3. DGR Engineering is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.
4. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of the tax-exempt bond.

Adopted by the Council this 17th day of December, 2019.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

Property ID: Parcel Number:

2020 Street Improvement Project

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of Windom will meet in the Council Chambers of the City Hall, 444 9th Street, at **6:30 p.m.** during the regular City Council Meeting on **Tuesday, December 17, 2019**, to consider the making of improvements to city streets within the corporate city limits.

The proposed improvements consist of installation of infrastructure improvements, specifically road base work, curb and gutter, storm sewer and bituminous paving or concrete surfacing, sewer and water lines, sidewalk and related appurtenances, pursuant to Minnesota Statutes Section 429.011 to 429.111.

The area proposed to be assessed for such improvements is the property abutting the improvements. You are further notified that the parcel referenced above is included in these proposed repairs, and this property is subject to assessment for a portion of the improvement costs. The estimated cost of the total improvement project is \$5,597,000.00.

Affected property owners and those persons wishing to be heard on these proposed improvements are requested to be at this meeting. Copies of the list of affected property and anticipated costs for each parcel are on file in the Office of the City Administrator in City Hall and may be reviewed prior to the Public Hearing.

By order of the Windom City Council:

Steve Nasby
City Administrator

NOTICE OF PUBLIC HEARING

2020 Street Improvement Project

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of Windom will meet in the Council Chambers of the City Hall, 444 9th Street, at 6:30 p.m. during the regular City Council meeting on December 17, 2019, to consider making improvements to city streets within the corporate city limits adjacent to properties legally described as follows:

Kelly Green Subdivision

Block 1, Lot 1, 2, 3, 4, 5

Rolling Green Subdivision

Block 1, Lot 14

Block 2, Lot 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25

Block 3, Lot 1, 2, 3, 4

Block 4, Lot 1, 2, 3, 4, 5, 6, 7

Block 5, Lot 1, 2, 3, 4, 5

Block 6 120' Frt NW Cor

Rolling Green Subdivision of Block 1

Block 1, Lot 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13

Thompson-Caldwell Addition

Block 1, Lot 6

Phil Johnson Addition

Lot 1, 12, 13, 14, 15, 20, 21, 22, 23, 26, 27

Subdivision of Lot 14 of the Division of Block 1, of Rolling Green Subdivision

Block 1, Lot 1, 2, 3, 4, 5, 6, 7, 8, 9

Outlot B

Hutton & Collin Addition

Block 1, Lot 6, 7

Block 2, Lot 5, 6, 7, 8

Block 3, Lot 6, 7, 8

Block 4, Lot 6, 7, 8

Block 5, Lot 1, 2, 3, 4, 5, 6, 7, 8

Windom Second Addition

Block 42, Lot 1, 13, 14

Block 44, Lot 1, 13, 14

Block 46, Lot 1, 2, 14

Block 48, Lot 1, 12, 13, 14

Block 50, Lot 1 & 54' x 150' on E side Ex pt for hwy

Windom Industrial Park Subdivision

Block 1 Lot 1

Block 2 Lot 1

Armory Subdivision

Block 2 Lot 1

Schneider's Subdivision

Block 1 Lot 1

Northwest Cedar Subdivision

Block 1 Lot 1, 2

Elness Subdivision

Block 1 Lot 1, 2

Sixteenth Street Subdivision

Block 1 Lot 1

Drake's Outlots

4.18 AC NW cor OL E & 50' Strip R/W W side
S315' of N 371' EX TR deeded W End of E
SW 1/4 NE 1/4 of Section 25

Oak Ridge Addition

Block 1, Lot 1, 2, 3

Riverbluff Addition

Block 1

Block 2, Lot 1, 2

Block 4, Lot 1, 2 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22

Riverbluff Estates Subd

Block 1, Lot 1, 5, 6, 7, 8, 9,10

Block 2, Lot 13

Section 35 – TWP 105 Range 36

Tract on S side S1/2 NE 1/4 NE1/4 8.72 acres

Subdivision of Block 4 of Kalash Addition

Block 4, Lot 2, 3, 4, 5

Maplewood Estate Subdivision

Block 1, Lot 1

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

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

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

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

Valley Ridge Addition

Block 1, Lots 1, 2, 3

Valley Ridge Addition 2

Block 1

Block 3, Lots 1, 2, 3, 4, 5, 6, 7

Valley Ridge Addition 3

SW 1/4 N of Valley Ridge Addition #3 Ex .12 Ac Tr

Part of SE 1/4 of Section 22 (River Road)

The proposed improvements consist of specifically road base work, curb and gutter, storm sewer and bituminous paving or concrete surfacing, sewer and water lines and related appurtenances, for the following streets:

Highland Road, Des Moines Drive, Fairview Avenue (aka Fairview Lane), Verona Avenue, 14th Street (Hwy 60/71 to 6th Avenue), 6th Avenue (approximately from Fuller Drive south to city limits), 16th Street (Hwy 60/71 to Cottonwood Lake Drive), Arena parking lot (1480 8th Avenue), 18th Avenue/Red Leaf Court Drainage Improvements (includes 18th Avenue from River Road north to city limits, Red Leaf Court, Maple Park Circle and portions of 17th Street and River Road);

within the corporate city limits, pursuant to Minn. Stat. §§ 429.011 to 429.111. The area proposed to be assessed for such improvements is the property abutting the improvements and part of the above-described boundaries. The estimated cost of the improvements is \$5,597,000. A reasonable estimate of the impact of the assessment will be available at the hearing.

Such persons as desire to be heard with reference to the proposed improvements will be heard at this meeting.

By Order of the Windom City Council:

Steve Nasby
City Administrator

Published November 27 & December 4, 2019

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: Development Department
DATE: December 17, 2019 (City Council Meeting Date)
RE: Public Hearing – Residential Tax Abatement – 2280 Seventh Avenue
DEPT: Development Department
CONTACT: Drew Hage, Development Director at 832-8661 or drew.hage@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action regarding a request for tax abatement:

1. Hold Public Hearing on the proposed residential tax abatement.
 2. Adopt attached RESOLUTION approving the tax abatement for a new single-family home to be constructed at 2280 Seventh Avenue, Windom, MN 56101.
-

Issue Summary/Background

On December 3, 2019, the Windom City Council adopted a resolution calling for a Public Hearing to be held on December 17, 2019, to discuss the Cottonwood County Home Initiative Application for a new single-family home to be constructed at 2280 Seventh Avenue, Windom, MN 56101.

The Applicant has met all statutory requirements outlined in Minnesota Statutes §469.1813 and the County's Home Initiative guidelines necessary for approval of the tax abatement request.

Background: Minnesota Statutes give authority to Cities to grant an abatement of taxes imposed by the City if certain criteria are met.

In 2016, Cottonwood County established a “home initiative program” which provides guidelines and a program through which the County, City, and School can grant abatement of real estate taxes for new residential housing. The purpose of this initiative is to provide incentives to encourage construction of new owner-occupied and rental residential housing units including single-family homes, duplexes, and multi-family complexes.

On October 18, 2016, the City of Windom adopted a resolution approving the Cottonwood County Home Initiative Guidelines and approving participation in the Cottonwood County Home Initiative Program.

The program provides for a five-year abatement of real estate taxes on the increased market value of the property generated by the new home, duplex, or multi-family building. The abatement commences on the first year of taxes payable on the increased assessed value of the property. The abatement does not include the real estate taxes on the land.

Fiscal Impact

If the tax abatement is granted following the public hearing, the estimated abatement of real estate taxes by the City for the five-year period is \$11,475.

Attachments

1. Cottonwood County Home Initiative Application Packet – 2280 Seventh Avenue, Windom, MN
2. Public Hearing Notice
3. Resolution Approving Tax Abatement for Certain Property Pursuant to Minn. Stat. §469.1813.

WINDOM, MINNESOTA:

1. The City of Windom does hereby grant an abatement to **DUSTIN R. THOM** of the City of Windom's share of property taxes upon the above-described parcel based on the proposed construction of a new single-family home on said parcel.
2. The tax abatement will be for no more than five (5) years commencing on the first year of taxes payable for the assessed value related to the capital improvement (new home) as outlined in Cottonwood County Home Initiative Guidelines.
3. The City shall provide the awarded abatement payment following payment by the property owners of the property taxes due annually. One single payment of the City's share of the abatement shall be made to the property owner(s) of record by December 30th of that calendar year.
4. The tax abatement shall be for the residential capital improvements only. Land values and the current base value are not eligible and will not be abated.
5. The abatement shall be null and void if construction of the new home is not commenced within six (6) months of the approval of this resolution or if property taxes are not paid on or before the respective annual payment deadlines.

Adopted by the City Council this 17th day of December, 2019.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

PUBLIC HEARING NOTICE

CITY OF WINDOM, MINNESOTA

RESIDENTIAL PROPERTY TAX ABATEMENT

A Public Hearing will be held by the Windom City Council on Tuesday, December 17, 2019, at the City Council Meeting which begins at 6:30 P.M. in the City Council Chambers at the City Hall, 444 Ninth Street, Windom, Minnesota, to consider granting a residential property tax abatement pursuant to Minnesota Statutes §469.1813.

Request submitted by Dustin R. Thom. Abatement period – 5 years commencing on first year of taxes payable for assessed value related to new home. Based on 2019 tax rates, **estimated** total abatement could be approximately \$11,475.

Property Address: 2280 Seventh Avenue, Windom, MN 56101

Legal Description of Property: Lot 1 in Block 2 of Hoffmann LaCanne Subdivision in the City of Windom, Cottonwood County, Minnesota.

Parcel No.: 25-362-0050

All parties interested in commenting on this proposed abatement may attend the public hearing or submit written comments to the address below prior to the hearing.

BY ORDER OF THE WINDOM CITY COUNCIL

Steven Nasby, City Administrator
444 Ninth Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129

Published: December 4, 2019
(COTTONWOOD COUNTY CITIZEN)

November 4, 2019

To: Cottonwood County Home Initiative Administrator

c/o Drew Hage, Executive Director
Economic Development Authority of Windom
444 Ninth Street
P.O. Box 38
Windom, MN 56101

Re: Request for Residential Tax Abatement

Dear Drew:

We plan to construct a new single-family home on the property of 2280 Seventh Avenue, Windom, Minnesota. We are requesting residential tax abatement for the new home pursuant to the Cottonwood County Home Initiative. Our plans are to begin construction of the new home in the spring of 2020.

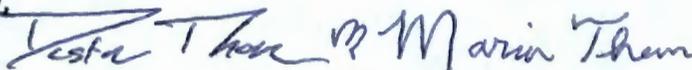
Our application includes:

1. Letter requesting abatement.
2. Legal description, address, and parcel ID No. of the property.
3. Aerial or plat showing the proposed location and dimensions of the new home on the property.
4. Construction plans for the new home.
5. Estimated market value of the new home.

A copy of the Building Permit issued by the Windom Building & Zoning Office will be provided when available.

Should you have any questions or need additional information please contact us.

Sincerely,



Applicants: Dustin R Thom (property owner) & Maria Thom

Current address: 53753 County Road 13
Bingham Lake MN 56118

Phone number: (507) 822-2475 Dustin
(218) 790-3592 Maria

ATTACHMENT
to
COTTONWOOD COUNTY HOME INITIATIVE APPLICATION

Applicants: Dustin R. Thom (Property Owner) & Maria Thom

Parcel ID No.: 25-362-0050

Address of the Property: 2280 Seventh Avenue, Windom, Minnesota

Legal Description of the Property:

Lot 1 in Block 2 of Hoffmann LaCanne Subdivision in the City of Windom, Cottonwood County, Minnesota.

Utilities: Utilities are provided to the property by the City of Windom and Minnesota Energy Resources.

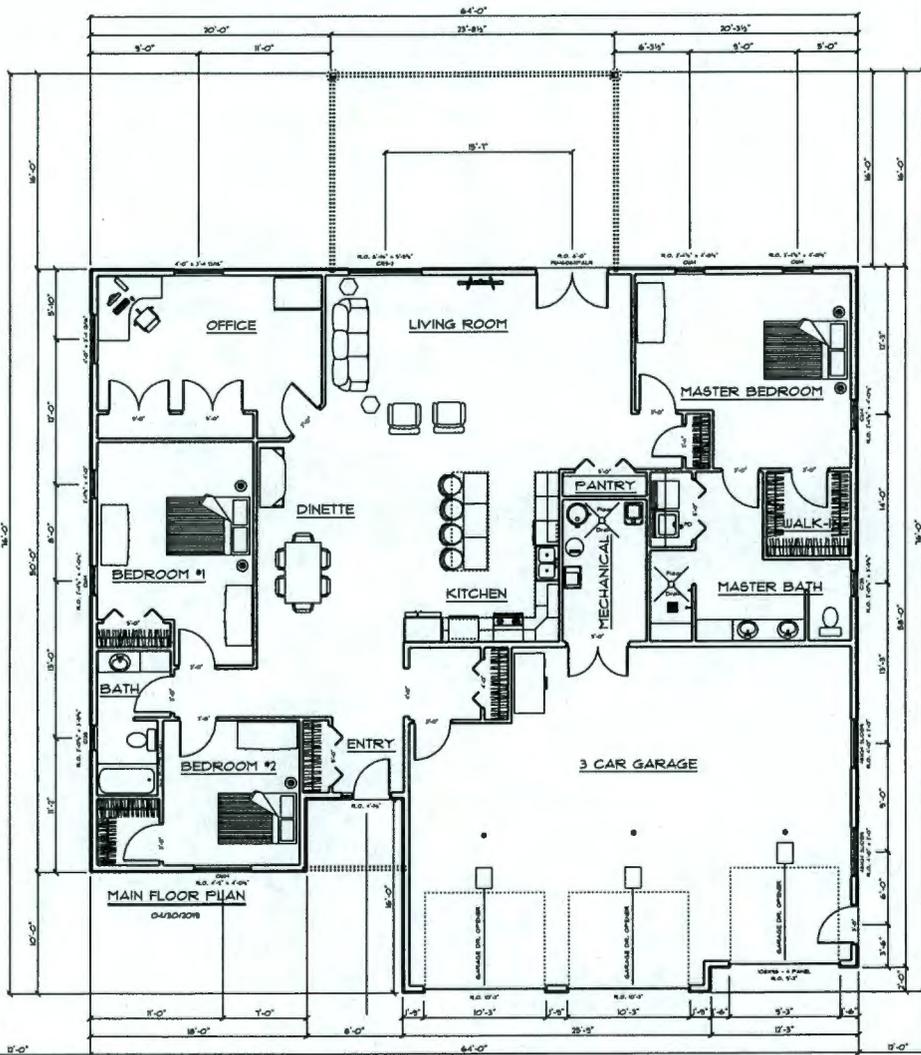
Estimated Market Value of the New Home: \$288,448.

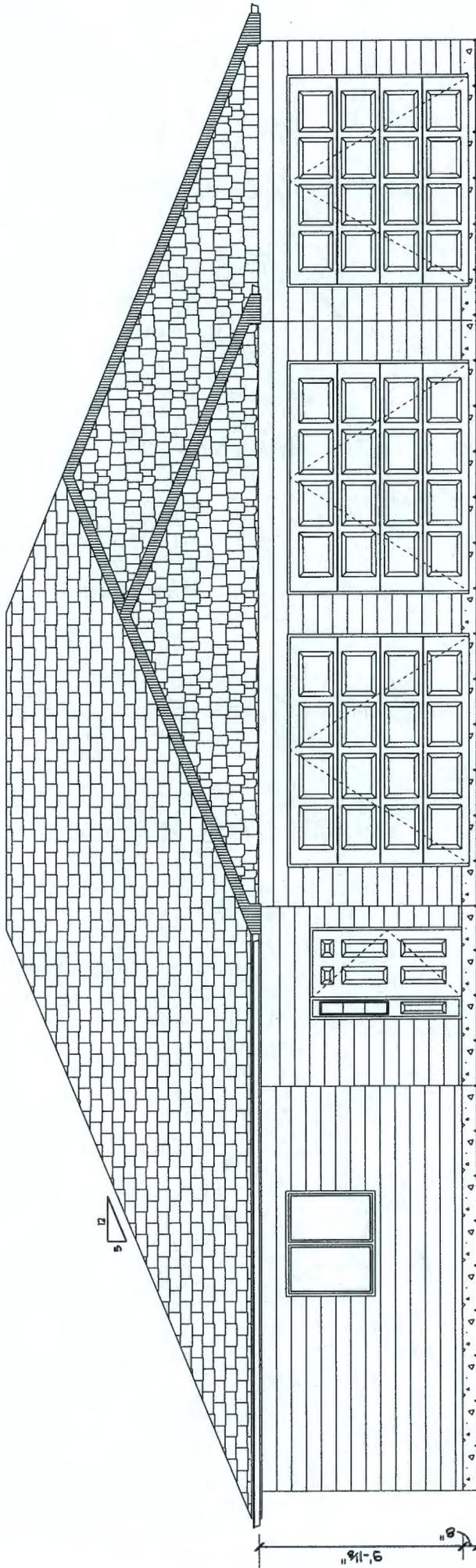


Parcel ID	253620050	Alternate ID	n/a	Owner Address	THOM/DUSTIN R
Sec/Twp/Rng	0-0-0	Class	RESIDENTIAL\ SINGLE UNIT		53753 COUNTY ROAD 13
Property Address	2280 7TH AVE	Acreage	n/a		BINGHAM LAKE MN 56118
	56101				
District	n/a				
Brief Tax Description	LOT 1 BLK 2				
	(Note: Not to be used on legal documents)				

Date created: 11/20/2019
 Last Data Uploaded: 11/19/2019 7:12:33 PM

PROPERTY LOT LINES





FRONT ELEVATION

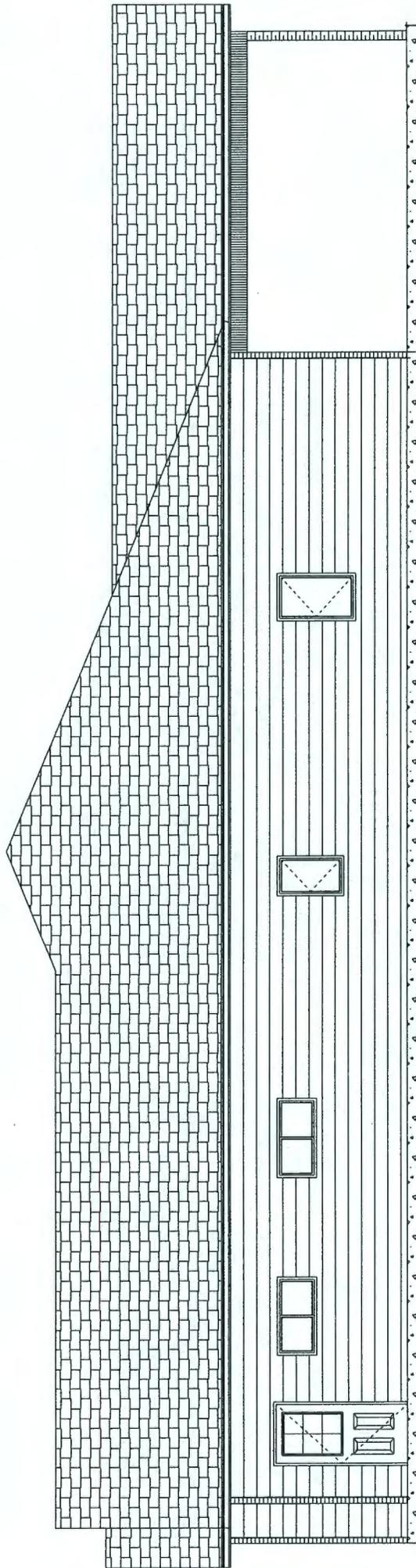
DUSTIN & MARIA

04/30/2019

5/12

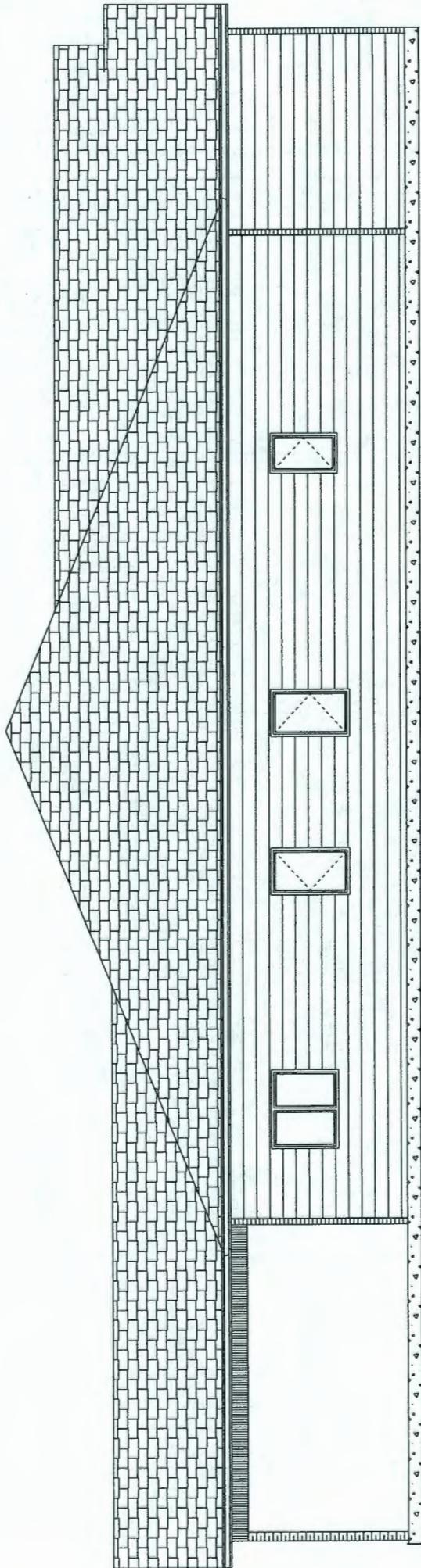
9'-11 1/2"

8"



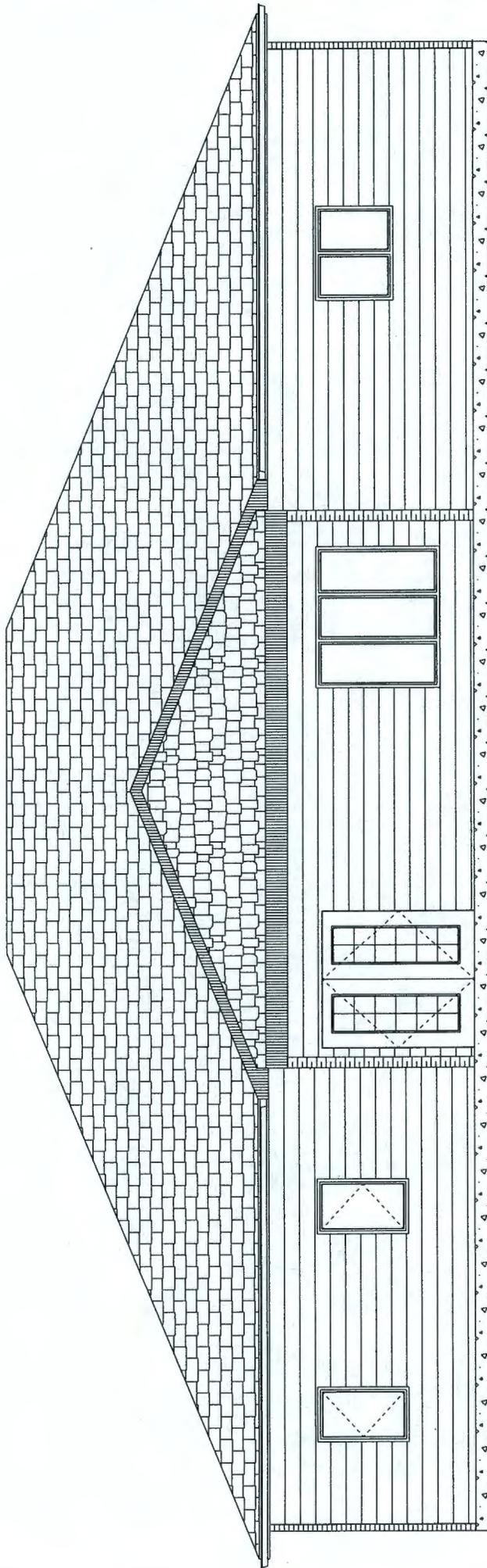
RIGHT ELEVATION

04/30/2019



LEFT ELEVATION

04/30/2019



REAR ELEVATION

04/30/2019

ESTIMATED TAX VALUE:

DUSTIN AND MARIA THOM HOUSE.

LACANNE/HOFFMAN ADDITION.

HOUSE SQ FT 2484 @ 100.26/SQ FT = \$249,045.84

GARAGE SQ FT 992 @ 39.72/SQ FT = \$39,402.24

TOTAL ESTIMATED VALUE: \$288,448.08

RESOLUTION #2019-

INTRODUCED:

SECONDED:

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

A RESOLUTION APPROVING 2019 TAX LEVY, COLLECTABLE IN 2020

BE IT RESOLVED, by the Council of the City of Windom, County of Cottonwood, Minnesota, that the following sums of money be levied for the current year, collectable in 2020, upon the taxable property in the City of Windom for the following purposes:

Total Levy	\$2,114,245
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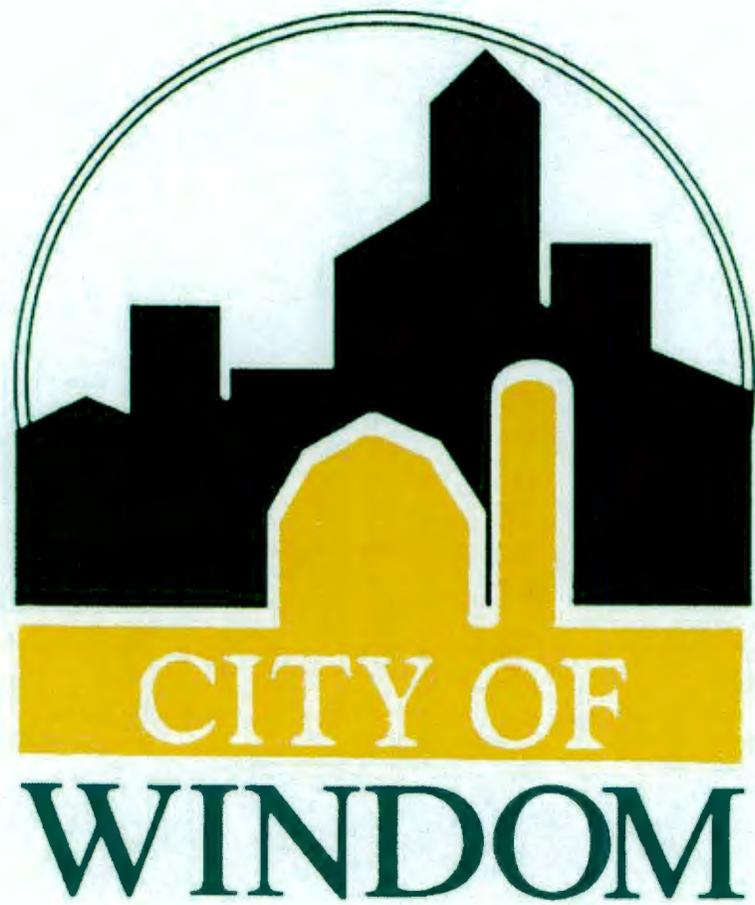
The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Cottonwood County, Minnesota.

Adopted this 17th day of December, 2019.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

2020 BUDGET



CITY OF WINDOM
2020 Budget

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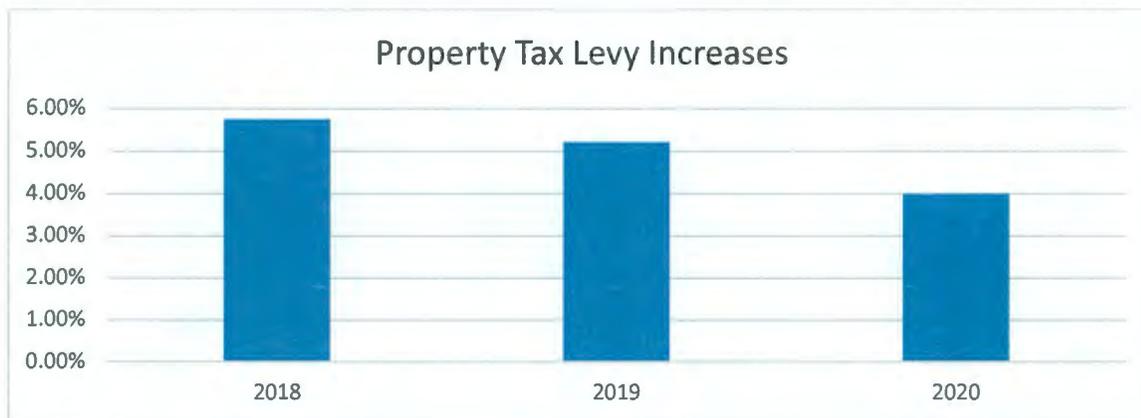
2020 Budget Summary

The 2020 City of Windom budget is presented herein for the General Fund and Enterprise Funds which include public utilities (water, wastewater, electric, telecom and liquor). Also included are budgets for Special Revenue Funds (Community Center, Arena, Library, Economic Development Authority, Pool, Ambulance and Airport) and Miscellaneous Funds. Capital expenditures for new facilities and equipment are also shown within the budgets and can easily be viewed in the Capital Improvement Plan.

Key Budget Decisions

In September 2019, the City Council set the 2020 preliminary budget levy at an increase of 4.48%.

Following the City Council's budget work sessions and discussion, the total 2020 proposed Property Tax Levy for the City of Windom is \$2,114,245. **This budget is based upon a 3.99% property tax increase** taking into account tax abatement reimbursements and funding for operations and capital spending. In the prior two years the City had property tax levy increases of 5.22% in 2019 and 5.75% in 2018.



Human Resources

Staffing levels within the City are anticipated to hold at status quo for the coming year; however, a new part-time position was added to the Police Department in 2019. Again for 2020 costs relating to health care benefits are up significantly, which is a trend nationwide.

Revenues

The City relies heavily on property taxes of \$2,144,245 million and user fees to fund the General Fund and Special Revenue Funds.

In 2020 the City saw an increase in State aid (known as Local Government Aid – LGA) of \$43,767. This increase helped to keep the tax levy lower than in prior years. It is important to note that though the LGA increase was significant, the cost of health care consumed most of the increase.

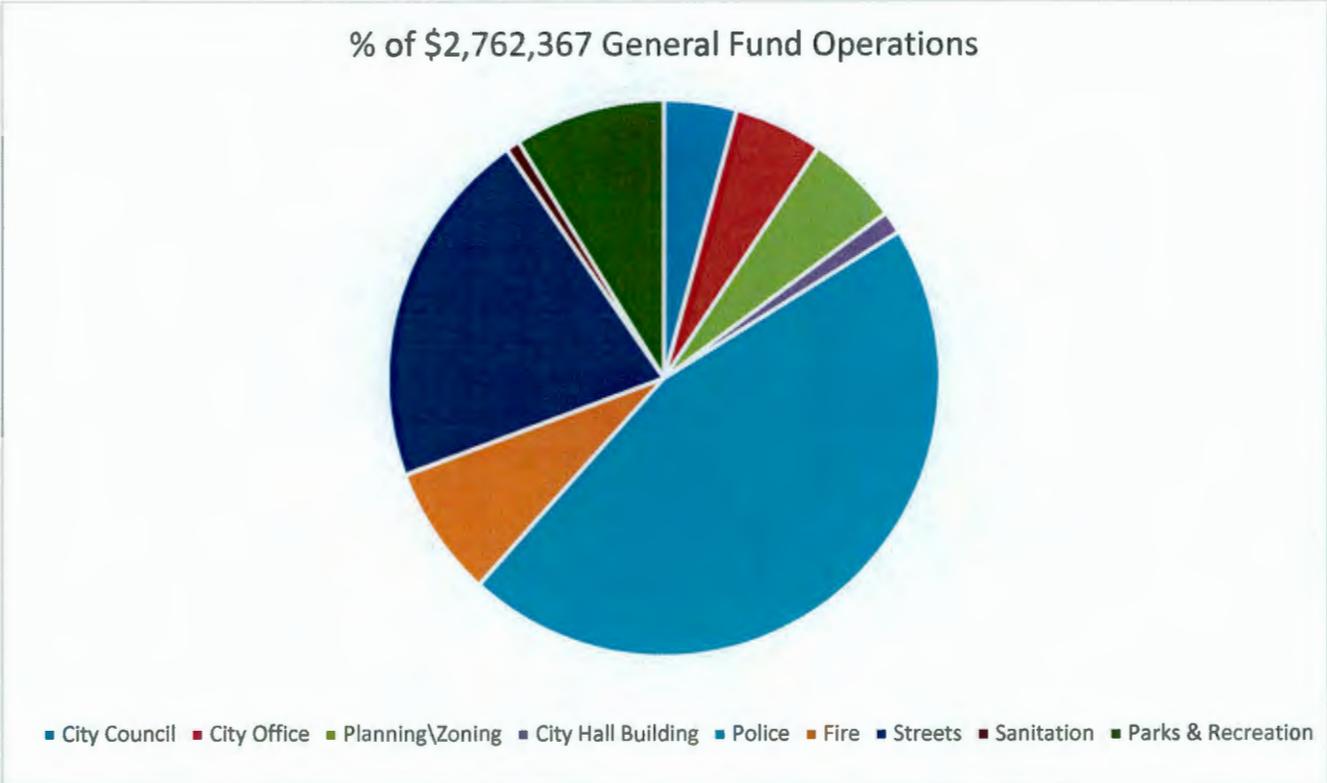
Enterprise Funds (public utilities and liquor store) are funded entirely through user fees. Balances in these funds remains stable and growing with the exception of the Telecom Fund. Telecom is anticipated to incur a loss in 2020 due to the transition of video to an over-the-top product, which is needed as the expenses of traditional video are unsustainable. No rate increases are anticipated for Electric in 2020. In the Water Fund an inflationary increase of 2% is budgeted and in the Wastewater Fund a 4.25% increase had previously been approved to help pay for the Wastewater Treatment Plant upgrades that were necessary to meet State regulations. The Telecom Fund will be making some rate changes as the video offerings are being transitioned to an over-the-top product that is delivered via the internet versus the old coax cable (or RF) system.

No State funds for Small Cities Aid in transportation were approved by the legislature. In the past these funds, though limited, helped with street maintenance.

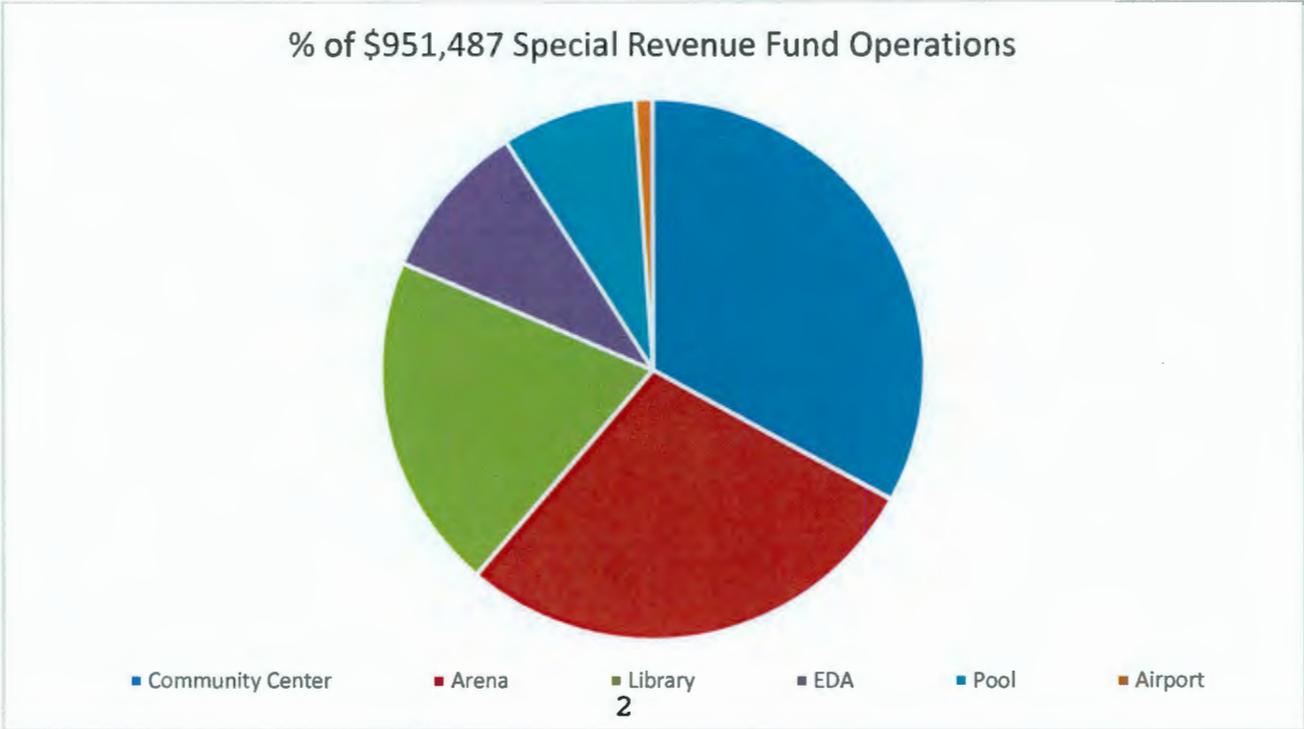
Expenses

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

General Funds and Special Revenue Funds (Library, Community Center, Pool, Arena, EDA and Airport) account for the majority of the uses for property tax. Below are two charts showing the amount of budgeted funds for the General Fund Operations and Special Revenue Fund Operations.



Police\Animal Control 45.5%	Streets 21.03%	Parks & Recreation 8.84%
Fire\Emergency Mgmt. 7.64%	Planning\Zoning 5.42%	City Office 5.20%
Council & Elections 4.26%	City Hall Building 1.31%	Sanitation 0.80%



Community Center 32.98%

Arena 28.3%

Library 20.15%

Economic Dev Authority 9.51%

Pool 8.02%

Airport 1.05%

Debt Service

These funds are repayments of General Obligation Bonds and a lease-purchase for prior purchases or projects. In 2020 the repayments for debt service will be \$592,856. Debt service on General Obligation Bonds typically runs 20 years for projects like Streets and 10 years for purchases such as Fire Trucks or Street Equipment. Our Standard and Poor's Bond rating of A+ with a positive outlook remains the same as in prior years and is an example of our community's financial strength.

Total Revenues and Total Expenses

The total revenues for 2020 are projected to be up 0.25% compared to 2019, \$22,113,403 as compared to \$22,059,227. Anticipated total expenses are budgeted to be 2.57% higher in 2020 primarily due to inflationary costs for goods and services. Total expenses for 2020 are \$23,120,700 versus \$22,541,007 in 2019.

Please note that while the projected expenses are higher than revenues, the expense budget includes non-cash expenses such as depreciation and capital expenses that will be funded using Enterprise Fund\General Fund reserves or bonds. As such, the City is projecting that revenues will be sufficient to meet the proposed budget expenditures and debt obligations.

Truth in Taxation\Public Input

The City has provided budget information to citizen boards and commissions, held public meetings prior to adopting each budget and has notified the public regarding budget workshops. In addition, budget and audit information is available within the financial section of the City's website (www.windom-mn.com). As required by State law, the City also notifies residents through their property tax statements about the public budget input meeting on December 3, 2019. The formal budget and corresponding property tax levy will be adopted by the City Council on December 17, 2019.

Future Budget Considerations

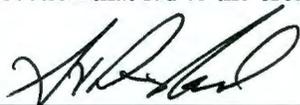
A 2020 Street Project has been proposed which will be approximately \$5.5 million. This will be funded, as in the past, through property tax assessments, utility funds and a General Obligation Bond. The bond will add to the City's future debt service but with planned retirements of previous debts the impact to the future years' property tax levy should be low.

Good news is that the City decertified two Tax Increment Finance (TIF) districts in 2019. This does not impact the amount of taxes levied by the City but will add to the property tax valuations, which should reduce the tax rate.

Construction for housing has started on the 45 unit multi-family project, which is in addition to a few single-family homes constructed this last year. The addition of these housing units will help the City grow and positively impact our receipt of State aids. One other housing project being discussed is the redevelopment of the Cemstone property. In addition to the housing potential, redevelopment of this property will have many benefits to the community such as relocation of an industrial use in a residential and park area, wellhead and lake protection, large reduction of heavy truck traffic and establishment of a natural prairie and walking trail.

Conclusion

Special thanks to the community for support of City staff and to the Department Heads for their emphasis on high quality service and cost containment. Thank you also to the City Council for their dedication and direction that led to the creation of the 2020 budgets for the General, Special Revenue and Enterprise funds.



City Administrator

**BUDGET
CITY OF WINDOM
2020 BUDGET YEAR**

REVENUE BUDGET

	<u>2020</u>	<u>2019</u>	<u>Change</u>
<u>General Fund</u>			
Local Government Aid	\$ 1,527,209	\$ 1,483,442	2.95%
Small Cities Assistance	\$ -	\$ -	0.00%
Fees, Fines and Permits	\$ 503,255	\$ 504,401	-0.23%
Transfers from Enterprise & Arena Recapture	\$ 245,000	\$ 312,750	-21.66%
Tax Levy (Operations)	\$ 486,903	\$ 364,459	33.60%
Tax Levy (Capital Outlay)	\$ 73,500	\$ 247,656	-70.32%
Bonds (Capital Outlay)	\$ -	\$ -	0.00%
	\$ 2,835,867	\$ 2,912,708	-2.64%
<u>Special Revenue/Levy Funds</u>			
User Fees	\$ 1,286,367	\$ 1,265,885	1.62%
Federal/State Aids	\$ 492,000	\$ 617,000	-20.26%
Tax Levy (Operations)	\$ 844,486	\$ 765,254	10.35%
Tax Levy (Capital Outlay)	\$ 107,000	\$ -	0.00%
Grants/Donations (Capital Outlay)	\$ -	\$ -	0.00%
Ambulance Reserve Funds (Capital Outlay)	\$ -	\$ -	0.00%
	\$ 2,729,853	\$ 2,648,138	3.09%
<u>Enterprise Funds</u>			
User Fees	\$ 14,175,481	\$ 14,237,817	-0.44%
Cost Sharing Fund	\$ 396,468	\$ -	0.00%
Grants/Donations (Capital Outlay)	\$ 56,250	\$ -	0.00%
Special Assessments	\$ 2,348	\$ 5,117	-54.11%
	\$ 14,630,547	\$ 14,242,934	2.72%
<u>Debt Service</u>			
Special Assessments	\$ 127,523	\$ 134,116	-4.92%
Other Revenues - Hospital PILOT	\$ 10,000	\$ 10,000	0.00%
Interfund Transfers for Debt Service	\$ 189,325	\$ 155,327	21.89%
Tax Levy - Bonded Projects	\$ 530,856	\$ 538,422	-1.41%
Tax Levy - Intra-Fund Repayment	\$ 62,000	\$ 79,000	-21.52%
	\$ 919,704	\$ 916,865	0.31%
<u>Special Projects</u>			
TIF Revenues & Revolving Loan Funds	\$ 995,432	\$ 1,315,732	-24.34%
Dilapidated Housing Program	\$ 2,000	\$ 22,850	-91.25%
	\$ 997,432	\$ 1,338,582	
Grand Total	\$ 22,113,403	\$ 22,059,227	0.25%

**BUDGET
CITY OF WINDOM
2020 BUDGET YEAR**

EXPENSE BUDGET

	<u>2020</u>	<u>2019</u>	<u>Change</u>
<u>General Fund</u>			
Operational Expenses	\$ 2,734,726	\$ 2,637,017	3.71%
Capital Outlay	\$ 73,500	\$ 247,656	-70.32%
Transfers for Fire Truck	\$ 27,641	\$ 28,035	-1.41%
	\$ 2,835,867	\$ 2,912,708	-2.64%
<u>Special Revenue/Levy Funds</u>			
Operational Expenses	\$ 1,823,466	\$ 1,816,196	0.40%
Capital Outlay	\$ 794,038	\$ 835,000	-4.91%
Debt Service	\$ 113,408	\$ 130,722	-13.24%
Depreciation	\$ 140,000	\$ 75,000	86.67%
	\$ 2,870,912	\$ 2,856,918	0.49%
<u>Enterprise Funds</u>			
Operational Expenses	\$ 10,553,100	\$ 10,738,641	-1.73%
Capital Outlay	\$ 832,500	\$ 600,000	38.75%
Debt Service	\$ 2,288,984	\$ 1,626,920	40.69%
Transfers	\$ 300,000	\$ 300,000	0.00%
Depreciation	\$ 1,864,270	\$ 1,704,270	9.39%
	\$ 15,838,854	\$ 14,969,831	5.81%
<u>Debt Service</u>			
Bond/Loan Payments & Fees	\$ 876,783	\$ 856,261	2.40%
Tax Levy - Intra-Fund Repayment	\$ 62,000	\$ 79,000	-21.52%
	\$ 938,783	\$ 935,261	0.38%
<u>Special Projects</u>			
TIF Funds & Revolving Loan Funds	\$ 634,284	\$ 856,289	-25.93%
Dilapidated Housing Program	\$ 2,000	\$ 10,000	0.00%
	\$ 636,284	\$ 866,289	-26.55%
Grand Total	\$ 23,120,700	\$ 22,541,007	2.57%

**BUDGET
CITY OF WINDOM
2020 BUDGET YEAR**

GENERAL FUND

Operational Revenue and Expenses

<u>Revenue</u>	<u>2020</u>	<u>2019</u>	<u>% Change</u>
Local Govt Aid (LGA)	\$ 1,527,209	\$ 1,483,442	2.95%
*Small Cities Assistance	\$ -	\$ -	0.00%
Operational Tax Levy	\$ 486,903	\$ 364,459	33.60%
Interfund Transfers	\$ 245,000	\$ 312,750	-21.66%
Misc. Revenue	\$ 503,255	\$ 504,401	-0.23%
Use of Reserves	\$ -	\$ -	0.00%
TOTAL	\$ 2,762,367	\$ 2,665,052	3.65%

<u>Expenses</u>	<u>2020</u>	<u>2019</u>	<u>% Change</u>
Mayor & Council	\$ 110,823	\$ 115,540	-4.08%
Elections	\$ 6,800	\$ -	0.00%
City Office	\$ 143,508	\$ 138,599	3.54%
Planning & Zoning	\$ 149,635	\$ 143,074	4.59%
City Hall	\$ 36,244	\$ 36,050	0.54%
Police Department	\$ 1,254,642	\$ 1,192,882	5.18%
Fire Department	\$ 177,472	\$ 178,431	-0.54%
Emergency Mgmt	\$ 5,886	\$ 5,886	0.00%
Animal Control	\$ 2,700	\$ 2,700	0.00%
Street Department	\$ 580,950	\$ 553,368	4.98%
*Small Cities Assistance Exp	\$ -	\$ -	0.00%
Health/Sanitation	\$ 22,000	\$ 22,000	0.00%
Recreation	\$ 39,750	\$ 42,600	-6.69%
Parks	\$ 204,317	\$ 205,887	-0.76%
Transfers for Fire Equipment	\$ 27,641	\$ 28,035	-1.41%
Transfers for Use of Reserves	\$ -	\$ -	0.00%
TOTAL	\$ 2,762,367	\$ 2,665,052	3.65%

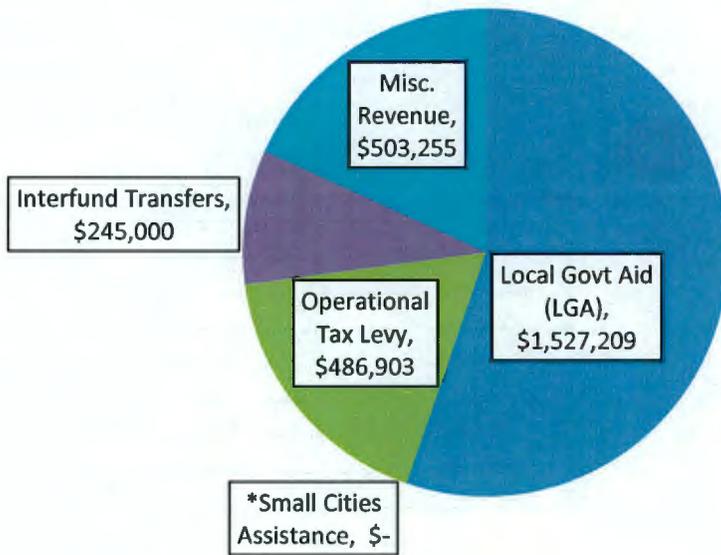
<u>General Fund Capital</u>	\$ 73,500	\$ 247,656	-70.32%
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*State Funding for Streets

2020 General Fund

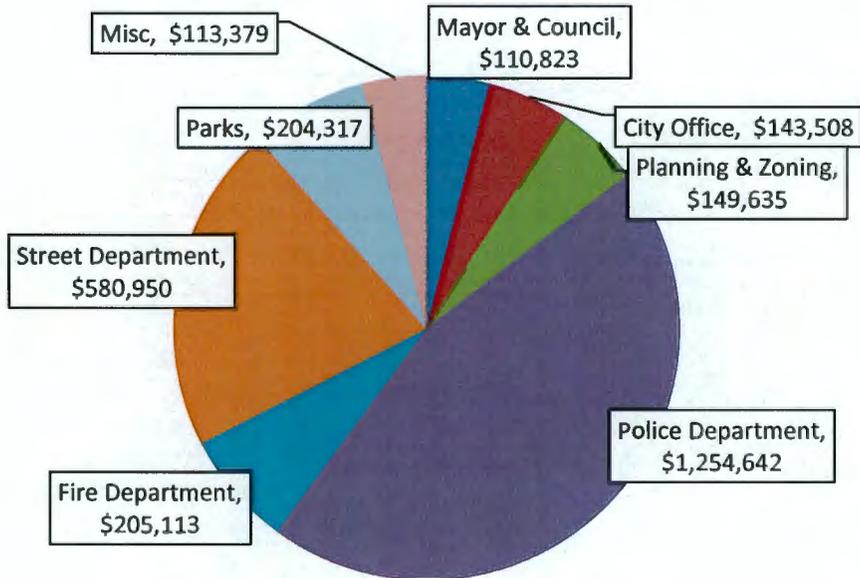
Operational Revenues

Budgeted Revenue \$2,762,367



Operational Expenses

Budgeted Expenses \$2,762,367



**BUDGET
CITY OF WINDOM
2020 CAPITAL OUTLAY
(General Fund)**

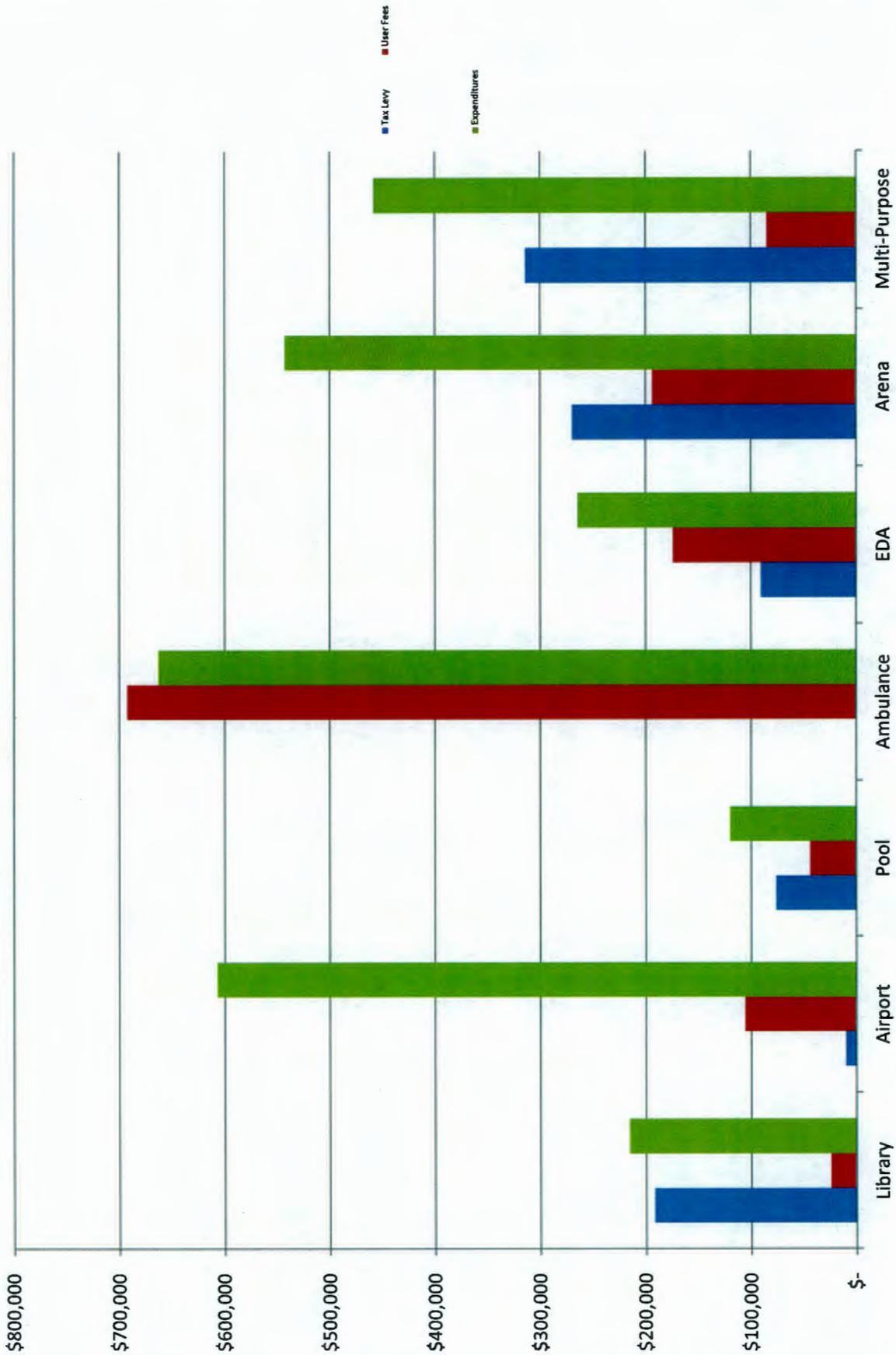
<u>CAPITAL\EQUIPMENT FUND</u>		<u>Amount</u>	<u>Tax Levy</u>
Administration:	Administration - Computer Replacement	\$ 250	
	Sub-total	<u>\$ 250</u>	\$ 250
Building & Zoning			
	Land Use Code Review	\$ 5,000	
	Sub-total	<u>\$ 5,000</u>	\$ 5,000
City Hall:			
	Multiple Department Server	\$ 1,500	
	Roof Replacement Fund	\$ 7,050	
		<u>\$ -</u>	
	Sub-total	<u>\$ 8,550</u>	\$ 8,550
Fire:			
	Fire - Jaws of Life	\$ 16,000	
	Fire - Truck/Equipment Fund	\$ 25,000	
	Sub-total	<u>\$ 41,000</u>	\$ 41,000
Police:			
	Police - Office Furnishings	\$ 1,500	
	Police - Active Shooter Vests	\$ 7,200	
	Sub-total	<u>\$ 8,700</u>	\$ 8,700
Parks:			
	Parks - 325 D Mower	\$ 10,000	
		<u>\$ -</u>	
	Sub-total	<u>\$ 10,000</u>	\$ 10,000
TOTAL CAPITAL FUND			\$ 73,500
	General Fund Capital Subject to Levy		\$ 73,500

**BUDGET
CITY OF WINDOM
2020 BUDGET YEAR**

SPECIAL REVENUE/LEVY FUNDS

<u>Library</u>	<u>2020</u>	<u>2019</u>	<u>Change</u>
+ Tax Levy	\$ 191,707	\$ 189,992	0.90%
+ Other Revenue	\$ 24,000	\$ 20,000	20.00%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (213,707)	\$ (209,992)	1.77%
- Capital Outlay	\$ (2,000)	\$ -	0.00%
- Debt Service	\$ -	\$ -	0.00%
	<u>\$ 0</u>	<u>\$ -</u>	
 <u>Airport</u>			
+ Tax Levy	\$ 10,000	\$ 10,000	0.00%
+ Federal State Grants/Aids	\$ 492,000	\$ 617,000	-20.26%
+ Other Revenue	\$ 105,750	\$ 105,750	0.00%
- Expenses	\$ (119,912)	\$ (116,639)	2.81%
- Capital Outlay	\$ (487,038)	\$ (600,000)	-18.83%
- Debt Service	\$ -	\$ -	0.00%
	<u>\$ 800</u>	<u>\$ 16,111</u>	
 <u>Pool</u>			
+ Tax Levy	\$ 76,263	\$ 72,694	4.91%
+ Other Revenue	\$ 43,800	\$ 47,800	-8.37%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (120,063)	\$ (120,494)	-0.36%
- Capital Outlay	\$ -	\$ -	0.00%
- Debt Service	\$ -	\$ -	0.00%
	<u>\$ -</u>	<u>\$ -</u>	
 <u>Ambulance</u>			
+ Tax Levy	\$ -	\$ -	0.00%
+ Other Revenue	\$ 692,500	\$ 628,500	10.18%
+ Reserves	\$ -	\$ 35,641	-100.00%
- Expenses	\$ (462,760)	\$ (429,141)	7.83%
- Capital Outlay	\$ (200,000)	\$ (235,000)	0.00%
- Debt Service	\$ -	\$ -	0.00%
	<u>\$ 29,740</u>	<u>\$ -</u>	
 <u>EDA</u>			
+ Tax Levy	\$ 90,454	\$ 62,959	43.67%
+ Other Revenue	\$ 142,288	\$ 152,925	-6.96%
+ Reserves	\$ -	\$ -	0.00%
+ Interfund Loan Receipts	\$ 31,600	\$ 39,000	-18.97%
- Expenses	\$ (223,342)	\$ (214,584)	4.08%
+ Non Cash Exp	\$ -	\$ -	0.00%
- Capital Outlay	\$ -	\$ -	0.00%
- Debt Service	\$ (41,000)	\$ (40,300)	1.74%
	<u>\$ -</u>	<u>\$ -</u>	
 <u>Arena</u>			
+ Tax Levy	\$ 269,282	\$ 209,904	28.29%
+ Other Revenue	\$ 193,459	\$ 217,840	-11.19%
+ Reserves (Recapture Engineering)	\$ -	\$ 67,750	-100.00%
- Expenses	\$ (420,333)	\$ (425,071)	-1.11%
- Capital Outlay	\$ (50,000)	\$ -	
- Debt Service	\$ (72,408)	\$ (90,422)	0.00%
+ Depreciation	\$ 80,000	\$ 20,000	
	<u>\$ -</u>	<u>\$ -</u>	
 <u>Multi-Purpose</u>			
+ Tax Levy	\$ 313,781	\$ 219,705	42.82%
+ Other Revenue	\$ 84,570	\$ 93,070	-9.13%
+ Reserves	\$ -	\$ 7,500	-100.00%
- Expenses	\$ (403,351)	\$ (375,275)	7.48%
- Capital Outlay	\$ (55,000)	\$ -	0.00%
- Debt Service	\$ -	\$ -	0.00%
+ Depreciation	\$ 60,000	\$ 55,000	0.00%
	<u>\$ 0</u>	<u>\$ -</u>	
 Total Levy	 \$ 951,486	 \$ 765,254	 24.34%

2020 Special Revenue Funds



**BUDGET
CITY OF WINDOM
2020 CAPITAL OUTLAY**

SPECIAL REVENUE/LEVY FUNDS

<u>Fund</u>	<u>Description</u>	<u>Amount</u>	<u>Tax Levy</u>
Arena:			
	Arena - Roof Replacement	\$50,000	<i>Sub-total</i> \$50,000
Library:			
	Computer Replacement	\$2,000	
			<i>Sub-total</i> \$2,000
Multi-purpose:			
	CC - Roof Replacement Fund	\$50,000	
	Equipment & Mechanical Systems Reserve	<u>\$5,000</u>	<i>Sub-total</i> \$55,000
Airport:			
	T-Hanger Additions	<u>\$487,038</u>	\$0
			<i>Sub-total</i> \$0
Ambulance:			
	Unit #29 Ambulance Replacement	<u>\$200,000</u>	\$0
			<i>Sub-total</i> \$0
	Less: Reserve/Grant Funds	<u>\$ (687,038)</u>	
Total Subject to Levy		<u><u>\$107,000</u></u>	

**BUDGET
CITY OF WINDOM
2020 BUDGET YEAR**

ENTERPRISE FUNDS

Telecom

	<u>2020</u>	<u>2019</u>	<u>Change</u>
+ Revenue	\$ 2,462,795	\$ 2,826,630	-12.87%
+ Special Assessments	\$ -	\$ -	
+ Reserves	\$ -	\$ -	
- Expenses	\$ (2,144,131)	\$ (2,494,648)	-14.05%
- Capital Outlay	\$ (12,500)	\$ -	
- Debt Service	\$ (896,756)	\$ (893,306)	0.39%
- Transfer to General	\$ -	\$ -	
+ Depreciation	\$ 352,050	\$ 342,050	<u>2.92%</u>
Cash Flow	\$ (238,542)	\$ (219,275)	

Water

+ Revenue	\$ 1,202,500	\$ 1,257,500	-4.37%
+ Special Assessments	\$ 1,816	\$ 2,079	-12.66%
+ Grant Funds	\$ 56,250	\$ -	0.00%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (1,056,221)	\$ (1,046,535)	0.93%
- Capital Outlay	\$ (105,000)	\$ (45,000)	133.33%
- Debt Service	\$ (287,521)	\$ (346,488)	-17.02%
- Transfer to General	\$ -	\$ -	
+ Depreciation	\$ 425,000	\$ 425,000	<u>0.00%</u>
Cash Flow	\$ 236,824	\$ 246,556	

Sewer*

+ Revenue	\$ 1,872,990	\$ 1,912,541	-2.07%
+ Cost Sharing Funds	\$ 396,468	\$ -	0.00%
+ Special Assessments	\$ 532	\$ 3,038	-82.48%
+ Reserves	\$ -	\$ -	
- Expenses	\$ (1,324,080)	\$ (1,309,418)	1.12%
- Capital Outlay	\$ (140,000)	\$ (55,000)	154.55%
- Debt Service	\$ (1,104,707)	\$ (387,125)	185.36%
- Transfer to General	\$ -	\$ -	
+ Depreciation	\$ 407,220	\$ 387,220	<u>5.17%</u>
Cash Flow	\$ 108,423	\$ 551,256	

Electric

+ Revenue	\$ 6,637,196	\$ 6,325,396	4.93%
+ Special Assessments	\$ -	\$ -	
+ Reserves	\$ -	\$ -	
- Expenses	\$ (5,991,564)	\$ (5,794,588)	3.40%
- Capital Outlay	\$ (560,000)	\$ (495,000)	13.13%
- Debt Service	\$ -	\$ -	
- Transfer to General	\$ (200,000)	\$ (200,000)	0.00%
+ Depreciation	\$ 650,000	\$ 525,000	<u>23.81%</u>
Cash Flow	\$ 535,632	\$ 360,808	

Liquor

+ Revenue	\$ 2,000,000	\$ 1,915,750	4.40%
+ Special Assessments	\$ -	\$ -	
+ Reserves	\$ -	\$ -	
- Expenses	\$ (1,901,375)	\$ (1,797,722)	5.77%
- Capital Outlay	\$ (15,000)	\$ (5,000)	200.00%
- Debt Service	\$ -	\$ -	
- Transfer to General	\$ (100,000)	\$ (100,000)	0.00%
+ Depreciation	\$ 30,000	\$ 25,000	<u>20.00%</u>
Cash Flow	\$ 13,625	\$ 38,028	

*Sewer Fund includes costs and financing for Waste Water Treatment Plant Upgrade

**BUDGET
CITY OF WINDOM
2020 BUDGET YEAR
SPECIAL PROJECTS**

(Tax Increment Finance, Revolving Loan Funds and Other)

<u>Name</u>	<u>Revenue</u>	<u>Expense</u>
407 Dilapidated Housing Program	\$ 2,000	\$ 2,000
256 River Bluff Estates Revolving Loan	\$ -	\$ -
252 Small Cities Development Program	\$ -	\$ 400
254 North Industrial Park Project	\$ 42,246	\$ 37,100
253 RiverBluff Estates	\$ -	\$ 2,100
251 RBEG\Remick Revolving Loan	\$ 1,000	\$ -
651 Riverbluff Townhomes	\$ -	\$ -
1-8 Downtown TIF (265)	\$ -	\$ -
1-10 Runnings TIF (266)	\$ 43,053	\$ 41,114
1-12 Prime Pork, LLC. TIF (268)	\$ 320,623	\$ 289,984
1-13 River Bluff TIF (260)	\$ 32,086	\$ 6,000
1-14 Spec Building II TIF (269)	\$ -	\$ -
1-15 Fulda Area Credit Union TIF (275)	\$ -	\$ -
1-16 GDF District TIF (270)	\$ 13,300	\$ 10,457
1-17 NWIP TIF (273)	\$ -	\$ 20,500
1-18 AG Builders TIF (271)	\$ 13,244	\$ 12,464
1-19 NWIP II TIF (274)	\$ 487,366	\$ 172,616
1-20 New Vision TIF (276)	\$ 42,514	\$ 41,549
1-21 Tibodeau's Center (261)	<u>\$ -</u>	<u>\$ -</u>
TOTAL	\$ 997,432	\$ 636,284
	-	-

City of Windom, Minnesota
 City of Windom -- Capital Improvement Plan
 2020 thru 2024

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Administration								
Computer Replacement	ADMIN 002	1	1,600		3,200			4,800
Administration Total			1,600		3,200			4,800
Airport								
Instrument Landing Equipment	AIRPORT 005	1			250,000			250,000
Runway Extension Design	AIRPORT 006	1				100,000		100,000
Crosswind Runway Design	AIRPORT 007	3			150,000			150,000
Crosswind Runway Land Acquisition	AIRPORT 008	2				600,000		600,000
Mower Replacement	AIRPORT 009	3	25,000					25,000
Runway Extension Environmental Reivew	AIRPORT 011	1				75,000		75,000
Crosswind Runway Construction	AIRPORT 012	4					2,000,000	2,000,000
New 4 Bay Hanger	AIRPORT 014	1			750,000			750,000
Unit 46A Replacement - Snow Blower	AIRPORT 015	1			130,000			130,000
Airport Total			25,000		1,280,000	675,000	2,100,000	4,080,000
Ambulance								
Defibrulators	AMB 002	1				100,000		100,000
Unit 27 - Ambulance Replacement	AMB 005	1		235,000				235,000
Radio & Pager Equipment	AMB 006	1		125,000				125,000
Unit 28 - Ambulance Replacement	AMB 007	1				250,000		250,000
Ambulance Total				360,000		350,000		710,000
Arena								
Roof Repair/Rehabilitation Fund	ARENA 009	1	300,000					300,000
Parking Lot Rehabilitation	ARENA 010	2	267,000					267,000
Livestock Building\Riding Rink	ARENA 011	3		200,000				200,000
Arena Total			567,000	200,000				767,000
Building\Zoning								
Color Copier Replacement	BUILD 004	1		7,500				7,500
Dilapidated Housing Demolition Program	BUILD 005	2	2,000	30,000	30,000	30,000	30,000	122,000
Land Use Code Review	BUILD 006	2	5,000	10,000				15,000
Building\Zoning Total			7,000	47,500	30,000	30,000	30,000	144,500
City Hall								
Window Replacement	CH 001	2				20,000		20,000
Tuckpointing and Foundation Repair	CH 008	2			125,000			125,000
EDA\Building Office Windows	CH 010	2			7,500			7,500
Roof Replacement	CH 011	1		80,000				80,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
City Hall Total				80,000	132,500	20,000		232,500
Community Center								
Meeting Room Maintenance/Improvements	COMM 001	2		10,000				10,000
Dance Floor Replacement	COMM 002	3		14,800				14,800
Sound System	COMM 003	3		60,000				60,000
Stage	COMM 006	3			8,500			8,500
Equipment Replacement/Upgrades	COMM 007	1		10,000	10,000			20,000
Mechanical Systems	COMM 009	1	14,750					14,750
Roof Replacement Fund	COMM 010	1		300,000				300,000
Garage Doors w/ Openers	COMM 011	2		9,800				9,800
Gym Renovation	COMM 012	2			85,000			85,000
Outdoor - Grounds and Equipment	COMM 014	2		4,000	4,000			8,000
Office Computer Replacement	COMM 015	1		4,500				4,500
Community Center Total			14,750	413,100	107,500			535,350
EDA								
NWIP South 80 Addition Infrastructure	EDA 003	1	275,000	50,000	50,000	50,000		425,000
East Highway 60 Development	EDA 006	2			2,111,000			2,111,000
Cottonwood Lake Site Reclamation	EDA 007	2	2,068,000					2,068,000
EDA Total			2,343,000	50,000	2,161,000	50,000		4,604,000
Electric								
Distribution System Upgrades	ELE 001	1	300,000	300,000	300,000	300,000	300,000	1,500,000
Skid Loader Replacement	ELE 002	2			50,000			50,000
Misc Equipment - Unidentified	ELE 004	3	80,000		40,000	40,000	40,000	200,000
Generation	ELE 016	1	110,000				3,500,000	3,610,000
Replace Unit 362 - Trencher/Plow	ELE 018	2	50,000					50,000
Line Truck	ELE 019	2		60,000				60,000
Transmission Line Reconstruction	ELE 023	1		3,000,000				3,000,000
New Garage Doors - Power House/Shop	ELE 024	2	20,000					20,000
Electric Total			560,000	3,360,000	390,000	340,000	3,840,000	8,490,000
Fire								
Rural Engine/Pumper Truck - Unit 21	FIRE 003	1	440,000					440,000
First Response Truck - Unit 24	FIRE 005	3			250,000			250,000
City Engine/Pumper - Unit 23	FIRE 006	1		450,000				450,000
Radio Replacement Fund	FIRE 007	1			40,000			40,000
Jaws of Life	FIRE 010	1	26,000					26,000
Fire Total			466,000	450,000	290,000			1,206,000
Library								
Computer Replacement	LIB 007	1	2,000	2,000	2,000	2,000	2,000	10,000
Library Remodel Project	LIB 008	2		20,000	20,000			40,000
Library Total			2,000	22,000	22,000	2,000	2,000	50,000
Liquor								
New Store	LIQUOR 014	3	10,000	2,000,000				2,010,000
Computer Replacement	LIQUOR 015	1				2,000		2,000
Equipment Replacement Fund	LIQUOR 016	1	5,000	5,000	5,000			15,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Liquor Total			15,000	2,005,000	5,000	2,000		2,027,000
Multiple Depts								
City-wide Network & Server Upgrades	MULTI 003	1	6,000	6,000	6,000			18,000
Multiple Depts Total			6,000	6,000	6,000			18,000
Parks								
Windom Rec Area - Lighting	PARK 005	4		85,000				85,000
Windom Rec Area - Parking Lot & Trail Improvements	PARK 006	4		30,000				30,000
Toro Groundsmaster Mowers (328D)	PARK 010	1	40,000					40,000
Unit 70 Pick-up Truck	PARK 011	2		32,000				32,000
Playground Equipment Replacement Fund	PARK 014	3		10,000	10,000			20,000
Dog Park	PARK 017	5	0					0
Tennis/Pickleball Court Construction	PARK 018	2	200,000					200,000
New Island Park Comfort Station	PARK 019	1	150,000					150,000
Park Facilities CIP	PARK 021	2		30,000	10,000	5,000	5,000	50,000
Parks Total			390,000	187,000	20,000	5,000	5,000	607,000
Police								
Taser Replacement	POLICE 003	1		15,500				15,500
Active Shooter Vests	POLICE 016	2	7,200					7,200
Radio Replacement	POLICE 017	3			50,000			50,000
Office Furnishings	POLICE 018	3	1,500					1,500
Police Total			8,700	15,500	50,000			74,200
Pool								
New or Renovated Pool	POOL 003	3			3,500,000			3,500,000
Pool Total					3,500,000			3,500,000
Streets								
2020 Street Project	STR 003	1	4,500,000					4,500,000
Equipment Fund Reserve	STR 005	2	0	50,000	50,000			100,000
Pick-up Replacement (Unit 40-05)	STR 009	1			38,000			38,000
2.5 Ton Dump Trucks (Units 42-04; 43-04 and 44-04)	STR 010	1		280,000	140,000			420,000
Insect Sprayer Replacement	STR 012	2			14,000			14,000
Sno-Go Snow Blower Replacement	STR 013	1					135,000	135,000
Loader Unit & Attachements	STR 015	1	29,000	29,000				58,000
2023 Street Project	STR 019	1				7,500,000		7,500,000
Traffic Signal Lights	STR 025	1					250,000	250,000
Trailer	STR 026	2		10,000				10,000
4-Ton Hot Box	STR 027	1		25,000				25,000
Streets Total			4,529,000	394,000	242,000	7,500,000	385,000	13,050,000
Telecom								
Vehicle Replacement	TEL 015	1	28,000					28,000
System Expansion - Co Road 13 East	TEL 021	2		35,000				35,000
Jeffers Expansion	TEL 023	3			900,000			900,000
Cottonwood Co Fiber Transport Network	TEL 024	2		500,000				500,000
Cisco 15454 Replacement - OC3 Transport	TEL 027	1		15,000				15,000
Spam Server Replacement	TEL 028	2		7,500				7,500
Transport Project - CO Fiber Trunk South	TEL 029	1			35,000			35,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Transport Project - CO Fiber Trunk North	TEL 030	1		16,000				16,000
Fiber Optic OTDR	TEL 031	1	12,500					12,500
Mt. Lake Expansion	TEL 032	3				2,500,000		2,500,000
Comfrey Expansion	TEL 033	3					1,500,000	1,500,000
Co Rd 13/15 North Expansion	TEL 034	3	85,000					85,000
Telecom Total			125,500	573,500	935,000	2,500,000	1,500,000	5,634,000
Wastewater								
General Plant Improvement/Maintenance	SEWER 001	2	5,000	5,000	5,000	5,000	5,000	25,000
Jetter Truck Replacement	SEWER 005	1	100,000					100,000
General Equipment	SEWER 006	3	20,000	20,000	20,000	20,000	20,000	100,000
Interceptor/Collection System Improvements	SEWER 007	1	10,000	10,000	10,000	10,000	10,000	50,000
Lift Station Improvements	SEWER 010	1	5,000	5,000	5,000	5,000	5,000	25,000
Wastewater Total			140,000	40,000	40,000	40,000	40,000	300,000
Water								
Wells and Well Site	WATER 001	1	5,000	5,000	5,000	5,000	5,000	25,000
Pumping Equipment	WATER 002	1	5,000	5,000	5,000	5,000	5,000	25,000
Filter Plant Improvements	WATER 004	1	10,000	10,000	10,000	10,000	10,000	50,000
Water Main Improvements	WATER 005	1	5,000	5,000	5,000	5,000	5,000	25,000
Hydrants	WATER 008	2	5,000	5,000	5,000	5,000	5,000	25,000
Mower Replacement	WATER 011	3		15,000				15,000
Well House Generator	WATER 015	1	75,000					75,000
Water Total			105,000	45,000	30,000	30,000	30,000	240,000
GRAND TOTAL			9,305,550	8,248,600	9,244,200	11,544,000	7,932,000	46,274,350

**BUDGET
CITY OF WINDOM
2020 BUDGET YEAR**

	<u>2020 Levy Uses</u>	<u>Percent Of Levy</u>
General Fund Operational	\$ 486,903	23.03%
General Fund Capital	\$ 73,500	3.48%
Less: Use of General Fund Reserves	\$ -	0.00%
Dilapidated Housing Program	\$ 2,000	0.09%
Special Revenue Fund Operational	\$ 844,486	39.94%
Special Revenue Fund Capital	<u>\$ 107,000</u>	5.06%
 <i>Sub Total</i>	 \$ 1,513,889	
 Tax Abatement	 \$ 7,500	 0.35%
Plus Debt Service*	<u>\$ 592,856</u>	28.04%
 Levy Total	 \$ 2,114,245	 100.00%

	0	
<i>2019 Levy Total</i>	\$ 2,033,190	96.17%
<i>City Operation & Capital Levy Addition</i>	\$ 81,054	3.99%
<i>Use of Reserve Funds</i>	\$ -	0.00%
2020 Levy Total	\$ 2,114,245	
 *Total Levy Increase	 \$ 81,054	 3.99%

Debt Service Levy

402 Capital - ESF Loan	\$ 68,392
401 Street Shop - Loader & Sweeper Interfund Payment	\$ 62,000
*401 Ice System Replacement Project	\$ 76,659
302 2005 Street Project (2012A Refi)	\$ 45,558
303 2007 Street Project (2012A Refi)	\$ 79,737
305 2009 Street Project	\$ 51,020
306 2013 Street Project	\$ 97,328
307 2017 Street Project	\$ 83,248
406 2013 Equip Bond - Fire Truck & SCBA	<u>\$ 28,913</u>
Total	\$ 592,856

**BUDGET
CITY OF WINDOM
2020 BUDGET YEAR**

<u>Debt Service Levy</u>	<u>2020</u> Levy	<u>2021</u> Levy	<u>2022</u> Levy	<u>2023</u> Levy	<u>2024</u> Levy
402 Capital - ESF Loan	\$ 68,392	\$ 68,076	\$ 68,691	\$ 68,235	\$ 65,711
401 Street Shop - Loader & Sweeper Interfund Payment	\$ 62,000	\$ 62,000	\$ 47,663	\$ -	\$ -
*401 Ice System Replacement Project	\$ 76,659	\$ 80,649	\$ 79,232	\$ 77,814	\$ 76,397
302 2005 Street Project (2012A Refi)	\$ 45,558	\$ 32,614	\$ 35,436	\$ 6,692	\$ 6,328
303 2007 Street Project (2012A Refi)	\$ 79,737	\$ 55,215	\$ 57,465	\$ -	\$ -
305 2009 Street Project	\$ 51,020	\$ 48,605	\$ 50,627	\$ 53,462	\$ 56,192
306 2013 Street Project	\$ 97,328	\$ 95,963	\$ 94,598	\$ 93,233	\$ 97,118
307 2017 Street Project	\$ 83,248	\$ 84,561	\$ 85,716	\$ 81,463	\$ 82,461
406 2013 Equip Bond - Fire Truck & SCBA	\$ 28,913	\$ 27,062	\$ 25,382	\$ 24,938	\$ 25,302
Total	\$ 592,856	\$ 554,745	\$ 544,810	\$ 405,838	\$ 409,509
	\$ (24,566)	\$ (38,111)	\$ (9,935)	\$ (138,972)	\$ 3,671

ESF Loan Funding

	2020	2021	2022	2023	2024
Debt Service	\$(133,391.00)	\$(133,076.00)	\$(133,690.00)	\$(133,235.00)	\$(133,711.00)
Hospital Transfer	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Electric Transfer	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Liquor Transfer	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Levy	\$ 68,392.00	\$ 68,076.00	\$ 68,691.00	\$ 68,235.00	\$ 65,711.00
Total Funds	\$ 133,392.00	\$ 133,076.00	\$ 133,691.00	\$ 133,235.00	\$ 130,711.00
	1	0	1	0	(3,000)
Levy Offset (Project Contingency Funds)					
Net Levy	\$ 68,392.00	\$ 68,076.00	\$ 68,691.00	\$ 68,235.00	\$ 65,711.00

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\$32,000 Contingency Remaining after using \$50,000 for Tennis Courts

General Fund Reserve Estimates

		<u>Available Funds</u>
2020 Budgeted Expense	\$3,884,245.54	
69% 2018 Audited Reserve	\$2,162,037.00	55.66%
Less: 2019 General Fund Commitments		
Cemstone Reclamation Project	\$ (32,300.00) *	
SEH Floodplain Data Review	\$ (13,000.00)	
MNDOT 24th St Hwy 60	\$ (11,031.00)	
Adele Plaza Subdivision Storm Sewer	\$ (20,000.00)	
Hwy 60 Corridor (2020 Budget)	\$ (12,500.00)	
Nuisance Abatement	\$ (10,000.00)	
	<u>\$ (98,831.00)</u>	
Remaining General Fund Reserve	\$2,063,206.00	53.12%
35% Required Minimum	\$1,359,485.94	\$ 703,720.06
40% Reserve Amount	\$1,553,698.21	\$ 509,507.79
45% Reserve Amount	\$1,747,910.49	\$ 315,295.51
50% Reserve Amount	\$1,942,122.77	\$ 121,083.23
60% Reserve Amount	\$2,330,547.32	\$ (267,341.32)

* \$100,000 Paid in 2017 for Cemstone Reclamation Project

* \$120,000 Paid in 2018 for Cemstone Reclamation Project

E Hwy 60 - TEDI Grant Match	\$ (300,000.00)	Removed 03/20/18
2018 Budget Use of Reserve	\$ (167,695.00)	
Arena Ice System - Engineering	\$ (11,000.00) **	
Compression Braking Signs	\$ (5,000.00)	

CITY OF WINDOM
DEBT SCHEDULE/STATEMENT OF BOND INDEBTEDNESS
YEAR ENDING DECEMBER 31, 2019

	Issue Date	Maturity Date	Interest Rate	Original Issue	New Issue	Outstanding December 31, 2018	2019 Principal Payment	2019 Interest Payment	Outstanding December 31, 2019	
GENERAL OBLIGATION BONDS										
BTS	GO Improvement Bonds Series 2017C (2009A Refunding)	2017	2025	2.00%	830,000.00	0.00	830,000.00	115,000.00	15,450.00	715,000.00
30	BTS GO Improvement Refunding Bonds, Series 2011B (2003 St)	2011	2019	0.5-1.85%	795,000.00	0.00	120,000.00	120,000.00	1,110.00	-
31	BTS GO Crossover Refunding Bonds, Series 2012A (2005A & 2007B)	2012	2023	.55-2.2	277,200.00	0.00	88,550.00	26,950.00	1,235.85	61,600.00
31	BTS GO Crossover Refunding Bonds, Series 2012A (2005A & 2007B)	2012	2023	.55-2.2	82,800.00	0.00	28,450.00	8,050.00	369.15	18,400.00
31	BTS GO Crossover Refunding Bonds, Series 2012A (2005A & 2007B)	2012	2023	.55-2.2	620,000.00	0.00	395,000.00	75,000.00	6,625.00	320,000.00
33	BTS GO Improvement Bonds Series 2013A	2013	2034	2.43%	2,590,000.00	0.00	2,070,000.00	135,000.00	49,162.52	1,935,000.00
BTS	GO Improvement Bonds Series 2017A	2017	2039	1.15-3.40%	2,870,000.00	0.00	2,870,000.00	0.00	88,195.00	2,870,000.00
TOTAL GENERAL OBLIGATION BONDS						0.00	6,400,000.00	480,000.00	162,147.62	5,920,000.00
GENERAL OBLIGATION EQUIPMENT CERTIFICATES										
34	GO Equipment Bonds, Series 2013B	2013	2023	1.60%	425,000.00	0.00	245,000.00	45,000.00	3,647.50	200,000.00
TOTAL GENERAL EQUIPMENT CERTIFICATES						0.00	245,000.00	45,000.00	3,647.50	200,000.00
EDA/HOUSING DEVELOPMENT TAX INCREMENT BONDS										
34	BTS GO Improvement NWIP 2013B	2013	2023	1.60%	190,000.00	0.00	110,000.00	20,000.00	1,660.00	90,000.00
BTS	GO Improvement NWIP 2018A	2018	2026	3-3.4%	1,015,000.00	0.00	1,015,000.00	0.00	40,853.75	1,015,000.00
TOTAL EDA/HOUSING DEVELOPMENT BONDS						0.00	1,125,000.00	20,000.00	42,513.75	1,105,000.00
GENERAL FUND NOTES										
	Lease Option To Purchase (Emergency Services Facility)	2016	2037	2.790%	2,034,000.00	0.00	1,963,000.00	80,000.00	53,651.70	1,883,000.00
TOTAL GENERAL FUND NOTES						0.00	1,963,000.00	80,000.00	53,651.70	1,883,000.00
GENERAL OBLIGATION REVENUE BONDS										
14	GO Revenue Note Series 1999A (Water Tower - East)	1999	2019	2.29%	1,319,713.88	0.00	84,000.00	84,000.00	1,922.00	-
29	BTS GO Water & Sewer Revenue Bonds, 2011A - Water	2011	2029	2.65%	520,000.00	0.00	345,000.00	35,000.00	8,652.50	310,000.00
29	BTS GO Water & Sewer Revenue Bonds, 2011A - Sewer	2011	2029	2.65%	2,570,000.00	0.00	2,180,000.00	175,000.00	61,180.00	2,005,000.00
31	BTS GO Crossover Refunding Bonds, Series 2012A (2005A & 2007B) - Water	2012	2023	.55-2.2	382,200.00	0.00	162,800.00	43,000.00	2,485.80	119,600.00
31	BTS GO Crossover Refunding Bonds, Series 2012A (2005A & 2007B) - Sewer	2012	2023	.55-2.2	277,800.00	0.00	127,200.00	32,000.00	1,979.20	95,200.00
33	BTS GO Improvement Bonds Series 2013A - Sewer	2013	2034	2.43%	840,000.00	0.00	700,000.00	35,000.00	17,768.76	665,000.00
33	BTS GO Improvement Bonds Series 2013A - Water	2013	2034	2.43%	970,000.00	0.00	810,000.00	45,000.00	20,475.00	765,000.00
BTS	GO Improvement Bonds Series 2017A - Sewer Hwy 60 Line	2017	2039	1.15-3.40%	555,000.00	0.00	555,000.00	20,000.00	16,810.00	535,000.00
BTS	GO Improvement Bonds Series 2017A - Water Tower	2017	2039	1.15-3.40%	595,000.00	0.00	595,000.00	20,000.00	18,050.00	575,000.00
32	BTS Communication System Refunding Bonds (2012B)	2012	2032	3-3.625%	11,205,000.00	0.00	8,880,000.00	500,000.00	283,931.26	8,180,000.00
BTS	GO Equipment Certificates, Series 2017B (Core Upgrade)	2017	2027	3.00%	855,000.00	0.00	855,000.00	85,000.00	24,375.00	770,000.00
BTS	GO Equipment Certificates, Series 2018A (Ice Project)	2018	2038	3-3.4%	1,095,000.00	0.00	1,095,000.00	45,000.00	45,422.99	1,050,000.00
PFA	CWRF Wastewater Treatment Plant	2019	2038	1.00%	9,624,333.00	9,624,333.00	-	610,333.00	5,095.52	9,014,000.00
TOTAL GENERAL OBLIGATION REVENUE BONDS						9,624,333.00	16,189,000.00	1,729,333.00	508,148.03	24,084,000.00
NOTES PAYABLE EDA/ENTERPRISE FUNDS										
	Spec Building Note with Fulda Area Credit	2011	2016	4.40%	442,098.41	0.00	257,780.96	26,968.73	13,351.27	230,812.23
	NOTE PAYABLE OTHER:MHFA NOTE PAYABLE	2001			353,305.00	0.00	353,305.00			353,305.00
	NOTE PAYABLE OTHER:GMHF NOTE PAYABLE	2001			180,000.00	0.00	140,439.43		2,822.83	143,282.26
	NOTE PAYABLE BANK OF THE WEST	2001			488,847.00	0.00	285,455.00	19,796.05	3,689.75	265,658.95
	WATER PURCHASE - RED ROCK RURAL WATER SYSTEM	2023			230,000.00	0.00	107,333.00	23,000.00	-	84,333.00
TOTAL EDA/ENTERPRISE NOTES PAYABLE						0.00	1,144,313.39	69,764.78	19,863.85	1,077,371.44
TOTAL OBLIGATIONS						9,624,333.00	27,066,313.39	2,424,097.78	789,872.35	34,269,371.44

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MEMORANDUM

TO: Council Members
FROM: Chelsie Carlson, Finance Director/Controller
SUBJECT: 2019 Budget Adjustments

Stewardship and Accountability is reviewed by CliftonLarsonAllen as part of our annual financial statement audit. The audit includes a note to report on excess of expenditures over budget by each fund. As such, CliftonLarsonAllen recommends completing budget adjustments for significant transactions that impact the original budget.

The attached register shows the proposed 2019 budget adjustments for items that have been previously discussed at council and should be updated formally in the 2019 budget.

Please approve the attached 2019 Budget Adjustments for incorporation into the Amended 2019 Budget.

Thanks
Chelsie



Windom, MN

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT17359 - 2019 Budget Adjustment

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000039 Budget 2019 Airport Project Completion 12/6/2019
Summary Description Adjustment related to timing of airport expenses and reimbursement for taxi line and hangar project.

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>225-33430</u>	Other State Grants and Aids	Airport Project Completion	-600,000.00	100,000.00	-500,000.00
January: 8,333.33	April: 8,333.33	July: 8,333.33	October: 8,333.33	8,333.33	
February: 8,333.33	May: 8,333.33	August: 8,333.33	November: 8,333.33	8,333.33	
March: 8,333.33	June: 8,333.33	September: 8,333.33	December: 8,333.37	8,333.37	
<u>225-49950-500</u>	Capital Outlay	Airport Project Completion	600,000.00	-100,000.00	500,000.00
January: -8,333.33	April: -8,333.33	July: -8,333.33	October: -8,333.33	-8,333.33	
February: -8,333.33	May: -8,333.33	August: -8,333.33	November: -8,333.33	-8,333.33	
March: -8,333.33	June: -8,333.33	September: -8,333.33	December: -8,333.37	-8,333.37	

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000040 Budget 2019 Grant Development Program Not Completed 12/6/2019
Summary Description Potential development program was not implemented during 2019

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>251-33170</u>	Federal Grants - Other	Grant Development Program Not Completed	-200,000.00	200,000.00	0.00
January: 16,666.67	April: 16,666.67	July: 16,666.67	October: 16,666.67	16,666.67	
February: 16,666.67	May: 16,666.67	August: 16,666.67	November: 16,666.67	16,666.67	
March: 16,666.67	June: 16,666.67	September: 16,666.67	December: 16,666.63	16,666.63	
<u>251-46520-491</u>	Payments to Other Organizati...	Grant Development Program Not Completed	200,000.00	-200,000.00	0.00
January: -16,666.67	April: -16,666.67	July: -16,666.67	October: -16,666.67	-16,666.67	
February: -16,666.67	May: -16,666.67	August: -16,666.67	November: -16,666.67	-16,666.67	
March: -16,666.67	June: -16,666.67	September: -16,666.67	December: -16,666.63	-16,666.63	

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000041 Budget 2019 Increased Ambulance Call Revenue 12/6/2019
Summary Description Record additional revenue due to increase call volume during 2019

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>235-34205</u>	Ambulance Revenues - User ...	Increased Ambulance Call Revenue	-610,000.00	-140,000.00	-750,000.00
January: -11,666.67	April: -11,666.67	July: -11,666.67	October: -11,666.67	-11,666.67	
February: -11,666.67	May: -11,666.67	August: -11,666.67	November: -11,666.67	-11,666.67	
March: -11,666.67	June: -11,666.67	September: -11,666.67	December: -11,666.63	-11,666.63	

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000042 Budget 2019 Ambulance Delay on Completion of New Unit 12/6/2019
Summary Description Remaining 60% payment for the purchase of Ambulance will be made in 2020.

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>235-49950-500</u>	Capital Outlay	Ambulance Delay on Completion of New Unit	235,000.00	-140,000.00	95,000.00
January: -11,666.67	April: -11,666.67	July: -11,666.67	October: -11,666.67	-11,666.67	
February: -11,666.67	May: -11,666.67	August: -11,666.67	November: -11,666.67	-11,666.67	
March: -11,666.67	June: -11,666.67	September: -11,666.67	December: -11,666.63	-11,666.63	

Adjustment Number **Budget Code** **Description** **Adjustment Date**

Budget Adjustment Register

BA0000043 Budget 2019 TIF 1-17 NWIP | Open One Additional Year 12/6/2019

Summary Description Tax increment received from TIF 1-17 NWIP | originally planned to decertify in 2018.

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>273-31050</u>	Tax Increments	TIF 1-17 NWIP Open One Additional Year	0.00	-175,000.00	-175,000.00
January: -14,583.33	April: -14,583.33	July: -14,583.33	October: -14,583.33		
February: -14,583.33	May: -14,583.33	August: -14,583.33	November: -14,583.33		
March: -14,583.33	June: -14,583.33	September: -14,583.33	December: -14,583.37		

Adjustment Number Budget Code Description Adjustment Date
 BA0000044 Budget 2019 TIF Reimbursement Fund Usage 12/6/2019

Summary Description Authorized use of tax increment funds received for reimbursement of NWIP infrastructure costs incurred during development. Funds were authorized for a commercial loan program, purchase of a generator for NWIP lift station, and creation of a monument sign for NWIP.

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>254-49960-720</u>	Transfers	TIF Reimbursement Fund Usage-NWIP Gen...	0.00	30,000.00	30,000.00
January: 2,500.00	April: 2,500.00	July: 2,500.00	October: 2,500.00		
February: 2,500.00	May: 2,500.00	August: 2,500.00	November: 2,500.00		
March: 2,500.00	June: 2,500.00	September: 2,500.00	December: 2,500.00		
<u>254-49960-720</u>	Transfers	TIF Reimbursement Fund Usage-Commercial.	0.00	100,000.00	100,000.00
January: 8,333.33	April: 8,333.33	July: 8,333.33	October: 8,333.33		
February: 8,333.33	May: 8,333.33	August: 8,333.33	November: 8,333.33		
March: 8,333.33	June: 8,333.33	September: 8,333.33	December: 8,333.37		
<u>255-39200</u>	Contribution from Internal Fun..	TIF Reimbursement Fund Usage-Commercial.	0.00	-100,000.00	-100,000.00
January: -8,333.33	April: -8,333.33	July: -8,333.33	October: -8,333.33		
February: -8,333.33	May: -8,333.33	August: -8,333.33	November: -8,333.33		
March: -8,333.33	June: -8,333.33	September: -8,333.33	December: -8,333.37		
<u>602-39200</u>	Interfund Transfers	TIF Reimbursement Fund Usage-NWIP Gen...	0.00	-30,000.00	-30,000.00
January: -2,500.00	April: -2,500.00	July: -2,500.00	October: -2,500.00		
February: -2,500.00	May: -2,500.00	August: -2,500.00	November: -2,500.00		
March: -2,500.00	June: -2,500.00	September: -2,500.00	December: -2,500.00		

Adjustment Number Budget Code Description Adjustment Date
 BA0000045 Budget 2019 Final Cemstone Fill Payment 12/6/2019

Summary Description Record expense for final payment to Mathieoetz Construction for Cemstone fill

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>250-49980-602</u>	Other Long-Term Obligation P..	Final Cemstone Fill Payment	25,000.00	32,300.00	57,300.00
January: 2,691.67	April: 2,691.67	July: 2,691.67	October: 2,691.67		
February: 2,691.67	May: 2,691.67	August: 2,691.67	November: 2,691.67		
March: 2,691.67	June: 2,691.67	September: 2,691.67	December: 2,691.63		

Adjustment Number Budget Code Description Adjustment Date
 BA0000046 Budget 2019 Transfer from ESF for Tennis Courts 12/6/2019

Summary Description To transfer funds allocated from ESF buidling project for replacement of tennis courts

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>401-39200</u>	Interfund Transfers	Transfer from ESF for Tennis Courts	0.00	-200,000.00	-200,000.00
January: -16,666.67	April: -16,666.67	July: -16,666.67	October: -16,666.67		
February: -16,666.67	May: -16,666.67	August: -16,666.67	November: -16,666.67		
March: -16,666.67	June: -16,666.67	September: -16,666.67	December: -16,666.63		
<u>402-49960-720</u>	Transfers	Transfer from ESF for Tennis Courts	0.00	200,000.00	200,000.00
January: 16,666.67	April: 16,666.67	July: 16,666.67	October: 16,666.67		
February: 16,666.67	May: 16,666.67	August: 16,666.67	November: 16,666.67		
March: 16,666.67	June: 16,666.67	September: 16,666.67	December: 16,666.63		

Adjustment Number Budget Code Description Adjustment Date

Budget Adjustment Register

Packet: GLPKT17359 - 2019 Budget Adjustment

BA0000047 Budget 2019 Internally Funded Street Sweeper 12/6/2019

Summary DescriptionTo record expenditure to purchase new street sweeper internally financed. City will levy annually to fund this purchase.

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
401-49950-503	Capital Outlay - Streets	Internally Funded Street Sweeper	86,356.00	250,000.00	336,356.00
January: 20,833.33	April: 20,833.33	July: 20,833.33	October: 20,833.33		
February: 20,833.33	May: 20,833.33	August: 20,833.33	November: 20,833.33		
March: 20,833.33	June: 20,833.33	September: 20,833.33	December: 20,833.37		

Adjustment Number Budget Code Description Adjustment Date
 BA0000048 Budget 2019 Disaster Emergency Expenses 12/6/2019

Summary DescriptionTo record unexpected expenses related to the 2018 flood event and 2019 flood event

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
401-49950-439	Special Projects	Disaster Emergency Expenses-2018 Flood	0.00	20,000.00	20,000.00
January: 1,666.67	April: 1,666.67	July: 1,666.67	October: 1,666.67		
February: 1,666.67	May: 1,666.67	August: 1,666.67	November: 1,666.67		
March: 1,666.67	June: 1,666.67	September: 1,666.67	December: 1,666.63		
401-49950-509	Capital Outlay - Administration	Disaster Emergency Expenses-2019 Flood	1,500.00	25,000.00	26,500.00
January: 2,083.33	April: 2,083.33	July: 2,083.33	October: 2,083.33		
February: 2,083.33	May: 2,083.33	August: 2,083.33	November: 2,083.33		
March: 2,083.33	June: 2,083.33	September: 2,083.33	December: 2,083.37		

Adjustment Number Budget Code Description Adjustment Date
 BA0000049 Budget 2019 Clear Fund Balance after 2006A Loan Payoff 12/6/2019

Summary DescriptionTransfer to close out 2006A loan fund after completion of all sources of expenses and revenues.

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
304-39202	Contribution from Enterprise ...	Clear Fund Balance after 2006A Loan Payoff	0.00	-333,223.00	-333,223.00
January: -27,768.58	April: -27,768.58	July: -27,768.58	October: -27,768.58		
February: -27,768.58	May: -27,768.58	August: -27,768.58	November: -27,768.58		
March: -27,768.58	June: -27,768.58	September: -27,768.58	December: -27,768.62		
406-49960-720	Transfers	Clear Fund Balance after 2006A Loan Payoff	0.00	333,223.00	333,223.00
January: 27,768.58	April: 27,768.58	July: 27,768.58	October: 27,768.58		
February: 27,768.58	May: 27,768.58	August: 27,768.58	November: 27,768.58		
March: 27,768.58	June: 27,768.58	September: 27,768.58	December: 27,768.62		

Adjustment Number Budget Code Description Adjustment Date
 BA0000050 Budget 2019 Remove Revenue and Expense for MPC Event 12/6/2019

Summary DescriptionRemove income and expense associated with annual Community Center event that was not hosted during 2019.

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
617-36230	Contributions and Donations -..	Remove Revenue and Expense for Annual ...	-7,500.00	7,500.00	0.00
January: 625.00	April: 625.00	July: 625.00	October: 625.00		
February: 625.00	May: 625.00	August: 625.00	November: 625.00		
March: 625.00	June: 625.00	September: 625.00	December: 625.00		
617-38533	M/P Event Ticket Sales	Remove Revenue and Expense for MPC Ev...	-4,000.00	4,000.00	0.00
January: 333.33	April: 333.33	July: 333.33	October: 333.33		
February: 333.33	May: 333.33	August: 333.33	November: 333.33		
March: 333.33	June: 333.33	September: 333.33	December: 333.37		
617-49860-492	Entertainment Event Fees	Remove Revenue and Expense for MPC Ev...	10,500.00	-10,500.00	0.00
January: -875.00	April: -875.00	July: -875.00	October: -875.00		
February: -875.00	May: -875.00	August: -875.00	November: -875.00		
March: -875.00	June: -875.00	September: -875.00	December: -875.00		

Adjustment Number Budget Code Description Adjustment Date

Budget Adjustment Register

Packet: GLPKT17359 - 2019 Budget Adjustment

BA0000051 Budget 2019 Record Funding for WWTP 12/6/2019

Summary DescriptionIncome received from state bonding money and state grants for funding WWTP project

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>602-33430</u>	Other State Grants and Aids	Record Funding for WWTP-Bond	0.00	-3,000,000.00	-3,000,000.00
January: -250,000.00	April: -250,000.00	July: -250,000.00	October: -250,000.00	November: -250,000.00	December: -250,000.00
February: -250,000.00	May: -250,000.00	August: -250,000.00	November: -250,000.00	December: -250,000.00	
March: -250,000.00	June: -250,000.00	September: -250,000.00	December: -250,000.00		
<u>602-33430</u>	Other State Grants and Aids	Record Funding for WWTP-PSIG	0.00	-6,317,646.00	-6,317,646.00
January: -526,470.50	April: -526,470.50	July: -526,470.50	October: -526,470.50	November: -526,470.50	December: -526,470.50
February: -526,470.50	May: -526,470.50	August: -526,470.50	November: -526,470.50	December: -526,470.50	
March: -526,470.50	June: -526,470.50	September: -526,470.50	December: -526,470.50		

Adjustment Number Budget Code Description Adjustment Date

BA0000052 Budget 2019 WWTP Project Loan Fees/Interest 12/6/2019

Summary DescriptionExpense incurred to obtain Clean Water Revolving Loan for WWTP Project

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>602-49450-480</u>	Other Miscellaneous	WWTP Project Loan Fees/Interest	100.00	38,000.00	38,100.00
January: 3,166.67	April: 3,166.67	July: 3,166.67	October: 3,166.67	November: 3,166.67	December: 3,166.63
February: 3,166.67	May: 3,166.67	August: 3,166.67	November: 3,166.67	December: 3,166.63	
March: 3,166.67	June: 3,166.67	September: 3,166.67	December: 3,166.63		
<u>602-49980-611</u>	Bond Interest	WWTP Project Loan Fees/Interest	97,737.96	25,000.00	122,737.96
January: 2,083.33	April: 2,083.33	July: 2,083.33	October: 2,083.33	November: 2,083.33	December: 2,083.37
February: 2,083.33	May: 2,083.33	August: 2,083.33	November: 2,083.33	December: 2,083.37	
March: 2,083.33	June: 2,083.33	September: 2,083.33	December: 2,083.37		

Adjustment Number Budget Code Description Adjustment Date

BA0000053 Budget 2019 Electric Investment Return from CMPAS 12/6/2019

Summary DescriptionIncome received from capital investment return from Central Municipal Power Agency

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>604-37490</u>	Gain on Sale	Electric Investment Return from CMPAS	0.00	-225,400.00	-225,400.00
January: -18,783.33	April: -18,783.33	July: -18,783.33	October: -18,783.33	November: -18,783.33	December: -18,783.37
February: -18,783.33	May: -18,783.33	August: -18,783.33	November: -18,783.33	December: -18,783.37	
March: -18,783.33	June: -18,783.33	September: -18,783.33	December: -18,783.37		

Adjustment Number Budget Code Description Adjustment Date

BA0000054 Budget 2019 Favorable Power Purchase Cost 12/6/2019

Summary DescriptionReduced power purchase costs for 2019 related to favorable contract pricing.

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>604-49550-263</u>	Merchandise for Resale - Po...	Favorable Power Purchase Cost	4,165,347.00	-500,000.00	3,665,347.00
January: -41,666.67	April: -41,666.67	July: -41,666.67	October: -41,666.67	November: -41,666.67	December: -41,666.63
February: -41,666.67	May: -41,666.67	August: -41,666.67	November: -41,666.67	December: -41,666.63	
March: -41,666.67	June: -41,666.67	September: -41,666.67	December: -41,666.63		

Adjustment Number Budget Code Description Adjustment Date

BA0000055 Budget 2019 Electric Transmission Investment Study 12/6/2019

Summary DescriptionCosts associated with reviewing potential investment to expand electric transmission line

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>604-49550-413</u>	Repairs & Maint - Transmissi...	Electric Transmission Investment Study	0.00	25,000.00	25,000.00
January: 2,083.33	April: 2,083.33	July: 2,083.33	October: 2,083.33	November: 2,083.33	December: 2,083.37
February: 2,083.33	May: 2,083.33	August: 2,083.33	November: 2,083.33	December: 2,083.37	
March: 2,083.33	June: 2,083.33	September: 2,083.33	December: 2,083.37		

Budget Adjustment Register

Packet: GLPKT17359 - 2019 Budget Adjustment

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000056	Budget 2019	Electric Generation Inspection and Repair	12/6/2019
Summary Description Additional costs for electric generators inspection and repair.			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>604-49550-410</u>	Repairs & Maint - Generation	Electric Generation Inspection and Repair	60,000.00	35,000.00	95,000.00
January: 2,916.67	April: 2,916.67	July: 2,916.67	October: 2,916.67	November: 2,916.67	December: 2,916.63
February: 2,916.67	May: 2,916.67	August: 2,916.67			
March: 2,916.67	June: 2,916.67	September: 2,916.67			

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000058	Budget 2019	Arena Consulting Fees - Retirement	12/6/2019
Summary Description Additional costs incurred to staff Arena/Pool departments during transition of retiring department head.			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>615-49850-301</u>	Auditing & Consulting Services	Arena Consulting Fees - Retirement	800.00	48,000.00	48,800.00
January: 4,000.00	April: 4,000.00	July: 4,000.00	October: 4,000.00	November: 4,000.00	December: 4,000.00
February: 4,000.00	May: 4,000.00	August: 4,000.00			
March: 4,000.00	June: 4,000.00	September: 4,000.00			

Budget Adjustment Register

Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
Approved Budget	Budget 2019	225-33430	Other State Grants and Aids	-600,000.00	100,000.00	-500,000.00
		225-49950-500	Capital Outlay	600,000.00	-100,000.00	500,000.00
		235-34205	Ambulance Revenues - User Cha..	-610,000.00	-140,000.00	-750,000.00
		235-49950-500	Capital Outlay	235,000.00	-140,000.00	95,000.00
		250-49980-602	Other Long-Term Obligation Princ..	25,000.00	32,300.00	57,300.00
		251-33170	Federal Grants - Other	-200,000.00	200,000.00	0.00
		251-46520-491	Payments to Other Organizations	200,000.00	-200,000.00	0.00
		254-49960-720	Transfers	0.00	130,000.00	130,000.00
		255-39200	Contribution from Internal Funds	0.00	-100,000.00	-100,000.00
		273-31050	Tax Increments	0.00	-175,000.00	-175,000.00
		304-39202	Contribution from Enterprise Fun...	0.00	-333,223.00	-333,223.00
		401-39200	Interfund Transfers	0.00	-200,000.00	-200,000.00
		401-49950-439	Special Projects	0.00	20,000.00	20,000.00
		401-49950-503	Capital Outlay - Streets	86,356.00	250,000.00	336,356.00
		401-49950-509	Capital Outlay - Administration	1,500.00	25,000.00	26,500.00
		402-49960-720	Transfers	0.00	200,000.00	200,000.00
		406-49960-720	Transfers	0.00	333,223.00	333,223.00
		602-33430	Other State Grants and Aids	0.00	-9,317,646.00	-9,317,646.00
		602-39200	Interfund Transfers	0.00	-30,000.00	-30,000.00
		602-49450-480	Other Miscellaneous	100.00	38,000.00	38,100.00
		602-49980-611	Bond Interest	97,737.96	25,000.00	122,737.96
		604-37490	Gain on Sale	0.00	-225,400.00	-225,400.00
		604-49550-263	Merchandise for Resale - Power	4,165,347.00	-500,000.00	3,665,347.00
		604-49550-410	Repairs & Maint - Generation	60,000.00	35,000.00	95,000.00
		604-49550-413	Repairs & Maint - Transmission	0.00	25,000.00	25,000.00
		615-49850-301	Auditing & Consulting Services	800.00	48,000.00	48,800.00
		617-36230	Contributions and Donations - Pri..	-7,500.00	7,500.00	0.00
		617-38533	M/P Event Ticket Sales	-4,000.00	4,000.00	0.00
		617-49860-492	Entertainment Event Fees	10,500.00	-10,500.00	0.00
Approved Budget Total:				4,060,840.96	-9,998,746.00	-5,937,905.04
Grand Total:				4,060,840.96	-9,998,746.00	-5,937,905.04

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: Street Committee
DATE: December 13, 2019
RE: Snow Emergency Policy – City Parking Lots

The Street Committee met on December 12, 2019 to review the implementation of the new Snow Emergency Policy. The meeting was attended by members of the public. The Committee discussed the concerns about downtown parking and households with unique situations.

One option the Street Committee discussed was to permit use of two City-owned parking lots during Snow Emergencies. Pros and cons of this option included the following:

Pros

Provision of an off-street parking option for residents.
Approximately 90 parking spaces available.

Cons

Parking lots will not be cleared immediately.
Potential impact to businesses.
Access lanes will be plowed, but owners will have difficulty digging out vehicles.

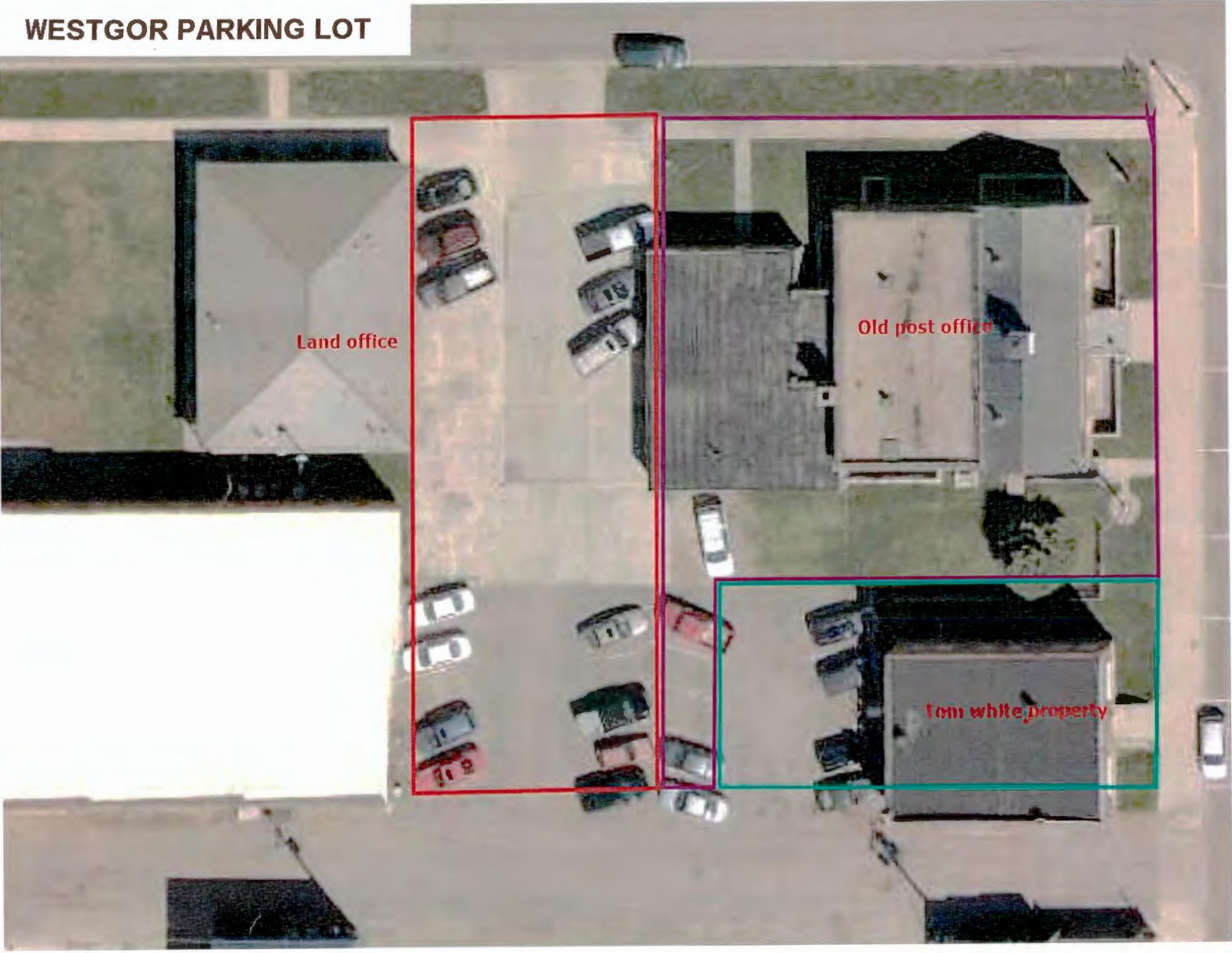
Other ideas suggested were to return to “off\even” parking or divide the plowing into “North\South” and “East\West” routes. Due to the previous history with the ineffective “odd\even” system and the necessity for residents moving vehicles from one street to another for a “North\South” and “East\West” routes the Street Committee was in favor of trying out the use of City parking lots.

The Street Committee’s recommendation is to temporarily allow parking in the City’s Parking Lot by Center Stop and Westgor Parking Lot during snow emergencies. All vehicles would have to be removed from these lots within 6 hours after the end of a declared snow emergency.

As the Snow Emergency declaration is an ordinance any change would need to be done through a revision process requiring two readings and publication, which would be completed in late-January.

Please note, should City Council approve a trial period of allowing parking in these two City-owned lots is only effective through non-enforcement of the ordinance at these two locations. Signage must be posted noting that parking is allowed during snow emergencies AND that all vehicles must be removed within 6 hours after the end of a declared snow emergency so the City can ticket or tow any vehicles remaining after the allowed parking times.

WESTGOR PARKING LOT



Land office

Old post office

Tom white property

CENTER STOP PARKING LOT

