

**Council Meeting
Tuesday, April 7, 2020
City Council Chamber
6:30 p.m.
REVISED AGENDA**



Call to Order
Pledge of Allegiance

1. Consent Agenda
 - Minutes
 - Council Minutes – March 17 & 31, 2020
 - HRA – February 19, 2020
 - Economic Development Authority – March 9 & 20, 2020
 - Utility Commission – March 25, 2020
 - Regular Bills
 - Exempt Gambling Permit – Date Change – Des Moines River Ducks Unlimited
2. Department Heads
3. Communication System Annual Appropriation Refunding Bonds, Series 2020A
 - Resolution Providing Issuance Series 2020A Refunding Bond
 - Continuing Disclosure Certificate
4. Ehlers Letter of Engagement – Arbitrage Consulting and Monitoring Agent
5. Bond Resolutions
 - 2020B GO Improvement Bond
 - Credit Enhancement Program Agreement
 - 2020C GO Improvement Bond
6. 2020 Street Project Bids Award Resolutions
7. 2020 Airport Runway PAPIs, MIRLs and Threshold Lights – Resolution Approving Plans and Specs
8. City-Wide Cleanup
9. Parks Department
 - Request to Purchase a Mower
 - Status of Parks/Playgrounds
10. Electric Department – Sale of Surplus Equipment
11. Utility Responsive Measures to COVID-19
12. Nuisance – Approve Pursuit of Court Order



13. MN Department of Transportation – County State-Aid Highways No 13 & 26
 - Resolution Approving County Project within Municipal Corporate Limits
14. Personnel
 - Electric Department Seasonal Hires
 - Memo Of Understanding K-9 Officer Compensation
15. Mayor Appointments – Hospital Board
16. New Business
17. Old Business
 - COVID-19 Update
18. Contractor Payment – Gridor Construction, Inc. – WWTF Improvement Project #17 - \$333,898.00
19. Council Comments
20. Adjourn

**Council Work Session
City Hall, Council Chamber
March 17, 2020
5:30 p.m.**

1. Call to Order:

The work session was called to order by Mayor Jones

2. Roll Call:

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

Council Absent: None

City Staff Present: Chelsie Carlson, Finance Director and Ron Schramel, City Attorney

3. MN DOT TH 60 Corridor Work Session:

John Crawford, KLJ Engineering, presented the Council with the Highway 60 Corridor Study update. He reviewed study areas for portions of Highway 60, Highway 62, and US Highway 71. According to the timeline presented, they are currently focusing on future growth trends to identify focus areas. Factors taken into consideration are travel trends, speed, safety (pedestrian & bicycle), and access management. Public input is being gathered by an online survey, public listening sessions, as well as an informational booth at both the Winter Wonderland event and the Farm and Home Show.

Council discussed some pertinent intersections that are identified as focus areas for the project.

The complete report is located on the MN DOT website for public access.

Crawford explained the focus will now shift to evaluate identified issues and propose possible solutions. These solutions will be further studied to determine design recommendation by November 2020. The City Council will be receiving further information as the project progresses.

3. Recess:

Mayor Jones recessed the Council Work Session at 6:20 p.m.

**Regular Council Meeting
City Hall, Council Chamber
March 17, 2020
6:30 p.m.**

1. Call to Order:

The meeting was reconvened and called to order by Mayor Jones

2. Roll Call:

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

Council Absent: None

City Staff Present: Chelsie Carlson, Finance Director; Ron Schramel, City Attorney; Andy Spielman, Building & Zoning Official; Jeff Dahna, Telecom Manager; John Nelson, Liquor Store Manager; Spencer Winzenried, Community Center Director; Scott Peterson, Police Chief; Ben Derickson, Fire Chief and Brian Cooley, Street & Parks Superintendent

4. Pledge of Allegiance

5. Amendment to the Agenda:

Mayor Jones recommended some Agenda items be moved to the beginning of the meeting, stating the need to address them in a timelier manner. He suggested moving the “New Business” to the Department Head category and replace items “Communication System Annual Appropriation Refunding Bonds” and “Ehlers Letter of Engagement” will be moved to an Action Item that was handed out to Council. Other Action Items addressed are in relation to the COVID-19 Outbreak and Preparedness.

Motion by Ray second by Nelson approving the Amendments to the Agenda. Motion carried 5 – 0.

6. Consent Agenda:

- Minutes
 - Council Minutes – March 3, 2020
 - Telecom Commission – February 24, 2020
 - EDA Commission – March 2, 2020
 - Community Center Commission – March 10, 2020
 - Library Board – March 10, 2020
 - Park & Recreation Commission Minutes – March 11, 2020
- Regular Bills

Motion by Byam second by Ray approving the Consent Agenda. Motion carried 5 – 0.

Preliminary

7. Public Comment – Katrina Zimmer:

Katrina Zimmer, 668 Collins Avenue, voiced her concerns to the Council about a nuisance in her neighborhood. She, along with adjoining residents, have filled out the necessary complaint forms and reported it to City Staff. She noted the City had a Court Order in place, and the nuisance still has not been taken care of. She passed out pictures and explained the adjacent neighbors have tried to communicate with the owner of the property as well. She voiced concerns over what is inside of the offender's fence (which according to her was illegally placed) along with the outside of the fence. This residence has also blocked roadways and created noise violations at all hours. Zimmer states the City has an Ordinance and it should be followed.

Motion by Nelson second by Ray to suspend the Public Comment rules, and allow a second speaker for the remaining allotted Public Comment time. Motion carried 5 – 0.

Sandy Smedsrud, 636 Collins Avenue, reported the number of flat tires that they have received using the alley behind their house to park their vehicle. This alley is used by the offender to move junk to and from his home. In doing so, scrap metal is left in the roadway. She is concerned about the noise all hours of the night and the amount of traffic that comes and goes from his residence. Smedsrud tried to approach her neighbor about this matter, only to be yelled at with profanities.

Jones apologized for the matter not being resolved. He stated a Court Order was in place to mitigate the problem, and the contractor that was scheduled to clean the residence backed out.

Ron Schramel, City Attorney, stated the Court Order that was issued in August 2019, allowing the resident until the end of the month to remove all nuisance items. The tenant has not complied, so the City is scheduled to remove the nuisance items on March 24th & 25th.

Council asked how this nuisance would be remedied; City Staff or a private Contractor. Andy Spielman, Building & Zoning Official, is currently working on lining up outside contractors from either Pipestone or St James to assist in the removal. City Staff will also be on hand to remove the items along with Police enforcement.

8. Department Heads/New Business:

Shelby Medina, Windom Area Health CEO, explained the steps that the hospital is taking to slow the spread of COVID-19. This virus is fast moving and remains dormant for up to two weeks. Staff is prepared and ready to take on this pandemic virus. They are in weekly meetings with the Center for Disease Control (CDC) and MN Department of Health (MNDOH) to offer updates and offer advice on how to handle the potential influx of patients. Hospital staff is working together with EMS providers to still provide necessary care to patients, along with preventing the potential spread of COVID-19. The hospital is now limiting patient access and only allowing one non-emergency entry point into the building (ER entrance will remain accessible). Their cafeteria is for patients/staff only and the Wellness Center is closed until further notice. Unnecessary hosted events have been cancelled, and social distancing is being used for meetings that are still taking place. The hospital is working with the School District to ensure that there is care for children of medically necessary staff, in case of an exposure or surge in patients.

Preliminary

Medina stated the focus is on containment and reducing the risk of exposure. Surges in hospital use will stress the facility, staff, and necessary supplies needed to provide adequate care to patrons. Anyone who believes that they were exposed should go to the CDC and MNDOH websites for information.

COVID 19 – City of Windom Action

Jones stated he signed an Emergency Proclamation at 5:30 PM today. This declaration is in reaction to the sudden National Outbreak of COVID-19 and invokes the City's and/or County's disaster plan. The scope of the outbreak is changing rapidly. National and State actions have been taken.

City Staff, Jones, as well as Council Member Grunig conducted a conference call with Anthony Lenz, Regional Safety Coordinator for MMUA to discuss the City response to COVID-19. At this time, staff is recommending to close public access to City Facilities (City Hall, Library, Arena, and Community Center) effective March 18, 2020, with a tentative re-open date of March 30, 2020. Staffing will continue during this time to conduct business operations. Utility operations will continue as normal. Telecommunications will operate, but will not enter homes for installation appointments. Police, Fire and Ambulance Departments are equipped to respond as needed. Riverbend Liquor discussed operations and potential closure within 3-7 days. John Nelson, Liquor Store Manager, would like to remain open regular business hours with limited patron access (five customers at a time) and will encourage all customers to use proper sanitization upon entering and exiting the building.

Council discussed timeframes and protocols for Special Meetings to stay in compliance with Social Distancing in reaction to the COVID-19. Meetings can be called with a 24 hour notice, and can be held with one person at City Hall, with other members available via telephone or video conferencing. Meetings will be open to the public, but their input can be limited at this time.

Wayne Wormstadt, Windom Area Schools Superintendent, said all students in Grades 1-12 were sent home with iPads loaded with their proper learning material. The schools main concern is internet access for students. A survey was sent to parents to confirm or deny if they have internet available for their student. Windom School District is actively offering lunches for any children up to age 18 for pickup at select locations and times.

Jeff Dahna, Telecom Manager, stated an open Wi-Fi is enabled outside the Community Center for students/patrons to use.

Council Member Ray introduced the Resolution No. 2020-13, entitled "A RESOLUTION ENACTED UNDER AUTHORITY OF MINNESOTA STATUTES SECTIONS 12.29 AND 12.37 TO EXTEND THE PERIOD OF A MAYOR-DECLARED LOCAL EMERGENCY" and moved its adoption. The resolution was seconded by Grunig and on roll call vote: Yes: Quade, Ray, Nelson, Grunig, and Byam. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

Motion by Byam second by Ray to approve closing public access to City Facilities (City Hall, Library, Arena, and Community Center) effective March 18, 2020 with a tentative re-open date of March 30, 2020, with staff still available at the facilities to conduct business operations. Motion carried 5 – 0.

Council discussed the Riverbend Liquor operations. If Riverbend would close, patrons would drive to other communities to purchase products. In doing so, customers may spread the virus to and from Windom more prevalently. Staff recommends at this time to keep Riverbend Liquor open, but limit the amount of customers to five at a time. Manager Nelson will also enforce sanitization, a brief questionnaire for customers, and only accept Credit\Debit transactions.

Motion by Ray second by Quade to approve staff recommendations for the continuing operations of Riverbend Liquor. Motion carried 5 – 0.

Council consensus to authorize the City Administrator to work with employees and to be flexible in regards to the COVID-19 outbreak and needed time off to care for themselves and/or family members. Quade recommended employees be able “borrow” additional sick time, prior to accrual if needed.

Chelsie Carlson, Finance Director, added City Hall Staff have made efforts to provide customer access via email, phone, and online. Customers are encouraged to call City Hall to make payment arrangements during this time to prevent service interruptions.

9. Windom Area Health Budget Request:

Medina explained the Windom Area Health Governing Board Meetings were moved from the 3rd to the 4th Monday of the month to give a more accurate representation of their financial operations. In doing so, their 2021 budget would not be accepted until their April 27th meeting. Medina asked Council for leniency in accepting the Hospital Budget, as May 5th would be the first available City Council meeting to approving the 2021 Budget for their fiscal year May 1st – April 30th. This approval would be after the fiscal year has begun, but prior years the City Council has had no issues with the Hospital Budget after the Windom Area Health Governing Board has approved it.

Motion by Byam second by Quade allowing Windom Area Health to present their 2021 Budget on May 5th, after the start of the 2021 fiscal year, knowing future budget presentations will be held prior to the start of the fiscal year. Motion carried 5 – 0.

10. MN DOT – TH 60 Corridor Study Presentation:

John Crawford, KLJ Engineer, presented the Council with the Highway 60 Corridor Study update. He reviewed study areas for portions of Highway 60, Highway 62, and US Highway 71. According to the timeline presented, they are currently focusing on future growth trends to identify focus areas. Factors taken into consideration are travel trends, speed, safety (pedestrian & bicycle), and access management. The Des Moines River Bridge is scheduled to be replaced in 2025 and will be a factor in this project. Public input is being gathered by an online survey, public listening sessions, as well as an informational booth at both the Winter Wonderland event and the Farm and Home Show.

Council discussed some pertinent intersections that are identified as focus areas for the project.

The complete report is located on the MN DOT website for public access.

Preliminary

Crawford explained the focus will now shift to evaluate identified issues and propose possible solutions. These solutions will be further studied to determine design recommendation by November 2020. The City Council will be receiving further information as the project progresses.

Grunig asked about the potential business change on South Highway 60. Crawford said he would reach out to the applicable parties.

11. Airport – Approval Request for Advertisement for Bids – 2020 Runway PAPIs and MIRLs & Threshold Lights:

Lindsay Reidt, Engineer for SEH, was conferenced telephonically into the meeting to review the 2020 Airport Improvement Project. Reidt explained the project includes runway electrical items, edge lighting, globe covers, and threshold lighting additions. Additionally included are Precision Approach Path Indicators (PAPIs) are lights at the end of a runway that provide a visual guide to assist pilots land the runway with the correct glide path. She is seeking approval to advertise for the project due to the grant schedule being accelerated approximately six weeks per FAA changes.

Motion by Ray second by Nelson approving the advertising for bids for the 2020 Airport Improvement Project. Motion carried 5 – 0.

12. Communication System Annual Appropriation Refunding Bonds, Series 2020A:

Jones said refunding of the Telecom Bond has shifted from Refunding the Bond to a sell the bond to a bank to potentially save money. Baird Company along with Ehlers Inc. is negotiating with a bank, but would need to increase the not-to-exceed amount to \$7,850,000 and revise Resolution 2019-69. This is an increase of \$35,000. City Staff is recommending approval.

Motion by Byam second by Grunig approving the revision of Resolution 2019-69 dated November 19, 2019 from \$7,815,000 to \$7,850,000. Motion carried 5 – 0.

Remaining discussion and action on this has been postponed to the April 7th Council Meeting.

13. Ehlers Letter of Engagement – Arbitrage Consulting and Monitoring Agent:

Item has been postponed to the April 7th Council Meeting.

14. 2020 Street Project Bid Award:

Dan Van Schepen, DGR Engineering, along with Brian Cooley, Street & Parks Superintendent, reviewed the results from the Bid Opening for the 2020 Street Project. Van Schepen stated the project was divided into five Schedules to encourage a more competitive bidding market and allow Council flexibility. He reviewed each schedule and noted Schedule 5 bid will be held for 90 days, pending potential State Funding from the bonding bill.

Motion by Grunig second by Ray approving Schedule 1 of the 2020 Street Project in the amount of \$2,556,595.99 to Hjerpe Contracting contingent upon Utility Commission approval. Motion carried 4 – 1 (Byam).

Motion by Ray second by Grunig approving Schedule 2 of the 2020 Street Project in the amount of \$856,933.30 to Hjerpe Contracting contingent upon Utility Commission approval. Motion carried 5 – 0.

Motion by Ray second by Grunig approving Schedule 3 of the 2020 Street Project in the amount of \$183,278.91 to M R Paving. Motion carried 5 – 0.

Motion by Byam second by Quade to table Schedule 4 of the 2020 Street Project to the April 7th Council Meeting. Motion carried 5 – 0.

15. Resolution Adopting the Cottonwood County All-Hazard Mitigation Plan:

Paul Johnson, Cottonwood County Emergency Management Director, briefed the Council on the All-Hazard Mitigation Plan. The plan's actions and projects help lessen the impact of a disaster. The full plan has been reviewed by the City Attorney and is recommended for approval.

Council Member Byam introduced the Resolution No. 2020-14, entitled "ADOPTION OF THE COTTONWOOD COUNTY ALL-HAZARD MITIGATION PLAN" and moved its adoption. The resolution was seconded by Quade and on roll call vote: Yes: Ray, Nelson, Quade, Byam, and Grunig. No: None. Absent: None. Abstain: None. Resolution passed 5 - 0.

16. New Business – 2020 Flood Outlook:

Johnson stated the Des Moines River levels are right below action stage. He is monitoring incoming weather and does not foresee any flooding. Johnson stated there is sand and sandbags available if needed.

17. Emergency Services Facility – Generator:

Ben Derickson, Fire Chief, explained the Emergency Services Facility currently has a generator and he sought quotes on upgrading it to automatic start/full building power. In doing so, the generator would power the building allowing emergency staff to respond without delay in case of a power outage where currently someone has to start it manually. Derickson, Windom Fire Department, and Windom Ambulance are requesting approval for JNC Electric, LLC to upgrade the generator in the amount of \$5,592. There are monies in the Special Funds Account, so no impact will be made to the 2020 or future budgets.

Motion by Ray second by Nelson to approve the Emergency Services Facility Generator Improvements bid from JNC electric LLC in the amount of \$5,592. Motion carried 5 – 0.

18. Personnel:

Spencer Winzenried, Community Center Director, is recommending hiring Jonathan Nyborg as an IBEW Union Full-time Custodian at Step 5, rate \$14.76. Staff had six applicants, and interviewed three candidates. This is a budgeted position and will start on March 23rd.

Motion by Grunig second by Ray to approve hiring Jonathan Nyborg as a Union Full-time Custodian for the Community Center at Step 5, \$14.76 per hour. Motion carried 5 – 0.

Jones explained the recommendation to hire Cameron Alm as Pool Manager. Alm has the necessary certifications and has been a lifeguard for the Windom Pool for several years.

Motion by Byam second by Grunig to approve hiring Cameron Alm as Pool Manager starting April 20th at a rate of \$13.50 per hour. Motion carried 5 – 0.

19. Old Business:

Jones mentioned that the Telecom Commission still needs two members and encouraged interested parties to reach out.

20. Contractor Payment:

Motion by Ray second by Nelson to approve the Pay Request #4 for APX Construction Group LLC in the amount of \$10,408.82 for the Airport Hanger and Taxilane Project. Motion carried 5 – 0.

21. Council Comments:

Nelson reminded everyone to wash their hands and stay home.

Grunig warned users of hand wipes to dispose of them properly. He stressed not to flush them down toilets and drains.

Byam encouraged any volunteers to call BARC. People have been delivering meals and running errands for those in need.

Quade reminded the public to fill out their Census information. The first mailing has gone out. Quade stated the second letter was automatic and only one response is necessary. In response to COVID-19, she urged Social Distancing (staying 6 feet apart) and proper hand washing.

Ray urged residents to check on their elderly and disabled neighbors during this time.

Jones would like citizens to write letters and send pictures to those at the nursing homes for those who are unable to be visited by outside parties during the COVID-19 outbreak.

22. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 8:46 p.m.

Dominic Jones, Mayor

Attest: _____
Chelsie Carlson, Finance Director\Contoller

**Special City Council Meeting
City Hall, Council Chamber
March 31, 2020
6:30 p.m.**

Notice of electronic/telephonic meeting – Some members may participate by telephone/other electronic means.

1. Call to Order:

The meeting was called to order by Mayor Jones

2. Roll Call:

Council Present: Mayor Dominic Jones, JoAnn Ray, Marv Grunig, Jenny Quade, Rod Byam (joined 6:40 pm) and James Nelson

Council Absent: None

City Staff Present: Steve Nasby, City Administrator; Jason Sykora, Electric Superintendent; Tim Hogan, Recreation Director; Tim Hacker, Ambulance Director; John Nelson, Liquor Store Manager; Dan Ortmann, Emergency Management Director; Ben Derickson, Fire Chief and Spencer Winzenreid, Community Center Director.

3. COVID – 19 Updates and Actions:

Jones said that he had continued the status quo of City operations from March 30 – 31 based on previous City Council action. This was done to be consistent with the Governor’s Executive Order to Stay at Home. City Hall, Arena, Community Center and Library are currently closed to the public, but staffed and providing support operations as needed. River Bend Liquor is open with conditions that patrons will state they are not ill, hand sanitize in/out and be limited to no more than five in the store at one time. All other City Departments are operating normally. Buildings and Facilities are non-public.

He added that staff recommends that the City Council take the following action:

- That limited public access to City Hall, Library, Community Center and Arena be extended through April 10, 2020 pursuant to State of Minnesota Executive Order 20-20. River Bend Liquor to remain open, with conditions, as it has been deemed essential by the State.
- The City Council authorize the Mayor and City Administrator to additionally extend limited access to City facilities upon an extension of the State of Minnesota’s Stay at Home Order.

Motion by Quade second by Ray to approve the continued limited access to City Hall, Arena, Community Center and Library are currently closed to the public and River Bend Liquor is

open with conditions that patrons will state they are not ill, hand sanitize in/out and be limited to no more than five in the store at one time. All other City Departments are operating normally. Buildings and Facilities are non-public. Roll Call Vote: Ayes - Nelson, Quade, Ray and Grunig. No – none. Byam absent. Motion carried 4 – 0.

Motion by Nelson second by Grunig to authorize the Mayor and City Administrator to extend the limited access to City Hall, Arena, Community Center and Library with the Liquor Store open with conditions should the Governor extend the Stay at Home Order. Roll Call Vote: Ayes - Ray, Quade, Nelson and Grunig. No – none. Byam absent. Motion carried 4 – 0

6:40 pm Byam joins the meeting.

Nasby said that staff is keeping up on information provided by the Federal and State governments along with guidance published by the League of Minnesota Cities and other organizations. At this time he feels the City is operating within the State's Executive Orders. Discussions about essential services have been held with Supervisory staff and no changes are anticipated at this time.

Jones noted that this pandemic could go on for a longer period and noted to the City Council that the Personnel Committee would likely meet and discuss options or future actions needed if the situation goes into May – June.

Jones said the next item for discussion is a request by the Liquor Store to adjust the hours it is open to the public. He noted a memorandum was provided on the screen showing the hours.

John Nelson, Liquor Store Manager, said that many liquor stores in the area had gone to reduced hours to help limit exposure of employees. He also said that some of the vendors have adopted practices of not making deliveries or re-setting shelves and restocking while stores are open to the public. His request is to set hours of 11:00 am to 7:00 pm Monday – Saturday and 11:00 am to 4:00 pm for Sunday.

Jones said that some liquor stores are doing curbside service and maybe that could be considered.

Motion by Byam second by Nelson to set hours for River Bend Liquor as open from 11:00 am to 7:00 pm Monday – Saturday and open 11:00 am to 4:00 pm on Sunday. Roll Call Vote: Ayes - Quade, Byam, Nelson, Grunig and Ray. No – none. Motion carried 5 – 0

Jones said that Shelby Medina, Windom Area Health (WAH) Administrator, was present and he asked her to make comments on the coronavirus situation locally.

Shelby Medina, WAH Administrator, said that WAH has been active in planning not only for the coronavirus but for a possible patient surge. She said that patients in intensive care or on ventilators will be transported to other partner facilities, but if those facilities get overloaded they may be transferring non-coronavirus patients to Windom. WAH has appropriate equipment and PPE available, but not ventilators. Military resources have been made available and enacted to

Preliminary

help with staffing and licensure issues that may arise. There are testing protocols in place, but clarification is needed on who is tested as a limited number of tests are available. Standard practice is to quarantine for 14 days and treat the symptoms at home; but if the situation is respiratory they should see a medical professional. Visitors are not allowed into the hospital facility and they are limiting OB patients to one support person. End of life situations are being handled on a case-by-case basis. Medina noted that staying at home and social distancing are keys to getting the situation under control. She thanked the medical professionals, ambulance crew and healthcare workers for all their efforts.

Tim Hacker, Ambulance Director, said they are continuing services but if someone is ill with minor symptoms they should not call the ambulance. They are getting PPE as needed at this time. He encouraged people to stay at home and wash hands.

Dan Ortmann, Emergency Management Director, said the best thing people can do is stay home, sanitize and wash their hands.

Ben Derickson, Fire Chief, asked the public to be smart and safe.

Ray, Byam, Nelson and Grunig asked the public to please stay home and to follow the established guidelines.

Quade thanked essential employees working to serve the community and to the school district for the transition to distance learning. Social distance from others and support local businesses. She reminded people to fill out the census.

Nasby asked the public to follow the State and CDC guidelines and to be safe.

Jones reminded the public that medical information is protected by HIPPA laws so do not ask healthcare workers about patients. April 7th is the next regular City Council meeting and that Zoom (electronic meetings) will likely continue and staff with work to make them as smooth as possible. He expressed gratitude to the Windom Area School District for its work in adapting to the current situation. The thanked Windomnet for getting students connected and supplying new Wi-Fi hot spots. Last, he thanked healthcare workers.

3. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 7:15 p.m.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

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

February 19, 2020 at 4:00pm

A regular meeting of the Board of Directors was held on February 19, 2020 at the Hillside Manor Community Room.

Board Members present: Linda Jaakola, Margaret McDonald, Dan Molitor and Tom White. Also present was: Executive Director, Connie Clausen and City Liaison, Rob Byam. Absent was Commissioner, Pam Dobson.

The Regular Board Meeting was called to order at 4:02 pm with the consent agenda approved (White/McDonald) which included minutes from the previous meeting, the agenda, balance report and bills report.

Scheduled Guests: None

Old Business consisted of:

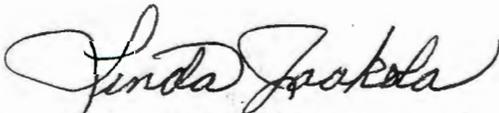
1. The Executive Director presented an update on the monthly turnaround rate. Since April 2, 2019 we've completed 21 turnovers with an average of 7.47 days per turnover. The Executive Director also presented the December 2019 and January 2020 Fee Accountant Report.
2. The Executive Director gave an update on the changes coming to the cable TV system. She has reached out to NationSat in Luverne, MN and received quotes on a DirecTV system for Hillside Manor for a total of \$11,760.00 and for Riverview Apartments for a total of \$32,037.00. The quotes include materials and labor to install the system. The monthly programming would be an additional fee. It was decided to table this item until we have solid information from Windomnet on the cable TV changes and pricing.
3. A second quote on upgrading computer software/hardware (due to Windows 7 no longer receiving support) from Citizen Publishing in Windom was reviewed. The maintenance computer will need to be updated to handle the software update. After discussion, a motion was made to accept the quote of \$824.99 from Citizen Publishing for a refurbished computer for maintenance as well as updating Windows on 3 computers (White/Molitor).
4. An update was given by the Executive Director regarding the pledging of securities to cover accounts that exceed the FDIC insured limit with United Prairie Bank. A motion was made to approve signing of a Pledge Agreement with United Prairie Bank as well as updating bank card signatures to reflect Linda Jaakola as Board Chairman (McDonald/White).
5. The Executive Director reported that on January 24th, 2020 the Windom EDA repaid the loan of \$125,000.00 principal plus \$4,843.75 interest for a total of \$129,843.75.
6. Discussion returned to the loan request from the Windom EDA for the developer of the housing project. After discussion, a motion was made to reject the loan request from the Windom EDA at this time (White/McDonald).
7. The Executive Director reported receiving a tax refund check from the State of Minnesota in the amount of \$7,406.08. The HRA will also be receiving an invoice from SME Engineering, who facilitated the research of a refund, for 50% or \$3,703.04 as per the contract.
8. The first draft of the Owner-Occupied Loan Document was presented by the Executive Director for review. After discussion, it was decided to make a few small changes and see about having it reviewed by legal council as soon as possible.

New Business consisted of:

1. The Executive Director gave an update on the Jackson HRA. The Executive Director continues to train with new Deputy Director, Linda Loewen, one day per week through March 31, 2020 when the Management Agreement ends. After the agreement ends, it will be on an as needed basis with Jackson HRA incurring the mileage.
2. The Executive Director presented information from HUD regarding a change to preferences on our housing application. The notice states that preferences for working now need to be removed. After discussion, a motion was made to update the housing application preferences as described in the HUD notice effective April 1, 2020. (White/Molitor).

3. The Executive Director brought forward a change in state regulation regarding time limits on notices to vacate by either Tenant or Landlord. After some discussion, it was decided to do some research to bring back to next month's meeting.
4. The Executive Director presented a list of 5 debts totaling \$883.58 from the last year to be moved to Bad Debts and written off as well as three outstanding checks that are more than one-year old totaling \$90.26. A motion was made to approve moving the Bad Debts of \$883.58 as well as removing uncleared checks for \$90.26 as presented (White/McDonald).
5. Both the Executive Director, Connie Clausen and Maintenance Lead, Steve Flock will be attending the Working Together Conference in Brooklyn Center, MN on March 18th & 19th. Training on the NSPIRE inspection protocol will be presented. We will have one maintenance person available during this time.
6. The Executive Director has registered to attend the MN NAHRO Day at the Capital in St. Paul, MN on February 26th. This will be a first time and she will be attending at no cost except mileage.
7. The Executive Director reports that we have a hot water heater in the Riverview Apartments building that has a leaking tank. This was installed in 2014. We will be reviewing options for replacement and repair as soon as possible.
8. The annual fire alarm and sprinkler testing is currently scheduled for Thursday, February 27th with Brother's Fire.
9. The Executive Director has requested to schedule her annual review with members of the board. This will be her first performance review since stepping into the Deputy Director, then Executive Director position in 2017.
10. The Executive Director reports she will be taking vacation on March 2nd through March 4th, 2020. She will be checking email and phone message remotely.
11. The Executive Director reported on HUD Reports and other reporting that she has been working on this past month. They include: (J) MN Revenue Recapture corrected notices; (J) FYE 09/30/19 annual audit; (W) 2018 Sales & Use Tax Return; (W) Certification of State Consolidated Plan; (J) HUD 60002 Section 3 Report; (W) FYE2021 Proposed Budget; (W) Employee Annual Reviews; (J & W) PORT Owner Certification.
12. Upcoming board meetings will be March 11th (RV) and April 8th (HS).
13. Motion to adjourn the meeting at 5:12 p.m. (McDonald/Molitor).

With no further business, the meeting was adjourned at 5:45 pm (McDonald/White).



Linda Jaakola, Chairman



Connie Clausen, Executive Director

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
MARCH 9, 2020

1. Call to Order: The meeting was called to order by Vice President Sandberg at 12:02 p.m.
2. Roll Call & Guest Introductions:
EDA Commissioners: Linda Sandberg, Betsy Herding, and Rod Byam.
Absent: Rick Clerc and Marv Grunig.

Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.;
City Administrator Steve Nasby; Kathy Hanson, WADC Liaison; Kevin Stevens, Co.
Comm. Liaison; and Rahn Larson (Citizen).
3. Approval of Minutes – February 10, 2020 & March 2, 2020:
Motion by Commissioner Byam, seconded by Commissioner Herding, to approve the Minutes of the EDA Meeting held on February 10, 2020, and Minutes of the EDA Special Meeting held on March 2, 2020. Motion carried 3-0.
4. Cemstone Redevelopment Area
 - A. Update & DEED Redevelopment Grant: Director Hage reported that DEED is anticipating that the grant awards will be announced during the week of March 23rd. He advised that if the grant is awarded, the City Council can determine whether or not to accept the grant.
 - B. Financial Projections: Director Hage recapped that Commissioner Grunig had requested financial data regarding anticipated project costs and financial projections for the Cemstone Redevelopment Project. Director Hage’s presentation is in response to this request. Director Hage reviewed estimated costs for a 3-phase redevelopment of the property to minimize upfront investment and bonding costs. He explained the areas to be redeveloped in each phase, the proposed redevelopment of each area, and estimated costs. He reviewed financial projections based on a conservative estimate of buildout, future lot sales, future tax increment revenue, and bond repayment costs. There was a brief discussion on costs associated with mobilizing contractors for the different phases, use of smaller contractors versus a larger contractor for one mobilization, etc. Director Hage also reviewed the grants received for purchase of the quarry and reclamation of the quarry into a prairie. He advised that Commissioners can contact him regarding any questions.
 - C. Shoreland District – Side Yard Setback: Director Hage advised that in reviewing Windom’s Shoreland District Ordinance, he has learned that the side yard setback is more restrictive than the State Shoreland Management Model Ordinance. The State’s Ordinance does not have a recommended side yard setback. In Windom’s Shoreland District, the side yard setback is 20 feet on each side.

The area around Cottonwood Lake is Zoned R-2. The side yard setback in the R-2 District is a total of twenty (20) percent of lot width at front yard setback divided evenly on each side of the structure. Side yard setback on corner lots shall be the same as the front yard setback. Currently, there are 13 existing homes on Cottonwood Lake that do not comply with the 20-foot side yard setback.

Director Hage provided a chart showing the differences in side yard setbacks pursuant to each ordinance and the potential width of a house on the various proposed lakeshore lots. He emphasized that he believes the lots would be more marketable if the side yard setback was

reduced. He is requesting that the EDA Board consider this matter and make a recommendation to the Planning Commission.

There was a discussion concerning the need for sufficient side yard setback to allow access to the lake side of the lake lots. After further discussion, this matter was tabled; and the Board requested that Director Hage research side yard setbacks for lake lots in Bingham Lake and Mountain Lake and provide this information to the EDA Board at the April Meeting.

5. City Strategic Planning Meeting: Director Hage reported that the Mayor and City Council are holding a Strategic Planning Meeting on Tuesday, March 24th, at 6 pm in the City Council Chambers. EDA Board Members are invited to attend. He provided copies from the City's Comprehensive Plan outlining a goal to maintain a competitive tax rate together with charts showing tax rates, services and amenities provided by Windom and several neighboring cities.
6. New Business: Director Hage advised that there is a business interested in acquiring the East 40 acres of the South 80 acres in the North Windom Industrial Park. He advised that the property is in a TIF District. He has contact Ehlers concerning potential uses for any sales proceeds for this property and whether the proceeds must be used to repay a portion of the bond which funded the purchase of the property. Director Hage alerted the Commissioners that a special meeting may need to be scheduled in the next couple weeks.
7. Miscellaneous Information
 - A. EDA Monthly Financial Recap: The Board received a copy of the February 2020 recap.
 - B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the January 2020 Financials provided by Van Binsbergen & Associates.
8. Adjourn. On consensus, Vice President Sandberg adjourned the meeting at 12:56 p.m.

Attest:

Drew Hage, EDA Executive Director

Betsy Herding, EDA Secretary-Treasurer

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
SPECIAL MEETING
MINUTES
MARCH 20, 2020

1. Call to Order: The meeting was called to order by Secretary-Treasurer Herding at 12:02 p.m.

2. Roll Call & Guest Introductions:

EDA Commissioners: Betsy Herding, Marv Grunig, Rod Byam (by phone & then in person), and Linda Sandberg (by phone).

Absent: Rick Clerc

Also Present: EDA Staff – Drew Hage, EDA Executive Director, and Mary Hensen, Admin. Asst.; Mayor Dominic Jones (by phone), Kevin Stevens, Co. Comm. Liaison; Scott Veenker, Josh Swanson, Rahn Larson (Citizen), and Dirk Abraham (KDOM)(by phone for part of meeting).

3. Approval of Minutes – March 9, 2020

Motion by Commissioner Sandberg, seconded by Commissioner Grunig, to approve the Minutes of the EDA Meeting held on March 9, 2020. Motion carried 4-0.

4. North Windom Industrial Park – East 40 Acres

A. Summary – Review Development Options: Director Hage displayed an aerial showing the location of the East 40 acres of the South 80 acres (NWIP Phase II). He advised that a business owner is interested in purchasing this property. The EDA paid \$12,800/acre for the property. Director Hage reviewed options with the Board for the use of the proceeds if the Board approves the sale of the East 40 acres.

B. Closed Session

1) Parcels: 25-024-2900, 25-556-0060, 25-556-0070, 08-014-0603, 25-024-0621, 25-025-0200:

The purpose of the Closed Session is to discuss pricing for the potential sale of the East 40 acres.

Present for Closed Session: Betsy Herding, Marv Grunig, Linda Sandberg (by phone), Rod Byam (by phone), Drew Hage, Dominic Jones (by phone), Kevin Stevens, and Mary Hensen.

Motion by Commissioner Grunig, seconded by Commissioner Sandberg, authorizing the Board to go into closed session. Motion carried 4-0.

Secretary-Treasurer Herding closed the meeting to the public at 12:10 p.m.

Motion by Commissioner Grunig, seconded by Commissioner Sandberg, authorizing the Secretary-Treasurer to re-open the meeting to the public. Motion carried 4-0.

Secretary-Treasurer Herding re-opened the meeting to the public at 12:33 p.m.

Commissioner Byam entered the meeting at 12:35 p.m. Scott Veenker and Josh Swanson entered the meeting and Rahn Larson re-entered the meeting. Director Hage said that there is a good consensus concerning selling the property on a contract for deed. He advised that the EDA would like to purchase .6 acres in the East Highway 60 Development from Scott Veenker to facilitate the installation of a road and cul-de-sac. He reviewed the preliminary costs for the preparation of a gravel road and purchase of the property together with suggested contract terms. If the transaction

proceeds, Director Hage will obtain an engineered drawing from DGR concerning the specifications for the road and cul-de-sac. He related preliminary discussions with a MnDOT engineer concerning the existing access to Highway 60. Currently the shared access is used for Dollar General and also to access farmland. The consensus is that the decision would need to be made by MnDOT's Access Committee as this would be considered a change of use for the entrance because the entrance could be used to access multiple (commercial) lots. Scott Veenker asked about the location of the easement for the existing water line. He also shared information about drainage and water flows across existing property in that area. There was a brief discussion about the possible placement of utilities for potential lots in the development area. There was a discussion concerning the value of the .6 acres, the shared access, the lot adjoining the shared access, etc. and the value of the road to other lots. If a road is installed, it may be possible to pave the road as part of a future street project. A share of those costs would be assessed to the owners of the lots adjoining the road and cul-de-sac.

Motion by Commissioner Byam, seconded by Commissioner Grunig, authorizing the Board to go back into closed session. Motion carried 4-0.

The purpose of the Closed Session is to negotiate concerning pricing for the potential sale of the East 40 acres and also the potential purchase of property (for road purposes) in the East Highway 60 Development.

Present for Closed Session: Betsy Herding, Marv Grunig, Linda Sandberg (by phone), Rod Byam, Drew Hage, Kevin Stevens, Scott Veenker, Josh Swanson, and Mary Hensen.

Secretary-Treasurer Herding closed the meeting to the public at 1:06 p.m.

Motion by Commissioner Grunig, seconded by Commissioner Byam, authorizing the Secretary-Treasurer to re-open the meeting to the public. Motion carried 4-0.

Secretary-Treasurer Herding re-opened the meeting to the public at 1:27 p.m.

Director Hage summarized the second closed session. He said that he had received direction from the Board. The EDA may have a Special Meeting in the near future and Director Hage will be communicating with Scott Veenker. It was the consensus of the Board to publish a public hearing notice on the potential sale of the South 40 acres in NWIP for the April 13th EDA Meeting.

Scott Veenker reminded the Board of the 2020 farm lease on the South 40 acres and the need to notify the tenant of a potential sale of the property (before the tenant plants that area).

5. Lease Extension – Pro Shed: Director Hage advised that Pro Shed would like to extend its lease of the EDA property south of the liquor store. The term of this Lease Extension Agreement shall be for the period of twelve (12) months beginning on May 1, 2020, and ending on April 30, 2021. There is a provision for a 60-day termination after written notice. The lease terms are the same as the leases for the past two years. The rental rate is \$400 per month. The Board had received a copy of the draft Lease Extension Agreement in the packet.

Motion by Commissioner Byam, seconded by Commissioner Grunig, to extend the lease with Pro Shed for the EDA's property south of the liquor store for another year on the same terms as presented. Motion carried 4-0.

6. New Business: Director Hage announced that there will be a new SBA loan program to assist small businesses that were impacted by COVID-19. These new loans specifically apply to those businesses that were affected by the Governor’s Executive Order 20-04 (and amended by Executive Order 20-08). USDA Rural Development has also announced that administrators of revolving loan funds (RLFs) (funded in part by USDA) can consider temporary modifications to their RBEG plan to allow loans from those RLFs to impacted businesses. Director Hage is proposing that the EDA Board approve a small business assistance program for businesses impacted by COVID-19. He is proposing to use up to \$50,000 from the EDA’s SEB RLF for operating loans. Terms would include: A maximum loan of \$5,000 per business. The loan would accrue no interest for the first 2 months (later changed to 3 months). It is the intent that the business would repay the EDA’s loan after the 3 months or if the business receives an SBA loan. If the business is not able to repay the loan after 3 months, the loan could be amortized over 12 months with monthly payments. The business would have the right to prepay any amount at any time during the one-year repayment period. Collateral equal to the loan would be required. Terms for the loan program still need to be approved by the Regional Rep. for the USDA Rural Development. There was a discussion concerning the interest rate for the repayment period and 3 percent per annum was recommended by Director Hage.

Motion by Commissioner Grunig, seconded by Commissioner Byam, to support the small business operating loan program from the EDA’s SEB RLF as presented, subject to guidelines approved by USDA Rural Development. Motion carried 4-0.

7. Adjourn. On consensus, Secretary-Treasurer Herding adjourned the meeting at 1:39 p.m.

Attest: _____
Drew Hage, EDA Executive Director

Betsy Herding, EDA Secretary-Treasurer

UTILITY COMMISSION MINUTES

Council Chambers

March 25, 2020

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 a.m. Chelsie Carlson called the roll and identified members attending onsite as well as members attending on the telephone.

Members Present: Utility Commission Chairperson: Mike Schwalbach (telephone)
Members Present: Glen Francis (onsite 10:10) and Tom Riordan (onsite)
Member Absent: None
City Council Liaison: Marv Grunig (onsite)
Staff Present Glenn Lund, Wastewater Foreman; Jason Sykora, Electric Superintendent; Chelsie Carlson, Finance Director and Steve Nasby, City Administrator (telephone)

APPROVE MINUTES

Riordan noted typo in the minutes for February 20, 2020 Utility Commission Meeting.

Motion by Schwalbach second by Riordan to approve the February 20, 2020 minutes with correction noted. Roll Call Vote: Yes: Schwalbach and Riordan. No: None. Absent: Francis. Motion carried 2-0.

WATER\WASTEWATER ITEMS

2020 Street Project

Dan Van Schepen, DGR Engineering reviewed the results from the Bid Opening for the 2020 Street Project. Van Schepen noted the overall project bids were under engineer estimates. The project is divided into five Schedules and City Council approved bid awards for schedules 1 and 2 contingent on Utility Commission approval. There is no utility work cost in Schedule 3. Schedules 4 and 5 will be approved at a future meeting.

Motion by Riordan second by Francis approving Schedule 1 of the 2020 Street Project in the amount of \$2,556,595.99 to Hjerpe Contracting and Schedule 2 of the 2020 Street Project in the amount of \$856,933.30 to Hjerpe Contracting. Roll Call Vote: Yes: Riordan, Francis, and Schwalbach. No: None. Motion carried 3-0.

Prime Pork SIU Rates

Kelly Yahnke, Bolton & Menk, Inc. and Lund said they have continued discussions with Prime Pork regarding SIU rates. Multiple cost scenarios were reviewed to determine an appropriate gallon flow rate and loading rates. Lund proposed billing a total cost/gallon rate with a surcharge for any loading overages. The Commission discussed the pros and cons of the proposed billing method. They were in favor of Lund pursuing this billing option and making necessary amendments to the SIU agreements. Kelly and staff will schedule a meeting with Prime Pork and Windom Wash to review the proposal. Rates estimated for 2021 were also discussed as the costs for chemical treatment will rise with the new discharge limits.

Motion by Francis second by Riordan to propose SIU rates for Prime Pork and Windom Wash using a 2% increase of 2019 expenses, billing on a total cost per 1,000 gallon rate with a surcharge for loading overages. Roll Call Vote: Yes: Francis, Schwalbach and Riordan. No: None. Motion carried 3-0.

Other Water/Wastewater Items

None

ELECTRIC ITEMS

Seasonal Hires

Sykora requested Commission approval for hiring Jeff Gilbertson and Brady Nickel as Seasonal Temporary Lineworkers.

Motion by Riordan second by Francis to approve hiring of Jeff Gilbertson and Brady Nickel as Seasonal Temporary Lineworkers. Roll Call Vote: Yes: Schwalbach, Riordan, and Francis. No: None. Motion carried 3-0.

COVID-19 Disconnection Plan

The Commission packet included a letter from MMUA regarding the COVID-19 virus outbreak and the impact to utility customers. The letter explained many utility providers are suspending shutoffs and extending the Cold Weather Rule protections through May 31. The Commission discussed disconnections as well as late fees during the pandemic.

Motion by Riordan second by Francis to refer to Council direction on suspension of services and application of late fees in response to COVID-19 virus. Roll Call Vote: Yes: Riordan, Francis, and Schwalbach. No: None. Motion carried 3-0.

Other Electric Items

Sykora reported a Toro outage that was resolved. He also reported progress with mapping software.

REGULAR BILLS

Motion by Riordan second by Francis to approve regular bills in the packet. Roll Call Vote: Yes: Francis, Schwalbach, and Riordan. No: None. Motion carried 3-0.

NEW BUSINESS

Next meeting date is April 22, 2020 at 10:00 am.

OLD BUSINESS

None.

ADJOURN

Schwalbach adjourned the meeting at 11:05 am

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator



Windom, MN

Expense Approval Report

By Fund

Payment Dates 03132020 - 03272020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MN REVENUE	20200317	03/17/2020	SALES TAX - FEB 2020	100-20202	1.36
MN REVENUE	20200317	03/17/2020	SALES TAX - FEB 2020	100-20202	7,638.13
MN REVENUE	20200317	03/17/2020	SALES TAX - FEB 2020	100-20202	17,839.56
					25,479.05
Activity: 41110 - Mayor & Council					
CITIZEN PUBLISHING CO	20200229	03/09/2020	ADVERTISING	100-41110-350	196.40
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-41110-365	1,207.00
					Activity 41110 - Mayor & Council Total: 1,403.40
Activity: 41310 - Administration					
NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - APRIL	100-41310-133	80.00
J. P. COOKE CO	590556	03/17/2020	SUPPLIES #1093862	100-41310-200	77.18
FURTHER (Select Account)	1467438	03/23/2020	ADMIN FEE	100-41310-217	160.70
STEVE NASBY	20200311	03/17/2020	EXPENSE - CGMC LEGISLATIVE	100-41310-331	171.35
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-41310-361	449.53
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-41310-365	1,272.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-41310-365	489.00
CITIZEN PUBLISHING CO	20200229	03/09/2020	ADVERTISING	100-41310-480	19.00
INDOFF, INC	3348003	03/02/2020	SUPPLIES	100-41310-480	61.22
					Activity 41310 - Administration Total: 2,779.98
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	100-41910-133	24.00
INDOFF, INC	3348031	03/10/2020	SUPPLIES	100-41910-200	3.94
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-41910-365	253.00
					Activity 41910 - Building & Zoning Total: 280.94
Activity: 41940 - City Hall					
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-41940-362	519.00
MN ENERGY RESOURCES	20200309A	03/17/2020	#0505105084-00001	100-41940-383	777.52
HOMETOWN SANITATION SER	000360990	03/09/2020	GARBAGE SERVICE - CITY HAL	100-41940-384	92.98
KRI - KATO ROOFING, INC.	20757	03/17/2020	MAINTENANCE	100-41940-406	917.43
					Activity 41940 - City Hall Total: 2,306.93
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	100-42120-133	144.00
INDOFF, INC	3347013	03/06/2020	SUPPLIES	100-42120-200	68.21
GOLDEN RULE CREATIONS	094297	03/13/2020	#56101P - UNIFORMS	100-42120-218	345.52
ASPEN MILLS INCORPORATED	253177	03/16/2020	UNIFORMS #56101WPD	100-42120-218	1,365.94
ASPEN MILLS INCORPORATED	253407	03/16/2020	#56101WPD - UNIFORMS	100-42120-218	167.25
ASPEN MILLS INCORPORATED	99669A	03/17/2020	UNIFORMS	100-42120-218	155.26
COTTONWOOD CO AUD/TREA	20200316	03/16/2020	DEPUTY ATTORNEY - APRIL 20	100-42120-304	3,957.50
SOUTHWESTERN MENTAL HE	58562	03/17/2020	SERVICE	100-42120-305	500.00
WINDOM AREA HEALTH	734-0078-02-2020-0078	03/17/2020	#734-0078 - SERVICE	100-42120-305	40.00
AT & T MOBILITY	287293102788X03032020	03/16/2020	#287293102788 - JAN & FEB 2	100-42120-321	559.98
AT & T MOBILITY	287293102788X03032020	03/16/2020	#287293102788 - JAN & FEB 2	100-42120-321	559.98
ALPHA WIRELESS - MANKATO	702643	03/23/2020	SUPPLIES	100-42120-323	296.00
LEASE FINANCE PARTNERS	#3250 3-20-20	03/23/2020	#3250 - LEASE	100-42120-326	136.00
TRITECH SOFTWARE SYSTEMS	272054	03/06/2020	#14134 - SERVICE	100-42120-326	120.00
NORTHWINDS PET RESORT, LL	1001	03/17/2020	BRUNO - BOARDING	100-42120-334	198.00
CORY HILLESHEIM	20200316	03/16/2020	EXPENSE - MN BCA TRAIING	100-42120-334	276.73
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-42120-361	3,868.94
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-42120-363	6,139.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-42120-363	4,890.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-42120-365	56.00
COTTONWOOD CO AUD/TREA	20200316	03/16/2020	RENT - APRIL 2020	100-42120-412	1,950.00

Expense Approval Report

Payment Dates: 03132020 - 03272020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCB PUBLIC FINANCE	#40049-01/5-60	03/17/2020	PAYMENT DUE 4-14-20 #4004	100-42120-419	1,054.07
FLEET SERVICES DIVISION	2020080002	03/23/2020	#A00WIN - LEASE	100-42120-419	1,546.57
				Activity 42120 - Crime Control Total:	28,394.95

Activity: 42220 - Fire Fighting

MN WEST COLLEGE	00257810	03/23/2020	#00140163 - OSHA HM REVIE	100-42220-308	550.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-42220-361	578.71
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-42220-362	1,632.60
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-42220-363	1,242.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-42220-363	352.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-42220-365	1,094.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-42220-365	830.50
MN ENERGY RESOURCES	20200306A	03/23/2020	#0616354678-00001	100-42220-383	655.63
HOMETOWN SANITATION SER	0000361030	03/09/2020	GARBAGE SERVICE - EMS BUIL	100-42220-384	45.90
P.M. REPAIR & DETAILING	11686	03/11/2020	MAINTENANCE	100-42220-405	313.19
				Activity 42220 - Fire Fighting Total:	7,294.53

Activity: 43100 - Streets

NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	100-43100-133	80.00
MID-AMERICAN RESEARCH C	0688989-IN	03/04/2020	SUPPLIES #00-3304990	100-43100-211	444.07
SCOTT VEENKER	26618	03/17/2020	SERVICE - SNOW REMOVAL	100-43100-224	3,885.00
SCOTT VEENKER	26637	03/17/2020	SERVICE - SNOW REMOVAL	100-43100-224	2,312.50
DIAMOND VOGEL PAINT	295193448	03/24/2020	SUPPLIES - STREET MATERIAL	100-43100-224	390.70
UNIQUE PAVING MATERIALS C	50908	03/17/2020	SUPPLIES	100-43100-224	697.88
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-43100-361	1,794.77
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-43100-362	2,833.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-43100-363	956.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-43100-363	1,555.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-43100-365	830.50
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-43100-365	292.00
MN ENERGY RESOURCES	20200305	03/17/2020	#0505064121-00001	100-43100-383	1,053.37
HOMETOWN SANITATION SER	0000360991	03/06/2020	GARBAGE SERVICE - STREET D	100-43100-384	92.98
OVERHEAD DOOR COMPANY	57155	03/24/2020	MAINTENANCE	100-43100-401	6,652.00
OVERHEAD DOOR COMPANY	57156	03/24/2020	MAINTENANCE	100-43100-401	2,045.00
GMS INDUSTRIAL SUPPLIES, I	058218	03/17/2020	MAINTENANCE #3922	100-43100-404	109.53
SHARE CORP.	122536	03/17/2020	SUPPLIES	100-43100-404	643.40
BAUER BUILT	830112340	03/18/2020	MAINTENANCE	100-43100-404	218.79
JOHNSON HARDWARE	10793	03/23/2020	MAINTENANCE	100-43100-405	22.82
GDF ENTERPRISES, INC	A17420	03/23/2020	MAINTENANCE	100-43100-405	194.16
				Activity 43100 - Streets Total:	27,103.47

Activity: 45120 - Recreation

LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-45120-361	138.17
				Activity 45120 - Recreation Total:	138.17

Activity: 45202 - Park Areas

NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	100-45202-133	16.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-45202-361	667.76
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-45202-362	17,034.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-45202-363	131.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-45202-363	234.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	100-45202-365	830.50
HOMETOWN SANITATION SER	0000360992	03/06/2020	GARBAGE SERVICE - SQUARE	100-45202-384	51.98
HOMETOWN SANITATION SER	0000361036	03/06/2020	GARBAGE SERVICE - ABBY PAR	100-45202-384	22.98
MTI DISTRIBUTING, INC	1246695-00	03/17/2020	MAINTENANCE	100-45202-404	14.35
MTI DISTRIBUTING, INC	1246572-00	03/04/2020	MAINTENANCE	100-45202-405	507.76
				Activity 45202 - Park Areas Total:	19,510.33

Fund 100 - GENERAL Total: 114,691.75

Fund: 211 - LIBRARY

Activity: 45501 - Library

NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	211-45501-133	16.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	211-45501-361	681.08

Expense Approval Report

Payment Dates: 03132020 - 03272020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	211-45501-362	3,015.00
MN ENERGY RESOURCES	20200306	03/17/2020	#0504542703-00001	211-45501-383	634.80
J & K WINDOWS	2930	03/04/2020	SERVICE - FEB 2020	211-45501-402	25.00
				Activity 45501 - Library Total:	4,371.88
Activity: 49950 - Capital Outlay					
FREDIN CONSTRUCTION/CABI	20200308	03/16/2020	SERVICE	211-49950-500	15,329.91
				Activity 49950 - Capital Outlay Total:	15,329.91
				Fund 211 - LIBRARY Total:	19,701.79
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
BEST OIL COMPANY	36521	03/23/2020	FUEL	225-45127-264	8,493.38
SOUTHWEST MN BROADBAN	#886 3-15-2020	03/17/2020	SERVICE #886	225-45127-321	26.85
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	225-45127-361	378.30
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	225-45127-362	14,136.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	225-45127-365	489.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	225-45127-365	633.00
NICKEL CONSTRUCTION, INC	21741	03/23/2020	SNOW REMOVAL	225-45127-406	789.50
				Activity 45127 - Airport Total:	24,946.03
				Fund 225 - AIRPORT Total:	24,946.03
Fund: 230 - POOL					
Activity: 45124 - Pool					
JCL SOLUTIONS - JANITORS CL	1194796	03/17/2020	SUPPLIES	230-45124-211	120.72
JCL SOLUTIONS - JANITORS CL	1194796-1	03/17/2020	SUPPLIES	230-45124-211	72.53
ACTIVE NETWORK, LLC	4100168608	03/16/2020	#1648980 - SERVICE	230-45124-326	1,620.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	230-45124-361	390.80
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	230-45124-365	1,426.00
				Activity 45124 - Pool Total:	3,630.05
				Fund 230 - POOL Total:	3,630.05
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
INDOFF, INC	3347026	03/02/2020	SUPPLIES	235-42153-200	52.78
QUICK PRINT	20122	03/24/2020	SUPPLIES	235-42153-217	94.50
DONNA MARCY	20200323	03/23/2020	EXPENSE - AMBULANCE SUPP	235-42153-217	17.07
LEESA ARNDT	20200323	03/23/2020	EXPENSE - SUPPLIES	235-42153-217	68.41
CYNDI HANSEN	20200323	03/23/2020	EXPENSE - AMBULANCE SUPP	235-42153-217	9.62
BOUND TREE MEDICAL, LLC	83518260	03/06/2020	#100510 - OPERATING SUPPLI	235-42153-217	354.32
BOUND TREE MEDICAL, LLC	83523211	03/06/2020	#100510 - SUPPLIES	235-42153-217	70.99
BOUND TREE MEDICAL, LLC	83523212	03/06/2020	#100510 - SUPPLIES	235-42153-217	91.08
PRAXAIR DISTRIBUTION INC	95288873	03/09/2020	#71709956 OPERATING SUPP	235-42153-217	350.15
VERIZON WIRELESS	9849981306	03/17/2020	#986701203-00001 - SERVICE	235-42153-321	81.96
ROB VISKER	20200223	03/23/2020	EXPENSE - AMBULANCE	235-42153-334	11.33
KRISTEN PORATH	20200323	03/23/2020	EXPENSE - AMBULANCE	235-42153-334	41.06
HEATHER JANSSEN	20200323	03/23/2020	EXPENSE - AMBULANCE	235-4 2153-334	14.00
JOHN C NELSON	20200323	03/23/2020	EXPENSE - AMBULANCE	235-4 2153-334	58.91
MEGAN BRAMSTEDT	20200323	03/23/2020	EXPENSE - AMBULANCE	235-4 2153-334	51.45
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	235-4 2153-361	1,391.86
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	235-4 2153-362	1,088.40
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	235-4 2153-363	740.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	235-4 2153-363	381.00
MN ENERGY RESOURCES	20200306A	03/23/2020	#0616354678-00001	235-4 2153-383	437.09
HOMETOWN SANITATION SER	0000361030	03/09/2020	GARBAGE SERVICE - EMS BUIL	235-4 2153-384	30.60
ZOLL MEDICAL CORPORATION	3030649	03/23/2020	MAINTENANCE	235-4 2153-404	1,219.64
MEGAN BRAMSTEDT	20200223	03/24/2020	EXPENSE - NREMT REGISTRATI	235-4 2153-435	20.00
				Activity 42153 - Ambulance Total:	6,676.22
				Fund 235 - AMBULANCE Total:	6,676.22

Expense Approval Report

Payment Dates: 03132020 - 03272020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
Fund: 250 - EDA GENERAL						
Activity: 46520 - EDA						
NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	250-46520-133	24.00	
INDOFF, INC	3348031	03/10/2020	SUPPLIES	250-46520-200	3.94	
EHLERS & ASSOC., INC.	83056	03/16/2020	SERVICE -	250-46520-301	500.00	
CITIZEN PUBLISHING CO	20200229	03/09/2020	ADVERTISING	250-46520-340	553.50	
WINDOM AREA CHAMBER OF	3315	03/17/2020	FARM & HOME SHOW - EDA	250-46520-340	15.00	
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	250-46520-362	4,075.00	
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	250-46520-365	695.97	
					Activity 46520 - EDA Total:	5,867.41
					Fund 250 - EDA GENERAL Total:	5,867.41
Fund: 277 - TIF 1-22 CEMSTONE						
Activity: 46530 - TIF Districts						
DGR ENGINEERING	00239477	03/16/2020	PROJECT 369202.00 - S COTT	277-46530-592	225.00	
					Activity 46530 - TIF Districts Total:	225.00
					Fund 277 - TIF 1-22 CEMSTONE Total:	225.00
Fund: 305 - 2009 STREET IMPROVEMENT						
Activity: 47000 - Debt Service						
EHLERS & ASSOC., INC.	82964	03/16/2020	ARBITRAGE REPORT	305-47000-480	2,500.00	
					Activity 47000 - Debt Service Total:	2,500.00
					Fund 305 - 2009 STREET IMPROVEMENT Total:	2,500.00
Fund: 308 - 2020 STREET PROJECT						
Activity: 41000 - General Government						
DGR ENGINEERING	00239472	03/17/2020	PROJECT 369018.00 - 2020 ST	308-41000-303	18,338.50	
CITIZEN PUBLISHING CO	20200229	03/09/2020	ADVERTISING	308-41000-480	176.40	
					Activity 41000 - General Government Total:	18,514.90
					Fund 308 - 2020 STREET PROJECT Total:	18,514.90
Fund: 401 - GENERAL CAPITAL PROJECTS						
Activity: 49950 - Capital Outlay						
COTTONWOOD CO SHERIFF	20200317	03/18/2020	#8162 - M.NETSCH	401-49950-506	65.00	
					Activity 49950 - Capital Outlay Total:	65.00
					Fund 401 - GENERAL CAPITAL PROJECTS Total:	65.00
Fund: 601 - WATER						
Activity: 49400 - Water						
NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	601-49400-133	32.00	
CNA SURETY	#71269473	03/16/2020	#0601 BOND #71269473	601-49400-217	33.33	
BRANNON PAPLOW	20200305	03/16/2020	CLASS D WATER EXAM FEE	601-49400-308	32.00	
GOPHER STATE ONE CALL	0020834	03/06/2020	LOCATES	601-49400-321	0.34	
INNOVATIVE SYSTEMS LLC	47554	03/06/2020	POSTAGE	601-49400-322	219.99	
INNOVATIVE SYSTEMS LLC	47278	03/02/2020	BILLING SYSTEM MAINTENAN	601-49400-326	760.50	
INNOVATIVE SYSTEMS LLC	47426	03/06/2020	BILLING SYSTEM SOFTWARE	601-49400-326	517.50	
INNOVATIVE SYSTEMS LLC	47554	03/06/2020	PROCESSING	601-49400-326	177.36	
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	601-49400-361	3,394.28	
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	601-49400-361	5,830.65	
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	601-49400-362	7,403.00	
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	601-49400-363	267.00	
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	601-49400-363	234.00	
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	601-49400-365	830.50	
MN ENERGY RESOURCES	20200311C	03/17/2020	#0505923431-00001	601-49400-383	700.43	
HOMETOWN SANITATION SER	0000360994	03/06/2020	GARBAGE SERVICE - WASTEWA	601-49400-384	94.98	
WENCK ASSOCIATES, INC.	12001297	03/25/2020	PROJECT 0045-01 - WINDOM	601-49400-386	2,421.09	
AUTOMATIC SYSTEMS CO	34905S	03/09/2020	MAINTENANCE	601-49400-404	250.00	
THEIN WELL CO.	6894	03/06/2020	MAINTENANCE	601-49400-408	8,799.36	
					Activity 49400 - Water Total:	31,998.31

Expense Approval Report

Payment Dates: 03132020 - 03272020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49980 - Debt Service					
SOUTH CENTRAL ELECTRIC	20200226	03/17/2020	MC3 PKG-AMR EQUIPMENT	601-49980-720	3,750.00
				Activity 49980 - Debt Service Total:	3,750.00
				Fund 601 - WATER Total:	35,748.31
Fund: 602 - SEWER					
BOLTON & MENK, INC.	0247299	03/25/2020	PROJ T22.113672 - WASTEWA	602-16200	25,109.71
GRIDOR CONSTRUCTION, INC.	20200306	03/06/2020	WASTEWATER TREATMENT FA	602-16200	526,343.00
					551,452.71
Activity: 49450 - Sewer					
NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	602-49450-133	48.00
CNA SURETY	#71269473	03/16/2020	#0601 BOND #71269473	602-49450-217	33.33
MN VALLEY TESTING	1020096	03/04/2020	TESTING	602-49450-310	230.40
MN VALLEY TESTING	1020410	03/04/2020	TESTING	602-49450-310	144.00
MN VALLEY TESTING	1021166	03/09/2020	TESTING	602-49450-310	230.40
MN VALLEY TESTING	1021215	03/09/2020	TESTING	602-49450-310	144.00
GOPHER STATE ONE CALL	0020834	03/06/2020	LOCATES	602-49450-321	0.34
INNOVATIVE SYSTEMS LLC	47554	03/06/2020	POSTAGE	602-49450-322	219.97
INNOVATIVE SYSTEMS LLC	47278	03/02/2020	BILLING SYSTEM MAINTENAN	602-49450-326	760.50
INNOVATIVE SYSTEMS LLC	47426	03/06/2020	BILLING SYSTEM SOFTWARE	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	47554	03/06/2020	PROCESSING	602-49450-326	177.36
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	602-49450-361	4,246.90
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	602-49450-362	6,827.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	602-49450-363	415.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	602-49450-363	535.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	602-49450-365	830.50
MN ENERGY RESOURCES	20200309B	03/17/2020	#0506746718-00001	602-49450-383	18.00
MN ENERGY RESOURCES	20200309C	03/17/2020	#0616938201-00004	602-49450-383	439.71
MN ENERGY RESOURCES	20200310	03/17/2020	#0504488160-00001	602-49450-383	81.64
FAITH WILLARD CLEANING	20200317	03/18/2020	SERVICE - CLEANING	602-49450-404	75.00
C. EMERY NELSON, INC	35421	03/06/2020	MAINTENANCE -	602-49450-404	527.14
DUANE W. NIELSEN COMPAN	2042	03/16/2020	SERVICE #2042	602-49450-408	667.80
				Activity 49450 - Sewer Total:	17,169.49
Activity: 49980 - Debt Service					
SOUTH CENTRAL ELECTRIC	20200226	03/17/2020	MC3 PKG-AMR EQUIPMENT	602-49980-720	3,750.00
				Activity 49980 - Debt Service Total:	3,750.00
				Fund 602 - SEWER Total:	572,372.20
Fund: 604 - ELECTRIC					
WESCO DISTRIBUTION, INC	047508	03/17/2020	INVENTORY #80437	604-14200	1,827.91
ELECTRIC FUND	142R	03/18/2020	RETURN - EL - INVENTORY	604-14200	939.28
WERNER ELECTRIC	5010236104.001	03/25/2020	#31969 - INVENTORY	604-14200	11,084.47
IRBY ELECTRICAL DISTRIBUTO	5011759475.002	03/17/2020	INVENTORY #114464	604-14200	9,243.00
SOUTH CENTRAL ELECTRIC	20200226	03/17/2020	MC3 PKG-AMR EQUIPMENT	604-16300	15,660.00
BORDER STATES	919666533	03/24/2020	IMPROVEMENTS	604-16300	2,092.58
MN REVENUE	20200317	03/17/2020	SALES TAX - FEB 2020	604-20202	3.44
SOUTH CENTRAL ELECTRIC	20200226	03/17/2020	MC3 PKG-AMR EQUIPMENT	604-39200	-7,500.00
					33,350.68
Activity: 49550 - Electric					
NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	604-49550-133	96.00
AMAZON CAPITAL SERVICES, I	1MMM-NDCL-YCXX	03/16/2020	#A2QOYJ8ZNZN2YT - SUPPLIES	604-49550-200	2,073.67
AMAZON CAPITAL SERVICES, I	1V13-WJKX-GVRT	03/25/2020	#A2QOYJ8ZNZN2YT - SUPPLIES	604-49550-200	17.49
CNA SURETY	#71269473	03/16/2020	#0601 BOND #71269473	604-49550-217	33.34
BORDER STATES	919466491	03/16/2020	UNIFORMS	604-49550-218	77.01
CMP - CENTRAL MUNICIPAL P	6790	03/16/2020	TRANSMISSION - ENERGY	604-49550-263	129,620.04
CMP - CENTRAL MUNICIPAL P	6790	03/16/2020	TRANSMISSION - ENERGY	604-49550-263	101,007.07
DEPARTMENT OF ENERGY	BFPB0008000220	03/06/2020	POWER COST	604-49550-263	66,869.70
SKARSHAUG TESTING LAB	242264	03/04/2020	#195644 - TESTING	604-49550-310	180.35
GOPHER STATE ONE CALL	0020834	03/06/2020	LOCATES	604-49550-321	0.34
INNOVATIVE SYSTEMS LLC	47554	03/06/2020	POSTAGE	604-49550-322	219.99

Expense Approval Report

Payment Dates: 03132020 - 03272020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
GOLDEN WEST TECH & INT SO	200200318	03/02/2020	#A3862 SERVICE	604-49550-325	35.88
INNOVATIVE SYSTEMS LLC	47278	03/02/2020	BILLING SYSTEM MAINTENAN	604-49550-326	1,521.00
INNOVATIVE SYSTEMS LLC	47426	03/06/2020	BILLING SYSTEM SOFTWARE	604-49550-326	223.90
INNOVATIVE SYSTEMS LLC	47554	03/06/2020	PROCESSING	604-49550-326	177.36
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	604-49550-361	18,793.89
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	604-49550-362	12,214.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	604-49550-363	1,186.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	604-49550-363	1,488.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	604-49550-365	830.50
MN ENERGY RESOURCES	20200311B	03/17/2020	#0506419706-00001	604-49550-383	646.49
HOMETOWN SANITATION SER	0000360995	03/06/2020	GARBAGE SERVICE - ELECTRIC	604-49550-384	94.98
BAUER BUILT	830112340	03/18/2020	MAINTENANCE	604-49550-404	218.79
HARRISON TRUCK CENTERS	#34896 3-9-2020	03/17/2020	#34896 - MAINTENANCE	604-49550-405	163.47
WESCO DISTRIBUTION, INC	049812A	03/24/2020	#80437 - MAINTENANCE	604-49550-408	7,117.70
ELECTRIC FUND	391	03/23/2020	EL DISTRIBUTION	604-49550-408	615.94
ELECTRIC FUND	392	03/23/2020	EL - DISTRIBUTION	604-49550-408	1,675.00
CMP - CENTRAL MUNICIPAL P	6790	03/16/2020	TRANSMISSION - ENERGY	604-49550-450	2,540.81
MN REVENUE	20200317	03/17/2020	SALES TAX - FEB 2020	604-49550-460	21.96
ELECTRIC FUND	390	03/17/2020	EL - OBSOLETE	604-49550-463	153.76
Activity 49550 - Electric Total:					349,914.43
Fund 604 - ELECTRIC Total:					383,265.11

Fund: 609 - LIQUOR STORE

MN REVENUE	20200317	03/17/2020	SALES TAX - FEB 2020	609-20202	13,531.00
					13,531.00

Activity: 49751 - Liquor Store

NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	609-49751-133	32.00
RAGE INC - CAMPUS CLEANER	17197	03/23/2020	#6132 - SERVICE - RIVER BEN	609-49751-211	92.71
AH HERMEL COMPANY	817175	03/02/2020	MERCHANDISE	609-49751-217	67.08
BREAKTHRU BEVERAGE MN	1081110084	03/09/2020	MERCHANDISE	609-49751-251	1,579.56
JOHNSON BROS.	1512769	03/04/2020	MERCHANDISE	609-49751-251	2,318.77
JOHNSON BROS.	1518529	03/09/2020	MERCHANDISE	609-49751-251	1,592.56
SOUTHERN GLAZER'S OF MN	1929365	03/04/2020	MERCHANDISE	609-49751-251	1,007.28
SOUTHERN GLAZER'S OF MN	1929366	03/04/2020	MERCHANDISE	609-49751-251	3,816.25
SOUTHERN GLAZER'S OF MN	5055778	03/09/2020	MERCHANDISE	609-49751-251	2,968.00
PHILLIPS WINE & SPIRITS	6005734	03/04/2020	MERCHANDISE	609-49751-251	2,393.65
PHILLIPS WINE & SPIRITS	6009563	03/09/2020	MERCHANDISE	609-49751-251	2,475.65
SOUTHERN GLAZER'S OF MN	9204334	03/23/2020	CREDIT - MERCHANDISE	609-49751-251	-48.00
BEVERAGE WHOLESALERS	106213	03/16/2020	MERCHANDISE	609-49751-252	12,489.70
BEVERAGE WHOLESALERS	107216	03/23/2020	MERCHANDISE	609-49751-252	8,089.60
BEVERAGE WHOLESALERS	107667	03/23/2020	MERCHANDISE	609-49751-252	614.60
BREAKTHRU BEVERAGE MN	1081106825	03/02/2020	MERCHANDISE	609-49751-252	463.41
DOLL DISTRIBUTING, LLC	280559	03/09/2020	MERCHANDISE	609-49751-252	1,034.20
DOLL DISTRIBUTING, LLC	285563	03/16/2020	MERCHANDISE	609-49751-252	6,327.57
DOLL DISTRIBUTING, LLC	287817	03/16/2020	MERCHANDISE	609-49751-252	358.85
ARTISAN BEER COMPANY	3407542	03/02/2020	MERCHANDISE	609-49751-252	147.60
BREAKTHRU BEVERAGE MN	1081106825	03/02/2020	MERCHANDISE	609-49751-253	43.33
BREAKTHRU BEVERAGE MN	1081110084	03/09/2020	MERCHANDISE	609-49751-253	248.00
JOHNSON BROS.	1512770	03/04/2020	MERCHANDISE	609-49751-253	1,789.62
JOHNSON BROS.	1518530	03/09/2020	MERCHANDISE	609-49751-253	723.39
SOUTHERN GLAZER'S OF MN	1929367	03/04/2020	MERCHANDISE	609-49751-253	390.00
PHILLIPS WINE & SPIRITS	6005735	03/04/2020	MERCHANDISE	609-49751-253	102.00
PHILLIPS WINE & SPIRITS	6009564	03/09/2020	MERCHANDISE	609-49751-253	48.50
BREAKTHRU BEVERAGE MN	1081110084	03/09/2020	MERCHANDISE	609-49751-254	88.59
ATLANTIC COCA-COLA	2338702	03/16/2020	MERCHANDISE #8373693	609-49751-254	141.60
DOLL DISTRIBUTING, LLC	285563	03/16/2020	MERCHANDISE	609-49751-254	14.00
AH HERMEL COMPANY	817175	03/02/2020	MERCHANDISE	609-49751-254	102.36
AH HERMEL COMPANY	817175	03/02/2020	MERCHANDISE	609-49751-256	270.39
ARCTIC GLACIER U.S.A. INC	3451005809	03/02/2020	MERCHANDISE	609-49751-257	89.40
AH HERMEL COMPANY	817175	03/02/2020	MERCHANDISE	609-49751-261	14.88

Expense Approval Report

Payment Dates: 03132020 - 03272020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BREAKTHRU BEVERAGE MN	1081106825	03/02/2020	MERCHANDISE	609-49751-333	9.25
BREAKTHRU BEVERAGE MN	1081110084	03/09/2020	MERCHANDISE	609-49751-333	28.66
JOHNSON BROS.	1512769	03/04/2020	MERCHANDISE	609-49751-333	56.12
JOHNSON BROS.	1512770	03/04/2020	MERCHANDISE	609-49751-333	80.04
JOHNSON BROS.	1518529	03/09/2020	MERCHANDISE	609-49751-333	23.64
JOHNSON BROS.	1518530	03/09/2020	MERCHANDISE	609-49751-333	31.32
SOUTHERN GLAZER'S OF MN	1929365	03/04/2020	MERCHANDISE	609-49751-333	8.20
SOUTHERN GLAZER'S OF MN	1929366	03/04/2020	MERCHANDISE	609-49751-333	70.38
SOUTHERN GLAZER'S OF MN	1929367	03/04/2020	MERCHANDISE	609-49751-333	30.75
SOUTHERN GLAZER'S OF MN	5055778	03/09/2020	MERCHANDISE	609-49751-333	45.10
PHILLIPS WINE & SPIRITS	6005734	03/04/2020	MERCHANDISE	609-49751-333	53.94
PHILLIPS WINE & SPIRITS	6005735	03/04/2020	MERCHANDISE	609-49751-333	3.48
PHILLIPS WINE & SPIRITS	6009563	03/09/2020	MERCHANDISE	609-49751-333	32.19
PHILLIPS WINE & SPIRITS	6009564	03/09/2020	MERCHANDISE	609-49751-333	1.74
AH HERMEL COMPANY	817175	03/02/2020	MERCHANDISE	609-49751-333	6.95
FORUM COMMUNICATIONS C	#299981 2-29-20	03/16/2020	#299981 - ADVERTISING	609-49751-340	80.00
CITIZEN PUBLISHING CO	20200229	03/09/2020	ADVERTISING	609-49751-340	1,525.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	609-49751-361	4,081.57
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	609-49751-362	2,130.00
MN ENERGY RESOURCES	20200310C	03/23/2020	#0507314125-00001	609-49751-383	325.66
HOMETOWN SANITATION SER	0000360993	03/09/2020	GARBAGE SERVICE - RIVER B:	609-49751-384	169.00
MN REVENUE	20200317	03/17/2020	SALES TAX - FEB 2020	609-49751-460	6.53
BEVERAGE WHOLESALERS	106213	03/16/2020	MERCHANDISE	609-49751-480	15.00
Activity 49751 - Liquor Store Total:					60,701.62
Fund 609 - LIQUOR STORE Total:					74,232.62
Fund: 614 - TELECOM					
CALIX	1416401	03/18/2020	CREDIT - INVENTORY	614-16400	-4,850.00
CALIX	1416402	03/18/2020	CREDIT - INVENTORY	614-16400	-750.00
CALIX	213066	03/18/2020	#3437 - MACHINERY & EQUIP	614-16400	652.14
LOGIC NETWORKS LLC	2174	03/06/2020	INVENTORY - CORE UPGRAD:	614-16400	5,592.47
MN REVENUE	20200317	03/17/2020	SALES TAX - FEB 2020	614-20202	16.87
Activity: 49870 - Telecom					661.48
NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT:	614-49870-133	80.00
AMAZON CAPITAL SERVICES, I	16LY-4Y3Y-YQCJ	03/18/2020	#A2Q0YJ8ZLN2YT - SUPPLIIS	614-49870-200	83.39
AMAZON CAPITAL SERVICES, I	1XYF-V9R9-3N74	03/18/2020	#A2Q0YJ8ZLN2YT - SUPPLIIS	614-49870-200	64.58
RAGE INC - CAMPUS CLEANER	16818	03/24/2020	#6153 - SERVICE - WINDOM V	614-49870-211	21.31
AMAZON CAPITAL SERVICES, I	177C-T3G3-DXYF	03/16/2020	#A2Q0YJ8ZLN2YT - SUPPLIIS	614-49870-217	163.90
AMAZON CAPITAL SERVICES, I	1DNM-CRT4-H7F9	03/24/2020	#A2Q0YJ8ZLN2YT - SUPPLIIS	614-49870-217	57.98
AMAZON CAPITAL SERVICES, I	1F7W-LFWC-DXKH	03/24/2020	#A2Q0YJ8ZLN2YT - SUPPLIIS	614-49870-217	112.10
LOCATORS & SUPPLIES, INC	0282498-IN	03/04/2020	SERVICE - #23-55H2	614-49870-227	519.24
LOCATORS & SUPPLIES, INC	0282499-IN	03/04/2020	SERVICE #23-55H2	614-49870-227	519.24
POWER & TEL	6880837-00	03/18/2020	#307494 - MAINTENANCE	614-49870-227	35.82
INTERSTATE TRS FUND	82580760027	03/24/2020	ASSESSMENT FOR 499-A FILN	614-49870-304	263.92
GOPHER STATE ONE CALL	0020834	03/06/2020	LOCATES	614-49870-321	0.33
INNOVATIVE SYSTEMS LLC	47554	03/06/2020	POSTAGE	614-49870-322	219.99
INNOVATIVE SYSTEMS LLC	47278	03/02/2020	BILLING SYSTEM MAINTENAI	614-49870-326	1,521.00
INNOVATIVE SYSTEMS LLC	47278	03/02/2020	BILLING SYSTEM MAINTENAI	614-49870-326	875.00
INNOVATIVE SYSTEMS LLC	47426	03/06/2020	BILLING SYSTEM SOFTWARE	614-49870-326	1,846.10
INNOVATIVE SYSTEMS LLC	47554	03/06/2020	PROCESSING	614-49870-326	177.36
NEUSTAR, INC.	L-0000031458	03/09/2020	#10202 - NUMBER PORTS	614-49870-326	9.75
INNOVATIVE SYSTEMS LLC	47554	03/06/2020	INSERTS	614-49870-350	173.11
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	614-49870-361	8,091.02
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	614-49870-362	5,077.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	614-49870-363	724.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	614-49 870-365	830.50
MN ENERGY RESOURCES	20200309	03/17/2020	#0507509833-00001	614-49 870-383	149.55
HOMETOWN SANITATION SER	0000360996	03/06/2020	GARBAGE SERVICE - TEL:COM	614-49 870-384	82.99
AMAZON CAPITAL SERVICES, I	11QG-G4P1-1WTJ	03/24/2020	#A2Q0YJ8ZLN2YT - SUPPLIES	614-49 870-401	42.02

Expense Approval Report

Payment Dates: 03132020 - 03272020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELITE MECHANICAL SYSTEMS,	5858	03/18/2020	MAINTENANCE	614-49870-402	80.00
JORDAN BUSSA	01	03/24/2020	CLEANING	614-49870-404	255.88
CENTURY LINK	487839	03/24/2020	MN - COWM - 72	614-49870-441	165.48
CONSOLIDATED COMMUNICA	#507-151-0204/0 3-1-20	03/09/2020	10 GB TRANSPORT - MARCH 2	614-49870-442	1,443.00
CCI SYSTEMS, INC	0111345-IN	03/18/2020	#20200106JD - SUBSCRIBER	614-49870-442	4,163.30
GRAY MEDIA GROUP INC	063403	03/17/2020	SUBSCRIBER	614-49870-442	3,468.00
MLB NETWORK	136736	03/17/2020	SUBSCRIBER	614-49870-442	413.93
SHOWTIME NETWORKS INC	19069	03/17/2020	SUBSCRIBER	614-49870-442	235.62
INDEPENDENT COMMUNICAT	20200229	03/17/2020	SUBSCRIBER	614-49870-442	2,072.13
CBS TELEVISION STATIONS	20200229	03/16/2020	SUBSCRIBER	614-49870-442	2,687.70
NEXSTAR BROADCASTING GR	324175	03/17/2020	SUBSCRIBER	614-49870-442	3,502.60
FOX TELEVISION STATIONS, IN	325609	03/16/2020	SUBSCRIBER	614-49870-442	2,852.43
CONFLUENT TECHNOLOGY GR	5A5A185789R	03/16/2020	SUBSCRIBER #185789	614-49870-442	590.85
FOX SPORTS NET NORTH	R26684	03/16/2020	SUBSCRIBER	614-49870-442	7,989.63
BTN - BIG TEN NETWORK	R28653	03/16/2020	SUBSCRIBER	614-49870-442	1,702.58
CONSOLIDATED CALL CENTER	15594	03/04/2020	DA/OPERATOR ASSISTANCE #	614-49870-445	123.74
ICONECTIV	L-10154093	03/17/2020	#3-201353 - LNP SERVICE	614-49870-445	50.44
ZAYO GROUP, LLC	#027696	03/06/2020	#027696 - TRANSPORT	614-49870-447	1,950.00
MANKATO NETWORKS, LLC	388947	03/18/2020	SERVICE - #388947	614-49870-447	1,004.18
CALIX	4011160	03/18/2020	#3437 - SERVICE	614-49870-447	7,500.00
GOLDEN WEST TECH & INT SO	200200256	03/04/2020	#A3790 - SERVICE	614-49870-448	187.80
ZAYO GROUP, LLC	20200301	03/06/2020	#114184-002376 - TRANSPOR	614-49870-451	901.11
MN REVENUE	20200317	03/17/2020	SALES TAX - FEB 2020	614-49870-460	5.15
Activity 49870 - Telecom Total:					65,086.75
Fund 614 - TELECOM Total:					65,748.23

Fund: 615 - ARENA

Activity: 49850 - Arena

NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	615-49850-133	32.00
HEARTLAND PAPER COMPANY	672500-0	03/25/2020	#4756-1 - SUPPLIES	615-49850-211	137.74
JERRY'S REPAIR	9515	03/25/2020	SERVICE	615-49850-217	35.00
SEH	382759	03/17/2020	#6931 - SERVICE	615-49850-303	1,050.00
ACTIVE NETWORK, LLC	4100168608	03/16/2020	#1648980 - SERVICE	615-49850-326	1,620.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	615-49850-361	1,103.23
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	615-49850-362	8,589.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	615-49850-363	351.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	615-49850-365	830.50
MN ENERGY RESOURCES	20200311A	03/17/2020	#0504094426-00001	615-49850-383	1,811.24
HOMETOWN SANITATION SER	0000360997	03/17/2020	GARBAGE SERVICE - ARENA	615-49850-384	143.98
ELECTRIC FUND	386	03/16/2020	EL - ARENA	615-49850-402	0.96
OVERHEAD DOOR COMPANY	57168	03/25/2020	MAINTENANCE	615-49850-402	442.72
GDF ENTERPRISES, INC	A17369	03/17/2020	MAINTENANCE - LIFT FOR AR	615-49850-402	2,150.00
CARLSON & STEWART REFRIG	24975	03/25/2020	MAINTENANCE	615-49850-404	344.25
WINDOM FIRE & SAFETY, LLC	7263	03/17/2020	SERVICE - ARENA	615-49850-404	1,018.55
MN REVENUE	20200317	03/17/2020	SALES TAX - FEB 2020	615-49850-460	83.00
Activity 49850 - Arena Total:					19,743.17
Fund 615 - ARENA Total:					19,743.17

Fund: 617 - M/P CENTER

ELITE MECHANICAL SYSTEMS,	5854	03/23/2020	FURANCE REPLACEMENT	617-16400	14,474.90
SOUTH CENTRAL ELECTRIC	20200317	03/17/2020	REFUND - 3-28-20 EVENT	617-20202	55.00
MN REVENUE	20200317	03/17/2020	SALES TAX - FEB 2020	617-20202	33.00
SOUTH CENTRAL ELECTRIC	20200317	03/17/2020	REFUND - 3-28-20 EVENT	517-38510	450.00
KELLY SMITH	20200323	03/23/2020	REFUND - DOWN PAYMENT O	517-38510	200.00
SOUTH CENTRAL ELECTRIC	20200317	03/17/2020	REFUND - 3-28-20 EVENT	517-38517	50.00
SOUTH CENTRAL ELECTRIC	20200317	03/17/2020	REFUND - 3-28-20 EVENT	517-38518	125.00
SOUTH CENTRAL ELECTRIC	20200317	03/17/2020	REFUND - 3-28-20 EVENT	517-38530	125.00
SOUTH CENTRAL ELECTRIC	20200317	03/17/2020	REFUND - 3-28-20 EVENT	517-38531	50.00
					15,562.90

Activity: 49860 - M/P Center

NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	517-49860-133	32.00
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Expense Approval Report

Payment Dates: 03132020 - 03272020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RAGE INC - CAMPUS CLEANER	16816	03/04/2020	#6152 - SERVICE - WINDOM C	617-49860-211	70.25
INDOFF, INC	3347012	03/04/2020	SUPPLIES	617-49860-211	33.94
CITIZEN PUBLISHING CO	20200229	03/09/2020	ADVERTISING	617-49860-340	1,604.48
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	617-49860-361	1,217.15
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	617-49860-362	3,131.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	617-49860-363	117.00
LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	617-49860-365	71.42
MN ENERGY RESOURCES	20200311	03/17/2020	#0503741572-00001	617-49860-383	1,584.60
HOMETOWN SANITATION SER	0000360998	03/06/2020	GARBAGE SERVICE - COMM C	617-49860-384	137.97
ELITE MECHANICAL SYSTEMS,	5849	03/23/2020	MAINTENANCE	617-49860-402	320.00
HANSON PLUMBING	6836	03/17/2020	MAINTENANCE	617-49860-402	83.98
MN REVENUE	20200317	03/17/2020	SALES TAX - FEB 2020	617-49860-460	430.00
Activity 49860 - M/P Center Total:					8,833.79
Fund 617 - M/P CENTER Total:					24,396.69

Fund: 651 - RIVERLBUFF TOWNHOMES

Activity: 46520 - EDA

LEAGUE OF MN CITIES INS TR	#10002872 3-17-20	03/17/2020	CMC 35197 / LLC 2702	651-46520-480	7,889.00
Activity 46520 - EDA Total:					7,889.00
Fund 651 - RIVERLBU FF TOWNHOMES Total:					7,889.00

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0001726	03/13/2020	Federal Tax Withholding	700-21701	9,942.90
Internal Revenue Service-Payr	INV0001732	03/27/2020	Federal Tax Withholding	700-21701	9,809.15
MN Department of Revenue -	INV0001727	03/13/2020	State Withholding	700-21702	4,636.41
MN Department of Revenue -	INV0001733	03/27/2020	State Withholding	700-21702	4,466.77
Internal Revenue Service-Payr	INV0001726	03/13/2020	Social Security	700-21703	12,890.86
Internal Revenue Service-Payr	INV0001732	03/27/2020	Social Security	700-21703	13,012.28
MN Pera	INV0001723	03/13/2020	PERA	700-21704	1,244.92
MN Pera	INV0001723	03/13/2020	PERA	700-21704	7,327.28
MN Pera	INV0001723	03/13/2020	PERA	700-21704	13,696.65
MN Pera	INV0001729	03/27/2020	PERA	700-21704	415.00
MN Pera	INV0001729	03/27/2020	PERA	700-21704	905.08
MN Pera	INV0001729	03/27/2020	PERA	700-21704	7,140.36
MN Pera	INV0001729	03/27/2020	PERA	700-21704	13,515.81
MN State Deferred	INV0001724	03/13/2020	Deferred Compensation	700-21705	6,908.85
MN State Deferred	INV0001724	03/13/2020	Deferred Roth	700-21705	2,155.00
MN State Deferred	INV0001730	03/27/2020	Deferred Compensation	700-21705	6,908.85
MN State Deferred	INV0001730	03/27/2020	Deferred Roth	700-21705	2,155.00
LOCAL UNION #949	20200325	03/25/2020	UNION DUES - MARCH 2020	700-21707	1,768.02
LAW ENFORCEMENT LABOR S	20200325	03/25/2020	POLICE UNION DUES - MARCH	700-21708	372.00
MN CHILD SUPPORT PAYMEN	INV0001725	03/13/2020	Child Support Payment	700-21709	94.60
Internal Revenue Service-Payr	INV0001726	03/13/2020	Medicare Withholding	700-21711	3,693.66
Internal Revenue Service-Payr	INV0001732	03/27/2020	Medicare Withholding	700-21711	3,708.18
FURTHER (Select Account)	39364084	03/17/2020	FLEX SPENDING	700-21712	2,461.69
AFLAC	946005	03/16/2020	INSURANCE - MAR 2020 - AFT	700-21715	320.22
AFLAC	946005	03/16/2020	INSURANCE - MAR 2020 PRE T	700-21716	606.15
MN BENEFIT ASSOCIATION	2020-0089111	03/23/2020	INSURANCE 4/1/2020 - PRE T	700-21717	4.84
NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	700-21718	16.00
NCPERS MINNESOTA	844600042020	03/23/2020	INSURANCE #844600 - SEPT 2	700-21718	16.00
MN BENEFIT ASSOCIATION	2020-0089111	03/23/2020	INSURANCE 4/1/2020 - AFTER	700-21719	129.76
MII LIFE	20200318	03/23/2020	MARCH 2020 - VEBA	700-21720	10,416.82
MII LIFE	20200318	03/23/2020	MARCH 2020 - VEBA	700-21720	312.50
MII LIFE	20200318	03/23/2020	MARCH 2020 - HSA	700-21722	3,020.89
FURTHER (Select Account)	INV0001722	03/13/2020	HSA Employee Contribution	700-21723	382.31
FURTHER (Select Account)	INV0001728	03/27/2020	HSA Employee Contribution	700-21723	382.31
					144,837.12
Fund 700 - PAYROLL Total:					144,837.12

Grand Total: 1,525,050.60

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	114,691.75
211 - LIBRARY	19,701.79
225 - AIRPORT	24,946.03
230 - POOL	3,630.05
235 - AMBULANCE	6,676.22
250 - EDA GENERAL	5,867.41
277 - TIF 1-22 CEMSTONE	225.00
305 - 2009 STREET IMPROVEMENT	2,500.00
308 - 2020 STREET PROJECT	18,514.90
401 - GENERAL CAPITAL PROJECTS	65.00
601 - WATER	35,748.31
602 - SEWER	572,372.20
604 - ELECTRIC	383,265.11
609 - LIQUOR STORE	74,232.62
614 - TELECOM	65,748.23
615 - ARENA	19,743.17
617 - M/P CENTER	24,396.69
651 - RIVERLBUFF TOWNHOMES	7,889.00
700 - PAYROLL	144,837.12
Grand Total:	1,525,050.60

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	25,479.05
100-41110-350	Printing & Design	196.40
100-41110-365	Insurance - Misc	1,207.00
100-41310-133	Employer Paid Insurance	80.00
100-41310-200	Office Supplies	77.18
100-41310-217	Other Operating Supplie	160.70
100-41310-331	Travel Expense	171.35
100-41310-361	Insurance - General Liabi	449.53
100-41310-365	Insurance - Misc	1,761.00
100-41310-480	Other Miscellaneous	80.22
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	3.94
100-41910-365	Insurance - Misc	253.00
100-41940-362	Insurance - Property	519.00
100-41940-383	Gas Utility	777.52
100-41940-384	Refuse Disposal	92.98
100-41940-406	Repairs & Maint - Groun	917.43
100-42120-133	Employer Paid Insurance	144.00
100-42120-200	Office Supplies	68.21
100-42120-218	Uniforms	2,033.97
100-42120-304	Legal Fees	3,957.50
100-42120-305	Medical & Dental Fees	540.00
100-42120-321	Telephone	1,119.96
100-42120-323	Radio Units	296.00
100-42120-326	Data Processing	256.00
100-42120-334	Meals/Lodging	474.73
100-42120-361	Insurance - General Liabi	3,868.94
100-42120-363	Insurance - Automotive	11,029.90
100-42120-365	Insurance - Misc	56.00
100-42120-412	Rentals - Building	1,950.00
100-42120-419	Vehicle Lease	2,600.64
100-42220-308	Training & Registrations	550.00
100-42220-361	Insurance - General Liabi	578.71
100-42220-362	Insurance - Property	1,632.60

Account Summary

Account Number	Account Name	Payment Amount
100-42220-363	Insurance - Automotive	1,594.00
100-42220-365	Insurance - Misc	1,924.50
100-42220-383	Gas Utility	655.63
100-42220-384	Refuse Disposal	45.90
100-42220-405	Repairs & Maint - Vehicl	313.19
100-43100-133	Employer Paid Insurance	80.00
100-43100-211	Cleaning Supplies	444.07
100-43100-224	Street Maint Materials	7,286.08
100-43100-361	Insurance - General Liabi	1,794.77
100-43100-362	Insurance - Property	2,833.00
100-43100-363	Insurance - Automotive	2,511.00
100-43100-365	Insurance - Misc	1,122.50
100-43100-383	Gas Utility	1,053.37
100-43100-384	Refuse Disposal	92.98
100-43100-401	Repairs & Maint - Buildi	8,697.00
100-43100-404	Repairs & Maint - M&E	971.72
100-43100-405	Repairs & Maint - Vehicl	216.98
100-45120-361	Insurance - General Liabi	138.17
100-45202-133	Employer Paid Insurance	16.00
100-45202-361	Insurance - General Liabi	667.76
100-45202-362	Insurance - Property	17,034.00
100-45202-363	Insurance - Automotive	365.00
100-45202-365	Insurance - Misc	830.50
100-45202-384	Refuse Disposal	74.96
100-45202-404	Repairs & Maint - M&E	14.35
100-45202-405	Repairs & Maint - Vehicl	507.76
211-45501-133	Employer Paid Insurance	16.00
211-45501-361	Insurance - General Liabi	681.08
211-45501-362	Insurance - Property	3,015.00
211-45501-383	Gas Utility	634.80
211-45501-402	Repairs & Maint - Struct	25.00
211-49950-500	Capital Outlay	15,329.91
225-45127-264	Merchandise For Resale	8,493.38
225-45127-321	Telephone	26.85
225-45127-361	Insurance - General Liabi	378.30
225-45127-362	Insurance - Property	14,136.00
225-45127-365	Insurance - Misc	1,122.00
225-45127-406	Repairs & Maint - Groun	789.50
230-45124-211	Cleaning Supplies	193.25
230-45124-326	Data Processing	1,620.00
230-45124-361	Insurance - General Liabi	390.80
230-45124-365	Insurance - Misc	1,426.00
235-42153-200	Office Supplies	52.78
235-42153-217	Other Operating Supplie	1,056.14
235-42153-321	Telephone	81.96
235-42153-334	Meals/Lodging	176.75
235-42153-361	Insurance - General Liabi	1,391.86
235-42153-362	Insurance - Property	1,088.40
235-42153-363	Insurance - Automotive	1,121.00
235-42153-383	Gas Utility	437.09
235-42153-384	Refuse Disposal	30.60
235-42153-404	Repairs & Maint - M&E	1,219.64
235-42153-435	Books and Pamphlets	20.00
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	3.94
250-46520-301	Auditing & Consulting Se	500.00
250-46520-340	Advertising & Promotion	568.50
250-46520-362	Insurance - Property	4,075.00

Account Summary

Account Number	Account Name	Payment Amount
250-46520-365	Insurance - Misc	695.97
277-46530-592	TIF Site Imprvements	225.00
305-47000-480	Other Miscellaneous	2,500.00
308-41000-303	Engineering and Surveyi	18,338.50
308-41000-480	Other Miscellaneous	176.40
401-49950-506	Capital Outlay - Building	65.00
601-49400-133	Employer Paid Insurance	32.00
601-49400-217	Other Operating Supplie	33.33
601-49400-308	Training & Registrations	32.00
601-49400-321	Telephone	0.34
601-49400-322	Postage	219.99
601-49400-326	Data Processing	1,455.36
601-49400-361	Insurance - General Liabi	9,224.93
601-49400-362	Insurance - Property	7,403.00
601-49400-363	Insurance - Automotive	501.00
601-49400-365	Insurance - Misc	830.50
601-49400-383	Gas Utility	700.43
601-49400-384	Refuse Disposal	94.98
601-49400-386	Landfill	2,421.09
601-49400-404	Repairs & Maint - M&E	250.00
601-49400-408	Repairs & Maint - Distrib	8,799.36
601-49980-720	Transfers - Debt Service	3,750.00
602-16200	Buildings	551,452.71
602-49450-133	Employer Paid Insurance	48.00
602-49450-217	Other Operating Supplie	33.33
602-49450-310	Lab Testing	748.80
602-49450-321	Telephone	0.34
602-49450-322	Postage	219.97
602-49450-326	Data Processing	1,455.36
602-49450-361	Insurance - General Liabi	4,246.90
602-49450-362	Insurance - Property	6,827.00
602-49450-363	Insurance - Automotive	950.00
602-49450-365	Insurance - Misc	830.50
602-49450-383	Gas Utility	539.35
602-49450-404	Repairs & Maint - M&E	602.14
602-49450-408	Repairs & Maint - Distrib	667.80
602-49980-720	Transfers - Debt Service	3,750.00
604-14200	Inventory	23,094.66
604-16300	Improvements Other Th	17,752.58
604-20202	Sales Tax Payable	3.44
604-39200	Interfund Transfers	-7,500.00
604-49550-133	Employer Paid Insurance	96.00
604-49550-200	Office Supplies	2,091.16
604-49550-217	Other Operating Supplie	33.34
604-49550-218	Uniforms	77.01
604-49550-263	Merchandise for Resale -	297,496.81
604-49550-310	Lab Testing	180.35
604-49550-321	Telephone	0.34
604-49550-322	Postage	219.99
604-49550-325	Dispatching	35.88
604-49550-326	Data Processing	1,922.26
604-49550-361	Insurance - General Liabi	18,793.89
604-49550-362	Insurance - Property	12,214.00
604-49550-363	Insurance - Automotive	2,674.00
604-49550-365	Insurance - Misc	830.50
604-49550-383	Gas Utility	646.49
604-49550-384	Refuse Disposal	94.98
604-49550-404	Repairs & Maint - M&E	218.79

Account Summary

Account Number	Account Name	Payment Amount
604-49550-405	Repairs & Maint - Vehicl	163.47
604-49550-408	Repairs & Maint - Distrib	9,408.64
604-49550-450	Conservation	2,540.81
604-49550-460	Miscellaneous Taxes	21.96
604-49550-463	Obsolete Inventory	153.76
609-20202	Sales Tax Payable	13,531.00
609-49751-133	Employer Paid Insurance	32.00
609-49751-211	Cleaning Supplies	92.71
609-49751-217	Other Operating Supplie	67.08
609-49751-251	Liquor	18,103.72
609-49751-252	Beer	29,525.53
609-49751-253	Wine	3,344.84
609-49751-254	Soft Drinks & Mix	346.55
609-49751-256	Tobacco Products	270.39
609-49751-257	Ice	89.40
609-49751-261	Other Merchandise	14.88
609-49751-333	Freight and Express	481.76
609-49751-340	Advertising & Promotion	1,605.00
609-49751-361	Insurance - General Liabi	4,081.57
609-49751-362	Insurance - Property	2,130.00
609-49751-383	Gas Utility	325.66
609-49751-384	Refuse Disposal	169.00
609-49751-460	Miscellaneous Taxes	6.53
609-49751-480	Other Miscellaneous	15.00
614-16400	Machinery & Equipment	644.61
614-20202	Sales Tax Payable	16.87
614-49870-133	Employer Paid Insurance	80.00
614-49870-200	Office Supplies	147.97
614-49870-211	Cleaning Supplies	21.31
614-49870-217	Other Operating Supplie	333.98
614-49870-227	Utility System Maint Sup	1,074.30
614-49870-304	Legal Fees	263.92
614-49870-321	Telephone	0.33
614-49870-322	Postage	219.99
614-49870-326	Data Processing	4,429.21
614-49870-350	Printing & Design	173.11
614-49870-361	Insurance - General Liabi	8,091.02
614-49870-362	Insurance - Property	5,077.00
614-49870-363	Insurance - Automotive	724.00
614-49870-365	Insurance - Misc	830.50
614-49870-383	Gas Utility	149.55
614-49870-384	Refuse Disposal	82.99
614-49870-401	Repairs & Maint - Buildi	42.02
614-49870-402	Repairs & Maint - Struct	80.00
614-49870-404	Repairs & Maint - M&E	255.88
614-49870-441	Transmission Fees	165.48
614-49870-442	Subscriber Fees	31,121.77
614-49870-445	Switch Fees	174.18
614-49870-447	Internet Expense	10,454.18
614-49870-448	On-Call Support	187.80
614-49870-451	Call Completion	901.11
614-49870-460	Miscellaneous Taxes	5.15
615-49850-133	Employer Paid Insurance	32.00
615-49850-211	Cleaning Supplies	137.74
615-49850-217	Other Operating Supplie	35.00
615-49850-303	Engineering and Surveyi	1,050.00
615-49850-326	Data Processing	1,620.00
615-49850-361	Insurance - General Liabi	1,103.23

Account Summary

Account Number	Account Name	Payment Amount
615-49850-362	Insurance - Property	8,589.00
615-49850-363	Insurance - Automotive	351.00
615-49850-365	Insurance - Misc	330.50
615-49850-383	Gas Utility	1,311.24
615-49850-384	Refuse Disposal	143.98
615-49850-402	Repairs & Maint - Struct	2,593.68
615-49850-404	Repairs & Maint - M&E	1,362.80
615-49850-460	Miscellaneous Taxes	83.00
617-16400	Machinery & Equipment	14,474.90
617-20202	Sales Tax Payable	88.00
617-38510	M/P Room Rent	650.00
617-38517	M/P Stage Rent	50.00
617-38518	M/P Misc Equipment Re	125.00
617-38530	M/P Equipment Setup F	125.00
617-38531	M/P Dumpster Fee	50.00
617-49860-133	Employer Paid Insurance	32.00
617-49860-211	Cleaning Supplies	104.19
617-49860-340	Advertising & Promotion	1,604.48
617-49860-361	Insurance - General Liabi	1,217.15
617-49860-362	Insurance - Property	3,131.00
617-49860-363	Insurance - Automotive	117.00
617-49860-365	Insurance - Misc	71.42
617-49860-383	Gas Utility	1,584.60
617-49860-384	Refuse Disposal	137.97
617-49860-402	Repairs & Maint - Struct	403.98
617-49860-460	Miscellaneous Taxes	430.00
651-46520-480	Other Miscellaneous	7,889.00
700-21701	Federal Withholding	19,752.05
700-21702	State Withholding	9,103.18
700-21703	FICA Tax Withholding	25,903.14
700-21704	PERA Contributions	44,245.10
700-21705	Retirement	18,127.70
700-21707	Union Dues	1,768.02
700-21708	PD Union Dues	372.00
700-21709	Wage Levy	94.60
700-21711	Medicare Tax Withholdi	7,401.84
700-21712	Flex Account	2,461.69
700-21715	Individual Insurance-Afla	320.22
700-21716	Individual Insurance-Afla	606.15
700-21717	Individual Insurance-MB	4.84
700-21718	Individual Insurance-NC	32.00
700-21719	Individual Insurance-MB	129.76
700-21720	VEBA Contributions	10,729.32
700-21722	HSA Contribution	3,220.89
700-21723	HSA Employee Contribu	764.62
	Grand Total:	1,525,050.60

Project Account Summary

Project Account Key	Payment Amount
None	1,525,050.60
Grand Total:	1,525,050.60

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3/30/2020



Windom, MN

Expense Approval Report

By Fund

Payment Dates 03282020 - 04022020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
Fund: 100 - GENERAL						
Activity: 41110 - Mayor & Council						
COALITION OF GREATER MN C	20200323	03/31/2020	REGISTRATION-S.NASBY-ACTI	100-41110-308	70.00	
					Activity 41110 - Mayor & Council Total:	70.00
Activity: 41310 - Administration						
VERIZON WIRELESS	9850879754	03/30/2020	PHONE SERVICE #48657723	100-41310-321	46.16	
JESSICA LUDEWIG	20200330	03/30/2020	REFUND - CANCELLED AUTO P	100-41310-480	230.88	
					Activity 41310 - Administration Total:	277.04
Activity: 41910 - Building & Zoning						
CENTURY BUSINESS PRODUCT	510660	03/10/2020	#SF7308 - SUPPLIES	100-41910-200	39.90	
VERIZON WIRELESS	9850879754	03/30/2020	PHONE SERVICE #48657723	100-41910-321	77.22	
					Activity 41910 - Building & Zoning Total:	117.12
Activity: 41940 - City Hall						
LUCAN COMMUNITY TV INC	706A	04/01/2020	SERVICE	100-41940-406	475.00	
					Activity 41940 - City Hall Total:	475.00
Activity: 42120 - Crime Control						
INDOFF, INC	3351994	03/17/2020	SUPPLIES	100-42120-200	43.90	
STREICHER'S, INC	11421907	03/26/2020	UNIFORMS #S1381348	100-42120-218	94.02	
MIKE'S LLC	429	03/24/2020	SERVICE - UNIT #206	100-42120-323	806.01	
AMAZON CAPITAL SERVICES, I	1FP9-KHLG-TVMJ	03/27/2020	#A2QOYJ8ZLN2YT - SUPPLIES	100-42120-404	45.36	
NORTHERN SAFETY TECHNOL	49986	03/23/2020	MAINTENANCE	100-42120-404	1,423.70	
					Activity 42120 - Crime Control Total:	2,412.99
Activity: 42220 - Fire Fighting						
SOUTH CENTRAL COLLEGE	653941	03/23/2020	FIRE SCHOOL - CONFERENCE (100-42220-308	800.00	
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	100-42220-404	158.97	
					Activity 42220 - Fire Fighting Total:	958.97
Activity: 43100 - Streets						
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	100-43100-215	146.41	
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	100-43100-217	108.24	
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	100-43100-218	347.94	
RED ROCK QUARRY INC	1128	03/24/2020	STREET MAINTENANCE MATE	100-43100-224	326.75	
RED ROCK QUARRY INC	1137	03/24/2020	STREET MAINTENANCE MATE	100-43100-224	330.26	
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	100-43100-241	5.99	
VERIZON WIRELESS	9850879754	03/30/2020	PHONE SERVICE #48657723	100-43100-321	44.51	
MID-AMERICAN RESEARCH C	0690807-IN	03/24/2020	MAINTENANCE	100-43100-404	3,519.33	
NCI - NORTH CENTRAL INT'L I	517691	04/01/2020	MAINTENANCE #42, #43, #44	100-43100-404	918.56	
NCI - NORTH CENTRAL INT'L I	518106	04/01/2020	MAINTENANCE #43	100-43100-404	795.72	
NCI - NORTH CENTRAL INT'L I	FC2002-A	04/01/2020	MAINTENANCE	100-43100-404	16.59	
NCI - NORTH CENTRAL INT'L I	FC2002-A	04/01/2020	MAINTENANCE	100-43100-404	25.71	
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	100-43100-405	23.27	
TERMINAL SUPPLY CO.	25238-00	03/17/2020	MAINTENANCE	100-43100-405	824.01	
NCI - NORTH CENTRAL INT'L I	CM517691	04/01/2020	CREDIT - MAINTENANCE	100-43100-405	-608.12	
					Activity 43100 - Streets Total:	6,825.17
Activity: 45202 - Park Areas						
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	100-45202-404	5.62	
					Activity 45202 - Park Areas Total:	5.62
					Fund 100 - GENERAL Total:	11,141.91

Expense Approval Report

Payment Dates: 03282020 - 04022020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
RAGE INC - CAMPUS CLEANER	17591	03/17/2020	#6131 - CLEANING - WINDOM	211-45501-402	34.00
				Activity 45501 - Library Total:	34.00
				Fund 211 - LIBRARY Total:	34.00
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
SOUTH CENTRAL ELECTRIC	#367400 2-29-2020	03/31/2020	#367400 - SERVICE	225-45127-381	1,020.00
SOUTH CENTRAL ELECTRIC	#367403 2-29-2020	03/31/2020	#367403 - SERVICE	225-45127-381	396.04
ELECTRIC FUND	395	03/30/2020	EL - AIRPORT	225-45127-404	4.57
O'DAY EQUIPMENT, LLC	SRVCE0086695	03/23/2020	MAINTENANCE	225-45127-404	1,440.42
				Activity 45127 - Airport Total:	2,861.03
Activity: 49950 - Capital Outlay					
APX CONSTRUCTION GROUP L	20200327	03/27/2020	AIRPORT HANGAR - TAXILANE	225-49950-500	10,358.82
				Activity 49950 - Capital Outlay Total:	10,358.82
				Fund 225 - AIRPORT Total:	13,219.85
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	235-42153-217	140.33
GALLS, LLC	015245257	03/23/2020	UNIFORMS	235-42153-218	582.97
VERIZON WIRELESS	9850879754	03/30/2020	PHONE SERVICE #48657723	235-42153-321	108.48
EXPERT T BILLING	6745	03/23/2020	SERVICE	235-42153-326	2,380.00
BUCKWHEAT JOHNSON	20200330	03/30/2020	EXPENSE - AMBULANCE	235-42153-334	55.08
JIM AXFORD	20200330	03/30/2020	EXPENSE - AMBULANCE	235-42153-334	50.71
NATIONAL PEN CO., LLC	111410495	03/31/2020	PENS - PROMOTION	235-42153-340	120.38
				Activity 42153 - Ambulance Total:	3,437.95
				Fund 235 - AMBULANCE Total:	3,437.95
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
CENTURY BUSINESS PRODUCT	510660	03/10/2020	#SF7308 - SUPPLIES	250-46520-200	79.81
VERIZON WIRELESS	9850879754	03/30/2020	PHONE SERVICE #48657723	250-46520-321	27.03
LOOP NET	111117713-1	03/31/2020	#162635601 - PROMOTION	250-46520-340	69.00
				Activity 46520 - EDA Total:	175.84
				Fund 250 - EDA GENERAL Total:	175.84
Fund: 251 - EDA SEB RLF					
RIVER CITY EATERY	20200331	03/31/2020	SMALL BUSINESS ASST. PROG	251-12992	5,000.00
QUICK PRINT	20200331	03/31/2020	SMALL BUSINESS ASST. PROG	251-12992	5,000.00
FISHER EYE CARE CLINIC LLC	20200401	04/01/2020	SMALL BUSINESS ASST PROGR	251-12992	5,000.00
				Fund 251 - EDA SEB RLF Total:	15,000.00
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
SOUTH CENTRAL ELECTRIC	#367404 2-29-2020	03/31/2020	#367404 - SERVICE	254-46520-381	136.51
				Activity 46520 - EDA Total:	136.51
				Fund 254 - NORTH IND PARK Total:	136.51
Fund: 601 - WATER					
Activity: 49400 - Water					
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	601-49400-217	149.80
MN VALLEY TESTING	1021805	03/17/2020	TESTING	601-49400-310	77.00
VERIZON WIRELESS	9850879754	03/30/2020	PHONE SERVICE #48657723	601-49400-321	66.40
				Activity 49400 - Water Total:	293.20
				Fund 601 - WATER Total:	293.20
Fund: 602 - SEWER					
CORE & MAIN LP	M084182	03/20/2020	INVENTORY	602-14200	126.00

Expense Approval Report

Payment Dates: 03282020 - 04022020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AMERICAN ENGINEERING TES	809008	03/25/2020	#WIN021 - INVENTORY	602-16200	3,273.40
					<u>3,399.40</u>
Activity: 49450 - Sewer					
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	602-49450-217	86.98
MID-AMERICAN RESEARCH C	0692449-IN	03/31/2020	SUPPLIES	602-49450-217	44.68
MN VALLEY TESTING	1021914	03/17/2020	TESTING	602-49450-310	129.60
MN VALLEY TESTING	1022126	03/17/2020	TESTING	602-49450-310	230.40
MN VALLEY TESTING	1022165	03/17/2020	TESTING	602-49450-310	144.00
ERA - ENVIRONMENTAL RESO	932677	03/31/2020	#C442501 - SERVICE	602-49450-310	344.17
VERIZON WIRELESS	9850879754	03/30/2020	PHONE SERVICE #48657723	602-49450-321	41.34
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	602-49450-404	169.93
CORE & MAIN LP	M084182	03/20/2020	DEFRIES	602-49450-480	626.30
					<u>Activity 49450 - Sewer Total: 1,817.40</u>
					<u>Fund 602 - SEWER Total: 5,216.80</u>
Fund: 604 - ELECTRIC					
ELECTRIC FUND	148R	03/30/2020	RETURN - EL - INVENTORY	604-14200	256.37
BORDER STATES	919689915	03/27/2020	INVENTORY	604-14200	193.60
					<u>449.97</u>
Activity: 49550 - Electric					
AMAZON CAPITAL SERVICES, I	1F7W-LFWC-33V6	03/23/2020	#A2Q0YJ8ZLN2YT - SUPPLIES	604-49550-200	35.92
AMAZON CAPITAL SERVICES, I	1V13-WJXK-4CKJ	03/23/2020	#A2Q0YJ8ZLN2YT - SUPPLIES	604-49550-200	39.95
SHI INTERNATIONAL CORP	B11441343	03/23/2020	SUPPLIES	604-49550-200	128.00
DELL EMC	10381532918	03/25/2020	#44046203	604-49550-217	2,196.01
BORDER STATES	919712861	03/27/2020	UNIFORMS	604-49550-218	35.04
VERIZON WIRELESS	9850879754	03/30/2020	PHONE SERVICE #48657723	604-49550-321	411.81
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	604-49550-402	28.98
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	604-49550-404	282.89
ELECTRIC FUND	394	03/30/2020	EL - DISTRIBUTION	604-49550-408	293.98
ELECTRIC FUND	397	03/30/2020	EL - TRUCK STOCK	604-49550-408	0.27
WERNER ELECTRIC	S010128800.002	03/31/2020	CONSERVATION	604-49550-450	2,376.58
WERNER ELECTRIC	S010266777.001	03/31/2020	CONSERVATION	604-49550-450	2,528.95
					<u>Activity 49550 - Electric Total: 8,358.38</u>
					<u>Fund 604 - ELECTRIC Total: 8,808.35</u>
Fund: 609 - LIQUOR STORE					
Activity: 49751 - Liquor Store					
RAGE INC - CAMPUS CLEANER	16436	03/27/2020	#6132 - SERVICE - RIVER BEN	609-49751-211	38.20
BEVERAGE WHOLESALERS	107875	03/27/2020	MERCHANDISE	609-49751-251	9,826.60
JOHNSON BROS.	1523632	03/17/2020	MERCHANDISE	609-49751-251	3,579.71
SOUTHERN GLAZER'S OF MN	1934664	03/17/2020	MERCHANDISE	609-49751-251	2,846.72
SOUTHERN GLAZER'S OF MN	1934665	03/17/2020	MERCHANDISE	609-49751-251	89.91
DOLL DISTRIBUTING, LLC	288432	03/23/2020	MERCHANDISE	609-49751-252	52.55
DOLL DISTRIBUTING, LLC	289700	03/23/2020	MERCHANDISE	609-49751-252	9,826.45
DOLL DISTRIBUTING, LLC	289701	03/23/2020	MERCHANDISE	609-49751-252	30.00
DOLL DISTRIBUTING, LLC	291448	03/23/2020	MERCHANDISE	609-49751-252	419.10
DOLL DISTRIBUTING, LLC	291477	03/23/2020	MERCHANDISE	609-49751-252	11,519.60
DOLL DISTRIBUTING, LLC	293128	03/27/2020	CREDIT - MERCHANDISE	609-49751-252	-238.75
ARTISAN BEER COMPANY	3410461	03/16/2020	MERCHANDISE	609-49751-252	87.50
ARTISAN BEER COMPANY	3411566	03/23/2020	MERCHANDISE	609-49751-252	70.75
JOHNSON BROS.	1523633	03/17/2020	MERCHANDISE	609-49751-253	791.35
SOUTHERN GLAZER'S OF MN	1934665	03/17/2020	MERCHANDISE	609-49751-253	598.00
DOLL DISTRIBUTING, LLC	289700	03/23/2020	MERCHANDISE	609-49751-254	14.00
RED BULL DISTRIBUTION CO, I	K-1562036	03/23/2020	MERCHANDISE	609-49751-254	153.50
JOHNSON BROS.	1523632	03/17/2020	MERCHANDISE	609-49751-333	80.77
JOHNSON BROS.	1523633	03/17/2020	MERCHANDISE	609-49751-333	38.28
SOUTHERN GLAZER'S OF MN	1934663	03/17/2020	MERCHANDISE	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	1934664	03/17/2020	MERCHANDISE	609-49751-333	51.72

Expense Approval Report

Payment Dates: 03282020 - 04022020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOUTHERN GLAZER'S OF MN	1934665	03/17/2020	MERCHANDISE	609-49751-333	36.90
				Activity 49751 - Liquor Store Total:	39,914.91
				Fund 609 - LIQUOR STORE Total:	39,914.91
Fund: 614 - TELECOM					
Activity: 49870 - Telecom					
RAGE INC - CAMPUS CLEANER	17586	03/18/2020	#6153 - CLEANING - WINDOM	614-49870-211	21.31
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	614-49870-217	17.81
AMAZON CAPITAL SERVICES, I	1K3X-JDWV-FY4W	03/26/2020	#A2Q0YJ8ZLN2YT - SUPPLIES	614-49870-217	172.12
VERIZON WIRELESS	9850879754	03/30/2020	PHONE SERVICE #48657723	614-49870-321	296.58
ELECTRIC FUND	396	03/30/2020	EL - TELECOM	614-49870-406	0.92
CENTURY LINK	7242105D-D-2007	03/31/2020	#5142105DD3 - CABS	614-49870-441	46.03
NATIONAL CABLE TV COOP	20030561	03/31/2020	SUBSCRIBER	614-49870-442	41,593.47
UNIVERSAL SERVICE ADMIN C	UBDI0001103722	03/30/2020	499A CONTRIBUTION	614-49870-443	1,607.65
ARIN-AMERICAN REGISTRY FO	SI357741	03/26/2020	SERVICE	614-49870-447	2,000.00
CENTURY LINK	#507-831-1075-104 3-16-20	03/27/2020	SERVICE 831-1075 104	614-49870-451	76.31
				Activity 49870 - Telecom Total:	45,832.20
				Fund 614 - TELECOM Total:	45,832.20
Fund: 615 - ARENA					
Activity: 49850 - Arena					
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	615-49850-215	9.98
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	615-49850-217	68.76
VERIZON WIRELESS	9850879754	03/30/2020	PHONE SERVICE #48657723	615-49850-321	58.49
RUNNINGS SUPPLY, INC	#71920 3-24-2020	03/31/2020	MAINTENANCE	615-49850-402	73.98
				Activity 49850 - Arena Total:	211.21
				Fund 615 - ARENA Total:	211.21
Fund: 617 - M/P CENTER					
Activity: 49860 - M/P Center					
RAGE INC - CAMPUS CLEANER	17584	03/23/2020	#6152 - SERVICE - COMM CEN	617-49860-217	67.50
VERIZON WIRELESS	9850879754	03/30/2020	PHONE SERVICE #48657723	617-49860-321	41.03
GUNNER ALSBURY	20200331	03/31/2020	REFUND - GAMING EVENT AT	617-49860-492	400.00
				Activity 49860 - M/P Center Total:	508.53
				Fund 617 - M/P CENTER Total:	508.53
Fund: 700 - PAYROLL					
MN CHILD SUPPORT PAYMEN	INV0001731	03/27/2020	Child Support Payment	700-21709	94.60
FURTHER (Select Account)	39383897	03/31/2020	FLEX SPENDING	700-21712	481.08
					575.68
				Fund 700 - PAYROLL Total:	575.68
				Grand Total:	144,506.94

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	11,141.91
211 - LIBRARY	34.00
225 - AIRPORT	13,219.85
235 - AMBULANCE	3,437.95
250 - EDA GENERAL	175.84
251 - EDA SEB RLF	15,000.00
254 - NORTH IND PARK	136.51
601 - WATER	293.20
602 - SEWER	5,216.80
604 - ELECTRIC	8,808.35
609 - LIQUOR STORE	39,914.91
614 - TELECOM	45,832.20
615 - ARENA	211.21
617 - M/P CENTER	508.53
700 - PAYROLL	575.68
Grand Total:	144,506.94

Account Summary

Account Number	Account Name	Payment Amount
100-41110-308	Training & Registrations	70.00
100-41310-321	Telephone	46.16
100-41310-480	Other Miscellaneous	230.88
100-41910-200	Office Supplies	39.90
100-41910-321	Telephone	77.22
100-41940-406	Repairs & Maint - Groun	475.00
100-42120-200	Office Supplies	43.90
100-42120-218	Uniforms	94.02
100-42120-323	Radio Units	806.01
100-42120-404	Repairs & Maint - M&E	1,469.06
100-42220-308	Training & Registrations	800.00
100-42220-404	Repairs & Maint - M&E	158.97
100-43100-215	Materials & Equipment	146.41
100-43100-217	Other Operating Supplie	108.24
100-43100-218	Uniforms	347.94
100-43100-224	Street Maint Materials	657.01
100-43100-241	Small Tools	5.99
100-43100-321	Telephone	44.51
100-43100-404	Repairs & Maint - M&E	5,275.91
100-43100-405	Repairs & Maint - Vehicl	239.16
100-45202-404	Repairs & Maint - M&E	5.62
211-45501-402	Repairs & Maint - Struct	34.00
225-45127-381	Electric Utility	1,416.04
225-45127-404	Repairs & Maint - M&E	1,444.99
225-49950-500	Capital Outlay	10,358.82
235-42153-217	Other Operating Supplie	140.33
235-42153-218	Uniforms	582.97
235-42153-321	Telephone	108.48
235-42153-326	Data Processing	2,380.00
235-42153-334	Meals/Lodging	105.79
235-42153-340	Advertising & Promotion	120.38
250-46520-200	Office Supplies	79.81
250-46520-321	Telephone	27.03
250-46520-340	Advertising & Promotion	69.00
251-12992	Loans Receivable-Small	15,000.00
254-46520-381	Electric Utility	136.51
601-49400-217	Other Operating Supplie	149.80
601-49400-310	Lab Testing	77.00

Account Summary

Account Number	Account Name	Payment Amount
601-49400-321	Telephone	66.40
602-14200	Inventory	126.00
602-16200	Buildings	3,273.40
602-49450-217	Other Operating Supplie	131.66
602-49450-310	Lab Testing	848.17
602-49450-321	Telephone	41.34
602-49450-404	Repairs & Maint - M&E	169.93
602-49450-480	Other Miscellaneous	626.30
604-14200	Inventory	449.97
604-49550-200	Office Supplies	203.87
604-49550-217	Other Operating Supplie	2,196.01
604-49550-218	Uniforms	35.04
604-49550-321	Telephone	411.81
604-49550-402	Repairs & Maint - Struct	28.98
604-49550-404	Repairs & Maint - M&E	282.89
604-49550-408	Repairs & Maint - Distrib	294.25
604-49550-450	Conservation	4,905.53
609-49751-211	Cleaning Supplies	38.20
609-49751-251	Liquor	16,342.94
609-49751-252	Beer	21,767.20
609-49751-253	Wine	1,389.35
609-49751-254	Soft Drinks & Mix	167.50
609-49751-333	Freight and Express	209.72
614-49870-211	Cleaning Supplies	21.31
614-49870-217	Other Operating Supplie	189.93
614-49870-321	Telephone	296.58
614-49870-406	Repairs & Maint - Groun	0.92
614-49870-441	Transmission Fees	46.03
614-49870-442	Subscriber Fees	41,593.47
614-49870-443	Intergovernmental Fees	1,607.65
614-49870-447	Internet Expense	2,000.00
614-49870-451	Call Completion	76.31
615-49850-215	Materials & Equipment	9.98
615-49850-217	Other Operating Supplie	68.76
615-49850-321	Telephone	58.49
615-49850-402	Repairs & Maint - Struct	73.98
617-49860-217	Other Operating Supplie	67.50
617-49860-321	Telephone	41.03
617-49860-492	Entertainment Event Fee	400.00
700-21709	Wage Levy	94.60
700-21712	Flex Account	481.08
	Grand Total:	144,506.94

Project Account Summary

Project Account Key	Payment Amount
None	144,506.94
Grand Total:	144,506.94

4/2




Des Moines River Ducks Unlimited
Chapter 045
PO Box 142
Windom, MN 56101

Due to the COVID-19 Disease Emergency, the Des Moines River DU #45 requests permission to postpone our annual banquet and raffle to August 1, 2020. This event will take place at the Windom Community Center.

Gambling Permit: X-17002-20-016

Original Date: April 4, 2020

Rescheduled Date: August 1, 2020

Banquet Location: Windom Community Center



Jason Kloss
Des Moines River DU
507-822-1529

3-24-20
Date

The City of Windom grants approval for the change of date for this gambling event.

Steve Nasby
Administrator
City of Windom

Date



**Minnesota
Gambling Control
Board**

has issued

Lawful Gambling Exempt Permit

X-17002-20-016

Windom Community Center

1750 Cottonwood Dr

Windom, MN 56101

to

Ducks Unlimited Des Moines

River Chapter 45

Effective Date: Apr 04 2020

Expiration Date: Apr 04 2020

A handwritten signature in black ink, appearing to read "Steve Palm", written over a circular official seal of the Minnesota Gambling Control Board.

Licensing Supervisor

Jason Kloss
Ducks Unlimited Des Moines River Chapter 45
PO Box 142
Windom, MN 56101

Issued by:
Minnesota Gambling Control Board
Suite 300 South
1711 W. County Road B
Roseville, MN 55113

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Des Moines River Ducks Unlimited Chapter 045 Previous Gambling Permit Number: X-17002-19-015
 Minnesota Tax ID Number, if any: 3358833 Federal Employer ID Number (FEIN), if any: 13-5643799
 Mailing Address: PO BOX 142
 City: Windom State: MN Zip: 56101 County: Cottonwood
 Name of Chief Executive Officer (CEO): Jason Kloss
 CEO Daytime Phone: 507-822-1529 CEO Email: jascin4@gmail.com
 (permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- Fraternal Religious Veterans Other Nonprofit Organization

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

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

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

GAMBLING PREMISES INFORMATION

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

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

Check one:

- City: Windom Zip: 56101 County: Cottonwood
 Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): April 4, 2020

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

- Bingo Paddlewheels Pull-Tabs Tipboards Raffle

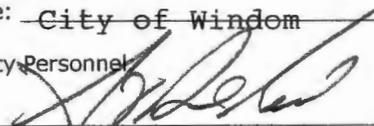
Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized 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: City of Windom

Signature of City Personnel: 

Title: City Administrator Date: 11/20/19

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

**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: _____

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.)

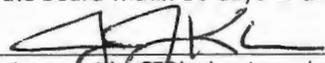
Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

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:  Date: 11-5-19
(Signature must be CEO's signature; designee may not sign)

Print Name: JASON KLOSS

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 non-profit 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.

April 7, 2020

Sale Day Report for

City of Windom, Minnesota

\$7,820,000 Communication System Annual Appropriation
Refunding Bonds, Series 2020A



Prepared by:

Todd Hagen, CIPMA
VP/Senior Municipal Advisor

And

Rebecca Kurtz, CIPMA
VP/Senior Municipal Advisor

Sale Day Report – April 7, 2020

City of Windom, Minnesota

\$7,820,000 Communication System Annual Appropriation Refunding Bonds, 2020A

Purpose: To current refund the City's outstanding Communication System Annual Appropriation Refunding Bonds, Series 2012B for an interest cost savings.

Rating: S&P Global Ratings "A-" w/Stable Outlook

Bidder: Truist Bank, Charlotte, North Carolina

Bid: 1.9498%

Summary of Sale Results:	
Principal Amount:	\$7,820,000
Underwriter's Discount:	\$0
Reoffering Premium:	\$0
True Interest Cost:	1.9498%
Costs of Issuance:	\$187,762
Yield:	1.95%
Future Value Savings	\$635,458
Present Value Savings	\$566,552
Savings Percentage	7.396%

Notes: On March 18, 2020 the Pricing Committee determined that such price and rate are in accordance with the City Council Parameters Resolution adopted on November 19, 2019 and amended on March 17, 2020; and approved the sale of the Bonds to Truist Bank.

The City will serve as Paying Agent on the Bonds.

The Bonds maturing June 1, 2027 and thereafter are callable June 1, 2026 or any interest payment date thereafter.

Closing Date: April 27, 2020

Designated Official Action: Ratifying the sale of \$7,820,000 Communication System Annual Appropriation Refunding Bonds, Series 2020A.

Attachments:

- Bid Tabulation
- Sources and Uses of Funds
- Updated Debt Service Schedules
- Rating Report
- BBI Graph
- Bond Resolution (Distributed in City Council Packets)

Sale Day Report
City of Windom, Minnesota
March 17, 2020





BID TABULATION

\$7,820,000 Communication System Annual Appropriation Refunding Bonds, Series 2020A

City of Windom, Minnesota

SALE: March 17, 2020

AWARD: BAIRD

Rating: S&P Global Ratings "A-"

Tax Exempt - Bank Qualified

NAME OF BIDDER	MATURITY (June 1)	RATE	REOFFERING YIELD	PRICE	NET INTEREST COST	TRUE INTEREST RATE
Truist Bank*				\$7,820,000.00	\$1,042,539.33	1.9498%
Charlotte, North Carolina	2021 ¹	1.950%	1.950%			
	2022 ¹	1.950%	1.950%			
	2023 ¹	1.950%	1.950%			
	2024 ¹	1.950%	1.950%			
	2025 ¹	1.950%	1.950%			
	2026 ¹	1.950%	1.950%			
	2027 ¹	1.950%	1.950%			
	2028 ¹	1.950%	1.950%			
	2029 ¹	1.950%	1.950%			
	2030 ¹	1.950%	1.950%			
	2031 ¹	1.950%	1.950%			
	2032 ¹	1.950%	1.950%			

¹ \$7,820,000 Term Bond due 2032 with mandatory redemption in 2021-2031.

* Baird was the placement agent for this issue.

City of Windom, Minnesota

\$7,820,000 Communication System Refunding Bonds, Series 2020A
Annual Appropriation

Sources & Uses

Dated 04/27/2020 | Delivered 04/27/2020

Sources Of Funds

Par Amount of Bonds	\$7,820,000.00
Transfers from Prior Issue DSR Funds	398,215.00
Total Sources	\$8,218,215.00

Uses Of Funds

Costs of Issuance	187,762.25
Deposit to Debt Service Reserve Fund (DSRF)	370,452.75
Deposit to Current Refunding Fund	7,660,000.00
Total Uses	\$8,218,215.00

City of Windom, Minnesota

\$7,820,000 Communication System Refunding Bonds, Series 2020A
Annual Appropriation

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
04/27/2020	-	-	-	-	-
12/01/2020	-	-	90,646.83	90,646.83	-
06/01/2021	571,000.00	1.950%	76,245.00	647,245.00	737,891.83
12/01/2021	-	-	70,677.75	70,677.75	-
06/01/2022	596,000.00	1.950%	70,677.75	666,677.75	737,355.50
12/01/2022	-	-	64,866.75	64,866.75	-
06/01/2023	611,000.00	1.950%	64,866.75	675,866.75	740,733.50
12/01/2023	-	-	58,909.50	58,909.50	-
06/01/2024	619,000.00	1.950%	58,909.50	677,909.50	736,819.00
12/01/2024	-	-	52,874.25	52,874.25	-
06/01/2025	631,000.00	1.950%	52,874.25	683,874.25	736,748.50
12/01/2025	-	-	46,722.00	46,722.00	-
06/01/2026	643,000.00	1.950%	46,722.00	689,722.00	736,444.00
12/01/2026	-	-	40,452.75	40,452.75	-
06/01/2027	660,000.00	1.950%	40,452.75	700,452.75	740,905.50
12/01/2027	-	-	34,017.75	34,017.75	-
06/01/2028	671,000.00	1.950%	34,017.75	705,017.75	739,035.50
12/01/2028	-	-	27,475.50	27,475.50	-
06/01/2029	685,000.00	1.950%	27,475.50	712,475.50	739,951.00
12/01/2029	-	-	20,796.75	20,796.75	-
06/01/2030	699,000.00	1.950%	20,796.75	719,796.75	740,593.50
12/01/2030	-	-	13,981.50	13,981.50	-
06/01/2031	711,000.00	1.950%	13,981.50	724,981.50	738,963.00
12/01/2031	-	-	7,049.25	7,049.25	-
06/01/2032	723,000.00	1.950%	7,049.25	730,049.25	737,098.50
Total	\$7,820,000.00	-	\$1,042,539.33	\$8,862,539.33	-

Yield Statistics

Bond Year Dollars	\$53,463.56
Average Life	6.837 Years
Average Coupon	1.9500000%
Net Interest Cost (NIC)	1.9500000%
True Interest Cost (TIC)	1.9498322%
Bond Yield for Arbitrage Purposes	1.9498322%
All Inclusive Cost (AIC)	2.3391255%

IRS Form 8038

Net Interest Cost	1.9500000%
Weighted Average Maturity	6.837 Years

City of Windom, Minnesota

\$7,820,000 Communication System Refunding Bonds, Series 2020A
Annual Appropriation

Debt Service Comparison

Date	Total P+I	DSR	Net New D/S	Old Net D/S	Savings
06/01/2020	-	(679.51)	(679.51)	-	679.51
06/01/2021	737,891.83	(7,223.20)	730,668.63	785,940.84	55,272.21
06/01/2022	737,355.50	(7,223.20)	730,132.30	785,040.84	54,908.54
06/01/2023	740,733.50	(7,223.20)	733,510.30	788,690.84	55,180.54
06/01/2024	736,819.00	(7,223.20)	729,595.80	784,622.08	55,026.28
06/01/2025	736,748.50	(7,223.20)	729,525.30	785,047.08	55,521.78
06/01/2026	736,444.00	(7,223.20)	729,220.80	784,797.08	55,576.28
06/01/2027	740,905.50	(7,223.20)	733,682.30	788,872.08	55,189.78
06/01/2028	739,035.50	(7,223.20)	731,812.30	787,103.34	55,291.04
06/01/2029	739,951.00	(7,223.20)	732,727.80	787,997.08	55,269.28
06/01/2030	740,593.50	(7,223.20)	733,370.30	787,984.58	54,614.28
06/01/2031	738,963.00	(7,223.20)	731,739.80	787,065.84	55,326.04
06/01/2032	737,098.50	(377,675.95)	359,422.55	387,025.84	27,603.29
Total	\$8,862,539.33	(457,810.66)	\$8,404,728.67	\$9,040,187.52	\$635,458.85

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	590,670.49
Effects of changes in DSR investments.....	(24,118.41)
Net PV Cashflow Savings @ 1.950%(Bond Yield)....	566,552.08
Net Present Value Benefit	\$566,552.08
Net PV Benefit / \$8,410,670.49 PV Refunded Debt Service	6.736%
Net PV Benefit / \$7,660,000 Refunded Principal...	7.396%
Net PV Benefit / \$7,820,000 Refunding Principal..	7.245%

Refunding Bond Information

Refunding Dated Date	4/27/2020
Refunding Delivery Date	4/27/2020

City of Windom, Minnesota

\$7,820,000 Communication System Refunding Bonds, Series 2020A
Annual Appropriation

Current Refunding Escrow

Date	Principal	Rate	Receipts	Disbursements	Cash Balance
04/27/2020	-	-	-	-	-
06/01/2020	7,660,000.00	-	7,660,000.00	7,660,000.00	-
Total	\$7,660,000.00	-	\$7,660,000.00	\$7,660,000.00	-

Investment Parameters

Investment Model [PV, GIC, or Securities]	Securities
Default investment yield target	Unrestricted
Cost of Investments Purchased with Bond Proceeds	7,660,000.00
Total Cost of Investments	\$7,660,000.00
Target Cost of Investments at bond yield	\$7,645,975.22
Actual positive or (negative) arbitrage	(14,024.78)
Yield to Receipt	-
Yield for Arbitrage Purposes	1.9498322%
State and Local Government Series (SLGS) rates for	11/13/2019

City of Windom, Minnesota

\$7,820,000 Communication System Refunding Bonds, Series 2020A
Annual Appropriation

Proof of Reserve Fund Requirement

Date	Principal	Interest	TOTAL P+I
06/01/2020	-	-	-
06/01/2021	571,000.00	166,891.83	737,891.83
06/01/2022	596,000.00	141,355.50	737,355.50
06/01/2023	611,000.00	129,733.50	740,733.50
06/01/2024	619,000.00	117,819.00	736,819.00
06/01/2025	631,000.00	105,748.50	736,748.50
06/01/2026	643,000.00	93,444.00	736,444.00
06/01/2027	660,000.00	80,905.50	740,905.50
06/01/2028	671,000.00	68,035.50	739,035.50
06/01/2029	685,000.00	54,951.00	739,951.00
06/01/2030	699,000.00	41,593.50	740,593.50
06/01/2031	711,000.00	27,963.00	738,963.00
06/01/2032	723,000.00	14,098.50	737,098.50
Total	\$7,820,000.00	\$1,042,539.33	\$8,862,539.33

PROOF OF RESERVE FUND

MAXIMUM PERIODIC DEBT SERVICE

Omit First Period?	Yes
50 % of the Maximum Periodic Debt Service	370,452.75

RESERVE REQUIREMENT

Computed Requirement	370,452.75
Proof's Requirement	370,452.75

City of Windom, Minnesota

\$11,205,000 Communication System Annual Appropriation Ref Bonds, Series 2012B SINGLE PURPOSE

Current Refunding of Series 2004 & 2009 Communication Bonds

Debt Service To Maturity And To Call

Date	Refunded Bonds	D/S To Call	Principal	Coupon	Interest	Refunded D/S
04/27/2020	-	-	-	-	-	-
06/01/2020	7,660,000.00	7,660,000.00	-	-	-	-
12/01/2020	-	-	-	-	131,715.63	131,715.63
06/01/2021	-	-	530,000.00	3.000%	131,715.63	661,715.63
12/01/2021	-	-	-	-	123,765.63	123,765.63
06/01/2022	-	-	545,000.00	3.000%	123,765.63	668,765.63
12/01/2022	-	-	-	-	115,590.63	115,590.63
06/01/2023	-	-	565,000.00	3.375%	115,590.63	680,590.63
12/01/2023	-	-	-	-	106,056.25	106,056.25
06/01/2024	-	-	580,000.00	3.375%	106,056.25	686,056.25
12/01/2024	-	-	-	-	96,268.75	96,268.75
06/01/2025	-	-	600,000.00	3.375%	96,268.75	696,268.75
12/01/2025	-	-	-	-	86,143.75	86,143.75
06/01/2026	-	-	620,000.00	3.375%	86,143.75	706,143.75
12/01/2026	-	-	-	-	75,681.25	75,681.25
06/01/2027	-	-	645,000.00	3.375%	75,681.25	720,681.25
12/01/2027	-	-	-	-	64,796.88	64,796.88
06/01/2028	-	-	665,000.00	3.625%	64,796.88	729,796.88
12/01/2028	-	-	-	-	52,743.75	52,743.75
06/01/2029	-	-	690,000.00	3.625%	52,743.75	742,743.75
12/01/2029	-	-	-	-	40,237.50	40,237.50
06/01/2030	-	-	715,000.00	3.625%	40,237.50	755,237.50
12/01/2030	-	-	-	-	27,278.13	27,278.13
06/01/2031	-	-	740,000.00	3.625%	27,278.13	767,278.13
12/01/2031	-	-	-	-	13,865.63	13,865.63
06/01/2032	-	-	765,000.00	3.625%	13,865.63	778,865.63
Total	\$7,660,000.00	\$7,660,000.00	\$7,660,000.00	-	\$1,868,287.56	\$9,528,287.56

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	4/27/2020
Average Life	6.997 Years
Average Coupon	3.5324603%
Weighted Average Maturity (Par Basis)	6.997 Years
Weighted Average Maturity (Original Price Basis)	6.997 Years

Refunding Bond Information

Refunding Dated Date	4/27/2020
Refunding Delivery Date	4/27/2020

RatingsDirect®

Summary:

Windom, Minnesota; Appropriations; General Obligation; Non-School State Programs

Primary Credit Analyst:

Andrew J Truckenmiller, Chicago + 1 (312) 233 7032; andrew.truckenmiller@spglobal.com

Secondary Contact:

Scott Nees, Chicago (1) 312-233-7064; scott.nees@spglobal.com

Table Of Contents

Rationale

Outlook

Summary:

Windom, Minnesota; Appropriations; General Obligation; Non-School State Programs

Credit Profile

US\$7.59 mil communication sys ann approp rfdg bnds ser 2020A due 06/01/2033

Long Term Rating

A-/Stable

New

Rationale

S&P Global Ratings assigned its 'A-' rating to Windom, Minn.'s series 2020A communication annual appropriation refunding bonds. At the same time, we affirmed our 'A+' long-term rating on the city's previously issued general obligation (GO) debt and 'A-' rating on the city's communication annual appropriation bonds. The outlook is stable.

Security and use of proceeds

The series 2020A bonds are secured by net revenues of the city's municipal broadband system and by its legally available funds, on an appropriation basis. Under our "Issue Credit Ratings Linked to U.S. Public Finance Obligors' Creditworthiness" criteria (published Nov. 20, 2019), we rate the 2020A series two notches below the city's GO rating to reflect our view of the degree of appropriation risk associated with the bonds. We place the rating two notches below the GO, in large part because of the nonbasic auxiliary services provided by the enterprise that primarily supports the debt, and in part because the intended payment source for the bonds includes revenues not tied directly to the obligor's core functions. Series 2020A bond proceeds will be used to refund the series 2012B bonds for debt service cost savings.

Credit overview

Windom continues to post strong operating results, which in turn have led to further bolstering of its already very strong reserve position. Furthermore, the city maintains strong policies and practices, which should allow for stable operating results as it takes on redevelopment projects. Economic indicators are considered very weak, and are still modest when compared with those of higher-rated peers, and remain the primary rating constraint.

The rating further reflects our view of the city's:

- Weak economy, with projected per capita effective buying income at 79.8% of the national level and market value per capita of \$67,650;;
- Strong management, with good financial policies and practices under our Financial Management Assessment methodology;
- Strong budgetary performance, with operating surpluses in the general fund and at the total governmental fund level in fiscal 2018;
- Very strong budgetary flexibility, with an available fund balance in fiscal 2018 of 112% of operating expenditures;
- Very strong liquidity, with total government available cash at 2.5x total governmental fund expenditures and 16.2x

governmental debt service, and access to external liquidity we consider strong;

- Weak debt and contingent liability profile, with debt service carrying charges at 15.6% of expenditures and net direct debt that is 290.3% of total governmental fund revenue, but rapid amortization, with 68.7% of debt scheduled to be retired in 10 years; and
- Strong institutional framework score.

Weak economy

We consider Windom's economy weak. The city, with an estimated population of 4,656, is located in Cottonwood County. The city has a projected per capita effective buying income of 79.8% of the national level and per capita market value of \$67,650. Overall, the city's market value grew by 2.6% over the past year, to \$315.0 million in 2019. The county unemployment rate was 3.6% in 2018.

Windom is the county seat of Cottonwood County, located 135 miles southwest of Minneapolis. The city is primarily composed of commercial and industrial properties, which account for 49% of the tax base, while residential properties account for 40%. The top taxpayer is Prime Pork, which accounts for 8% of net tax capacity. Management reports operations at Prime Pork are stable, and there have been no major tax appeals among its major taxpayers. The city recently opened a 50-room hotel, and single-family home development continues to be stable annually. Our view of the city's economy could improve if there were to be diversification in its top taxpayers, or if income or wealth levels were to improve.

Strong management

We view the city's management as strong, with good financial policies and practices under our FMA methodology, indicating financial practices exist in most areas, but that governance officials might not formalize or monitor all of them on a regular basis.

In developing the budget, management uses three years of historical data, outside data sources, and line-item estimates. The council receives monthly budget-to-actual reports and budget amendments can be made throughout the year. For planning purposes, the city maintains a five-year capital improvement that includes sources and uses, and a five-year financial forecast that is updated annually. It has an investment management policy but not a debt management policy. Investment holdings are reported annually through the audit. Its general fund reserve policy is to maintain a minimum of 35% to 60% of expenditures, a policy it has historically followed.

Strong budgetary performance

Windom's budgetary performance is strong, in our opinion. In fiscal 2018, the city had operating surpluses of 9.8% of expenditures in the general fund and of 12.3% across all governmental funds. Our assessment accounts for our expectation that budgetary results could deteriorate somewhat from 2018 results but remain positive in the near term.

We have adjusted general and total governmental fund results, including removal of routine transfers and one-time expenditures, to get a clearer picture of routine operations. The city has a trend of producing positive general fund and total governmental fund results, attributable to conservative budgeting, combined with increasing revenue streams, as a result of increased local government aid and property taxes. In fiscal 2018, primary general fund revenue sources include intergovernmental revenues (56%), property taxes (24%), and charges for services (10%).

For fiscal 2019, the city is expecting at least a \$100,000 general fund surplus and positive results across total governmental funds. The city has budgeted for a \$137,000 general fund surplus in fiscal 2020 and management reports it is on track with the budget at this time in the fiscal year. Attributing to the expected surplus for fiscal 2020 are lower-than-normal capital expenditures out of the general fund, which we view as reasonable. Given the city's track record of positive operations and positive estimates for fiscal years 2019 and 2020, we expect the city to maintain strong budgetary performance.

Very strong budgetary flexibility

Windom's budgetary flexibility is very strong, in our view, with a high available fund balance in fiscal 2018 of 112% of operating expenditures, or \$3.8 million. The available fund balance includes \$3.3 million (96.6% of expenditures) in the general fund and \$527,000 (15% of expenditures) that is outside the general fund but legally available for operations.

In evaluating its budgetary flexibility, we included the cash available in its liquor fund in addition to the general fund. Given the city's expected surpluses for fiscal years 2019 and 2020, we do not expect the city's budgetary flexibility to weaken over the next two years.

Very strong liquidity

In our opinion, Windom's liquidity is very strong, with total government available cash at 2.5x total governmental fund expenditures and 16.2x governmental debt service in 2018. In our view, the city has strong access to external liquidity, if necessary.

The city's \$14 million in cash and investments (net of our adjustments for restricted cash) were held primarily in bank deposits and certificates of deposit, which we do not consider aggressive investments. The city's semi-frequent issuance of GO debt within the past 20 years supports our view that its access to external liquidity is strong. In 2016, the city entered into a \$2 million lease-purchase agreement with a private bank. While payment acceleration is provided as a default remedy under the lease, it is limited to the amounts due in the fiscal year of default. Given the relatively small debt service due in each year—about \$135,000—we do not consider this lease a liquidity risk. We expect liquidity to remain very strong.

Weak debt and contingent liability profile

In our view, Windom's debt and contingent liability profile is weak. Total governmental fund debt service is 15.6% of total governmental fund expenditures and net direct debt is 290.3% of total governmental fund revenue. Approximately 68.7% of the direct debt is scheduled to be repaid within 10 years, which is in our view a positive credit factor.

The city plans to issue \$5.1 million for street projects and may issue an additional \$2.5 million for redevelopment area projects over the next year. We do not believe these planned issuances will deteriorate our view of the city's debt profile.

Windom's pension contributions totaled 13.8% of total governmental fund expenditures in 2018. The city made its full annual required pension contribution in 2018.

We do not believe that pension liabilities represent a medium-term rating pressure, as contributions are only a modest share of the budget and we believe the city has the capacity to absorb higher costs without pressuring operations.

Summary: Windom, Minnesota; Appropriations; General Obligation; Non-School State Programs

- Windom participates in two multiple-employer defined-benefit pension plans that have seen recent improvements in funded status, though plan statutory contributions have regularly fallen short of actuarial recommendations. Along with certain plan-specific actuarial assumptions and methods, this introduces some long-term risk of funding volatility and cost acceleration.
- The city also participates in a single-employer defined-benefit pension plan established to provide benefits for members of the Windom Fire Department. The plan features a conservative discount rate and net pension asset. State aid covers the majority of the pension contributions, and employer contributions have been above the statutorily determined amount.
- The city does not offer any other postemployment benefits to former or retired employees and has no liability in this area.

The city participates in the following plans:

- Minnesota General Employees Retirement Fund (GERF): 80.2% funded (as of June 30, 2019), with a city proportionate share of the plan's net pension liability of \$2 million.
- Minnesota Police and Fire Fund (PEPFF): 89.26% funded (June 30, 2019), with a proportionate share of \$593,000.
- Windom Firefighter's Relief Assn.: 164% funded (Dec. 31, 2018), with a net pension asset of \$542,000.

The city's combined pension contributions were 13.8% of governmental fund expenditures in fiscal 2018. Total contributions to GERF and PEPFF were 81% and 88%, respectively, of our minimum funding progress metric and were slightly above static funding in both cases. Annual contributions are based on a statutory formula that has typically produced contributions lower than the actuarially determined contribution for each plan, and we think that this increases risk of underfunding over time if the state legislature does not make adjustments to offset future funding shortfalls.

Other key risks include a 7.5% investment rate-of-return assumption (for both plans) that indicates some exposure to cost acceleration as a result of market volatility, and, for PEPFF, an amortization method that significantly defers contributions through a lengthy, closed 26-year amortization period based on a level 3.25% payroll growth assumption. Regardless, costs remain only a modest share of total spending, and we believe they are unlikely to pressure the city's medium-term operational health.

Strong institutional framework

The institutional framework score for Minnesota cities with a population greater than 2,500 is strong.

Outlook

The stable outlook reflects our view that Windom will maintain reserves at or above its reserve policy amount, at least adequate budgetary performance in most years, and very strong liquidity. We do not expect to change the rating within the two-year outlook period.

Summary: Windom, Minnesota; Appropriations; General Obligation; Non-School State Programs

Upside scenario

We could raise the rating if the economy improves to levels commensurate with those of higher rated-peers and if taxpayer concentration and debt levels moderate.

Downside scenario

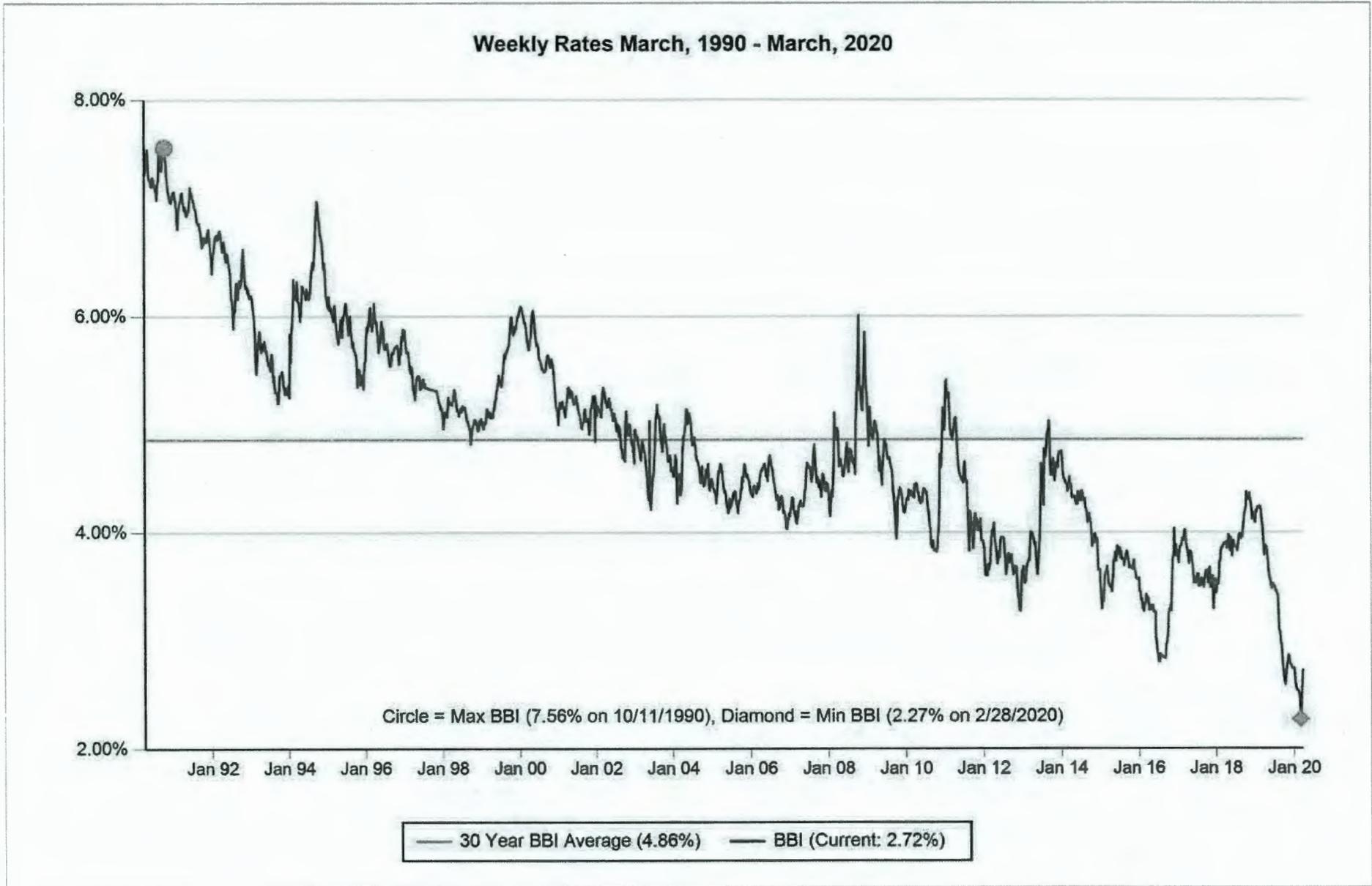
We could lower the rating if available reserves decline significantly as a result of budgetary imbalance, or if the city's enterprise funds require financial assistance from the city's general fund.

Ratings Detail (As Of February 20, 2020)

Windom communication sys annual approp rfdg bnds		
<i>Long Term Rating</i>	A-/Stable	Affirmed
Windom GO bnds ser 2018A dtd 03/28/2018 due 02/01/2038		
<i>Long Term Rating</i>	A+/Stable	Affirmed
Windom GO equip certs ser 2017B dtd 06/15/2017 due 02/01/2027		
<i>Long Term Rating</i>	A+/Stable	Affirmed
Windom GO imp bnds ser 2013B dtd 06/04/2013 due 02/01/2017 2019 2021 2023		
<i>Long Term Rating</i>	A+/Stable	Affirmed
Windom GO imp rfdg bnds		
<i>Long Term Rating</i>	A+/Stable	Affirmed
Windom GO rfdg bnds		
<i>Long Term Rating</i>	A+/Stable	Affirmed
Windom GO wtr & swr rev bnds		
<i>Long Term Rating</i>	AAA/Stable	Affirmed
<i>Underlying Rating for Credit Program</i>	A+/Stable	Affirmed
Windom GO wtr & swr rev bnds ser 2011A dtd 12/08/2011 due 02/01/2014-2029		
<i>Long Term Rating</i>	AAA/Stable	Affirmed
<i>Underlying Rating for Credit Program</i>	A+/Stable	Affirmed

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at www.standardandpoors.com for further information. Complete ratings information is available to subscribers of RatingsDirect at www.capitaliq.com. All ratings affected by this rating action can be found on S&P Global Ratings' public website at www.standardandpoors.com. Use the Ratings search box located in the left column.

30 YEAR TREND IN MUNICIPAL BOND INDICES

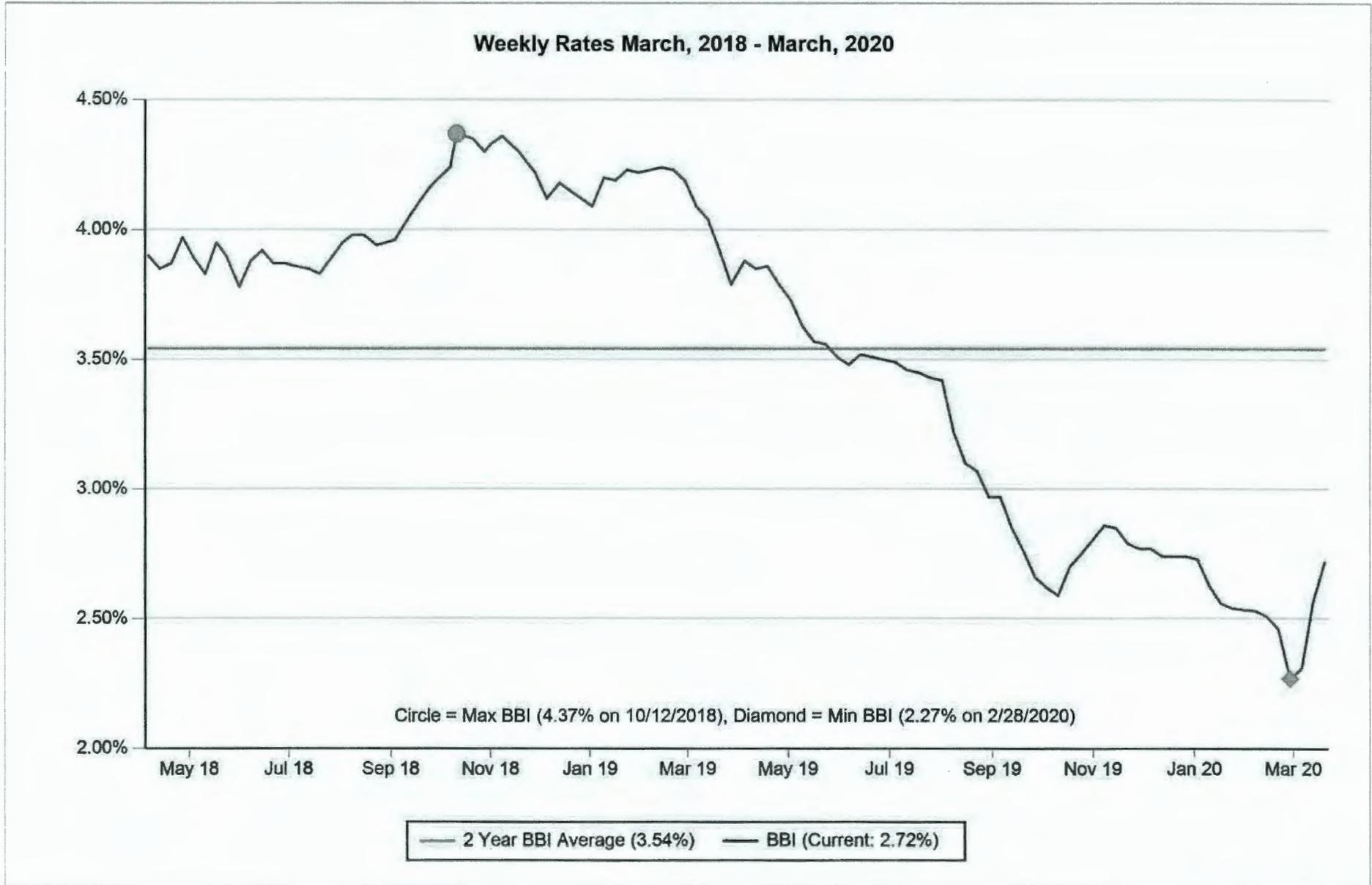


The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

Source: The Bond Buyer



2 YEAR TREND IN MUNICIPAL BOND INDICES



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

Source: The Bond Buyer



RESOLUTION #2020-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**RESOLUTION PROVIDING FOR THE ISSUANCE, SALE AND DELIVERY OF
COMMUNICATION SYSTEM ANNUAL APPROPRIATION REFUNDING BOND,
SERIES 2020A**

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

Section 1. Bond Purpose, Authorization, and Award.

1.01 Purpose and Authority.

A. Pursuant to authority contained in Minnesota Statutes, Chapter 475 (the “Act”); the authority conferred by the voters of the Issuer pursuant to an election duly called and held on November 8, 2000 (the “2000 Election”); the Issuer’s home rule Charter (the “Charter”) and Resolution No. 2012-61 adopted by the City Council on November 6, 2012 entitled “Resolution Providing for the Issuance, Sale and Delivery of Communication System Annual Appropriation Refunding Bonds, Series 2012B” (the “Prior Resolution”), the Issuer has previously issued its \$11,205,000 Community System Annual Appropriation Refunding Bonds, Series 2012B (the “Prior Bonds”). \$7,660,000 in stated principal amount of the (the “Refunded Bonds”) is subject to redemption and prepayment on June 1, 2020 and any business day thereafter (the “Redemption Date”) at a price of par plus accrued interest to the date of redemption. The Prior Bonds were issued for the purpose of refinancing the Issuer’s (i) \$9,470,000 Communication System Revenue Bonds, Series 2004 which were issued to finance the costs of construction of a broadband communication system throughout the City of Windom (the “2004 Project”) and (ii) \$2,400,000 Temporary General Obligation Equipment Certificates, Series 2009B which were issued as additional bonds authorized by the 2004 Bonds. The Prior Bonds were payable primarily from Net Revenues derived from the operation of the Issuer’s telecommunications utility (the “Utility”).

B. The principal of and interest on the Bond (as defined in Section 2.02 hereof) shall be paid primarily from Revenues of the Utility in excess of amounts used to pay claims duly approved and allowed for payment of expenses which, under generally accepted accounting principles, constitute normal, reasonable, and current expenses of operating and maintaining the Utility; and to maintain such reasonable reserves for such expenses as the Commission (as defined below) shall determine to be necessary from time to time (the “Net Revenues”).

C. Pursuant to Ordinance 124 2nd Series, adopted November 18, 2003, the Windom Telecommunications Commission (the "Commission") shall generally have the duties of installation, operation and maintenance of all telecommunications systems (voice, data and video) within the Issuer, providing telecommunications services through the use of Issuer-owned facilities to the citizens of the Issuer, must fix and determine all rates and charges for all telecommunications services to the citizens of the Issuer, and establish rules, regulations and procedures concerning the connection and sale of said services.

D. By resolution adopted on November 19, 2019 (the "Parameters Resolution") the City Council authorized Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bond, to work with Robert W. Baird & Co., Incorporated in St. Paul, Minnesota (the "Placement Agent") to provide for the sale of the Bond in accordance with the terms set forth in the Parameters Resolution, and further authorized the Mayor and the Administrator (the "Committee") to execute an agreement (the "Term Sheet") for the sale of the Bond and take any other appropriate action with respect to the Bond.

E. The Committee has executed the Term Sheet and has reported back to the City Council that, based on information provided by Ehlers, the terms of the Bond set forth in the Term Sheet are consistent with the financial requirements in the Parameters Resolution.

1.02 Acceptance of Offer. The offer of Truist Bank, a North Carolina banking corporation (the "Purchaser"), to purchase the Bond and to pay therefor the sum of \$7,820,000.00, without accrued interest, all in accordance with the terms and at the rate of interest hereinafter set forth, is hereby accepted. The actions of the Committee are ratified and approved.

Section 2. Terms of the Bond.

2.01 Maturities, Interest Rate, and Payment.

A. The Bond shall be dated April 27, 2020, as the date of original issue and shall be issued forthwith on or after such date in fully registered form. The Bond shall be numbered R-1. The Bond shall be subject to mandatory sinking fund installments on June 1 in the years and amounts set forth below and shall bear interest at 1.95% per annum (calculated on the basis of a 360-day year of twelve 30-day months) from its date of original issue until paid or duly called for redemption as follows:

<u>Principal Installments</u> <u>Due June 1</u>	<u>Amount</u>	<u>Principal Installments</u> <u>Due June 1</u>	<u>Amount</u>
2021	\$572,000	2027	\$660,000
2022	\$596,000	2028	\$671,000
2023	\$611,000	2029	\$685,000
2024	\$619,000	2030	\$698,000
2025	\$631,000	2031	\$711,000
2026	\$643,000	2032	\$723,000

B. In the event that the Issuer shall fail to observe any covenant, agreement or representation in this Resolution, which failure results in the interest on the Bond determined not to be excludable from gross income for Federal income tax purposes, the interest rate shall increase to a rate equal to the current tax-exempt rate of interest set forth in the Bond (1.95%) divided by 67.5%. In addition, the Issuer shall pay an amount equal to the difference between the interest paid at the tax-exempt rate and the interest which would have been paid if the interest rate would have been the taxable rate from the date that the interest on the Bond was determined to be taxable, plus any penalties, interest, assessments and additions to tax payable by the owner as a result of the loss of the tax-exempt status of interest on the Bond.

C. The interest thereon and the principal installments, shall be payable by ACH debit or wire transfer issued by the Bond Registrar described herein. Upon initial issuance and upon any subsequent transfer or exchange, the Bond Registrar shall note upon the Bond the date of authentication. The owner of the Bond shall not have to present the physical Bond to receive any payment, including any final payment or any mandatory sinking fund redemption.

2.02. Interest Payment Dates. The interest on the Bond shall be payable on June 1 and December 1 in each year, commencing December 1, 2020 (each a "Payment Date"), to the owner of record thereof.

2.03. Optional Redemption.

A. This Bond is subject to redemption and prepayment at the option of the Issuer on June 1, 2026, and on any Payment Date thereafter, in whole and not in part upon written notice to the Owner, at the redemption price equal to par plus accrued interest to date of prepayment.

B. The Issuer may prepay the Bond on any business day, if the Utility is damaged or destroyed or taken in condemnation proceedings and the Issuer shall determine not to rebuild, repair, restore or replace the Utility, as further provided in Section 4.02C of this Resolution.

2.04. Purpose; Refunding Findings. The Bond shall provide funds for a current refunding of the Refunded Bonds. It is hereby found, determined and declared that the Refunding is pursuant to Minnesota Statutes, Section 475.67 and shall result in a reduction of debt service cost to the Issuer.

2.05. Bond Registrar. The City Finance Director/Controller of the Issuer, is appointed to act as Bond Registrar and transfer agent with respect to the Bond (the "Bond Registrar"), and shall do so unless and until a successor Bond Registrar is duly appointed. Any successor Bond Registrar shall act as Bond Registrar and transfer agent pursuant to any contract the Issuer and successor Bond Registrar shall execute which is consistent herewith. The Bond Registrar shall also serve as paying agent unless and until a successor paying agent is duly appointed. Principal and interest on the Bond shall be paid to the registered owners (or record owners) of the Bond in the manner set forth in the form of Bond.

Section 3. Form of the Bond.

3.01 The Bond shall be printed or typewritten in substantially the following form:

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF COTTONWOOD

R-1 \$7,820,000

CITY OF WINDOM
COMMUNICATION SYSTEM ANNUAL APPROPRIATION REFUNDING
BOND, SERIES 2020A

<u>Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>
1.95%	June 1, 2032	April __, 2020

REGISTERED OWNER: TRUIST BANK

PRINCIPAL AMOUNT: SEVEN MILLION EIGHT HUNDRED TWENTY THOUSAND DOLLARS

The City of Windom, Cottonwood County, Minnesota (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above, or assigns duly certified on the Certificate of Registration attached to and made a part of this Bond (the "Owner" or "Holder"), in the manner hereinafter set forth, the \$7,820,000 principal amount of this Bond in the principal installments due on June 1 of the years and in the amounts, respectively, as follows, with each such principal installment bearing interest until paid through mandatory sinking fund redemption at the interest rate of 1.95% per annum:

<u>Principal Installments</u>		<u>Principal Installments</u>	
<u>Due June 1</u>	<u>Amount</u>	<u>Due June 1</u>	<u>Amount</u>
2021	\$572,000	2027	\$660,000
2022	\$596,000	2028	\$671,000
2023	\$611,000	2029	\$685,000
2024	\$619,000	2030	\$698,000
2025	\$631,000	2031	\$711,000
2026	\$643,000	2032	\$723,000

In the event that the Issuer shall fail to observe any covenant, agreement or representation in this Bond, which failure results in the interest on the Bond determined not to be exempt from Federal income tax, the interest rate shall increase to a rate equal to the current tax-exempt rate of interest set forth in the Bond (1.95%) divided by 67.5%. In addition, the Issuer shall pay an amount equal to the difference between the interest paid at the tax-exempt rate and the interest which would have been paid if the interest rate would have been the taxable rate from the date that the Bond was determined to be taxable, plus any penalties,

interest, assessments and additions to tax payable by the owner as a result of the loss of the tax-exempt status of interest on the Bond.

Interest. Interest shall be payable semiannually on June 1 and December 1 of each year (each, a “Payment Date”), commencing December 1, 2020, at the rate per annum specified above (calculated on the basis of a 360-day year of twelve 30-day months) until the principal sum is paid or has been provided for.

Payment. The principal installments and interest shall be payable by ACH debit or wire transfer issued by the Bond Registrar described herein. Upon initial issuance and upon any subsequent transfer or exchange, the Bond Registrar shall note upon the Bond the date of authentication. The owner of the Bond shall not have to present the physical Bond to receive any payment, including any final payment or any mandatory sinking fund redemption.

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

Optional Redemption. This Bond is subject to redemption and prepayment at the option of the Issuer on June 1, 2026, and on any Payment Date thereafter, in whole and not in part upon written notice to the Owner, at the redemption price equal to par plus accrued interest to date of prepayment.

Extraordinary Optional Redemption. The Bond is subject to extraordinary prepayment on any business day in whole or in part, in an amount equal to the principal amount to be redeemed, plus accrued interest to the prepayment date, upon the happening of certain events of damage to or destruction or condemnation of the Utility as set forth in Section 4.02(c) of the Resolution.

Issuance; Purpose. This Bond is one of a series issued by the Issuer in the aggregate amount of \$7,820,000, all of like date and tenor, except as to number, maturity date, denomination, redemption privilege and interest rate, pursuant to the authority contained in Minnesota Statutes, Chapter 475, authority conferred by the voters of the Issuer pursuant to an election duly called and held on November 8, 2000; and the Issuer’s home rule Charter (the “Charter”), and all other laws thereunto enabling, and pursuant to an authorizing resolution adopted by the governing body of the Issuer on April 7, 2020 (the “Resolution”), for the purpose of current refunding the outstanding principal amount of the Issuer’s \$11,205,000 Communication System Annual Appropriation Refunding Bonds,

Series 2012B (the "Prior Bonds"). The Prior Bonds will be redeemed and prepaid on June 1, 2020. This Bond and the interest thereon are payable solely and exclusively from the Net Revenues (as defined in the Resolution) derived from the operation of the Issuer's telecommunications utility (the "Utility"), and do not constitute a debt of the Issuer within the meaning of any constitutional or statutory limitation of indebtedness. In the event of any default hereunder, the registered owner of this Bond may exercise any of the rights and privileges granted by the Laws of the State of Minnesota, subject to the provisions of the Resolution. The Bond of this issue are a first and prior lien upon the Net Revenues of the Utility of the Issuer, except that the Issuer is authorized under certain conditions set forth in the Resolution to issue additional revenue obligations on a parity of lien with this Bond. Reference is made to the Resolution for a full statement of rights and powers thereby conferred.

Annual Appropriation. The Issuer will, to the extent necessary and allowed by law, appropriate moneys from any legally available sources, within such limitations as may be prescribed by law, for the payment of expenses of administration, operation and maintenance of the Utility, including principal of and interest on the Bond of this series, and such moneys will be paid into the Fund as defined in the Resolution.

Denominations; Exchange. The Bond of this series is issued as a fully registered bond without coupons, in the denomination of \$1,000 or any integral multiple thereof. The Issuer will, at the request of the registered owner, issue one or more new fully registered bonds in the name of the registered owner in the aggregate principal amount equal to the unpaid principal balance of this Bond, and of like tenor except as to number and principal amount at the principal office of the Bond Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is made to the Resolution for a description of the rights and duties of the Bond Registrar. Copies of the Resolution are on file in the principal office of the Bond Registrar.

Registration; Transfer. This Bond shall be registered in the name of the payee on the books of the Issuer by presenting this Bond for registration to the Bond Registrar, whose representative will endorse his or her name and note the date of registration opposite the name of the payee in the Registration Certificate attached hereto. Thereafter this Bond may be transferred by delivery with an assignment duly executed by the Holder or the Holder's legal representative, and the Issuer and Bond Registrar may treat the Holder as the person exclusively entitled to exercise all the rights and powers of an owner until this Bond is presented with such assignment for registration of transfer, accompanied by assurance of the nature provided by law that the assignment is genuine and effective, and until such transfer is registered on said books and noted hereon by the Bond Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with, or notice to, the Bond Registrar. Thereupon the Issuer shall execute (if

required by law or the Resolution) and the Bond Registrar shall authenticate (if required by law or the Resolution) and deliver, in exchange for this Bond, one or more new fully registered Bond in the name of the transferee, of an authorized denomination, in an aggregate principal amount equal to the principal amount of this Bond, of the same maturity, and bearing interest at the same rate. Notwithstanding the foregoing, no transfer or exchange of this Bond shall be effected by the Bond Registrar if notice of redemption of this Bond has been given in accordance with the Resolution or to make any such exchange or transfer of this Bond during the 15 days next preceding the date of the first publication or the mailing (if there is no publication) of notice of redemption in the case of a proposed redemption of the Bond.

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

Treatment of Registered Owner. The Issuer and Bond Registrar may treat the person in whose name this Bond is registered as the owner hereof for the purpose of receiving payment as herein provided and for all other purposes whatsoever, whether or not this Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

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

IT IS CERTIFIED AND RECITED that all acts and conditions required by the laws and the Constitution of the State of Minnesota and the Charter, to be done and to exist precedent to and in the issuance of this Bond, in order to make it a valid and binding limited obligation of the Issuer in accordance with its terms, have been done and do exist in form, time and manner as so required; that the Issuer has pledged and appropriated the net revenues of the Utility for the payment of the principal and interest when due on this Bond, and has covenanted and agreed that it will cause the imposition and collection of just and equitable charges for all use and for the availability of all facilities of the Utility at the times and in the amounts required to pay the normal, reasonable and current expenses of operating and maintaining the Utility, and also to produce Net Revenues which will be at least adequate at all times to pay the principal and interest due on the Bond of this series; and that the issuance of this Bond does not cause the

indebtedness of the Issuer to exceed any constitutional, charter or statutory limitation.

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

ATTEST:

City Administrator

Mayor

REGISTRATION CERTIFICATE

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

<u>Date</u>	<u>Registered Owner</u>	<u>City Finance Director/Controller</u>
4/27/2020	Truist Bank 5130 Parkway Plaza Boulevard Charlotte, NC 28217 Federal Tax I.D. No. _____	<i>(form-no signature required)</i>

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto _____

(Name and Address of Assignee)

Social Security or Other
Identifying Number of Assignee

the within Bond and all rights thereunder and irrevocably constitutes and appoints _____ attorney to transfer the said Bond

on the books kept for registration thereof with full power of substitution in the premises.

Dated: _____

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatsoever.

Signature Guaranteed:

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

THIS INSTRUMENT HAS NOT BEEN REGISTERED UNDER THE FEDERAL SECURITIES ACT OF 1933, AS AMENDED, AND MAY NOT BE SOLD OR OTHERWISE DISPOSED OF FOR VALUE, OR TRANSFERRED, WITHOUT (i) AN OPINION OF COUNSEL THAT SUCH SALE, DISPOSITION OR TRANSFER MAY LAWFULLY BE MADE WITHOUT REGISTRATION UNDER THE FEDERAL SECURITIES ACT OF 1933, AS AMENDED AND UNDER APPLICABLE STATE SECURITIES LAWS, OR (ii) SUCH REGISTRATION. THE TRANSFERABILITY OF THIS INSTRUMENT IS SUBJECT TO RESTRICTIONS REQUIRED BY (1) FEDERAL AND STATE SECURITIES LAWS GOVERNING UNREGISTERED SECURITIES; AND (2) THE RULES, REGULATIONS AND INTERPRETATIONS OF THE GOVERNMENTAL AGENCIES ADMINISTERING SUCH LAWS. THIS INSTRUMENT HAS NOT BEEN REGISTERED UNDER CHAPTER 80A OF MINNESOTA STATUTES OR OTHER APPLICABLE STATE BLUE SKY LAWS AND MAY NOT BE SOLD, TRANSFERRED OR OTHERWISE DISPOSED OF FOR VALUE EXCEPT PURSUANT TO REGISTRATION OR OPERATION OF LAW

Section 4. Covenants.

4.01 Operating Covenants. For the protection of the holders of the Bond from time to time outstanding, the Issuer herein covenants and agrees and prior to closing the Commission by resolution will have covenanted and agreed to and with the holders thereof from time to time, as follows:

A. to at all times adequately maintain and efficiently operate the Utility or cause the Utility to be adequately maintained and efficiently operated as a municipal utility and a separate enterprise fund of the Issuer;

B. to from time to time make or cause to be made all needful and proper repairs, replacements, additions and betterments to the equipment and facilities of the Utility so that it may at all times be operated properly and advantageously, and whenever any equipment of the Utility shall have been worn out, destroyed or otherwise become insufficient for proper use, to promptly replace or repair it so that the value and efficiency of the Utility shall be at all times fully maintained and its revenues unencumbered by reason thereof;

C. to maintain the Utility or cause the Utility to be maintained free from all liens and in good and efficient operating condition;

D. except as otherwise provided in Section 4.02, to not sell, lease, mortgage, or in any manner dispose of the Utility or any part thereof including any and all extensions and additions that may be made thereto until all bonds payable from the revenues of the Utility or a part thereof have been paid in full;

E. to procure and keep in force or cause to be procured and kept in force insurance upon the Utility of a kind and in an amount which would normally be carried by private companies in a like business, including public liability insurance, with an insurer or insurers in good standing, which may include from the League of Minnesota Cities Insurance Trust;

F. to keep in full force and effect or cause to be kept in full force and effect fiduciary bonds on employees in charge of the Utility;

G. except as otherwise provided in Section 4.02, in the event that all or any part of the Utility is destroyed or damaged or condemned, to restore and/or replace the Utility at the Issuer's sole cost and expense;

H. to keep or cause to be kept proper books, records and accounts adapted to the Utility separate from other accounts and to cause such accounts to be audited by a certified public accountant at the end of each fiscal year;

I. to furnish copies of such audit, without cost, pursuant to the requirements of Section 7.01;

J. to faithfully and punctually perform all duties with reference to the Utility required by the Constitution and laws of the State of Minnesota, the Charter and this Resolution;

K. to grant no franchise to any competing utility unless denial of such a franchise is in violation of any law;

L. unless otherwise provided herein, to continue to maintain and efficiently operate the Utility or cause the Utility to be maintained and efficiently operated as a revenue producing public utility and convenience, free from competition from like enterprises of the Issuer; and

M. to cause all revenues from the Utility to be deposited in bank accounts and credited to the Fund and accounts as hereinabove provided, and make no expenditures from those accounts except for a duly authorized purpose and in accordance with this Resolution.

4.02 Limitations; Operating Expenses; Certain Rights of Bondholders.

A. The covenants in Section 4.01 above shall not be construed to prevent (i) the sale by the Issuer at fair market value of real estate, equipment or other non-revenue-producing properties which in the judgment of the Issuer have become unnecessary, uneconomical or inexpedient to use in connection with the Utility provided that suitable facilities are obtained in place thereof or in the judgment of the Issuer and the Commission, the sale will not adversely affect the Utility earnings or ability to meet required financial obligations or (ii) the sale of the Utility or any part thereof if simultaneously with or prior to the sale all of the outstanding Bond are discharged in accordance with Section 6.05 of this Resolution.

B. Except as otherwise provided in this section and Section 4.01, properties constituting capital assets shall not be sold or disposed of except at their fair market value, and the proceeds of any such sale or disposition shall be used either to procure other capital assets of equal utility in the operation and maintenance of the Utility or to pay revenue obligations issued pursuant to this Resolution and made payable from the Debt Service Account.

C. If, in the reasonable judgment of the Issuer, the Utility cannot reasonably be restored within six months of its destruction, damage or condemnation to substantially its condition immediately preceding such event, or the Utility cannot be used to carry on the purpose for which it was intended for six months after such event, or the estimated cost of restoration of the Utility would exceed twenty percent of the original stated principal amount of the Bond, the Issuer may elect not to restore the Utility and instead prepay the Bond under the terms of Section 2.03B or Section 6.05 of this Resolution.

D. Premiums for insurance and the expense of preparation of any audit required hereunder shall be paid as current operating expenses of the Utility.

E. If the Issuer or Commission fails to provide any audit required hereunder at the times required hereunder, the holders of 20% or more of the outstanding Bond may cause such audit to be made at the expense of the Issuer.

F. The holders of the outstanding Bond, or their duly appointed representatives, from time to time shall have the right at all reasonable times, to inspect the Utility and to inspect and copy the books, records, accounts and data relating thereto.

4.03 Revenue Covenants. For the protection of the holders of the Bond from time to time outstanding, the Issuer herein covenants and agrees and the Commission has covenanted and agreed to and with the holders thereof from time to time as follows:

A. It will not permit free service to any consumer or utility. The Commission will set rates and charges for all telecommunications service supplied to the Issuer and its residents and to all consumers to be reasonable and just, taking into account the cost and value of the Utility, the cost of maintaining and operating the Utility and the proper and necessary allowances for depreciation and the amounts required for the payment of principal and interest on any Bond payable from the Net Revenues of the Utility.

B. The Issuer will cause the Commission to establish, maintain and collect such charges and rates as will produce revenues sufficient to pay the reasonable cost of operation and maintenance of the Utility and to pay 110% of the interest on and principal of the Bond (and any additional Parity Bonds issued pursuant to Section 6) as and when they become due as well as to provide sufficient money to make the required appropriations to the various accounts established herein (the "Revenue Covenant").

C. If the Revenue Covenant, as calculated for any fiscal year, is not met, the Issuer shall retain an independent consultant acceptable to Lender within 60 days after the date of determination to make recommendations with respect to the rates and charges for the services furnished by the Utility and other factors affecting its financial condition in order to satisfy the Revenue Covenant, or to the highest practicable level if (i) such report contains an opinion of such independent consultant that federal, state or other applicable governmental laws or regulations placing restrictions and limitations on the rates and charges to be fixed, charged and collected in connection with the operation of the Utility or the services furnished by the Utility have prevented the Issuer from generating an amount sufficient to meet the Revenue Covenant and such report is accompanied by a concurring opinion of legal counsel as to any conclusions of law supporting the opinion of such independent consultant, and (ii) the report of such independent consultant indicates that the rates charged are such that, in the opinion of the independent consultant, the Utility has generated the maximum amount of Net Revenues reasonably practicable given such laws or regulations.

D. The Issuer and Commission shall follow the recommendations of the independent consultant to the extent deemed feasible by their governing bodies and permitted by law unless the Issuer or Commission delivers to the Lender an opinion of independent legal counsel to the effect that compliance with a particular recommendation would violate a provision of existing law or regulations.

E. So long as the Borrower retains an independent consultant and follows such independent consultant's recommendations to the extent feasible and permitted by law, or is excused from compliance with the independent consultant's recommendations as described in the preceding paragraph D, the Borrower shall be deemed to be in compliance with this Section even if for any fiscal year the Revenue Covenant is not met,

so long as the Revenue Covenant would be satisfied if in paragraph B "110%" was replaced with "100%."

F. The Issuer shall file a copy or summary of the independent consultant's report and recommendations, if any, with the Lender. The Issuer shall not be required to cause the independent consultant's report referred to in this Section to be prepared more frequently than once every two years if at the end of the first of such two years the Issuer provides the Lender with an opinion of independent legal counsel to the effect that the applicable laws and regulations underlying the independent consultant's opinion delivered in respect of the previous year have not changed in any material way.

4.04 Tax Covenants.

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

B. The Issuer expects all proceeds of the Bond will be spent within six months of the date of closing and delivery of the Bond. In the event proceeds of the Bond are not so spent, the Issuer will compute and cause the payment to the United States of all amounts required under the rebate requirement of Section 148(f) of the Code and the Regulations issued thereunder.

C. In the event the amounts on deposit in the Bond Reserve Account in the Fund (hereinafter created or continued, as the case may be) exceed, at the time of testing, the lesser of: (i) 10% of the outstanding principal amount of the Bond, (ii) 125% of the average annual amount of principal and interest due on the Bond in any future calendar year, or (iii) the maximum amount of principal and interest due on the Bond in any future calendar year, such excess will be held in a separate subaccount in the Bond Reserve Account and invested at a yield not in excess of the yield on the Bond.

Section 5. Funds, Accounts, Investments, Appropriations, Revenues and Rate Covenant.

5.01 The Fund. There is continued the special enterprise fund of the City designated the "Telecommunications Fund" (the "Fund") administered and maintained by the City Finance Director/Controller as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the Issuer. The Issuer and the Commission will place or cause to be placed all charges for the use and availability of the Utility, when collected, and all money received from the sale of any facilities or equipment of the Utility in the Fund. Except as provided in this section, this Fund shall be used only to pay claims duly approved and allowed

for payment of expenses which, under generally accepted accounting principles, constitute normal, reasonable, and current expenses of operating and maintaining the Utility; and to maintain such reasonable reserves for such expenses as the Commission shall determine to be necessary from time to time. The Fund shall be maintained in the manner herein specified until all of the Bond and the interest thereon have been fully paid. There shall be maintained in the Fund separate accounts, to be designated the "Refunding Account," the "Costs of Issuance Account," the "Debt Service Account," and the "Bond Reserve Account," respectively:

A. *Refunding Account.*

(1) On receipt of the purchase price of the Bond, the Issuer shall credit proceeds from the sale of the Bond, less any amounts allocated to the Costs of Issuance Account, the Debt Service Account, and the Bond Reserve Account, to the Refunding Account.

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

(3) Proceeds on deposit in the Refunding Account, along with monies on deposit therein and other monies available therefor, must be used to redeem and prepay the Refunded Bonds in full on the applicable Redemption Date.

(4) Upon redemption of the Refunded Bonds on the Redemption Date, the funds and accounts established for the Prior Bonds shall be terminated, and all monies remaining therein not required to refund the Refunded Bonds shall be transferred to the Debt Service Account.

B. *Costs of Issuance Account.* On receipt of the purchase price of the Bond, the Issuer shall credit to the Costs of Issuance Account the proceeds from the sale of the Bond in an amount necessary to pay the costs of issuance of the Bond. In the event the proceeds of the Bond, after meeting the requirements for deposits to the other accounts in the Fund are insufficient for payment of costs of issuance of the Bond, the Issuer will appropriate available funds to meet any deficiency. Any balance remaining in the Costs of Issuance Account after payment in full of the costs of issuance of the Bond shall be transferred to the Debt Service Account.

C. *Debt Service Account.*

(1) There are irrevocably appropriated and pledged to the Debt Service Account: (i) the Net Revenues in such amounts which, along with the Pledged Revenues (hereinafter defined), will be sufficient to pay the principal of and interest on the Bond when due; (ii) funds of the Issuer in such amounts which, along with the Pledged Revenues (hereinafter defined), will be sufficient to pay the December 1, 2020 interest payment when due, and any moneys appropriated pursuant to Section 5.01F hereof; (iii)

the Accrued Interest, if any; (iv) all funds remaining in the Construction Account in the Fund established for the Prior Bonds in the Prior Resolution; (v) interest earnings on the Bond Reserve Account; (vi) any funds remaining in the Refunding Account upon payment in full of the Refunded Bonds; (vii) any funds remaining in the Costs of Issuance Account upon payment in full of the Costs of Issuance of the Bond; (viii) funds of the Issuer appropriated pursuant to paragraph F of this section; (ix) any and all other moneys which are properly available and are appropriated by the governing body of the Issuer to the Debt Service Account; and (x) investment earnings, if any, on the moneys identified in preceding clauses (i) through (viii). (The funds and investments identified in clauses (ii) through (x) are referred to herein as the "Pledged Revenues".) The proceeds of the Bond described in clause (iii) of the preceding sentence shall be used for payment of interest on the Bond. Immediately prior to each Interest Payment Date, the City Finance Director/Controller shall transfer to the Debt Service Account amounts of Net Revenues of the Utility which are sufficient, along with Pledged Revenues then on deposit in the Debt Service Account, for the payment of all interest and principal then due on the Bond.

(2) The money in the Debt Service Account shall be used for no purpose other than the payment of principal and interest and redemption premium, if any, on the Bond and any Additional Bonds hereafter issued by the Issuer and made payable from said account as provided by law; provided, however, that if any payment of principal or interest shall become due when there is not sufficient money in the Debt Service Account, the City Finance Director/Controller shall pay the same from the Bond Reserve Account as further described below.

D. *Bond Reserve Account.*

(1) On receipt of the purchase price of the Bond, the Issuer shall credit proceeds from the sale of the Bond in the amount of \$370,443 to the Bond Reserve Account which is 50% of the maximum amount of principal and interest due on the Bond in any future calendar year (the "Reserve Requirement"). The Bond Reserve Account shall be used only when and if moneys in the Debt Service Account or other moneys available therefor are insufficient to pay principal and interest on the Bond; provided, however, that the moneys in the Bond Reserve Account may be used to prepay the Bond, when such prepayment will retire all of the Bond then outstanding. Whenever any moneys constituting the Bond Reserve Account shall be used to pay principal and interest, the Bond Reserve Account shall be restored to the Reserve Requirement from the next available Net Revenues, provided however, that the Bond Reserve Account shall terminate whenever there are sufficient funds in the Debt Service Account to pay principal and interest on all outstanding Bond. In no event may sums in the Bond Reserve Account be used to fund the Debt Service Account so long as there are sufficient other Pledged Revenues therefor. The balance in the Bond Reserve Account shall be deemed to be the sum of all cash and the cost of all securities held in the account. All earnings on the Bond Reserve Account shall be transferred to the Debt Service Account.

(2) All investment earnings on the Bond Reserve Account shall be transferred to the Debt Service Account for payment of debt service on the Bond.

E. *Surplus Revenues.* Surplus Utility revenues from time to time received in the Fund, in excess of payments due from and reserves required to be maintained in the Fund and in the accounts described in paragraphs A. through D. above, may be used for necessary capital expenditures for the improvement of the Utility, for the prepayment and redemption of Bond constituting a lien on the Utility, and for any other proper municipal purpose consistent with the Charter and the policies established by resolution of the City Council.

F. *Annual Appropriation.* The Issuer agrees and prior to closing the Commission by resolution will have covenanted and agreed that on or about September 1 in each year, they will estimate the Net Revenues of the Utility for the current calendar year and the next succeeding calendar year to determine if there will be sufficient Net Revenues for the payment of debt service on the Bond and the successful operation of the Utility. In the event that a shortfall has occurred or is anticipated to occur in the then current fiscal year or the next fiscal year, the City Council may, but is not obligated to, subject to Paragraph 2 below, include such shortfall amount in the Issuer's next annual budget and amend the Issuer's then current budget for the Utility. The Issuer will, to the extent necessary and allowed by law, appropriate moneys from any legally available sources within such limitations as may be prescribed by law, for the payment of expenses of administration, operation and maintenance of the Utility, including principal of and interest on the Bond, and such moneys will be paid into the Fund.

5.02 Investments. Monies on deposit in the Refunding Account, the Costs of Issuance Account, the Bond Reserve Account and the Debt Service Account may, at the discretion of the Issuer, be invested in securities permitted by Minnesota Statutes, Chapter 118A; provided, that any such investments shall mature at such times and in such amounts as will permit for payment of principal and interest on the Bond when due. Such investments may at any time be liquidated and the proceeds thereof applied for the purpose or purposes for which the applicable account was created. All income derived from such investment shall constitute Net Revenues of the Utility.

Section 6. Additional Bonds.

6.01 Additional Bonds. The Bond issued hereunder shall be secured by a first charge and lien upon the Net Revenues of the Utility. No additional obligations shall be hereafter issued except as provided in this Resolution.

6.02 Additional Parity Bonds.

A. Additional obligations may be issued on a parity of lien with outstanding Bond ("Parity Bonds"), if:

(i) the annual Net Revenues of the Utility (with adjustments as hereinafter provided) for the three (3) completed calendar years immediately preceding the issuance of such additional obligations shall have averaged at least 110% of the average annual

principal and interest (after taking into account any mandatory redemption schedule) to become due on all outstanding Parity Bonds, including the proposed additional Parity Bonds, on or before the longest maturity of any of the then outstanding Parity Bonds; and

(ii) amounts on deposit in the Bond Reserve Account are equal to the maximum amount allowed under the Code or such lesser amount either recommended by the Issuer's independent financial advisor or approved by the purchaser of the additional obligations to be issued, but in no event shall the ratable amount on deposit in the Bond Reserve Account allocable to the Bond be less than the Reserve Requirement, with respect to all outstanding obligations payable from the revenues of the Fund, including any subordinate lien obligations and the additional obligations so to be issued; and

(iii) the interest to become due on any such additional Parity Bonds shall be payable semiannually thereafter on June 1 and December 1 of each year; and

(iv) the principal to become due on such additional Parity Bonds shall be payable on June 1 of each year in which any such principal becomes due.

B. For the purpose of determining the Net Revenues of the Utility for each of the preceding calendar years as aforesaid, the amount of the gross revenues of the Utility for such years may be adjusted by a consulting engineer or by the independent certified public accountant who prepared the last audit report covering the operations of the Utility so as to reflect any changes in the amount of such revenues which would have resulted if any revision of the schedule of rates and charges imposed prior to the time of issuance of any additional bonds had been in effect.

6.03 Refunding Bonds. The Issuer reserves the right and privilege of issuing additional Parity Bonds if and to the extent needed to refund the Bond and the Issuer further reserves the right and privilege of issuing additional Parity Bonds if necessary to defray the costs incurred in the completion of the improvements to be financed by the Bond.

6.04 Subordinate Lien Bonds. Except as authorized in this Resolution, the Issuer covenants and agrees and the Commission has covenanted and agreed that they will issue or incur no obligations payable from the Net Revenues of the Utility or constituting in any manner a lien thereon, unless such obligations are secured by a lien on such Net Revenues which is expressly made junior and subordinate to the lien and charge of the Parity Bonds.

6.05 Defeasance. When there shall have been deposited at any time with a qualified bank or trust company in an irrevocable escrow account for that purpose, cash or direct obligations of or obligations fully guaranteed by the United States of America, the principal and interest on which shall be sufficient to pay the principal of any Bond (and premium, if any) when the same become due, either at maturity or otherwise, or at the date fixed for the redemption thereof and to pay all interest with respect thereto at the due dates for such interest or to the date fixed for redemption, for the use and benefit of the holders thereof, then upon such deposit all such Bond shall cease to be entitled to any lien, benefit or security of this Resolution except the right to receive the funds so deposited, and such Bond shall be deemed not be outstanding

hereunder; and it shall be the duty of the escrow agent to hold the cash and securities so deposited for the benefit of the holders of such Bond and from and after such date, redemption date or maturity, interest on such Bond thereof called for redemption shall cease to accrue.

Section 7. Reporting.

7.01 Information to be Disclosed. The City will provide to the Purchaser, on or before 270 days after the end of each fiscal year of the City, commencing with the fiscal year ending June 30, 2020, the audited financial statements of the Utility (which may be a part of the audited financial statements of the City) for such fiscal year, containing balance sheets as of the end of such fiscal year and a statement of operations, changes in fund balances and cash flows for the fiscal year then ended, showing in comparative form such figures for the preceding fiscal year of the Utility, prepared in accordance with generally accepted accounting principles promulgated by the Financial Accounting Standards Board as modified in accordance with the governmental accounting standards promulgated by the Governmental Accounting Standards Board or as otherwise provided under Minnesota law, as in effect from time to time, or, if and to the extent such financial statements have not been prepared in accordance with such generally accepted accounting principles for reasons beyond the reasonable control of the City, noting the discrepancies therefrom and the effect thereof, and certified as to accuracy and completeness in all material respects by the fiscal officer of the City.

Section 8. Certificate of Proceedings.

8.01 Proceedings. The officers of the Issuer are authorized and directed to prepare and furnish to the Purchaser of the Bond and to bond counsel certified copies of all proceedings and records of the Issuer relating to the authorization and issuance of the Bond and other affidavits and certificates as may reasonably be requested to show the facts relating to the legality and marketability of the Bond as such facts appear from the official books and records of the officers' custody or otherwise known to them. All of such certified copies, certificates and affidavits, including any heretofore furnished, constitute representations of the Issuer as to the correctness of facts recited therein and the actions stated therein to have been taken.

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

Section 9. Refunding; Findings; Redemption of Refunded Bonds.

9.01 Findings. It is found and determined that:

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

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

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

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

Section 10. Pre- and Post-Issuance Compliance Policy and Procedures. The Issuer has previously approved a Pre- and Post-Issuance Compliance Policy and Procedures which applies to qualifying obligations to provide for compliance with all applicable federal regulations for tax-exempt obligations or tax-advantaged obligations (collectively, the “Policy and Procedures”). The Issuer hereby ratifies the Policy and Procedures for the Bond. The Administrator continues to be designated to be responsible for post-issuance compliance in accordance with the Policy and Procedures.

Adopted by the Council this 7th day of April, 2020.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

M:\DOCS\12336\000034\ROL\1819731.DOCX

ATTACHMENT A

NOTICE OF CALL FOR REDEMPTION

City of Windom, Minnesota

\$11,205,000 Communication System Annual Appropriation Refunding Bonds, Series 2012B
dated November 27, 2012

NOTICE IS GIVEN that, by order of the City of Windom, Minnesota (the "Issuer"), there have been called for redemption and prepayment on *June 1, 2020* (the "Redemption Date") all outstanding bonds of the Issuer designated above, having stated maturity dates of June 1 in the years 2022, 2027 and 2032, both inclusive, totaling \$7,660,000 in outstanding principal amount, and with the following CUSIP numbers:

<u>Maturity (June 1)</u>	<u>Principal Amount[*]</u>	<u>Interest Rate</u>	<u>CUSIP No.^{**}</u>
2022	\$1,075,000	3.000%	973452 AS4
2027	\$3,010,000	3.375%	973452 AT2
2032	\$3,575,000	3.625%	973452 AU9

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

Dated: April __, 2020

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

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

* Indicates full call of stated maturity.

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

STATE OF MINNESOTA)
) ss.
COUNTY OF COTTONWOOD)

I, the undersigned, the duly qualified and acting City Administrator of the City of Windom, Minnesota (the "Issuer"), do certify that I am the official custodian of the records of the Issuer, and that I have compared the attached copy with the original records of the Issuer, and that it is a true and correct transcript taken from the records of a meeting of the City Council, held at the City of Windom in said State, on April 7, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand as City Administrator of the Issuer on April 7, 2020.

City Administrator

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

Held: April 7, 2020

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Windom, Cottonwood County, Minnesota, was duly called and held at the City Hall on April 7, 2020, at 6:30 P.M.

The following members were present:

and the following members were absent:

MOTION: Member _____ moved to adopt a resolution entitled "Resolution Providing for the Issuance, Sale and Delivery of Communication System Annual Appropriation Refunding Bonds, Series 2020A," the reading of which was dispensed with by unanimous consent.

SECOND: Member _____

RESULT: On a roll call vote the motion was carried.

Ayes: _____
Nays: _____
Not Voting: _____
Absent: _____

CONTINUING DISCLOSURE CERTIFICATE

This Continuing Disclosure Certificate (the "Disclosure Certificate") is executed and delivered by the City of Windom, Minnesota (the "Issuer") in connection with the issuance of the Communication System Annual Appropriation Refunding Bonds, Series 2020A, dated _____, 2020 (the "Obligations"). The Obligations are being issued pursuant to a Resolution of the Issuer adopted on February 18, 2020 (the "Resolution"). The Issuer covenants and agrees as follows:

Section 1. (a) Purpose of the Disclosure Certificate. This Disclosure Certificate is being executed and delivered by the Issuer for the benefit of the holders and beneficial owners of the Obligations and in order to assist the Participating Underwriter in complying with the Rule (defined below). References in this Disclosure Certificate to holders of the Obligations shall include the beneficial owners of the Obligations. This Disclosure Certificate constitutes the written understanding under the Rule.

(b) Filing Requirements. Any filing under this Disclosure Certificate must be made solely by transmitting such filing to the MSRB (defined herein) through the Electronic Municipal Market Access ("EMMA") System at www.emma.msrb.org in the format prescribed by the MSRB. All documents provided to the MSRB shall be accompanied by the identifying information prescribed by the MSRB.

Section 2. Definitions. In addition to the definitions set forth in the Resolution, which apply to any capitalized term used in this Disclosure Certificate unless otherwise defined in this Section, the following capitalized terms shall have the following meanings:

"Annual Report" means any Annual Report provided by the Issuer pursuant to, and as described in, Sections 3 and 4 of this Disclosure Certificate.

"Audited Financial Statements" means the Issuer's annual financial statements, which are currently prepared in accordance with generally accepted accounting principles (GAAP) for governmental units as prescribed by the Governmental Accounting Standards Board (GASB) and which the Issuer intends to continue to prepare in substantially the same form.

"Code" means the Internal Revenue Code of 1986, as amended.

"Dissemination Agent" means such person from time to time designated in writing by the Issuer and which has filed with the Issuer a written acceptance of such designation.

"Financial Obligation" means, with respect to the Issuer a: (a) debt obligation; (b) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (c) guarantee of one of the foregoing. The term "Financial Obligation" shall not include municipal securities as to which a final official statement has been provided to the MSRB consistent with this rule.

"IRS" means the Internal Revenue Service of the Department of the Treasury.

“Listed Events” means any of the events listed in Sections 5(a) and 5(b) of this Disclosure Certificate.

“MSRB” means the Municipal Securities Rulemaking Board, whose current address is 1300 I Street NW, Suite 1000, Washington, DC 20005.

“Official Statement” means the Official Statement, dated February ____, 2020, delivered in connection with the original issuance and sale of the Obligations, together with any amendments thereto or supplements thereof.

“Participating Underwriter” means Robert W. Baird & Co. Incorporated of the original underwriter(s) of the Obligations required to comply with the Rule in connection with offering of the Obligations.

“Rule” means Rule 15c2-12(b)(5) adopted by the SEC under the Securities Exchange Act of 1934, as the same may be amended from time to time. Reference is also made to SEC Release No. 34-83885 (File No. S7-01-17) for additional information relating to the Issuer’s compliance with this Certificate.

“SEC” means the Securities and Exchange Commission or any successor to its functions governing state and municipal securities.

Section 3. Provision of Annual Reports.

(a) The Issuer shall, or shall cause the Dissemination Agent to, not later than 12 months after the end of the fiscal year (presently December 31), commencing with the fiscal year ended December 31, 2019, provide to the MSRB, filed in accordance with Section 1(b) of this Disclosure Certificate, an Annual Report which is consistent with the requirements of Section 4 of this Disclosure Certificate. In each case, the Annual Report may be submitted as a single document or as separate documents comprising a package, and may cross-reference other information as provided in Section 4 of this Disclosure Certificate; provided that the Audited Financial Statements of the Issuer may be submitted separately from the balance of the Annual Report and later than the date required above for the filing of the Annual Report if they are not available by that date; provided, however, unaudited financial information will be provided and the Audited Financial Statements will be submitted to the MSRB when and if available. The Issuer may provide the Annual Report by specific reference to documents previously provided to the MSRB or filed with the SEC; provided, however, that if the document so referenced is a final official statement within the meaning of the Rule, such final official statement must be available from the MSRB.

(b) Not later than 15 days prior to the date specified in subsection (a) for providing the Annual Report to the MSRB, the Issuer shall provide the Annual Report to the Dissemination Agent (if the Issuer is not the Dissemination Agent).

(c) If the Issuer is unable or fails to provide an Annual Report by the date required in subsection (a), the Issuer shall send in a timely manner a notice of such fact to

the MSRB in the format prescribed by the MSRB, as described in Section 1(b) of this Disclosure Certificate.

Section 4. Content of Annual Reports. The Issuer's Annual Report shall contain or incorporate by reference the Audited Financial Statements and updates of the following sections of the Official Statement to the extent such financial information and operating data are not included in the Audited Financial Statements:

- (a) Cable Television
- (b) Internet Service
- (c) Telephone Service

Section 5. Reporting of Significant Events.

(a) The Issuer shall give, or cause to be given notice of the occurrence of any of the following events with respect to the Obligations, in a timely manner not in excess of 10 business days after the occurrence of the event:

- (1) principal and interest payment delinquencies;
- (2) unscheduled draws on debt service reserves reflecting financial difficulties;
- (3) unscheduled draws on credit enhancements reflecting financial difficulties;
- (4) substitution of credit or liquidity providers, if any, or their failure to perform;
- (5) adverse tax opinions or the issuance by the IRS of proposed or final determinations of taxability or of a Notice of Proposed Issue (IRS Form 5701-TEB);
- (6) tender offers;
- (7) defeasances;
- (8) rating changes;
- (9) bankruptcy, insolvency, receivership or similar event of the Issuer;

or

(10) default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation, any of which reflect financial difficulties.

(b) The Issuer shall give, or cause to be given, notice of the occurrence of any of the following events with respect to the Obligations, *if material*, in a timely manner not in excess of 10 business days after the occurrence of the event:

- (1) non-payment related defaults;
- (2) unless described in (a)(5) above, other notices or determinations by the IRS with respect to the tax-exempt status of the Obligations, or other events affecting the tax-exempt status of the Obligations;
- (3) modifications to rights of holders of the Obligations;
- (4) bond calls;
- (5) release, substitution or sale of property securing repayment of the Obligations;
- (6) the consummation of a merger, consolidation or acquisition involving the Issuer or the sale of all or substantially all of the assets of the Issuer, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms;
- (7) appointment of a successor or additional trustee or the change of name of a trustee; or
- (8) incurrence of a Financial Obligation or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation, any of which affect security holders.

(c) For the purposes of the event identified in subsection (a)(9), the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the Issuer in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the Issuer, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan or reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the Issuer.

(d) Whenever the Issuer obtains knowledge of the occurrence of a Listed Event under subsection (b), the Issuer shall as soon as possible determine if such event would constitute material information for holders of Obligations.

(e) Unless otherwise required by law, the Issuer shall submit the information in the format prescribed by the MSRB, as described in Section 1(b) of this Disclosure Certificate.

Section 6. Termination of Reporting Obligation. The Issuer's obligations under this Disclosure Certificate shall terminate upon the legal defeasance, prior redemption or payment in full of all of the Obligations.

Section 7. Dissemination Agent. The Issuer may, from time to time, appoint or engage a Dissemination Agent to assist it in carrying out its obligations under this Disclosure Certificate, and may discharge any such Dissemination Agent, with or without appointing a successor Dissemination Agent. The Dissemination Agent shall not be responsible in any manner for the content of any notice or report prepared by the Issuer pursuant to this Disclosure Certificate. If at any time there is not any other designated Dissemination Agent, the Issuer shall be the Dissemination Agent.

Section 8. Amendment; Waiver. Notwithstanding any other provision of this Disclosure Certificate, the Issuer may amend this Disclosure Certificate and any provision of this Disclosure Certificate may be waived if such amendment or waiver is supported by an opinion of nationally recognized bond counsel to the effect that such amendment or waiver would not, in and of itself, cause the undertaking herein to violate the Rule if such amendment or waiver had been effective on the date hereof but taking into account any subsequent change in or official interpretation of the Rule.

Section 9. Additional Information. Nothing in this Disclosure Certificate shall be deemed to prevent the Issuer from disseminating any other information, using the means of dissemination set forth in this Disclosure Certificate or any other means of communication, or including any other information in any Annual Report or notice of occurrence of a Listed Event, in addition to that which is required by this Disclosure Certificate. If the Issuer chooses to include any information in any Annual Report or notice of occurrence of a Listed Event, in addition to that which is specifically required by this Disclosure Certificate, the Issuer shall have no obligation under this Certificate to update such information or include it in any future Annual Report or notice of occurrence of a Listed Event.

Section 10. Default. In the event of a failure of the Issuer to comply with any provision of this Disclosure Certificate, any holder or beneficial owner of the Obligations may take such action as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the Issuer to comply with its obligations under this Disclosure Certificate. A default under this Disclosure Certificate shall not be deemed an event of default under the Resolution, and the sole remedy under this Disclosure Certificate in the event of any failure of the Issuer to comply with this Disclosure Certificate shall be an action to compel performance.

Section 11. Duties, Immunities and Liabilities of Dissemination Agent. The Dissemination Agent shall have only such duties as are specifically set forth in this Disclosure Certificate, and the Issuer agrees to indemnify and save the Dissemination Agent, its officers, directors, employees and agents, harmless against any loss, expense and liabilities which it may incur arising out of or in the exercise or performance of its powers and duties hereunder, including the costs and expenses (including attorneys fees) of defending against any claim of liability, but excluding liabilities due to the Dissemination Agent's negligence or willful

misconduct. The obligations of the Issuer under this Section shall survive resignation or removal of the Dissemination Agent and payment of the Obligations.

Section 12. Beneficiaries. This Disclosure Certificate shall inure solely to the benefit of the Issuer, the Dissemination Agent, the Participating Underwriter and holders and beneficial owners from time to time of the Obligations, and shall create no rights in any other person or entity.

Section 13. Reserved Rights. The Issuer reserves the right to discontinue providing any information required under the Rule if a final determination should be made by a court of competent jurisdiction that the Rule is invalid or otherwise unlawful or, subject to the provisions of Section 8 hereof, to modify the undertaking under this Disclosure Certificate if the Issuer determines that such modification is required by the Rule or by a court of competent jurisdiction.

Dated as of . 2020.

CITY OF WINDOM, MINNESOTA

By _____
Mayor

By _____
Administrator

February 25, 2020

Chelsie Carlson, Finance Director/Controller
The City of Windom, Minnesota
444 9th St
PO Box 38
Windom Minnesota 56101-0038

Re: Letter of Engagement to Retain Ehlers as Arbitrage Consulting and Monitoring Agent Related to the Arbitrage Provisions of the Internal Revenue Code of 1986 and Related Treasury Regulations

All tax-exempt Obligations ("Obligations") issued by or on behalf of the City of Windom, Minnesota ("Issuer") are subject to the arbitrage provisions of the Internal Revenue Code of 1986 and related Treasury regulations ("Tax Code). To comply with the statute and regulations the Issuer must undertake certain analyses. Ehlers & Associates, Inc. ("Ehlers") can provide arbitrage consulting and monitoring services that comply with the Tax Code and include the necessary reports and or analyses.

This Letter of Engagement ("Letter") is being presented to memorialize and clarify the terms of the Issuer's engagement of Ehlers as the Issuer's Arbitrage Consulting and Monitoring Agent. In this regard, Ehlers agrees to provide Issuer with those services described in Appendix A ("Services"). Ehlers shall be entitled to compensation by the Issuer also as described in Appendix A.

This Letter shall be effective as of the date of its execution by the Issuer and shall remain in effect for the life of each obligation defined herein as the "Term". Notwithstanding the foregoing, this Letter may be terminated by either party upon sixty (60) days prior written notice. All outstanding Ehlers projects will be completed and invoiced prior to the deemed termination date.

To perform the engagement, Issuer agrees to provide Ehlers all documents and information as are deemed necessary to fulfill the Issuer's reporting requirements related to the Tax Code, and within the applicable timeframe. Issuer agrees to provide Ehlers with timely and accurate information regarding pertinent cash and investment activity as well as pertinent revenue and expenditure activities for all funds related to the required service ("Arbitrage Information"). The Issuer is obligated to pay arbitrage due within sixty (60) days of the related installment date. All installment date analysis information must be provided to Ehlers within thirty (30) days of Issuer's receipt of any such request from Ehlers. The Issuer is ultimately responsible for the completion and filing of IRS Form 8038-T or 8038-R. Issuer, and not Ehlers, shall be responsible for payment of any arbitrage payment due and any interest or penalty for failure to make timely payments.

Ehlers shall deem all Arbitrage Information provided to it by the Issuer to be accurate and free of defect, as well as not containing any material misstatements, falsehoods, or omissions of fact. Issuer acknowledges that Ehlers shall be entitled to rely on all Arbitrage Information provided by the Issuer without further investigation as to its completeness or accuracy.

Issuer shall indemnify, hold harmless and defend Ehlers from and against any damages, costs or other liabilities (including reasonable attorneys' fees) arising from or relating to any breach of this Letter by Issuer, including, but not limited to, damages, costs and other liabilities arising out of any Arbitrage Information received and distributed by Ehlers. Further, in no event shall Ehlers' total aggregate liability under this Letter be more than the amount of fees paid by Issuer to Ehlers during the Term then in effect notwithstanding anything contained herein. In addition, Issuer acknowledges that Ehlers shall not be responsible and/or liable for any errors, misstatements or omissions associated with any arbitrage report or filing form, or for the correction thereof, that was prepared or distributed by any party other than Ehlers.

This Letter constitutes the entire agreement between the parties and is intended to supersede all agreements, whether oral or written, between the parties that were entered into relative to the subject matter hereof prior to the effective date of this Letter. No amendment or modification of this Letter shall be deemed valid unless made in writing and signed by both parties.

This Letter covers the Issuer's current outstanding Obligations and any future Obligations that Ehlers is informed about. If the Issuer agrees to contract with Ehlers for Arbitrage Services, the Issuer must inform Ehlers in writing if they do not want Ehlers to provide Arbitrage services on any currently outstanding and/or future individual Obligations. The Ehlers Election Form for declining the specific obligation(s) is provided in Appendix B.

If our engagement under the terms of this Letter is acceptable, please sign this Letter in the appropriate signature block below and return a signed copy to us for our records. If, however, you do not wish to engage our services, please note that election and return a copy of this Letter to us.

Please contact me if you have any questions or would like to discuss our engagement further.
Sincerely,

EHLERS & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "S. H. Broden", written over a horizontal line.

Stephen H. Broden
Arbitrage Managing Director

SO ACCEPTED BY ISSUER

Issuer hereby accepts this Letter and engages Ehlers to provide the services noted herein and executes this Letter as of the date noted below:

By: _____ Title: _____

Name: _____ Date: _____

SO DECLINED BY ISSUER

Issuer hereby acknowledges that it will be responsible for updating and submitting all necessary arbitration reports and filings as may be required of Issuer without the assistance of Ehlers. Issuer further acknowledges and agrees that Ehlers assumes no responsibility for the compilation and/or submission of any such arbitration reports or filings.

By: _____ Title: _____

Name: _____ Date: _____

APPENDIX A

EHLERS ARBITRAGE CONSULTING AND MONITORING AGENT SERVICES AND FEES

Ehlers' arbitrage consulting and monitoring services are designed to assist the Issuer in meeting its Tax Code obligations. Depending on the size of a transaction and the total amount of debt outstanding at the time of issuance, different debt issues may be subject to different reporting requirements. Ehlers will provide the services identified below, which are reflective of the Issuer's requirements with the Tax Code. In no event will Ehlers assist Issuer with assessing whether information provided or omitted as part of an analysis will be accepted by the IRS when subject to an audit. If the Issuer accepts this letter and engages Arbitrage Consulting and Monitoring Agent, Ehlers shall provide the following services and charge the following fees:

Background

Since 1986, the Internal Revenue Service ("IRS") has enforced the arbitrage provisions of the Internal Revenue Code of 1986 and related Treasury Regulations which requires issuers and borrowers of tax-exempt obligations to confirm exemptions and make timely arbitrage payments. Issuers and borrowers often work with third party service providers who can assist with confirmation of exemptions, payments due, payments that should be recovered, and proper processing of related violations. Full arbitrage monitoring reporting entities must:

- Maintain adequate training on the requirements and methods associated with the arbitrage provisions.
- Retain records for the life of every obligation plus three (3) tax years or the extended period to the life of a refunding obligation plus three (3) tax years. Records must include documents that support the spending of all obligation gross proceeds.
- File IRS 8038-T forms within sixty (60) days of the IRS installment date for an obligation.
- File IRS 8038-R forms with two (2) years of the final maturity date for an obligation.
- Enter the IRS' Voluntary Closing Agreement Program ("VCAP") when violations are not able to be corrected by other means.

Arbitrage Consulting Services

Description of Services

Ehlers agrees to provide Issuer with a specific education on the Tax Code provisions which may include arbitrage, accounting, record retention, or even more specific subsections of the Tax Code. Training includes organized review of the IRS' current agent training materials, publications, presentations and related information. Training can be done on-site or offsite via video teleconference.

Ehlers can separately agree to provide Issuer with a specific education on the Tax Code provisions that pertain to current or future Issuer Obligations.

Description of Fees

Ehlers will charge Issuer a fee of \$300 per hour to provide the arbitrage consulting services set forth above. Ehlers will invoice Issuer for the amount due. The invoice is due and payable by the Issuer within 60 days of the invoice date.

Arbitrage Monitoring Services

Description of Services

Issuer engages Ehlers to provide the following services in connection with the preparation and distribution of Issuer's arbitrage reports, preparation of IRS filing forms, recommendations in connection with all Obligations of the Issuer subject to the Tax Code and for which arbitrage reports or filings are required. During the Term of the engagement, Ehlers shall provide the services hereinafter described with respect to

all existing Obligations subject to the Tax Code and having arbitrage requirements. Ehlers shall provide these services for and any future Obligations that Ehlers is informed about. The Issuer must inform Ehlers in writing if they do not want Ehlers to provide Arbitrage services on any currently outstanding and/or future individual Obligations (see Appendix B for the Ehlers Election Form). Ehlers agrees to provide the following services to Issuer:

1. Review the following documents for each obligation:
 - a. Information Return for Tax-Exempt Governmental Obligations (Form 8038-G)
 - b. Tax Compliance Certificates
 - c. Official Statements
 - d. Addendum to Official Statements, if any
 - e. Closing Memorandums, if any
 - f. Post Sales Reports, if any
 - g. Verification Reports, if any
 - h. Prior Arbitrage Calculations, if any
 - i. Trust Indentures, if any
 - j. Credit Enhancement Agreements, if any
2. Calculate the Issuer's arbitrage liability under Section 148(f) of the Internal Revenue Code of 1986, as amended and applicable Treasury regulations in connection with each obligation, including:
 - a. Obtain nonpurpose investment transaction data for all funds related to each obligation
 - b. Review and analyze nonpurpose investment transaction data as required based on the aforementioned documents
 - c. Compute/verify the amount of spend-down penalties payable to the IRS for Obligations applying such provisions
 - d. Confirm the arbitrage yield for each obligation
 - e. Compute/verify the amount of excess earnings, if any, on nonpurpose investments and the value of those earnings as of the applicable computation date
 - f. Determine the rebate amounts and rebate payments due to the IRS, if any
 - g. Compute/verify the yield reduction payments due on yield restricted nonpurpose investments, if any
 - h. Assist with the purchase of State and Local Government Series of U.S. Treasuries for yield restriction of the investments, if necessary
 - i. Prepare arbitrage reports, including computational methods and assumptions used in the analysis and conclusions supporting the calculation
 - j. Prepare IRS Form 8038-T or 8038-R, if required
 - k. Obtain a legal opinion for the arbitrage reports and IRS Form 8038-T or 8038-R, if required
 - l. Deliver arbitrage reports, along with legal opinion and IRS Form 8038-T or 8038-R, if applicable
3. Maintain a system for computing and tracking the arbitrage liability and future arbitrage computation dates, as necessary.
4. Evaluate and make recommendations on record keeping practices for those funds and accounts subject to arbitrage compliance.
5. Apprise Issuer of any changes in the arbitrage regulations that may occur during the term of this Agreement.
6. Issuer acknowledges that, in its sole discretion, Ehlers may contract with third parties selected by Ehlers for the performance of some of the services to be performed hereunder.

Description of Fees

Ehlers will charge Issuer a base fee per bond year per obligation to determine spending exceptions, bona fide debt service fund exemptions, penalty calculations, rebate amounts and yield reduction payments for all funds related to the Obligations. Depending on the structure of the transaction, certain complexities may require computational work that extends beyond the scope of a standard arbitrage calculation. Conversely, the amount of computational work required to prepare future arbitrage calculations may decrease due to the rapid expenditure of gross proceeds. In such instances, Ehlers will charge additional fees and/or offer discounts in accordance with the fee schedule set forth below.

Base Fee: \$2,250 per bond year

Typical Additions to Base Fee

Commingled funds transferred proceeds, debt service excess, or universal cap analysis	\$200 per hour
IRS Form 8038-T preparation	\$500 per form

Atypical Additions to Base Fee

Variable rate bond analysis	\$200 to \$500 per hour
IRS Form 8038-R preparation	\$500 to \$1,000 per form
Legal opinion	To be determined
Recalculation of prior arbitrage liability	To be negotiated

Discounts to Base Fee

Monitoring of yield restriction only	\$1,000 per year
Monitoring of debt service fund only	\$1,000 per year
Discretionary discounts	To be determined by Ehlers

Adjustments to Base Fee

Gross proceeds spent, review only	\$100 to \$200 per year***
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***This adjustment replaces the Base Fee with the amount listed above for each affected obligation.

Ehlers will invoice Issuer for the amount due. The invoice is due and payable by the Issuer within 60 days of the invoice date.

Limited Arbitrage Review Services

Description of Services

Issuer engages Ehlers to provide the following services in connection with the preparation and distribution of Issuer's arbitrage reviews and recommendations. During the Term of the engagement, Ehlers shall provide the services hereinafter described with respect to all identified Obligations subject to the Tax Code, having arbitrage requirements, and where arbitrage reports or filing forms are not requested. Ehlers shall provide these services for and any future Obligations that Ehlers is informed about. The Issuer must inform Ehlers in writing if they do not want Ehlers to provide Arbitrage services on any currently outstanding and/or future individual Obligations (see Appendix B for the Ehlers Election Form).

Ehlers agrees to provide the following services to Issuer:

1. Review the following documents for each obligation:
 - a. Information Return for Tax-Exempt Governmental Obligations (Form 8038-G)
 - b. Tax Compliance Certificates
 - c. Official Statements
 - d. Addendum to Official Statements, if any
 - e. Closing Memorandums, if any
 - f. Post Sales Reports, if any
 - g. Verification Reports, if any
 - h. Prior Arbitrage Calculations, if any
 - i. Trust Indentures, if any
 - j. Credit Enhancement Agreements, if any
2. Calculate the Issuer's arbitrage liability under Section 148(f) of the Internal Revenue Code of 1986, as amended and applicable Treasury regulations in connection with each obligation, including:
 - a. Obtain nonpurpose investment transaction data for all funds related to each obligation
 - b. Review and analyze nonpurpose investment transaction data as required based on the aforementioned documents
 - c. Compute/verify the amount of spend-down penalties payable to the IRS for Obligations applying such provisions
 - d. Compute/verify the amount of excess earnings, if any, on nonpurpose investments
 - e. Prepare arbitrage reviews, including computational methods and assumptions used in the analysis and conclusions supporting the review
3. Maintain a system for computing and tracking the arbitrage review status and future arbitrage computation dates, as necessary.
4. Evaluate and make recommendations on record keeping practices for those funds and accounts subject to arbitrage compliance.

Description of Fees

Ehlers will charge Issuer a review fee per obligation to determine spending exceptions, bona fide debt service fund exemptions, rebate and yield restriction amounts for all funds related to the Obligations. Ehlers will charge fees in accordance with the fee schedule set forth below.

Base fee \$1,000 per review

Adjustments to Base Fee

Gross proceeds spent, review only \$100 to \$200 per year***

***This adjustment replaces the Base Fee with the amount listed above for each affected obligation.

Ehlers will invoice Issuer for the amount due. The invoice is due and payable by the Issuer within 60 days of the invoice date.

Future Fee Changes

Ehlers reserves the right to adjust fees during the Term of the engagement without prior consent of the Issuer, but not more than annually. Prior to any fee adjustments, the Issuer will be notified in writing of the revised fees and their effective date.

APPENDIX B

ELECTION REGARDING ARBITRAGE MONITORING SERVICES

The City of Windom, Minnesota
444 9th St
PO Box 38
Windom Minnesota 56101-0038
Attention: Finance Director/Controller

For the following Obligation(s)

Obligation Par Amount and Legal Name

The City of Windom, Minnesota ("Issuer") has issued the above-referenced obligation(s) which is/are subject to the arbitrage provisions of the Internal Revenue Code of 1986 and related Treasury regulations. Issuer has elected not to retain Ehlers & Associates, Inc. ("Ehlers") to assist it in complying with the aforementioned arbitrage requirements. Ehlers shall have no liability to Issuer with respect to Issuer's actions or omissions involving the arbitrage provisions of the Internal Revenue Code of 1986 and related Treasury regulations.

Executed this ____ day of _____, 20__

By: _____ Title: _____

Name: _____ Date: _____

Arbitrage Monitoring as of February 25, 2020

Delivery Date	Original PAR Amount	Issue Name	Arbitrage Yield	Arbitrage Status Field/Category	Last Report Type	Last Report Date	Next Report Type	Next Report Date	Next Report Budget	Final Outstanding Maturity
Contracted as of February 25, 2020										
6/4/2013	\$4,400,000.00	General Obligation Improvement Bonds, Series 2013A	2.2042201	Active / Rebate	Five year	7/20/2018	Interim	2/1/2021	\$3,000.00	2/1/2034
6/4/2013	\$615,000.00	General Obligation Bonds, Series 2013B	1.4556081	Active / Rebate	Five year	7/20/2018	Interim	2/1/2021	\$3,000.00	2/1/2023
12/30/2014	\$5,600,000.00	Gross Revenue Hospital Bonds, Series 2014A	3.7578333	Active / Rebate	Five year	2/25/2020	Interim	9/1/2021	\$2,000.00	9/1/2034
6/15/2017	\$4,020,000.00	General Obligation Improvement and Utility Revenue Bonds, Series 2017A	2.7205488	Active / Rebate	Interim	8/22/2019	Five year	6/15/2022	\$3,750.00	2/1/2039
6/15/2017	\$855,000.00	General Obligation Equipment Certificates, Series 2017B	1.8729986	Active / Rebate	Interim	8/23/2019	Five year	6/15/2022	\$3,750.00	2/1/2027
12/14/2017	\$830,000.00	General Obligation Improvement Refunding Bonds, Series 2017C	1.7997074	Active / Small Issuer	Interim	2/25/2020	Five year	12/14/2022	\$3,750.00	2/1/2025
3/28/2018	\$2,110,000.00	General Obligation Bonds, Series 2018A	2.7760533	Active / Small Issuer			Interim	3/28/2021	\$3,750.00	2/1/2038
Recommendations as of February 25, 2020										
12/15/2016	\$2,034,000.00	Lease with Option to Purchase Agreement of 2016	2.7896782	Pending / Small Issuer			Interim	12/15/2019	\$3,000.00	2/1/2037
2/20/2019	\$9,624,333.00	General Obligation Revenue Note, Series 2019A	1.00000	Pending / Rebate			Interim	2/20/2022	\$5,000.00	8/20/2038
Not Monitoring as of February 25, 2020										
12/8/2011	\$3,090,000.00	General Obligation Water and Sewer Revenue Bonds, Series 2011A		Not Monitoring						2/1/2029
6/13/2012	\$1,640,000.00	General Obligation Refunding Bonds, Series 2012A		Not Monitoring						2/1/2023
11/27/2012	\$11,205,000.00	Communication System Annual Appropriation Refunding Bonds, Series 2012B		Not Monitoring						6/1/2032

RESOLUTION #2020-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

RESOLUTION PROVIDING FOR THE SALE OF \$4,415,000 GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2020B

WHEREAS, the City Council of the City of Windom, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$4,415,000 General Obligation Improvement Bonds, Series 2020B (the "Bonds"), to finance a portion of the construction of the City's 2020 Street Improvements; and

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

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

1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 6:30 p.m. on May 5, 2020, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

Adopted by the Council this 7th day of April, 2020.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2020-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

RESOLUTION AUTHORIZING THE CITY TO ENTER INTO A
CREDIT ENHANCEMENT PROGRAM AGREEMENT WITH THE
MINNESOTA PUBLIC FACILITIES AUTHORITY

WHEREAS, the City Council of the City of Windom, Minnesota (the "City") proposes to issue its General Obligation Improvement Bonds (the "Bonds"), the proceeds of which will be used to finance the costs of construction, improvement or rehabilitation of water, sanitary sewer, and storm sewer facilities; and

WHEREAS the City Council hereby determines it is in the best interests of the City to apply to the Minnesota Public Facilities Authority (the "Authority") for credit enhancement of the Bonds;

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

1. Approval of the Authority's Credit Enhancement Program Agreement. The Authority's Credit Enhancement Program Agreement (the "Agreement") is hereby approved, the same being before the City Council and made a part of this resolution by reference.
2. Authorization to Sign Agreement and Related Forms. The Mayor and the City Administrator are authorized to sign the Agreement on the City's behalf and to execute any other related forms prescribed by the Authority with respect to the Agreement.
3. Agreement to Comply with Minnesota Statutes, Section 446A.086. The City is entering into the Agreement with the Authority pursuant to Minnesota Statutes, Section 446A.086 (the "Act") and the City hereby agrees to comply with and be bound by the provisions of the Act.
4. Submission of the Agreement. The Mayor and the City Administrator are hereby authorized to submit, on the City's behalf, the Agreement to the Authority, together with the nonrefundable application fee in the amount of \$500.

Adopted by the Council this 7th day of April, 2020.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

March 31, 2020

Steven Nasby, City Administrator
City of Windom, Minnesota
444 9th St
PO Box 38
Windom, MN 56101-0038

Re: Written Municipal Advisor Client Disclosure with the City of Windom ("Client") for General Obligation Improvement Bonds, Series 2020B ("Project" Pursuant to MSRB Rule G-42)

Dear Steven:

Ehlers & Associates, Inc. ("Ehlers & Associates" or the "Municipal Advisor") is required by Municipal Securities Rulemaking Board (MSRB) Rules to provide you with certain written information and disclosures prior to, upon or promptly, after the establishment of a municipal advisory relationship as defined in Securities and Exchange Act Rule 15Ba1-1. Pursuant to these stated requirements, we must inform you that:

1. When providing municipal advisor advice, we are required to act in a fiduciary capacity, which includes a duty of loyalty and a duty of care. This means we are required to place the Client's interest above our own.
2. We have an obligation to fully and fairly disclose to you in writing all material conflicts of interest including any actual or potential conflicts of interest that might impair our ability to render advice to you in accordance with our fiduciary duty. We are providing these and other required disclosures in **Appendix A** attached hereto.
3. Ehlers & Associates shall provide municipal advisor advice and service at such fees, as described within **Appendix B** attached hereto.

This documentation and all appendices hereto shall be effective as of its date unless otherwise terminated by either party upon 30 days written notice to the other party.

During the term of our municipal advisory relationship, this writing will be amended or supplemented to reflect any material change or additions.

We look forward to working with you on the Project.

Sincerely,

Ehlers & Associates



Todd Hagen, CIPMA
Senior Municipal Advisor/Vice President

¹ This document is intended to satisfy the requirements of MSRB Rule G-42(b) and Rule G-42(c).

Appendix A

Disclosure of Conflicts of Interest/Other Required Information

Actual/Potential Material Conflicts of Interest

Ehlers & Associates has no known actual or potential material conflicts of interest that might impair its ability either to render unbiased and competent advice or to fulfill its fiduciary duty to Client.

Conflicts Arising from Compensation Contingent on the Size or Closing of Any Transaction

The Municipal Advisor's fees may be contingent on the size and successful closing of a transaction. Compensation contingent on the size of a transaction presents a conflict of interest because the Municipal Advisor may have an incentive to advise the Client to increase the size of the securities issue for the purpose of increasing the Municipal Advisor's compensation. Compensation contingent on the closing of the transaction presents a conflict because the Municipal Advisor may have an incentive to recommend unnecessary or unsuitable financings to the Client. In addition, if the transaction is to be delayed or fail to close, a Municipal Advisor may have an incentive to discourage a full consideration of such facts and circumstances or alternatives that may result in the cancellation of the transaction. Understanding these conflicts, Client should select a form of compensation that best meets the Client's needs for the agreed-upon scope of services within this agreement and any addenda thereto.

Any form of compensation due the Municipal Advisor will likely present specific conflicts of interest with the Client. If Client is concerned about conflicts arising from Municipal Advisor compensation contingent on size and/or closing of a transaction, Ehlers & Associates is willing to provide another form of municipal advisor compensation. The Client must notify Ehlers & Associates in writing of this request within 10 days of receipt of this Municipal Advisor Disclosure. Ehlers & Associates is required to uphold its fiduciary obligation regardless of the method of compensation.

Other Engagements or Relationships Impairing Ability to Provide Municipal Advisor Advice

Ehlers & Associates is not aware of any other engagement or relationship that might impair its ability to render municipal advisor advice to Client in accordance with its duty of loyalty and care.

Affiliated Entities

Ehlers Companies is a holding company with three wholly-owned subsidiaries. Ehlers & Associates is a registered municipal advisor and provides municipal advisory, economic development and dissemination agent services. Bond Trust Service Corporation (BTSC), which may be referenced as Ehlers Paying Agent Services, provides paying agent services. Ehlers Investment Partners (EIP), which may be referenced as Ehlers Investments, provides services with respect to the investment of bond proceeds and general cash accounts. If the services provided by BTSC or EIP are needed during any such time Ehlers & Associates is engaged as municipal advisor, Client will be asked if they wish to retain either affiliate of Ehlers & Associates to provide service. If Client wishes to retain BTSC and/or EIP, a separate agreement with such affiliate will be provided for Client's consideration and approval. Ehlers & Associates and these affiliates do not share fees. However, compensation paid to personnel of Ehlers & Associates and its affiliates is based on the overall profitability of the Ehlers Companies and, therefore, fees earned by the affiliates of Ehlers & Associates may affect the compensation of Ehlers & Associates personnel.

Ehlers Companies is the owner of Ehlers & Associates. Ehlers Companies does not participate in the day-to-day operations of the Municipal Advisor. A director of Ehlers Companies is an executive at U.S. Bank National Association, a subsidiary of U.S. Bancorp, which may provide or seek to provide other financial services to Client either directly or through an affiliate or subsidiary.

Solicitors/Payments Made to Obtain/Retain Client Business

Ehlers & Associates does not use solicitors to secure municipal advisor engagements; nor make direct or indirect payments to obtain or retain municipal advisory engagements with Client.

Payments from Third Parties

Ehlers & Associates does not receive any direct or indirect payments from third-parties to enlist Ehlers & Associates' recommendation to the Client of third-party services, any municipal securities transaction or any municipal financial product.

Payments/Fee-splitting Arrangements

Ehlers & Associates does not share fees with any unaffiliated parties that provide services to the Client. However, within a joint proposal with other professional service providers, Ehlers & Associates could be the contracting party, or be a subcontractor to the contracting party resulting in a fee splitting arrangement. In such cases, the fee due Ehlers & Associates will be identified in a Municipal Advisor Disclosure and no other fees will be paid to Ehlers & Associates from any of the other participating professionals in the joint proposal.

Municipal Advisor Registration

Ehlers & Associates is registered with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB).

Material Legal or Disciplinary Events

Neither Ehlers & Associates nor any of its associated persons have been involved in any legal or disciplinary events reported on Form MA or MA-I, nor are there any other material legal or disciplinary events to be reported. Ehlers & Associates' application for permanent registration as a municipal advisor with the (SEC) was granted on July 28, 2014 and contained the information prescribed under Section 15B(a)(2) of the Securities and Exchange Act of 1934 and rules thereunder. It did not list any information on legal or disciplinary disclosures.

Client may access Ehlers & Associates' most recent Form MA and each most recent Form MA-I by searching the Securities and Exchange Commission's EDGAR system (currently available at <http://www.sec.gov/edga/searchedgar/companysearch.html>) under either our Company Name (Ehlers & Associates, Inc.) or by using the currently available "Fast Search" function and entering our CIK number (0001604197).

Ehlers & Associates has not made any material changes to Form MA or Form MA-I since that date.

MSRB Contact Information

The website address of the MSRB is www.msrb.org. Posted on the MSRB website is a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the financial regulatory authorities.

Appendix B Debt Issuance Scope of Work

Scope of Service

Client has retained Ehlers & Associates to assist Client in the issuance of debt ("Issuance") to finance and/or refinance a Project. Ehlers & Associates agrees to work with Client's Financing Team (Client staff member(s) and other professionals such as Bond Counsel selected by Client to assist in the Issuance) and provide the following scope of services in connection with the Issuance:

Authorization

- Provide information or input to assist Client with meeting the legal Issuance requirements.
- Develop a timeline of steps and actions required to meet legal and financing requirements related to the Issuance. As directed, requested or required:
 - assist Client with selection and engagement of other members of the finance team;
 - participate in preparing materials and/or attending meetings for proceedings required to lawfully authorize the Issuance;
 - assist Client in preparing information to explain the financing plan and the financial impact of the Issuance;
 - attend meetings to assist in explaining the financing plan and the impact of the proposed Issuance to elected officials and constituents.

Debt Issuance

- Use its best efforts to execute the financing plan in accordance with Client's directives;
- Present a financing plan to Client in the form of a Presale Report;
- Request current and necessary information from Client, if the Issuance proceeds forward;
- Discuss with Client post-issuance compliance obligations including continuing disclosure, record-keeping, arbitrage monitoring;
- Finalize Issuance details and time line with Client;
- Assist, as directed by Client, with preparation of preliminary official statement for review by Client's Financing Team;
- Conduct offering document Due Diligence;
- Distribute preliminary official statement in accordance with Notice of Sale and/or Client's direction;
- Assist Client with credit rating(s) and/or credit enhancement(s), as necessary;
- Assist Client with responding to questions regarding the Issuance;
- Conduct the sale and coordinate day of sale activities with Client's Financing Team;
- Document the results of day of sale activities in the form of a Sale Day report;
- Assist, as directed by Client, with preparation of final official statement for review by Client's Financing Team;
- Distribute final official statement in accordance with Notice of Sale and/or Client's direction.

Post Issuance

- Prior to the closing of the Issuance, coordinate the closing including document development and distribution as well as coordinate transfer of funds, as required.
- Provide electronic or hard copy Issuance transcripts, as directed by Client.
- Respond to Client questions relating to the Issuance.
- Monitor refunding opportunities on Client's behalf for all Client debt.

Compensation

The fee for this engagement shall not exceed \$28,495. This fee covers all services to be provided by Ehlers & Associates under the "Scope of Service" section as set forth herein.

Client will not be assessed by Ehlers & Associates any costs relating to copies, postage or mileage. Ehlers & Associates fees are due and payable upon the closing of the issue and will be paid at closing from Issuance proceeds unless directed otherwise in writing by the Client.

The Client is responsible for all other expenses related to the Issuance. Examples of potential expenses that may apply include, but are not limited to, the following: underwriting discount, legal services, rating expenses, publication of notices, paying agent fees, escrow agent fees, verification agent, trustee fees, accounting services, CUSIP expense, and any fees charged for information required for preparation of an official statement or other offering document.

Hourly Charges

For any service directed by Client and not covered by this, or another applicable Appendix, Ehlers & Associates will bill Client at an hourly rate that is dependent upon the task/staff required to meet Client request at no less than \$125.00/hour and not to exceed \$350.00/hour.

This debt issuance engagement will end upon receipt of debt issuance funds by Client.

April 7, 2020

Pre-Sale Report for

City of Windom, Minnesota

\$4,415,000 General Obligation Improvement Bonds,
Series 2020B



Prepared by:

Todd Hagen, CIPMA
VP/Senior Municipal Advisor

Rebecca Kurtz, CIPMA
VP/Senior Municipal Advisor

And

Chris Mickelson, CIPMA
Municipal Advisor

Executive Summary of Proposed Debt

Proposed Issue:	\$4,415,000 General Obligation Improvement Bonds, Series 2020B
Purpose:	<p>To finance a portion of the construction of the City's 2020 Street Improvements.</p> <ul style="list-style-type: none"> • Streets/Storm. Debt service will be paid from special assessments and property taxes. • Water. Debt service will be paid from property taxes to be cancelled each year with available water revenues. • Sanitary Sewer. Debt service will be paid from property taxes to be cancelled each year with available sanitary sewer revenues.
Authority:	<p>The Bonds are being issued pursuant to Minnesota Statutes, Chapters:</p> <ul style="list-style-type: none"> • 429 (special assessment pledge) • 475 (general bonding authority) <p>Because the City is assessing at least 20% of the project costs, the Bonds can be a general obligation without a referendum and will not count against the City's debt limit. The special assessment will be levied for a term of 15 years in accordance with the City's assessment policy.</p> <p>The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.</p>
Term/Call Feature:	<p>The Bonds are being issued for a term of 20 years. Principal on the Bonds will be due on February 1 in the years 2022 through 2041. Interest is payable every six months beginning February 1, 2021. A portion of the Bond proceeds will be used to make the February 1, 2021 interest payment.</p> <p>The Bonds will be subject to prepayment at the discretion of the City on February 1, 2029 or any date thereafter.</p>
Not Bank Qualified:	<p>Because the City is expecting to issue more than \$10,000,000 in tax exempt debt during the calendar year, the City will <u>not</u> be able to designate the Bonds as "bank qualified" obligations.</p> <p>Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.</p>
State Credit Enhancement:	<p>City bond issues for water, sanitary sewer and storm water facilities are now authorized to receive credit enhancement from the State. Under current bond ratings, the state credit enhancement would bring a Standard & Poor's "AAA" rating or a Moody's "Aa2" because the State guarantees the debt service payments on the Bonds. Currently, state credit enhancement provides a significant interest cost savings, to lower or non-rated cities/counties.</p>

	To qualify for the credit enhancement, a City must submit an application and \$500 fee to the State. Ehlers will coordinate the application to the State on your behalf.
Rating:	<p>Under current bond ratings, the state credit enhancement would bring a Standard & Poor's "AAA" or a Moody's "Aa2" rating.</p> <p>The City's most recent bond issues were rated by Standard & Poor's. The current rating on those bonds are "A+". The City will request a new rating for the Bonds from Standard & Poor's.</p> <p>If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.</p>
Basis for Recommendation:	<p>Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of general obligation bonds as a suitable financing option for the following reasons:</p> <ul style="list-style-type: none"> • The City's policy and past practice has been to finance municipal projects like this with this type of debt issue. • This is a cost-effective option among the limited other options available to finance this type of project. • General obligation bonds with State Credit Enhancement provides the lowest possible interest cost.
Method of Sale/Placement:	<p>We will solicit competitive bids for the purchase of the Bonds from underwriters and banks.</p> <p>We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p> <p>If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.</p>
Premium Pricing:	<p>In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or "discount") but will pay the remainder of the premium to the City.</p> <p>For this issue of Bonds, we have been directed to use the net premium to reduce the size of the issue/increase the net proceeds for the project. The resulting adjustments may slightly change the true interest cost of the issue, either up or down.</p>

	<p>The amount of premium can be restricted in the bid specifications. Restrictions on premium may result in fewer bids but may also eliminate large adjustments on the day of sale and unintended impacts with respect to debt service payment. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City's objectives for this financing.</p>
<p>Review of Existing Debt:</p>	<p>We have reviewed all outstanding indebtedness for the City and find that your 2011A and 2013A bonds could be refunded for an interest cost savings. Although this refunding cannot take place until later in the year, you will save the most money by issuing it within 90-days of the call date. The estimated savings on January 21 was \$272,851 or a 5.195% PV savings. This savings is within the 4 to 6 percent range that we like to see for a good refunding. You could consider taking action in September to sell in October and close in November.</p> <p>We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any other future refunding opportunities.</p>
<p>Continuing Disclosure:</p>	<p>Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC).</p> <p>The City is already obligated to provide such reports for its existing bonds and has contracted with Ehlers to prepare and file the reports.</p>
<p>Arbitrage Monitoring:</p>	<p>Because the Bonds tax-exempt obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Officers' Certificate prepared by your Bond Attorney and provided at closing.</p> <p>We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.</p> <p>Spending Exception (24-month) – The City expects to meet the two-year expenditure exception on the Bonds. If the City fails to meet the two-year expenditure exception, it will be required to pay rebate.</p>
<p>Investment of Bond Proceeds:</p>	<p>To maximize interest earnings we recommend using an SEC registered investment advisor to assist with the investment of bond proceeds until they are needed to pay project costs. Ehlers is a registered investment advisor and can assist the City in developing an appropriate investment strategy if needed.</p>

<p>Risk Factors:</p>	<p>Special Assessments: We have not assumed any pre-paid special assessments and we have assumed that assessments are levied as projected. If the City receives a significant amount of pre-paid assessments or does not levy the assessments, it may need to increase the levy portion of the debt service to make up for lower interest earnings than the expected assessment interest rate.</p> <p>GO Pledge: Because the Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged, if the annual special assessments and tax levy collected are not sufficient to pay the debt service payments, other City funds will need to be used.</p>
<p>Other Service Providers:</p>	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p>Bond Counsel: Fryberger Buchanan Paying Agent: Bond Trust Services Rating Agency: Standard & Poor's</p>
<p>Summary:</p>	<p>The decisions to be made by the City Council are as follows:</p> <ul style="list-style-type: none"> • Accept or modify the finance assumptions described in this report • Adopt the resolution attached to this report.

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

Proposed Debt Issuance Schedule

Pre-Sale Review by City Council:	April 7, 2020
Due Diligence Call to review Official Statement:	Week of April 20, 2020
Distribute Official Statement:	Week of April 27, 2020
Conference with Rating Agency:	Week of April 20 or 27
City Council Meeting to Award Sale of the Bonds:	May 5, 2020
Estimated Closing Date:	May 27, 2020

Attachments

Estimated Sources and Uses of Funds
Estimated Proposed Debt Service Schedule
Bond Buyer Index
Resolution Authorizing Ehlers to Proceed with Bond Sale
Resolution Authorizing City to Enter into Credit Enhancement Agreement

Ehlers Contacts

Municipal Advisors:	Todd Hagen	(651) 697-8508
	Rebecca Kurtz	(651) 697-8516
	Chris Mickelson	(651) 697-8556
Disclosure Coordinator:	Silvia Johnson	(651) 697-8580
Financial Analyst:	Alicia Gage	(651) 697-8551

The Preliminary Official Statement for this financing will be sent to the City Council at their home or email address for review prior to the sale date.

City of Windom, Minnesota

\$4,415,000 General Obligation Improvement Bonds, Series 2020B

Issue Summary

Assumes Current Market Non-BQ AAA Credit Enhanced Rates plus 20bps

Total Issue Sources And Uses

Dated 05/27/2020 | Delivered 05/27/2020

	Streets/ Storm	Water Fund	Sewer Fund	Issue Summary
Sources Of Funds				
Par Amount of Bonds	\$3,265,000.00	\$665,000.00	\$485,000.00	\$4,415,000.00
Total Sources	\$3,265,000.00	\$665,000.00	\$485,000.00	\$4,415,000.00
Uses Of Funds				
Total Underwriter's Discount (1.200%)	39,180.00	7,980.00	5,820.00	52,980.00
Costs of Issuance	46,590.04	9,489.24	6,920.72	63,000.00
Deposit to Capitalized Interest (CIF) Fund	45,245.06	-	-	45,245.06
Deposit to Project Construction Fund	3,131,826.29	649,052.00	472,851.00	4,253,729.29
Rounding Amount	2,158.61	(1,521.24)	(591.72)	45.65
Total Uses	\$3,265,000.00	\$665,000.00	\$485,000.00	\$4,415,000.00

City of Windom, Minnesota

\$4,415,000 General Obligation Improvement Bonds, Series 2020B

Issue Summary

Assumes Current Market Non-BQ AAA Credit Enhanced Rates plus 20bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
05/27/2020	-	-	-	-	-	-	-
02/01/2021	-	-	61,830.29	61,830.29	(45,245.06)	16,585.23	16,585.23
08/01/2021	-	-	45,612.50	45,612.50	-	45,612.50	-
02/01/2022	205,000.00	1.400%	45,612.50	250,612.50	-	250,612.50	296,225.00
08/01/2022	-	-	44,177.50	44,177.50	-	44,177.50	-
02/01/2023	205,000.00	1.450%	44,177.50	249,177.50	-	249,177.50	293,355.00
08/01/2023	-	-	42,691.25	42,691.25	-	42,691.25	-
02/01/2024	210,000.00	1.450%	42,691.25	252,691.25	-	252,691.25	295,382.50
08/01/2024	-	-	41,168.75	41,168.75	-	41,168.75	-
02/01/2025	210,000.00	1.450%	41,168.75	251,168.75	-	251,168.75	292,337.50
08/01/2025	-	-	39,646.25	39,646.25	-	39,646.25	-
02/01/2026	215,000.00	1.500%	39,646.25	254,646.25	-	254,646.25	294,292.50
08/01/2026	-	-	38,033.75	38,033.75	-	38,033.75	-
02/01/2027	215,000.00	1.550%	38,033.75	253,033.75	-	253,033.75	291,067.50
08/01/2027	-	-	36,367.50	36,367.50	-	36,367.50	-
02/01/2028	220,000.00	1.600%	36,367.50	256,367.50	-	256,367.50	292,735.00
08/01/2028	-	-	34,607.50	34,607.50	-	34,607.50	-
02/01/2029	225,000.00	1.600%	34,607.50	259,607.50	-	259,607.50	294,215.00
08/01/2029	-	-	32,807.50	32,807.50	-	32,807.50	-
02/01/2030	230,000.00	1.700%	32,807.50	262,807.50	-	262,807.50	295,615.00
08/01/2030	-	-	30,852.50	30,852.50	-	30,852.50	-
02/01/2031	235,000.00	1.800%	30,852.50	265,852.50	-	265,852.50	296,705.00
08/01/2031	-	-	28,737.50	28,737.50	-	28,737.50	-
02/01/2032	235,000.00	1.900%	28,737.50	263,737.50	-	263,737.50	292,475.00
08/01/2032	-	-	26,505.00	26,505.00	-	26,505.00	-
02/01/2033	245,000.00	2.450%	26,505.00	271,505.00	-	271,505.00	298,010.00
08/01/2033	-	-	23,503.75	23,503.75	-	23,503.75	-
02/01/2034	250,000.00	2.450%	23,503.75	273,503.75	-	273,503.75	297,007.50
08/01/2034	-	-	20,441.25	20,441.25	-	20,441.25	-
02/01/2035	255,000.00	2.550%	20,441.25	275,441.25	-	275,441.25	295,882.50
08/01/2035	-	-	17,190.00	17,190.00	-	17,190.00	-
02/01/2036	260,000.00	2.600%	17,190.00	277,190.00	-	277,190.00	294,380.00
08/01/2036	-	-	13,810.00	13,810.00	-	13,810.00	-
02/01/2037	185,000.00	2.700%	13,810.00	198,810.00	-	198,810.00	212,620.00
08/01/2037	-	-	11,312.50	11,312.50	-	11,312.50	-
02/01/2038	200,000.00	2.700%	11,312.50	211,312.50	-	211,312.50	222,625.00
08/01/2038	-	-	8,612.50	8,612.50	-	8,612.50	-
02/01/2039	200,000.00	2.750%	8,612.50	208,612.50	-	208,612.50	217,225.00
08/01/2039	-	-	5,862.50	5,862.50	-	5,862.50	-
02/01/2040	205,000.00	2.800%	5,862.50	210,862.50	-	210,862.50	216,725.00
08/01/2040	-	-	2,992.50	2,992.50	-	2,992.50	-
02/01/2041	210,000.00	2.850%	2,992.50	212,992.50	-	212,992.50	215,985.00
Total	\$4,415,000.00	-	\$1,151,695.29	\$5,566,695.29	(45,245.06)	\$5,521,450.23	-

City of Windom, Minnesota

\$4,415,000 General Obligation Improvement Bonds, Series 2020B

Issue Summary

Assumes Current Market Non-BQ AAA Credit Enhanced Rates plus 20bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Assessments	Water Rev	Sewer Rev	Levy/ (Surplus)
02/01/2021	-	-	61,830.29	61,830.29	(45,245.06)	16,585.23	17,414.49	-	10,050.52	7,363.98	-
02/01/2022	205,000.00	1.400%	91,225.00	296,225.00	-	296,225.00	311,036.25	81,717.10	46,328.63	31,864.88	151,125.65
02/01/2023	205,000.00	1.450%	88,355.00	293,355.00	-	293,355.00	308,022.75	81,717.08	45,887.63	31,570.88	148,847.17
02/01/2024	210,000.00	1.450%	85,382.50	295,382.50	-	295,382.50	310,151.63	81,717.08	45,430.88	31,266.38	151,737.30
02/01/2025	210,000.00	1.450%	82,337.50	292,337.50	-	292,337.50	306,954.38	81,717.10	44,974.13	30,961.88	149,301.28
02/01/2026	215,000.00	1.500%	79,292.50	294,292.50	-	294,292.50	309,007.13	81,717.09	44,517.38	30,657.38	152,115.29
02/01/2027	215,000.00	1.550%	76,067.50	291,067.50	-	291,067.50	305,620.88	81,717.10	44,044.88	30,342.38	149,516.53
02/01/2028	220,000.00	1.600%	72,735.00	292,735.00	-	292,735.00	307,371.75	81,717.08	43,556.63	30,016.88	152,081.17
02/01/2029	225,000.00	1.600%	69,215.00	294,215.00	-	294,215.00	308,925.75	81,717.09	43,052.63	34,930.88	149,225.16
02/01/2030	230,000.00	1.700%	65,615.00	295,615.00	-	295,615.00	310,395.75	81,717.08	42,548.63	34,510.88	151,619.17
02/01/2031	235,000.00	1.800%	61,705.00	296,705.00	-	296,705.00	311,540.25	81,717.08	42,013.13	34,064.63	153,745.42
02/01/2032	235,000.00	1.900%	57,475.00	292,475.00	-	292,475.00	307,098.75	81,717.10	41,446.13	33,592.13	150,343.40
02/01/2033	245,000.00	2.450%	53,010.00	298,010.00	-	298,010.00	312,910.50	81,717.10	46,097.63	33,093.38	152,002.40
02/01/2034	250,000.00	2.450%	47,007.50	297,007.50	-	297,007.50	311,857.88	81,717.10	45,197.25	32,450.25	152,493.28
02/01/2035	255,000.00	2.550%	40,882.50	295,882.50	-	295,882.50	310,676.63	81,717.09	44,296.88	31,807.13	152,855.54
02/01/2036	260,000.00	2.600%	34,380.00	294,380.00	-	294,380.00	309,099.00	81,717.10	43,359.75	31,137.75	152,884.40
02/01/2037	185,000.00	2.700%	27,620.00	212,620.00	-	212,620.00	223,251.00	-	42,404.25	30,455.25	150,391.50
02/01/2038	200,000.00	2.700%	22,625.00	222,625.00	-	222,625.00	233,756.25	-	46,662.00	34,996.50	152,097.75
02/01/2039	200,000.00	2.750%	17,225.00	217,225.00	-	217,225.00	228,086.25	-	45,528.00	34,146.00	148,412.25
02/01/2040	205,000.00	2.800%	11,725.00	216,725.00	-	216,725.00	227,561.25	-	44,373.00	33,279.75	149,908.50
02/01/2041	210,000.00	2.850%	5,985.00	215,985.00	-	215,985.00	226,784.25	-	43,197.00	32,397.75	151,189.50
Total	\$4,415,000.00	-	\$1,151,695.29	\$5,566,695.29	(45,245.06)	\$5,521,450.23	\$5,797,522.74	\$1,225,756.37	\$894,966.89	\$654,906.85	\$3,021,892.63

Significant Dates

Dated	5/27/2020
First Coupon Date	2/01/2021

Yield Statistics

Bond Year Dollars	\$49,502.39
Average Life	11.212 Years
Average Coupon	2.3265449%
Net Interest Cost (NIC)	2.4335700%
True Interest Cost (TIC)	2.4264494%
Bond Yield for Arbitrage Purposes	2.3011346%
All Inclusive Cost (AIC)	2.5782351%

Series 2020B GO Imp Bonds | Issue Summary | 3/31/2020 | 11:22 AM



City of Windom, Minnesota

\$3,265,000 General Obligation Improvement Bonds, Series 2020B

Streets/Storm

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
05/27/2020	-	-	-	-	-	-	-
02/01/2021	-	-	45,245.06	45,245.06	(45,245.06)	-	-
08/01/2021	-	-	33,377.50	33,377.50	-	33,377.50	-
02/01/2022	155,000.00	1.400%	33,377.50	188,377.50	-	188,377.50	221,755.00
08/01/2022	-	-	32,292.50	32,292.50	-	32,292.50	-
02/01/2023	155,000.00	1.450%	32,292.50	187,292.50	-	187,292.50	219,585.00
08/01/2023	-	-	31,168.75	31,168.75	-	31,168.75	-
02/01/2024	160,000.00	1.450%	31,168.75	191,168.75	-	191,168.75	222,337.50
08/01/2024	-	-	30,008.75	30,008.75	-	30,008.75	-
02/01/2025	160,000.00	1.450%	30,008.75	190,008.75	-	190,008.75	220,017.50
08/01/2025	-	-	28,848.75	28,848.75	-	28,848.75	-
02/01/2026	165,000.00	1.500%	28,848.75	193,848.75	-	193,848.75	222,697.50
08/01/2026	-	-	27,611.25	27,611.25	-	27,611.25	-
02/01/2027	165,000.00	1.550%	27,611.25	192,611.25	-	192,611.25	220,222.50
08/01/2027	-	-	26,332.50	26,332.50	-	26,332.50	-
02/01/2028	170,000.00	1.600%	26,332.50	196,332.50	-	196,332.50	222,665.00
08/01/2028	-	-	24,972.50	24,972.50	-	24,972.50	-
02/01/2029	170,000.00	1.600%	24,972.50	194,972.50	-	194,972.50	219,945.00
08/01/2029	-	-	23,612.50	23,612.50	-	23,612.50	-
02/01/2030	175,000.00	1.700%	23,612.50	198,612.50	-	198,612.50	222,225.00
08/01/2030	-	-	22,125.00	22,125.00	-	22,125.00	-
02/01/2031	180,000.00	1.800%	22,125.00	202,125.00	-	202,125.00	224,250.00
08/01/2031	-	-	20,505.00	20,505.00	-	20,505.00	-
02/01/2032	180,000.00	1.900%	20,505.00	200,505.00	-	200,505.00	221,010.00
08/01/2032	-	-	18,795.00	18,795.00	-	18,795.00	-
02/01/2033	185,000.00	2.450%	18,795.00	203,795.00	-	203,795.00	222,590.00
08/01/2033	-	-	16,528.75	16,528.75	-	16,528.75	-
02/01/2034	190,000.00	2.450%	16,528.75	206,528.75	-	206,528.75	223,057.50
08/01/2034	-	-	14,201.25	14,201.25	-	14,201.25	-
02/01/2035	195,000.00	2.550%	14,201.25	209,201.25	-	209,201.25	223,402.50
08/01/2035	-	-	11,715.00	11,715.00	-	11,715.00	-
02/01/2036	200,000.00	2.600%	11,715.00	211,715.00	-	211,715.00	223,430.00
08/01/2036	-	-	9,115.00	9,115.00	-	9,115.00	-
02/01/2037	125,000.00	2.700%	9,115.00	134,115.00	-	134,115.00	143,230.00
08/01/2037	-	-	7,427.50	7,427.50	-	7,427.50	-
02/01/2038	130,000.00	2.700%	7,427.50	137,427.50	-	137,427.50	144,855.00
08/01/2038	-	-	5,672.50	5,672.50	-	5,672.50	-
02/01/2039	130,000.00	2.750%	5,672.50	135,672.50	-	135,672.50	141,345.00
08/01/2039	-	-	3,885.00	3,885.00	-	3,885.00	-
02/01/2040	135,000.00	2.800%	3,885.00	138,885.00	-	138,885.00	142,770.00
08/01/2040	-	-	1,995.00	1,995.00	-	1,995.00	-
02/01/2041	140,000.00	2.850%	1,995.00	141,995.00	-	141,995.00	143,990.00
Total	\$3,265,000.00	-	\$825,625.06	\$4,090,625.06	(45,245.06)	\$4,045,380.00	-

Significant Dates

Dated	5/27/2020
First Coupon Date	2/01/2021

Yield Statistics

Bond Year Dollars	\$35,852.94
Average Life	10.981 Years
Average Coupon	2.3028096%
Net Interest Cost (NIC)	2.4120894%
True Interest Cost (TIC)	2.4051049%
Bond Yield for Arbitrage Purposes	2.3011346%
All Inclusive Cost (AIC)	2.5594254%

IRS Form 8038

Net Interest Cost	2.3028096%
Weighted Average Maturity	10.981 Years

Series 2020B GO Imp Bonds | Streets/Storm | 3/31/2020 | 11:22 AM



City of Windom, Minnesota

\$3,265,000 General Obligation Improvement Bonds, Series 2020B
Streets/Storm

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Assessments	Levy/(Surplus)
02/01/2021	-	-	45,245.06	45,245.06	(45,245.06)	-	-	-	-
02/01/2022	155,000.00	1.400%	66,755.00	221,755.00	-	221,755.00	232,842.75	81,717.10	151,125.65
02/01/2023	155,000.00	1.450%	64,585.00	219,585.00	-	219,585.00	230,564.25	81,717.08	148,847.17
02/01/2024	160,000.00	1.450%	62,337.50	222,337.50	-	222,337.50	233,454.38	81,717.08	151,737.30
02/01/2025	160,000.00	1.450%	60,017.50	220,017.50	-	220,017.50	231,018.38	81,717.10	149,301.28
02/01/2026	165,000.00	1.500%	57,697.50	222,697.50	-	222,697.50	233,832.38	81,717.09	152,115.29
02/01/2027	165,000.00	1.550%	55,222.50	220,222.50	-	220,222.50	231,233.63	81,717.10	149,516.53
02/01/2028	170,000.00	1.600%	52,665.00	222,665.00	-	222,665.00	233,798.25	81,717.08	152,081.17
02/01/2029	170,000.00	1.600%	49,945.00	219,945.00	-	219,945.00	230,942.25	81,717.09	149,225.16
02/01/2030	175,000.00	1.700%	47,225.00	222,225.00	-	222,225.00	233,336.25	81,717.08	151,619.17
02/01/2031	180,000.00	1.800%	44,250.00	224,250.00	-	224,250.00	235,462.50	81,717.08	153,745.42
02/01/2032	180,000.00	1.900%	41,010.00	221,010.00	-	221,010.00	232,060.50	81,717.10	150,343.40
02/01/2033	185,000.00	2.450%	37,590.00	222,590.00	-	222,590.00	233,719.50	81,717.10	152,002.40
02/01/2034	190,000.00	2.450%	33,057.50	223,057.50	-	223,057.50	234,210.38	81,717.10	152,493.28
02/01/2035	195,000.00	2.550%	28,402.50	223,402.50	-	223,402.50	234,572.63	81,717.09	152,855.54
02/01/2036	200,000.00	2.600%	23,430.00	223,430.00	-	223,430.00	234,601.50	81,717.10	152,884.40
02/01/2037	125,000.00	2.700%	18,230.00	143,230.00	-	143,230.00	150,391.50	-	150,391.50
02/01/2038	130,000.00	2.700%	14,855.00	144,855.00	-	144,855.00	152,097.75	-	152,097.75
02/01/2039	130,000.00	2.750%	11,345.00	141,345.00	-	141,345.00	148,412.25	-	148,412.25
02/01/2040	135,000.00	2.800%	7,770.00	142,770.00	-	142,770.00	149,908.50	-	149,908.50
02/01/2041	140,000.00	2.850%	3,990.00	143,990.00	-	143,990.00	151,189.50	-	151,189.50
Total	\$3,265,000.00	-	\$825,625.06	\$4,090,625.06	(45,245.06)	\$4,045,380.00	\$4,247,649.00	\$1,225,756.37	\$3,021,892.63

Significant Dates

Dated	5/27/2020
First Coupon Date	2/01/2021

Yield Statistics

Bond Year Dollars	\$35,852.94
Average Life	10.981 Years
Average Coupon	2.3028096%
Net Interest Cost (NIC)	2.4120894%
True Interest Cost (TIC)	2.4051049%
Bond Yield for Arbitrage Purposes	2.3011346%
All Inclusive Cost (AIC)	2.5594254%

Series 2020B GO Imp Bonds | Streets/Storm | 3/31/2020 | 11:22 AM



City of Windom, Minnesota

\$665,000 General Obligation Improvement Bonds, Series 2020B

Water Fund

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
05/27/2020	-	-	-	-	-
02/01/2021	-	-	9,571.92	9,571.92	9,571.92
08/01/2021	-	-	7,061.25	7,061.25	-
02/01/2022	30,000.00	1.400%	7,061.25	37,061.25	44,122.50
08/01/2022	-	-	6,851.25	6,851.25	-
02/01/2023	30,000.00	1.450%	6,851.25	36,851.25	43,702.50
08/01/2023	-	-	6,633.75	6,633.75	-
02/01/2024	30,000.00	1.450%	6,633.75	36,633.75	43,267.50
08/01/2024	-	-	6,416.25	6,416.25	-
02/01/2025	30,000.00	1.450%	6,416.25	36,416.25	42,832.50
08/01/2025	-	-	6,198.75	6,198.75	-
02/01/2026	30,000.00	1.500%	6,198.75	36,198.75	42,397.50
08/01/2026	-	-	5,973.75	5,973.75	-
02/01/2027	30,000.00	1.550%	5,973.75	35,973.75	41,947.50
08/01/2027	-	-	5,741.25	5,741.25	-
02/01/2028	30,000.00	1.600%	5,741.25	35,741.25	41,482.50
08/01/2028	-	-	5,501.25	5,501.25	-
02/01/2029	30,000.00	1.600%	5,501.25	35,501.25	41,002.50
08/01/2029	-	-	5,261.25	5,261.25	-
02/01/2030	30,000.00	1.700%	5,261.25	35,261.25	40,522.50
08/01/2030	-	-	5,006.25	5,006.25	-
02/01/2031	30,000.00	1.800%	5,006.25	35,006.25	40,012.50
08/01/2031	-	-	4,736.25	4,736.25	-
02/01/2032	30,000.00	1.900%	4,736.25	34,736.25	39,472.50
08/01/2032	-	-	4,451.25	4,451.25	-
02/01/2033	35,000.00	2.450%	4,451.25	39,451.25	43,902.50
08/01/2033	-	-	4,022.50	4,022.50	-
02/01/2034	35,000.00	2.450%	4,022.50	39,022.50	43,045.00
08/01/2034	-	-	3,593.75	3,593.75	-
02/01/2035	35,000.00	2.550%	3,593.75	38,593.75	42,187.50
08/01/2035	-	-	3,147.50	3,147.50	-
02/01/2036	35,000.00	2.600%	3,147.50	38,147.50	41,295.00
08/01/2036	-	-	2,692.50	2,692.50	-
02/01/2037	35,000.00	2.700%	2,692.50	37,692.50	40,385.00
08/01/2037	-	-	2,220.00	2,220.00	-
02/01/2038	40,000.00	2.700%	2,220.00	42,220.00	44,440.00
08/01/2038	-	-	1,680.00	1,680.00	-
02/01/2039	40,000.00	2.750%	1,680.00	41,680.00	43,360.00
08/01/2039	-	-	1,130.00	1,130.00	-
02/01/2040	40,000.00	2.800%	1,130.00	41,130.00	42,260.00
08/01/2040	-	-	570.00	570.00	-
02/01/2041	40,000.00	2.850%	570.00	40,570.00	41,140.00
Total	\$665,000.00	-	\$187,349.42	\$852,349.42	-

Yield Statistics

Bond Year Dollars	\$7,840.72
Average Life	11.791 Years
Average Coupon	2.3894409%
Net Interest Cost (NIC)	2.4912172%
True Interest Cost (TIC)	2.4842229%
Bond Yield for Arbitrage Purposes	2.3011346%
All Inclusive Cost (AIC)	2.6302436%

IRS Form 8038

Net Interest Cost	2.3894409%
Weighted Average Maturity	11.791 Years

Series 2020B GO Imp Bonds | Water Fund | 3/31/2020 | 11:22 AM

City of Windom, Minnesota

\$665,000 General Obligation Improvement Bonds, Series 2020B
Water Fund

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+i	Water Rev 105% Overlevy
02/01/2021	-	-	9,571.92	9,571.92	10,050.52
02/01/2022	30,000.00	1.400%	14,122.50	44,122.50	46,328.63
02/01/2023	30,000.00	1.450%	13,702.50	43,702.50	45,887.63
02/01/2024	30,000.00	1.450%	13,267.50	43,267.50	45,430.88
02/01/2025	30,000.00	1.450%	12,832.50	42,832.50	44,974.13
02/01/2026	30,000.00	1.500%	12,397.50	42,397.50	44,517.38
02/01/2027	30,000.00	1.550%	11,947.50	41,947.50	44,044.88
02/01/2028	30,000.00	1.600%	11,482.50	41,482.50	43,556.63
02/01/2029	30,000.00	1.600%	11,002.50	41,002.50	43,052.63
02/01/2030	30,000.00	1.700%	10,522.50	40,522.50	42,548.63
02/01/2031	30,000.00	1.800%	10,012.50	40,012.50	42,013.13
02/01/2032	30,000.00	1.900%	9,472.50	39,472.50	41,446.13
02/01/2033	35,000.00	2.450%	8,902.50	43,902.50	46,097.63
02/01/2034	35,000.00	2.450%	8,045.00	43,045.00	45,197.25
02/01/2035	35,000.00	2.550%	7,187.50	42,187.50	44,296.88
02/01/2036	35,000.00	2.600%	6,295.00	41,295.00	43,359.75
02/01/2037	35,000.00	2.700%	5,385.00	40,385.00	42,404.25
02/01/2038	40,000.00	2.700%	4,440.00	44,440.00	46,662.00
02/01/2039	40,000.00	2.750%	3,360.00	43,360.00	45,528.00
02/01/2040	40,000.00	2.800%	2,260.00	42,260.00	44,373.00
02/01/2041	40,000.00	2.850%	1,140.00	41,140.00	43,197.00
Total	\$665,000.00	-	\$187,349.42	\$852,349.42	\$894,966.89

Significant Dates

Dated	5/27/2020
First Coupon Date	2/01/2021

Yield Statistics

Bond Year Dollars	\$7,840.72
Average Life	11.791 Years
Average Coupon	2.3894409%
Net Interest Cost (NIC)	2.4912172%
True Interest Cost (TIC)	2.4842229%
Bond Yield for Arbitrage Purposes	2.3011346%
All Inclusive Cost (AIC)	2.6302436%

IRS Form 8038

Net Interest Cost	2.3894409%
Weighted Average Maturity	11.791 Years

City of Windom, Minnesota

\$485,000 General Obligation Improvement Bonds, Series 2020B

Sewer Fund

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
05/27/2020	-	-	-	-	-
02/01/2021	-	-	7,013.31	7,013.31	7,013.31
08/01/2021	-	-	5,173.75	5,173.75	-
02/01/2022	20,000.00	1.400%	5,173.75	25,173.75	30,347.50
08/01/2022	-	-	5,033.75	5,033.75	-
02/01/2023	20,000.00	1.450%	5,033.75	25,033.75	30,067.50
08/01/2023	-	-	4,888.75	4,888.75	-
02/01/2024	20,000.00	1.450%	4,888.75	24,888.75	29,777.50
08/01/2024	-	-	4,743.75	4,743.75	-
02/01/2025	20,000.00	1.450%	4,743.75	24,743.75	29,487.50
08/01/2025	-	-	4,598.75	4,598.75	-
02/01/2026	20,000.00	1.500%	4,598.75	24,598.75	29,197.50
08/01/2026	-	-	4,448.75	4,448.75	-
02/01/2027	20,000.00	1.550%	4,448.75	24,448.75	28,897.50
08/01/2027	-	-	4,293.75	4,293.75	-
02/01/2028	20,000.00	1.600%	4,293.75	24,293.75	28,587.50
08/01/2028	-	-	4,133.75	4,133.75	-
02/01/2029	25,000.00	1.600%	4,133.75	29,133.75	33,267.50
08/01/2029	-	-	3,933.75	3,933.75	-
02/01/2030	25,000.00	1.700%	3,933.75	28,933.75	32,867.50
08/01/2030	-	-	3,721.25	3,721.25	-
02/01/2031	25,000.00	1.800%	3,721.25	28,721.25	32,442.50
08/01/2031	-	-	3,496.25	3,496.25	-
02/01/2032	25,000.00	1.900%	3,496.25	28,496.25	31,992.50
08/01/2032	-	-	3,258.75	3,258.75	-
02/01/2033	25,000.00	2.450%	3,258.75	28,258.75	31,517.50
08/01/2033	-	-	2,952.50	2,952.50	-
02/01/2034	25,000.00	2.450%	2,952.50	27,952.50	30,905.00
08/01/2034	-	-	2,646.25	2,646.25	-
02/01/2035	25,000.00	2.550%	2,646.25	27,646.25	30,292.50
08/01/2035	-	-	2,327.50	2,327.50	-
02/01/2036	25,000.00	2.600%	2,327.50	27,327.50	29,655.00
08/01/2036	-	-	2,002.50	2,002.50	-
02/01/2037	25,000.00	2.700%	2,002.50	27,002.50	29,005.00
08/01/2037	-	-	1,665.00	1,665.00	-
02/01/2038	30,000.00	2.700%	1,665.00	31,665.00	33,330.00
08/01/2038	-	-	1,260.00	1,260.00	-
02/01/2039	30,000.00	2.750%	1,260.00	31,260.00	32,520.00
08/01/2039	-	-	847.50	847.50	-
02/01/2040	30,000.00	2.800%	847.50	30,847.50	31,695.00
08/01/2040	-	-	427.50	427.50	-
02/01/2041	30,000.00	2.850%	427.50	30,427.50	30,855.00
Total	\$485,000.00	-	\$138,720.81	\$623,720.81	-

Yield Statistics

Bond Year Dollars	\$5,808.72
Average Life	11.977 Years
Average Coupon	2.3881467%
Net Interest Cost (NIC)	2.4883409%
True Interest Cost (TIC)	2.4816336%
Bond Yield for Arbitrage Purposes	2.3011346%
All Inclusive Cost (AIC)	2.6254522%

IRS Form 8038

Net Interest Cost	2.3881467%
Weighted Average Maturity	11.977 Years

Series 2020B GO Imp Bonds | Sewer Fund | 3/31/2020 | 11:22 AM



City of Windom, Minnesota

\$485,000 General Obligation Improvement Bonds, Series 2020B
Sewer Fund

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+i	Sewer Rev 105% Overlevy
02/01/2021	-	-	7,013.31	7,013.31	7,363.98
02/01/2022	20,000.00	1.400%	10,347.50	30,347.50	31,864.88
02/01/2023	20,000.00	1.450%	10,067.50	30,067.50	31,570.88
02/01/2024	20,000.00	1.450%	9,777.50	29,777.50	31,266.38
02/01/2025	20,000.00	1.450%	9,487.50	29,487.50	30,961.88
02/01/2026	20,000.00	1.500%	9,197.50	29,197.50	30,657.38
02/01/2027	20,000.00	1.550%	8,897.50	28,897.50	30,342.38
02/01/2028	20,000.00	1.600%	8,587.50	28,587.50	30,016.88
02/01/2029	25,000.00	1.600%	8,267.50	33,267.50	34,930.88
02/01/2030	25,000.00	1.700%	7,867.50	32,867.50	34,510.88
02/01/2031	25,000.00	1.800%	7,442.50	32,442.50	34,064.63
02/01/2032	25,000.00	1.900%	6,992.50	31,992.50	33,592.13
02/01/2033	25,000.00	2.450%	6,517.50	31,517.50	33,093.38
02/01/2034	25,000.00	2.450%	5,905.00	30,905.00	32,450.25
02/01/2035	25,000.00	2.550%	5,292.50	30,292.50	31,807.13
02/01/2036	25,000.00	2.600%	4,655.00	29,655.00	31,137.75
02/01/2037	25,000.00	2.700%	4,005.00	29,005.00	30,455.25
02/01/2038	30,000.00	2.700%	3,330.00	33,330.00	34,996.50
02/01/2039	30,000.00	2.750%	2,520.00	32,520.00	34,146.00
02/01/2040	30,000.00	2.800%	1,695.00	31,695.00	33,279.75
02/01/2041	30,000.00	2.850%	855.00	30,855.00	32,397.75
Total	\$485,000.00	-	\$138,720.81	\$623,720.81	\$654,906.85

Significant Dates

Dated	5/27/2020
First Coupon Date	2/01/2021

Yield Statistics

Bond Year Dollars	\$5,808.72
Average Life	11.977 Years
Average Coupon	2.3881467%
Net Interest Cost (NIC)	2.4883409%
True Interest Cost (TIC)	2.4816336%
Bond Yield for Arbitrage Purposes	2.3011346%
All Inclusive Cost (AIC)	2.6254522%

IRS Form 8038

Net Interest Cost	2.3881467%
Weighted Average Maturity	11.977 Years

City of Windom, Minnesota

\$883,669 General Obligation Improvement Bonds, Series 2020B

Assessments

2.00% over TIC - Equal P&I

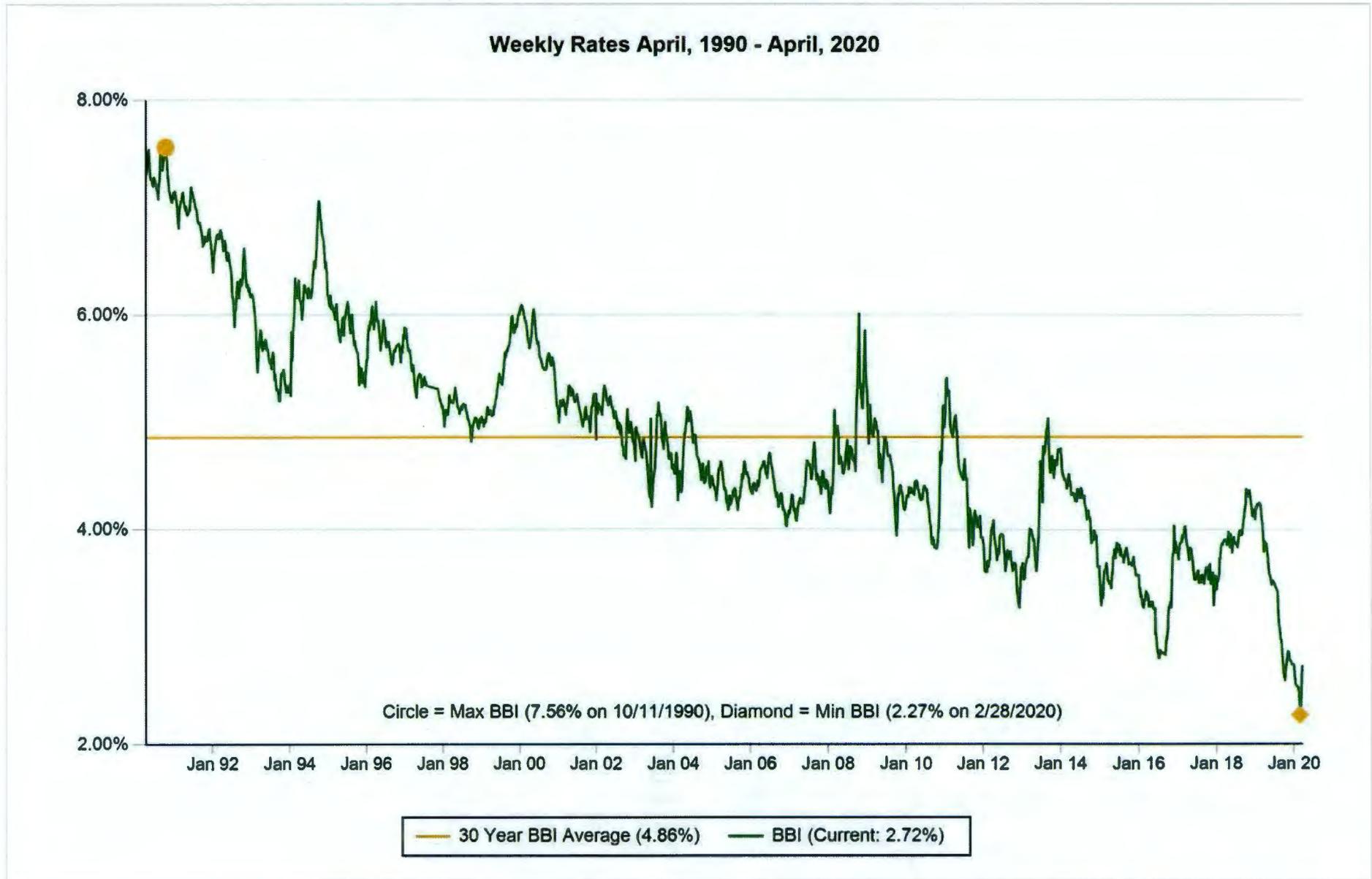
Assessments

Date	Principal	Coupon	Interest	Total P+I
12/31/2021	42,835.66	4.400%	38,881.44	81,717.10
12/31/2022	44,720.42	4.400%	36,996.66	81,717.08
12/31/2023	46,688.12	4.400%	35,028.96	81,717.08
12/31/2024	48,742.40	4.400%	32,974.70	81,717.10
12/31/2025	50,887.07	4.400%	30,830.02	81,717.09
12/31/2026	53,126.10	4.400%	28,591.00	81,717.10
12/31/2027	55,463.64	4.400%	26,253.44	81,717.08
12/31/2028	57,904.05	4.400%	23,813.04	81,717.09
12/31/2029	60,451.82	4.400%	21,265.26	81,717.08
12/31/2030	63,111.70	4.400%	18,605.38	81,717.08
12/31/2031	65,888.62	4.400%	15,828.48	81,717.10
12/31/2032	68,787.72	4.400%	12,929.38	81,717.10
12/31/2033	71,814.38	4.400%	9,902.72	81,717.10
12/31/2034	74,974.21	4.400%	6,742.88	81,717.09
12/31/2035	78,273.08	4.400%	3,444.02	81,717.10
Total	\$883,668.99	-	\$342,087.38	\$1,225,756.37

Significant Dates

Filing Date	1/01/2021
First Payment Date	12/31/2021

30 YEAR TREND IN MUNICIPAL BOND INDICES

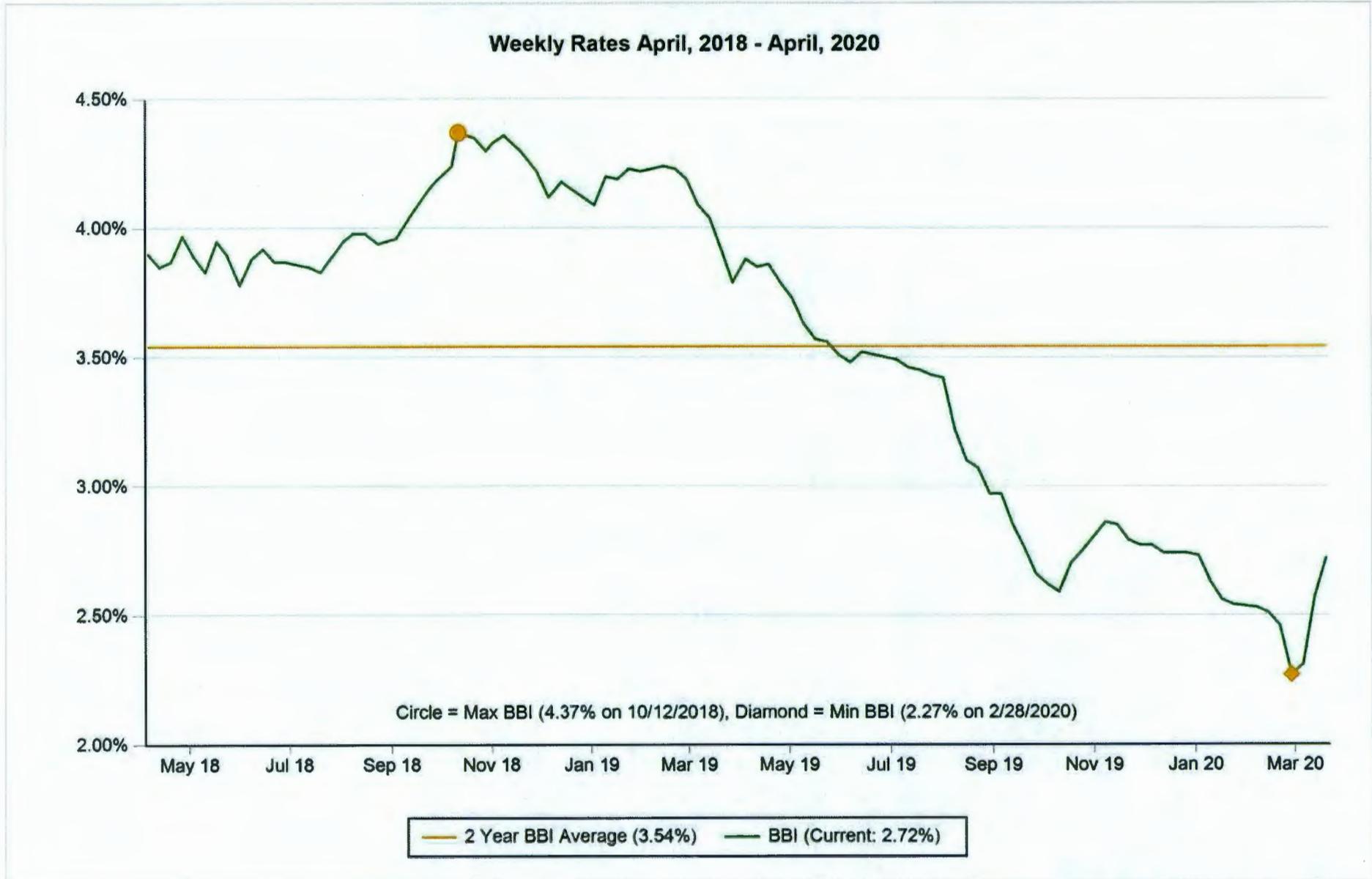


The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

Source: The Bond Buyer



2 YEAR TREND IN MUNICIPAL BOND INDICES



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

Source: The Bond Buyer



Resolution No. _____

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

**Resolution Providing for the Sale of
\$4,415,000 General Obligation Improvement Bonds, Series 2020B**

- A. WHEREAS, the City Council of the City of Windom, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$4,415,000 General Obligation Improvement Bonds, Series 2020B (the "Bonds"), to finance a portion of the construction of the City's 2020 Street Improvements; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

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

1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 6:30 p.m. on May 5, 2020, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

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

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 7th day of April, 2020.

City Administrator

RESOLUTION #2020-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

**RESOLUTION PROVIDING FOR THE SALE OF \$345,000 GENERAL OBLIGATION
IMPROVEMENT BONDS, SERIES 2020C**

WHEREAS the City Council of the City of Windom, Minnesota (the "City") has heretofore determined that it is necessary and expedient to issue the City's \$345,000 General Obligation Improvement Bonds, Series 2020C (the "Bonds"), to finance a portion of the construction of the City's 2020 Street Improvements; and

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

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

1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 6:30 p.m. on May 5, 2020, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

Adopted by the Council this 7th day of April, 2020.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator



March 31, 2020

Steven Nasby, City Administrator
City of Windom, Minnesota
444 9th St
PO Box 38
Windom, MN 56101-0038

Re: Written Municipal Advisor Client Disclosure with the City of Windom ("Client") for General Obligation Improvement Bonds, Series 2020C ("Project" Pursuant to MSRB Rule G-42)

Dear Steven:

Ehlers & Associates, Inc. ("Ehlers & Associates" or the "Municipal Advisor") is required by Municipal Securities Rulemaking Board (MSRB) Rules to provide you with certain written information and disclosures prior to, upon or promptly, after the establishment of a municipal advisory relationship as defined in Securities and Exchange Act Rule 15Ba1-1. Pursuant to these stated requirements, we must inform you that:

1. When providing municipal advisor advice, we are required to act in a fiduciary capacity, which includes a duty of loyalty and a duty of care. This means we are required to place the Client's interest above our own.
2. We have an obligation to fully and fairly disclose to you in writing all material conflicts of interest including any actual or potential conflicts of interest that might impair our ability to render advice to you in accordance with our fiduciary duty. We are providing these and other required disclosures in **Appendix A** attached hereto.
3. Ehlers & Associates shall provide municipal advisor advice and service at such fees, as described within **Appendix B** attached hereto.

This documentation and all appendices hereto shall be effective as of its date unless otherwise terminated by either party upon 30 days written notice to the other party.

During the term of our municipal advisory relationship, this writing will be amended or supplemented to reflect any material change or additions.

We look forward to working with you on the Project.

Sincerely,

Ehlers & Associates

Todd Hagen, CIPMA
Senior Municipal Advisor/Vice President

¹ This document is intended to satisfy the requirements of MSRB Rule G-42(b) and Rule G-42(c).

Appendix A

Disclosure of Conflicts of Interest/Other Required Information

Actual/Potential Material Conflicts of Interest

Ehlers & Associates has no known actual or potential material conflicts of interest that might impair its ability either to render unbiased and competent advice or to fulfill its fiduciary duty to Client.

Conflicts Arising from Compensation Contingent on the Size or Closing of Any Transaction

The Municipal Advisor's fees may be contingent on the size and successful closing of a transaction. Compensation contingent on the size of a transaction presents a conflict of interest because the Municipal Advisor may have an incentive to advise the Client to increase the size of the securities issue for the purpose of increasing the Municipal Advisor's compensation. Compensation contingent on the closing of the transaction presents a conflict because the Municipal Advisor may have an incentive to recommend unnecessary or unsuitable financings to the Client. In addition, if the transaction is to be delayed or fail to close, a Municipal Advisor may have an incentive to discourage a full consideration of such facts and circumstances or alternatives that may result in the cancellation of the transaction. Understanding these conflicts, Client should select a form of compensation that best meets the Client's needs for the agreed-upon scope of services within this agreement and any addenda thereto.

Any form of compensation due the Municipal Advisor will likely present specific conflicts of interest with the Client. If Client is concerned about conflicts arising from Municipal Advisor compensation contingent on size and/or closing of a transaction, Ehlers & Associates is willing to provide another form of municipal advisor compensation. The Client must notify Ehlers & Associates in writing of this request within 10 days of receipt of this Municipal Advisor Disclosure. Ehlers & Associates is required to uphold its fiduciary obligation regardless of the method of compensation.

Other Engagements or Relationships Impairing Ability to Provide Municipal Advisor Advice

Ehlers & Associates is not aware of any other engagement or relationship that might impair its ability to render municipal advisor advice to Client in accordance with its duty of loyalty and care.

Affiliated Entities

Ehlers Companies is a holding company with three wholly-owned subsidiaries. Ehlers & Associates is a registered municipal advisor and provides municipal advisory, economic development and dissemination agent services. Bond Trust Service Corporation (BTSC), which may be referenced as Ehlers Paying Agent Services, provides paying agent services. Ehlers Investment Partners (EIP), which may be referenced as Ehlers Investments, provides services with respect to the investment of bond proceeds and general cash accounts. If the services provided by BTSC or EIP are needed during any such time Ehlers & Associates is engaged as municipal advisor, Client will be asked if they wish to retain either affiliate of Ehlers & Associates to provide service. If Client wishes to retain BTSC and/or EIP, a separate agreement with such affiliate will be provided for Client's consideration and approval. Ehlers & Associates and these affiliates do not share fees. However, compensation paid to personnel of Ehlers & Associates and its affiliates is based on the overall profitability of the Ehlers Companies and, therefore, fees earned by the affiliates of Ehlers & Associates may affect the compensation of Ehlers & Associates personnel.

Ehlers Companies is the owner of Ehlers & Associates. Ehlers Companies does not participate in the day-to-day operations of the Municipal Advisor. A director of Ehlers Companies is an executive at U.S. Bank National Association, a subsidiary of U.S. Bancorp, which may provide or seek to provide other financial services to Client either directly or through an affiliate or subsidiary.

Solicitors/Payments Made to Obtain/Retain Client Business

Ehlers & Associates does not use solicitors to secure municipal advisor engagements; nor make direct or indirect payments to obtain or retain municipal advisory engagements with Client.

Payments from Third Parties

Ehlers & Associates does not receive any direct or indirect payments from third-parties to enlist Ehlers & Associates' recommendation to the Client of third-party services, any municipal securities transaction or any municipal financial product.

Payments/Fee-splitting Arrangements

Ehlers & Associates does not share fees with any unaffiliated parties that provide services to the Client. However, within a joint proposal with other professional service providers, Ehlers & Associates could be the contracting party, or be a subcontractor to the contracting party resulting in a fee splitting arrangement. In such cases, the fee due Ehlers & Associates will be identified in a Municipal Advisor Disclosure and no other fees will be paid to Ehlers & Associates from any of the other participating professionals in the joint proposal.

Municipal Advisor Registration

Ehlers & Associates is registered with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB).

Material Legal or Disciplinary Events

Neither Ehlers & Associates nor any of its associated persons have been involved in any legal or disciplinary events reported on Form MA or MA-I, nor are there any other material legal or disciplinary events to be reported. Ehlers & Associates' application for permanent registration as a municipal advisor with the (SEC) was granted on July 28, 2014 and contained the information prescribed under Section 15B(a)(2) of the Securities and Exchange Act of 1934 and rules thereunder. It did not list any information on legal or disciplinary disclosures.

Client may access Ehlers & Associates' most recent Form MA and each most recent Form MA-I by searching the Securities and Exchange Commission's EDGAR system (currently available at <http://www.sec.gov/edgar/searchedgar/companysearch.html>) under either our Company Name (Ehlers & Associates, Inc.) or by using the currently available "Fast Search" function and entering our CIK number (0001604197).

Ehlers & Associates has not made any material changes to Form MA or Form MA-I since that date.

MSRB Contact Information

The website address of the MSRB is www.msrb.org. Posted on the MSRB website is a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the financial regulatory authorities.

Appendix B Debt Issuance Scope of Work

Scope of Service

Client has retained Ehlers & Associates to assist Client in the issuance of debt ("Issuance") to finance and/or refinance a Project. Ehlers & Associates agrees to work with Client's Financing Team (Client staff member(s) and other professionals such as Bond Counsel selected by Client to assist in the Issuance) and provide the following scope of services in connection with the Issuance:

Authorization

- Provide information or input to assist Client with meeting the legal Issuance requirements.
- Develop a timeline of steps and actions required to meet legal and financing requirements related to the Issuance. As directed, requested or required:
 - assist Client with selection and engagement of other members of the finance team;
 - participate in preparing materials and/or attending meetings for proceedings required to lawfully authorize the Issuance;
 - assist Client in preparing information to explain the financing plan and the financial impact of the Issuance;
 - attend meetings to assist in explaining the financing plan and the impact of the proposed Issuance to elected officials and constituents.

Debt Issuance

- Use its best efforts to execute the financing plan in accordance with Client's directives;
- Present a financing plan to Client in the form of a Presale Report;
- Request current and necessary information from Client, if the Issuance proceeds forward;
- Discuss with Client post-issuance compliance obligations including continuing disclosure, record-keeping, arbitrage monitoring;
- Finalize Issuance details and time line with Client;
- Assist, as directed by Client, with preparation of preliminary official statement for review by Client's Financing Team;
- Conduct offering document Due Diligence;
- Distribute preliminary official statement in accordance with Notice of Sale and/or Client's direction;
- Assist Client with credit rating(s) and/or credit enhancement(s), as necessary;
- Assist Client with responding to questions regarding the Issuance;
- Conduct the sale and coordinate day of sale activities with Client's Financing Team;
- Document the results of day of sale activities in the form of a Sale Day report;
- Assist, as directed by Client, with preparation of final official statement for review by Client's Financing Team;
- Distribute final official statement in accordance with Notice of Sale and/or Client's direction.

Post Issuance

- Prior to the closing of the Issuance, coordinate the closing including document development and distribution as well as coordinate transfer of funds, as required.
- Provide electronic or hard copy Issuance transcripts, as directed by Client.
- Respond to Client questions relating to the Issuance.
- Monitor refunding opportunities on Client's behalf for all Client debt.

Compensation

The fee for this engagement shall not exceed \$6,375. This fee covers all services to be provided by Ehlers & Associates under the "Scope of Service" section as set forth herein.

Client will not be assessed by Ehlers & Associates any costs relating to copies, postage or mileage. Ehlers & Associates fees are due and payable upon the closing of the issue and will be paid at closing from Issuance proceeds unless directed otherwise in writing by the Client.

The Client is responsible for all other expenses related to the Issuance. Examples of potential expenses that may apply include, but are not limited to, the following: underwriting discount, legal services, rating expenses, publication of notices, paying agent fees, escrow agent fees, verification agent, trustee fees, accounting services, CUSIP expense, and any fees charged for information required for preparation of an official statement or other offering document.

Hourly Charges

For any service directed by Client and not covered by this, or another applicable Appendix, Ehlers & Associates will bill Client at an hourly rate that is dependent upon the task/staff required to meet Client request at no less than \$125.00/hour and not to exceed \$350.00/hour.

This debt issuance engagement will end upon receipt of debt issuance funds by Client.

April 7, 2020

Pre-Sale Report for

City of Windom, Minnesota

\$345,000 General Obligation Improvement Bonds, Series
2020C



Prepared by:

Todd Hagen, CIPMA
VP/Senior Municipal Advisor

Rebecca Kurtz, CIPMA
VP/Senior Municipal Advisor

And

Chris Mickelson, CIPMA
Municipal Advisor

Executive Summary of Proposed Debt

Proposed Issue:	\$345,000 General Obligation Improvement Bonds, Series 2020C
Purpose:	To finance a portion of the construction of the City's 2020 Street Improvements. <ul style="list-style-type: none"> • Streets/Overlay. Debt service will be paid from special assessments and property taxes.
Authority:	The Bonds are being issued pursuant to Minnesota Statutes, Chapters: <ul style="list-style-type: none"> • 429 (special assessment pledge) • 475 (general bonding authority) <p>Because the City is assessing at least 20% of the project costs, the Bonds can be a general obligation without a referendum and will not count against the City's debt limit. The special assessment will be levied for a term of 15 years in accordance with the City's assessment policy.</p> <p>The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.</p>
Term/Call Feature:	The Bonds are being issued for a term of 20 years. Principal on the Bonds will be due on February 1 in the years 2022 through 2041. Interest is payable every six months beginning February 1, 2021. A portion of the Bond proceeds will be used to make the February 1, 2021 interest payment.
Not Bank Qualified:	Because the City is expecting to issue more than \$10,000,000 in tax exempt debt during the calendar year, the City will <u>not</u> be able to designate the Bonds as "bank qualified" obligations.
Rating:	Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.
Basis for Recommendation:	The City's most recent bond issues were rated by Standard & Poor's. The current rating on those bonds are "A+". The City will request a new rating for the Bonds from Standard & Poor's.
	If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.
	Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of general obligation bonds as a suitable financing option for the following reasons:

	<ul style="list-style-type: none"> • The City’s policy and past practice has been to finance municipal projects like this with this type of debt issue. • This is a cost-effective option among the limited other options available to finance this type of project. • General obligation bonds provide the lowest possible interest cost.
<p>Method of Sale/Placement:</p>	<p>We will solicit competitive bids for the purchase of the Bonds from underwriters and banks.</p> <p>We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p> <p>If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.</p>
<p>Premium Pricing:</p>	<p>In some cases, investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered “reoffering premium.” The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or “discount”) but will pay the remainder of the premium to the City.</p> <p>For this issue of Bonds, we have been directed to use the net premium to reduce the size of the issue/increase the net proceeds for the project. The resulting adjustments may slightly change the true interest cost of the issue, either up or down.</p> <p>The amount of premium can be restricted in the bid specifications. Restrictions on premium may result in fewer bids but may also eliminate large adjustments on the day of sale and unintended impacts with respect to debt service payment. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City’s objectives for this financing.</p>
<p>Review of Existing Debt:</p>	<p>We have reviewed all outstanding indebtedness for the City and find that your 2011A and 2013A bonds could be refunded for an interest cost savings. Although this refunding cannot take place until later in the year, you will save the most money by issuing it within 90-days of the call date. The estimated savings on January 21 was \$272,851 or a 5.195% PV savings. This savings is within the 4 to 6 percent range that we like to see for a good refunding. You could consider taking action in September to sell in October and close in November.</p> <p>We will continue to monitor the market and the call dates for the City’s outstanding debt and will alert you to any other future refunding opportunities.</p>

<p>Continuing Disclosure:</p>	<p>Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC).</p> <p>The City is already obligated to provide such reports for its existing bonds and has contracted with Ehlers to prepare and file the reports.</p>
<p>Arbitrage Monitoring:</p>	<p>Because the Bonds tax-exempt obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Officers' Certificate prepared by your Bond Attorney and provided at closing.</p> <p>We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.</p> <p>Spending Exception (24-month) – The City expects to meet the two-year expenditure exception on the Bonds. If the City fails to meet the two-year expenditure exception, it will be required to pay rebate.</p>
<p>Investment of Bond Proceeds:</p>	<p>To maximize interest earnings we recommend using an SEC registered investment advisor to assist with the investment of bond proceeds until they are needed to pay project costs. Ehlers is a registered investment advisor and can assist the City in developing an appropriate investment strategy if needed.</p>
<p>Risk Factors:</p>	<p>Special Assessments: We have not assumed any pre-paid special assessments and we have assumed that assessments are levied as projected. If the City receives a significant amount of pre-paid assessments or does not levy the assessments, it may need to increase the levy portion of the debt service to make up for lower interest earnings than the expected assessment interest rate.</p> <p>GO Pledge: Because the Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged, if the annual special assessments and tax levy collected are not sufficient to pay the debt service payments, other City funds will need to be used.</p>
<p>Other Service Providers:</p>	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other</p>

	<p>sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p>Bond Counsel: Fryberger Buchanan Paying Agent: Bond Trust Services Rating Agency: Standard & Poor's</p>
<p>Summary:</p>	<p>The decisions to be made by the City Council are as follows:</p> <ul style="list-style-type: none"> • Accept or modify the finance assumptions described in this report • Adopt the resolution attached to this report.

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

Proposed Debt Issuance Schedule

Pre-Sale Review by City Council:	April 7, 2020
Due Diligence Call to review Official Statement:	Week of April 20, 2020
Distribute Official Statement:	Week of April 27, 2020
Conference with Rating Agency:	Week of April 20 or 27
City Council Meeting to Award Sale of the Bonds:	May 5, 2020
Estimated Closing Date:	May 27, 2020

Attachments

Estimated Sources and Uses of Funds
Estimated Proposed Debt Service Schedule
Bond Buyer Index
Resolution Authorizing Ehlers to Proceed with Bond Sale

Ehlers Contacts

Municipal Advisors:	Todd Hagen	(651) 697-8508
	Rebecca Kurtz	(651) 697-8516
	Chris Mickelson	(651) 697-8556
Disclosure Coordinator:	Silvia Johnson	(651) 697-8580
Financial Analyst:	Alicia Gage	(651) 697-8551

The Preliminary Official Statement for this financing will be sent to the City Council at their home or email address for review prior to the sale date.

City of Windom, Minnesota

\$345,000 General Obligation Improvement Bonds, Series 2020C

Streets/Overlay

Assumes Current Market Non-BQ A+ Rates plus 20bps

Sources & Uses

Dated 05/27/2020 | Delivered 05/27/2020

Sources Of Funds

Par Amount of Bonds	\$345,000.00
Total Sources	\$345,000.00

Uses Of Funds

Total Underwriter's Discount (1.500%)	5,175.00
Costs of Issuance	10,500.00
Deposit to Capitalized Interest (CIF) Fund	4,725.81
Deposit to Project Construction Fund	324,554.28
Rounding Amount	44.91
Total Uses	\$345,000.00

City of Windom, Minnesota

\$345,000 General Obligation Improvement Bonds, Series 2020C

Streets/Overlay

Assumes Current Market Non-BQ A+ Rates plus 20bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
05/27/2020	-	-	-	-	-	-	-
02/01/2021	-	-	4,725.81	4,725.81	(4,725.81)	-	-
08/01/2021	-	-	3,486.25	3,486.25	-	3,486.25	-
02/01/2022	15,000.00	1.450%	3,486.25	18,486.25	-	18,486.25	21,972.50
08/01/2022	-	-	3,377.50	3,377.50	-	3,377.50	-
02/01/2023	20,000.00	1.500%	3,377.50	23,377.50	-	23,377.50	26,755.00
08/01/2023	-	-	3,227.50	3,227.50	-	3,227.50	-
02/01/2024	20,000.00	1.500%	3,227.50	23,227.50	-	23,227.50	26,455.00
08/01/2024	-	-	3,077.50	3,077.50	-	3,077.50	-
02/01/2025	20,000.00	1.500%	3,077.50	23,077.50	-	23,077.50	26,155.00
08/01/2025	-	-	2,927.50	2,927.50	-	2,927.50	-
02/01/2026	20,000.00	1.550%	2,927.50	22,927.50	-	22,927.50	25,855.00
08/01/2026	-	-	2,772.50	2,772.50	-	2,772.50	-
02/01/2027	20,000.00	1.600%	2,772.50	22,772.50	-	22,772.50	25,545.00
08/01/2027	-	-	2,612.50	2,612.50	-	2,612.50	-
02/01/2028	20,000.00	1.650%	2,612.50	22,612.50	-	22,612.50	25,225.00
08/01/2028	-	-	2,447.50	2,447.50	-	2,447.50	-
02/01/2029	20,000.00	1.650%	2,447.50	22,447.50	-	22,447.50	24,895.00
08/01/2029	-	-	2,282.50	2,282.50	-	2,282.50	-
02/01/2030	20,000.00	1.750%	2,282.50	22,282.50	-	22,282.50	24,565.00
08/01/2030	-	-	2,107.50	2,107.50	-	2,107.50	-
02/01/2031	20,000.00	1.850%	2,107.50	22,107.50	-	22,107.50	24,215.00
08/01/2031	-	-	1,922.50	1,922.50	-	1,922.50	-
02/01/2032	20,000.00	1.950%	1,922.50	21,922.50	-	21,922.50	23,845.00
08/01/2032	-	-	1,727.50	1,727.50	-	1,727.50	-
02/01/2033	20,000.00	2.500%	1,727.50	21,727.50	-	21,727.50	23,455.00
08/01/2033	-	-	1,477.50	1,477.50	-	1,477.50	-
02/01/2034	20,000.00	2.500%	1,477.50	21,477.50	-	21,477.50	22,955.00
08/01/2034	-	-	1,227.50	1,227.50	-	1,227.50	-
02/01/2035	20,000.00	2.600%	1,227.50	21,227.50	-	21,227.50	22,455.00
08/01/2035	-	-	967.50	967.50	-	967.50	-
02/01/2036	20,000.00	2.650%	967.50	20,967.50	-	20,967.50	21,935.00
08/01/2036	-	-	702.50	702.50	-	702.50	-
02/01/2037	10,000.00	2.750%	702.50	10,702.50	-	10,702.50	11,405.00
08/01/2037	-	-	565.00	565.00	-	565.00	-
02/01/2038	10,000.00	2.750%	565.00	10,565.00	-	10,565.00	11,130.00
08/01/2038	-	-	427.50	427.50	-	427.50	-
02/01/2039	10,000.00	2.800%	427.50	10,427.50	-	10,427.50	10,855.00
08/01/2039	-	-	287.50	287.50	-	287.50	-
02/01/2040	10,000.00	2.850%	287.50	10,287.50	-	10,287.50	10,575.00
08/01/2040	-	-	145.00	145.00	-	145.00	-
02/01/2041	10,000.00	2.900%	145.00	10,145.00	-	10,145.00	10,290.00
Total	\$345,000.00	-	\$80,263.31	\$425,263.31	(4,725.81)	\$420,537.50	-

City of Windom, Minnesota

\$345,000 General Obligation Improvement Bonds, Series 2020C

Streets/Overlay

Assumes Current Market Non-BQ A+ Rates plus 20bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Assessments	Levy/(Surplus)
02/01/2021	-	-	4,725.81	4,725.81	(4,725.81)	-	-	-	-
02/01/2022	15,000.00	1.450%	6,972.50	21,972.50	-	21,972.50	23,071.13	12,224.91	10,846.22
02/01/2023	20,000.00	1.500%	6,755.00	26,755.00	-	26,755.00	28,092.75	12,224.92	15,867.83
02/01/2024	20,000.00	1.500%	6,455.00	26,455.00	-	26,455.00	27,777.75	12,224.91	15,552.84
02/01/2025	20,000.00	1.500%	6,155.00	26,155.00	-	26,155.00	27,462.75	12,224.91	15,237.84
02/01/2026	20,000.00	1.550%	5,855.00	25,855.00	-	25,855.00	27,147.75	12,224.91	14,922.84
02/01/2027	20,000.00	1.600%	5,545.00	25,545.00	-	25,545.00	26,822.25	12,224.92	14,597.33
02/01/2028	20,000.00	1.650%	5,225.00	25,225.00	-	25,225.00	26,486.25	12,224.92	14,261.33
02/01/2029	20,000.00	1.650%	4,895.00	24,895.00	-	24,895.00	26,139.75	12,224.92	13,914.83
02/01/2030	20,000.00	1.750%	4,565.00	24,565.00	-	24,565.00	25,793.25	12,224.91	13,568.34
02/01/2031	20,000.00	1.850%	4,215.00	24,215.00	-	24,215.00	25,425.75	12,224.92	13,200.83
02/01/2032	20,000.00	1.950%	3,845.00	23,845.00	-	23,845.00	25,037.25	12,224.91	12,812.34
02/01/2033	20,000.00	2.500%	3,455.00	23,455.00	-	23,455.00	24,627.75	12,224.92	12,402.83
02/01/2034	20,000.00	2.500%	2,955.00	22,955.00	-	22,955.00	24,102.75	12,224.91	11,877.84
02/01/2035	20,000.00	2.600%	2,455.00	22,455.00	-	22,455.00	23,577.75	12,224.92	11,352.83
02/01/2036	20,000.00	2.650%	1,935.00	21,935.00	-	21,935.00	23,031.75	12,224.92	10,806.83
02/01/2037	10,000.00	2.750%	1,405.00	11,405.00	-	11,405.00	11,975.25	-	11,975.25
02/01/2038	10,000.00	2.750%	1,130.00	11,130.00	-	11,130.00	11,686.50	-	11,686.50
02/01/2039	10,000.00	2.800%	855.00	10,855.00	-	10,855.00	11,397.75	-	11,397.75
02/01/2040	10,000.00	2.850%	575.00	10,575.00	-	10,575.00	11,103.75	-	11,103.75
02/01/2041	10,000.00	2.900%	290.00	10,290.00	-	10,290.00	10,804.50	-	10,804.50
Total	\$345,000.00	-	\$80,263.31	\$425,263.31	(4,725.81)	\$420,537.50	\$441,564.38	\$183,373.73	\$258,190.65

Significant Dates

Dated	5/27/2020
First Coupon Date	2/01/2021

Yield Statistics

Bond Year Dollars	\$3,528.83
Average Life	10.229 Years
Average Coupon	2.27449999%
Net Interest Cost (NIC)	2.4211489%
True Interest Cost (TIC)	2.4191243%
Bond Yield for Arbitrage Purposes	2.2495600%
All Inclusive Cost (AIC)	2.7744888%

City of Windom, Minnesota

\$131,290 General Obligation Improvement Bonds, Series 2020C

Streets/Overlay - Assessments

2.00% over TIC - Equal P&I

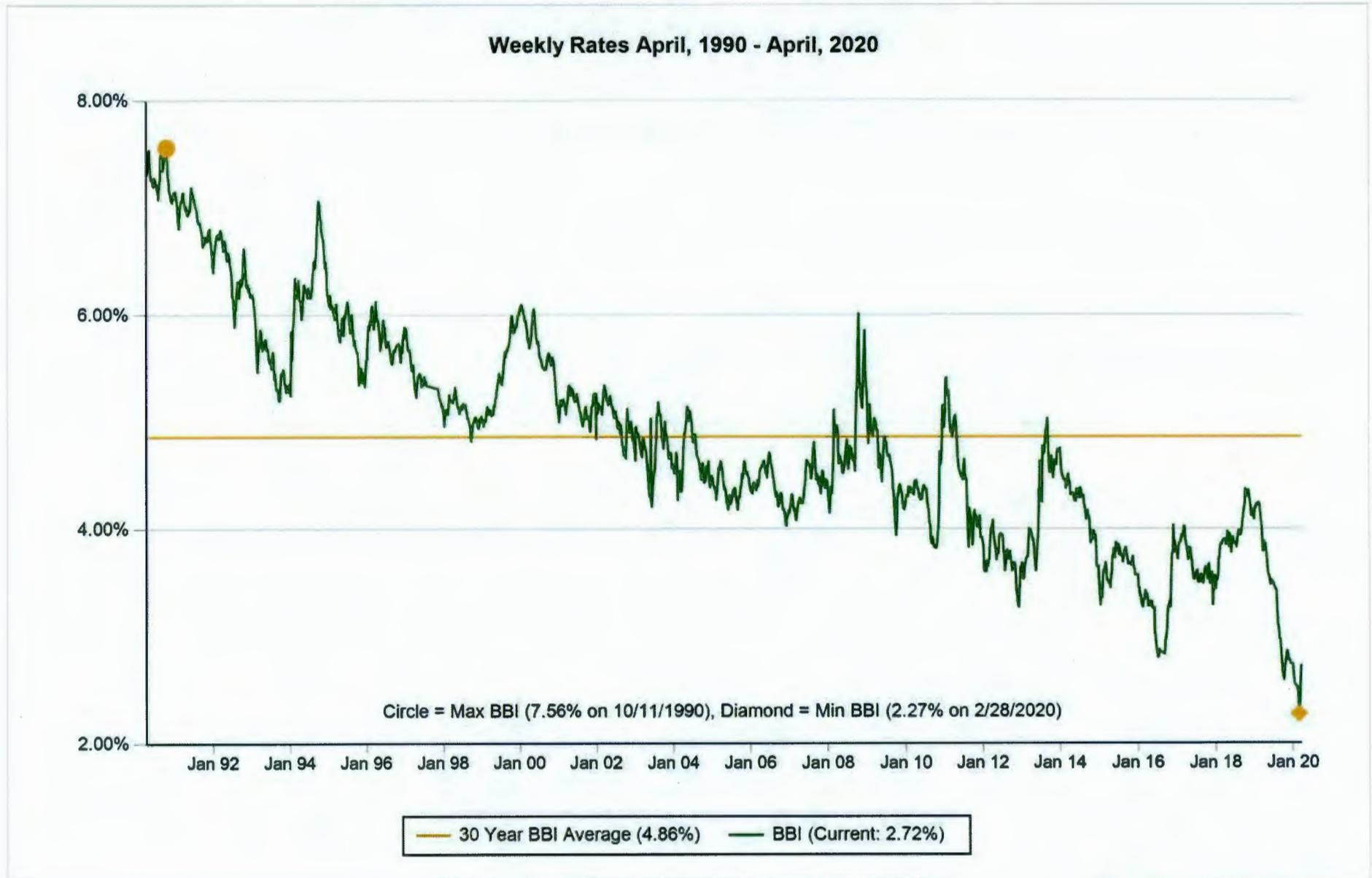
Assessments

Date	Principal	Coupon	Interest	Total P+I
12/31/2021	6,316.86	4.500%	5,908.05	12,224.91
12/31/2022	6,601.12	4.500%	5,623.80	12,224.92
12/31/2023	6,898.17	4.500%	5,326.74	12,224.91
12/31/2024	7,208.59	4.500%	5,016.32	12,224.91
12/31/2025	7,532.97	4.500%	4,691.94	12,224.91
12/31/2026	7,871.96	4.500%	4,352.96	12,224.92
12/31/2027	8,226.20	4.500%	3,998.72	12,224.92
12/31/2028	8,596.38	4.500%	3,628.54	12,224.92
12/31/2029	8,983.21	4.500%	3,241.70	12,224.91
12/31/2030	9,387.46	4.500%	2,837.46	12,224.92
12/31/2031	9,809.89	4.500%	2,415.02	12,224.91
12/31/2032	10,251.34	4.500%	1,973.58	12,224.92
12/31/2033	10,712.65	4.500%	1,512.26	12,224.91
12/31/2034	11,194.72	4.500%	1,030.20	12,224.92
12/31/2035	11,698.48	4.500%	526.44	12,224.92
Total	\$131,290.00	-	\$52,083.73	\$183,373.73

Significant Dates

Filing Date	1/01/2021
First Payment Date	12/31/2021

30 YEAR TREND IN MUNICIPAL BOND INDICES



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

Source: The Bond Buyer



2 YEAR TREND IN MUNICIPAL BOND INDICES



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

Source: The Bond Buyer



RESOLUTION #2020-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION AWARDING THE CONTRACT FOR A PROJECT ENTITLED
"2020 STREET IMPROVEMENT PROJECT"**

WHEREAS, pursuant to an advertisement for bids for the project entitled "2020 Street Improvement Project", bids were received, opened and tabulated according to law, and the following bids were in compliance with the advertisement:

	Schedule #1	Schedule #2	Schedule #3
Hjerpe Contracting	\$2,556,595.99	\$856,933.30	\$235,429.50
Duininck Construction	\$2,639,245.75	\$935,376.25	\$204,000.00
Crow River	\$3,304,230.00	\$1,126,803.75	No Bid
M R Paving	No Bid	No Bid	\$183,278.91

AND WHEREAS, it appears that the lowest responsible bidders for the project are as follows:

	Schedule #1	Schedule #2	Schedule #3
Hjerpe Contracting	\$2,556,595.99	\$856,933.30	
M R Paving	No Bid	No Bid	\$183,278.91

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

1. Pursuant to the bid advertisement, the low bids submitted by Hjerpe Contracting and M R Paving is hereby approved for award; and the Mayor and City Administrator are hereby authorized and directed, on behalf of the City of Windom, to enter into contracts with the above contractors for completion of these components of the project, entitled "2020 Street Improvement Project", according to the plans and specifications heretofore approved by the City Council and on file in the Office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except for the deposits of the successful bidder and the next lowest bidder which shall be retained until the contracts have been signed.

Adopted by the City Council this 7th day of April, 2020.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2020-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**A RESOLUTION AWARDING THE CONTRACT FOR A PROJECT ENTITLED
"2020 STREET IMPROVEMENT PROJECT"**

WHEREAS, pursuant to an advertisement for bids for the project entitled "2020 Street Improvement Project", bids were received, opened and tabulated according to law, and the following bids were in compliance with the advertisement:

	Schedule #1	Schedule #2	Schedule #3	Schedule #4
Hjerpe Contracting	\$2,556,595.99	\$856,933.30	\$235,429.50	No Bid
Duininck Construction	\$2,639,245.75	\$935,376.25	\$204,000.00	\$82,170.00
Crow River	\$3,304,230.00	\$1,126,803.75	No Bid	No Bid
M R Paving	No Bid	No Bid	\$183,278.91	\$74,475.37

AND WHEREAS, it appears that the lowest responsible bidders for the project are as follows:

	Schedule #1	Schedule #2	Schedule #3	Schedule #4
Hjerpe Contracting	\$2,556,595.99	\$856,933.30		
M R Paving			\$183,278.91	\$74,475.37

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

1. Pursuant to the bid advertisement, the low bids submitted by Hjerpe Contracting and M R Paving is hereby approved for award; and the Mayor and City Administrator are hereby authorized and directed, on behalf of the City of Windom, to enter into contracts with the above contractors for completion of these components of the project, entitled "2020 Street Improvement Project", according to the plans and specifications heretofore approved by the City Council and on file in the Office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except for the deposits of the successful bidder and the next lowest bidder which shall be retained until the contracts have been signed.

Adopted by the City Council this 7th day of April, 2020.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

ACTION ITEM



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

TO: City Council
FROM: City Administrator
DATE: April 3, 2020
RE: South 6th Avenue – Overlay Project Bid – Schedule 4
DEPT: Streets & Parks \ Administration
CONTACT: Brian Cooley: Brian.Cooley@windommn.com or Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

The Street Committee recommends that the City Council take the following action:

1. The City Council accept option b, whereas Great Bend Township pays the City \$20,000 towards the 2020 Street Project overlay and the City accepts all future responsibility for maintenance and improvements.

City Administration recommends that:

2. Option d be approved, which rejects the 2020 Street Project bid and places the proposed project within Cottonwood County's upcoming project. This has the potential to lower the cost of the overlay (as proposed), but does not commit the City to future obligations for maintenance or improvements.

Issue Summary/Background

On April 1, 2020 the Mayor, Street Committee, Streets & Parks Superintendent and City Administrator met with representatives of Cottonwood County and the Great Bend Township Board. The purpose of the meeting was to clarify ownership of the roadway and responsibilities of the parties.

Roadway Ownership

Cottonwood County provided documentation that the County had turned back S.6th Avenue in 1963 to Great Bend Township. According to State Statute those parts of the roadway abutting property that was annexed into the City limits become the City's roadway. The current understanding of the City and Township of each having approximately 50% ownership of the roadway from Rainbows, Inc. to the River Bluff Townhomes is generally accepted by the parties.

Roadway Responsibilities

The portions of the roadway that are either City or Township properties on both sides of the road are their responsibilities for maintenance. The portion of the roadway that is shared (as noted above) is the responsibility of both parties.

Options Discussed

- a. The Township proposed that the approximately ½ mile of shared roadway be milled and improved with two inches of gravel. The cost of this was \$40,000 according to a quote the Township presented. The cost to the City and Township would be \$20,000 each.

- b. If the City wanted the asphalt overlay the Township offered to pay the City \$20,000 in 2020 towards the overlay costs along with the agreement (via Roadway Maintenance Agreement) that the City be responsible for all future costs for improvements and maintenance.
- c. The City pay for all of the overlay costs as shown in the 2020 Street Project bid (approximately \$91,000 including overlay, contingency and engineering) and no agreement on the future responsibilities of the roadway maintenance or improvements.
- d. The City Council reject the bid for Schedule 4 (overlay of a portion of S. 6th Avenue) of the 2020 Street Project from M & R Paving, Inc. Cottonwood County would then add this project to their upcoming 2020 Project. This would be done to try to get a lower cost of the overlay. This option also would not address how much the City and Township pay for his cost nor settle future improvements or maintenance responsibilities.
- e. The City Council could reject the bid for Schedule 4 (overlay of a portion of S. 6th Avenue) of the 2020 Street Project from M & R Paving, Inc and take no further action. This would leave the roadway “as is” and not make any improvements nor provide maintenance.

Fiscal Impact

Based on the information presented in these options range in cost from \$0 (option e) to a potential high of over \$1.5 million (estimated based on 2013 Street Project costs for full reconstruction) if the City were to take over all future responsibilities for improvements and maintenance of the roadway (option b).

Attachments

1. None.

Plot Date: 6/29/2016 8:43:05 AM

\\PDS\BARR\PROJECTS\2017\2017 STREET IMPROVEMENTS\2017 STREET IMPROVEMENTS - 3017 STREET



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME, OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DAN L. VAN SCHEPDEL, P.E.

DATE: _____ REG. NO. 45595



Project Manager: DLV
 Designer: DAB
 Project Number: *****
 Phone: (712) 472-2531

**2017 STREET IMPROVEMENTS
 WINDOM, MN**

PRELIMINARY PROJECT OVERVIEW

S
H
E
E
T

WNM 4

RECORD DRAWING XX-XXXX

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

June 5, 2016

Segment #10, Option A - 6th Avenue (Hwy 60 to 6th Street)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
1.	18,000 sq. yds	Mill Existing Bituminous Pavement	\$5.00 /sq. yd. =	\$90,000.00
2.	2,700 ton	3" Hot Mix Asphalt Overlay	\$90.00 /ton =	\$243,000.00
3.	600 sq. yds	4" PCC Sidewalk	\$45.00 /sq. yd. =	\$27,000.00
4.	200 ln. ft.	B624 Curb and Gutter	\$16.00 /ln. ft. =	\$3,200.00
5.	80 ton	5" Hot Mix Asphalt	\$90.00 /ton =	\$7,200.00
6.	2 each	ADA Pedestrian Curb Ramps	\$750.00 /each =	\$1,500.00
7.	7 each	Adjust Manhole Frame & Ring Casting	\$750.00 /each =	\$5,250.00
8.	11 each	Adjust Water Valve	\$400.00 /each =	\$4,400.00
9.	1,200 ln. ft.	Road Guard Rails	\$35.00 /ln. ft. =	\$42,000.00
10.	1 L.S.	Mobilization and Traffic Control	\$3,000.00 /L.S. =	\$3,000.00
Construction Subtotal				\$426,550.00
Contingencies (10%)				\$38,850.00
Engineering and Testing				\$40,000.00
Estimated Construction Cost				\$505,400.00

Option B assumes there is more than 3" of existing material in order to complete the mill and overlay

REVIEW DRAFT

Full length
mill and overlay
only

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

June 5, 2016

Segment #10, Option B - 6th Avenue (Hwy 60 to 6th Street)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
1.	20,000 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$160,000.00
2.	23,500 sq. yd.	12" Subgrade preparation	\$3.00 /sq. yd. =	\$70,500.00
3.	23,500 sq. yds	18" Granular Base	\$18.00 /sq. yd. =	\$423,000.00
4.	11,000 ln. ft.	B624 Curb and Gutter	\$16.00 /ln. ft. =	\$176,000.00
5.	7000 ton	5" Hot Mix Asphalt	\$90.00 /ton =	\$630,000.00
6.	18,000 sq. yds	Pavement Removal	\$8.00 /sq. yd. =	\$144,000.00
7.	300 sq. yds	6" PCC Driveway	\$45.00 /sq. yd. =	\$13,500.00
8.	650 sq. yds	4" PCC Sidewalk	\$45.00 /sq. yd. =	\$29,250.00
9.	4 ea.	ADA Pedestrian Curb Ramps	\$750.00 /ea. =	\$3,000.00
10.	110 ton	Granular Stabilization	\$25.00 /ton =	\$2,750.00
11.	3,000 ln. ft.	8" SDR-26 Sanitary Sewer	\$32.00 /ln. ft. =	\$96,000.00
12.	1,600 ln. ft.	4" SDR-26 Sanitary Sewer Service	\$25.00 /ln. ft. =	\$40,000.00
13.	45 ea.	Wye	\$200.00 /ea. =	\$9,000.00
14.	10 ea.	Sanitary Manhole	\$3,750.00 /ea. =	\$37,500.00
15.	6 ea.	Connect to Existing Sanitary	\$500.00 /ea. =	\$3,000.00
16.	5,250 ln. ft.	8" C900 Water Main	\$28.00 /ln. ft. =	\$147,000.00
17.	250 ln. ft.	6" C900 Water Main	\$26.00 /ln. ft. =	\$6,500.00
18.	15 ea.	Tee	\$800.00 /ea. =	\$12,000.00
19.	2 ea.	Cross	\$1,200.00 /ea. =	\$2,400.00
20.	20 ea.	8" Gate Valve	\$1,800.00 /ea. =	\$36,000.00
21.	10 ea.	6" Gate Valve	\$1,200.00 /ea. =	\$12,000.00
22.	8 ea.	Connect to Existing Water	\$1,000.00 /ea. =	\$8,000.00
23.	2,500 ln. ft.	Cl. 200 Water Service	\$22.00 /ln. ft. =	\$55,000.00
24.	60 ea.	Curb Stop w/box	\$200.00 /ea. =	\$12,000.00
25.	60 ea.	Corp Stop	\$200.00 /ea. =	\$12,000.00
26.	10 ea.	Fire Hydrant	\$3,200.00 /ea. =	\$32,000.00
27.	70 ln. ft.	48" RCP Storm Sewer	\$150.00 /ln. ft. =	\$10,500.00
28.	2000 ln. ft.	24" RCP Storm Sewer	\$60.00 /ln. ft. =	\$120,000.00
29.	2000 ln. ft.	15" RCP Storm Sewer	\$35.00 /ln. ft. =	\$70,000.00
30.	30 ea.	Type A Intake	\$2,750.00 /ea. =	\$82,500.00
31.	7 ea.	5'x5' Storm Manhole	\$3,200.00 /ea. =	\$22,400.00
32.	2 ea.	36" Pipe Aprons	\$1,600.00 /ea. =	\$3,200.00
33.	8 ea.	Connect to Existing Storm Sewer	\$750.00 /ea. =	\$6,000.00
34.	10500 ln. ft.	4" Perforated subdrain	\$7.00 /ln. ft. =	\$73,500.00
35.	10 ea.	Subdrain Intake Outlet	\$250.00 /ea. =	\$2,500.00
36.	30,000 sq. yd.	Terrace grading	\$2.00 /sq. yd. =	\$60,000.00
37.	7.0 ac.	Seeding, fertilizing & mulching	\$4,000.00 /ac. =	\$28,000.00
38.	2,000 ln. ft.	Bio-wattles	\$5.00 /ln. ft. =	\$10,000.00
39.	1,200 ln. ft.	Road Guard Rails	\$35.00 /ln. ft. =	\$42,000.00
40.	30 ea.	Intake Protection	\$350.00 /ea. =	\$10,500.00
41.	1 L.S.	Mobilization and Traffic Control	\$12,000.00 /L.S. =	\$12,000.00
Construction Subtotal				\$2,725,500.00
Contingencies (10%)				\$275,100.00
Engineering and Testing				\$333,000.00
Estimated Construction Cost				\$3,333,600.00

REVIEW DRAFT

Full length
Reconstruction

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

September 13, 2016

*Segment A
Full Reconstruct*

Segment #10, 6th Avenue (Hwy 60 to 6th Street)

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
<u>Paving</u>				
1.	800 sq. yds	Mill Existing Bituminous Pavement	\$5.00 /sq. yd. =	\$4,000.00
2.	2,400 ton	3" Hot Mix Asphalt Overlay (S. of City Limits)	\$90.00 /ton =	\$216,000.00
3.	11,300 sq. yds	Anti Reflective Crack Fabric	\$5.00 /sq. yd. =	\$56,500.00
4.	2,000 cu. yd.	Street excavation and embankment	\$8.00 /cu. yd. =	\$16,000.00
5.	4,450 sq. yds	12" Subgrade preparation	\$3.00 /ln. ft. =	\$13,350.00
6.	4,450 sq. yds	12" Granular Base	\$12.00 /sq. yd. =	\$53,400.00
7.	3,600 sq. yds	Pavement Removal	\$8.00 /sq. yd. =	\$28,800.00
8.	670 sq. yds	4" PCC Sidewalk	\$45.00 /sq. yd. =	\$30,150.00
9.	2,050 ln. ft.	B624 Curb and Gutter	\$16.00 /ln. ft. =	\$32,800.00
10.	800 ton	4" Hot Mix Asphalt (N. 3 Blks)	\$85.00 /ton =	\$68,000.00
11.	5 each	ADA Pedestrian Curb Ramps	\$750.00 /ea. =	\$3,750.00
12.	9 ea.	Adjust Manhole Frame & Ring Casting	\$750.00 /ea. =	\$6,750.00
13.	11 ea.	Adjust Water Valve	\$400.00 /ea. =	\$4,400.00
14.	1,200 ln. ft.	Road Guard Rails	\$35.00 /ln. ft. =	\$42,000.00
15.	200 sq. yds	6" PCC Driveway	\$50.00 /sq. yd. =	\$10,000.00
16.	5,000 sq. yds	Terrace Grading	\$2.00 /sq. yd. =	\$10,000.00
17.	1 ac.	Seeding, fertilizing & mulching	\$4,000.00 /ac. =	\$4,000.00
18.	1 ea.	Mobilization and Traffic Control	\$3,000.00 /ln. ft. =	\$3,000.00
Construction Subtotal				\$602,900.00
Contingencies (10%)				\$61,100.00
Engineering and Testing				\$73,000.00
Estimated Subtotal				\$737,000.00
<u>Storm Sewer</u>				
19.	4 ea.	Type A Intake	\$2,750.00 /ea. =	\$11,000.00
20.	400 ln. ft.	15" RCP Storm Sewer	\$35.00 /ln. ft. =	\$14,000.00
Construction Subtotal				\$25,000.00
Contingencies (10%)				\$2,500.00
Engineering and Testing				\$3,500.00
Estimated Subtotal				\$31,000.00
Estimated Total Construction Cost				\$768,000.00

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

*Segment B
Full Reconstruct*

September 13, 2016

Segment #10, Alternate Option- 6th Avenue (Hwy 60 to 6th Street)

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

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

September 13, 2016

Segment #10, Alternate Option- 6th Avenue (Hwy 60 to 6th Street)

Storm Sewer

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

Construction Subtotal **\$298,750.00**

Contingencies (10%) \$30,250.00

Engineering and Testing \$33,000.00

Estimated Subtotal **\$362,000.00**

Sanitary Sewer

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

Construction Subtotal **\$21,050.00**

Contingencies (10%) \$2,950.00

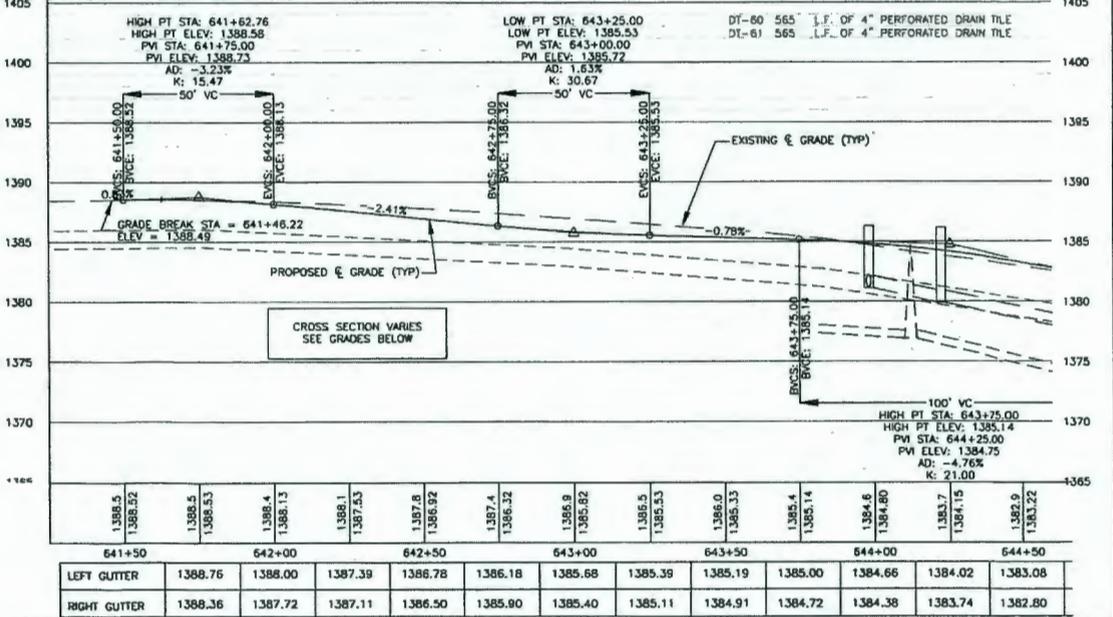
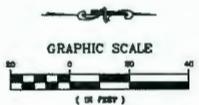
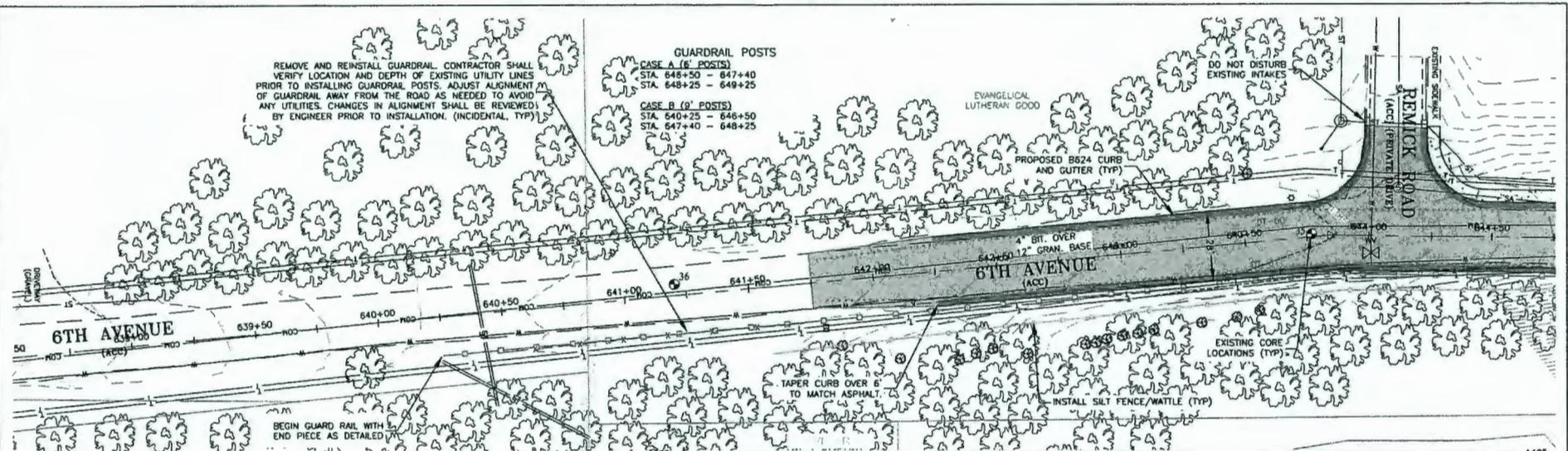
Engineering and Testing \$3,000.00

Estimated Subtotal **\$27,000.00**

Estimated Total Construction Cost **\$2,562,000.00**

File Name: 16A0017.2.16.21.DWG

P:\2017\2017\16A0017\DESIGN\4\VE_EST_P16A.DWG



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME, OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DAILY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DAN L. VAN SCHEPEN, P.E.
DATE: 02/01/2017 REC. NO. 45598

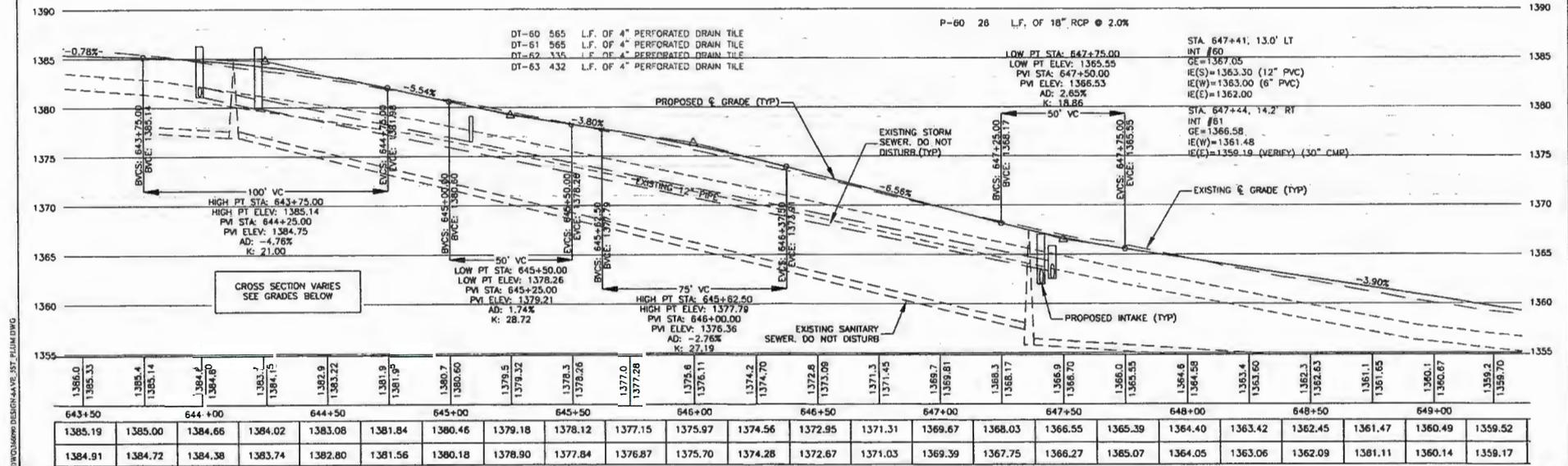
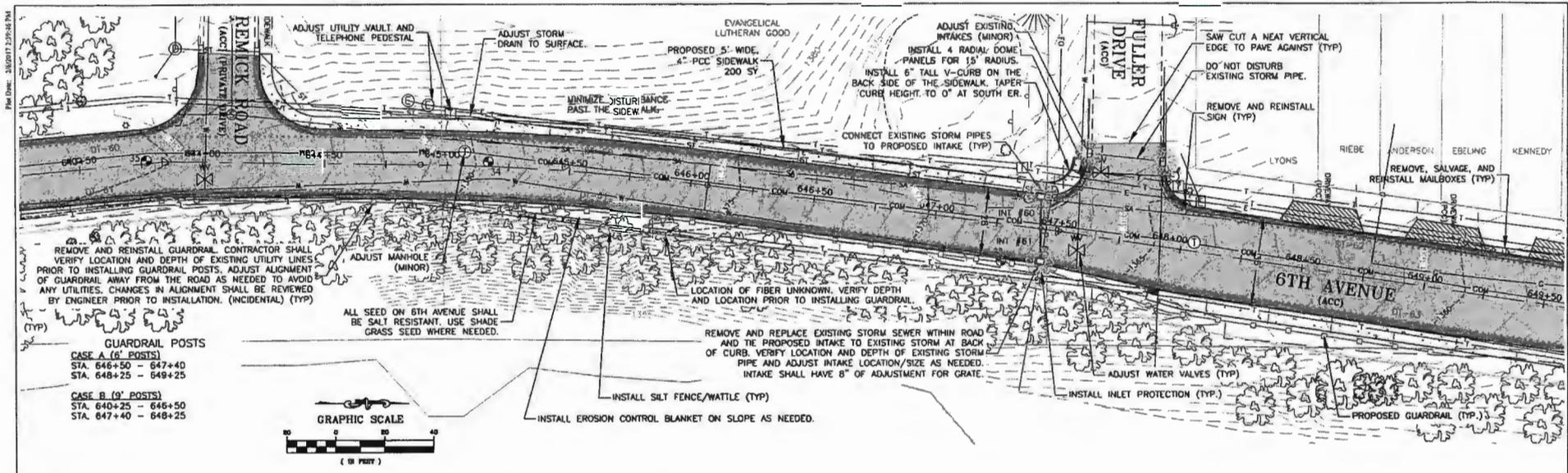


Project Manager: DLV
Designer: MDK
Project Number: 366090
Phone: (712) 472-2531

2017 STREET IMPROVEMENTS
WINDOM, MN

6TH AVENUE PLAN / PROFILE
SCHEDULE II

SHEET
D.12



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME, OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DAVE L. VAN SCHEPPEL, P.E.
DATE: 02/01/2017 REG. NO. 45596

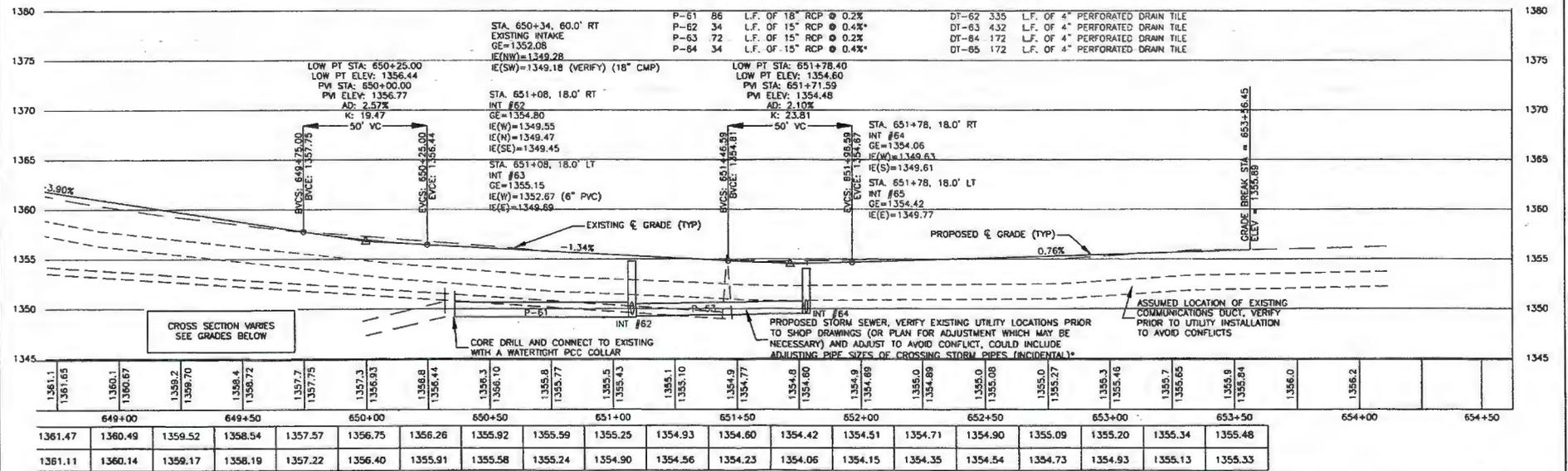
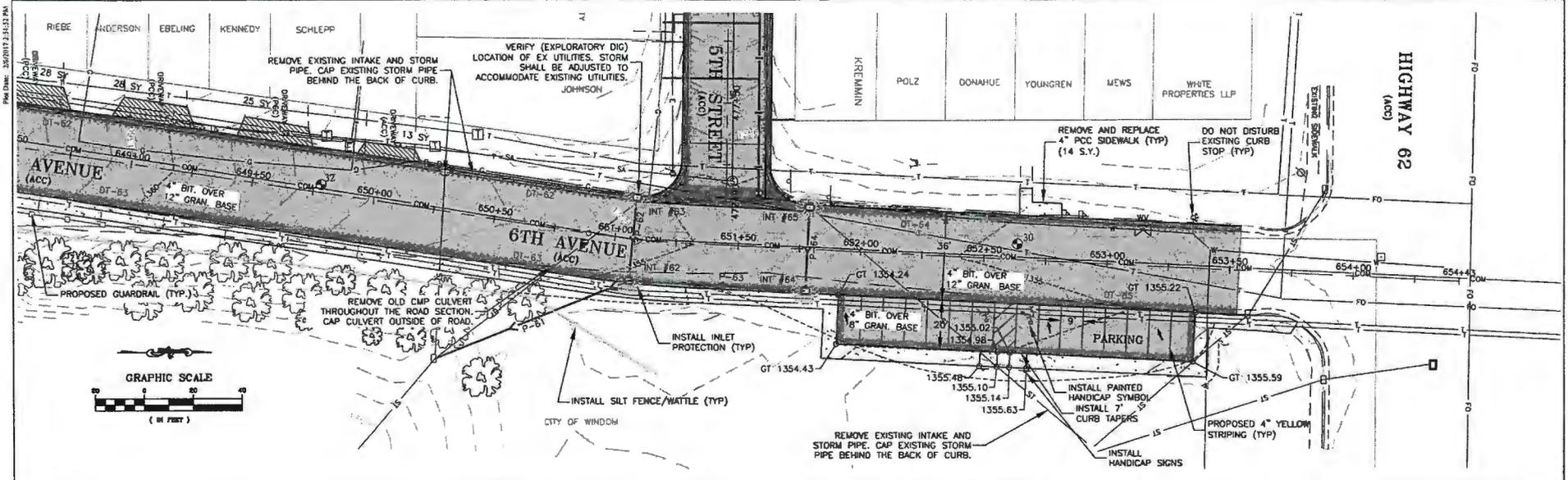
DGR ENGINEERING

Project Manager: DLV
Designer: MDK
Project Number: 366090
Phone: (712) 472-2531

**2017 STREET IMPROVEMENTS
WINDOM, MN**

**6TH AVENUE PLAN / PROFILE
SCHEDULE II**

SHEET
D.13



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME, OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DAN L. VAN SCHEREN, P.E.
 DATE: 02/01/2017 REG. NO. 45566

DGR ENGINEERING

Project Manager: DLV
 Designer: MDK
 Project Number: 366090
 Phone: (712) 472-2531

2017 STREET IMPROVEMENTS
 WINDOM, MN

6TH AVENUE PLAN / PROFILE
 SCHEDULE II

SHEET
D.14

STREET COMMITTEE

Meeting Minutes July 27, 2016

Call to Order: The meeting was called to order at 1:30 P.M. at the street shop

Members Attending: Committee Members Attending - Brian Cooley & JoAnn Ray

City Staff Present: Street Superintendent Bruce Caldwell, Water Waste Water Superintend Mike Haugen, EDA Director Drew Hage & Engineering Company DGR Representative Dan Van Schepen

Public: None

Agenda Items;

1. Ash Street Vacation Request: Mr. Hage submitted a request for vacation from a property owner next to Ash Street. This tract of land is located east of the Cottonwood Veterinary Clinic along highway 60, the former Dino's Diner & Sinclair Truck Stop. This property owner would like to have Ash Street vacated for future development that would benefit the community. The committee stated they see no reason to not to approve this request but need to retain a utility easements as there is a sanitary sewer on that tract.

2. Discussion on the preliminary plans for the 2017 Street Project: Dan Van Schepen and the participants reviewed the preliminary plans and costs for the project. After some discussion due to the cost reductions will need to be done. Every street scheduled for reconstruction test borings have been completed in order to see what type of sub soils exists. South 6th Avenue was a major concern due to the lack of good sub soil material. The committee members did state that they would like to see the Safe Routes to School sidewalk extended on 17th Street by the school running track to 17th Avenue during the reconstruction on 17th Street. It might be possible to get grants through the Safe Routes to School Program to fund the additional sidewalk. Caldwell & Haugen will work on which streets that have the highest priority for recon and related that back to the Street Committee and DGR for further review. The Street Committee stated that they would like to see south township portion of 6th Avenue right-of-way annex into the city and the costs of the reconstruction be determined at a later date. According to DGR the underground materials on south 6th Avenue are poor which will require a major reconstruction. This street is ranked in the top two streets for reconstruction. ½ of the road surface on south 6th Avenue starting just north of Rainbow Stables south to the city limits is owned by Greatbend Township. So details will need to be worked out to accomplish annexation of the townships portion of the roadway.

3. Meeting Adjourned at 3:25 p.m.

Discussion – Subgrade Conditions

We have classified the subgrade conditions at each test boring location into three (3) categories – favorable, fair and poor. Our opinions of the categories are based on the soils encountered at the test boring locations and the results of the field and laboratory tests. The category at each test boring location is summarized in Table 2.

Table 2. Subgrade Conditions

Test Boring	Location	Subgrade Condition	Test Boring	Location	Subgrade Condition
1	Brian Avenue	Favorable	25	City Hall P. Lot	Favorable
2	Brian Avenue	Favorable	26	7 th Street	Favorable
3	17 th Avenue	Favorable	27	7 th Street	Fair
4	17 th Avenue	Favorable	28	7 th Street	Fair
5	17 th Avenue	Favorable	29	7 th Street	Favorable
6	17 th Street	Favorable	30	6 th Avenue	Favorable
7	17 th Street	Favorable	31	5 th Street	Favorable
8	17 th Street	Favorable	32	6 th Avenue	Favorable
9	17 th Street	Favorable	33	6 th Avenue	Favorable
10	17 th Street	Favorable	34	6 th Avenue	Favorable
11	15 th Avenue	Favorable	35	6 th Avenue	Favorable
12*	7 th Avenue*	Fair	36	6 th Avenue	Fair
13*	7 th Avenue*	Fair	37	6 th Avenue	Poor
14	16 th Street	Fair	38	6 th Avenue	Poor
15	16 th Street	Favorable	39	6 th Avenue	Poor
16	16 th Street	Favorable	40	6 th Avenue	Poor
17	5 th Avenue	Favorable	41	6 th Avenue	Poor
18	5 th Avenue	Favorable	42	6 th Avenue	Poor
19	3 rd Avenue Alley	Favorable	43	6 th Avenue	Favorable
20	3 rd Avenue Alley	Fair	44	6 th Avenue	Fair
21	City Hall Alley	Favorable	45	Plum Avenue	Favorable
22	City Hall Alley	Favorable	46	Plum Avenue	Fair
23	City Hall P. Lot	Favorable	47	Future 7 th Avenue	Fair
24	City Hall P. Lot	Favorable	48	Future 7 th Avenue	Fair

*Not part of the proposed improvements. The test borings were mistakenly performed south of the proposed improvements.

Note: The poor subgrade conditions were only encountered within the south portion of 6th Avenue.

We estimate California Bearing Ratio (CBR) values of 3.0 to 10.0 where favorable subgrade conditions were encountered, CBR values of 2.0 to 3.0 where fair subgrade conditions were

BID TABULATION
2020 STREET IMPROVEMENTS

City of Windom
PO Box 38
Windom, MN 56101

LETTING: March 12, 2020 @ 10:00 A.M.

2020 Project
Schedule 4
Lowest Bid



DGR Engineering
1302 South Union Street
Rock Rapids, IA 51246

DGR PROJECT NO. 369018

BID SECURITY				10% Bid Bond		10% Bid Bond		10% Bid Bond		10% Bid Bond			
BIDDER AND ADDRESS				Hjerpe Contracting PO Box 517 Hutchinson, MN 55350		M.R. Paving & Excav. PO Box 787 New Ulm, MN 56073		Duininck, Inc. PO Box 208 Prinsburg, MN 56281		Crow River Constr. 9338 187th Ave NE New London, MN 56273			
ITEM NO.	SPEC NO.	NO. OF UNITS	DESCRIPTION	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
Schedule 4 (6th Avenue)													
1	2021.501	Job	Mobilization, lump sum	L.S.		L.S.	\$4,043.47	L.S.	\$13,500.00	L.S.		L.S.	
12	2360.501/502	680	Bituminous Pavement, per ton			99.44	67,619.20	99.00	67,320.00				
15	2506.522	1	Adjust Frame & Ring Casting, per ea.			498.33	498.33	550.00	550.00				
58	2504.602	1	Adjust Gate Valve Box, per ea.			498.33	498.33	400.00	400.00				
71	2563.601	Job	Traffic Control, lump sum	L.S.		L.S.	1,816.04	L.S.	400.00	L.S.		L.S.	
TOTAL BID - SCHEDULE 4							Δ \$74,475.37		\$82,170.00				
Schedule 5 (18th Avenue)													
1	2021.501	Job	Mobilization, lump sum	L.S.	\$5,000.00	L.S.		L.S.	\$65,000.00	L.S.	\$85,000.00	L.S.	
2	2051.501	Job	Maint & Restoration of Access lump sum	L.S.	950.00	L.S.		L.S.	1.00	L.S.	2,500.00	L.S.	
3	2104.504	385	Remove Pavement, per sq. yd.	8.00	3,080.00			12.00	4,620.00	10.00	3,850.00		
6	2104.523	5	Remove Salvage and Reinstall Sign, per ea.	250.00	1,250.00			250.00	1,250.00	125.00	625.00		
10	2112.604	385	12" Subgrade Preparation, per sq. yd.	2.00	770.00			3.50	1,347.50	4.50	1,732.50		
11	2211.501	26	12" Aggregate Base Class 5, per sq. yd.	35.00	910.00			25.00	650.00	12.75	331.50		
12	2360.501/502	15	Bituminous Pavement, per ton	250.00	3,750.00			175.00	2,625.00	300.00	4,500.00		
14	2433.618	215	Street Patch (6"), per sq. yd.	65.00	13,975.00			66.00	14,190.00	75.00	16,125.00		
21	2531.507	70	4" Gravel Driveway, per sq. yd.	27.00	1,890.00			7.00	490.00	8.00	560.00		
22	2531.507	155	6" Concrete Driveway Pavement, per sq. yd.	82.20	12,741.00			71.00	11,005.00	85.00	13,175.00		
25	2501.573	1	Install 36" RCP Apron, per ea.	2,200.00	2,200.00			1,389.98	1,389.98	1,750.00	1,750.00		
26	2501.573	1	Install 54" RCP Apron, per ea.	4,060.00	4,060.00			3,479.52	3,479.52	3,000.00	3,000.00		

RESOLUTION #2020-

INTRODUCED:

SECONDED:

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

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS FOR THE “2020 AIRPORT RUNWAY PAPIs,
MIRLS & THRESHOLD LIGHTS PROJECT”**

WHEREAS, Airport Engineer Short Elliott Hendrickson Inc. has prepared plans and specifications for the proposed “2020 Airport PAPIs, MIRLS and Threshold Lights Project” and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, which are made a part hereof by reference as if fully set forth herein, are hereby approved and shall be filed in the Office of the City Clerk/Administrator.
2. The City Clerk/Administrator shall prepare an advertisement for bids for the making of such improvements, pursuant to the approved plans and specifications, and cause such advertisement to be published in the official paper.
3. Bids will be received and accepted by the City Clerk/Administrator until 2:00 p.m. on Tuesday, April 28, 2020. At said time, the bids will be publicly opened by the City Clerk/Administrator and Airport Engineer in the City Hall Council Chambers. Bids will then be tabulated and will thereafter be considered by the City Council. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. The bid for such improvements will be awarded on or before May 19, 2020.

Adopted by the Council this 7th day of April, 2020.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

ADVERTISEMENT FOR BIDS

**2020 Runway 17 & 35 PAPIs and Update MIRLs & Threshold Lights
Windom Municipal Airport – Windom, Minnesota
SEH No. WINDM 154865**

Notice is hereby given that sealed Bids will be received by the City of Windom until 2:00 p.m., Tuesday, April 28, 2020, at the Windom City Hall, 444 9th Street, Windom, MN 56101-0038, at which time they will be publicly opened and read aloud, for the furnishing of all labor and material for the construction of 2020 Runway 17 & 35 PAPIs and Update MIRLs & Threshold Lights. Major components of the Work include: installation of Precision Approach Path Indicators (PAPIs), updates to runway edge lighting, turf establishment and associated items.

Bids shall be on the form provided for that purpose and according to the Bidding Requirements prepared by Short Elliott Hendrickson Inc. (SEH®) dated April 7, 2020.

The Bidding Documents may be viewed for no cost at <http://www.sehinc.com> by selecting the Project Bid Information link at the bottom of the page and the View Plans option from the menu at the top of the selected project page.

Digital image copies of the Bidding Documents are available at <http://www.sehinc.com> for a fee of \$30. These documents may be downloaded by selecting this project from the PROJECT BID INFORMATION link and by entering eBidDoc™ Number 6904559 on the SEARCH PROJECTS page. For assistance and free membership registration, contact QuestCDN at 952.233.1632 or info@questcdn.com.

Paper copies of the Bidding Documents may be obtained from Docunet Corp. located at 2435 Xenium Lane North, Plymouth, MN 55441 (763.475.9600) for a fee of \$100.

A pre-Bid conference will not be held for this project. Direct all questions to the Engineer five (5) days prior to opening of bids.

Bid security in the amount of 5 percent of the Bid must accompany each Bid in accordance with the Instructions to Bidders.

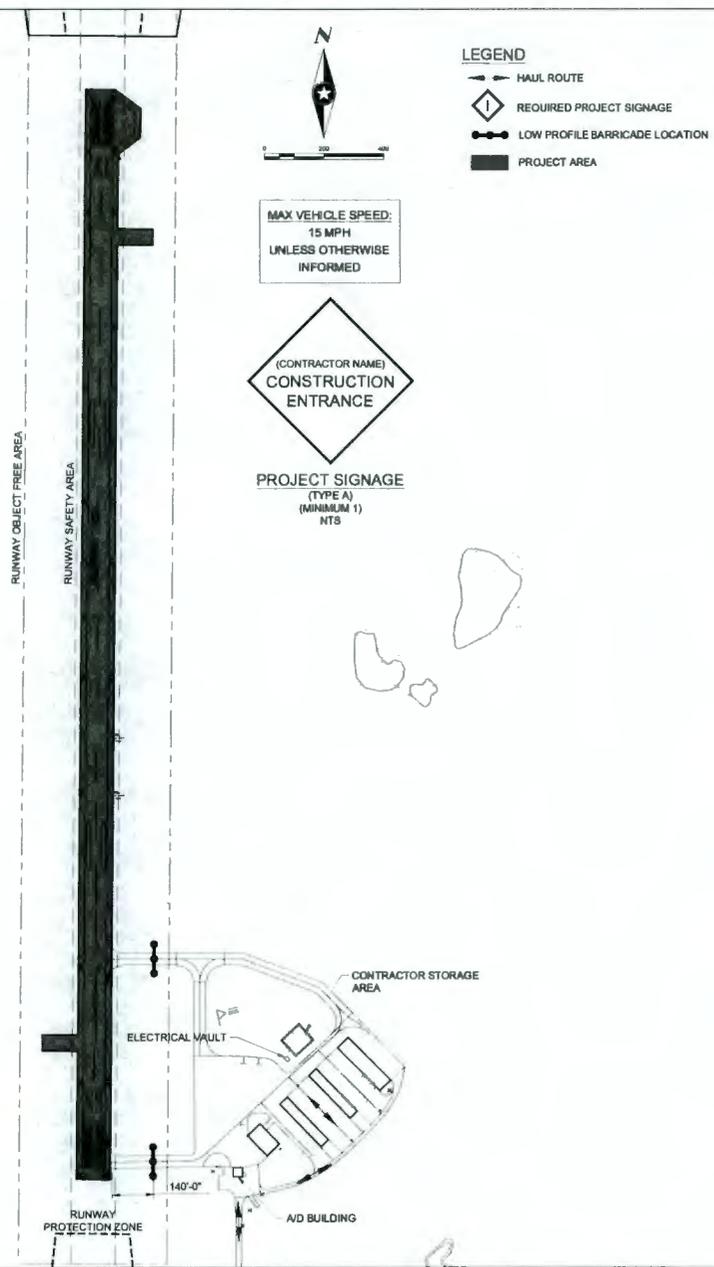
A Contractor responding to these Bidding Documents must submit to the City/Owner a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in Minnesota Statutes, section 16C.285, subdivision 3.

Bids shall be directed to the City Administrator, securely sealed and endorsed upon the outside wrapper, "BID FOR 2018 HANGAR AND TAXILANE CONSTRUCTION, WINDOM MUNICIPAL AIRPORT."

The Airport Commission reserves the right to reject any and all Bids, to waive irregularities and informalities therein and to award the Contract in the best interests of the Airport Commission.

Steve Nasby
City Administrator
City of Windom, Minnesota

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- LEGEND**
- HAUL ROUTE
 - ◇ REQUIRED PROJECT SIGNAGE
 - LOW PROFILE BARRICADE LOCATION
 - PROJECT AREA

MAX VEHICLE SPEED:
 15 MPH
 UNLESS OTHERWISE
 INFORMED



PROJECT SIGNAGE
 (TYPE A)
 (MINIMUM 1)
 NTS

SCOPE OF WORK:

1. THRESHOLD LIGHT ADJUSTMENTS
2. PAPI INSTALLATION
3. MRL UPDATES

CONSTRUCTION SAFETY NOTES:

- GENERAL SAFETY NOTES**
1. ALL CONSTRUCTION SHALL MEET THE MOST CURRENT REQUIREMENTS OF FAA ADVISORY CIRCULARS WHICH ARE AVAILABLE ONLINE AT WWW.FAA.GOV, OR UPON REQUEST TO THE ENGINEER. APPLICABLE ADVISORY CIRCULARS MAY INCLUDE, BUT ARE NOT LIMITED TO, 1505340-1, 5370-2, 5210-S, AND 707490-1.
 2. THE CONTRACTOR SHALL SUBMIT A DETAILED SCHEDULE OF CONSTRUCTION OPERATIONS AT LEAST 5 DAYS PRIOR TO THE PRECONSTRUCTION CONFERENCE. THE PHASING PLAN AND SCHEDULE MUST BE APPROVED BY THE ENGINEER AND THE OWNER PRIOR TO THE BEGINNING OF CONSTRUCTION OPERATIONS.
 3. ALL CONSTRUCTION PERSONNEL WILL BE REQUIRED TO COMPLETE AIRFIELD SAFETY TRAINING PRIOR TO COMMENCING WORK ON THE AIRFIELD.
 4. THE CONTRACTOR WILL ADVISE THE ENGINEER AND THE AIRPORT MANAGER 72 HOURS IN ADVANCE OF ANY PROPOSED CONSTRUCTION ACTIVITIES ON THE PROJECT.
 5. THE AIR OPERATIONS AREA (AOA) CONSISTS OF ALL AREAS OF THE AIRPORT LOCATED WITHIN THE PERIMETER SECURITY FENCE AND INCLUDES RUNWAYS, TAXIWAYS, AIRCRAFT PARKING APRONS, AND OTHER AREAS WHERE AIRCRAFT MAY MOVE UNDER THEIR OWN POWER, AS WELL AS RUNWAY PROTECTION ZONES.
 6. NO WORK SHALL BE ALLOWED WITHIN THE AOA UNTIL THE REQUIRED AIRFIELD CLOSURES HAVE BEEN MADE AND THE REQUIRED CLOSURE MARKERS AND BARRICADES ARE IN PLACE. ALL NECESSARY NOTICE TO AIRMEN (NOTAMS) WILL BE ISSUED BY THE AIRPORT MANAGER, WHICH SPECIFICALLY DETAIL THE CURRENT STATUS OF THE AIRPORT DURING CONSTRUCTION.
 7. WORK MAY BE STOPPED AT ANY TIME BY THE AIRPORT MANAGER OR ENGINEER IF IT IS DETERMINED THAT PROPER SAFETY PRECAUTIONS ARE NOT BEING TAKEN.
 8. CONTRACTOR IS RESPONSIBLE FOR COMPLYING WITH INFORMATION ON THIS SAFETY & PHASING PLAN AND THE SAFETY PLAN COMPLIANCE DOCUMENT CONTAINED IN THE SPECIFICATIONS.

- EQUIPMENT SAFETY REQUIREMENTS**
9. THE MAXIMUM HEIGHT OF CONSTRUCTION EQUIPMENT TO BE USED ON THE AIRPORT SHALL BE 20 FEET. IF USE OF EQUIPMENT OF GREATER THAN 20 FEET IS NEEDED, THE CONTRACTOR SHALL FILE FAA FORM 7460-1 WITH THE APPROPRIATE FAA OFFICE. FORMS ARE AVAILABLE UPON REQUEST TO THE ENGINEER.
 10. ALL AIRPORT AND CONSTRUCTION EQUIPMENT ON THE AIRPORT SHALL BE MARKED, LIGHTED, AND FLAGGED ACCORDING TO FAA ADVISORY CIRCULARS.
 11. THE CONTRACTORS PARKED EQUIPMENT OR VEHICLES (INCLUDING PERSONAL VEHICLES) SHALL BE STORED IN THE STORAGE AREA LOCATION ON THIS SHEET. LARGE EQUIPMENT THAT IS BEING USED EACH WORKING DAY THAT CANNOT BE EASILY MOVED OUT OF THE AOA MAY BE LEFT OVERNIGHT WITHIN THE AOA AT A LOCATION DESIGNATED BY THE ENGINEER.

- BARRICADES**
12. THE CONTRACTOR SHALL PROVIDE AND MAINTAIN LIGHTED LOW PROFILE BARRICADES THROUGHOUT THE DURATION OF THE PROJECT. PROVIDING AND PLACING BARRICADES, MAINTENANCE, BATTERY REPLACEMENT, AND MOVEMENT ARE ALL INCIDENTAL TO MOBILIZATION.
 13. ALL BARRICADES SHALL BE CONSTRUCTED AS SHOWN IN THE PROJECT DETAILS AND SHALL BE PLACED A MAXIMUM OF 20' APART ACROSS THE FULL WIDTH OF CLOSED PAVEMENTS. PLACE 3 BARRICADES AT EACH RUNWAY CLOSURE AND 2 BARRICADES AT EACH TAXIWAY CLOSURE LOCATION. BARRICADES SHALL BE LOCATED AS DIRECTED.
 14. THE CONTRACTOR SHALL KEEP A MINIMUM OF 10 BARRICADES ON-SITE. ADDITIONAL BARRICADES MAY BE REQUESTED BY ENGINEER AT NO ADDITIONAL COST.

- CONSTRUCTION HAUL ROUTES**
15. THE CONTRACTOR SHALL ESTABLISH A HAUL ROUTE IN THE GENERAL AREA INDICATED ON THE PLAN. THE EXACT LOCATION OF THE HAUL ROUTE SHALL BE REVIEWED AND APPROVED BY THE ENGINEER. THIS ROUTE SHALL BE USED FOR DELIVERY AND REMOVAL OF ALL CONSTRUCTION EQUIPMENT AND MATERIALS AND ACCESS TO THE SITE FOR ALL PERSONNEL FOR THE DURATION OF THE PROJECT.
 16. THE CONTRACTOR SHALL KEEP THE ROUTE AND ALL PAVEMENTS CLEAR OF DEBRIS AT ALL TIMES. AT A MINIMUM, THE ROUTE SHALL BE SWEEPED AT THE END OF EACH WORKING DAY. ADDITIONAL SWEEPING MAY BE REQUIRED IMMEDIATELY UPON THE NOTIFICATION BY ENGINEER.
 17. THE ROUTE AND ALL AIRFIELD PAVEMENTS SHALL BE THOROUGHLY CLEANED PRIOR TO REOPENING TO AIRCRAFT USE.

- PENALTIES**
18. FAILURE TO COMPLY WITH THE SAFETY AND PHASING PLANS THAT RESULT IN A RUNWAY INCURSION OR VEHICLE DEVIATION ON THE AIRFIELD SHALL HAVE A \$1,000 PENALTY ASSESSED TO THE PRIME CONTRACTOR. A SECOND RUNWAY INCURSION OR VEHICLE DEVIATION ON THE AIRFIELD SHALL BE ASSESSED A PENALTY OF \$2,500. A THIRD RUNWAY INCURSION OR VEHICLE DEVIATION ON THE AIRFIELD SHALL RESULT IN CONTRACT TERMINATION.

- SCHEDULE**
19. CONTRACTOR WILL BE GIVEN THE FOLLOWING TIME FRAMES:
 PAPIS AND RUNWAY LIGHTING UPGRADES: 14 CALENDAR DAYS (CONSTRUCTION ONLY)

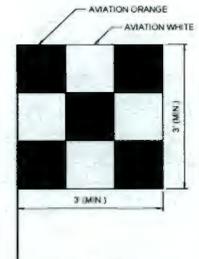
GROUND FREQUENCY:
 122.9 MHZ

AIRPORT CONTACT:
 BRIAN UNDERWOOD
 AIRPORT MANAGER
 507.831.6129

CRITICAL AIRCRAFT DATA	
ELEMENT	CRITICAL AIRCRAFT
WING SPAN	DESIGN GROUP II
APPROACH SPEED	CATEGORY B
TAIL HEIGHT	26'-0"
AIRPORT REFERENCE CODE	B-II

RUNWAY SAFETY AREA (RSA) DIMENSIONS:
 17/35: WIDTH = 150', LENGTH BEYOND RUNWAY END = 300'

RUNWAY OBJECT FREE AREA (OFA) DIMENSIONS:
 17/35: WIDTH = 500', LENGTH BEYOND RUNWAY END = 300'



NOTE: SAFETY FLAG OR BEACON SHALL BE PROMINENTLY DISPLAYED ON ALL CONSTRUCTION EQUIPMENT

CONSTRUCTION SAFETY FLAG
 N.T.S.



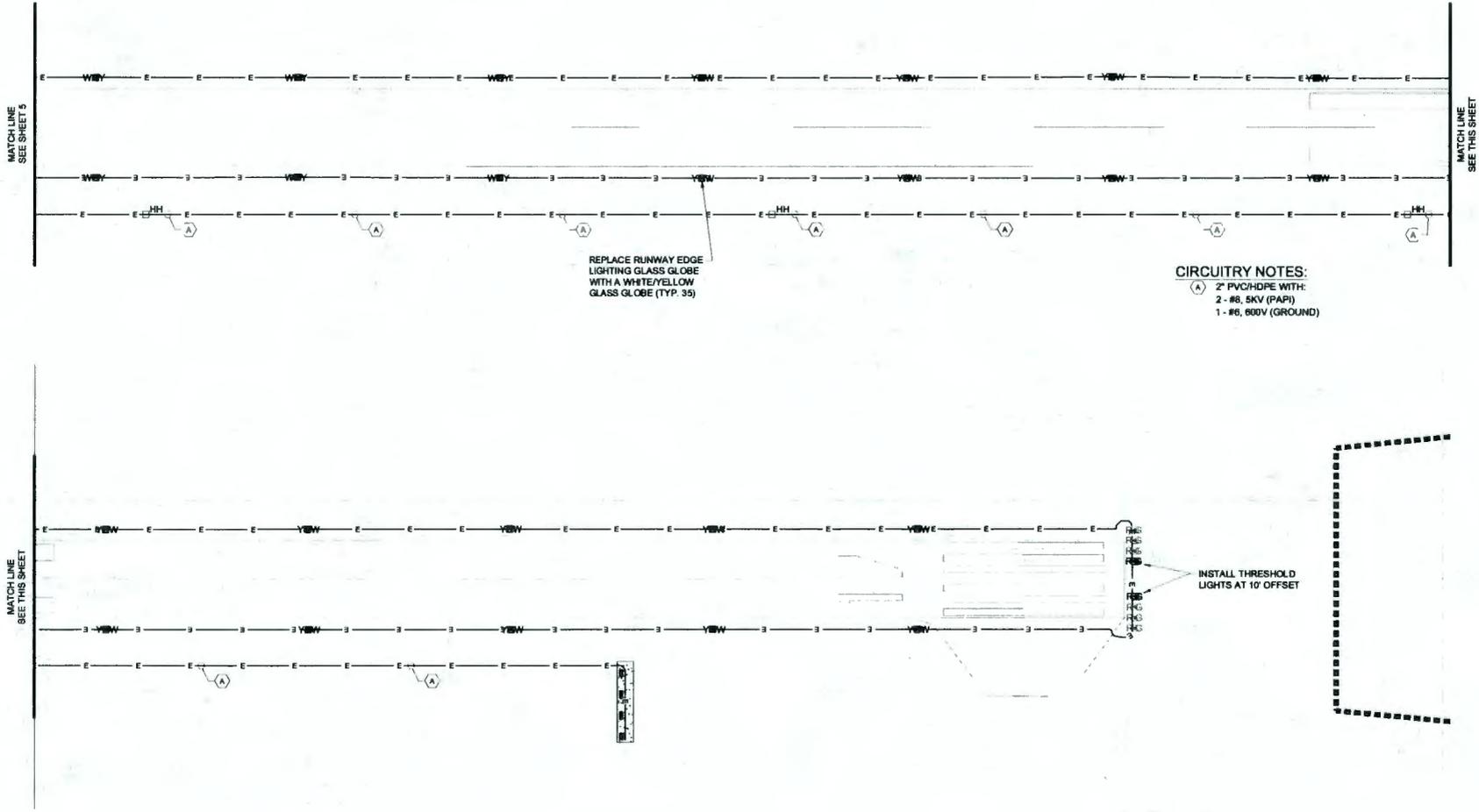
WINDOM MUNICIPAL AIRPORT
 2020 RUNWAY 17 & 35 PAPI'S &
 UPDATE MRLS & THRESHOLD
 LIGHTS
 WINDOM, MN

NO.	DATE	DESCRIPTION

SHEET FILE NO. 11322
 STATE PROJECT NO. ATR0038
 ISSUE DATE: 04/07/2020
 DESIGNED BY: LUR
 DRAWN BY: JTH
 2020 (E) SEH, Inc. WINDOM, MN. B (REV) 11/22/2020

SHEET TITLE
**CONSTRUCTION SAFETY
 PLAN**

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LEGEND:

- MEDIUM INTENSITY RUNWAY LIGHT (MIRL)
- THRESHOLD LIGHT
- TAXIWAY EDGE LIGHT
- - - ELECTRICAL LINE

REPLACE RUNWAY EDGE LIGHTING GLASS GLOBE WITH A WHITE/YELLOW GLASS GLOBE (TYP. 35)

CIRCUITRY NOTES:
 (A) 2" PVC/DIPE WITH:
 2 - #8, 5KV (PAPI)
 1 - #6, 600V (GROUND)

INSTALL THRESHOLD LIGHTS AT 10' OFFSET

MATCH LINE
SEE SHEET 5

MATCH LINE
SEE THIS SHEET

MATCH LINE
SEE THIS SHEET



SEH
 275 WEST WISCONSIN AVENUE
 SUITE 100
 WINDOM, MN 55391
 PHONE: 507.833.3333
 WWW.SEH.COM

WINDOM MUNICIPAL AIRPORT
 2020 RUNWAY 17 & 35 PAPI'S &
 UPDATE MIRLS & THRESHOLD
 LIGHTS
 WINDOM, MN

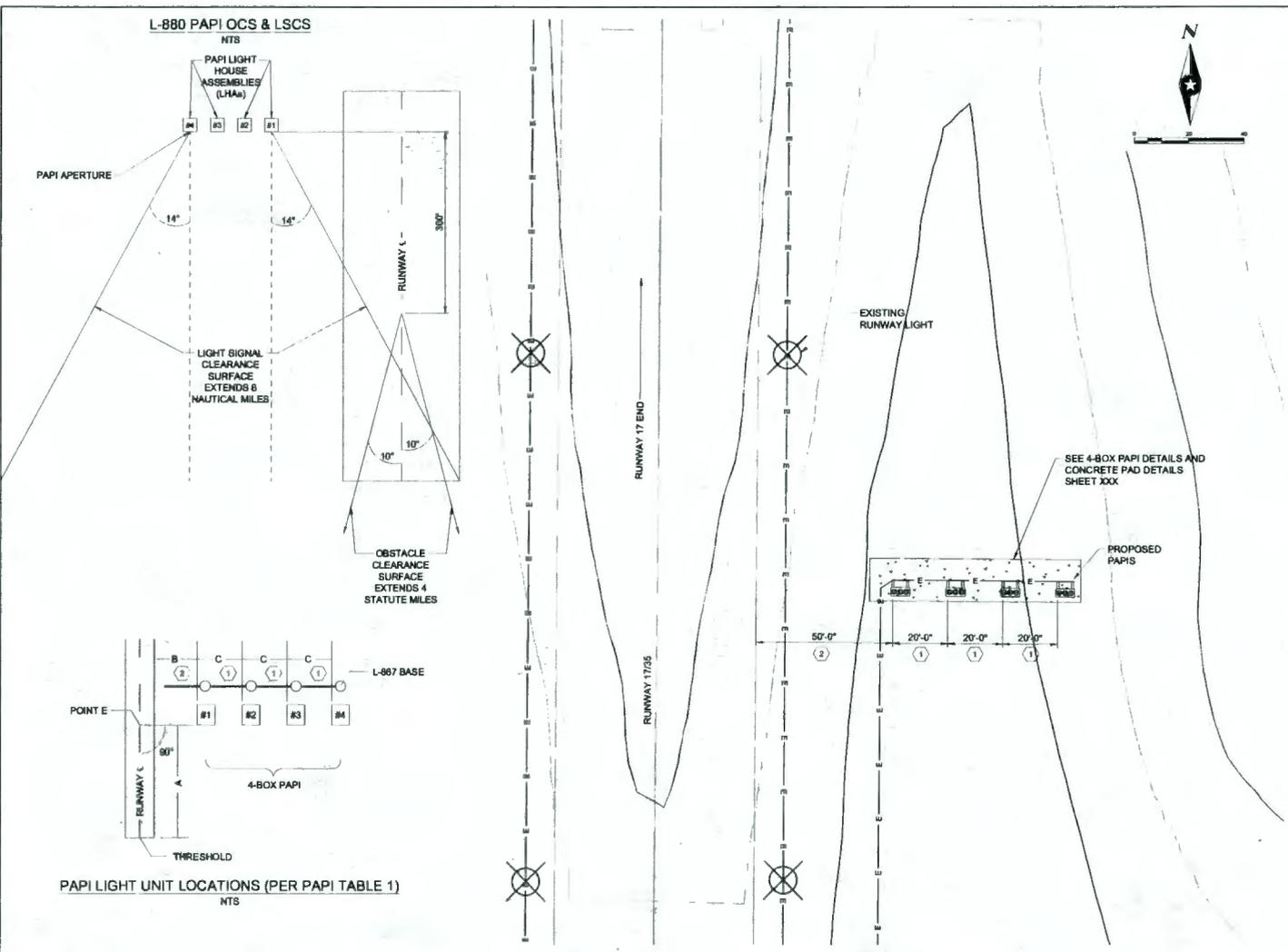
DATE: 04/10/2022
 TIME: 1:42 PM
 DESCRIPTION:

SHEET NO. 6
 PROJECT NO. A170108
 ISSUE DATE: 04/10/2022
 DESIGNED BY: JTH
 DRAWN BY: JTH
 © 2018 Seeh Engineering, Inc. & (S&E)

SHEET TITLE
ELECTRICAL PLAN

SHEET
6

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PAPI TABLE 1	
DESCRIPTION	RUNWAY 17
TYPE	L-880
STYLE	B
CLASS	II
DIMENSION A	477.03'
DIMENSION B	50'
DIMENSION C	20'
THRESHOLD CROSSING HEIGHT	25'
THRESHOLD ELEVATION	1408.00'
THRESHOLD CROSSING HEIGHT ELEVATION	1433.00'
RUNWAY ϵ (POINT E)	N/A
RUNWAY ϵ ELEVATION (POINT E)	1408.00'
PAPI GLIDE PATH ANGLE	3°
PAPI OCS & LSCS ANGLE	1°30'

PAPI LIGHT UNIT LOCATIONS (PER PAPI TABLE 1)
NTS

PAPI TABLE 2

LIGHT HOUSING ASSEMBLY	GROUND ELEVATION	STRUCTURE HEIGHT	TOP ELEVATION	AIMING ANGLE	APERTURE ELEVATION ¹	APERTURE STATIONING	APERTURE LATITUDE	APERTURE LONGITUDE
#1	1406.00'	3.33'	1409.33'	3°30'	1409.00'	N/A	N43° 55' 01.39"	W95° 06' 32.50"
#2	1406.00'	3.33'	1409.33'	3°10'	1409.00'	N/A	N43° 55' 01.39"	W95° 06' 32.23"
#3	1406.00'	3.33'	1409.33'	2°50'	1409.00'	N/A	N43° 55' 01.39"	W95° 06' 31.96"
#4	1406.48'	2.85'	1409.33'	2°30'	1409.00'	N/A	N43° 55' 01.39"	W95° 06' 31.68"

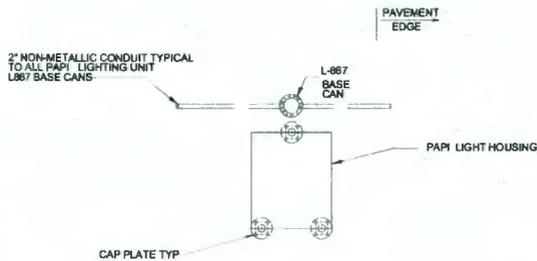
- NOTES:
- PROPOSED PAPI APERTURE ELEVATION ALLOWED TO BE ELEVATED AT 1345.41' ± 1.0' TO ACCOUNT FOR MANUFACTURER DEFINED STRUCTURE HEIGHT RANGE.
 - PAPI SYSTEM TO BE TIED INTO EXISTING PAPI CIRCUITRY.

SHEET TITLE: PAPI INSTALLATION
 SHEET NO.: 7
 PROJECT NO.: 115483
 ISSUE DATE: 04/07/2020
 DESIGNED BY: LJR
 DRAWN BY: JTH
 CHECKED BY: JTH
 DATE: 04/07/2020
 PROJECT: 115483

WINDOM MUNICIPAL AIRPORT
 2020 RUNWAY 17 & 35 PAPIS &
 UPDATE MILS & THRESHOLD
 LIGHTS
 WINDOM, MN

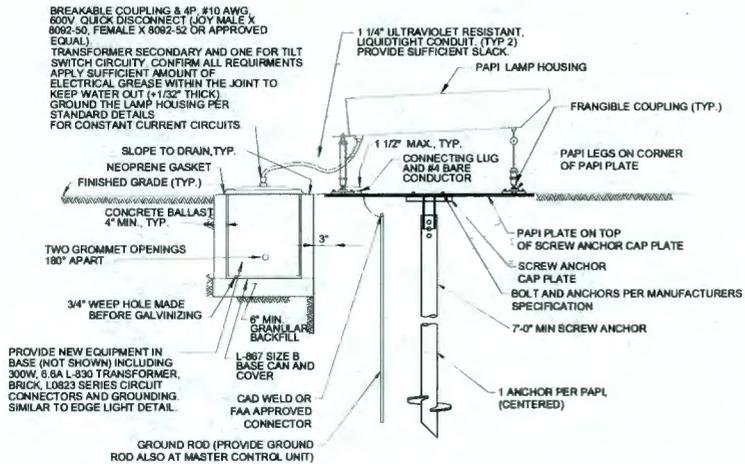
DRAFT REVIEW
 DATE: 04/07/2020
 BY: JTH

SHEET TITLE: PAPI INSTALLATION
 SHEET NO.: 7



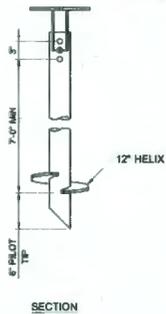
NOTE:
LAYOUT OF PAPI LEGS IS ILLUSTRATIVE ONLY.
ACTUAL LAYOUT WILL BE IN ACCORDANCE WITH
MANUFACTURERS DESIGN.

PAPI UNIT PLAN VIEW (TYPICAL)
NTS

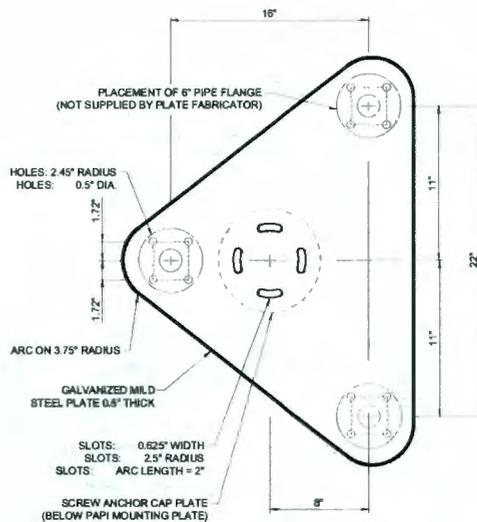


PAPI LIGHTING UNIT (TYPICAL)
NTS

**NOTE:
IN ORDER TO MEET THE REQUIREMENTS OF GENERAL NOTE NO. 1, PROVIDE MEANS TO ADJUST
AZIMUTH AIMING OF PAPI HOUSINGS, SUCH AS FRONT ANCHOR FLANGES WITH BLOTTED BOLT
HOLES.
EQUIPMENT SHOWN IN GREY WILL BE SUPPLIED BY OTHERS, INSTALLED BY CONTRACTOR.



FOUNDATION DETAILS
(COORDINATE DIMENSIONS WITH
MANUFACTURER)
CHANCE ENGINEERING FOUNDATION,
COMMUNICATION SYSTEM T112-0282,
OR APPROVED EQUAL
NOT TO SCALE



PAPI MOUNTING PLATE
NTS

PAPI MOUNTING PLATE NOTE:
CONTRACTOR IS RESPONSIBLE TO CHANGE THE INDICATED DIMENSIONS BASED ON
MANUFACTURER'S DATA FOR THE ACTUAL LEG SPACING AND ORIENTATION FOR THE SPECIFIC PAPI
THAT THE CONTRACTOR WILL PROVIDE UNDER THE CONTRACT. PROVIDE A DETAILED DRAWING OF
THE PAPI MOUNTING PLATE WITH THE SUBMITTAL DRAWINGS DURING SHOP DRAWING REVIEW FOR
THE PROJECT.

GENERAL NOTES

1. AZIMUTHAL AIMING. EACH LIGHT UNIT SHALL BE AIMED OUTWARD INTO THE APPROACH ZONE ON A LINE PARALLEL TO THE RUNWAY CENTERLINE WITHIN A TOLERANCE OF $\pm 1/2$ DEGREE.
2. MOUNTING HEIGHT TOLERANCES. THE BEAM CENTERS OF ALL LIGHT UNITS SHALL BE WITHIN ± 1 INCH OF A HORIZONTAL PLANE. THIS HORIZONTAL PLANE SHALL BE WITHIN ± 1 FOOT (0.3 M) OF THE ELEVATION OF THE RUNWAY CENTERLINE AT THE INTERCEPT POINT OF THE VISUAL GLIDE PATH WITH THE RUNWAY EXCEPT AT LOCATIONS RAISED TO BE CLEAR OF SNOW BUILDUP ON THE GROUND AT THE PAPI LOCATIONS.
3. TOLERANCE ALONG LINE PERPENDICULAR TO RUNWAY. THE FRONT FACE OF EACH LIGHT UNIT IN A BAR SHALL BE LOCATED ON A LINE PERPENDICULAR TO THE RUNWAY CENTERLINE WITHIN ± 6 INCHES.
4. NON-METALLIC COMPONENTS IN LIGHT FIXTURES, STEMS AND BREAKABLE COUPLINGS ARE NOT PERMITTED. L-867 PLASTIC TRANSFORMER HOUSINGS ARE NOT ACCEPTABLE.
5. ALL HARDWARE SHALL BE STAINLESS STEEL. ALL MACHINE THREADED CONNECTIONS SHALL HAVE ANTI-SEIZING COMPOUND.

1. 12\"/>



SEH
DRAFT REVIEW
LICENSE NO. 1000000000

WINDOM MUNICIPAL AIRPORT
2020 RUNWAY 17 & 35 PAPI'S &
UPDATE MILLS & THRESHOLD
LIGHTS
WINDOM, MN

DATE: 04/27/2020
TIME: 10:00 AM
DESIGNER: JTB
CHECKER: JTB

SHEET NO. 1
STATE PROJECT NO. A170138
ISSUE DATE: 04/27/2020
DESIGNED BY: JTB
DRAWN BY: JTB

SHEET TITLE
ELECTRIC DETAILS (PAPI)

HOMETOWN

SANITATION SERVICES LLC

Sign Up Today!

Call Hometown and talk to a *real* person

877-545-4877

Date: March 24, 2020

To: Windom City Council Members

Dear Council Members,

I am writing you in regards to the upcoming City-Wide Cleanup for the City of Windom. In light of the COVID-19 virus, and in the interest of the safety and health of our teammates, we would like to ask you to allow us to postpone that cleanup to a later date.

While we know the City's residents have become accustomed to a May cleanup, we believe there are too many risks at the time being.

We would be open to options. We could push the cleanup to whenever it is felt that this crisis is under control. Alternatively, we could cancel the 2020 cleanup entirely.

Please let us know your thoughts, and we'll be happy to work with you to provide this service when it makes the most sense for all of us.

Thank you for your time and consideration.

Sincerely,

Mike Johnson
General Manager
Hometown Sanitation

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: Steve Nasby and the City Council
FROM: Brian Cooley Street/Parks Superintendent
DATE: April 1, 2020
RE: **Used Mower Purchase**
DEPT: Parks Department
CONTACT: Brian.Cooley@windimmn.com

Action requested

I would like to receive permission from the Windom City Council to purchase a used 2011 Toro Grounds Master 4000 with an 11 ft. cutting width, for \$21,500 dollars from MTI Distributing of Brooklyn Center, MN to use in the City's Parks Department. This mower has been inspected by the Technicians at MTI and is a "gold level certified" mower with a 1 year warranty.

Issue Summary/Background

Currently the Parks Department owns a 2005 Toro Grounds Master 4000 with an 11 ft. cutting width that has quite a few mechanical problems that requires an engine replacement. A new engine is about \$10,000 dollars. Because of the age of the mower and other mechanical issues, I find it more cost effective to replace it. With the purchase of this mower, we will then have two Toro Grounds Master 4000's with an 11 ft. cutting width, and 1 Toro Grounds Master 3280 with a 6 ft. cutting width, (three mowers total).

Fiscal Impact

During the 2020 CIP meeting the City Council approved \$10,000 dollars, (original request was \$40,000) to use towards replacement of a mower. Additionally, the City Council also approved \$16,000 dollars in 2017 (this is half of the original request of \$32,000 dollars) to use for the replacement of a Park Department pick-up. The replacement of Unit 70, a 2-wheel drive ½ ton is not necessary at this time, and the mower is more urgently needed. Those funds combined; would total \$26,000 dollars to use toward the purchase of the mower. Please see the attached quote from MTI for the exact totals and trade-in information.

Attachments Included

Quote from MTI.
Special funds statement.
Picture of the mower we wish to purchase.
CIP information.



**MTI Distributing
Equipment Proposal
March 19, 2020**



**City of Windom
Brian Cooley**

Expiration Date: 3/31/2020

Qty	Model Number	Description	Price	Price Extension
1	xr-ue9294	Used 2011 Toro GM 4000 with 2654 hours	\$28,500.00	\$28,500.00
		*free set of atomic mulching blades		
		*Gold level service		
1	xx-ue	Less trade in Toro GM 4000 30410-250000816	(\$5,500.00)	(\$5,500.00)
1	xx-ue	Less trade in Toro GM 3000 with 72" recycler deck	(\$1,500.00)	(\$1,500.00)
Sub-total				\$21,500.00

New Toro commercial equipment comes with a two-year manufacturer warranty
Equipment delivery at no additional charge
Tax is not included in pricing.
A 2.5% service fee will apply for all credit card transactions.

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us.

Randy Ryski, SCPS
Outside Sales Representative
612-877-0842

Mandi Prinsen
Inside Sales Representative
763-592-5641

MTI Distributing, Inc. • 4830 Azelia Avenue N. #100 • Brooklyn Center, MN 55429

**CITY OF WINDOM
2020 SPECIAL FUND TRACKING**

FEB

Fund	Description	Beginning Balance	Interest/ Budget Additions	Withdrawals	Ending Balance
CAPITAL OUTLAY RESERVE					
401	Equipment CD Fund	7,483.04			7,483.04
401	Council Chamber TV & Sound Upgrade	30,000.00			30,000.00
401	City Hall Roof	20,000.00	7,050.00		27,050.00
401	City Network	16,784.49	1,500.00	(2,977.00)	15,307.49
401	Police Forfeited Fund	3,901.82	175.00	(17.50)	4,059.32
401	Police K9 Donations	80.01	50.00		130.01
401	Planning & Zoning/EDA Computer	3,600.00			3,600.00
401	Nuisance - Netsch	(1,735.00)			(1,735.00)
401	Fire Dept Fund	29,013.50	73.34		29,086.84
401	Engine Pumper Truck - Rural	100,000.00			100,000.00
401	Fire Radio Replacement	10,000.00			10,000.00
401	Fire Equipment Fund	-	25,000.00		25,000.00
401	Well Site Fund	17,766.70	44.91		17,811.61
401	Streets Equipment Reserve	7,541.56			7,541.56
401	Streets Small Cities LGA	1,386.98			1,386.98
401	Parks Windom Rec Area Lighting	85,000.00			85,000.00
401	Park/Playground Fund	12,457.37	33.08		12,490.45
401	Park Disc Golf	129.11			129.11
401	Park Soil & Water Tree Fund	500.00			500.00
401	Island Park Restrooms	142,500.00			142,500.00
401	Park Unit 70 Reserve	16,000.00			16,000.00
401	Park Tennis Courts	195,141.25			195,141.25
401	2018 Flood Expense	71,677.03			71,677.03
401	2019 Flood Expense	(20,133.83)			(20,133.83)
401	2019 Windstorm	(5,042.00)			(5,042.00)
401	7th Ave Extension	(2,780.00)			(2,780.00)
401	Donation to Recreation Program	525.00			525.00
615	Arena Roof Replacement Fund	-	50,126.39		50,126.39
617	MPC Roof Replacement Fund	-	50,126.39		50,126.39
617	MPC Facility Fund	80,850.33	5,210.82	(2,449.91)	83,611.24
PENDING RETIREMENT RESERVE					
100	General Retirement Fund	229,810.20	580.92		230,391.12
211	Library Retirement Fund	26,039.05	65.82		26,104.87
615	Arena Retirement Fund	48,833.89	123.44		48,957.33
617	MPC Retire Fund	6,610.96	16.71		6,627.67
BOND PROCEEDS/ RESERVE					
614	Telecom Bond Reserve Fund	424,566.91	994.60		425,561.51
307	2017A Bond Proceeds-Street	313,910.37	735.29		314,645.66
614	2017B Bond Proceeds - Telecom	409,511.90	911.70		410,423.60
615	2018A Equipment Certificates - Arena	222,259.22	608.60		222,867.82
					2,642,172.46

BMW CD

ESF Furnishings



Brian C.

2020 Levy Limit

OPERATIONAL FUNDS	Requested	Funded
General Fund Operations	\$486,903	\$486,903
Special Revenue Fund Operations	\$844,486	\$844,486
GENERAL FUND - CAPITAL EXPENSES		
Administration - Computer Replacement	\$500	\$250
Building\Zoning - Hazardous Property Demolition	\$10,000	\$2,000
Building\Zoning - Land Use Code Review	\$10,000	\$5,000
City Hall Building - Roof Replacement Fund	\$60,000	\$7,050
Fire - Jaws of Life Replacement	\$16,000	\$16,000
Fire - Truck\Equipment Fund	\$50,000	\$25,000
Fire - Radio Replacement Fund	\$10,000	\$-
Parks - Recreation Field Lighting	\$85,000	\$-
Parks - 328D Mower	\$30,000	\$10,000
Parks - Playground Replacement Fund	\$10,000	\$-
Parks - Dog Park	\$1,000	\$-
Parks - Facilities Improvements Fund	\$30,000	\$-
Police - Office Furnishings	\$1,500	\$1,500
Police - Active Shooter Vests	\$7,200	\$7,200
Streets - Equipment Replacement Reserve	\$50,000	\$-
Streets - Hot Box	\$25,000	\$-
Streets - Trailer	\$10,000	\$-
	\$-	\$-
	\$-	\$-
SPECIAL REVENUE FUNDS - CAPITAL EXPENSES		
Arena - Roof Replacement - City Share - Estimate	\$150,000	\$50,000
Community Center - Dance Floor Replacement	\$14,800	\$-
Community Center - Equipment & Mechanical Systems	\$30,000	\$5,000
Community Center - Stage Replacement	\$8,500	\$-
Community Center - Appliances Replacement Fund	\$5,000	\$-
Community Center - Roof Replacement Fund	\$300,000	\$50,000
Community Center - Outdoor Grounds Equipment	\$4,000	\$-
Community Center - Office Computer Replacements	\$4,500	\$-
Community Center - Ice Machine	\$5,000	\$-
Community Center - Office Computer Replacements	\$4,500	\$-
Community Center - A/C	\$20,000	\$-
Library - Computer Replacement	\$2,000	\$2,000
Library - Remodelling	\$5,000	\$-
Multiple Departments - Server and Network Upgrade	\$1,500	\$1,500

Subtotal	\$961,000	\$182,500
Use of GO Equipment Bond Proceeds		\$-
Tax Levy For Operations and New Capital Items		\$1,513,889

Total Levy		LEVY
Debt Service	\$592,856	
Capital - General Fund Account	\$74,000	
Capital - Special Revenue Fund Account	\$107,000	
Capital - Multiple Departments	\$1,500	
Tax Levy Abatement	\$7,500	
	\$-	
Tax Levy Subject to Levy Limit	\$1,331,389	
	\$2,114,245	3.99% CHANGE

General Fund Operations	\$486,903
General Fund Capital	\$74,000
Special Revenue Fund Operations	\$844,486
Special Revenue Fund Capital	\$107,000
Multiple Departments - Capital	\$1,500
Tax Abatement	\$7,500
	\$-
Debt Service	\$592,856
Use of General Fund Reserve	\$-
Capital - General Fund Account	\$-
Capital - Special Revenue Fund Account	\$-
Proposed Tax Levy	\$2,114,245
Change in Tax Levy for 2020	3.99%
	(\$10,000)

Discussion was that there was funds left in your equipment fund to help pay for the balance on the items you wanted. Maybe ask electric to use their trailer.

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: Steve Nasby and the City Council
FROM: Brian Cooley Street/Parks Superintendent
DATE: April 2, 2020
RE: **Playground Closure**
DEPT: Parks Department
CONTACT: Brian.Cooley@windimmn.com

Action requested

To have the City Council discuss the closing of the playground and vote to reopen them or to keep them closed.

Issue Summary/Background

When Governor Tim Walz released his executive order on sheltering in place, that list included playgrounds as areas to close to the public. Some clarification recently emerged that provides context to the closing. The governor would like to leave that to each individual entity to decide to close them or not. Since I acted upon the executive order to close them, as many other cities in the area did as well. I would prefer to know what the wishes of the City Council are on this subject.

Fiscal Impact

None

Attachments Included

None

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: Jason Sykora Electric Superintendent
DATE: 3-26-2020
RE: Sale of Electric Department - Plow
DEPT: Electric
CONTACT: Jason.Sykora@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following actions:

1. Declare the 2004 Ditch Witch 410 SX vibratory plow to be surplus.
 2. The sale of the 2004 Ditch Witch 410 SX vibratory plow to the City of Mountain Lake for the amount of \$10,000.00.
-

Issue Summary/Background

The Electric Department recently purchased a Mini Skid Steer from Ditch Witch to replace the 2004 Ditch Witch 410 SX vibratory plow. Ditch Witch offered a trade in price for the plow of \$8,300 which they would re-sell. After talking to the Electric Superintendent from the City of Mountain Lake they offered us \$10,000 for the unit.

Windom City Code enables the equipment to be sold or donated to an eligible organization:

§ 96.71 DECLARATION OF SURPLUS; AUTHORIZING SALE OR DONATION OF PROPERTY/EQUIPMENT. The City Administrator may, from time to time, recommend to the Council that certain personal property/equipment (chattels) owned by the city is no longer needed for a municipal purpose and should be sold or donated to an eligible organization. By action of the Council, the property/equipment shall be declared surplus, the fair market value estimated, and the City Administrator authorized to dispose of the property/equipment by donation to an eligible organization, as set forth in the city policy adopted by the City Council, or by sale in the manner stated herein.(Ord. 166, 2nd Series, passed 9-5-2017)

Fiscal Impact

The sale of the plow will offset the purchase price of the new mini skid steer.

Attachments

1. None

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: City Administrator 
DATE: April 3, 2020
RE: Suspension of Utility Service Disconnections and Waiver of Late Fees
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. To suspend disconnections of service to residential and small business customers served by municipal electric, water, wastewater and telecom services due to non-payment until May 31, 2020 for customers impacted by COVID – 19.
2. Waive late fees for residential and small business customers served by municipal electric, water, waste water and telecom services due to non-payment until May 31, 2020 for customers impacted by COVID – 19.

Issue Summary/Background

The State of Minnesota has requested that utility providers make accommodations for continuing services to customers impacted by COVID – 19. Letters from the State of Minnesota Department of Commerce are attached. This position is also supported by the Minnesota Municipal Utilities Association and Connect America.

On March 25, 2020 the Windom Utility Commission discussed this issue and is in agreement with any action taken by the City Council to address service terminations and/or waiver of late fees.

The City of Windom has a long standing policy of working with customers to avoid disconnection of service through payment plans. We encourage customers experiencing economic hardship to contact the City Office to be proactive and make payment plans so upon expiration of the COVID – 19 emergency there is not an insurmountable financial faced by the customer.

Should this need to be re-visited the City Council could take additional action at a future date.

Fiscal Impact

Based upon past history the estimated financial impact to the municipal utilities would be a loss of \$7,750 for the two month period.

Attachments

1. Letters from State of Minnesota Department of Commerce



March 25, 2020

To: Minnesota Electric and Gas Utilities

Re: Responsive Measures to the Outbreak of COVID-19

On March 13, 2020, Governor Walz issued Emergency Executive Order 20-01, declaring a peacetime emergency to protect Minnesotans from the novel coronavirus disease 2019 (COVID-19) outbreak in the United States that has spread to the State of Minnesota.

Your response to help Minnesotans through these unprecedented times is greatly appreciated. Many utility providers are already taking steps to expand and extend cold weather rule protections, suspend customer shut-offs, reconnect customers, arrange payment plans, and otherwise help their customers in these difficult circumstances. Thank you for these proactive and very important measures.

The services you provide are critical to the health and well-being of Minnesotans. During this time of uncertainty, Minnesotans are seeking the assurance that the measures you have taken thus far will extend throughout the peacetime emergency. The Department of Commerce and Public Utilities Commission are requesting your commitment that Minnesotans will not have to worry about their utility service during this time. Therefore, we request all utility providers to commit to work with affected customers and communities by undertaking -- at minimum -- the following voluntary actions for the duration of the national security or peacetime emergency:

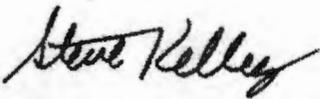
- I. Extend the protections of Minnesota's Cold Weather Rule provided under Minnesota Statutes sections 216B.096 (public utilities), 216B.097 (electric cooperatives and municipal utilities) and 216B.16, subdivisions 12 and 12a (small gas utility and small electric utility, respectively) by restricting disconnection of residential customers for non-payment of utility bills and reconnecting customers who have been disconnected for the duration of the national security or state peacetime emergency. This request shall not affect the utility's ability to disconnect a customer's service for public safety concerns unrelated to non-payment of services;
- II. Waive late fees that any residential or small business customer incurs because of the economic circumstances related to the coronavirus pandemic.
- III. Arrange payment plans for customers requesting help during this time that is based on the financial resources and circumstances of the customer.

In order to provide government officials and Minnesotans with accurate information on the steps your utility is taking during this emergency, please eFile your responses to these specific requests in Docket E,G999/CI-20-375 by April 3. We recognize that providing critical services during this this unprecedented crisis should remain your top priority. If eFiling your response poses an unmanageable regulatory burden in the short term, please share your response in the most efficient way possible, for example by email, or through your trade association(s) to Jessica Burdette, Department of Commerce Jessica.burdette@state.mn.us and Will Seuffert, Public Utilities Commission will.seuffert@state.mn.us. If you have any questions, please contact Jessica and/or Will.

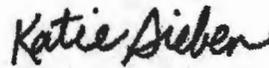
Our agencies appreciate the unprecedented actions that are being requested of utilities in Minnesota during this emergency. The Commerce Department and the Minnesota Public Utilities Commission will continue to monitor the situation and may consider additional actions, as allowed by Minnesota law and rules, if required to address the needs of the utilities and the Minnesotans you serve.

We appreciate your cooperation as we work together to keep Minnesotans safe during these unprecedented times.

Sincerely,



Steve Kelley, Commissioner
Minnesota Department of Commerce
85 7th Place East | Suite 280 | Saint Paul, MN 55101



Katie Sieben, Chair
Minnesota Public Utilities Commission
121 7th Place East | Suite 350 | Saint Paul, MN 55101



March 26, 2020

To: Minnesota Telephone Service Providers

Re: Service Provider Response to the Outbreak of COVID-19

On March 13, 2020, Governor Walz issued Emergency Executive Order 20-01, declaring a peacetime emergency to protect Minnesotans from the novel coronavirus disease 2019 (COVID-19) outbreak in the United States that has spread to the State of Minnesota.

Many providers are already taking steps to suspend disconnections, to arrange payment plans, waive fees for reconnection or late payments, waive usage caps, and help their customers. We applaud these proactive and very important measures.

Your response to help Minnesotans is critical to the health and well-being of Minnesotans. During this time of uncertainty, Minnesotans are seeking the assurance that the measures you have taken thus far will extend throughout the peacetime emergency. The Department of Commerce and Public Utilities Commission are requesting your commitment that Minnesotans will not have to worry about their telephone connection during this time. Therefore, we request your company work with affected customers and communities by undertaking – at minimum – the following voluntary actions for the duration of the national security or peacetime emergency, consistent with the FCC’s “Keep America Connected Pledge”:

- I. Not terminate service to any residential or small business customers because of their inability to pay their bills due to the disruptions caused by the coronavirus pandemic
- II. Waive any late fees that any residential or small business customer incurs because of the economic circumstances related to the coronavirus pandemic.
- III. Open its Wi-Fi hotspots to any American who needs them.

In addition, we are seeking that telephone service providers take the following voluntary actions:

- IV. Suspend data usage limits due to COVID-19.
- V. Ensure traffic flows smoothly across your network, regardless of increased demand.

We also ask that you work to ensure that customer services representatives (CSRs) are aware of the low income assistance programs available to Minnesota customers, including the federal Lifeline Program and the State Telephone Assistance Plan, and that the CSRs communicate this information to consumers that may be eligible, including customers that indicate they are unable to pay their bill, or call to terminate service.

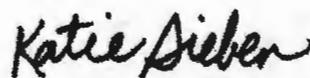
Thank you for your commitment to keep Minnesotans safe during these unprecedented times. In order to provide government officials and Minnesotans with accurate information on the voluntary steps your company is taking during this emergency, please eFile your responses to these specific requests in Docket P999/CI-20-374 by April 3. We recognize that providing critical services during this unprecedented crisis should remain your top priority. If eFiling your response poses an unmanageable burden in the short term, please share your response in the most efficient way possible, for example by email, or through your trade association(s) to Greg Doyle, Department of Commerce greg.doyle@state.mn.us and/or Will Seuffert, Public Utilities Commission will.seuffert@state.mn.us.

We appreciate your voluntary cooperation as we work together to keep Minnesotans safe during these unprecedented times.

Sincerely,



Steve Kelley, Commissioner
Minnesota Department of Commerce
85 7th Place East | Suite 280 | Saint Paul, MN 55101



Katie Sieben, Chair
Minnesota Public Utilities Commission
121 7th Place East | Suite 350 | Saint Paul, MN 55101

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: ANDY SPIELMAN, BUILDING & ZONING OFFICIAL
CC MEETING DATE: APRIL 7, 2020
RE: AUTHORIZATION TO PURSUE COURT ACTION TO ABATE NUISANCES
DEPT: BUILDING & ZONING
CONTACT: ANDY SPIELMAN (andrew.spielman@windommn.com) (507-832-8660)

Recommendations/Options/Action Requested

Building and Zoning Staff recommends that the City Council take the following action: 1) Authorize City Staff to pursue Court action to allow abatement of public nuisances on two properties.

Issue Summary/Background

Property Addresses: 1121 Miller Avenue & 1148 Miller Avenue

The City has received multiple nuisance complaints for two properties owned by Douglas Glidden. Mr. Glidden was given notice of the nuisance violations by letters in April of 2019 after which he did some work to remove some of the nuisance violations. Thereafter additional violations occurred and another letter regarding each property was sent in November 2019. Mr. Glidden did not comply with those letters. However, weather conditions prevented further cleanup activities at that time. The City has again received complaints. Following additional inspections, letters were sent to Mr. Glidden concerning the nuisance violations on these two properties. The letters provided for an April 3, 2020, cleanup deadline.

As of April 3rd, no action had been taken by Mr. Glidden to remedy the nuisance violations on either of these two properties. Current photos of the properties are attached.

The next step is to seek City Council authorization to proceed with Court action. If approved, this matter will be referred to the City Attorney who will prepare a Petition and Summons for filing with the Court and service on Mr. Glidden. Thereafter the Judge can set a court date. Then the City Attorney can seek a judgment allowing the City to enter both properties to remove all remaining nuisance items.

Fiscal Impact

At this point, the only fiscal impact would be attorneys' fees and Court costs for filing and service of the Summons and Petition. If this matter proceeds to judgment, Building & Zoning Staff will again appear before the City Council to discuss funding options for the abatement of these two properties.

Attachments

- 1) Letters dated March 19, 2020, to Mr. Glidden regarding both properties.
- 2) Current photos of the properties.

March 19, 2020

Douglas Glidden
1121 Miller Avenue
Windom, MN 56101



Re: City Code Violations – 1121 Miller Avenue, Windom, MN

Dear Doug:

Our office again received numerous complaints in late 2019 concerning the accumulation of junk items on your property at 1121 Miller Avenue. Previously letters had been sent to you on April 3, 2019, and November 20, 2019, concerning nuisance violations on this property. This letter is to advise you that the Building and Zoning Office conducted a current inspection and found violations of City Code Sections 90.02(D) and 90.04(J) remaining on this property. These accumulations also pose a health hazard because of their potential for housing vermin.

All of the junk items including, but not limited to, construction/building materials, pallets, scrap wood, scrap metal, tarps, and other miscellaneous junk items need to be removed from the outdoor area of the property at 1121 Miller Avenue. These items cannot be relocated on the property or covered with tarps, but should be disposed of properly. All of the junk items may be disposed of at the Cottonwood County Landfill for a fee. Please call them at (507) 831-3781 for hours of operation and details.

There may be storage options available locally if you wish to retain the construction/building materials for future use.

Pursuant to the City Code, the firewood on the property needs to be stacked and stored properly.

You have the right to request a hearing before the Windom Nuisance Board to determine if a violation does exist. The request must be in writing and delivered or mailed to the Windom Building and Zoning Office, 444 Ninth Street, PO Box 38, Windom, MN 56101 by Friday, April 3, 2020. If you request a hearing before the Windom Nuisance Board, you will be responsible for the payment of administrative fees in the amount of \$150 prior to the hearing.

You are hereby notified that you have until Friday, April 3, 2020, at noon in which to take corrective action and come into compliance with the City Code by removing the junk items listed above and other miscellaneous junk and garbage items from the outdoor area of the yard at 1121 Miller Avenue, or to request a hearing before the Windom Nuisance Board.

Upon receipt of a hearing request, a hearing will be scheduled before the Windom Nuisance Board. You will be notified in writing of the time and date of the hearing so that you (as owner of the property) may present any evidence concerning the existence of a nuisance. At the time of hearing, the Windom Nuisance Board will consider the evidence presented by the City's Building & Zoning Official, any evidence which you (as owner of the property) present, and any other evidence presented (either oral or written) and make a decision concerning



ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM ♦ BUILDING AND ZONING OFFICE

444 Ninth Street • PO Box 38 • Windom, MN 56101

Phone: 507-831-6125

Fax: 507-831-6142

Douglas Glidden
Re: 1121 Miller Avenue, Windom, MN
March 19, 2020
Page Two

the existence of a nuisance on your property. If the Board determines that a nuisance does exist, a written copy of their decision will be mailed to you advising you of the requirements and amount of time you have to abate the nuisance.

If you do not request a hearing or fail to abate the nuisance by the time specified in this letter, the City of Windom may have the nuisance items on your property abated (removed). If the City abates the nuisance, you will be responsible for payment of \$150 administrative fees PLUS ALL COSTS (including costs for removal of items and landfill costs) incurred by the City to abate the nuisance. If you do not pay these costs in a timely manner, the City may hold a public hearing and certify these costs as special assessments against your property.

NOTICE OF INTENDED CITY ACTION & ASSESSMENT OF COSTS

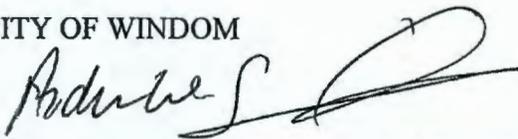
If the nuisance items (junk items listed above and any other junk items on your property) have not been removed from your property by April 3, 2020, you are hereby notified that the City of Windom will begin procedures to obtain a court order authorizing the City to come onto your property to remove from the outdoor areas of your property:

- (1) The nuisance items (junk items listed above and any other junk items on the property).**

Should you have any questions concerning this letter, the cleanup deadline, what is required to come into compliance with City Code, or the hearing process, or to request additional time, please contact me at 832-8660.

Sincerely,

CITY OF WINDOM



Andrew W. Spielman, Building and Zoning Official

AWS:mah

March 19, 2020

Douglas Glidden
1121 Miller Avenue
Windom, MN 56101



Re: City Code Violations – 1148 Miller Avenue, Windom, MN

Dear Doug:

Our office again received numerous complaints in late 2019 concerning the accumulation of junk items on your property at 1148 Miller Avenue. Previously letters had been sent to you on April 3, 2019, and November 20, 2019, concerning nuisance violations on this property. This letter is to advise you that the Building and Zoning Office conducted a current inspection and found violations of City Code Sections 90.02(D) and 90.04(J) remaining on this property. These accumulations also pose a health hazard because of their potential for housing vermin.

All of the junk items including, but not limited to, the trailer with garbage, plastic pails, discarded construction materials, and miscellaneous junk items stored in it; and the church pews, tarps, building materials, garbage bags, tires, scrap metal, scrap wood and miscellaneous junk items need to be removed from the outdoor area of the property at 1148 Miller Avenue. These items cannot be relocated on the property or covered with tarps, but should be disposed of properly. All of these items may be disposed of at the Cottonwood County Landfill for a fee. Please call them at (507) 831-3781 for hours of operation and details.

There may be storage options available locally if you wish to retain the building materials and church pews for future use.

You have the right to request a hearing before the Windom Nuisance Board to determine if a violation does exist. The request must be in writing and delivered or mailed to the Windom Building and Zoning Office, 444 Ninth Street, PO Box 38, Windom, MN 56101 by Friday, April 3, 2020. If you request a hearing before the Windom Nuisance Board, you will be responsible for the payment of administrative fees in the amount of \$150 prior to the hearing.

You are hereby notified that you have until Friday, April 3, 2020, at noon in which to take corrective action and come into compliance with the City Code by removing the junk items listed above and other miscellaneous junk and garbage items from the outdoor area of the yard at 1148 Miller Avenue, or to request a hearing before the Windom Nuisance Board.

Upon receipt of a hearing request, a hearing will be scheduled before the Windom Nuisance Board. You will be notified in writing of the time and date of the hearing so that you (as owner of the property) may present any evidence concerning the existence of a nuisance. At the time of hearing, the Windom Nuisance Board will consider the evidence presented by the City's Building & Zoning Official, any evidence which you (as owner of the property) present, and any other evidence presented (either oral or written) and make a decision concerning



ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM ♦ BUILDING AND ZONING OFFICE

444 Ninth Street • PO Box 38 • Windom, MN 56101

Phone: 507-831-6125

Fax: 507-831-6142

Douglas Glidden
Re: 1148 Miller Avenue, Windom, MN
March 19, 2020
Page Two

the existence of a nuisance on your property. If the Board determines that a nuisance does exist, a written copy of their decision will be mailed to you advising you of the requirements and amount of time you have to abate the nuisance.

If you do not request a hearing or fail to abate the nuisance by the time specified in this letter, the City of Windom may have the nuisance items on your property abated (removed). If the City abates the nuisance, you will be responsible for payment of \$150 administrative fees PLUS ALL COSTS (including costs for removal of items and landfill costs) incurred by the City to abate the nuisance. If you do not pay these costs in a timely manner, the City may hold a public hearing and certify these costs as special assessments against your property.

NOTICE OF INTENDED CITY ACTION & ASSESSMENT OF COSTS

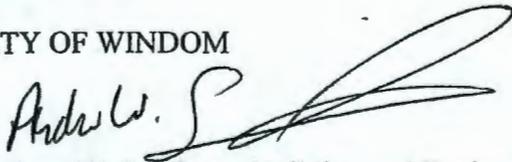
If the nuisance items (junk items listed above and any other junk items on your property) have not been removed from your property by April 3, 2020, you are hereby notified that the City of Windom will begin procedures to obtain a court order authorizing the City to come onto your property to remove from the outdoor areas of your property:

- (1) The nuisance items (junk items listed above and any other junk items on the property).**

Should you have any questions concerning this letter, the cleanup deadline, what is required to come into compliance with City Code, or the hearing process, or to request additional time, please contact me at 832-8660.

Sincerely,

CITY OF WINDOM



Andrew W. Spielman, Building and Zoning Official

AWS:mah

Apr 02, 2020 02:06PM
Andrew Spielman



1121 Miller Avenue



Apr 02, 2020 02:02PM
Andrew Spielman

1148 Miller Avenue



Apr 02, 2020 02:04PM
Andrew Spielman

1148 Miller Avenue

RESOLUTION #2020-

INTRODUCED:
SECONDED:
VOTED: Aye:
Nay:
Absent:

**STATE AID FOR LOCAL TRANSPORTATION RESOLUTION
APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS**

WHEREAS, the State of Minnesota Department of Transportation proposes plans for Projects No. 017-613-046 and 017-626-003 showing proposed alignment, profiles grades and cross-sections for the construction, reconstruction or improvement of County State-Aid Highways No. 13 and 26 within the limits of the City of Windom as a (federal) (State) Aid Project have been prepared and presented to the Windom City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, That said plans in all things are approved.

Adopted by the Council this 7th day of April, 2020.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of Windom at an authorized meeting held on the 7th day of April, 2020, as shown by the minutes of the meeting in my possession.

Date: _____

Steve Nasby, City Administrator

Notary Public

My Commission Expires: _____

PLANS SYMBOLS

STATE LINE
COUNTY LINE
TOWNSHIP OR RANGE LINE
SECTION LINE
QUARTER LINE
SIXTEENTH LINE
RIGHT-OF-WAY LINE
SLOPE EASEMENT
PRESENT RIGHT-OF-WAY LINE
CONTROL OF ACCESS LINE
PROPERTY LINE (Except Long Lines)
UNGRADED PLATED PROPERTY
CORPORATE OR CITY LIMITS
TRUNK HIGHWAY CENTER LINE
RETAINING WALL
RAILROAD
RAILROAD RIGHT-OF-WAY LINE
RIVER OR CREEK
DRY RUN
DRAINAGE DITCH
DRAIN TILE
CULVERT
DROPPING INLET
RAILROAD
GUARD RAIL
BARBED WIRE FENCE
WOODEN WIRE FENCE
CHAIN LINK FENCE
RAILROAD SNOW FENCE
STONE WALL OR FENCE
HEDGE
RAILROAD CROSSING SIGN
RAILROAD CROSSING BELL
ELECTRIC WARNING SIGN
CROSSING GATE
NEARBY CORNER
SPRINGS

MARSH
TIMBER
ORCHARD
BRUSH
NURSERY
CATCH BASIN
FIRE HYDRANT

CATTLE GUARD
--------------	-------

OVERPASS (Highway Over)
-------------------------	-------

OVERPASS (Highway Under)
--------------------------	-------

BRIDGE
--------	-------

BUILDING (One Story Frame)
----------------------------	-------

F - FRAME	C - CONCRETE
S - STONE	T - TILE
B - BRICK	ST - STUCCO

IRON PIPE OR ROD
------------------	-------

MONUMENT (STONE, CONCRETE, OR METAL)
--------------------------------------	-------

WOODEN PILE
-------------	-------

GRAVEL PIT
------------	-------

SAND PIT
----------	-------

BORROW PIT
------------	-------

ROCK QUARRY
-------------	-------

POWER POLE LINE
-----------------	-------

TELEPHONE POLE LINE
---------------------	-------

JOINT TELEPHONE AND POWER
---------------------------	-------

ON POWER POLES
----------------	-------

ON TELEPHONE POLES
--------------------	-------

ANCHOR
--------	-------

STEEL TOWER
-------------	-------

STREET LIGHT
--------------	-------

PEDESTAL (TELEPHONE CABLE TERMINAL)
-------------------------------------	-------

GAS MAIN
----------	-------

WATER MAIN
------------	-------

CONDUIT
---------	-------

TELEPHONE CABLE IN CONDUIT
----------------------------	-------

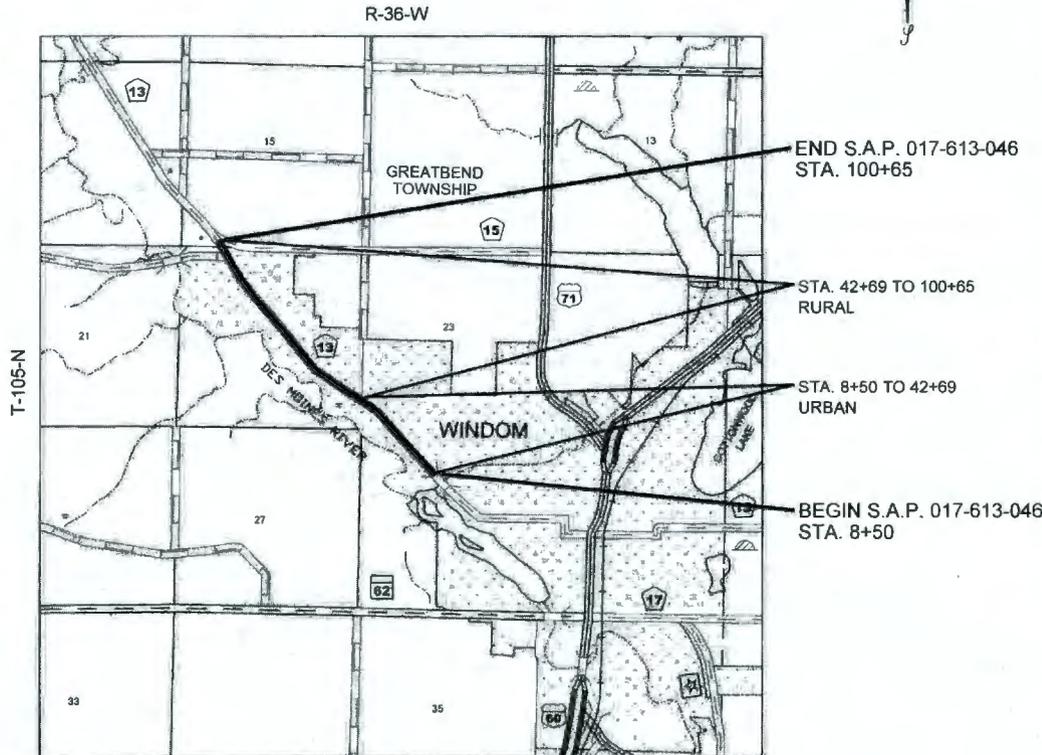
ELECTRIC CABLE IN CONDUIT
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TELEPHONE MANHOLE
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ELECTRIC MANHOLE
------------------	-------

MINNESOTA DEPARTMENT OF TRANSPORTATION COTTONWOOD COUNTY

CONSTRUCTION PLAN FOR: BITUMINOUS MILL AND OVERLAY
 LOCATED ON: CSAH 13 BETWEEN NORTH SIDE OF BRIDGE NO. 17505 AND JCT OF CSAH 13 AND CSAH 15
 FROM: 35' S. OF THE S.W. CORNER OF LOT K RINGKOB ADD. IN THE CITY OF WINDOM TO 1340' N.N.E. OF
 THE N.W. COR. SEC. 22 T105N R36W
 STATE AID PROJ. 017-613-046
 GROSS LENGTH9215.00 FEET 1.745 MILES
 BRIDGES LENGTH0.00 FEET 0.000 MILES
 EXCEPTIONS LENGTH0.00 FEET 0.000 MILES
 NET LENGTH9215.00 FEET 1.745 MILES



GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

INDEX

SHEET NO. 1	TITLE SHEET
SHEET NO. 2	ESTIMATED QUANTITIES
SHEET NO. 3	TYPICAL SECTIONS

THIS PLAN CONTAINS 3 SHEETS

DESIGN DESIGNATION

	STA. 8+50-	STA. 42+69-
	42+69	100+65
ADT (2020)	2752	1223
PROJ. ADT (2040)	3027	1345
PROJ. HCADT (2040)		
FUNCTIONAL CLASSIFICATION	MAJOR COLLECTOR	
SHOULDER WIDTH	8.5'	8.25'
TON DESIGN	10	10
R VALUE	20	20
ESAL	341,364	189,647
DESIGN SPEED	45	45

DESIGN SPEED NOT ACHIEVED AT:

STA. _____ TO STA. _____	MPH _____
STA. _____ TO STA. _____	MPH _____
STA. _____ TO STA. _____	MPH _____

BASED ON STOPPING SIGHT DISTANCE
 HEIGHT OF EYE 3.5', HEIGHT OF OBJECT 2.0'

Design Engineer: I hereby certify that this plan was prepared by me or under my direct supervision, and that I am a duly REGISTERED PROFESSIONAL ENGINEER under the laws of the State of Minnesota.

Nicholas Klisch DATE 3-20-20

COTTONWOOD COUNTY ENGINEER: NICHOLAS KLISCH
 REGISTRATION NUMBER 62186

DISTRICT STATE ENGINEER: REVIEWED FOR COMPLIANCE WITH STATE AID RULES/POLICY

STATE AID ENGINEER: APPROVED FOR STATE AID FUNDING

STATE AID PROJ. NO. 017-613-046

SHEET NO. 1 OF 3 SHEETS

UTILITIES SYMBOLS

POWER POLE LINE
-----------------	-------

TELEPHONE POLE LINE
---------------------	-------

JOINT TELEPHONE AND POWER
---------------------------	-------

ON POWER POLES
----------------	-------

ON TELEPHONE POLES
--------------------	-------

ANCHOR
--------	-------

STEEL TOWER
-------------	-------

STREET LIGHT
--------------	-------

PEDESTAL (TELEPHONE CABLE TERMINAL)
-------------------------------------	-------

GAS MAIN
----------	-------

WATER MAIN
------------	-------

CONDUIT
---------	-------

TELEPHONE CABLE IN CONDUIT
----------------------------	-------

ELECTRIC CABLE IN CONDUIT
---------------------------	-------

TELEPHONE MANHOLE
-------------------	-------

ELECTRIC MANHOLE
------------------	-------

BURIED TELEPHONE CABLE
------------------------	-------

SCALE



ESTIMATED QUANTITIES S.A.P. 017-613-046					
NOTES	SPEC. NO.	ITEM	UNIT OF MEASURE	CSAH MUNICIPAL	TOTAL ESTIMATED QUANTITY
	2021.501	MOBILIZATION	LUMP SUM	1	1
①	2231.509	BITUMINOUS PATCHING MIXTURE	TON	70	70
②	2232.504	MILL BITUMINOUS SURFACE 4"	SQ YDS	24574	24574
③ ④	2360.509	TYPE SP 12.5 WEARING CRS MIX (2,B)	TON	5406	5406
	2563.601	TRAFFIC CONTROL	LUMP SUM	1	1

STANDARD PLATES	
THE FOLLOWING STANDARD PLATES APPROVED BY THE FHWA SHALL APPLY ON THIS PROJECT	
8000J	CHANNELIZERS
9000E	APPROACHES & ENTRANCES - RECOMMENDED STANDARDS

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

BASIS FOR ESTIMATED QUANTITIES	
TYPE SP WEAR/NON-WEAR COURSE MIXTURE	110 LB PER S.Y./INCH
BITUMINOUS MATERIAL FOR TACK COAT	0.05 GAL/SY

PAVEMENT GE SUMMARY		
STA. 8+50 TO 42+69		
YEAR	MATERIAL AND DEPTH	GE
PROPOSED	4.0" 2360 BITUMINOUS WEAR COURSE	9.0
1997	5.0" PLANT MIXED BITUMINOUS (2331)	8.75
1979	4.0" AGGREGATE BASE	4.0
	TOTAL GE	21.75

NOTES:

- ① PATCHING MATERIAL IS TO BE SAME AS 2360.509. AREAS TO BE PREPARED WILL BE INCIDENTAL TO ITEM 2231.509. TO INCLUDE REMOVAL OF EXISTING DETERIORATED PAVEMENT. LOCATIONS DETERMINED BY THE ENGINEER IN THE FIELD. ESTIMATED 40 TONS PER MILE TO BE USED.
- ② MILL AND FILL METHOD SHALL BE USED AS TO NOT LEAVE DROPOFFS GREATER THAN 2" AT THE END OF EACH WORKDAY.
- ③ BITUMINOUS TACK COAT IS INCIDENTAL AND WILL BE PLACED BETWEEN LIFTS IN ACCORDANCE WITH MNDOT SPECIFICATIONS.
- ④ MAINLINE PAVING PLACED IN TWO (2) EQUAL LIFTS.

PAVEMENT GE SUMMARY		
STA. 42+69 TO 100+65		
YEAR	MATERIAL AND DEPTH	GE
PROPOSED	4.0" 2360 BITUMINOUS WEAR COURSE	9.0
1997	3.5" PLANT MIXED BITUMINOUS (2331)	6.125
1979	2.5" AGGREGATE BASE	2.5
	TOTAL GE	17.625

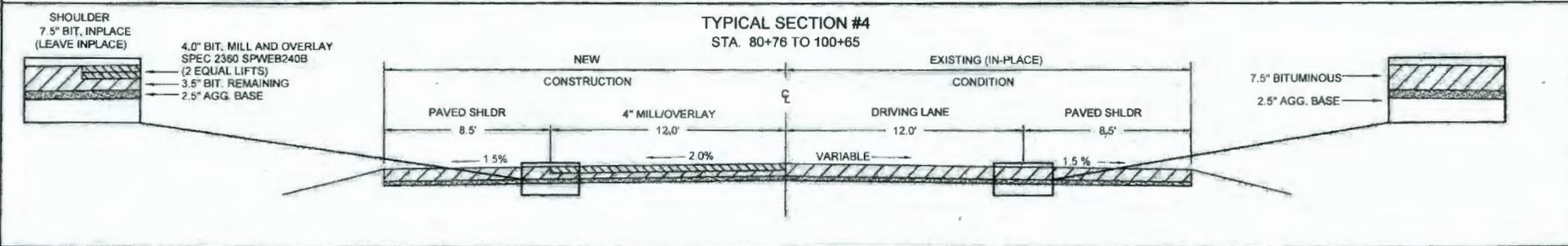
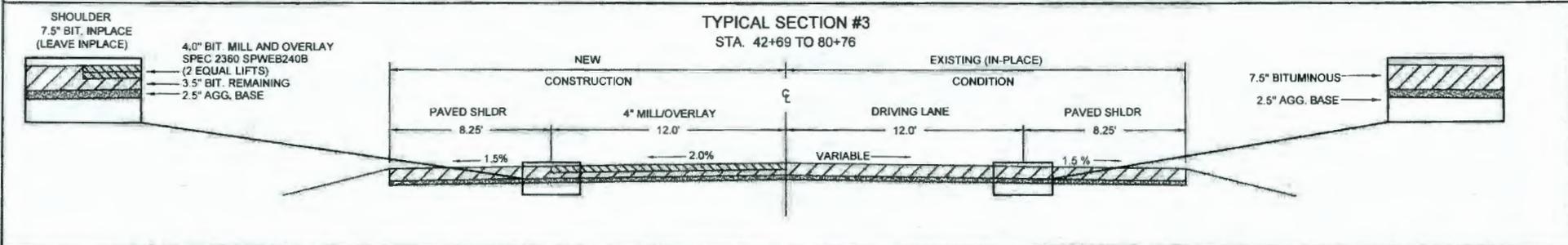
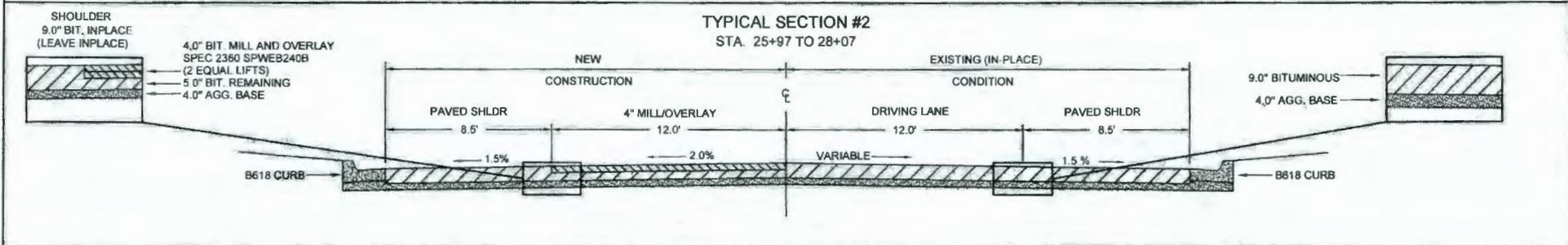
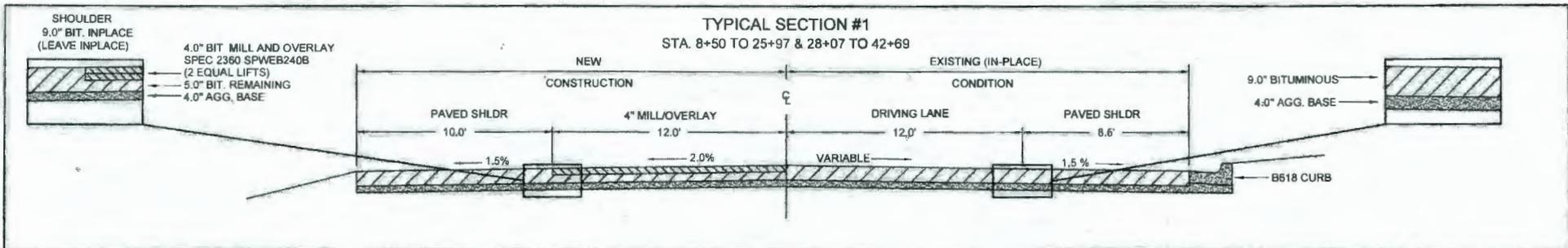


NICHOLAS KLISCH _____ DATE _____
REGISTERED PROFESSIONAL ENGINEER NO. 52186

ESTIMATED QUANTITIES

STATE AID PROJ. No. 017-613-046

Sheet 2 of 3 Sheets



PLANS SYMBOLS

STATE LINE
COUNTY LINE
TOWNSHIP OR RANGE LINE
SECTION LINE
QUARTER LINE
SIXTEENTH LINE
RIGHT-OF-WAY LINE
SLOPE EASEMENT
PRESENT RIGHT-OF-WAY LINE
CONTROL OF ACCESS LINE
PROPERTY LINE (Except Land Lines)
VACATED RELATED PROPERTY
CORPORATE OR CITY LIMITS
TRUNK HIGHWAY CENTER LINE
RETAINING WALL
RAILROAD
RAILROAD RIGHT-OF-WAY LINE
RIVER OR CREEK
DRY RUN
DRAINAGE DITCH
DRAIN TILE
CULVERT
DROP INLET
GUARD RAIL
BARBED WIRE FENCE
WOVEN WIRE FENCE
CHAIN LINK FENCE
RAILROAD SNOW FENCE
STONE WALL OR FENCE
HEDGE
RAILROAD CROSSING SIGN
ELECTRIC WARNING SIGN
CROSSING GATE
MEANDER CORNER
SPRINGS
MARSH
TIMBER
CROSSLAND
MURKISH
CATCH BASIN
FIRE HYDRANT
CATTLE GUARD
OVERPASS (Highway Over)
OVERPASS (Highway Under)
BRIDGE
BUILDING (One Story Frame)
F - FRAME
S - STONE
B - BRICK
IRON PIPE OR ROD
MONUMENT (STONE, CONCRETE, OR METAL)
WOODEN HUB
GRAVEL PIT
SAND PIT
BORROW PIT
ROCK QUARRY

UTILITIES SYMBOLS

POWER POLE LINE
TELEPHONE POLE LINE
JOINT TELEPHONE AND POWER ON POWER POLES
ON TELEPHONE POLES
ANCHOR
STEEL TOWER
STREET LIGHT
PEDESTAL (TELEPHONE CABLE TERMINAL)
ONE MARK
WATER MAIN
CONDUIT
TELEPHONE CABLE IN CONDUIT
ELECTRIC CABLE IN CONDUIT
TELEPHONE MANHOLE
ELECTRIC MANHOLE
BURIED TELEPHONE CABLE
BURIED ELECTRIC CABLE
AIRIAL TELEPHONE CABLE
SEWER (SANITARY OR STORM)
SEWER MANHOLE

SCALE

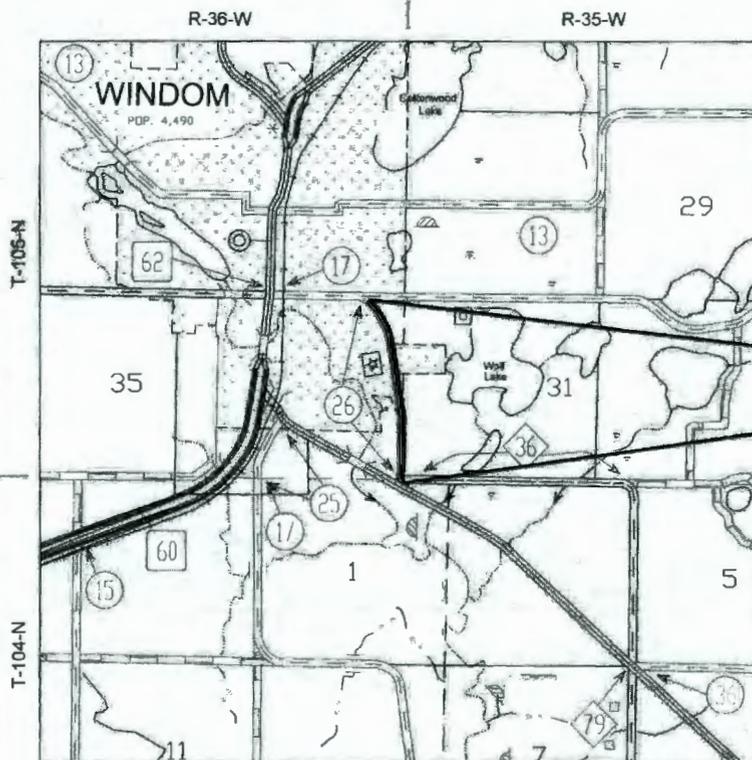
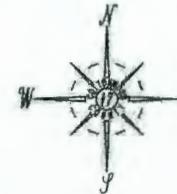
INDEX MAP



MINNESOTA DEPARTMENT OF TRANSPORTATION COTTONWOOD COUNTY

CONSTRUCTION PLAN FOR: BITUMINOUS MILL AND OVERLAY
LOCATED ON: CSAH 26 BETWEEN JCT CSAH 36, SE EDGE OF WINDOM AND JCT OF CSAH 17
FROM: SE COR OF SEC 36 T105N R36W TO A POINT 1321.2 FT. WEST OF THE NE COR OF SEC 36 T105N R36W

STATE AID PROJ. 017-626-003
GROSS LENGTH5672.00 FEET 1.074 MILES
BRIDGES LENGTH0.00 FEET 0.000 MILES
EXCEPTIONS LENGTH ...0.00 FEET 0.000 MILES
NET LENGTH5672.00 FEET 1.074 MILES



END S.A.P. 017-626-003
STA. 59+05

BEGIN S.A.P. 017-626-003
STA. 2+33

GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

INDEX

SHEET NO. 1 TITLE SHEET
SHEET NO. 2 ESTIMATED QUANTITIES
TYPICAL SECTIONS

THIS PLAN CONTAINS 2 SHEETS

DESIGN DESIGNATION

ADT (2020)	1070
PROJ. ADT (2040)	1177
PROJ. HCADT (2040)	
FUNCTIONAL CLASSIFICATION	MAJOR COLLECTOR
SHOULDER WIDTH	8'
TON DESIGN	10
R VALUE	10
ESAL	132,753
DESIGN SPEED	50

DESIGN SPEED NOT ACHIEVED AT:

STA. _____ TO STA. _____ MPH
STA. _____ TO STA. _____ MPH
STA. _____ TO STA. _____ MPH

BASED ON STOPPING SIGHT DISTANCE
HEIGHT OF EYE 3.5', HEIGHT OF OBJECT 2.0'

Design Engineer: I hereby certify that this plan was prepared by me or under my direct supervision, and that I am a duly REGISTERED PROFESSIONAL ENGINEER under the laws of the State of Minnesota.

Nicholas Klisch DATE 3-20-20

COTTONWOOD COUNTY ENGINEER: NICHOLAS KLISCH
REGISTRATION NUMBER 52186

DATE: _____
DISTRICT STATE ENGINEER: REVIEWED FOR COMPLIANCE WITH STATE AID RULES/POLICY

DATE: _____
STATE AID ENGINEER: APPROVED FOR STATE AID FUNDING

STATE AID PROJ. NO. 017-626-003

SHEET NO. 1 OF 2 SHEETS

ESTIMATED QUANTITIES S.A.P. 017-626-003

NOTES	SPEC. NO.	ITEM	UNIT OF MEASURE	CSAH REGULAR	CSAH MUNICIPAL	TOTAL ESTIMATED QUANTITY
	2021.501	MOBILIZATION	LUMP SUM	0.70	0.30	1
①	2231.509	BITUMINOUS PATCHING MIXTURE	TON	30	10	40
	2232.604	MILL BITUMINOUS SURFACE 2"	SQ YDS	10588	4537	15125
③	2380.509	TYPE SP 12.5 WEARING CRS MIX (2,B)	TON	1184	500	1684
	2563.601	TRAFFIC CONTROL	LUMP SUM	0.70	0.30	1

STANDARD PLATES

THE FOLLOWING STANDARD PLATES APPROVED BY THE FHWA SHALL APPLY ON THIS PROJECT	
8000J	CHANNELIZERS
9000E	APPROACHES & ENTRANCES - RECOMMENDED STANDARDS

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CIASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

BASIS FOR ESTIMATED QUANTITIES

TYPE SP WEAR/NON-WEAR COURSE MIXTURE	110 LB PER S.Y./INCH
BITUMINOUS MATERIAL FOR TACK COAT	0.05 GAL/SY

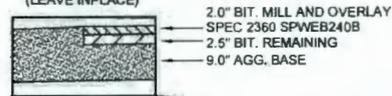
NOTES:

- ① PATCHING MATERIAL IS TO BE SAME AS 2380.509. AREAS TO BE PREPARED WILL BE INCIDENTAL TO ITEM 2231.509. TO INCLUDE REMOVAL OF EXISTING DETERIORATED PAVEMENT. LOCATIONS DETERMINED BY THE ENGINEER IN THE FIELD. ESTIMATED 40 TONS PER MILE TO BE USED.
- ② BITUMINOUS TACK COAT IS INCIDENTAL AND WILL BE PLACED BETWEEN LIFTS IN ACCORDANCE WITH MNDOT SPECIFICATIONS.

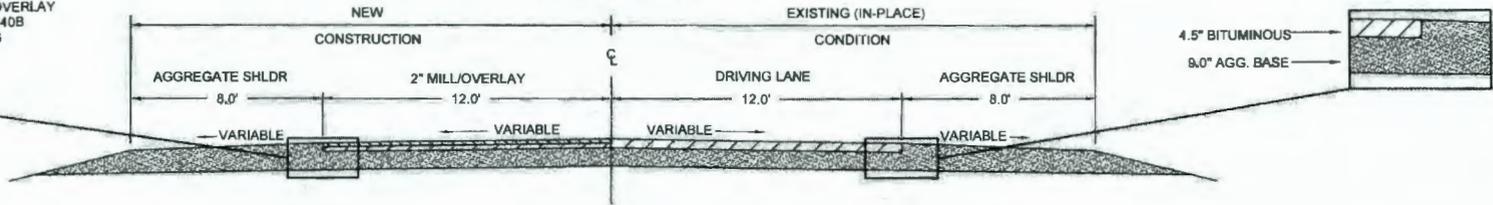
PAVEMENT GE SUMMARY

STA. 2+33 TO 59+05		
YEAR	MATERIAL AND DEPTH	GE
PROPOSED	2.0" 2360 BITUMINOUS WEAR COURSE	4.5
1995	2.5" PLANT MIXED BITUMINOUS (2331)	5.0
1995	9.0" AGGREGATE BASE	9.0
	TOTAL GE	18.5

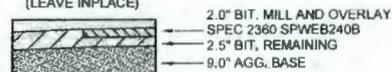
AGGREGATE SHOULDER (LEAVE INPLACE)



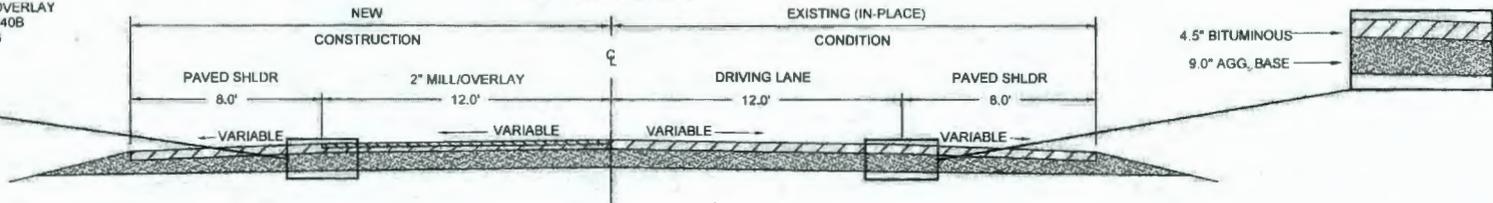
**TYPICAL SECTION #1
STA. 2+33 TO 25+00**



SHOULDER 4.5" BIT. INPLACE (LEAVE INPLACE)



**TYPICAL SECTION #2
STA. 25+00 TO 59+05**



NICHOLAS KLISCH _____ DATE _____
REGISTERED PROFESSIONAL ENGINEER NO. 52186

ESTIMATED QUANTITIES / TYPICALS

STATE AID PROJ. No. 017-626-003

Sheet 2 of 2 Sheets

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: Jason Sykora, Electric Superintendent
DATE: **March 31, 2020**
RE: **Hiring Recommendation for Seasonal Temporary Lineworkers**
DEPT: Electric
CONTACT: Jason Sykora 831-6151 or jason.sykora@windommn.com

Recommendations/Options/Action Requested

The Utility Commission and Staff recommend that the City Council approve the hiring of Jeff Gilbertson and Brady Nickel as Seasonal Temporary Lineworkers. Jeff pay will be at IBEW Union Lineman Grade, Step 1 - \$26.77 per hour. Brady pay will be 80% of IBEW Union Lineman Grade, Step 1 - \$26.77, which comes to \$21.42 per hour.

Issue Summary/Background

Jeff Gilbertson was a prior full time City employee and worked as a seasonal Lineworker last year. Brady will graduate from Minnesota West Jackson Lineworkers program this spring. Brady was a candidate for last year's seasonal position but due to school scheduling conflicts, it did not workout. We are looking at a start date of May 4, 2020. Having two seasonal Lineworkers for the 2020 construction season will be helpful due to the amount of locating that the upcoming street project will require.

The Utility Commission agreed with the recommendation to hire Jeff Gilbertson and Brady Nickel at the March 25th Commission meeting.

Fiscal Impact

The cost for two Seasonal Temporary Lineworkers was included in the 2020 budget.

Attachments

1. None

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: City Administrator *ASL*
DATE: April 7, 2020
RE: Memorandum of Understanding Between City of Windom and LELS – K-9 Officer
DEPT: Administration
CONTACT: Steve Nasby: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. The City approve the attached Memorandum of Understanding related to compensation for the K-9 Officer.

Issue Summary/Background

The Personnel Committee and staff have been engaged in discussions with Law Enforcement Labor Services (LELS) union since early 2019 regarding increased compensation for the new K-9 Officer. These discussions reached an impasse and LELS filed for arbitration. The City engaged Flaherty & Hood to represent the City's interests. Following discussions between Flaherty & Hood and the LELS attorney a draft Memorandum of Understanding (MOU) was completed several months ago. On-going revisions to the MOU have been occurring to produce the document presented for your consideration.

Fiscal Impact

Based on the proposed MOU there would be a cash payment of \$3,518 made to the K-9 Officer to cover the 2019 calendar year and for 2020 an increase in paid time off equal to one-half an hour for every day K-9 care was provided (estimated value to be \$5,494 based on 182 hours of compensatory time).

Attachments

1. Memorandum of Understanding for K-9 Officer

MEMORANDUM OF AGREEMENT

K-9 Officer

This Memorandum of Agreement (“MOA”) is made by and between the City of Windom (“Employer”) and Law Enforcement Labor Services (“Union”).

Recitals

WHEREAS, Employer and Union are parties to a labor agreement in force and effect from January 1, 2018 through December 31, 2020 (“Labor Agreement”);

WHEREAS, Employer assigned a Bargaining Unit Employee to perform K-9 Officer (“K-9 Officer”) duties and responsibilities beginning in 2019;

WHEREAS, Employer and Union had an understanding in 2019 that Employer would pay additional compensation to Louis Norell for K-9 officer duties and responsibilities for 2019 with such increased compensation to be determined after he began such duties and responsibilities; and

NOW THEREFORE, this Memorandum of Agreement sets forth the agreement of the parties regarding compensation for performing K-9 Officer duties and responsibilities and other related K-9 provisions.

Agreement

Article 1. K-9 Officer Compensation

Section 1.1 For K-9 training and care performed during 2019, the K-9 Officer will be paid a lump-sum payment of \$3,518, less any legally-required deductions and withholdings.

Section 1.2 Effective January 1, 2020, the K-9 Officer will be credited with one-half hour (1/2) per day for each day the K-9 Officer performs K-9 care.

Section 1.3 The time credited for K-9 care will be credited as compensatory time (“Comp Time Off”). Any K-9 care time that would result in or does exceed the Labor Agreement compensatory time accrual limit in 11.5 of the Labor Agreement of 60 hours, will be credited as paid time off (“K-9 Paid Time Off”).

Section 1.3.1 Comp Time Off is subject to 11.5 of the Labor Agreement.

Section 1.3.2 K-9 Paid Time Off must be used in increments of ten (10) hours. At least ten (10) hours must be used each month. No more than two ten (10) hour shifts of this time off may be used in a calendar month. The Bargaining Unit Employee may use such time in

advance of earning it to the extent approved by Employer

Section 1.3.3 If the Employer discontinues the K-9 Officer assignment, any accrued unused K-9 Paid Time Off remaining will be cashed out to the K-9 Officer.

Section 1.3.4 At the end of each calendar year, any accrued unused K-9 Paid Time Off will be cashed out to the K-9 Officer.

Article 2. Canine Food, Care, Kennel, and Insurance

Section 2.1. The Employer shall provide all food for the canine as determined and approved by the Police Chief or Assistant Police Chief.

Section 2.2. Medical care of the canine (i.e., vitamins, medication, check-ups, vaccinations, prescriptions and any other items deemed necessary by a veterinarian) will be paid for by Employer as approved by Police Chief or Assistant Police Chief.

Section 2.3. The K-9 Officer must notify their supervisor whenever the canine is placed in a kennel prior to the canine being placed in a kennel. All kennel fees will be paid for by Employer as approved by Police Chief or Assistant Police Chief.

Section 2.4 The Employer will provide insurance coverage for the canine.

Article 3. Entire Agreement

This MOA constitutes the entire agreement among the parties. No representations, warranties, covenants, or inducements have been made to any party concerning this MOA, other than the representations, covenants, or inducements contained and memorialized in this MOA. This MOA supersedes all prior negotiations, oral and written agreements, policies and practices with respect thereto addressing the specific subject matter addressed in this MOA.

Article 4. Amendment, Modification, Extension, or Termination

This MOA or any of its terms may only be amended, modified, extended, or terminated by a written instrument that: (1) expressly states it is amending, modifying, extending, or terminating; and (2) is signed by or on behalf of the Union and Employer, or their successors in interest.

Article 5. Voluntary Agreement of the Parties

The Union and Employer hereto acknowledge and agree that this MOA is voluntarily entered into as the result of arm's-length negotiations during which all such parties were represented.

Article 6. Duration

This MOA will expire and no longer be in force or effect upon the expiration of the Labor Agreement and execution of a subsequent labor agreement, unless and until the parties memorialize their agreement pursuant to Article 4.

IN WITNESS HEREOF, the parties hereto have executed this MOA on the latest date affixed to the signatures below.

FOR THE EMPLOYER

FOR LAW ENFORCEMENT LABOR SERVICES, INC.

Its Mayor

Its Business Agent

Its City Clerk

Its President

Date: _____

Date: _____

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: Mayor Dominic Jones
DATE: April 1, 2020
RE: Mayor Reappointments & Appointment to the Hospital Board
DEPT: Mayor/Council
CONTACT: Mayor Dominic Jones

Recommendations/Options/Action Requested

Recommendation from the Mayor to the City Council for approval of the following reappointments and appointment to the Hospital Board.

Issue Summary/Background

Hospital Board	Term Expires	
Dr. Michael B. Fisher	4/30/23	Reappointment
Kay Gross	4/30/23	Reappointment
Justin Schmidt	4/30/23	Appointment

Fiscal Impact

None.

Attachments

None.



**BOLTON
& MENK**

Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

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

March 30, 2020

Via Email

City of Windom
444 9th Street
PO Box 38
Windom, MN 56101-0038

RE: Payment Request No. 17
Wastewater Treatment Facility Improvements
Windom, Minnesota
Project No. T22.113672

Attn: Steve Nasby, City Administrator

Dear Mayor and Council Members:

Please find attached Application for Payment No. 17 from Gridor Constr., Inc. for the work completed to date for the construction of the Wastewater Treatment Facility Improvements. We reviewed this application and find it acceptable for payment. We recommend making a payment of \$333,898.00 to Gridor Constr., Inc. Please sign the first page of the application, forward copy along with the payment to Gridor Constr., Inc., a copy to Chelsea Alger, Bolton & Menk, and keep one copy for your records.

Sincerely,

Bolton & Menk, Inc.

R. Kelly Yahnke
Project Manager

RKY

Enclosure

Item No.	B Description of Work	C Scheduled Value	D Work Completed		E Amount	F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)	
			From Previous Application	This Period						
				Percent						Amount
Division 1										
1.001	Mobilization Insurance and Bonds	\$450,000	\$450,000				\$450,000	100.0%	\$0	
1.001	Allowances	\$421,000	\$168,127				\$168,127	39.9%	\$252,873	
Subtotal for	Division 1	\$871,000	\$618,127				\$618,127	71.0%	\$252,873	
			\$618,127			check	\$618,127			
Division 2										
2.001	Erosion Control / Silt Fence	\$30,000	\$25,500				\$25,500	85.0%	\$4,500	
2.002	Clear and Grub Site	\$35,000	\$35,000				\$35,000	100.0%	\$0	
2.003	Fine Grade and Restore Site	\$300,000	\$75,000				\$75,000	25.0%	\$225,000	
2.004	Demo Labor and Material	\$420,000	\$323,400	3.00%	\$12,600		\$336,000	80.0%	\$84,000	
2.005	General Excavation	\$400,000	\$380,000				\$380,000	95.0%	\$20,000	
2.006	General Backfill Materials	\$250,000	\$222,500	1.00%	\$2,500		\$225,000	90.0%	\$25,000	
2.007	Pipe Lining - Alt #1	\$1,270,000	\$1,231,900				\$1,231,900	97.0%	\$38,100	
2.008	Pipe Lining - Alt #2	\$330,000	\$313,500				\$313,500	95.0%	\$16,500	
2.009	Fencing	\$20,000	\$3,000				\$3,000	15.0%	\$17,000	
2.010	Landscaping and Seedings	\$25,000					\$0	0.0%	\$25,000	
2.011	Roads, Walks and Curbs	\$175,000					\$0	0.0%	\$175,000	
2.012	Site Utilities - Labor & Equipment	\$315,000	\$236,250	10.00%	\$31,500		\$267,750	85.0%	\$47,250	
2.013	Site Utilities - Material	\$425,000	\$229,500	24.00%	\$102,000	\$91,370	\$422,870	99.5%	\$2,130	
2.014	Manholes - Labor/ Equipment & Material	\$40,000	\$28,000	30.00%	\$12,000		\$40,000	100.0%	\$0	
Subtotal for	Division 2	\$4,035,000	\$3,103,550.00		\$160,600	\$91,370	\$3,355,520	83.16%	\$679,480	
		check	\$3,103,550			Check	\$3,355,520			
Division 3										
3.001	F/P// Concrete 4000 cy @ 450 cy	\$1,800,000	\$1,629,000				\$1,629,000	90.5%	\$171,000	
3.002	Rebar Materials	\$530,000	\$503,500				\$503,500	95.0%	\$26,500	
3.003	Rebar Install	\$230,000	\$218,500				\$218,500	95.0%	\$11,500	
3.004	Precast Concrete / Hollowcore	\$60,000	\$60,000				\$60,000	100.0%	\$0	
Subtotal for	Division 3	\$2,620,000	\$2,411,000.00		\$0	\$0	\$2,411,000	92.02%	\$209,000	
		check	\$2,411,000			Check	\$2,411,000			

Item No.	B Description of Work	C Scheduled Value	D Work Completed		E Material Presently Stored (Not in D or E)	F Total Completed and Stored To Date (D+E+F)	G Percent Completed (G/C)	H Balance To Finish (C-G)	
			From Previous Application	This Period					
				Percent					Amount
Division 4									
4.001	Masonry	\$360,000	\$360,000			\$360,000	100.0%	\$0	
Subtotal for	Division 4	\$360,000	\$360,000.00		\$0	\$360,000	100.00%	\$0	
		check	\$360,000			Check	\$360,000		
Division 5									
5.001	Misc Metals - Materials	\$240,000	\$184,800	15.00%	\$36,000	\$15,804	236,604	98.6%	\$3,396
5.002	Misc Metals - Labor	\$60,000	\$48,000	5.00%	\$3,000		\$51,000	85.0%	\$9,000
5.003	Hatches	\$20,000	\$20,000				\$20,000	100.0%	\$0
Subtotal for	Division 5	\$320,000	\$252,800.00		\$39,000	\$15,804	\$307,604	96.13%	\$12,396
		check	\$252,800			Check	\$307,604		
Division 6									
6.001	Carpentry	\$10,000	\$8,000	5.00%	\$500		\$8,500	85.0%	\$1,500
Subtotal for	Division 6	\$10,000	\$8,000.00		\$500	\$0	\$8,500	85.00%	\$1,500
		check	\$8,000			Check	\$8,500		
Division 7									
7.001	Dampproofing	\$30,000	\$30,000				\$30,000	100.0%	\$0
7.002	Insulation / Vapor Barriers	\$35,000	\$35,000				\$35,000	100.0%	\$0
7.003	Roof System	\$70,000	\$59,500	15.00%	\$10,500		\$70,000	100.0%	\$0
7.004	Caulking	\$15,000	\$7,500	10.00%	\$1,500		\$9,000	60.0%	\$6,000
Subtotal for	Division 7	\$150,000	\$132,000.00		\$12,000	\$0	\$144,000	96.00%	\$6,000
		check	\$132,000			Check	\$144,000		
Division 8									
8.001	Hollow Metal Doors Frames and Hardware	\$35,000	\$21,000	30.00%	\$10,500		\$31,500	90.0%	\$3,500
8.002	Overhead Doors	\$15,000	\$15,000				\$15,000	100.0%	\$0
Subtotal for	Division 8	\$50,000	\$36,000.00		\$10,500	\$0	\$46,500	93.00%	\$3,500
		check	\$36,000			Check	\$46,500		

Item No.	B Description of Work	C Scheduled Value	D Work Completed		E Amount	F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)	
			From Previous Application	This Period						
				Percent						Amount
Division 9										
9.001	Painting - Headworks	\$100,000	\$40,000	30.00%	\$30,000		\$70,000	70.0%	\$30,000	
9.002	Painting - Anerobix / Anoxic Basins	\$70,000					\$0	0.0%	\$70,000	
9.003	Painting - Rapid Mix Tank	\$35,000					\$0	0.0%	\$35,000	
9.004	Painting - Aeration Tanks 1-3	\$110,000					\$0	0.0%	\$110,000	
9.005	Painting - Clarifiers 1 & 2	\$35,000	\$35,000				\$35,000	100.0%	\$0	
9.006	Painting - Control Building	\$40,000					\$0	0.0%	\$40,000	
9.007	Painting - Filter Building	\$25,000	\$23,750				\$23,750	95.0%	\$1,250	
9.008	Painting - Chlorine / Post Aeratoin	\$50,000	\$50,000				\$50,000	100.0%	\$0	
9.009	Painting - Sludge Buiding / Biosolids	\$65,000	\$52,000	5.00%	\$3,250		\$55,250	85.0%	\$9,750	
Subtotal for	Division 9	\$530,000	\$200,750.00		\$33,250	\$0	\$234,000	44.15%	\$296,000	
		check	\$200,750			Check	\$234,000			
Division 10										
10.001	Specialties	\$5,000					\$0	0.0%	\$5,000	
Subtotal for	Division 10	\$5,000	\$0.00		\$0	\$0	\$0	0.00%	\$5,000	
		check				Check	\$0			
Division 11										
11.001	Horizontal End Suction Pumps	\$80,000	\$64,000	18.00%	\$14,400		\$78,400	98.0%	\$1,600	
11.002	Chemical Feed Equipment	\$230,000	\$69,000	68.00%	\$156,400		\$225,400	98.0%	\$4,600	
11.003	Hydraulic Gates	\$55,000	\$48,950			\$4,514	\$53,464	97.2%	\$1,536	
11.004	Submersible Pumps	\$50,000	\$10,000			\$33,024	\$43,024	86.0%	\$6,976	
11.005	Recess Vortex Pumps	\$110,000	\$109,450				\$109,450	99.5%	\$550	
11.006	Rotary Lobe Pumps	\$75,000	\$75,000				\$75,000	100.0%	\$0	
11.007	Grit Removal Equipment	\$160,000	\$159,200				\$159,200	99.5%	\$800	
11.008	Fine Screen	\$275,000	\$274,450				\$274,450	99.8%	\$550	
11.009	Clarifier Equipment	\$250,000	\$250,000				\$250,000	100.0%	\$0	
11.010	Blowers	\$375,000	\$375,000				\$375,000	100.0%	\$0	
11.011	Fine Bubble Aeration	\$100,000	\$7,000			\$85,000	\$92,000	92.0%	\$8,000	
11.012	Sludge Heat Exchanger	\$40,000	\$39,600				\$39,600	99.0%	\$400	
11.013	Course Bubble Aeration	\$40,000	\$5,000	87.50%	\$35,000		\$40,000	100.0%	\$0	
11.014	Rapid Mixers	\$40,000	\$4,000			\$31,849	\$35,849	89.6%	\$4,151	
11.015	Submersible Mixers	\$50,000				\$45,084	\$45,084	90.2%	\$4,916	
11.016	Biosolids Tank Mixers	\$75,000	\$75,000				\$75,000	100.0%	\$0	
11.017	Lab Equipment	\$10,000	\$10,000				\$10,000	100.0%	\$0	
11.018	Samplers	\$20,000	\$20,000				\$20,000	100.0%	\$0	
Subtotal for	Division 11	\$2,035,000	\$1,595,650.00		\$205,800	\$199,471	\$2,000,921	98.33%	\$34,079	
		check	\$1,595,650							

Item No.	B Description of Work	C Scheduled Value	D Work Completed		E Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)	
			From Previous Application	This Period					
				Percent					Amount
Division 12									
12.001	Furnishings	\$3,200				\$0	0.0%	\$3,200	
Subtotal for	Division 12	\$3,200	\$0.00		\$0	\$0	0.00%	\$3,200	
	check				Check	\$0			
Division 13									
13.001	Disc Filters	\$730,000	\$730,000			\$730,000	100.0%	\$0	
13.002	FRP Wiers and Baffles	\$30,000	\$30,000			\$30,000	100.0%	\$0	
Subtotal for	Division 13	\$760,000	\$760,000.00		\$0	\$760,000	100.00%	\$0	
	check		\$760,000		Check	\$760,000			
Division 14									
14.001	Davit Hoists	\$7,000		75.00%	\$5,250	\$5,250	75.0%	\$1,750	
Subtotal for	Division 14	\$7,000	\$0.00		\$5,250	\$5,250	75.00%	\$1,750	
	check				Check	\$5,250			
Division 15									
15.001	Int. DIP & FTGS - Material	\$850,000	\$824,500			\$18,614	99.2%	\$6,886	
15.002	Int. DIP & FTGS - Labor	\$150,000	\$127,500	10.00%	\$15,000	\$142,500	95.0%	\$7,500	
15.003	Valves	\$500,000	\$482,700	3.46%	\$17,300	\$500,000	100.0%	\$0	
15.004	Misc Process Pipe - Material	\$50,000	\$25,000	15.00%	\$7,500	\$32,500	65.0%	\$17,500	
15.005	Misc Process Pipe - Labor	\$30,000	\$15,000	15.00%	\$4,500	\$19,500	65.0%	\$10,500	
15.006	Mechanical Insulation	\$32,000				\$0	0.0%	\$32,000	
15.007	Pre-treatment Plumbing / HVAC	\$250,000	\$225,000	5.00%	\$12,500	\$237,500	95.0%	\$12,500	
15.008	Sludge Building Plumbing /HVAC	\$50,000	\$15,000	50.00%	\$25,000	\$40,000	80.0%	\$10,000	
15.009	Filter Building Plumbing / HVAC	\$50,000	\$45,000	5.00%	\$2,500	\$47,500	95.0%	\$2,500	
15.010	Control Building Plumbing / HVAC	\$50,000	\$25,000	20.00%	\$10,000	\$35,000	70.0%	\$15,000	
15.011	Insulation	\$50,000	\$10,000	20.00%	\$10,000	\$20,000	40.0%	\$30,000	
15.012	Temp Controls	\$80,000	\$40,000	20.00%	\$16,000	\$56,000	70.0%	\$24,000	
Subtotal for	Division 15	\$2,142,000	\$1,834,700.00		\$120,300	\$18,614	92.14%	\$168,386	
	check		\$1,834,700		Check	\$1,973,614			

Item No.	B Description of Work	C Scheduled Value	D Work Completed		E Material Presently Stored (Not in D or E)	F Total Completed and Stored To Date (D+E+F)	G Percent Completed (G/C)	H Balance To Finish (C-G)	
			From Previous Application	This Period					
				Percent					Amount
16.001	Electrical GC's	\$30,000	\$24,300	5.00%	\$1,500	\$25,800	86.0%	\$4,200	
16.002	Basic Materials	\$100,000	\$63,000	12.00%	\$12,000	\$75,000	75.0%	\$25,000	
16.003	Conduit and Fittings	\$250,000	\$157,500	15.00%	\$37,500	\$195,000	78.0%	\$55,000	
16.004	Wire and Cable	\$210,000	\$189,000	2.00%	\$4,200	\$193,200	92.0%	\$16,800	
16.005	Outlet Boxes	\$10,000	\$8,000	5.00%	\$500	\$8,500	85.0%	\$1,500	
16.006	Pull and Junction Boxes	\$15,000	\$12,000	5.00%	\$750	\$12,750	85.0%	\$2,250	
16.007	Wiring Devices	\$10,000	\$3,000	20.00%	\$2,000	\$5,000	50.0%	\$5,000	
16.008	Electrical Motors	\$15,000	\$9,900	9.00%	\$1,350	\$11,250	75.0%	\$3,750	
16.009	Disconnects	\$60,000	\$39,000	10.00%	\$8,000	\$45,000	75.0%	\$15,000	
16.010	Grounding	\$10,000	\$7,000	10.00%	\$1,000	\$8,000	80.0%	\$2,000	
16.011	Transformers	\$20,000	\$20,000			\$20,000	100.0%	\$0	
16.012	Panelboards	\$25,000	\$22,500	5.00%	\$1,250	\$23,750	95.0%	\$1,250	
16.013	MCC's	\$410,000	\$401,800	1.00%	\$4,100	\$405,900	99.0%	\$4,100	
16.014	Transfer Switches	\$50,000	\$50,000			\$50,000	100.0%	\$0	
16.015	Lighting	\$100,000	\$88,000	5.00%	\$5,000	\$93,000	93.0%	\$7,000	
16.016	Generator	\$160,000	\$160,000			\$160,000	100.0%	\$0	
16.017	Electrical Resistance Heating	\$25,000	\$17,250	5.00%	\$1,250	\$18,500	74.0%	\$6,500	
16.018	Software	\$135,000	\$103,950	3.00%	\$4,050	\$108,000	80.0%	\$27,000	
16.019	Control Panels	\$670,000	\$623,100	1.00%	\$8,700	\$629,800	94.0%	\$40,200	
16.020	Fiber Optics	\$20,000	\$9,000	5.00%	\$1,000	\$10,000	50.0%	\$10,000	
16.021	DO Analyzers	\$50,000	\$17,000	8.00%	\$3,000	\$20,000	40.0%	\$30,000	
16.022	Nitrate Analyzers	\$60,000	\$21,600	4.00%	\$2,400	\$24,000	40.0%	\$36,000	
16.023	Ammonia Analyzers	\$35,000	\$5,600	4.00%	\$1,400	\$7,000	20.0%	\$28,000	
16.024	Phosphorus Analyzers	\$35,000	\$3,500	10.00%	\$3,500	\$7,000	20.0%	\$28,000	
16.025	LEL Gas Monitoring	\$15,000	\$6,300	8.00%	\$1,200	\$7,500	50.0%	\$7,500	
16.026	Cable Junction Boxes	\$35,000	\$19,250	5.00%	\$1,750	\$21,000	60.0%	\$14,000	
16.027	Control Stations	\$15,000	\$12,600	5.00%	\$900	\$13,500	90.0%	\$1,500	
16.028	Instrumentation	\$115,000	\$80,500	5.00%	\$5,750	\$86,250	75.0%	\$28,750	
16.029	Coordination Study	\$15,000				\$0	0.0%	\$15,000	
Subtotal for	Division 16	\$2,700,000	\$2,174,650.00		\$110,050	\$0	\$2,284,700	84.62%	\$415,300
		check	\$2,174,650		Check	\$2,284,700			
	Grand Total	\$16,598,200	\$13,487,227		\$697,250	\$325,259	14,509,736	87.42%	\$2,088,464
							14,509,736		

Windom, MN WWTF

Stored Materials & Equipment Summary

Gridor Constr., Inc.
3990 27th Street SE
Buffalo, MN 55313



Pay Req. No. 17
Period Ending: 3/31/2020

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Vendor/Description for New Storage	Total Stored to Date	Previous Installed to date	Installed this month	Total Installed to date	Amount Remaining in Storage
Grand Totals		\$16,598,200								
1.001	Mobilization Insurance and Bonds	\$450,000								
1.001	Allowances	\$421,000								
Subtotal for	Division 1	\$871,000								

Division 2										
2.001	Erosion Control / Silt Fence	\$30,000								
2.002	Clear and Grub Site	\$35,000								
2.003	Fine Grade and Restore Site	\$300,000								
2.004	Demo Labor and Material	\$420,000								
2.005	General Excavation	\$400,000								
2.006	General Backfill Materials	\$250,000								
2.007	Pipe Lining - Alt #1	\$1,270,000								
2.008	Pipe Lining - Alt #2	\$330,000								
2.009	Fencing	\$20,000								
2.010	Landscaping and Seedings	\$25,000								
2.011	Roads, Walks and Curbs	\$175,000								
2.012	Site Utilities - Labor & Equipment	\$315,000								
2.013	Site Utilities - Material	\$425,000	\$368,370			\$368,370	\$175,000	\$100,000	\$275,000	\$91,370
2.014	Manholes - Labor/ Equipment & Material	\$40,000	\$29,007			\$29,007	\$18,762	\$10,245	\$29,007	
Subtotal for	Division 2	\$4,035,000	\$395,377	\$0		\$395,377	\$193,762	\$110,245	\$304,007	\$91,370

Division 3										
3.001	F/P/I Concrete 4000 cy @ 450 cy	\$1,800,000								
3.002	Rebar Materials	\$530,000	\$189,303			\$189,303	\$189,303		\$189,303	
3.003	Rebar Install	\$230,000								
3.004	Precast Concrete / Hollowcore	\$60,000	\$21,855			\$21,855	\$21,855		\$21,855	
Subtotal for	Division 3	\$2,620,000	\$211,158	\$0		\$211,158	\$211,158	\$0	\$211,158	\$0

Division 4										
4.001	Masonry	\$360,000								
Subtotal for	Division 4	\$360,000	\$0	\$0		\$0	\$0	\$0	\$0	\$0

Division 5										
5.001	Misc Metals - Materials	\$240,000	\$160,804			\$160,804	\$115,000	\$30,000	\$145,000	\$15,804
5.002	Misc Metals - Labor	\$60,000								
5.003	Hatches	\$20,000	\$14,716			\$14,716	\$14,716		\$14,716	
Subtotal for	Division 5	\$320,000	\$175,520	\$0		\$175,520	\$129,716	\$30,000	\$159,716	\$15,804

Division 6										
6.001	Carpentry	\$10,000								
Subtotal for	Division 6	\$10,000	\$0	\$0		\$0	\$0	\$0	\$0	\$0

Windom, MN WWTF

Stored Materials & Equipment Summary

Gridor Constr., Inc.
3980 27th Street SE
Buffalo, MN 55313



Pay Req. No. 17
Period Ending: 3/31/2020

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Venue/Description for New Storage	Total Stored to Date	Previous Installed to date	Installed this month	Total Installed to date	Amount Remaining In Storage
Division 7										
7.001	Dampproofing	\$30,000								
7.002	Insulation / Vapor Barriers	\$35,000								
7.003	Roof System	\$70,000								
7.004	Caulking	\$15,000								
Subtotal for	Division 7	\$150,000	\$0	\$0		\$0	\$0	\$0	\$0	\$0

Division 8										
8.001	Hollow Metal Doors Frames and Hardware	\$35,000	\$23,110			\$23,110	\$15,000	\$8,110	\$23,110	
8.002	Overhead Doors	\$15,000								
Subtotal for	Division 8	\$50,000	\$23,110	\$0		\$23,110	\$15,000	\$8,110	\$23,110	\$0

Division 9										
9.001	Painting - Headworks	\$100,000								
9.002	Painting - Anerobix / Anoxic Basins	\$70,000								
9.003	Painting - Rapid Mix Tank	\$35,000								
9.004	Painting - Aeration Tanks 1-3	\$110,000								
9.005	Painting - Clarifiers 1 & 2	\$35,000								
9.006	Painting - Control Building	\$40,000								
9.007	Painting - Filter Building	\$25,000								
9.008	Painting - Chlorine / Post Aeratoin	\$50,000								
9.009	Painting - Sludge Building / Biosolids	\$65,000								
Subtotal for	Division 9	\$530,000	\$0	\$0		\$0	\$0	\$0	\$0	\$0

Division 10										
10.001	Specialties	\$5,000								
Subtotal for	Division 10	\$5,000	\$0	\$0		\$0	\$0	\$0	\$0	\$0

Division 11										
11.001	Horizontal End Suction Pumps	\$80,000	\$63,343			\$63,343	\$50,000	\$13,343	\$63,343	
11.002	Chemical Feed Equipment	\$230,000	\$150,000			\$150,000		\$150,000	\$150,000	
11.003	Hydraulic Gates	\$55,000	\$21,514			\$21,514	\$17,000		\$17,000	\$4,514
11.004	Submersible Pumps	\$50,000	\$33,024			\$33,024				\$33,024
11.005	Recess Vortex Pumps	\$110,000	\$100,000			\$100,000	\$100,000		\$100,000	
11.006	Rotary Lobe Pumps	\$75,000	\$62,986			\$62,986	\$62,986		\$62,986	
11.007	Grit Removal Equipment	\$160,000	\$151,416			\$151,416	\$151,416		\$151,416	
11.008	Fine Screen	\$275,000	\$245,813			\$245,813	\$245,813		\$245,813	
11.009	Clarifier Equipment	\$250,000	\$197,603			\$197,603	\$197,603		\$197,603	
11.010	Blowers	\$375,000	\$327,311			\$327,311	\$327,311		\$327,311	
11.011	Fine Bubble Aeration	\$100,000	\$85,000			\$85,000				\$85,000
11.012	Sludge Heat Exchanger	\$40,000	\$35,000			\$35,000	\$35,000		\$35,000	
11.013	Course Bubble Aeration	\$40,000	\$35,000			\$35,000		\$35,000	\$35,000	
11.014	Rapid Mixers	\$40,000	\$31,849			\$31,849				\$31,849
11.015	Submersible Mixers	\$50,000	\$45,084			\$45,084				\$45,084
11.016	Biosolids Tank Mixers	\$75,000	\$64,700			\$64,700	\$64,700		\$64,700	
11.017	Lab Equipment	\$10,000								
11.018	Samplers	\$20,000								
Subtotal for	Division 11	\$2,035,000	\$1,649,643	\$0		\$1,649,643	\$1,251,829	\$198,343	\$1,450,172	\$199,471

Windom, MN WWTF

Stored Materials & Equipment Summary

Gridor Constr., Inc.
3990 27th Street SE
Buffalo, MN 55313



Pay Req. No. 17
Period Ending: 3/31/2020

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Vendor/Description for New Storage	Total Stored to Date	Previous Installed to date	Installed this month	Total Installed to date	Amount Remaining in Storage
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Division 12										
12.001	Furnishings	\$3,200								
Subtotal for	Division 12	\$3,200	\$0	\$0		\$0	\$0	\$0	\$0	\$0

Division 13										
13.001	Disc Filters	\$730,000	\$51,349			\$51,349	\$51,349		\$51,349	
13.002	FRP Wiers and Baffles	\$30,000	\$25,000			\$25,000	\$25,000		\$25,000	
Subtotal for	Division 13	\$760,000	\$76,349	\$0		\$76,349	\$76,349	\$0	\$76,349	\$0

Division 14										
14.001	Devil Hoists	\$7,000								
Subtotal for	Division 14	\$7,000	\$0	\$0		\$0	\$0	\$0	\$0	\$0

Division 15										
15.001	Int. DIP & FTGS - Material	\$850,000	\$308,614			\$308,614	\$290,000		\$290,000	\$18,614
15.002	Int. DIP & FTGS - Labor	\$150,000								
15.003	Valves	\$500,000	\$466,654			\$466,654	\$450,000	\$16,654	\$466,654	
15.004	Misc Process Pipe - Material	\$50,000								
15.005	Misc Process Pipe - Labor	\$30,000								
15.006	Mechanical Insulation	\$32,000								
15.007	Pre-treatment Plumbing / HVAC	\$250,000								
15.008	Sludge Building Plumbing /HVAC	\$50,000								
15.009	Filter Building Plumbing / HVAC	\$50,000								
15.010	Control Building Plumbing / HVAC	\$50,000								
15.011	Insulation	\$50,000								
15.012	Temp Controls	\$80,000								
Subtotal for	Division 15	\$2,142,000	\$775,268	\$0		\$775,268	\$740,000	\$16,654	\$756,654	\$18,614

Division 16										
16.001	Electrical GC's	\$30,000								
16.002	Basic Materials	\$100,000								
16.003	Conduit and Fittings	\$250,000	\$20,000			\$20,000	\$20,000		\$20,000	
16.004	Wire and Cable	\$210,000	\$110,103			\$110,103	\$110,103		\$110,103	
16.005	Outlet Boxes	\$10,000								
16.006	Pull and Junction Boxes	\$15,000								
16.007	Wiring Devices	\$10,000								
16.008	Electrical Motors	\$15,000								
16.009	Disconnects	\$60,000	\$2,500			\$2,500	\$2,500		\$2,500	
16.010	Grounding	\$10,000								
16.011	Transformers	\$20,000	\$12,300			\$12,300	\$12,300		\$12,300	
16.012	Panelboards	\$25,000	\$14,000			\$14,000	\$14,000		\$14,000	
16.013	MCC's	\$410,000	\$150,000			\$150,000	\$150,000		\$150,000	
16.014	Transfer Switches	\$50,000								
16.015	Lighting	\$100,000								
16.016	Generator	\$160,000								
16.017	Electrical Resistance Heating	\$25,000								

Windom, MN WWTF

Stored Materials & Equipment Summary

Gridor Constr., Inc.
3990 27th Street SE
Buffalo, MN 55313



Pay Req. No. 17
Period Ending: 3/31/2020

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Storage/Inventory for New Storage	Total Stored to Date	Previous Inventory to date	Inventory (New)	Total Inventory to Date	Amount Remaining for Storage
16.018	Softwear	\$135,000	\$100,000			\$100,000	\$100,000		\$100,000	
16.019	Control Panels	\$670,000	\$206,549			\$206,549	\$206,549		\$206,549	
16.020	Fiber Optics	\$20,000								
16.021	DO Analyzers	\$50,000								
16.022	Nitrate Analyzers	\$60,000								
16.023	Ammonia Analyzers	\$35,000								
16.024	Phosphorus Analyzers	\$35,000								
16.025	LEL Gas Monitoring	\$15,000								
16.026	Cable Junction Boxes	\$35,000								
16.027	Control Stations	\$15,000	\$9,152			\$9,152	\$9,152		\$9,152	
16.028	Instrumentation	\$115,000	\$40,291			\$40,291	\$40,291		\$40,291	
16.029	Coordination Study	\$15,000								
Subtotal for	Division 16	\$2,700,000	\$664,895	\$0		\$664,895	\$355,992	\$0	\$664,895	\$0

Grand Totals **\$16,598,200** **\$3,971,320** **\$0** **\$3,971,320** **\$2,973,806** **\$363,352** **\$3,646,061** **\$325,259**