

Council Meeting
Tuesday, August 3, 2021
City Council Chamber
6:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Consent Agenda

- Minutes
 - Council Minutes – July 20, 2021
 - Park & Recreation Commission – July 19, 2021
 - Utility Commission - July 28, 2021
- License
 - Amplification Permit
 - Windom Integration Committee – Sept. 18, 2021
 - Plaza Jalisco
 - August 6 & 7, 2021 - 2 pm – 10 pm
 - August 13 & 14, 2021 - 2pm – 10 pm
 - August 20 – October 29 Friday – Saturday 2pm – 10 pm
- Regular Bills

2. Department Heads

3. Resolution Accepting Donation – Cottonwood County Animal Rescue Inc.

4. Cottonwood County 2022 CSAH 13 Project Approval

5. Ordinance No. 190, 2nd Series – Floodplain Update

- Second Reading
- Title & Summary

6. Tax-Forfeited Property Lot 1, Block 4, Vold Addition

7. Hiring Recommendation

- Telecom

8. New Business

9. Old Business

10. Contractor Change Order & Payments

- APX Construction Group LLC – 2019 Airport Hangar & Taxilane Change Order \$7,590
- APX Construction Group LLC – 2019 Airport Hangar & Taxilane- #6 Final - \$16,823.97
- Mineral Service Plus LLC – Municipal Well No. 11 – No. 4 Final - \$6,998.70

11. Council Comments



Adjourn

P.O. Box 38 • 444 Ninth Street • Windom, MN 56101 • Phone 507-831-6129 • FAX 507-831-6127

**Regular Council Meeting
City Hall, Council Chamber
July 20, 2021
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Pro Tem Sherman

2. Roll Call:

Council Present: Jayesun Sherman, Jenny Quade, James Nelson and Lisa Farag

Council Absent: Mayor Dominic Jones and Marv Grunig

City Staff Present: Steve Nasby, City Administrator; Cheryl Ulferts, Finance Director; Scott Peterson, Police Chief; Jeff Dahna, Telecom Manager; Drew Hage, Development Director; Jason Sykora, Electric Superintendent and Andy Spielman, Building & Zoning Official

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – July 6, 2021
 - Park & Recreation Commission – June 16, 2021
 - Planning Commission – July 7, 2021
 - EDA – July 12, 2021
 - Library Board – July 13, 2021
- Licenses
 - Amplification Equipment Permits
 - Night to Unite – August 2, 2021
 - Phat Pheasant Pub – August 7, 2021
 - Cottonwood County Fair
 - August 12, 2021
 - August 14, 2021
 - Windom Lions Club – Tegels Park – August 21, 2021
 - Temporary On-Sale Liquor License
 - Windom Lions Club – August 21, 2021
 - Exempt Gambling Permit – Windom Lions Club
 - Authorization to Dispense Intoxicating Liquor – Phat Pheasant Pub
- Regular Bills

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

5. Department Heads:

Drew Hage, Development Director, stated that funding through the Convention & Visitor's Bureau along with Remick Grant Dollars, there are three kayaks and three paddleboards available at Tegel's Park Beach house for use with a reservation code through the Windom Chamber of Commerce website. This is a free amenity for the community.

6. Proclamation for Years of Service – Michael Bregel:

Sherman read the Resolution expressing appreciation for Michael Bregel for his years of service to the City of Windom.

Council Member Quade introduced the Resolution No. 2021-65, entitled "A RESOLUTION EXPRESSING SINCERE APPRECIATION TO MICHAEL BREGEL FOR HONORABLE AND DEVOTED PUBLIC SERVICE TO THE CITY OF WINDOM, MINNESOTA" and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Nelson, Farag, Quade and Sherman. Nay: None. Absent: Grunig. Abstain: None. Resolution passed 4 – 0.

Jason Sykora, Electric Superintendent, expressed gratitude to Bregel for all his dedication to the department and 25 years of service.

7. Resolution Accepting Donation – The Howard Davis Family – Windom Ambulance Service:

Council Member Quade introduced the Resolution No. 2021-66, entitled "AUTHORIZATION TO ACCEPT A DONATION FOR THE WINDOM AMBULANCE DEPARTMENT FROM THE HOWARD DAVIS FAMILY" and moved its adoption. The Resolution was seconded by Farag and on roll call vote: Aye: Sherman, Nelson, Farag and Quade. Nay: None. Absent: Grunig. Abstain: None. Resolution passed 4 – 0.

8. 2021 Legislative Session Update – CGMC:

Marty Seifert, Lobbyist for Flaherty Hood P.A., provided a presentation showing the work of the Coalition of Greater Minnesota Cities. Highlights include:

- CGMC represents 100 rural Cities across the state for Local Government Aid, Economic Development, Transportation and Environmental Regulation
- LGA covers about 45% of Windom's general fund budget
- No LGA cuts, one-time supplemental aid to prevent reduction to any city based on formula changes
- Federal dollars supported the state budget
- Public Facilities Authority monies provide funding for water infrastructure programs
- Municipal PFAS Source Reduction money to monitor contaminants
- Child Care Programs – Dollars for Child Care Center Development
- Business Development Public Infrastructure Grant Program (all rural program) – Maintained Fund Dollars
- Residential Housing Dollars – No allocated Fix-up funds this year
- Small-City Streets – One-time appropriation in FY 2022

Seifert noted the Coalition of Greater MN Cities Summer Conference is July 29th -30th, 2021 in Alexandria and encouraged the Council to attend.

9. 2020 City Audit – Clifton Larson Allen:

Craig Popenhagen and Laura Buechner, Clifton Larson Allen, presented the review of the 2020 City Audit. They stated that the process went well and was "clean" in their unqualified opinion. Highlights were as follows:

- Audit provides reasonable, but not absolute assurances
- No accounting policy changes
- GASB Statement No. 88 – expanded disclosure of notes payable
- Significant estimates for capital assets, receivable collectability, liability for vacation and sick leave, pension asset/liability, and other post-employment liability
- Financial statements - unmodified opinion (clean)
- Internal control findings – same as previous years
 - CLA provides the financial statements
 - Pension and OPEB adjustments
- Federal compliance – no findings (related to Federal funding requirements)
- Minnesota Legal Compliance – no findings
- COVID AID
- Upcoming Changes for GASB
 - Lease Report Requirements
 - Conduit Debt – Healthcare Debt (Hospital Bond)
- 67% unexpended General Fund Balance is slightly above the City policy of 35-60%
- Levy per capita ranking of 108/226 in cities with 2,500 or more in population so Windom is in the middle of their peer group
- Refinancing of bonds in 2020 saved about \$1.375 million in interest costs
- Chart reviews of accounts/funds
- City is in good financial position

Motion by Nelson second by Quade approving the 2020 City Audit. Motion carried 4 – 0.

Quade thanked the City Staff for their hard work and management of the City's finances.

10. Minor Subdivision – Kelly Property:

Andy Spielman, Building & Zoning Official, reviewed a request to subdivide Parcel No. 25-177-0010 into three new lots. Each Tract would have access to public streets. The request complies with the requirements for I-1 Light Industrial Zoning District. A Minor subdivision is allowable without redrawing the entire plat. There is a recorded twenty-foot utility easement running from the south lot line to the north lot line on the east edge of this parcel of land. The City is requesting a ten-foot easement adjacent to the north line of Tract "C" be granted to allow smaller utility (Electric/Telecom) services to be delivered to all Tracts. The property owner understands water and wastewater is not currently available to all of the Tracts and that the extension of utilities will be at the owner's cost. The Planning Commission is recommending approval with condition of the ten-foot easement along the north line of Tract "C".

Motion by Quade second by Farag approving the Minor Subdivision of Parcel No. 25-177-0010 into three lots with the condition of a ten-foot easement along the north edge of Tract "C". Motion carried 4 – 0.

11. First Reading Ordinance No. 190, 2nd Series – Floodplain Update:

Spielman explained Ordinance No. 190 is the Floodplain Ordinance. FEMA and the Minnesota DNR have completed an update of the floodplain maps for Cottonwood County. The flood elevation did not change for the City of Windom. New digitized maps are provided using Lidar technology providing more accurate flood areas so there are some changes. The maps update the 1989 maps that are currently being used. Spielman said the City is required to adopt the new floodplain maps and make applicable changes to the Code to mirror the DNR's model ordinance.

Sherman asked for clarification of the floodplain and the flood fringe. Spielman answered the flood fringe zone is the 500-year flood area and the flood plain in the 100-year area. He added the floodway is where there would be significant movement of water.

Motion by Quade second by Nelson approving the First Reading of Ordinance No. 190, 2nd Series – Floodplain Update. Motion carried 4 – 0.

12. Tax-Forfeited Property Lot 1, Block 4, Vold Addition:

Nasby explained that the last meeting the Council discussed the Vold Addition Lot 1, Block 4 property. The parcel has been tax forfeited and the Park & Recreation Commission were to discuss the potential use and upkeep costs to provide a public fishing access for Perkins Creek.

Quade said discussion at the Park and Recreation Commission was to move forward and purchase the parcel on a 3-1 vote. Shoreline rip rap may need to be placed to prevent erosion. The Commission would look into a safe landscaped path to the water to be approved by the DNR and SWCD. The Cottonwood County Game & Fish League may also be a potential partner in a project.

Jeff Dahna, Telecom Manager, said the bank erosion in the previous few years exposed the telecom utility cabling that has run adjacent to the waterway. WindomNet fiber has since been relocated in the area but the Lumen service line and their retired lines are still near the waterway. Dahna noted the steep drop off area and voiced concerns of upkeep/erosion costs with utility services so close to the creek.

Nelson asked how soon the decision has to be made for the parcel acquisition and its cost. Nasby stated the parcel would cost \$50 to purchase but voiced upkeep costs are unknown. Council has to make a decision by the end of August whether to purchase or not.

Council Member Quade introduced the Resolution, entitled "RESOLUTION APPROVING THE ACQUISITION OF A TAX-FORFEITED PARCEL" and moved its adoption. Motion failed on lack of second.

Motion by Nelson second by Farag to table action on the Tax-Forfeited Property Lot 1, Block 4, Vold Addition until a future meeting. Motion carried 3 – 1 (Quade).

Nasby clarified that the needed information from staff to decide would be erosion history, riprap estimates, nook/path costs and utility mapping.

13. Proclamation Night to Unite:

Council Member Nelson introduced the Resolution No. 2021-67, entitled "WINDOM'S "NIGHT TO UNITE" PROCLAMATION" for August 2nd 2021 and moved its adoption. The Resolution was seconded by Farag and on roll call vote: Aye: Nelson, Quade, Farag and Sherman. Nay: None. Absent: Grunig. Abstain: None. Resolution passed 4 – 0.

14. Street Closure Request – Night to Unite:

Nasby said the closure request would be for August 2nd from 4 pm to 9pm on 4th Avenue between 9th and 10th Streets.

Motion by Nelson second by Farag to approve the Street Closure as presented. Motion carried 4 – 0.

15. Resolution Approving Special Law – TIF District 1-22 Cemstone Redevelopment Area:

Nasby explained at the last Legislative Session, the City of Windom requested an extension for TIF 1-22 due to impacts of COVID-19 and building material pricing, which had caused developers to put potential plans on hold. The extension would be for an additional five years. The County and School District would also have to approve the Special Law. Upon approval, the City will send copies of the approved Resolutions to the Minnesota Secretary of State for official filing.

Council Member Quade introduced the Resolution No. 2021-68, entitled "APPROVING LAW OF MINNESOTA 2021, 1st SPECIAL SESSION, CHAPTER 14, ARTICLE 9, SECTION 12, RELATING TO THE CEMSTONE TAX INCREMENT FINANCING DISTRICT" and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Sherman, Farag, Quade and Nelson. Nay: None. Absent: Grunig. Abstain: None. Resolution passed 4 – 0.

16. Small Cities Development Program – Amendments to Grant & Admin Contracts:

Hage said the DEED program allowed a one-year extension for the Residential Rehab Program, set to now expire on September 30, 2022. Only \$94,000 of the \$364,000 has been allocated due to COVID-19, delays in contractors' schedules and the increases in building costs. Hage said applicants can receive state grants for home repairs of up to \$18,000 per application. He encouraged interested parties to apply.

Motion by Nelson second by Farag to approve the extension of the Grant Contract Agreement to September 30, 2022 and to approve the Amendment to Contract Administration Services between Southwest Minnesota Housing Partnership and City of Windom. Motion carried 4 – 0.

17. Hiring Recommendations:

Dahna presented a recommendation to hire Jordan Bussa for the vacant Telecom Outside Plant Technician position effective 6/28/2021 at Step 3 of the IBEW wage scale. Bussa has been with the Telecom Department for 9 years. This is a budgeted position.

Motion by Quade second by Farag to hire Jordan Bussa as the Telecom Outside Plant Technician position effective June 28, 2021. Motion carried 4 – 0.

Nasby said the hiring recommendation for the Liquor Store has been pulled from the agenda.

18. New Business:

Quade said the Chamber of Commerce and youth approached the Park & Recreation Commission about promoting for a new pool. The Commission voted to support the Chamber Youth fundraising efforts. The Youth also asked the City to be the fiscal agent for donations.

Motion by Quade second by Farag to support the fundraising efforts by the Chamber Youth for a new pool. Motion carried 4 – 0.

Nasby stated becoming a fiscal agent for this project could be brought to a future meeting.

19. Old Business:

None.

20. Contractor Payment:

Nasby explained that the FEMA project along River Road between 10th and 11th Streets has been completed. The City of Windom has been allocated monies from FEMA for the road project. Both payments need to be paid prior to month's end to meet FEMA timeline requirements.

Motion by Nelson second by Quade to approve Pay Request #1 in the amount of \$63,205.29 for M.R. Paving & Excavating Inc. for the 2021 River Road Repair Project. Motion carried 4 – 0.

Motion by Quade second by Nelson to approve the Final Pay Request in the amount of \$3,326.59 for M.R. Paving & Excavating Inc. for the 2021 River Road Repair Project. Motion carried 4 – 0.

21. Council Comments:

Quade noted the Chamber of Commerce video with city staff promoting the kayaks at Tegel's Park. She encouraged use of these items. Quade promoted the Night to Unite event of August 2nd.

Nasby stated the snowshoes and kayaks were funded with Convention and Visitor's Bureau funds from the lodging taxes collected from the hotels in Windom.

Sherman extended appreciation to all residents of Windom.

22. Adjournment:

Mayor Pro Tem Sherman adjourned the meeting by unanimous consent at 8:04 p.m.

Jayesun Sherman, Mayor Pro Tem

Attest:

Steve Nasby, City Administrator

Windom Park & Recreation Commission

Minutes for Monday, July 19th, 2021

City Hall Council Chambers

Roll Call:

Present: Jess Smith, Bryan Joyce, Jill Knapp, Ron Kuecker, Jenny Quade

Absent: Jason Kloss, Jackie Jurgens, Brian Cooley, Lisa Farag

City Staff: Tim Hogan, Arena/Recreation Director,

Public Present: Eric Haken; Lions Club, Tyann Marcy, Hally Jackson, Autumn Hauge, Al Baloun;
Chamber/CVB

Call the Meeting to Order at 5:30 p.m. Call the Meeting to Order. Meeting was called to order at 5:30pm by Jess Smith. Motion to Approve or amend agenda.

1. **Motion to Approve or amend agenda.** Motion by Bryan Joyce to amend the agenda and add the Lions Club and Chamber/CVB to the agenda. Second by Jill Knapp. Motion carried.
2. **Approve Minutes from the June 16th 2021meeting.** Motion to amend the minutes from June 16th made by Ron Kuecker to remove "no action was taken on Kastle Kingdom due to lack of quorum" to just state "no action was taken on Kastle Kingdom" as there was enough for a quorum at the meeting. Second by Jill Knapp. Motion passed by unanimous consent.

3. Tax Forfeited Property Vold Addition Lot 1 Purchase.

- a) City possibly buying this lot to provide a small fishing area for kids/adults to access. Cost would be approximately \$50. Discussion was held on the purchase of this property. Ron Kuecker said he would like to find out who is responsible for the maintenance of the entire stretch of Perkins Creek. Ron said that out by the hospital there are several volunteer trees growing that need to be removed. Tim stated that there would potentially be additional costs that come with the purchase of the property such as putting rip rap to prevent additional erosion along the bank that would come at the cost of the property owners. Costs to repair the bank could be over \$25,000 just to put in rip rap. Bryan Joyce said that he is favor of the purchase by stating if the city owns the property than it is giving the people in the city reassurance that the city has a responsibility to maintain the area. Whether it is owned by the city or the county costs would be done with tax payer dollars. Bryan then made the motion to purchase the property and that was second by Jill Knapp. Jenny Quade mentioned that she has been in contact with Dave Bucklin with the Cottonwood County Soil and Water dept. and he said that work can be done to the area and that a design would have to be completed and presented but would not need any engineering costs involved. Discussion was held about possibly having the depart of Game and Fish get involved to help fund a project like this. Vote on the motion was 3-1 with votes in favor of the motion by Bryan, Jess, and Jill. Ron Kuecker voted no as he would like to see some more information gathered on who is responsible for maintaining the Perkins Creek area. Motion passed.

4. Lions Club Update.

- a) Eric presented an update on the Lions Club Shelter for Cottonwood Lake. Eric said they have raised \$61,000 and still have people committed to donating more funds. Eric said the costs of material alone would be around \$81,000. Bryan asked after the funds are raised and it is built would the plan be to gift the structure to the city for maintenance and insurance coverage. Eric said that would be the plan and also have the city help with the electrical and bathroom fixtures. The Design of the building is still a work in progress but Eric said it will be roughly 60'x80'x14' tall. Eric said that they hope to fully fund the project with Donations. The Lions club will be added to the next meeting agenda for more information.

5. Chamber Opportunity: The City of Windom Chamber along with the Chamber youth staff consisting of Hally Jackson, Autumn Hauge and Abbie Zeiske presented a fundraising campaign to go towards a new pool fund. The staff said they have been doing a lot of research on the existing pool and put out a survey to local youth on what they would like for the city of Windom. The number one response from the survey was that the City needs a new pool. The Chamber staff would like to start fundraising and have an account for donation funds to held in. The chamber is opening an account up at bank Midwest for smaller donations and will take pledge donations for larger amounts. The chamber staff is asking for a motion to be able to move forward with the fundraising efforts. Bryan Joyce mentioned that in a previous meeting he was involved in about this campaign was location. Bryan stated that people in the community are going to want to know where a new pool would be located. Location will ultimately be decided upon by the City of Windom city council members. Tyann Marcy gave some additional information on the funding and would like the funding to go through the City of Windom for tax deductions. Ron is in favor of the idea and would also like to know about location and if this would be for a new pool or a renovation of the old pool. There was a brief discussion on funding which included items such as bonds, donations and grant money. Bryan Joyce supports the staff and advised that these fundraising efforts would be for a new pool and not renovations to the existing pool. The Chamber would like a motion of recommendation for the city to approve fundraising efforts and open an account to hold the funds tax deductible. Tyann also said they will be holding other events to help fund this goal. Bryan Joyce made a motion to support fundraising efforts for a new pool and the motion was seconded by Ron Kuecker. Al Baloun said he had met with Tom Schaffer with USAquatics and the cost of a new pool based on our population would be roughly \$4 million dollars.

6. Recreation Director Report:

- a) Change order was put in on the Arena Roofing project for a completion date of August 1st. Tim stated that after the first payment was approved at the city council meeting that they also recommended that a change order be requested for new completion date. Tim said the Engineer made that change order with the contractor for August 1st.
- b) Steel door frames for the pool have been ordered and are awaiting delivery. Tim said that last year doors were purchased but they could not be fully installed due to the steel frames being rusted out. The new frames have been ordered and should hopefully be delivered and installed yet this summer.

7. Park Superintendent Report:

- a) Update regarding Kastle Kingdom: (NONE)
- b) Recent Park Repairs: (NONE)
- c) Dog Park Ribbon Cutting: Tim said that he spoke to Brian and the ribbon cutting went well and that Brian attended the event.
- d) Approve Donation signs from the CCAR group. Commission mentioned that they have already approved the donation signs and that no action was needed.
- e) Approve the Sanow State Farm Agency, Park adoption application. A motion was made by Ron Keucker to approve the Park adoption application from the Sanow State Farm Agency to adopt the Kastle Kingdom/Recreation Area. That motion was seconded by Bryan Joyce.

8. Old Business:

- a) Ron mentioned that he really would like to find out who is responsible for the entire maintenance of Perkins Creek.
- b) Kayak Update: Tim said that Dicks Welding is now finishing the Kayak Launch and hope to have it in by the end of this summer.

9. New Business: Jenny Quade said that it would be a good idea to make an announcement and put it on the agenda as to when the next meeting will be held. Commission agree and Tim will add this to the Agenda.

10. Open Mike:

- a) Jackie (not present) sent in comments about the wind screens for the tennis courts. Tim said that he believes Brian has them and is just needing to put them up. Jackie also wanted to know if the adoption of the Kastle Kingdom /Rec Area would interfere with the boy scouts planting flowers there. Discussion was held and it was concluded that it shouldn't be an issue.

11. Adjourn meeting. Meeting was adjourned by unanimous consent at 6:32pm

- a) Next meeting August 11th in council chambers at 5:30pm

UTILITY COMMISSION MINUTES
Council Chambers
July 28, 2021

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

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Tom Riordan, Glen Francis
Member Absent: None
City Council Liaison: Marv Grunig
Staff Present: Jason Sykora, Electric Superintendent; Steve Nasby, City Administrator; Leesa Arndt, Utility Billing/Analyst; Steve Willard, Wastewater Foreman

APPROVE MINUTES

Sykora noted the motion approving Preston Rossow as Electric Line Foreman should be dated July 1st, 2021.

Motion by Riordan second by Schwalbach to approve the June 23, 2021 Minutes as Amended.
Motion carried 3 – 0.

ELECTRIC ITEMS

Turbine Repair/Replacement Update

Sykora reviewed the quote from Turbine Inspection Services and the used combustion liner parts that Bermuda has on hand. He said that the repair technician has extensive knowledge on Windom's turbine generator and unable to find any additional service technicians willing to take on the Windom service. Sykora explained additional maintenance costs/repairs will be needed in addition to the combustion liners.

The Commission discussed the turbine and emergency generation needs. Staff was directed to seek replacement options for emergency generation/power and notify CMPAS when the turbine is decommissioned.

Motion by Riordan second by Francis to start a process to decommission the turbine generator as of January 1st, 2022. Minutes as Amended. Motion carried 3 – 0.

Solar Field Update

Sykora said the solar field developer would like to sell residential subscriptions for the solar power that they would be generating at a rate \$.03 higher than the City's current residential rate. Additionally, they are requesting the City of Windom purchase the any power generated that residential subscribers are not contracted to buy. The Commission discussed the additional costs to the rate payers and their consensus was to not purchase power at a higher rate than their current market rate.

Fuel Tank Update

Sykora said DGR is completing their final drawings and should have the Fuel Tank Project ready for bid requests for the August Utility Commission meeting. Items discussed were to remove fencing (unless required) and soil restoration. The project is favorable for completion in 2021.

Transmission Line Easements/Permits

Sykora is waiting for one residential easement to be completed. The lot is vacant and Sykora expressed the possibility of purchasing. The Commission agreed on proposing \$2,700 to the owner. Sykora spoke with the Building/Zoning department and confirmed the probability of lot development is low due to set-back requirements and lot access.

Sykora is awaiting on the easement decisions from MNDOT (Highway 60 crossing) and the Railroad (16th Street crossing).

Other Electric Items

Sykora mentioned the Capital Budget included \$10,000 for a meter tester which checks meter accuracy. He said the budgeted item is now obsolete and the newer Bluetooth compatible version costs \$11,595. Commission agreed to the additional cost.

Sykora said the Gove Acres infrastructure is complete and costs were within budget at \$22,000.

Sykora added that the Crystal Clean Carwash is connected and pulling power.

Sykora said staff is progressing on burying electric lines on the East Hill and are currently working on the Home for Creative Living area. To date staff has buried 6,000 feet in 2021.

WATER/WASTEWATER ITEMS

Well #11 Update

Willard said the well is up and running as of July 1st. To date, no issues have been reported. Seeding will be completed in the fall. The final pay request is in the packet.

DNR Drought Warning

Willard reported that Anderson has spoken with a DNR representative and discussed the current water supply status. Levels are low and are being monitored if future restrictions need to be placed. Staff has put ads in the paper and on the radio advising good water use habits.

Wastewater Plant Lightning Strike

Willard explained the plant had a lightning strike on July 14th. Staff from Automatic Systems was still on site checking meter settings and readings became distorted. Willard noted that reading cards, transducers, photocells, and probes were all affected and that an insurance claim is in process. Immediate fixes have been completed and discharge is meeting the requirements.

Landfill Testing Summary

The report has been received. Item was tabled to the next meeting.

Kwik Trip Update

Willard said that workers have removed the needed concrete on the site. The old water line was capped and water service to Defries Collision was restored.

Other Water/Wastewater Items

Willard had no additional items to report.

REGULAR BILLS

An additional Minnesota Environmental Science and Economic Review Board bill in the amount of \$1,908 was passed out for approval.

Motion by Francis second by Riordan to approve the Regular Bills and the additional MESERB bill. Motion carried 3 – 0.

OLD BUSINESS

None.

NEW BUSINESS

The next meeting was set for August 25th at 10:00 in the City Council Chambers.

ADJOURN

Schwalbach adjourned the meeting at 11:28 am

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator



City of Windom
Windom, Minnesota

Permit Application

For Use of Amplification Equipment in Public

State of Minnesota)

SS

County of Cottonwood)

To the City Council of the City of Windom in said County and State:

Date of Event

09/18/2021

Location of Event

4th Avenue from 8th Street to 9th Street

Start Time

11:00 am

End Time

04:00 pm

Event Details

The Windom Integration Committee is hosting a Welcoming America - 'Belonging Begins with Us' events during the September 10-19, 2021 time frame. The main event is music on Saturday, September 18th.

Applicant Information

Applicant Name

Drew Hage

Address

444 9th Street - PO Box 38
Windom, Minnesota 56101
United States
[Map It](#)

Phone

(507) 822-5918

Federal ID #, EIN # or SSN #

41-6005647

MN ID #

8026129

License Fee - None \$0.00

Recommends

☒ Approval

☐ Denial

[Signature]
Street/Park Superintendent

Recommends

☒ Approval

☐ Denial

[Signature]
Police Chief

Application ☐ APPROVED ☐ DISAPPROVED this ____ day of _____, 20____.



City of Windom
Windom, Minnesota

Permit Application

For Use of Amplification Equipment in Public

State of Minnesota)

ss

County of Cottonwood)

To the City Council of the City of Windom in said County and State.

The undersigned hereby applies for a permit to allow the use of amplifying equipment in the City of Windom in said County and State in accordance with the information given below and City of Windom Code 90 Nuisances, Health and Safety - Excessive Noise :

Date of Event August 13 - August 14

Location Plaza jalisco windom

Hours 2pm until 10 pm

Type of Event Music/ life music

Application made this 30 day of July, 20 21

Luis A Ruiz

Name of individual/organization

[Signature]

Signature

123 27th st sw

Street Address

Mason city

Iowa

City

State

641-4302370

Telephone Number

License Fee - None \$0.00

Recommends

☒ Approval ☐ Denial

[Signature]
Street/Park Superintendent

Recommends

☐ Approval ☐ Denial

Police Chief

Application ☐ APPROVED ☐ DISAPPROVED this _____ day of _____, 20____

City Council

City Council



Windom, MN

Expense Approval Report

By Fund

Payment Dates 7/17/2021 - 7/30/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
JONATHON KETZENBERG	0037729	07/20/2021	STREETS-BOOTS	100-43100-217	36.00
GOPHER	IN51649	07/20/2021	RECREATION-TURF	100-45120-215	969.93
CLIFTON-LARSON-ALLEN, LLP	2922084	07/27/2021	AUDIT SERVICES	100-41310-301	490.00
COLE PAPERS INC.	10005069	07/09/2021	CLEANING-TISSUE	100-45202-211	257.76
ALPHA WIRELESS - MANKATO	12257	07/09/2021	RADIO UNITS-POLICE	100-42120-323	108.00
UNITED TACTICAL SYSTEMS,LL	0071581-IN	07/15/2021	POLICE-PEPPERBALL/D.KOPPE	100-42120-404	265.00
CENTURY BUSINESS PRODUCT	575169	07/14/2021	KYOCERA/3050CI-	100-41910-200	34.76
SHI INTERNATIONAL CORP	813735690	07/15/2021	SUPPLIES-INK/TONER	100-42120-200	784.00
INDOFF, INC	3485693	07/15/2021	SUPPLIES/DVD-R CD/DVD	100-42120-200	61.49
STREICHER'S, INC	11512301	07/15/2021	J.SAMDAL/ID PATCH	100-42120-218	27.98
STREICHER'S, INC	11512618	07/15/2021	POLICE-HANDCUFF TACO	100-42120-218	50.99
MIKE'S LLC	593	07/15/2021	LABOR/PARTS-EQUINOX LIGH	100-42120-323	752.86
TRITECH SOFTWARE SYSTEMS	324460	07/15/2021	POLICE-CONTRACT Q-53111	100-42120-326	120.00
COUNTRY PRIDE SERVICE	1582	07/20/2021	STREET/MOTOR FUELS	100-45202-212	522.60
COUNTRY PRIDE SERVICE	1853	07/20/2021	STREET/MOTOR FUELS	100-45202-212	273.52
ARAMARK	256000008242	07/15/2021	CLEANING/SUPPLIES-FIRE	100-42220-211	42.00
COUNTRY PRIDE SERVICE	566	07/20/2021	STREET/MOTOR FUELS	100-45202-212	300.90
EARL F. ANDERSEN	0126945-IN	07/22/2021	STREET MAINTENANCE MATE	100-43100-224	192.85
MTI DISTRIBUTING, INC	1313690-00	07/22/2021	STREET/MAINTENANCE - OFFI	100-45202-404	167.02
FLEET SERVICES DIVISION	2021120001	07/20/2021	POLICE/VEHICLE LEASE	100-42120-419	1,654.83
SCOTT E. PETERSON	07-15-21	07/15/2021	UNIFORM-S.PETERSON	100-42120-218	169.88
MTI DISTRIBUTING, INC	1289548-00	07/22/2021	STREET/MAINTENANCE - OFFI	100-45202-404	972.32
INDOFF, INC	3488102	07/27/2021	CITY HALL/SUPPLIES	100-41310-200	21.88
FURTHER (Select Account)	15755087	07/21/2021	FLEX SPENDING	100-41310-217	143.00
BLUE CROSS/BLUE SHIELD	210702424811	07/21/2021	BLUE CROSS BLUE SHIELD INS-	100-42120-480	743.50
BLUE CROSS/BLUE SHIELD	210702424811	07/21/2021	BLUE CROSS BLUE SHIELD INS-	100-43100-480	743.50
LEASE FINANCE PARTNERS	3250 7-20-21	07/28/2021	POLICE/DATA PROCESSING	100-42120-326	534.00
VERIZON WIRELESS	9884513416	07/27/2021	JUNE 21-JULY 20/TELEPHONE	100-41910-321	41.50
VERIZON WIRELESS	9884513416	07/27/2021	JUNE 21-JULY 20/TELEPHONE	100-43100-321	42.32
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600 - AUG 2	100-41310-133	64.00
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	100-41910-133	24.00
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	100-42120-133	160.00
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	100-43100-133	80.00
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	100-45202-133	16.00
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	100-20202	348.00
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	100-20202	86.00
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	100-20202	6,025.00
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	100-45120-460	45.00
STEVE NASBY	07-21-21	07/27/2021	TRAVEL EXPENSE/MILAGE	100-41310-331	144.48
MTI DISTRIBUTING, INC	1313690-01	07/27/2021	STREET/MAINTENANCE - OFFI	100-45202-404	167.40
EARL F. ANDERSEN	0127064-IN	07/27/2021	STREET MAINTENANCE MATE	100-43100-224	1,068.60
STEVE NASBY	07-22-21	07/27/2021	TRAVEL EXPENSE/MILAGE	100-41310-331	16.80
SCOTT E. PETERSON	07-22-21	07/26/2021	POLICE/MEAL/MOTOR FUEL	100-42120-212	53.21
SCOTT E. PETERSON	07-22-21	07/26/2021	POLICE/MEAL/MOTOR FUEL	100-42120-334	9.65
LAMPERTS YARDS, INC.	918741	07/23/2021	STREET-MAINTENANCE - GRO	100-43100-406	58.40
INTERNAL REVENUE SERVICE	07-26-21	07/26/2021	ANNUAL PCORI TAXES--2021	100-41310-480	274.00
SCB PUBLIC FINANCE	40049-01/5-60 8-14-21	07/28/2021	POLICE/LEASE PAYMENT8-14-	100-42120-419	1,054.07
JOHNSON HARDWARE	12503	07/28/2021	STREET/MAINTENANCE - VEHI	100-45202-405	24.50
Fund 100 - GENERAL Total:					20,243.50
Fund: 211 - LIBRARY					
CLIFTON-LARSON-ALLEN, LLP	2922084	07/27/2021	AUDIT SERVICES	211-45501-480	360.00
INGRAM INDUSTRIES	6-1-2021/6-30-2021	07/08/2021	BOOKS/PAMPHLETS/LIBRARY	211-45501-435	1,962.21

Expense Approval Report

Payment Dates: 7/17/2021 - 7/30/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	211-45501-133	16.00
Fund 211 - LIBRARY Total:					2,338.21
Fund: 225 - AIRPORT					
CLIFTON-LARSON-ALLEN, LLP	2922084	07/27/2021	AUDIT SERVICES	225-45127-480	360.00
SOUTHWEST MN BROADBAN	886 7-15-21	07/20/2021	AIRPORT/TELEPHONE	225-45127-321	27.54
Fund 225 - AIRPORT Total:					387.54
Fund: 230 - POOL					
CLIFTON-LARSON-ALLEN, LLP	2922084	07/27/2021	AUDIT SERVICES	230-45124-480	360.00
FEDER MECHANICAL INC	2538	07/06/2021	pool-test rpz valve	230-45124-404	145.50
AH HERMEL COMPANY	884104	07/20/2021	POOL-CONCESSIONS	230-45124-260	716.63
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	230-45124-460	738.00
Fund 230 - POOL Total:					1,960.13
Fund: 235 - AMBULANCE					
CLIFTON-LARSON-ALLEN, LLP	2922084	07/27/2021	AUDIT SERVICES	235-42153-480	360.00
ZOLL MEDICAL CORPORATION	3151536	07/01/2021	AMBULANCE/OPERATING SUP	235-42153-217	408.37
O'REILLY AUTOMOTIVE, INC	4425-313498	07/15/2021	SUPPLIES-OREILLY DEF	235-42153-217	47.96
BOUND TREE MEDICAL, LLC	84118232	07/12/2021	AMBULANCE/OPERATING SUP	235-42153-217	247.36
ZOLL MEDICAL CORPORATION	3320405	07/20/2021	AMB/DEFIB/MAINTENANCE -	235-42153-404	389.50
ARAMARK	256000008242	07/15/2021	CLEANING/SUPPLIES-AMBU	235-42153-406	28.00
INDOFF, INC	3486910	07/20/2021	AMBULANCE/SUPPLIES	235-42153-200	29.99
BOUND TREE MEDICAL, LLC	84127354	07/20/2021	AMBULANCE/OPERATING SUP	235-42153-217	364.09
BOUND TREE MEDICAL, LLC	84127355	07/20/2021	AMBULANCE/OPERATING SUP	235-42153-217	238.52
JOHN C NELSON	07-25-21	07/27/2021	AMBULANCE/MEALS/LODGIN	235-42153-334	175.45
KIM POWERS	07-25-21	07/27/2021	AMBULANCE/MEALS/LODGIN	235-42153-334	226.26
TIM HACKER	07-25-21	07/27/2021	AMBULANCE/MEALS/LODGIN	235-42153-334	31.05
Fund 235 - AMBULANCE Total:					2,546.55
Fund: 250 - EDA GENERAL					
CLIFTON-LARSON-ALLEN, LLP	2857519	07/15/2021	CONSULTING/AUDITING-EDA	250-46520-301	2,000.00
CLIFTON-LARSON-ALLEN, LLP	2922079	07/27/2021	CONSULTING & AUDITING/CO	250-46520-301	1,050.00
CLIFTON-LARSON-ALLEN, LLP	2922084	07/27/2021	AUDIT SERVICES	250-46520-301	860.00
LOOP NET	114312693-1	07/20/2021	EDA ADVERTISING	250-46520-340	69.00
CENTURY BUSINESS PRODUCT	575169	07/14/2021	KYOCERA/3050CI-	250-46520-200	69.54
DGR ENGINEERING	00248021	07/20/2021	SPECIAL PROJECT-EAST HWY 6	250-46520-439	1,474.10
EHLERS & ASSOC., INC.	87527	07/20/2021	EDA/CONSULTING & AUDITIN	250-46520-301	446.25
MN ENERGY RESOURCES	050866730900003071321	07/21/2021	UTILITIES/GAS	250-46520-383	48.09
SCHRAMMEL LAW OFFICE	07-15-21	07/20/2021	EDA LAKE CONN. TRAIL/REMI	250-46520-439	500.00
VERIZON WIRELESS	9884513416	07/27/2021	JUNE 21-JULY 20/TELEPHONE	250-46520-321	27.69
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	250-46520-133	24.00
Fund 250 - EDA GENERAL Total:					6,568.67
Fund: 254 - NORTH IND PARK					
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2013B PROJ-	254-49980-611	475.00
Fund 254 - NORTH IND PARK Total:					475.00
Fund: 274 - TIF 1-19 NWIP II					
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2018A GEN	274-49980-611	11,250.00
Fund 274 - TIF 1-19 NWIP II Total:					11,250.00
Fund: 303 - 2007 STREET IMPROVEMENT					
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2012A PRIN	303-49980-611	1,735.00
Fund 303 - 2007 STREET IMPROVEMENT Total:					1,735.00
Fund: 305 - 2009 STREET IMPROVEMENT					
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2012A PRIN	305-47000-480	475.00
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2017C GEN	305-49980-611	4,850.00
Fund 305 - 2009 STREET IMPROVEMENT Total:					5,325.00
Fund: 306 - 2013 STREET IMPROVEMENT					
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2020 REFUN	306-41000-480	475.00
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2020 REFUN	306-49980-611	8,594.44
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2020 REFUN	306-49980-611	11,086.83
Fund 306 - 2013 STREET IMPROVEMENT Total:					20,156.27

Expense Approval Report

Payment Dates: 7/17/2021 - 7/30/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 307 - 2017 STREET PROJECT					
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2017A GEN	307-49980-611	40,422.50
Fund 307 - 2017 STREET PROJECT Total:					40,422.50
Fund: 308 - 2020 STREET PROJECT					
DGR ENGINEERING	00248009	07/20/2021	2020 STREET IMPROVEMENT	308-20200	1,972.76
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2020C PRIN	308-49980-611	4,612.50
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2020B PRIN	308-49980-611	41,125.00
Fund 308 - 2020 STREET PROJECT Total:					47,710.26
Fund: 401 - GENERAL CAPITAL PROJECTS					
DGR ENGINEERING	00248015	07/20/2021	2021 RIVER RD & 10TH ST REP	401-49950-439	1,461.54
ELECTRIC FUND	1132 MILLER AVE	07/21/2021	1132 MILLER AVE/MARCUS N	401-49950-506	606.30
ELECTRIC FUND	678 COLLINS AVE	07/21/2021	678 COLLINS AVE/MARCUS N	401-49950-506	252.10
M R PAVING & EXCAVATING I	06-28-21 THRU 07-2-21 FEMA	07/21/2021	2021 RIVER RD REPAIR-FEMA	401-49950-503	63,205.29
M R PAVING & EXCAVATING I	7-12-21 RIVER RD REPAIR FIN	07/21/2021	2021 RIVER RD REPAIR FINAL	401-49950-503	3,326.59
DGR ENGINEERING	00248273	07/27/2021	2021 RIVER RD & 10TH ST REP	401-49950-503	2,148.84
Fund 401 - GENERAL CAPITAL PROJECTS Total:					71,000.66
Fund: 402 - CAPITAL PROJECT - ESF					
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2020 REFUN	402-49980-612	19,661.44
Fund 402 - CAPITAL PROJECT - ESF Total:					19,661.44
Fund: 406 - PIR					
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2013B PROJ-	406-49980-611	950.00
Fund 406 - PIR Total:					950.00
Fund: 601 - WATER					
CLIFTON-LARSON-ALLEN, LLP	2922084	07/27/2021	AUDIT SERVICES	601-49400-301	590.00
KDOM RADIO	#0951 06-30-21	07/21/2021	WATER USE ADVISORY	601-49400-340	61.20
INNOVATIVE SYSTEMS LLC	55731	07/01/2021	DATA PROCESSING	601-49400-326	760.50
FLAGSHOOTER, INC.	120107992	07/07/2021	MAINTENANCE - OFFICE	601-49400-404	581.54
INNOVATIVE SYSTEMS LLC	56023	07/09/2021	PRINTING/POSTAGE/DATA PR	601-49400-322	211.19
INNOVATIVE SYSTEMS LLC	56023	07/09/2021	PRINTING/POSTAGE/DATA PR	601-49400-326	168.16
INNOVATIVE SYSTEMS LLC	56069	07/06/2021	Software Service-water	601-49400-326	517.50
FEDER MECHANICAL INC	2534	07/07/2021	MAINTENANCE - DISTRIBUTIO	601-49400-408	523.51
FEDER MECHANICAL INC	2535	07/07/2021	MAINTENANCE - DISTRIBUTIO	601-49400-408	195.50
FEDER MECHANICAL INC	2537	07/07/2021	MAINTENANCE - DISTRIBUTIO	601-49400-408	145.50
MN VALLEY TESTING	1096707	07/15/2021	WATER-LAB TESTING	601-49400-310	79.00
RYAN ANDERSON	0038015	07/20/2021	WATER/SAFTY BOOTS/OPERA	601-49400-217	75.00
BLUE CROSS/BLUE SHIELD	210702424811	07/21/2021	BLUE CROSS BLUE SHIELD INS-	601-49400-480	743.50
VERIZON WIRELESS	9884513416	07/27/2021	JUNE 21-JULY 20/TELEPHONE	601-49400-321	99.64
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	601-49400-133	48.00
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2017A GEN	601-49980-611	8,125.00
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2020 REFUN	601-49980-611	7,730.04
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2020 REFUN	601-49980-611	3,102.59
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2012 PROJ I	601-49980-611	382.20
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2020B SPECI	601-49980-720	8,315.63
Fund 601 - WATER Total:					32,455.20
Fund: 602 - SEWER					
WENNER HOLDINGS LLC	3308	07/15/2021	SEWER CLEANING	602-49450-408	32,987.40
CLIFTON-LARSON-ALLEN, LLP	2922084	07/27/2021	AUDIT SERVICES	602-49450-301	1,713.98
INNOVATIVE SYSTEMS LLC	55731	07/01/2021	DATA PROCESSING	602-49450-326	760.50
MN VALLEY TESTING	1095949	07/07/2021	LAB TESTING/WWTP	602-49450-310	163.20
INNOVATIVE SYSTEMS LLC	56023	07/09/2021	PRINTING/POSTAGE/DATA PR	602-49450-322	211.20
INNOVATIVE SYSTEMS LLC	56023	07/09/2021	PRINTING/POSTAGE/DATA PR	602-49450-326	168.16
INNOVATIVE SYSTEMS LLC	56069	07/06/2021	Software Service-sewer	602-49450-326	517.50
MN VALLEY TESTING	1096595	07/15/2021	LAB TESTING-SEWER	602-49450-310	254.40
MN VALLEY TESTING	1096603	07/15/2021	LAB TESTING-SEWER	602-49450-310	71.20
MN VALLEY TESTING	1096633	07/15/2021	LAB TESTING-SEWER	602-49450-310	103.20
DGR ENGINEERING	00248018	07/21/2021	2021 HWY 71/ENG/SURVEYIN	602-49450-303	1,195.00
MN VALLEY TESTING	1097079	07/21/2021	SEWER-LAB TESTING	602-49450-310	163.20
EOSI - Environmental Operati	39370	07/21/2021	SEWER-CHEMICALS	602-49450-216	8,744.60

Expense Approval Report

Payment Dates: 7/17/2021 - 7/30/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN VALLEY TESTING	1097486	07/21/2021	SEWER-LAB TESTING	602-49450-310	103.20
MN VALLEY TESTING	1097605	07/21/2021	SEWER-LAB TESTING	602-49450-310	254.40
RYAN ANDERSON	0038015	07/20/2021	WATER/SAFTY BOOTS/OPERA	602-49450-217	75.00
DACOTA PAPER CO	16048	07/20/2021	WATER/CLEANING/SUPPLIES	602-49450-211	91.36
VERIZON WIRELESS	9884513416	07/27/2021	JUNE 21-JULY 20/TELEPHONE	602-49450-321	121.52
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	602-49450-133	32.00
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2020B PRIN	602-49980-611	6,059.38
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2020 REFUN	602-49980-611	6,654.08
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2017A GEN	602-49980-611	7,655.00
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2020 REFUN	602-49980-611	20,763.52
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2012A PROJ	602-49980-611	352.80
ON-SITE FABRICATION, LLC	21157	07/26/2021	WATER/MAINTENANCE - OFFI	602-49450-404	140.00
Fund 602 - SEWER Total:					89,355.80

Fund: 604 - ELECTRIC

CEMSTONE PRODUCTS CO	C2366638	07/20/2021	EL/EAST HILL NEW CONSTRU	604-16300	558.38
CLIFTON-LARSON-ALLEN, LLP	2922084	07/27/2021	AUDIT SERVICES	604-49550-301	590.00
INNOVATIVE SYSTEMS LLC	55731	07/01/2021	DATA PROCESSING	604-49550-326	1,521.00
CMP - CENTRAL MUNICIPAL P	7092	07/08/2021	ELECTRIC-TRANSMISSION	604-49550-263	208,423.43
CMP - CENTRAL MUNICIPAL P	7092	07/08/2021	ELECTRIC-ENERGY	604-49550-263	119,214.30
CMP - CENTRAL MUNICIPAL P	7092	07/08/2021	ELECTRIC-CONSERVATION	604-49550-450	2,970.80
INNOVATIVE SYSTEMS LLC	56023	07/09/2021	PRINTING/POSTAGE/DATA PR	604-49550-322	211.19
INNOVATIVE SYSTEMS LLC	56023	07/09/2021	PRINTING/POSTAGE/DATA PR	604-49550-326	168.16
INNOVATIVE SYSTEMS LLC	56069	07/06/2021	Software Service-electric	604-49550-326	1,035.00
WINDOM TOWING LLC	13572	07/15/2021	ELECTRIC-TIRES	604-49550-404	837.47
AMAZON CAPITAL SERVICES, I	1K7M-9RVT-Q4DT	07/15/2021	ELECTRIC-INK CARTRIDGES	604-49550-200	429.34
DEPARTMENT OF ENERGY	BFPB000800621	07/07/2021	MERCHANDISE FOR RESALE-P	604-49550-263	89,370.17
ALTEC INDUSTRIES, INC.	50806685	07/20/2021	#330/1FVACXDT2GHHD5604	604-49550-405	268.05
MN MUNICIPAL UTILITIES ASS	57685	07/20/2021	ELECTRIC/TRAINING & REGIS	604-49550-308	1,750.00
VERIZON WIRELESS	9884513416	07/27/2021	JUNE 21-JULY 20/TELEPHONE	604-49550-321	138.46
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	604-49550-133	112.00
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	604-49550-460	183.00
MELANIE BEAM	REBATE 07-28-21	07/28/2021	CONSERVATION - ENERGY REB	604-49550-450	350.00
NATALIE BURMEISTER	REBATE 07-28-21	07/28/2021	CONSERVATION - ENERGY REB	604-49550-450	300.00
BRUCE OLSON	REBATE 07-28-21	07/28/2021	CONSERVATION - ENERGY REB	604-49550-450	500.00
JOEL BORDEWYK	REBATE 07-28-21	07/28/2021	CONSERVATION - ENERGY REB	604-49550-450	500.00
ANTELMO SANTIVANEZ	REISSUE 7/28/2021	07/28/2021	UTILITY REFUND	604-22000	300.00
Fund 604 - ELECTRIC Total:					429,730.75

Fund: 609 - LIQUOR STORE

CLIFTON-LARSON-ALLEN, LLP	2857519	07/15/2021	CONSULTING/AUDITING-LIQU	609-49751-301	300.00
AH HERMEL COMPANY	882122/882122	07/27/2021	LIQUOR/MERCHANDISE	609-49751-254	151.42
AH HERMEL COMPANY	882122/882122	07/27/2021	LIQUOR/MERCHANDISE	609-49751-256	283.56
AH HERMEL COMPANY	882122/882122	07/27/2021	LIQUOR/MERCHANDISE	609-49751-261	168.33
AH HERMEL COMPANY	882122/882122	07/27/2021	LIQUOR/MERCHANDISE	609-49751-333	6.95
AH HERMEL COMPANY	882124/882124	07/27/2021	LIQUOR/OPERATING SUPPLIE	609-49751-217	84.73
SOUTHERN GLAZER'S OF MN	5071374	07/20/2021	LIQUOR/MERCHANDISE	609-49751-251	1,800.00
SOUTHERN GLAZER'S OF MN	5071374	07/20/2021	LIQUOR/MERCHANDISE	609-49751-333	61.50
SOUTHERN GLAZER'S OF MN	5071375	07/20/2021	LIQUOR/MERCHANDISE	609-49751-251	158.40
SOUTHERN GLAZER'S OF MN	5071375	07/20/2021	LIQUOR/MERCHANDISE	609-49751-333	6.15
MN MUNICIPAL BEVERAGE AS	JULY 2021- JULY 2022	07/28/2021	LIQUOR/DUES	609-49751-433	1,700.00
BEVERAGE WHOLESALERS	173148	07/14/2021	LIQUOR-BEER	609-49751-252	179.20
DOLL DISTRIBUTING, LLC	565041	07/14/2021	LIQUOR-BEER	609-49751-252	86.00
INDIAN ISLAND WINERY	3795	07/15/2021	LIQUOR-WINE	609-49751-253	404.64
BEVERAGE WHOLESALERS	173506	07/15/2021	LIQUOR-BEER	609-49751-252	11,025.60
BEVERAGE WHOLESALERS	173506	07/15/2021	LIQUOR-SOFT DRINKS/MIX	609-49751-254	-30.00
DOLL DISTRIBUTING, LLC	567648	07/15/2021	LIQUOR-BEER	609-49751-252	1,461.20
DOLL DISTRIBUTING, LLC	567650	07/15/2021	LIQUOR-BEER	609-49751-252	12,998.12
BREAKTHRU BEVERAGE MN	340184587	07/14/2021	LIQUOR-LIQUOR	609-49751-251	6,009.26
BREAKTHRU BEVERAGE MN	340184587	07/14/2021	LIQUOR-WINE	609-49751-253	424.00
BREAKTHRU BEVERAGE MN	340184587	07/14/2021	LIQUOR-SOFT DRINKS/MIX	609-49751-254	136.48
BREAKTHRU BEVERAGE MN	340184587	07/14/2021	LIQUOR-FREIGHT	609-49751-333	87.11

Expense Approval Report

Payment Dates: 7/17/2021 - 7/30/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ARCTIC GLACIER U.S.A. INC	3461118910	07/13/2021	LIQUOR-ICE	609-49751-257	453.60
ARCTIC GLACIER U.S.A. INC	3461118910	07/13/2021	LIQUOR-FREIGHT	609-49751-333	7.50
INDOFF, INC	3485687	07/14/2021	LIQUOR-TOILET PAPER	609-49751-200	101.54
DOLL DISTRIBUTING, LLC	568779	07/14/2021	LIQUOR-BEER	609-49751-252	842.80
BEVERAGE WHOLESALERS	174227	07/14/2021	LIQUOR-BEER	609-49751-252	3,058.00
JOHNSON BROS.	1840484	07/14/2021	LIQUOR-WINE	609-49751-253	298.63
JOHNSON BROS.	1840484	07/14/2021	LIQUOR-WINE	609-49751-333	13.92
JOHNSON BROS.	1840485	07/14/2021	LIQUOR-LIQUOR	609-49751-251	2,494.21
JOHNSON BROS.	1840485	07/14/2021	LIQUOR-FREIGHT	609-49751-333	59.46
JOHNSON BROS.	1840487	07/14/2021	LIQUOR-BEER	609-49751-252	25.60
ARTISAN BEER COMPANY	3483835	07/14/2021	LIQUOR-BEER	609-49751-252	187.00
PHILLIPS WINE & SPIRITS	6234365	07/14/2021	LIQUOR-LIQUOR	609-49751-251	2,558.69
PHILLIPS WINE & SPIRITS	6234365	07/14/2021	LIQUOR-FREIGHT	609-49751-333	32.33
PHILLIPS WINE & SPIRITS	6234366	07/14/2021	LIQUOR-WINE	609-49751-253	440.00
PHILLIPS WINE & SPIRITS	6234366	07/14/2021	LIQUOR-SOFT DRINKS/MIX	609-49751-254	88.00
PHILLIPS WINE & SPIRITS	6234366	07/14/2021	LIQUOR-BITTERS	609-49751-261	100.00
PHILLIPS WINE & SPIRITS	6234366	07/14/2021	LIQUOR-FREIGHT	609-49751-333	17.74
WINE MERCHANTS	7337212	07/14/2021	LIQUOR-WINE	609-49751-253	327.27
WINE MERCHANTS	7337212	07/14/2021	LIQUOR-FREIGHT	609-49751-333	5.22
WINE MERCHANTS	7337213	07/14/2021	LIQUOR-WINE	609-49751-253	327.27
WINE MERCHANTS	7337213	07/14/2021	LIQUOR-FREIGHT	609-49751-333	5.22
RAGE INC - CAMPUS CLEANER	43499	07/14/2021	LIQUOR-MATS/TOWELS	609-49751-211	39.91
BEVERAGE WHOLESALERS	174592	07/20/2021	70063-LIQUOR-BEER	609-49751-252	11,968.33
JOHNSON BROS.	1840486	07/14/2021	LIQUOR-WINE	609-49751-253	213.15
JOHNSON BROS.	1840486	07/14/2021	LIQUOR-FREIGHT	609-49751-333	6.96
ARCTIC GLACIER U.S.A. INC	3461119508	07/20/2021	LIQUOR/MERCHANDISE	609-49751-257	223.30
ARCTIC GLACIER U.S.A. INC	3461119508	07/20/2021	LIQUOR/MERCHANDISE	609-49751-333	7.50
DOLL DISTRIBUTING, LLC	572272	07/20/2021	LIQUOR/MERCHANDISE	609-49751-251	58.50
DOLL DISTRIBUTING, LLC	572272	07/20/2021	LIQUOR/MERCHANDISE	609-49751-252	3,507.30
DOLL DISTRIBUTING, LLC	572272	07/20/2021	LIQUOR/MERCHANDISE	609-49751-254	42.00
BEVERAGE WHOLESALERS	175068	07/20/2021	LIQUOR/BEER	609-49751-252	-10.20
JOHNSON BROS.	1845003	07/20/2021	LIQUOR/MERCHANDISE	609-49751-251	925.34
JOHNSON BROS.	1845003	07/20/2021	LIQUOR/MERCHANDISE	609-49751-333	13.92
JOHNSON BROS.	1845004	07/20/2021	LIQUOR/MERCHANDISE	609-49751-252	1,510.77
JOHNSON BROS.	1845004	07/20/2021	LIQUOR/MERCHANDISE	609-49751-333	38.28
JOHNSON BROS.	1845005	07/20/2021	LIQUOR/BEER	609-49751-252	73.50
SOUTHERN GLAZER'S OF MN	2102659	07/20/2021	LIQUOR/MERCHANDISE	609-49751-251	2,057.62
SOUTHERN GLAZER'S OF MN	2102659	07/20/2021	LIQUOR/MERCHANDISE	609-49751-333	27.62
SOUTHERN GLAZER'S OF MN	2102660	07/20/2021	LIQUOR/MERCHANDISE	609-49751-254	26.00
SOUTHERN GLAZER'S OF MN	2102660	07/20/2021	LIQUOR/MERCHANDISE	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2102661	07/20/2021	LIQUOR/MERCHANDISE	609-49751-253	644.00
SOUTHERN GLAZER'S OF MN	2102661	07/20/2021	LIQUOR/MERCHANDISE	609-49751-333	18.45
ARTISAN BEER COMPANY	3484824	07/20/2021	LIQUOR/BEER	609-49751-252	88.90
PHILLIPS WINE & SPIRITS	6237826	07/20/2021	LIQUOR/MERCHANDISE	609-49751-251	205.85
PHILLIPS WINE & SPIRITS	6237826	07/20/2021	LIQUOR/MERCHANDISE	609-49751-333	2.18
PHILLIPS WINE & SPIRITS	6237827	07/20/2021	LIQUOR/MERCHANDISE	609-49751-253	107.50
PHILLIPS WINE & SPIRITS	6237827	07/20/2021	LIQUOR/MERCHANDISE	609-49751-254	22.50
PHILLIPS WINE & SPIRITS	6237827	07/20/2021	LIQUOR/MERCHANDISE	609-49751-333	5.22
DOLL DISTRIBUTING, LLC	574485	07/20/2021	LIQUOR/OPERATING SUPPLIE	609-49751-217	140.00
AH HERMEL COMPANY	885222/885222	07/26/2021	OPERATING SUPPLIES	609-49751-217	118.11
AH HERMEL COMPANY	885223/885223	07/26/2021	LIQUOR/MERCHANDISE	609-49751-254	139.07
AH HERMEL COMPANY	885223/885223	07/26/2021	LIQUOR/MERCHANDISE	609-49751-256	378.08
AH HERMEL COMPANY	885223/885223	07/26/2021	LIQUOR/MERCHANDISE	609-49751-261	64.88
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	609-49751-133	32.00
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	609-20202	393.00
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	609-49751-460	312.00
CLIFTON-LARSON-ALLEN, LLP	2948500	07/23/2021	LIQUOR STORE/AUDIT/CONSU	609-49751-301	1,190.00
PHILLIPS WINE & SPIRITS	6241624	07/26/2021	MERCHANDISE FOR RESALE	609-49751-251	3,321.78
PHILLIPS WINE & SPIRITS	6241624	07/26/2021	MERCHANDISE FOR RESALE	609-49751-333	59.60
PHILLIPS WINE & SPIRITS	6241625	07/26/2021	MERCHANDISE FOR RESALE	609-49751-253	58.00

Expense Approval Report

Payment Dates: 7/17/2021 - 7/30/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PHILLIPS WINE & SPIRITS	6241625	07/26/2021	MERCHANDISE FOR RESALE	609-49751-333	1.74
Fund 609 - LIQUOR STORE Total:					76,981.36

Fund: 614 - TELECOM

CLIFTON-LARSON-ALLEN, LLP	2857519	07/15/2021	CONSULTING/AUDITING-TELE	614-49870-301	325.00
BTN - BIG TEN NETWORK	66336	07/20/2021	SUBSCRIBER FEES	614-49870-442	1,518.75
BALLY SPORTS NORTH	582143	07/15/2021	TELECOM-SUBSCRIBER FEES	614-49870-442	7,182.00
MLB NETWORK	162955	07/15/2021	TELECOM/SUBSCRIBER FEES	614-49870-442	378.00
NEXSTAR BROADCASTING GR	391368	07/15/2021	TELECOM-SUBSCRIBER FEE	614-49870-442	236.93
FOX TELEVISION STATIONS, IN	391713	07/15/2021	TELECOM-SUBSCRIBER FEES	614-49870-442	2,750.82
SWWC - SOUTHWEST WEST C	66864	07/07/2021	TELECOM/ON CALL SUPPORT	614-49870-448	950.00
SWWC - SOUTHWEST WEST C	67031	07/07/2021	TELECOM-ON CALL SUPPORT	614-49870-448	950.00
ONVOY, LLC dba INTELIGENT	167786	07/06/2021	Dedicated LD services	614-49870-451	3,538.65
ONVOY, LLC dba INTELIGENT	167861	07/07/2021	TELECOM/CALL COMPLETION	614-49870-451	118.64
INNOVATIVE SYSTEMS LLC	55731	07/01/2021	DATA PROCESSING	614-49870-326	875.00
INNOVATIVE SYSTEMS LLC	55731	07/01/2021	DATA PROCESSING	614-49870-326	1,521.00
CONSOLIDATED COMMUNICA	JULY2021	07/27/2021	TELECOM/JULY/SUBSCRIBER F	614-49870-442	1,443.00
INNOVATIVE SYSTEMS LLC	55868	07/02/2021	DATA PROCESSING	614-49870-326	900.00
INNOVATIVE SYSTEMS LLC	56023	07/09/2021	PRINTING/POSTAGE/DATA PR	614-49870-322	211.19
INNOVATIVE SYSTEMS LLC	56023	07/09/2021	PRINTING/POSTAGE/DATA PR	614-49870-326	168.16
INNOVATIVE SYSTEMS LLC	56023	07/09/2021	PRINTING/POSTAGE/DATA PR	614-49870-350	131.11
INNOVATIVE SYSTEMS LLC	56069	07/06/2021	Software Service-telecom	614-49870-326	1,035.00
1623 FARNAM LLC	004920	07/07/2021	TELECOM/INTERNET EXPENSE	614-49870-447	200.00
POWER & TEL	307494 07-14-21	07/20/2021	TELECOM/UTILITY SYSTEM	614-49870-227	353.01
MANKATO NETWORKS, LLC	389305	07/20/2021	TELECOM/INTERNET EXPENSE	614-49870-447	1,023.96
CENTURY LINK	507 831-1075 104 07-16-2021	07/27/2021	SERVICE 831-1075 104	614-49870-451	82.64
POWER & TEL	307494 07-19-21	07/23/2021	TELECOM/UTILITY SYSTEM	614-49870-227	1,691.04
RAGE INC - CAMPUS CLEANER	43901	07/20/2021	TELECOM/CLEANING/SUPPLIE	614-49870-211	21.31
VERIZON WIRELESS	9884513416	07/27/2021	JUNE 21-JULY 20/TELEPHONE	614-49870-321	274.74
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	614-49870-133	64.00
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	614-49870-460	183.00
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT- 2017B GO E	614-49980-611	8,925.00
MANKATO NETWORKS, LLC	389316	07/23/2021	TELECOM/INTERNET EXPENSE	614-49870-447	462.50
CLIFTON-LARSON-ALLEN, LLP	2948500	07/23/2021	TELECOM/AUDIT/CONSULT	614-49870-301	1,265.00
JORDAN BUSSA	JAN - JUNE 2021	07/23/2021	ON CALL SUPPORT	614-49870-448	261.00
UNIVERSAL SERVICE ADMIN C	UBDI0001211782	07/27/2021	499A CONTRIBUTION	614-49870-443	2,348.60
INTERSTATE TRS FUND	82580760043	07/27/2021	ASSESSMENT FOR 499-A FILIN	614-49870-304	333.06
INTERSTATE TRS FUND	82580760043	07/27/2021	ASSESSMENT FOR 499-A FILIN	614-49870-304	119.01
HURRICANE ELECTRIC LLC	98384215	07/27/2021	TELECOM/INTERNET EXPENSE	614-49870-447	4,100.00
WINDOM AREA SCHOOLS	FULL SIZE AD 2021-2022	07/27/2021	TELECOM/ADVERTISING	614-49870-340	225.00
Fund 614 - TELECOM Total:					46,166.12

Fund: 615 - ARENA

SEH	399939	07/20/2021	WINDOM ARENA RE-ROOFIN	615-16200	2,190.00
SEH	401501	07/20/2021	WINDOM ARENA RE-ROOFIN	615-16200	2,190.00
SEH	403182	07/20/2021	WINDOM ARENA RE-ROOFIN	615-16200	4,380.00
SEH	398515	07/20/2021	WINDOM ARENA RE-ROOFIN	615-16200	2,190.00
SEH	407699	07/20/2021	WINDOM ARENA RE-ROOFIN	615-16200	2,190.00
JCL SOLUTIONS - JANITORS CL	1254381	07/20/2021	ARENA-CLEANING/SUPPLIES	615-49850-211	415.62
RAGE INC - CAMPUS CLEANER	43900	07/20/2021	ARENA-MAT CLEANING	615-49850-211	50.00
BLUE CROSS/BLUE SHIELD	210702424811	07/21/2021	BLUE CROSS BLUE SHIELD INS-	615-49850-480	743.50
VERIZON WIRELESS	9884513416	07/27/2021	JUNE 21-JULY 20/TELEPHONE	615-49850-321	59.43
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	615-49850-133	32.00
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	615-49850-460	478.00
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	615-49850-460	14.00
BOND TRUST SERVICE CORP	07-28-21 BOND PAYMENT	07/23/2021	BOND PAYMENT-2018A GEN	615-49980-611	15,229.38
CLIFTON-LARSON-ALLEN, LLP	2948500	07/23/2021	ARENA-CONSULT/AUDIT	615-49850-301	860.00
Fund 615 - ARENA Total:					31,021.93

Fund: 617 - M/P CENTER

CLIFTON-LARSON-ALLEN, LLP	2922084	07/27/2021	AUDIT SERVICES	617-49860-301	596.02
FEDER MECHANICAL INC	2536	07/07/2021	WCC/SPRINKLER/MAINTENA	617-49860-402	293.01

Expense Approval Report

Payment Dates: 7/17/2021 - 7/30/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INDOFF, INC	3486920	07/27/2021	WCC/CLEANING/SUPPLIES	617-49860-211	33.94
ELITE MECHANICAL SYSTEMS,	8712	07/15/2021	COMM CTR -UTILITIES/AC BEL	617-49860-409	204.13
COLE PAPERS INC.	10008324	07/20/2021	WCC/CLEANING/SUPPLIES	617-49860-211	182.56
RAGE INC - CAMPUS CLEANER	43899	07/27/2021	WCC/CLEANING/SUPPLIES	617-49860-211	67.50
SECR REV FUND/CITY OF WD	07-20-21	07/20/2021	WCC/PETTY CASH	617-10200	1,500.00
BLUE CROSS/BLUE SHIELD	210702424811	07/21/2021	BLUE CROSS BLUE SHIELD INS-	617-49860-480	743.50
VERIZON WIRELESS	9884513416	07/27/2021	JUNE 21-JULY 20/TELEPHONE	617-49860-321	41.50
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	617-49860-133	48.00
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	617-20202	261.10
MN REVENUE	JUNE 2021 BALANCE	07/20/2021	SALES TAX	617-49860-460	582.90
CLIFTON-LARSON-ALLEN, LLP	2948500	07/23/2021	COMMUNITY CTR-AUDIT/CON	617-49860-301	263.98
EDWARD BERGER	07-26-21	07/27/2021	WCC/SOFT DRINKS & MIXES	617-49860-254	28.62
Fund 617 - M/P CENTER Total:					4,846.76

Fund: 651 - RIVERLBUFF TOWNHOMES

CLIFTON-LARSON-ALLEN, LLP	2922084	07/27/2021	AUDIT SERVICES	651-46520-480	860.00
Fund 651 - RIVERLBUFF TOWNHOMES Total:					860.00

Fund: 700 - PAYROLL

FURTHER (Select Account)	39891436	07/21/2021	FLEX SPENDING	700-21712	2,986.39
MII LIFE	07-01-21	07/15/2021	VEBA- 2021 JULY	700-21720	9,166.79
MII LIFE	07-01-21	07/15/2021	FURTHER/VEBA_HSA	700-21720	520.85
MII LIFE	07-01-21	07/15/2021	VEBA	700-21722	3,020.90
MN BENEFIT ASSOCIATION	2021-0135390 JUNE & JULY 2	07/20/2021	LIFE & AUTO INSURANCE	700-21717	9.68
MN BENEFIT ASSOCIATION	2021-0135390 JUNE & JULY 2	07/20/2021	LIFE & AUTO INSURANCE	700-21719	540.18
MN CHILD SUPPORT PAYMEN	INV0001967	07/16/2021	Child Support Payment	700-21709	97.83
BLUE CROSS/BLUE SHIELD	210702424811	07/21/2021	BLUE CROSS BLUE SHIELD INS-	700-21706	54,653.50
FURTHER (Select Account)	39902585	07/21/2021	FLEX SPENDING	700-21712	149.45
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	700-21718	16.00
NCPERS MINNESOTA	AUG 2021	07/21/2021	INSURANCE #844600	700-21718	16.00
LOCAL UNION #949	JULY 2021	07/20/2021	UNION DUES	700-21707	1,643.86
LAW ENFORCEMENT LABOR S	WINDOM #351 JULY 2021	07/20/2021	WINDOM PD UNION DUES	700-21708	508.00
AFLAC	514460	07/27/2021	INSURANCE JULY 2021	700-21715	305.40
AFLAC	514460	07/27/2021	INSURANCE JULY 2021	700-21716	602.90
FURTHER (Select Account)	39905877	07/29/2021	Medical FSA	700-21712	124.55
FURTHER (Select Account)	INV0001970	07/30/2021	HSA Employee Contribution	700-21723	422.35
MN Pera	INV0001971	07/30/2021	PERA	700-21704	944.32
MN Pera	INV0001971	07/30/2021	PERA	700-21704	14,042.19
MN Pera	INV0001971	07/30/2021	PERA	700-21704	8,156.37
MN State Deferred	INV0001972	07/30/2021	Deferred Compensation	700-21705	7,515.32
MN State Deferred	INV0001972	07/30/2021	Deferred Roth	700-21705	1,162.00
Internal Revenue Service-Payr	INV0001974	07/30/2021	Federal Tax Withholding	700-21701	10,833.02
Internal Revenue Service-Payr	INV0001974	07/30/2021	Social Security	700-21703	14,955.52
Internal Revenue Service-Payr	INV0001974	07/30/2021	Medicare Withholding	700-21711	4,192.12
MN Department of Revenue -	INV0001975	07/30/2021	State Withholding	700-21702	5,308.62
Fund 700 - PAYROLL Total:					141,894.11

Grand Total: 1,106,042.76

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	20,243.50
211 - LIBRARY	2,338.21
225 - AIRPORT	387.54
230 - POOL	1,960.13
235 - AMBULANCE	2,546.55
250 - EDA GENERAL	6,568.67
254 - NORTH IND PARK	475.00
274 - TIF 1-19 NWIP II	11,250.00
303 - 2007 STREET IMPROVEMENT	1,735.00
305 - 2009 STREET IMPROVEMENT	5,325.00
306 - 2013 STREET IMPROVEMENT	20,156.27
307 - 2017 STREET PROJECT	40,422.50
308 - 2020 STREET PROJECT	47,710.26
401 - GENERAL CAPITAL PROJECTS	71,000.66
402 - CAPITAL PROJECT - ESF	19,661.44
406 - PIR	950.00
601 - WATER	32,455.20
602 - SEWER	89,355.80
604 - ELECTRIC	429,730.75
609 - LIQUOR STORE	76,981.36
614 - TELECOM	46,166.12
615 - ARENA	31,021.93
617 - M/P CENTER	4,846.76
651 - RIVERLBUFF TOWNHOMES	860.00
700 - PAYROLL	141,894.11
Grand Total:	1,106,042.76

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	6,459.00
100-41310-133	Employer Paid Insurance	64.00
100-41310-200	Office Supplies	21.88
100-41310-217	Other Operating Supplie	143.00
100-41310-301	Auditing & Consulting Se	490.00
100-41310-331	Travel Expense	161.28
100-41310-480	Other Miscellaneous	274.00
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	34.76
100-41910-321	Telephone	41.50
100-42120-133	Employer Paid Insurance	160.00
100-42120-200	Office Supplies	845.49
100-42120-212	Motor Fuels	53.21
100-42120-218	Uniforms	248.85
100-42120-323	Radio Units	860.86
100-42120-326	Data Processing	654.00
100-42120-334	Meals/Lodging	9.65
100-42120-404	Repairs & Maint - M&E	265.00
100-42120-419	Vehicle Lease	2,708.90
100-42120-480	Other Miscellaneous	743.50
100-42220-211	Cleaning Supplies	42.00
100-43100-133	Employer Paid Insurance	80.00
100-43100-217	Other Operating Supplie	36.00
100-43100-224	Street Maint Materials	1,261.45
100-43100-321	Telephone	42.32
100-43100-406	Repairs & Maint - Groun	58.40
100-43100-480	Other Miscellaneous	743.50
100-45120-215	Materials & Equipment	969.93

Account Summary

Account Number	Account Name	Payment Amount
100-45120-460	Miscellaneous Taxes	45.00
100-45202-133	Employer Paid Insurance	16.00
100-45202-211	Cleaning Supplies	257.76
100-45202-212	Motor Fuels	1,097.02
100-45202-404	Repairs & Maint - M&E	1,306.74
100-45202-405	Repairs & Maint - Vehicl	24.50
211-45501-133	Employer Paid Insurance	16.00
211-45501-435	Books and Pamphlets	1,962.21
211-45501-480	Other Miscellaneous	360.00
225-45127-321	Telephone	27.54
225-45127-480	Other Miscellaneous	360.00
230-45124-260	Concessions	716.63
230-45124-404	Repairs & Maint - M&E	145.50
230-45124-460	Miscellaneous Taxes	738.00
230-45124-480	Other Miscellaneous	360.00
235-42153-200	Office Supplies	29.99
235-42153-217	Other Operating Supplie	1,306.30
235-42153-334	Meals/Lodging	432.76
235-42153-404	Repairs & Maint - M&E	389.50
235-42153-406	Repairs & Maint - Groun	28.00
235-42153-480	Other Miscellaneous	360.00
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	69.54
250-46520-301	Auditing & Consulting Se	4,356.25
250-46520-321	Telephone	27.69
250-46520-340	Advertising & Promotion	69.00
250-46520-383	Gas Utility	48.09
250-46520-439	Special Projects	1,974.10
254-49980-611	Bond Interest	475.00
274-49980-611	Bond Interest	11,250.00
303-49980-611	Bond Interest	1,735.00
305-47000-480	Other Miscellaneous	475.00
305-49980-611	Bond Interest	4,850.00
306-41000-480	Other Miscellaneous	475.00
306-49980-611	Bond Interest	19,681.27
307-49980-611	Bond Interest	40,422.50
308-20200	Accounts Payable	1,972.76
308-49980-611	Bond Interest	45,737.50
401-49950-439	Special Projects	1,461.54
401-49950-503	Capital Outlay - Streets	68,680.72
401-49950-506	Capital Outlay - Building	858.40
402-49980-612	Other Interest	19,661.44
406-49980-611	Bond Interest	950.00
601-49400-133	Employer Paid Insurance	48.00
601-49400-217	Other Operating Supplie	75.00
601-49400-301	Auditing & Consulting Se	590.00
601-49400-310	Lab Testing	79.00
601-49400-321	Telephone	99.64
601-49400-322	Postage	211.19
601-49400-326	Data Processing	1,446.16
601-49400-340	Advertising & Promotion	61.20
601-49400-404	Repairs & Maint - M&E	581.54
601-49400-408	Repairs & Maint - Distrib	864.51
601-49400-480	Other Miscellaneous	743.50
601-49980-611	Bond Interest	19,339.83
601-49980-720	Transfers - Debt Service	8,315.63
602-49450-133	Employer Paid Insurance	32.00
602-49450-211	Cleaning Supplies	91.36

Account Summary

Account Number	Account Name	Payment Amount
602-49450-216	Chemicals and Chemical	8,744.60
602-49450-217	Other Operating Supplie	75.00
602-49450-301	Auditing & Consulting Se	1,713.98
602-49450-303	Engineering and Surveyi	1,195.00
602-49450-310	Lab Testing	1,112.80
602-49450-321	Telephone	121.52
602-49450-322	Postage	211.20
602-49450-326	Data Processing	1,446.16
602-49450-404	Repairs & Maint - M&E	140.00
602-49450-408	Repairs & Maint - Distrib	32,987.40
602-49980-611	Bond Interest	41,484.78
604-16300	Improvements Other Th	558.38
604-22000	Prepayments	300.00
604-49550-133	Employer Paid Insurance	112.00
604-49550-200	Office Supplies	429.34
604-49550-263	Merchandise for Resale -	417,007.90
604-49550-301	Auditing & Consulting Se	590.00
604-49550-308	Training & Registrations	1,750.00
604-49550-321	Telephone	138.46
604-49550-322	Postage	211.19
604-49550-326	Data Processing	2,724.16
604-49550-404	Repairs & Maint - M&E	837.47
604-49550-405	Repairs & Maint - Vehicl	268.05
604-49550-450	Conservation	4,620.80
604-49550-460	Miscellaneous Taxes	183.00
609-20202	Sales Tax Payable	393.00
609-49751-133	Employer Paid Insurance	32.00
609-49751-200	Office Supplies	101.54
609-49751-211	Cleaning Supplies	39.91
609-49751-217	Other Operating Supplie	342.84
609-49751-251	Liquor	19,589.65
609-49751-252	Beer	47,002.12
609-49751-253	Wine	3,244.46
609-49751-254	Soft Drinks & Mix	575.47
609-49751-256	Tobacco Products	661.64
609-49751-257	Ice	676.90
609-49751-261	Other Merchandise	333.21
609-49751-301	Auditing & Consulting Se	1,490.00
609-49751-333	Freight and Express	486.62
609-49751-433	Dues & Subscriptions	1,700.00
609-49751-460	Miscellaneous Taxes	312.00
614-49870-133	Employer Paid Insurance	64.00
614-49870-211	Cleaning Supplies	21.31
614-49870-227	Utility System Maint Sup	2,044.05
614-49870-301	Auditing & Consulting Se	1,590.00
614-49870-304	Legal Fees	452.07
614-49870-321	Telephone	274.74
614-49870-322	Postage	211.19
614-49870-326	Data Processing	4,499.16
614-49870-340	Advertising & Promotion	225.00
614-49870-350	Printing & Design	131.11
614-49870-442	Subscriber Fees	13,509.50
614-49870-443	Intergovernmental Fees	2,348.60
614-49870-447	Internet Expense	5,786.46
614-49870-448	On-Call Support	2,161.00
614-49870-451	Call Completion	3,739.93
614-49870-460	Miscellaneous Taxes	183.00
614-49980-611	Bond Interest	8,925.00

Account Summary

Account Number	Account Name	Payment Amount
615-16200	Buildings	13,140.00
615-49850-133	Employer Paid Insurance	32.00
615-49850-211	Cleaning Supplies	465.62
615-49850-301	Auditing & Consulting Se	860.00
615-49850-321	Telephone	59.43
615-49850-460	Miscellaneous Taxes	492.00
615-49850-480	Other Miscellaneous	743.50
615-49980-611	Bond Interest	15,229.38
617-10200	Petty Cash	1,500.00
617-20202	Sales Tax Payable	261.10
617-49860-133	Employer Paid Insurance	48.00
617-49860-211	Cleaning Supplies	284.00
617-49860-254	Soft Drinks & Mix	28.62
617-49860-301	Auditing & Consulting Se	860.00
617-49860-321	Telephone	41.50
617-49860-402	Repairs & Maint - Struct	293.01
617-49860-409	Repairs & Maint - Utilitie	204.13
617-49860-460	Miscellaneous Taxes	582.90
617-49860-480	Other Miscellaneous	743.50
651-46520-480	Other Miscellaneous	860.00
700-21701	Federal Withholding	10,833.02
700-21702	State Withholding	5,308.62
700-21703	FICA Tax Withholding	14,955.52
700-21704	PERA Contributions	23,142.88
700-21705	Retirement	8,677.32
700-21706	Medical Insurance	54,653.50
700-21707	Union Dues	1,643.86
700-21708	PD Union Dues	508.00
700-21709	Wage Levy	97.83
700-21711	Medicare Tax Withholdi	4,192.12
700-21712	Flex Account	3,260.39
700-21715	Individual Insurance-Afla	305.40
700-21716	Individual Insurance-Afla	602.90
700-21717	Individual Insurance-MB	9.68
700-21718	Individual Insurance-NC	32.00
700-21719	Individual Insurance-MB	540.18
700-21720	VEBA Contributions	9,687.64
700-21722	HSA Contribution	3,020.90
700-21723	HSA Employee Contribu	422.35
Grand Total:		1,106,042.76

Project Account Summary

Project Account Key	Payment Amount	
None	1,066,714.78	
2011AIntSw	352.80	
2011AIntWa	382.20	
2012AIntWa	3,102.59	
2013AIntAssessment	8,594.44	
2013AIntStr	11,086.83	
2013AIntSw	6,654.08	
2013AIntWa	7,730.04	
2013BIntEquip	950.00	
2013BIntNWIP	475.00	
Grand Total:		1,106,042.76

C4w
7/30/21

RESOLUTION #2021-

INTRODUCED:

SECONDED:

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

**AUTHORIZATION TO ACCEPT DONATIONS GIVEN
THROUGH THE COTTONWOOD COUNTY ANIMAL RESCUE INC.
FOR THE CITY OF WINDOM PARK DEPARTMENT**

WHEREAS, Minnesota State Statute §465.03 requires that any city accepting a grant or gift of real or personal property shall accept such by resolution of the governing body expressing the terms prescribed by the donor; and

WHEREAS, Cottonwood County Animal Rescue Inc. is a supporter of the City of Windom and the Windom Park Department; and

WHEREAS, the Windom Park Department has received donations given through the Cottonwood County Animal Rescue Inc. of \$1,644.00 to be used towards the purchase of three park benches that were placed at the new Dog Park; and

WHEREAS, the donations for each bench were given to the Cottonwood County Animal Rescue Inc. as follows:

In Memory of Lisa Holt – Cottonwood County Animal Rescue
In Memory of Anne Hartman – Anonymous donation
In Memory of Sarah Kaiser-Hettenbach - Kaiser-Hettenbach Family

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donations from Cottonwood County Animal Rescue Inc. of \$1,644.00 to be used by the Windom Park Department towards the purchase of three park benches that were placed at the new Dog Park In Memory of Lisa Holt, Anne Hartman and Sarah Kaiser-Hettenbach.

Adopted by the Council this 3rd day of August, 2021.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator



COTTONWOOD COUNTY PUBLIC WORKS

Nicholas Klisch P.E., Public Works Director
1355 9th Ave. Windom, MN 56101

Ph. (507) 831-1389

Email: nick.klisch@co.cottonwood.mn.us

Fax (507) 831-2367

July 28, 2021

RE: 2022 CSAH 13 Project within City of Windom

Dear Windom City Council,

Cottonwood County is planning a pavement replacement project on CSAH 13 in Windom for 2022 construction season. As you probably know, this pavement was installed between 1985 and 1988 and is due for replacement. The west limits of the project will be River Road/11th Avenue and the east limits will be just east of Lakeview Avenue (see map below with project limits highlighted in red). The one block of CSAH 13 that runs north and south on 4th Avenue will be an exception to this project.

CSAH 13 currently has 3" to 4" of bituminous pavement and 11.5 to 15" of gravel base. The project will remove (mill) a total of 5" of pavement and gravel base material, and replace with 5" of new asphalt pavement. The project will also include replacement of all existing sidewalk pedestrian ramps to upgrade them to meet current ADA standards. All manholes in the pavement will be adjusted to the new pavement height, and storm sewer castings will be replaced as needed. The only proposed change to the roadway configuration is that the lanes will be striped at 11' wide instead of the current 12' width in order to "calm" traffic in hope to reduce travel speeds.

This project will be 100% funded by County State Aid Highway funding, so the City of Windom will not have a cost share in this project unless work items are added upon request from the City and approval by the County.

I am asking the City of Windom for their consent with this project. If you have further questions feel free to contact me at 507-832-8811.

Sincerely,

Nicholas Klisch

Nicholas Klisch, P.E.
Cottonwood County Engineer/Public Works Director



STATE AID FOR LOCAL TRANSPORTATION
RESOLUTION – Approving County Project within Municipal Corporate Limits

RESOLUTION #2021-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO APPROVE

COTTONWOOD COUNTY CSAH 13 IMPROVEMENT PROJECT

WHEREAS, plans for Project No.017-613-047 showing proposed alignment, profiles grades and cross-sections for the construction, reconstruction or improvement of County State-Aid Highways No.13 within the limits of the City as a (Federal) (State) Aid Project have been prepared and presented to the City.

NOW, THEREFORE, BE IT RESOLVED: That said plans be in all things approved.

Adopted by the Council this 3rd day of August, 2021.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

CERTIFICATION

State of Minnesota

County of _____

City of _____

I hereby certify that the foregoing Resolution is a true and correct copy of a resolution presented to and adopted by the Windom City Council at a meeting therefor held in the City of Windom, Minnesota, on the 3rd day of August, 2021, as disclosed by the records of said City in my possession.

City Clerk

(Seal)

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: Building & Zoning Office
DATE: August 3, 2021 (City Council Meeting Date)
RE: Ordinance No. 190, 2nd Series – Second Reading & Title and Summary
DEPT: Building & Zoning
CONTACT: Andrew Spielman, Building & Zoning Official, at 832-8660 or
andrew.spielman@windommn.com

Recommendations/Options/Action Requested

1. Approve Second Reading of Ordinance No. 190, 2nd Series entitled “An Ordinance of The City of Windom, Minnesota, Amending City Code Chapter 153 Entitled ‘Floodplain Management’”.
 2. Approve publication of a Title and Summary of Ordinance No. 190, 2nd Series and determine that the text of the proposed summary will clearly inform the public of the intent and effect of the ordinance.
-

Issue Summary/Background

Second Reading of Ordinance: The City Council approved the first reading of Ordinance No. 190, 2nd Series (revision of Chapter 153 – “Floodplain Management”) on July 20, 2021. The second reading is scheduled for August 3, 2021. At that time, the ordinance can be adopted.

Title and Summary: Due to the cost for publication of lengthy ordinances, there is a provision in State Law which allows cities to publish a title and summary of an ordinance.

Attached is a copy of the proposed “Title and Summary of Ordinance No. 190, 2nd Series” for your review.

Pursuant to State law, the Council needs to approve the text of the summary and determine that it clearly informs the public of the intent and effect of the ordinance. Approval of the Title and Summary requires a 4/5 vote of the Council.

Fiscal Impact

There should be no fiscal impact to the City of Windom if the City Council approves the second reading of Ordinance No. 190, 2nd Series and approves publication of a Title and Summary in lieu of publishing the entire ordinance.

Attachments

1. Ordinance No. 190, 2nd Series.
2. Link to updated Floodplain Map.
3. Title and Summary of Ordinance No. 190, 2nd Series.

ORDINANCE NO. 190, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA,
AMENDING CITY CODE CHAPTER 153
ENTITLED "FLOODPLAIN MANAGEMENT"

THE CITY COUNCIL OF THE CITY OF WINDOM ORDAINS:

WHEREAS, the Federal Emergency Management Agency ("FEMA") and the Minnesota Department of Natural Resources ("DNR") have updated the floodplain maps for Cottonwood County, Minnesota; and

WHEREAS, the DNR has provided a sample ordinance for purposes of revising the City of Windom's (the "CITY'S") Floodplain Management Ordinance (Chapter 153 of the City Code) and incorporating the updated maps in said ordinance by reference; and

WHEREAS, the CITY'S floodplain management ordinance has been revised as proposed by the DNR; said revisions have been reviewed by the Planning Commission and City Council; and it is in the best interests of the citizens of Windom that Chapter 153 of the City Code be amended as set forth herein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, ORDAINS:

THE CITY CODE OF THE CITY OF WINDOM IS HEREBY AMENDED BY DELETING CHAPTER 153 ("FLOODPLAIN MANAGEMENT") IN ITS ENTIRETY AND INSERTING THE FOLLOWING IN LIEU THEREOF:

CHAPTER 153: FLOODPLAIN MANAGEMENT

Section

Statutory Authorization, Findings of Fact and Purpose

153.001 Statutory Authorization

153.002 Purpose

General Provisions

153.003 How to Use This Chapter

153.004 Lands to Which Chapter Applies

153.005 Incorporation of Maps by Reference

153.006 Regulatory Flood Protection Elevation

153.007 Interpretation

153.008 Abrogation and Greater Restrictions

153.009 Warning and Disclaimer of Liability

153.010 Severability

153.011 Definitions

- 153.012 Annexations
- 153.013 Detachments

Establishment of Floodplain Districts

- 153.014 Establishment of Floodplain Districts

Floodway District (FW)

- 153.020 Permitted Uses
- 153.021 Standards for Floodway Permitted Uses
- 153.022 Conditional Uses
- 153.023 Standards for Floodway Conditional Uses

Flood Fringe District (FF)

- 153.025 Permitted Uses
- 153.026 Standards for Flood Fringe Permitted Uses
- 153.027 Conditional Uses
- 153.028 Standards for Flood Fringe Conditional Uses

General Floodplain District (GF)

- 153.030 Permitted Uses
- 153.031 Procedures for Determining Floodway Boundaries and Base Flood Elevations
Flood Fringe Determinations

Subdivision-Land Development Standards

- 153.035 Land Development Standards Subdivision Standards

***Public Utilities, Railroads, Roads, and Bridges, and Public and Private Utilities
and Service Facilities***

- 153.040 Public Utilities, Railroads, Roads, and Bridges, and Public and Private Utilities
and Service Facilities

Manufactured Homes and Manufactured Home Parks and Recreational Vehicles

- 153.045 Manufactured Homes and Manufactured Home Parks and Recreational Vehicles

Recreational Vehicles

- 153.046 Recreational Vehicles

Administration

- 153.050 Administration

153.060 Variances
153.065 Conditional Uses

Appeals

153.067 Appeals

Nonconformities

153.070 Nonconformities

Amendments

153.075 Amendments

Penalties and Enforcement

153.999 Penalties and Enforcement

FLOODPLAIN MANAGEMENT

STATUTORY AUTHORIZATION, FINDINGS OF FACT AND PURPOSE

§ 153.001 STATUTORY AUTHORIZATION.

The legislature of the State of Minnesota has, in Minnesota Statutes Chapter 103F and Chapter 462, as amended from time to time, delegated the responsibility to local government units to adopt regulations designed to minimize flood losses. This floodplain ordinance (chapter) is adopted pursuant to the authorization and policies contained in Minnesota Statutes, Chapter 103F; Minnesota Rules, Parts 6120.5000-6120.6200; the rules and regulations of the National Flood Insurance Program codified as 44 Code of Federal Regulations, Parts 59 – 78; and the planning and zoning enabling legislation in Minnesota Statutes, Chapter 462.

§ 153.002 PURPOSE.

(A) This chapter regulates development in the flood hazard areas of the City of Windom. These flood hazard areas are subject to periodic inundation, which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base. It is the purpose of this ordinance to promote the public health, safety, and general welfare by minimizing these losses and disruptions.

(B) *National Flood Insurance Program Compliance.* This chapter is adopted to comply with the rules and regulations of the National Flood Insurance Program codified as 44 Code of Federal Regulations Parts 59 -78, as amended, so as to maintain the community's eligibility in the National Flood Insurance Program.

(C) This chapter is also intended to preserve the natural characteristics and functions of watercourses and floodplains in order to moderate flood and stormwater impacts, improve water

quality, reduce soil erosion, protect aquatic and riparian habitat, provide recreational opportunities, provide aesthetic benefits and enhance community and economic development.

GENERAL PROVISIONS

§ 153.003 HOW TO USE THIS CHAPTER.

This chapter adopts the floodplain maps applicable to the City of Windom and includes three floodplain districts: Floodway, Flood Fringe, and General Floodplain.

(A) Where Floodway and Flood Fringe Districts are delineated on the floodplain maps, the standards in Sections 153.020 through 153.028 will apply, depending on the location of a property.

(B) Locations where Floodway and Flood Fringe Districts are not delineated on the floodplain maps are considered to fall within the General Floodplain District. Within the General Floodplain District, the Floodway District standards in Sections 153.020 through 153.023 apply unless the floodway boundary is determined, according to the process outlined in Section 153.031. Once the floodway boundary is determined, the Flood Fringe District standards in Sections 153.025 through 153.028 may apply outside the floodway.

§ 153.004 LANDS TO WHICH CHAPTER APPLIES.

(A) This chapter applies to all lands within the jurisdiction of the City of Windom shown on the Official Zoning Map and/or the attachments to the map as being located within the boundaries of the Floodway, Flood Fringe, or General Floodplain Districts and further detailed in Sections 153.005 and 153.014.

(B) The Floodway, Flood Fringe and General Floodplain Districts are overlay districts that are superimposed on all existing zoning districts. The standards imposed in the overlay districts are in addition to any other requirements in this chapter. In case of a conflict, the more restrictive standards will apply.

(D) The regulatory limits of the district boundaries shall be further extended outward based on the horizontal extension of the regulatory flood protection elevation (RFPE), defined in Section 153.011.

~~(E) Persons contesting the location of the district boundaries will be given a reasonable opportunity to present their case to the Planning Commission and to submit technical evidence.~~

§ 153.005 INCORPORATION OF MAPS BY REFERENCE.

The following maps, together with all attached materials, are hereby adopted by reference and declared to be a part of the Official Zoning Map and this chapter. The attached materials include the Flood Insurance Study for Cottonwood County, Minnesota, and Incorporated Areas, dated September 24, 2021 and the Flood Insurance Rate Map Panels enumerated below, dated September 24, 2021, all prepared by the Federal Emergency Management Agency. These materials are on file in the Building and Zoning Office in the Windom City Hall.

27033C0319E
27033C0320E

27033C0343E

27033C0457E

27033C0481E

§ 153.006 REGULATORY FLOOD PROTECTION ELEVATION.

The regulatory flood protection elevation (RFPE) is an elevation no lower than one foot above the elevation of the regional flood plus any increases in flood elevation caused by encroachments on the floodplain that result from designation of a floodway.

§ 153.007 INTERPRETATION.

The boundaries of the zoning districts are determined by scaling distances on the official Flood Insurance Rate Map.

(A) Where a conflict exists between the floodplain limits illustrated on the official floodplain zoning maps and actual field conditions, the base flood elevations shall be the governing factor in locating the outer boundaries of the 1-percent annual chance floodplain. The Zoning Administrator must interpret the boundary location based on the ground elevations that existed on the site on the date of the first National Flood Insurance Program Map showing the area within the regulatory floodplain, and other available technical data.

~~—(B) The regulatory limits of the district boundaries shall be further extended outward based on the horizontal extension of the regulatory flood protection elevation (RFPE), defined in Section 153.011.~~

(B) Persons contesting the location of the district boundaries will be given a reasonable opportunity to present their case to the Windom City Council, acting as the Board of Adjustment, and to submit technical evidence.

§ 153.008 ABROGATION AND GREATER RESTRICTIONS.

It is not intended by this chapter to repeal, abrogate, or impair any existing easements, covenants, deed restrictions, or other private agreements. However, where this chapter imposes greater restrictions, the provisions of this chapter prevail. All other ordinances inconsistent with this chapter are hereby repealed to the extent of the inconsistency only.

§ 153.009 WARNING AND DISCLAIMER OF LIABILITY.

This chapter does not imply that areas outside the floodplain districts or land uses permitted within such districts will be free from flooding or flood damages. This chapter does not create liability on the part of the City of Windom or its officers or employees for any flood damages that result from reliance on this chapter or any administrative decision lawfully made hereunder.

§ 153.010 SEVERABILITY.

If any section, clause, provision, or portion of this chapter is adjudged unconstitutional or invalid by a court of law, the remainder of this chapter shall not be affected and shall remain in full force.

§ 153.011 DEFINITIONS.

Unless specifically defined below, words or phrases used in this chapter must be interpreted according to common usage and so as to give this chapter its most reasonable application.

ACCESSORY USE OR STRUCTURE. A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure.

BASE FLOOD. The flood having a one percent (1%) chance of being equaled or exceeded in any given year. "Base flood" is synonymous with the term "regional flood" used in Minnesota Rules, Part 6120.5000.

BASE FLOOD ELEVATION (BFE). The elevation of the "regional flood." base flood or one-percent (1%) annual chance flood. The term "base flood elevation" is used in the flood insurance study. survey.

BASEMENT. Any area of a structure, including crawl spaces, having its floor or base subgrade (below ground level) on all four sides, regardless of the depth of excavation below ground level.

CONDITIONAL USE. A specific type of structure or land use listed in the official control that may be allowed but only after an in-depth review procedure and with appropriate conditions or restrictions as provided in the official zoning controls or building codes and upon a finding that:

- (1) Certain conditions as detailed in the zoning ordinance exist; and
- (2) The structure and/or land use conform to the comprehensive land use plan if one exists and are compatible with the existing neighborhood.

CRITICAL FACILITIES. Facilities necessary to a community's public health and safety, those that store or produce highly volatile, toxic or water-reactive materials, and those that house occupants that may be insufficiently mobile to avoid loss of life or injury. Examples of critical facilities include hospitals, correctional facilities, schools, daycare facilities, nursing homes, fire and police stations, wastewater treatment facilities, public electric utilities, water plants, fuel storage facilities, and waste handling and storage facilities.

DEVELOPMENT. Any manmade change to improved or unimproved real estate, including buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.

EQUAL DEGREE OF ENCROACHMENT. A method of determining the location of floodway boundaries so that floodplain lands on both sides of a stream are capable of conveying a proportionate share of flood flows.

FARM FENCE. A fence as defined by Minn. Statutes Section 344.02, Subd. 1(a)-(d). An open type fence of posts and horizontally-run wire is not considered to be a structure under this chapter. Fences that have the potential to obstruct flood flows, such as chain link fences and rigid walls, are regulated as structures under this chapter.

FLOOD. A temporary increase in the flow or stage of a stream or in the stage of a wetland or lake that results in the inundation of normally dry areas.

FLOOD FREQUENCY. The frequency for which it is expected that a specific flood stage or discharge may be equaled or exceeded.

FLOOD FRINGE. The portion of the ~~Special Flood Hazard Area~~ (one percent (1%) annual chance ~~floodplain~~) located outside of the floodway. Flood fringe is synonymous with the term “floodway fringe” used in the Flood Insurance Studies referenced in Section 153.005.

FLOOD INSURANCE RATE MAP (FIRM). An official map on which the Federal Insurance Administrator has delineated both the special flood hazard areas and the risk premium zones applicable to the City of Windom. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

FLOOD INSURANCE STUDY. The study referenced in Section 153.005 which is an examination, evaluation and determination of flood hazards, and if appropriate, corresponding surface elevations, or an examination, evaluation, and determination of mudslide (i.e. mudflow) and/or flood-related erosion hazards.

FLOOD PRONE AREA. Any land susceptible to being inundated by water from any source (see “Flood”).

FLOODPLAIN. The beds ~~proper~~ and the areas adjoining a wetland, lake or watercourse which have been or hereafter may be covered by the ~~base regional~~ flood.

FLOODPROOFING. A combination of structural provisions, changes, or adjustments to properties and structures subject to flooding, primarily for the reduction or elimination of flood damages.

FLOODWAY. The bed of a wetland or lake and the channel of a watercourse and those portions of the adjoining floodplain which are reasonably required to carry or store the ~~base regional~~ flood discharge.

LOWEST FLOOR. The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, used solely for parking of vehicles, building access, or storage in an area other than a basement area, is not considered a building’s lowest floor; provided, that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of 44 Code of Federal Regulations, Part 60.3.

MANUFACTURED HOME. A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term “manufactured home” does not include the term “recreational vehicle.”

NEW CONSTRUCTION. Structures, including additions and improvements, and placement of manufactured homes, for which the start of construction commenced on or after the effective date of this chapter.

OBSTRUCTION. Any dam, wall, wharf, embankment, levee, dike, pile, abutment, projection, excavation, channel modification, culvert, building, wire, fence, stockpile, refuse, fill, structure, or matter in, along, across, or projecting into any channel, watercourse, or regulatory floodplain which may impede, retard, or change the direction of the flow of water, either in itself or by catching or collecting debris carried by such water.

ONE HUNDRED YEAR FLOODPLAIN. Lands inundated by the “Regional Flood” (see definition).

PRINCIPAL USE OR STRUCTURE. All uses or structures that are not accessory uses or structures.

REACH. A hydraulic engineering term to describe a longitudinal segment of a stream or river influenced by a natural or man-made obstruction. In an urban area, the segment of a stream or river between two consecutive bridge crossings would most typically constitute a reach.

RECREATIONAL VEHICLE. A vehicle that is built on a single chassis, is 400 square feet or less when measured at the largest horizontal projection, is designed to be self-propelled or permanently towable by a light duty truck, and is designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. For the purposes of this chapter, the term recreational vehicle is synonymous with the term “travel trailer/travel vehicle.”

REGIONAL FLOOD. A flood which is representative of large floods known to have occurred generally in Minnesota and reasonably characteristic of what can be expected to occur on an average frequency in the magnitude of the 1% chance or 100 year recurrence interval. Regional flood is synonymous with the term “base flood” used in a flood insurance study.

REGULATORY FLOOD PROTECTION ELEVATION (RFPE). An elevation not less than one foot above the elevation of the base regional flood plus any increases in flood elevation caused by encroachments on the floodplain that result from designation of a floodway.

REPETITIVE LOSS. Flood-related damages sustained by a structure on two separate occasions during a ten-year period for which the cost of repairs at the time of each such flood event on the average equals or exceeds 25% of the market value of the structure before the damage occurred.

SPECIAL FLOOD HAZARD AREA. A term used for flood insurance purposes and synonymous with “One Hundred Year Floodplain.” the term “base flood” or “1-percent annual chance floodplain”.

START OF CONSTRUCTION. Includes substantial improvement, and means the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement that occurred before the permit’s expiration date. The actual start is either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, foundations, or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

STRUCTURE. Anything constructed or erected on the ground or attached to the ground or on-site utilities, including, but not limited to, buildings, factories, sheds, detached garages, cabins, decks, manufactured homes, recreational vehicles not meeting the exemption criteria specified in Section 153.045(B) of this chapter and other similar items.

SUBSTANTIAL DAMAGE. Means damage of any origin sustained by a structure where the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT. Within any consecutive 365-day period, any reconstruction, rehabilitation (including normal maintenance and repair), repair after damage, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures that have incurred “substantial damage,” regardless of the actual repair work performed. The term does not, however, include either:

(1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or

(2) Any alteration of a “historic structure,” provided that the alteration will not preclude the structure’s continued designation as a “historic structure.” For the purpose of this chapter, “historic structure” is as defined in 44 Code of Federal Regulations, Part 59.1.

§ 153.012 ANNEXATIONS.

The Flood Insurance Rate Map panels, adopted by reference into Section 153.005 above, may include floodplain areas that lie outside of the corporate boundaries of the City of Windom at the time of adoption of this chapter. If any of these floodplain land areas are annexed into the City of Windom after the date of adoption of this chapter, the newly-annexed floodplain lands will be subject to the provisions of this chapter immediately upon the date of annexation.

§ 153.013 DETACHMENTS.

The Flood Insurance Rate Map panels, adopted by reference into Section 153.005 above, will include floodplain areas that lie inside the corporate boundaries of municipalities at the time of adoption of this chapter. If any of these floodplain land areas are detached from a municipality and come under the jurisdiction of the City of Windom after the date of adoption of this chapter, the newly-detached floodplain lands will be subject to the provisions of this chapter immediately upon the date of detachment.

ESTABLISHMENT OF FLOODPLAIN ZONING DISTRICTS

§ 153.014 ESTABLISHMENT OF FLOODPLAIN ZONING DISTRICTS.

(A) **Floodway District.** The Floodway District includes those areas within Zone AE, A9, A10 (that have a floodway delineated) as shown on the Flood Insurance Rate Map and Flood Boundary and Floodway Maps adopted in Section 153.005.

(B) **Flood Fringe District.** The Flood Fringe District includes areas within Zone AE, ~~A9,~~ ~~A10~~ on the Flood Insurance Rate Map and Flood Boundary and Floodway Maps adopted in Section 153.005, but located outside of the floodway.

(C) **General Floodplain District.** The General Floodplain District includes those areas within Zones A and AE that do not have a floodway delineated as shown on the Flood Insurance Rate Map adopted in Section 153.005.

(D) *Applicability.* Within the floodplain districts established in this chapter, the use, size, type and location of development must comply with the terms of this chapter and other applicable regulations. In no case shall floodplain development adversely affect the efficiency or unduly restrict the capacity of the channels or floodways of any tributaries to the main stream, drainage ditches, or any other drainage facilities or systems. All uses not listed as permitted uses or conditional uses in Sections 153.020 through 153.030 are prohibited. ~~In addition, critical facilities, as defined in Section 153.011, are prohibited in all floodplain districts.~~

FLOODWAY DISTRICT (FW)

§ 153.020 PERMITTED USES.

The following uses, subject to the standards set forth in Section 153.021, are permitted uses if otherwise allowed in the underlying zoning district or any applicable overlay district:

(A) General farming, pasture, grazing, farm fences, outdoor plant nurseries, horticulture, forestry, sod farming, and wild crop harvesting.

(B) Industrial-commercial loading areas, parking areas, streets, trails, airport landing strips, railroads, bridges, culverts, utility transmission lines and pipelines.

(C) Open space uses including, but not limited to, private and public golf courses, tennis courts, driving ranges, archery ranges, picnic grounds, boat launching ramps, swimming areas, parks, wildlife and nature preserves, game farms, fish hatcheries, shooting preserves, hunting and fishing areas, and single or multiple purpose recreational trails.

(D) Residential yards, lawns, gardens, parking areas, and play areas provided these uses do not include associated accessory structures.

~~(E) Railroads, streets, bridges, utility transmission lines and pipelines, provided that the Department of Natural Resources' Area Hydrologist is notified at least ten days prior to issuance of any permit.~~

(E) Grading or land alterations associated with stabilization projects.

§ 153.021 STANDARDS FOR FLOODWAY PERMITTED USES.

(A) The use must have a low flood damage potential.

(B) The use must not involve structures.

(C) The use must not obstruct flood flows or cause any increase in velocities, stages, or flood damages elevations and must not involve structures, as certified by a registered professional engineer. ~~obstructions, or storage of materials or equipment.~~

(D) Development that will change the course, current or cross section of protected wetlands or public waters is required to obtain a public waters work permit in accordance with Minnesota Statutes, Section 103G.245 or a utility crossing license in accordance with Minnesota Statutes, Section 84.415, from the Department of Natural Resources, or demonstrate that no permit is required, before applying for a local permit.

(E) Any facility that will be used by employees or the general public must be designed with a flood warning system that provides adequate time for evacuation if the area is inundated to a depth and velocity such that the depth (in feet) multiplied by the velocity (in feet per second) would exceed a product of four upon occurrence of the base regional (1% chance) flood.

(F) The storage or processing of materials that are, in time of flooding, flammable, explosive, or potentially injurious to human, animal, or plant life is prohibited.

§ 153.022 CONDITIONAL USES.

The following uses may be allowed as conditional uses following the standards and procedures set forth in Section 153.065 of this chapter and further subject to the standards set forth in Section 153.023, if otherwise allowed in the underlying zoning district. ~~or any applicable overlay district.~~

(A) Structures accessory to ~~primary the~~ uses listed in Sections 153.020 (A), (B), and (C) above and ~~primary the~~ uses listed in Sections 153.022 (B) and (C) below.

(B) ~~Extraction and storage of sand, gravel, and other materials.~~ Grading, extraction, fill and storage of soil, sand, gravel, and other materials for purposes other than stabilization projects.

(C) Marinas, boat rentals, permanent docks, piers, wharves, ~~and~~ water control structures, and navigational facilities.

(D) Storage yards for equipment, machinery, or materials.

(E) ~~Placement of fill or construction of~~ Fences that have the potential to obstruct flood flows. ~~Farm fences, as defined in Section 153.011, are permitted uses.~~

(F) ~~Travel-ready recreational vehicles meeting the exception standards in Section 153.046(B).~~

(F) Levees or dikes intended to protect agricultural crops for a frequency flood event equal to or less than the 10-year frequency flood event.

§ 153.023 STANDARDS FOR FLOODWAY CONDITIONAL USES.

~~(A) All Uses. A conditional use must not cause any increase in the stage of the 1% chance or regional flood or cause an increase in flood damages in the reach or reaches affected.~~

(A) Fill; Storage of Materials and Equipment:

(1) The storage or processing of materials that are, in time of flooding, flammable, explosive, or potentially injurious to human, animal, or plant life is prohibited.

(2) Fill, dredge spoil, and other similar materials deposited or stored in the floodplain must be protected from erosion by vegetative cover, mulching, riprap or other acceptable method

with permanent vegetative cover established as soon as possible. Permanent sand and gravel operations and similar uses must be covered by a long-term site development plan.

(3) Temporary placement of fill, other materials, or equipment which would cause an increase to the stage of the ~~base 1% percent chance or regional~~ flood may only be allowed if the Building & Zoning Office has approved a plan that assures removal of the materials from the floodway based upon the flood warning time available.

(C) *Accessory Structures*. Accessory structures, as identified in Section 153.022(A), may be permitted, provided that:

- (1) Structures are not intended for human habitation;
- (2) Structures will have a low flood damage potential;
- (3) Structures will be constructed and placed so as to offer a minimal obstruction to the flow of flood waters;
- (4) Service utilities, such as electrical and heating equipment, within these structures must be elevated to or above the regulatory flood protection elevation or properly floodproofed;
- (5) Structures must be elevated on fill or structurally dry floodproofed and watertight to the regulatory flood protection elevation. ~~in accordance with the FP1 or FP2 floodproofing classifications in the State Building Code. All floodproofed structures must be adequately anchored to prevent flotation, collapse or lateral movement and designed to equalize hydrostatic flood forces on exterior walls. Certifications consistent with Section 153.050(E) shall be required.~~
- (6) As an alternative, an accessory structure may be floodproofed in a way to accommodate internal flooding. To allow for the equalization of hydrostatic pressure, there shall be a minimum of two openings on at least two sides of the structure and the bottom of all openings shall be no higher than one foot above grade. The openings shall have a minimum net area of not less than one square inch for every square foot of enclosed area subject to flooding, have a net area of not less than one square inch for every square foot of enclosed area subject to flooding, and shall allow automatic entry and exit of floodwaters without human intervention. A floodproofing certification consistent with Section 153.050(E) shall be required. ~~internally/wet floodproofed to the FP3 or FP4 floodproofing classifications in the State Building Code, provided the accessory structure constitutes a minimal investment and does not exceed 576 square feet in size. Designs for meeting this requirement must either be certified by a registered professional engineer or meet or exceed the following criteria:~~

~~(a) To allow for the equalization of hydrostatic pressure, there must be a minimum of two "automatic" openings in the outside walls of the structure, with a total net area of not less than one square inch for every square foot of enclosed area subject to flooding; and~~

~~(b) There must be openings on at least two sides of the structure and the bottom of all openings must be no higher than one foot above the lowest adjacent grade to the structure. Using human intervention to open a garage door prior to flooding will not satisfy this requirement for automatic openings.~~

~~(D) Structural works for flood control that will change the course, current or cross section of protected wetlands or public waters are subject to the provisions of Minnesota Statutes, Section 103G.245.~~

(D) A levee, dike or floodwall constructed in the floodway must not cause an increase to the base 1% chance or regional flood. The technical analysis must assume equal conveyance or storage loss on both sides of a stream.

~~(F) Floodway developments must not adversely affect the hydraulic capacity of the channel and adjoining floodplain of any tributary watercourse or drainage system.~~

FLOOD FRINGE DISTRICT (FF)

§ 153.025 PERMITTED USES.

Permitted uses are those uses of land or structures allowed in the underlying zoning district(s) that comply with the standards in Section 153.026. If no pre-existing, underlying zoning districts exist, then any residential or nonresidential structure or use of a structure or land is a permitted use provided it does not constitute a public nuisance.

§ 153.026 STANDARDS FOR FLOOD FRINGE PERMITTED USES.

(A) All structures, including accessory structures, must be elevated on fill so that the lowest floor, as defined, is at or above the regulatory flood protection elevation (RFPE). The finished fill elevation for structures must be no lower than one foot below the regulatory flood protection elevation (RFPE) and the fill must extend at the same elevation at least 15 feet beyond the outside limits of the structure. Elevations must be certified by a registered professional engineer, land surveyor or other qualified person designated by the City of Windom.

(B) *Accessory Structures.* As an alternative to the fill requirements of Section 153.026(A), structures accessory to the uses identified in Section 153.025 must meet the following provisions: may be permitted to be internally/wet floodproofed to the FP3 or FP4 floodproofing classifications in the State Building Code, provided that:

(1) The accessory structure constitutes a minimal investment, does not exceed 576 square feet in size, and is only used for parking and storage.

(2) Accessory structures must allow for the equalization of hydrostatic pressure by accommodating for the inundation of floodwaters. There shall be a minimum of two openings on at least two sides of the structure and the bottom of all openings shall be no higher than one foot above grade. The openings shall have a minimum net area of not less than one square inch for every square foot of enclosed area subject to flooding, and shall allow automatic entry and exit of floodwaters without human intervention.

All portions of floodproofed accessory structures below the Regulatory Flood Protection Elevation must be: (i) adequately anchored to prevent flotation, collapse or lateral movement and designed to equalize hydrostatic flood forces on exterior walls, (ii) be constructed with materials resistant to flood damage, and (iii) must have all service utilities be water-tight or elevated to above the regulatory flood protection elevation.

(3) Designs for meeting this requirement must either be certified by a registered professional engineer or meet or exceed the following criteria:

(a) To allow for the equalization of hydrostatic pressure, there must be a minimum of two “automatic” openings in the outside walls of the structure, with a total net area of not less than one square inch for every square foot of enclosed area subject to flooding; and

(b) There must be openings on at least two sides of the structure and the bottom of all openings must be no higher than one foot above the lowest adjacent grade to the structure. Using human intervention to open a garage door prior to flooding will not satisfy this requirement for automatic openings.

(C) The cumulative placement of fill or similar material on a parcel must not exceed 1,000 cubic yards, unless the fill is specifically intended to elevate a structure in accordance with Section 153.026(A) of this chapter. or if allowed as a conditional use under Section 153.027(C) below.

(D) The storage of any materials or equipment must be elevated on fill to the regulatory flood protection elevation.

(E) All service utilities, including ductwork, must be elevated or water-tight at least up to the Regulatory Flood Protection Elevation to prevent infiltration of floodwaters.

(F) The storage or processing of materials that are, in time of flooding, flammable, explosive, or potentially injurious to human, animal, or plant life is prohibited.

(G) All fill must be properly compacted and the slopes must be properly protected by the use of riprap, vegetative cover or other acceptable method.

(H) All new principal structures must have vehicular access at or above an elevation not more than two feet below the regulatory flood protection elevation, or must have a flood warning /emergency evacuation plan acceptable to the Building & Zoning Office.

(I) Accessory uses such as yards, railroad tracks, and parking lots may be at an elevation lower than the regulatory flood protection elevation. However, any facilities used by employees or the general public must be designed with a flood warning system that provides adequate time for evacuation if the area is inundated to a depth and velocity such that the depth (in feet) multiplied by the velocity (in feet per second) would exceed a product of four upon occurrence of the base regional (1% chance) flood.

(J) Interference with normal manufacturing/industrial plant operations must be minimized, especially along streams having protracted flood durations. In considering permit applications, due consideration must be given to the needs of industries with operations that require a floodplain location.

(J) Manufactured homes and recreational vehicles must also meet the standards of Sections 153.045 of this chapter.

§ 153.027 CONDITIONAL USES.

The following uses and activities may be allowed as conditional uses following the standards and procedures set forth in Section 153.065 of this chapter and further subject to the standards set forth in Section 153.028, if otherwise allowed in the underlying zoning district(s), or any applicable overlay district.

(A) ~~Any structure that is not elevated on fill or floodproofed in accordance with Sections 153.026(A) and (B) of this ordinance.~~ The placement of floodproofed nonresidential basements below the regulatory flood protection elevation.

(B) Storage of any material or equipment below the regulatory flood protection elevation.

(C) The cumulative placement of more than 1,000 cubic yards of fill when the fill is not being used to elevate a structure in accordance with Section 153.026(A) of this chapter.

(D) The use of methods other than fill to elevate structures above the regulatory flood protection elevation. This includes the use of: stilts, pilings, filled stem walls, parallel walls, or above-grade, internally-flooded enclosed areas such as crawl spaces or tuck-under garages, shall meeting the standards in Section 153.028(F).

§ 153.028 STANDARDS FOR FLOOD FRINGE CONDITIONAL USES.

In addition to the applicable standards outlined in Sections 153.026 and 153.065:

(A) The standards listed in Sections 153.026(G) through (J) apply to all conditional uses.

(B) Basements, as defined by Section 153.011 of this chapter, are not allowed below the RFPE, subject to the following:

(1) ~~Residential basement construction is not allowed below the regulatory flood protection elevation, except as authorized in Section 153.028(G).~~

(2) Non-residential basements may be allowed below the regulatory flood protection elevation provided the basement is structurally dry floodproofed in accordance with Section 153.028(C) of this ordinance, or meets the "Reasonably Safe From Flooding" standards in Section 153.028(G).

(C) All areas of nonresidential structures, including basements, to be placed below the regulatory flood protection elevation must be structurally dry floodproofed in accordance with the structurally dry floodproofing classifications in the State Building Code. Structurally dry floodproofing must meet the FP1 or FP2 floodproofing classification in the State Building Code, which requires making the structure watertight with the walls substantially impermeable to the passage of water and with structural components capable of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy. A floodproofing certification consistent with Section 153.050(E) shall be required.

(D) The placement of more than 1,000 cubic yards of fill or other similar material on a parcel (other than for the purpose of elevating a structure to the regulatory flood protection elevation) must comply with an approved erosion/sedimentation control plan.

(1) The plan must clearly specify methods to be used to stabilize the fill on site for a flood event at a minimum of the ~~base regional (1% chance)~~ flood event.

(2) The plan must be prepared and certified by a registered professional engineer or other qualified individual acceptable to the Building & Zoning Office.

(3) The plan may incorporate alternative procedures for removal of the material from the floodplain if adequate flood warning time exists.

(E) Storage of materials and equipment below the regulatory flood protection elevation must comply with an approved emergency plan providing for removal of such materials within the time available after a flood warning.

(F) Alternative elevation methods other than the use of fill may be utilized to elevate a structure's lowest floor above the regulatory flood protection elevation. The base or floor of an enclosed area shall be considered above-grade and not a structure's basement or lowest floor if: 1) the enclosed area is above-grade on at least one side of the structure; 2) it is designed to internally flood and is constructed with flood resistant materials; and 3) it is used solely for parking of vehicles, building access or storage. The above-noted alternative elevation methods are subject to the following additional standards:

(1) Design and Certification - The structure's design and as-built condition must be certified by a registered professional engineer as being in compliance with the general design standards of the State Building Code and, specifically, that all electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities must be at or above the regulatory flood protection elevation or be designed to prevent flood water from entering or accumulating within these components during times of flooding.

(2) Specific Standards for Above-grade, Enclosed Areas - Above-grade, fully-enclosed areas such as crawl spaces or tuck-under garages must be designed to internally flood and the design plans must stipulate:

(a) ~~The minimum area of openings in the walls where internal flooding is to be used as a floodproofing technique.~~ There shall be a minimum of two openings on at least two sides of the structure and the bottom of all openings shall be no higher than one foot above grade. The automatic openings shall have a minimum net area of not less than one square inch for every square foot of enclosed area subject to flooding unless a registered professional engineer or architect certifies that a smaller net area would suffice. The automatic openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of flood waters without any form of human intervention. ~~;~~ and

(b) ~~That the enclosed area will be designed of flood resistant materials in accordance with the FP3 or FP4 classifications in the State Building Code and shall be used solely for building access, parking of vehicles or storage.~~ Floodproofing certifications consistent with Section 153.050(E) shall be required. The structure shall be subject to a deed-restricted non-conversion agreement with the issuance of any permit.

(G) ~~When the Federal Emergency Management Agency has issued a Letter of Map Revision based on Fill (LOMR-F) for vacant parcels of land elevated by fill to the 100-year flood~~

elevation, the area elevated by fill remains subject to the provisions of this ordinance. A structure may be placed on the elevated area specified in the LOMR-F with the lowest floor below the Regulatory Flood Protection Elevation provided the structure meets provisions of (a) and (b) below:

(1) No floor level or portion of a structure that is below the Regulatory Flood Protection Elevation shall be used as habitable space or for storage of any property, materials, or equipment that might constitute a safety hazard when contacted by flood waters.

(2) For residential and non-residential structures, the basement floor may be placed below the Regulatory Flood Protection Elevation, provided:

(a) The top of the immediate floor above any basement area shall be placed at or above the Regulatory Flood Protection Elevation, and

(b) Any area of the structure placed below the Regulatory Flood Protection Elevation shall meet the "Reasonably Safe From Flooding" standards in the Federal Emergency Management Agency's publication entitled Ensuring that Structures Built on Fill In or Near Special Flood Hazard Areas are Reasonably Safe From Flooding," Technical Bulletin 10-01, which is hereby adopted by reference and made a part of this ordinance. In accordance with the provisions of this ordinance, and specifically Section 153.028(G) of this ordinance, the applicant shall submit documentation that the structure is designed and built in accordance with either the "Simplified Approach" or "Engineered Basement Option" found in the above-cited FEMA publication.

GENERAL FLOODPLAIN DISTRICT (GF)

§ 153.030 PERMITTED USES.

(A) The uses listed in Section 153.020 of this chapter, Floodway District Permitted Uses, are permitted uses.

(B) All other uses are subject to the floodway/flood fringe evaluation criteria specified in Section 153.031 below. Sections 153.020 through 153.023 apply if the proposed use is determined to be in the Floodway District. Sections 153.025 through 153.028 apply if the proposed use is determined to be in the Flood Fringe District.

§ 153.031 PROCEDURES FOR DETERMINING FLOODWAY BOUNDARIES AND BASE FLOOD ELEVATIONS. AND FLOOD FRINGE DETERMINATIONS.

(A) Upon receipt of an application for a permit or other approval within the General Floodplain District, the Zoning Administrator must obtain, review and reasonably utilize any base regional flood elevation and floodway data available from a federal, state, or other source.

(B) If base regional flood elevation and floodway data are not readily available, the applicant must furnish additional information, as needed, to determine the regulatory flood protection elevation and whether the proposed use would fall within the Floodway or Flood Fringe District. Information must be consistent with accepted hydrological and hydraulic engineering standards and the standards in 153.031(C) below.

(C) The determination of floodway and flood fringe must include the following components, as applicable:

(1) Estimate the peak discharge of the base regional (1% chance) flood.

(2) Calculate the water surface profile of the ~~base regional~~ flood based upon a hydraulic analysis of the stream channel and overbank areas.

(3) Compute the floodway necessary to convey or store the ~~base regional~~ flood without increasing flood stages more than one-half (0.5) foot. A lesser stage increase than 0.5 foot is required if, as a result of the stage increase, increased flood damages would result. An equal degree of encroachment on both sides of the stream within the reach must be assumed in computing floodway boundaries, ~~unless development or geographic features warrant other analysis, as approved by the Department of Natural Resources.~~

(D) ~~Alternative Methods.~~ For areas where a detailed study is not available or required, the base flood elevation must be determined using best available data. Until a floodway determination can be completed, the entire floodplain must be treated as floodway, with allowable activities restricted to those identified in Sections 153.020 and 153.022.

(1) Development allowed in floodways (e.g. bridges, culverts, grading, filling, stabilization projects) must not cumulatively increase flood stages more than one-half foot during a base flood event, as determined by a professional engineer or by using accepted engineering practices approved by the Department of Natural Resources. A stage increase less than one-half foot must be used if increased flood damages would result.

(2) Development prohibited in floodways (e.g. buildings) require a floodway/flood fringe determination to verify the development is within the flood fringe. The floodway/flood fringe determination must be done by a professional engineer or utilize other accepted engineering practices approved by the Department of Natural Resources. Any such proposal must assume a one-half foot stage increase for the purposes of determining the regulatory flood protection elevation to accommodate for future cumulative impacts.

(E) The Zoning Administrator will review the submitted information and assess the technical evaluation and the recommended Floodway and/or Flood Fringe District boundary. The assessment must include the cumulative effects of previous floodway encroachments. The Zoning Administrator may seek technical assistance from a designated engineer or other expert person, or agency, including the Department of Natural Resources. Based on this assessment, the Zoning Administrator may approve or deny the application.

(F) Once the Floodway and Flood Fringe District boundaries have been determined, the Zoning Administrator must process the permit application consistent with the applicable provisions of Sections 153.020 through 153.023 and Sections 153.025 through 153.028 of this chapter.

SUBDIVISION LAND DEVELOPMENT STANDARDS

§ 153.035 ~~SUBDIVISION LAND DEVELOPMENT~~ STANDARDS.

(A) *In General:* Recognizing that flood prone areas may exist outside of the designated floodplain districts, the requirements of this section apply to all land within the City of Windom.

(1) *Building Sites.* If a proposed building site is in a flood prone area, all new construction and substantial improvements (including the placement of manufactured homes) must be:

(a) Designed (or modified) and adequately anchored to prevent floatation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;

(b) Constructed with materials and utility equipment resistant to flood damage;

(c) Constructed by methods and practices that minimize flood damage; and

(d) Constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities elevated at least up to the Regulatory Flood Protection Elevation (RFPE).

(e) Developed so that it is not detrimental to uses in adjoining areas.

(f) Materials that, in time of flooding, are buoyant, flammable, explosive, or could be injurious to human, animal, or plant life shall be stored at or above the flood protection elevation, floodproofed, or protected by structural measures consistent with the standards set forth herein. Furthermore, storage of materials likely to cause pollution of the waters, as defined in Minnesota Statutes, Section 115.01, if subject to flooding are prohibited unless adequate safeguards approved by the state water pollution control agency are provided.

(B) *Subdivisions*: No land may be subdivided which is unsuitable for reasons of flooding or inadequate drainage, water supply or sewage treatment facilities. Manufactured home parks and recreational vehicle parks or campgrounds are considered subdivisions under this chapter.

(1) All lots within the floodplain districts must be able to contain a building site outside of the Floodway District at or above the regulatory flood protection elevation.

(2) All subdivisions must have road access both to the subdivision and to the individual building sites no lower than two feet below the regulatory flood protection elevation, unless a flood warning emergency plan for the safe evacuation of all vehicles and people during the ~~base regional (1% chance)~~ flood has been approved by the Building & Zoning Office. The plan must be prepared by a registered engineer or other qualified individual, and must demonstrate that adequate time and personnel exist to carry out the evacuation.

(3) For all subdivisions in the floodplain, the Floodway and Flood Fringe District boundaries, the regulatory flood protection elevation and the required elevation of all access roads must be clearly labeled on all required subdivision drawings and platting documents.

(4) In the General Floodplain District, applicants must provide the information required in Section 153.031 of this chapter to determine the ~~base regional~~ flood elevation, the Floodway and Flood Fringe District boundaries and the regulatory flood protection elevation for the subdivision site.

(5) If a subdivision proposal or other proposed new development is in a flood prone area, any such proposal must be reviewed to assure that:

(a) All such proposals are consistent with the need to minimize flood damage within the flood prone area;

(b) All public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage; and

(c) Adequate drainage is provided to reduce exposure of flood hazard.

~~(C) Building Sites.~~ If a proposed building site is in a flood-prone area, all new construction and substantial improvements (including the placement of manufactured homes) must be:

~~(a) Designed (or modified) and adequately anchored to prevent floatation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;~~

~~(b) Constructed with materials and utility equipment resistant to flood damage;~~

~~(c) Constructed by methods and practices that minimize flood damage; and~~

~~(d) Constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.~~

PUBLIC UTILITIES, RAILROADS, ROADS, AND BRIDGES, AND PUBLIC AND PRIVATE UTILITIES AND SERVICE FACILITIES

§ 153.040 PUBLIC UTILITIES, RAILROADS, ROADS, AND BRIDGES, AND PUBLIC AND PRIVATE UTILITIES AND SERVICE FACILITIES.

(A) *Public Utilities.* All public utilities and facilities such as gas, electrical, sewer, and water supply systems to be located in the floodplain must be ~~floodproofed in accordance with the State Building Code or~~ elevated to the regulatory flood protection elevation (RFPE) or located and constructed to minimize or eliminate flood damage.

(B) *Public Transportation Facilities.* Railroad tracks, roads, and bridges to be located within the floodplain must comply with Sections 153.020 through 153.023 and Sections 153.025 through 153.028 of this chapter. These transportation facilities must be elevated to the regulatory flood protection elevation where failure or interruption of these facilities would result in danger to the public health or safety or where such facilities are essential to the orderly functioning of the area. Minor or auxiliary roads or railroads may be constructed at a lower elevation where failure or interruption of transportation services would not endanger the public health or safety.

(C) *On-site Water Supply, Individual Sewage Treatment Systems, and Other Service Facilities.* Where public utilities are not provided:

1) On-site water supply systems must be designed to minimize or eliminate infiltration of flood waters into the systems and are subject to the provisions in Minnesota Rules, **Part Chapter** 4725.4350, as amended; and

2) New or replacement on-site sewage treatment systems must be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters, they must not be subject to impairment or contamination during times of flooding, and are subject to the provisions in Minnesota Rules, **Part Chapter** 7080.2270, as amended.

MANUFACTURED HOMES AND RECREATIONAL VEHICLES MANUFACTURED HOME PARKS

§ 153.045 MANUFACTURED HOMES AND RECREATIONAL VEHICLES. MANUFACTURED HOME PARKS.

(A) *Manufactured Homes.* New manufactured home parks and expansions to existing manufactured home parks are prohibited in any floodplain district. For existing manufactured home parks or lots of record, the following requirements apply: Manufactured homes and manufactured home parks are subject to applicable standards for each floodplain district. In addition:

(1) Placement or replacement of manufactured home units is prohibited in the Floodway District. New and replacement manufactured homes must be elevated in compliance with Sections 153.025 through 153.028 of this chapter and must be securely anchored to a system that resists flotation, collapse and lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state or local anchoring requirements for resisting wind forces.

(2) New manufactured home parks and expansions to existing manufactured home parks must meet the appropriate standards for subdivisions in Section 153.035 of this chapter. New or replacement manufactured homes in existing manufactured home parks must meet the vehicular access requirements for subdivisions in Section 153.035(B)(2) of this chapter.

If allowed in the Flood Fringe District, placement or replacement of manufactured home units is subject to the requirements of Sections 153.025 through 153.028 of this ordinance and the following standards:

(a) New and replacement manufactured homes must be elevated in compliance with Sections 153.025 through 153.028 of this ordinance and must be securely anchored to an adequately anchored foundation system that resists flotation, collapse and lateral movement. Methods of anchoring may include, but are not limited to, use of over the top or frame ties to ground anchors. This requirement is in addition to applicable state or local anchoring requirements for resisting wind forces.

(b) New or replacement manufactured homes in existing manufactured home parks must meet the vehicular access requirements for subdivisions in Section 153.035(B)(2).

RECREATIONAL VEHICLES

§ 153.046 RECREATIONAL VEHICLES.

(B) *Recreational Vehicles.* New recreational vehicle parks or campgrounds and expansions to existing recreational vehicle parks or campgrounds are prohibited in any floodplain district. Placement of Recreational vehicles placed in existing recreational vehicle parks, or campgrounds or lots of record in the floodplain must either: meet the exemption criteria below or be treated as new structures meeting the requirements of this ordinance.

(A) Recreational vehicles are exempt from the provisions of this ordinance if they are placed in any of the following areas and meet the criteria listed in Section 153.046(B):

(1) Meet the requirements for manufactured homes in Section 153.045. or Individual lots or parcels of record.

(2) Be travel ready, meeting the following criteria: Existing commercial recreational vehicle parks or campgrounds.

(3) Existing condominium type associations.

(B) Criteria for Exempt Recreational Vehicles:

- (a) The vehicle must have a current license required for highway use.
- (2) (b) The vehicle must be highway ready, meaning on wheels or the internal jacking system, attached to the site only by quick disconnect type utilities commonly used in campgrounds and recreational vehicle parks.
- (3) (c) No permanent structural type additions may be attached to the vehicle.
- (4) The vehicle and associated use must be permissible in any pre-existing, underlying zoning district.
- (5) (d) Accessory structures may be ~~are not~~ permitted within the Floodway Fringe District, provided that they constitute a minimal investment, do not hinder the removal of the vehicle should flooding occur, and meet the standards outlined in Sections 153.026(B).

~~Any accessory structure in the Flood Fringe District must be constructed of flood-resistant materials and be securely anchored, meeting the requirements applicable to manufactured homes in Section 153.045(A)(2).~~

~~(6) An accessory structure must constitute a minimal investment.~~

~~(C) Recreational vehicles that are exempt in Section 153.046(B) lose this exemption when development occurs on the site that exceeds a minimal investment for an accessory structure such as a garage or storage building. The recreational vehicle and all accessory structures will then be treated as new structures subject to the elevation and floodproofing requirements of Sections 153.025 through 153.028 of this ordinance. No development or improvement on the parcel or attachment to the recreational vehicle is allowed that would hinder the removal of the vehicle should flooding occur.~~

ADMINISTRATION

§ 153.050 ADMINISTRATION.

(A) *Zoning Administrator.* A Zoning Administrator or other official designated by the City of Windom must administer and enforce this chapter.

(B) *Permit Requirements.*

(1) *Permit Required.* A permit must be obtained from the Zoning Administrator prior to conducting the following activities:

(a) The erection, addition, modification, rehabilitation, or alteration of any building, structure, or portion thereof. Normal maintenance and repair also requires a permit if such work, separately or in conjunction with other planned work, constitutes a substantial improvement as defined in this chapter.

(b) The use or change of use of a building, structure, or land.

(c) The construction of a dam, fence, or on-site septic system, although a permit is not required for a farm fence as defined in this chapter.

- (d) The change or extension of a nonconforming use.
- (e) The repair of a structure that has been damaged by flood, fire, tornado, or any other source.
- (f) The placement of fill, excavation of materials, or the storage of materials or equipment within the floodplain.
- (g) Relocation or alteration of a watercourse (including new or replacement culverts and bridges), unless a public waters work permit has been applied for.
- (h) Any other type of “development” as defined in this chapter.

(C) *Application for Permit.* Permit applications must be submitted to the Zoning Administrator on forms provided by the Zoning Administrator. The permit application must include the following as applicable:

- (1) A site plan drawn to scale showing the location, all pertinent dimensions, and elevations of the lot and existing or proposed buildings, structures; and significant natural features having an influence on the permit.
- (2) Location of the foregoing and fill or storage of materials in relation to the stream channel.
- (3) Copies of any required municipal, county, state or federal permits or approvals.
- (4) Other relevant information requested by the Zoning Administrator as necessary to properly evaluate the permit application.

(D) *Certificate of Zoning Compliance for a New, Altered, or Nonconforming Use.* No building, land or structure may be occupied or used in any manner until a certificate of zoning compliance has been issued by the Zoning Administrator stating that the use of the building or land conforms to the requirements of this chapter.

(E) *Certification.* The applicant is required to submit certification by a registered professional engineer, registered architect, or registered land surveyor that the finished fill and building elevations were accomplished in compliance with the provisions of this chapter. Floodproofing measures must be certified by a registered professional engineer or registered architect as being in compliance with applicable floodproofing standards in the State Building Code. Accessory structures designed in accordance with Section 153.026(B) of this chapter are exempt from certification, provided sufficient assurances are documented. A registered professional engineer is required to certify that any development in established floodways must not cause any increase in flood elevations, and development in the general floodplain district will not cumulatively increase flood stages more than one-half foot, or less if increased damages would result.

(F) *Recordkeeping of Certifications and As-Built Documentation.* The Zoning Administrator must maintain records in perpetuity documenting:

- (1) All certifications referenced in Section 153.050(E) of this chapter as applicable.

(2) Elevations complying with Section 153.026(A) of this chapter. The Zoning Administrator must also maintain a record of the elevation to which structures and alterations to structures are construed or floodproofed.

~~Record of First Floor Elevation.~~ The Zoning Administrator must maintain a record of the elevation of the lowest floor (including basement) of all new structures and alterations or additions to existing structures in the floodplain. The Zoning Administrator must also maintain a record of the elevation to which structures and alterations or additions to structures are floodproofed.

(G) *Notifications for Watercourse Alterations.* Before authorizing any alteration or relocation of a river or stream, the Zoning Administrator must notify adjacent communities. If the applicant has applied for a permit to work in public waters pursuant to Minnesota Statutes, Section 103G.245, this will suffice as adequate notice. A copy of the notification must also be submitted to the Chicago Regional Office of the Federal Emergency Management Agency (FEMA).

(H) *Notification to FEMA When Physical Changes Increase or Decrease Base Flood Elevations.* As soon as is practicable, but not later than six months after the date such supporting information becomes available, the Zoning Administrator must notify the Chicago Regional Office of FEMA of the changes by submitting a copy of the relevant technical or scientific data.

§ 153.060 VARIANCES.

(A) *Variance Applications.* An application for a variance to the provisions of this chapter will be processed and reviewed in accordance with applicable state statutes and the following provisions. ~~Applications shall be submitted to the Zoning Administrator who shall review the application, schedule a reasonable time for a public hearing, and give due notice to the parties in interest as specified by law. The Planning Commission shall hold the public hearing and make recommendations to the City Council on applications for variances permissible under this chapter.~~

~~Upon filing with the City Administrator of an appeal from a decision of the Zoning Administrator, or an application for a variance, the City Council shall fix a reasonable time for a hearing and give due notice to the parties in interest as specified by law.~~

(B) *Submittal of Hearing Notices to the Department of Natural Resources (DNR).* The Zoning Administrator ~~City Administrator~~ must ~~shall~~ submit ~~by mail~~ to the DNR a copy of the application and hearing notice for proposed variance sufficiently in advance to provide at least ten days' notice of the hearing. The application and notice may be sent by electronic mail or U.S. Mail to the respective DNR area hydrologist.

(C) The City Council shall arrive at a decision on the appeal or variance within 60 days. ~~It is passing upon an appeal, the City Council may, so long as the action is in conformity with the provision of this chapter, reverse or affirm, wholly or in part, or modify the order, requirement, decision or determination of the Zoning Administrator or other public official. It shall make its decision in writing setting forth the findings of fact and the reason for its decision. In granting a~~

variance, the City Council may prescribe appropriate conditions and safeguards such as those specified in this chapter which are in conformity with the purpose of this chapter.

(D) *Adherence to State Floodplain Management Standards.* A variance must not allow a use that is not allowed in that district, permit a lower degree of flood protection than the regulatory flood protection elevation for the particular area, or permit standards lower than those required by state law.

(E) *General Considerations.* The City Council may consider the following factors in granting variances and imposing conditions on variances and conditional uses in floodplains:

(1) The potential danger to life and property due to increased flood heights or velocities caused by encroachments;

(2) The danger that materials may be swept onto other lands or downstream to the injury of others;

(3) The proposed water supply and sanitation systems, if any, and the ability of these systems to minimize the potential for disease, contamination and unsanitary conditions;

(4) The susceptibility of any proposed use and its contents to flood damage and the effect of such damage on the individual owner;

(5) The importance of the services to be provided by the proposed use to the community;

(6) The requirements of the facility for a waterfront location;

(7) The availability of viable alternative locations for the proposed use that are not subject to flooding;

(8) The compatibility of the proposed use with existing development and development anticipated in the foreseeable future;

(9) The relationship of the proposed use to the Comprehensive Land Use Plan and flood plain management program for the area;

(10) The safety of access to the property in times of flood for ordinary and emergency vehicles;

(11) The expected heights, velocity, duration, rate of rise and sediment transport of the flood waters expected at the site.

(F) *Additional Variance Criteria.* The following additional variance criteria of the Federal Emergency Management Agency must be satisfied:

(1) Variances must not be issued by a community within any designated regulatory floodway if any increase in flood levels during the base flood discharge would result.

(2) Variances may only be issued by a community upon:

(a) a showing of good and sufficient cause;

(b) a determination that failure to grant the variance would result in exceptional hardship to the applicant; and

(c) a determination that the granting of a variance will not result in increased flood

heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.

(3) Variances may only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

(G) *Submittal of Final Decisions to the DNR.* A copy of all decisions granting variances must be forwarded to the DNR within ten days of such action. The notice may be sent by electronic mail or U.S. Mail to the respective DNR area hydrologist.

(H) *Flood Insurance Notice.* The Zoning Administrator must notify the applicant for a variance that:

(1) The issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage; and

(2) Such construction below the base ~~or regional~~ flood level increases risks to life and property. Such notification must be maintained with a record of all variance actions.

(I) *Record-Keeping.* The Zoning Administrator must maintain a record of all variance actions, including justification for their issuance, and must report such variances in an annual or biennial report to the Administrator of the National Flood Insurance Program, when requested by the Federal Emergency Management Agency.

§ 153.065 CONDITIONAL USES.

(A) *Administrative Review.* An application for a conditional use permit under the provisions of this

chapter will be processed and reviewed in accordance with applicable state statutes and the following provisions. Applications shall be submitted to the Zoning Administrator who shall review the application, schedule a reasonable time for a public hearing, and give due notice to the parties in interest as specified by law. The Planning Commission shall hold the public hearing and make recommendations to the City Council on applications for conditional uses permissible under this chapter.

~~forward the application to the Planning Commission for consideration. The Planning Commission shall hear and make recommendations on applications for conditional uses permissible under this chapter.~~

(B) *Submittal of Hearing Notices to the Department of Natural Resources (DNR).* The Zoning Administrator ~~must shall~~ submit a copy of the conditional use application and hearing notice for proposed conditional use to the DNR sufficiently in advance to provide at least ten days' notice of the hearing. The application and notice may be sent by electronic mail or U.S. Mail to the respective DNR area hydrologist.

(C) Following the Planning Commission's recommendations, the City Council shall arrive at a decision on a conditional use within 60 days. In granting a conditional use permit, the City

Council may prescribe appropriate conditions and safeguards which are in conformity with the purposes of this chapter.

(D) *Factors Used in Decision-Making.* In passing upon conditional use applications, the Planning Commission and City Council must consider all relevant factors specified in other sections of this chapter, and those factors identified in Section 153.060(E) of this chapter.

(E) *Conditions Attached to Conditional Use Permits.* In addition to the standards identified in Sections 153.023 and 153.028, the Planning Commission and City Council may attach such conditions to the granting of conditional use permits as they deem necessary to fulfill the purposes of this chapter. Such conditions may include, but are not limited to, the following:

- (1) Modification of waste treatment and water supply facilities.
- (2) Limitations on period of use, occupancy, and operation.
- (3) Imposition of operational controls, sureties, and deed restrictions.
- (4) Requirements for construction of channel modifications, compensatory storage, dikes, levees, and other protective measures.
- (5) Floodproofing measures in accordance with the State Building Code and this chapter. The applicant must submit a plan or document certified by a registered professional engineer or architect that the floodproofing measures are consistent with the regulatory flood protection elevation and associated flood factors for the particular area.

(F) *Submittal of Final Decisions to the DNR.* A copy of all decisions granting conditional uses must be forwarded to the DNR within ten days of such action. The notice may be sent by electronic mail or U.S. Mail to the respective DNR area hydrologist.

APPEALS

§ 153.067 APPEALS.

(A) *Appeals.* Appeals from a decision of the Zoning Administrator concerning variances or conditional uses relating to floodplain regulations shall be filed with the City Administrator and shall be reviewed by the City Council acting as the Board of Appeals and Adjustments. Sections 152.568(A) and (B) of the City Code shall apply to appeals. In passing upon an appeal, the City Council may, so long as the action is in conformity with the provisions of this chapter, reverse or affirm, wholly or in part, or modify the order, requirement, decision or determination of the Zoning Administrator or other public official. It shall make its decision in writing setting forth the findings of fact and the reason for its decision.

NONCONFORMITIES

§ 153.070 NONCONFORMITIES.

(A) *Continuance of Nonconformities.* A use, structure, or occupancy of land which was lawful before the passage or amendment of this chapter but which is not in conformity with the provisions of this chapter may be continued subject to the following conditions. Historic structures, as defined in Section 153.011 of this chapter, are subject to the provisions of Sections 153.070(B) through (G) of this chapter.

(B) A nonconforming use, structure, or occupancy must not be expanded, changed, enlarged, or altered in a way that increases its flood damage potential or degree of obstruction to flood flows except as provided in 153.070(C) below. Expansion or enlargement of uses, structures or occupancies within the Floodway District is prohibited.

(C) Any addition or structural alteration to a nonconforming structure or nonconforming use that would result in increasing its flood damage potential must be protected to the regulatory flood protection elevation in accordance with any of the elevation on fill or floodproofing techniques (i.e., FP1 thru FP4 floodproofing classifications) allowable in the State Building Code, except as further restricted in Section 153.070(D) below.

(D) If any structure experiences a substantial improvement as defined in this chapter, then the entire structure must meet the standards of Sections 153.020 through 153.023 or Sections 153.025 through 153.028 of this chapter for new structures, depending upon whether the structure is in the Floodway or Flood Fringe District, respectively. If the proposed development, including maintenance and repair during the previous 365 days, plus the costs of any previous alterations and additions since the first Flood Insurance Rate Map, exceeds 50 percent of the market value of any nonconforming structure, the entire structure must meet the standards of Sections 153.020 through 153.023 or Sections 153.025 through 153.028 of this chapter.

~~If the cost of all previous and proposed alterations and additions exceeds 50 percent of the market value of any nonconforming structure, that shall be considered substantial improvement, and the entire structure must meet the standards of Sections 153.020 through 153.023 and Sections 153.025 through 153.028 of this ordinance for new structures, depending upon whether the structure is in the Floodway or Flood Fringe District, respectively. The cost of all structural alterations and additions must include all costs such as construction materials and a reasonable cost placed on all manpower or labor.~~

(E) If any nonconforming use, or any use of a nonconforming structure, is discontinued for more than one year, any future use of the premises must conform to this chapter. ~~The Assessor must notify the Zoning Administrator in writing of instances of noneconformities that have been discontinued for a period of more than one year.~~

(F) If any nonconformity is substantially damaged, as defined in Section 153.011 of this chapter, it may not be reconstructed except in conformity with the provisions of this chapter. The applicable provisions for establishing new uses or new structures in Sections 153.020 through 153.023 or Sections 153.025 through 153.028 will apply depending upon whether the use or structure is in the Floodway or Flood Fringe, respectively.

(G) If any nonconforming use or structure experiences a repetitive loss, as defined in Section 153.011 of this chapter, it shall be considered substantially damaged and must not be reconstructed except in conformity with the provisions of this chapter.

~~(H) Any substantial improvement, as defined in Section 153.011 of this ordinance, to a nonconforming structure requires that the existing structure and any additions must meet the requirements of Sections 153.020 through 153.023 or Sections 153.025 through 153.028 of this~~

ordinance for new structures, depending upon whether the structure is in the Floodway or Flood Fringe District.

AMENDMENTS

§ 153.075 AMENDMENTS.

(A) *Floodplain Designation—Restrictions on Removal.* The floodplain designation on the Official Zoning Map must not be removed from floodplain areas unless it can be shown that the designation is in error or that the area has been filled to or above the elevation of the regulatory flood protection elevation and is contiguous to lands outside the floodplain. Special exceptions to this rule may be permitted by the Commissioner of the Department of Natural Resources (DNR) if the Commissioner determines that, through other measures, lands are adequately protected for the intended use.

(A) *Map Revisions Require Ordinance Amendments.* The floodplain district regulations must be amended to incorporate any revisions by the Federal Emergency Management Agency to the floodplain maps adopted in Section 153.005 of this chapter.

(B) *Amendments Require DNR Approval.* All amendments to this chapter must be submitted to and approved by the Commissioner of the Department of Natural Resources (DNR) prior to adoption by the City of Windom. The DNR Commissioner must approve the amendments prior to approval.

PENALTIES AND ENFORCEMENT

§ 153.999 PENALTIES AND ENFORCEMENT.

(A) *Violation Constitutes a Misdemeanor.* Violation of the provisions of this chapter or failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with grants of variances or conditional uses) constitute a misdemeanor and will be punishable as defined by law.

(B) *Other Lawful Action.* Nothing in this chapter restricts the City of Windom from taking such other lawful action as is necessary to prevent or remedy any violation. If the responsible party does not appropriately respond to the Zoning Administrator within the specified period of time, each additional day that lapses will constitute an additional violation of this chapter and will be prosecuted accordingly.

(C) *Enforcement.* Violations of the provisions of this chapter will be investigated and resolved in accordance with the following provisions. When a violation of this chapter is either discovered by or brought to the attention of the Zoning Administrator, he/she shall immediately investigate the situation and document the nature and extent of the violation. As soon as it is reasonably possible, this information will be submitted to the appropriate Department of Natural Resources Office along with the City's plan of action to correct the violation to the degree possible. The Zoning Administrator shall notify the suspected party of the requirements of this chapter and the nature and extent of the suspected violation. If the structure and/or use is under construction or development, the Zoning Administrator may order the construction or development immediately halted until a proper permit of approval is granted by the City. If the construction or development is already completed, then the Zoning Administrator may either:

(1) Issue an order identifying the corrective actions that must be made within a specified time period to bring the use or structure into compliance; or

(2) Notify the responsible party to apply for an after-the-fact permit/development approval within a specified period of time not to exceed 30 days.

(3) The Zoning Administrator shall also, upon the lapse of the specified response period, notify the landowner to restore the land to the condition which existed prior to the violation of this chapter.

(4) In responding to a suspected ordinance violation, the Zoning Administrator and the City Council may utilize the full array of enforcement actions available to the City including, but not limited to, prosecution and fines, injunctions, after-the-fact permits, orders for corrective measures or a request to the National Flood Insurance Program for denial of flood insurance availability to the guilty party. The City of Windom must act in good faith to enforce these official controls and to correct ordinance violations to the extent possible so as not to jeopardize its eligibility in the National Flood Insurance Program.

**THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, FURTHER
ORDAINS:**

EFFECTIVE DATE: This ordinance, or an approved Title and Summary of this ordinance, shall be published in the COTTONWOOD COUNTY CITIZEN; and this ordinance shall be in full force and effect immediately upon publication.

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this 3rd day of August, 2021.

Dominic Jones, Mayor

ATTEST:

Steven Nasby, City Administrator

1st Reading: July 20, 2021

2nd Reading: August 3, 2021

Adoption: August 3, 2021

Published Title & Summary: August 11, 2021

TITLE AND SUMMARY
OF
ORDINANCE NO. 190, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA,
AMENDING CITY CODE CHAPTER 153
ENTITLED "FLOODPLAIN MANAGEMENT"

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN: TO AMEND CHAPTER 153 ("FLOODPLAIN MANAGEMENT") BY DELETING THE EXISTING CHAPTER IN ITS ENTIRETY AND INSERTING THE FOLLOWING IN LIEU THEREOF: An update of the entire Chapter 153.

The following is a summary of the Section Titles in the revised City Code Chapter 153, "Floodplain Management":

Statutory Authorization, Findings of Fact and Purpose

- 153.001 Statutory Authorization
- 153.002 Purpose

General Provisions

- 153.003 How to Use This Chapter
- 153.004 Lands to Which Chapter Applies
- 153.005 Incorporation of Maps by Reference
- 153.006 Regulatory Flood Protection Elevation
- 153.007 Interpretation
- 153.008 Abrogation and Greater Restrictions
- 153.009 Warning and Disclaimer of Liability
- 153.010 Severability
- 153.011 Definitions
- 153.012 Annexations
- 153.013 Detachments

Establishment of Floodplain Districts

- 153.014 Establishment of Floodplain Districts

Floodway District (FW)

- 153.020 Permitted Uses
- 153.021 Standards for Floodway Permitted Uses
- 153.022 Conditional Uses
- 153.023 Standards for Floodway Conditional Uses

Flood Fringe District (FF)

- 153.025 Permitted Uses
- 153.026 Standards for Flood Fringe Permitted Uses
- 153.027 Conditional Uses
- 153.028 Standards for Flood Fringe Conditional Uses

General Floodplain District (GF)

- 153.030 Permitted Uses
- 153.031 Procedures for Determining Floodway Boundaries and Base Flood Elevations

Land Development Standards

153.035 Land Development Standards

Railroads, Roads, Bridges, and Public and Private Utilities and Service Facilities

153.040 Railroads, Roads, Bridges, and Public and Private Utilities and Service Facilities

Manufactured Homes and Recreational Vehicles

153.045 Manufactured Homes and Recreational Vehicles

Administration

153.050 Administration

153.060 Variances

153.065 Conditional Uses

Appeals

153.067 Appeals

Nonconformities

153.070 Nonconformities

Amendments

153.075 Amendments

Penalties and Enforcement

153.999 Penalties and Enforcement

NOTICE: A COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 190, 2ND SERIES AND A COPY OF THE ENTIRE CHAPTER 153 "FLOODPLAIN MANAGEMENT" (as incorporated into Ordinance No. 190, 2nd Series) ARE AVAILABLE ON THE CITY'S WEBSITE AT www.windom-mn.com OR PRINTED COPIES ARE AVAILABLE FOR INSPECTION BY ANY PERSON AT:

Building & Zoning Office
Windom City Hall
444 9th Street
Windom, MN 56101

During regular office hours (Monday through Friday from 8:00 a.m. to 5:00 p.m.)

AND AT: Windom Public Library
904 4th Avenue
Windom, MN 56101

During regular library hours: Monday – 9:00 a.m. to 7:00 p.m.
Tuesday through Friday – 9:00 a.m. to 5:30 p.m.
Saturday – 9:00 a.m. to 1:00 p.m.

ORDINANCE NO. 190, 2ND SERIES:

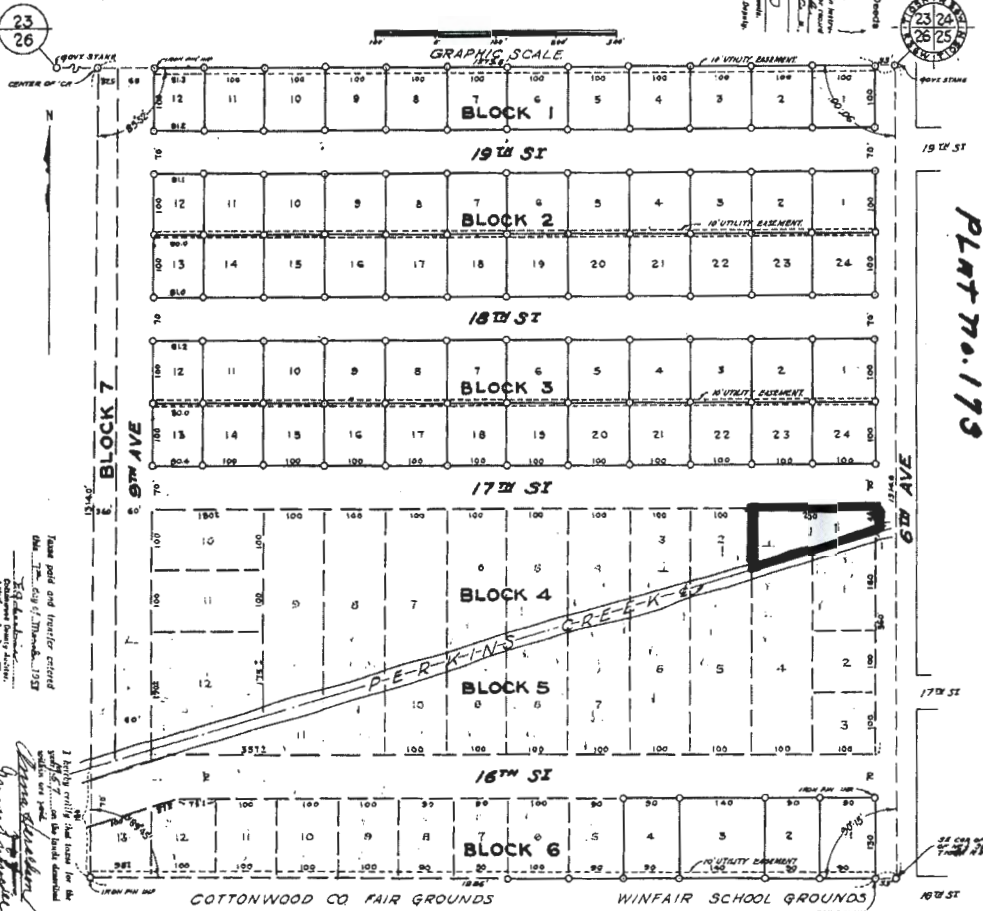
1st Reading: Windom City Council Meeting – July 20, 2021
2nd Reading: Windom City Council Meeting – August 3, 2021
Adoption: August 3, 2021
Publication – Title and Summary: August 11, 2021
Effective Date: August 11, 2021

This "Title and Summary" approved for publication by the Windom City Council on August 3, 2021.

CITY OF WINDOM
By Dominic Jones, Mayor

Attest: Steven Nasby, City Administrator

VOLD ADDITION



STATE OF MINNESOTA
COUNTY OF COTTONWOOD

John F. O'Meara does hereby certify:

1. That he is a registered engineer duly qualified and entitled to make surveys and plats in the State of Minnesota.

2. That he has made a survey of land described as follows, to-wit:

All that part of the Northeast Quarter of the Northeast Quarter (NE¹/₄ of NE¹/₄) of Section Twenty-six (26), Township One Hundred Five (105), Range Thirty-six (36) which lies South of the North line of the street designated as Seventeenth Street in the annexed plat.

3. That, with respect to that part of the annexed plat above described, the annexed plat is a correct representation of his survey; that all distances are correctly shown on the plat; that the monuments have been correctly placed in the ground as shown; that the outside boundary lines are correctly designated on the plat; that all wet land, rivers, streets, creeks, lakes, ponds, swamps and all public highways laid out, opened, or traveled (existing before the platting) are correctly located and plainly shown and designated on the plat.

4. That he has divided the above described land into blocks, lots and streets as shown on the plat; that the dimensions of said blocks, lots and streets are indicated in feet by numerical figures on the outside lines thereof; that the monuments have been placed and located at corners in the ground in such a way that the lines between the monuments form base lines and the angles between the base lines are shown on the plat, as well as the north and south line.

STATE OF MINNESOTA
COUNTY OF COTTONWOOD

John F. O'Meara, being duly sworn, says that he made and signed the foregoing certificate; that he knows the contents thereof and the same are true.

Subscribed and sworn to before me this 4th day of February, 1968.

STATE OF MINNESOTA
COUNTY OF COTTONWOOD

J. S. Magill does hereby certify:

1. That he is a registered engineer duly qualified and entitled to make surveys and plats in the State of Minnesota.

2. That he has made a survey of land described as follows, to-wit:

All that part of the Northeast Quarter of the Northeast Quarter (NE¹/₄ of NE¹/₄) of Section 26, Township 105, Range 36 lying North of the North line of Seventeenth Street on the annexed plat.

3. That, with respect to that part of the annexed plat above described, the annexed plat is a correct representation of his survey; that all distances are correctly shown on the plat; that the monuments have been correctly placed in the ground as shown; that the outside boundary lines are correctly designated on the plat; that all wet land, rivers, streets, creeks, lakes, ponds, swamps and all public highways laid out, opened, or traveled (existing before the platting) are correctly located and plainly shown and designated on the plat.

4. That he has divided the above described land into blocks, lots and streets as shown on the plat; that the dimensions of said blocks, lots and streets are indicated in feet by numerical figures on the outside lines thereof; that the monuments have been placed and located at corners in the ground in such a way that the lines between the monuments form base lines and the angles between the base lines are shown on the plat, as well as the north and south line.

STATE OF MINNESOTA
COUNTY OF COTTONWOOD

J. S. Magill, being duly sworn, says that he made and signed the foregoing certificate; that he knows the contents thereof and the same are true.

Subscribed and sworn to before me this 3rd day of February, 1968.

KNOW ALL MEN BY THESE PRESENTS, That we, Arthur Vold and Effie Vold, his wife; Verne V. Koop and Lorraine Koop, his wife; and James H. Dekken and Laura E. Dekken, his wife; being the owners of the following described real estate in Cottonwood County, Minnesota, to-wit:-

The Northeast Quarter of the Northeast Quarter (NE¹/₄ of NE¹/₄) of Section Twenty-six (26), Township One Hundred Five (105), Range Thirty-six (36),

have caused a subdivision to be made, surveyed and laid out on the said land which shall hereafter be known as Vold Addition; that the annexed plat is acknowledged and filed in accordance with the statutes in such cases made and provided; that we hereby dedicate to public use for street purposes the streets shown indicatedly that we hereby dedicate to public use for utility easement purposes the easements across the rear five feet of the lots as indicated on the annexed plat, except that no such easement is created or granted across the rear five feet of lots Three (3), Four (4), Five (5), Twenty (20), Twenty-one (21), and Twenty-two (22) in Block Two (2), notwithstanding the easement lines placed over said lots on the annexed plat; that the above described tract is subject to restrictions declared by the owners in an instrument executed and filed for record concurrently with the execution and filing of this plat.

IN WITNESS WHEREOF, We have hereunto set our hands this 3rd day of February, 1968.

In presence of:
James H. Dekken
Laura E. Dekken
Verne V. Koop
Lorraine Koop
Arthur Vold
Effie Vold

STATE OF MINNESOTA
COUNTY OF COTTONWOOD

On this 3rd day of February, 1968, before me, a Notary Public, within and for said county, personally appeared

Arthur Vold and Effie Vold, his wife; Verne V. Koop and Lorraine Koop, his wife; and James H. Dekken and Laura E. Dekken, his wife,

to me known to be the persons described in and who executed the foregoing instrument and they acknowledged that they executed the same as stated.

Notary Public
Cottonwood County, Minnesota
My Comm. Expires August 25, 1969

I, Burton F. Reiser, Clerk of the City of Winona, Cottonwood County, Minnesota, hereby certify that the annexed plat was duly approved by the Council of the City of Winona on the 3rd day of February, 1968.

RESOLUTION #2021-

INTRODUCED:

SECONDED:

VOTED: **Aye:**

Nay:

Absent:

A RESOLUTION APPROVING THE SALE OF TAX-FORFEITED PARCELS AT PUBLIC AUCTION

WHEREAS, the City Council of the City of Windom has received correspondence from the Cottonwood County Auditor/Treasurer listing tax-forfeited parcels; and

WHEREAS, a parcel on the list that are located in the City of Windom are described as follows:

Parcel # 25-791-0570 - Lot 1, Block 4, Vold Addition

WHEREAS, the City Council has considered the value of this parcel to the City of Windom in terms of location, size, and desirability; and

WHEREAS, it would be in the best interest of the City that the parcel be sold at a public auction.

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

1. That the tax-forfeited parcel listed above is approved for public auction pursuant to Minnesota Statute §282.01.
2. The City of Windom waives any statutory time requirements contained therein.
3. It is the intention of City of Windom to **reassess all special assessments.**

Adopted this 3rd day of August, 2021.

Dominic Jones, Mayor

ATTEST: _____

Steven Nasby, City Administrator

RESOLUTION #2021-

INTRODUCED:

SECONDED:

VOTED: Aye:

 Nay:

 Absent:

RESOLUTION APPROVING THE ACQUISITION OF A TAX-FORFEITED PARCEL

WHEREAS, the City Council of the City of Windom has received correspondence from the Cottonwood County Auditor/Treasurer listing property tax-forfeited parcels; and

WHEREAS, one of the parcels on the list is located in the City of Windom and is described as follows:

Parcel # 25-791-0570 - Lot 1, Block 4, Vold Addition

WHEREAS, upon review, it has been determined that said property could provide a recreational area and fishing access at Perkins Creek for residents of Windom; and

WHEREAS, pursuant to Minnesota Statutes Section 282.01, governmental subdivisions may acquire such tax-forfeited parcels for public purposes; and

WHEREAS, it is in the best interests of the citizens of Windom that this property be acquired by the City of Windom for park and recreation purposes.

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

1. The City of Windom is authorized to acquire the tax-forfeited property described herein pursuant to the requirements set forth in Minnesota Statutes Section 282.01 and provide documentation as required by the Cottonwood County Auditor/Treasurer.
2. The Mayor or City Administrator are authorized to sign any required documentation to consummate acquisition of this property.

Adopted this 3rd day of August, 2021.

Dominic Jones, Mayor

ATTEST: _____

Steven Nasby, City Administrator

Perkins Creek Bank Erosion

Intersection of 17th Street and 6th Ave

City of Windom – Windomnet fiber optic cable relocation

- In 2018, Heavy rain events eroded portions of Perkins Creek north bank exposing the City's blue fiber optic conduit line.
- Jeff Dahna presented Cottonwood County Board pictures, which showed erosion and conduit exposure.
- City wanted to re-route the telecommunications lines. City requested and was granted a permanent easement from the County along the north 10 feet of Lots 1, 2, and 3 and the west 10 feet of Lot 3 to re-route the telecommunications lines. The City did not need an easement over the east portion of Lot 1 because in 2004, Cottonwood County granted the City an easement over the east 50 feet of Lot 1.

Utility Easements

- 2004 East 50' of Lot 1.
- 2018 North 10' of Lots 1,2,3 & West 10' of Lot 3.

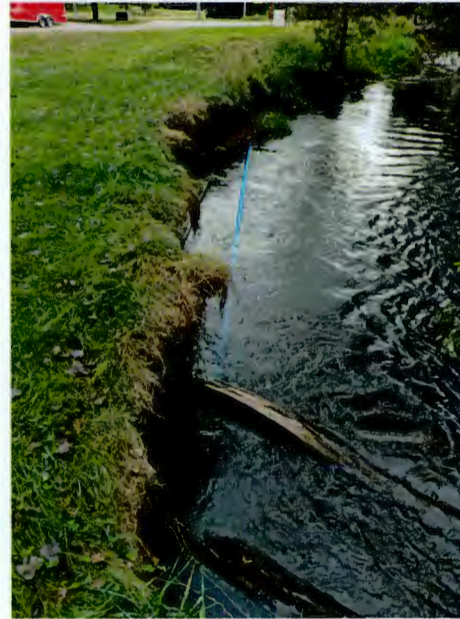


Perkins Creek Bank Erosion – East View

2018 June 7th



2018 August 24th



Perkins Creek Bank Erosion – West View

2018 June 7th



2018 October 2nd



2020 June 12th

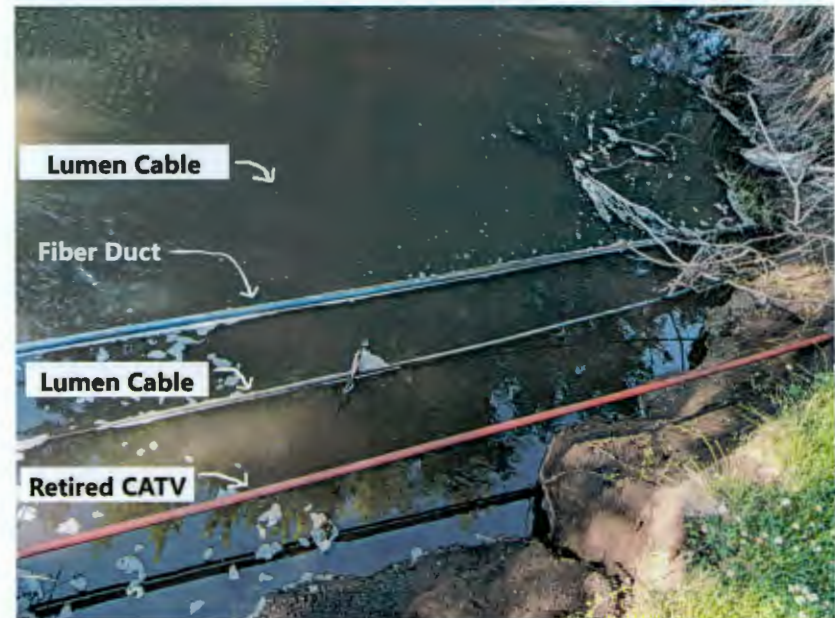


Perkins Creek Bank Erosion – North Bank

2018 June 25th



2020 June 12th









Measurement from outside edge of curb and expansion joint

Measurement from outside edge of curb and expansion joint

2017 Measurement

51.04

2017 Measurement

52.61

257910570

257910690

257910720



Green color represents the right-of-way.

measurement from outside edge of the curb at expansion joint

measurement from outside edge of the curb at expansion joint

current measurement
39.06

current measurement
44.02

257910570

257910580

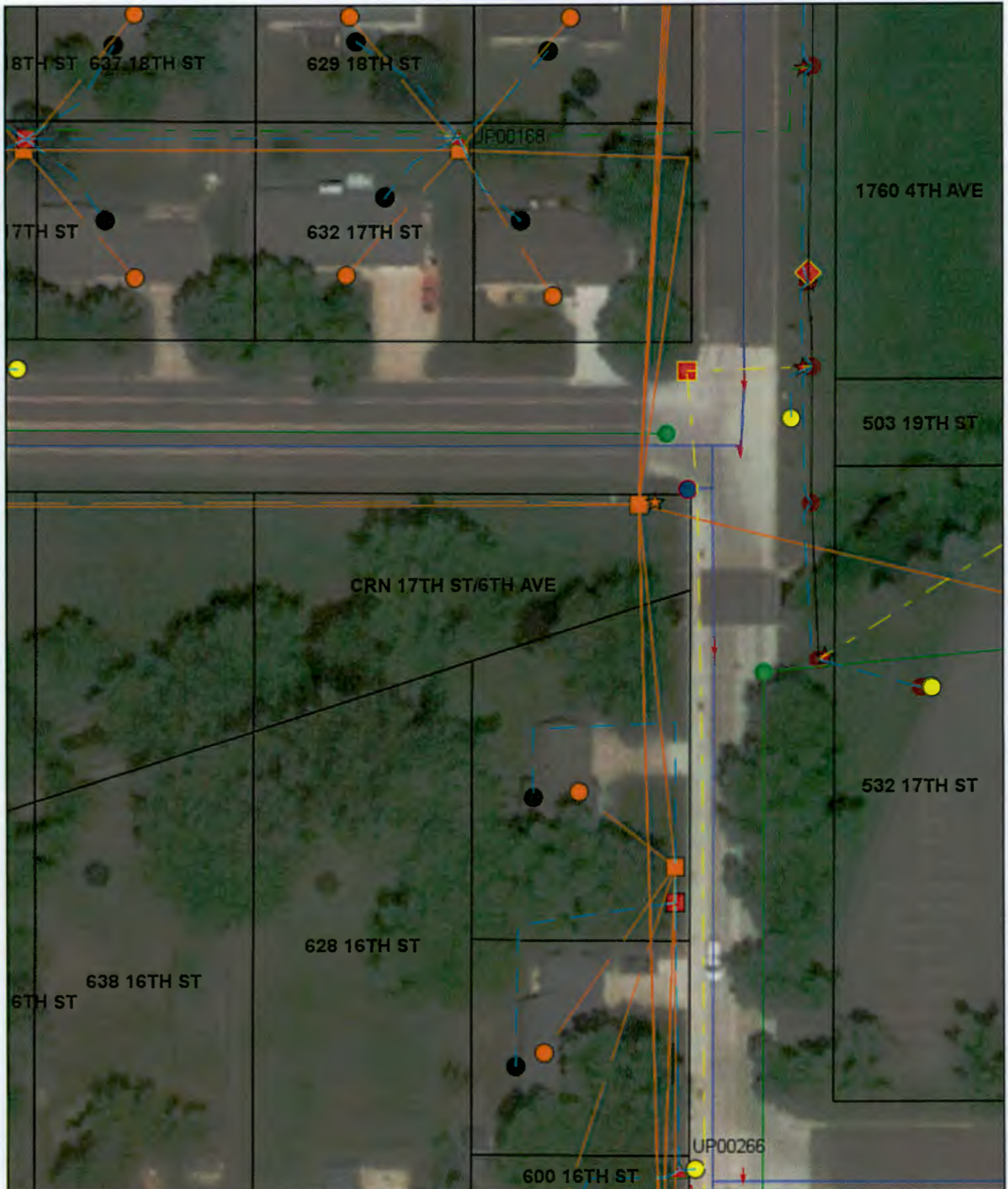
257910690

257910720

257910730



GIS Mapping



This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Steve Nasby

From: Dan Van Schepen <dan.vanschepen@dgr.com>
Sent: Tuesday, July 27, 2021 11:42 AM
To: Steve Nasby
Cc: Brian Cooley; Tim Hogan
Subject: RE: Cost Estimate - Perkins Creek Fishing Area
Attachments: Perkins Creek Fishing Area CE 7-27-21.pdf

Good morning Steve,

Attached is the requested estimate to review with Council, let me know if you have any follow-up questions. Creating this estimate, the channel armoring stands out as a pretty extensive cost, below are the assumptions used in the estimate:

- Reshaping the bank includes excavating and hauling away 75' of area from the north bank, ~5' to the channel to make a uniform slope from the back of curb to the channel bottom and surface with 6" of gravel
- The creek in this area is ~50' wide by the 350' length requested with approximately 10-14" of riprap material installed
- The estimated price per ton was received in a bid project in February, I would think it should suffice with the contingency included to protect the budget

Dan Van Schepen, PE



From: Steve Nasby <Steve.Nasby@windommn.com>
Sent: Monday, July 26, 2021 4:45 PM
To: Dan Van Schepen <dan.vanschepen@dgr.com>
Cc: Brian Cooley <Brian.Cooley@windommn.com>; Tim Hogan <Tim.Hogan@windommn.com>
Subject: Cost Estimate - Perkins Creek Fishing Area

Good Afternoon Dan –

The City is looking at acquiring a tax forfeited parcel (please see attached map) for use as a fishing area for youth. The parcel is at the corner of 6th Avenue and 17th Street. We need your rough estimate for the following:

1. Cost to re-shape the bank for roughly 50-75 feet so that the slope to the creek is not too steep for children to access the stream for fishing. This would include some dirt work and some type of surface such as rocks\gravel.
2. Cost for rip rap on both sides of the creek (for approximately 350 feet total). We would have all of the north side as shown on the parcel and part of the south side.

I know this is vague and asking a lot for a ballpark estimate. The Parks & Recreation Commission is recommending it to the City Council, but the Council would like some ideas on potential expenses before they make a decision. If possible, could we get some thing by Friday noon (for the packet) or I can hand something out on Tuesday at the meeting?

**Perkins Creek Fishing Area
Preliminary Quantities & Cost Opinion (2022 Estimated Costs)
Windom, Minnesota**

July 27, 2021

ITEM NO.	NO. OF UNITS	ITEM DESCRIPTION	UNIT COST	TOTAL ITEM COST
1.	1,450 tons	Rip Rap Channel Armoring	\$45.00 /ton =	\$65,250.00
2.	350 cu. yd.	Excavation and Haul Away	\$10.00 /cu. yd. =	\$3,500.00
3.	150 tons	Path Surfacing	\$25.00 /ton =	\$3,750.00
4.	1 LS	SWPPP Management	\$750.00 /LS =	\$750.00
5.	1 LS	Seeding, Fertilizing and Hydro Mulching	\$750.00 /LS =	\$750.00
6.	1 LS	Mobilization and Traffic Control	\$2,500.00 /LS =	\$4,000.00
Construction Subtotal				\$78,000.00
Contingencies (10%)				\$8,000.00
Estimated Subtotal				\$86,000.00



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: Jeff Dahna, Telecom General Manager
DATE: 7/30/2021
RE: Telecom Installer/Worker Technician
DEPT: Telecom
CONTACT: Jeff.Dahna@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Subject to the candidates' final acceptance, hire William (Bill) Rosa for the Telecom Worker/Installer position starting at Step 10. His starting IBEW pay scale wage would be \$22.30. Upon satisfactory completion of the six-month probationary period he will be advanced to Step 11.
-

Issue Summary/Background

Upon having received job applications and conducted interviews, I have selected a final candidate for the Telecom Worker/Installer position. The candidate, William (Bill) Rosa, has been in the Telecom field for 23 years. He has the desired background, telecom systems experience, computer skills, customer service, and outside plant work experience for the position.

Fiscal Impact

Funding for this position is included in the City of Windom operational budget.

Attachments

1. None



Building a Better World
for All of Us®

CHANGE ORDER

City of Windom

OWNER

3-27-0113-12-18

OWNER'S PROJECT NO.

2019 Hangar Construction

PROJECT DESCRIPTION

9/30/20

DATE

2

CHANGE ORDER NO.

150401 71.50

SEH FILE NO.

The following changes shall be made to the contract documents:

Description:

The purpose of the change order is to widen the access road around Hangar 1 to provide clearance around the hangar for traffic movement and snow removal. Work includes turf removal, base preparation, Class 5 installation, and 4" of bituminous. Total area is 1,250 SF.

The change order also includes a soil correction under the foundation for Hangar 1, rock was added to account for water below the existing hangar foundation.

Purpose of Change Order:

Additional pavement width along the access road around Hangar 1 is necessary to allow more space for safer traffic operations along the access road and provide protection of the hangar, due to the close proximity of the road, especially during snow removal operations.

This change order also includes the addition of rock placed below the foundation of Hangar 1, the rock provides for adequate drainage of the material below the foundation and allows for proper foundation installation.

See attached memorandum for additional justification.

Basis of Cost: ☒ Actual ☐ Estimated

Attachments (list supporting documents)

Change Order Memorandum with cost justification

Contractor Cost Documentation

Change Order Sketch

Contract Status

Original Contract

Net Change Prior C.O.'s _ to _____

Change this C.O.

Revised Contract

Time	Cost
90 days	\$445,566.96
0	\$7,590.00
0	\$10,312.40
90 days	\$463,469.36



Building a Better World
for All of Us®

MEMORANDUM

TO: Nick Pratt
FAA Program Manager

FROM: Lindsay Reidt

DATE: September 30, 2020

RE: Change Order 2 – 2019 Hangar Construction – Pavement Widening
Windom Municipal Airport
SEH No. WINDM 150401

The following information is requested as part of Appendix B of ARP SOP No. 7.00, and according to FAA Order 5100.38.

1. **General Change Order Information** – Change Order No. 2 includes access road pavement widening around Hangar 1 and soil correction for Hangar 1 foundation.
2. **Airport Name** – Windom Municipal Airport
3. **AIP Grant Number** – 3-27-0113-12-18.
4. **Grant Description** – 2019 Hangar Construction
5. **Contract Identifier** – APX Construction Group
6. **Change Order Sequence Number** – Change Order No. 2.
7. **Description of Construction Change Order.** The purpose of the change order is to widen the access road around Hangar 1 to provide clearance around the hangar for traffic movement and snow removal. Work includes turf removal, base preparation, Class 5 installation, and 4" of bituminous. Total area is 1,250 SF. The change order also includes a soil correction under the foundation for Hangar 1, rock was added to account for water below the existing hangar foundation.
8. **Justification for the Construction Change Order.** Additional pavement width along the access road around Hangar 1 is necessary to allow more space for safer traffic operations along the access road and provide protection of the hangar, due to the close proximity of the road, especially during snow removal operations. The City of Windom ordinances generally require a set back for buildings of not less than 15' or 18', the current pavement is only 10'. The additional pavement width will align better with the City standards while also providing protection of the infrastructure.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196

SEH is 100% employee-owned | sehinc.com | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

This change order also includes the addition of rock placed below the foundation of Hangar 1 to account for the presence of water below the existing hangar foundation. The rock provides for adequate drainage of the material below the foundation and allows for proper foundation installation.

9. **Cost Reasonableness.** The costs provided by the contractor are reasonable using unit price comparative analysis. The work performed under this change order will be compensated by lump sum for the pavement widening and foundation rock placement.

10. **Consequences of Change Order Attachment.**

- a. Contract Time and Schedule. There are no additional days of contract time allocated for the change.
- b. Contract Amount. The following table summarizes the original contract value, cost breakdown, and the cumulative contract value to-date.

Contract Status

	<i>Time</i>	<i>Cost</i>
<i>Original Contract</i>	90 Days	\$445,566.96
<i>Net Change Prior C.O. s <u>1</u> to <u>1</u></i>	0 Days	\$7,590.00
<i>Change this C.O.</i>	0 Days	\$10,312.40
<i>Revised Contract</i>	90 Days	\$463,469.36

- c. Additional Effects. Change Order No. 2 has no effect on other costs, including engineering, construction management fees or inspection.

11. **Conformance to AIP Standards and Regulations.** All changes included in this change order include the following:

- a. All FAA design and construction standards have been met.
- b. Procurement standards for this project are unchanged.
- c. The changes do not affect the contractor's requirement to abide by Buy American provisions.
- d. No DBE requirements are affected.

12. **Supporting Documentation.** Additional documentation includes:

- a. Change order signature form.
- b. Contractor Cost Documentation

13. **Sketches/Diagrams/Drawings.**

- a. Change Order Sketch (See Attached)

14. **Revised CSPP**

- a. No CSPP changes are associated with the change.

15. **Other information as requested by FAA Specialist.** None have been noted.

www.apxconstructiongroup.com
507-387-6836
507-387-1169



Contract Date: 5/17/2019

Change Request Proposal

Project: 19019 / Windom Municipal Airport
(name and address) 48572 CR 44
Windom, MN 56101

Change request number: 1004
Description: Add - Rock & Soil Prep

Customer: City of Windom

Notice to Proceed

Submitted date: 07/20/21
Received date:
Rough order of magnitude: 0.00

Status: Proposed
Origination date: 07/20/21

Quotation

Submitted date: 07/20/21
Due date:
Submitted amount: 1,962.40
Requested days delay: 0

Notes

\$1,784.00 - Add - Rock & Soil Prep
\$ 178.40 - OHP
\$1,962.40 - Total

Revenue Detail

Billing Item	Description	Revenue
	Add - Rock & Soil Prep	1,962.40
Total Revenue For CR 1004		1,962.40

Approvals

Customer: City of Windom
Authorized Representative: _____

Contractor: APX Construction Group LLC

By: _____

By: _____

Date: _____

Date: _____



Application for Payment
(Unit Price Contract)
No. 6 - Final

Eng. Project No.: WINDM 145757

Location: Windom Municipal Airport - Windom, MN

Contractor APX Construction Group LLC

Contract Date April 2, 2019

1820 Willow Street

Pay This Amount \$ 16,823.97

Mankato, MN 56001

Contract Amount \$ 445,566.96

Contract for 2019 Hangar Construction

Application Date 7.1.21

For Period Ending 6.30.21

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2021.501	Mobilization	LS	1	1	\$86,147.00	\$86,147.00
2051.501	Maintenance & Restoration of Haul	LS	1	1	5,500.00	\$5,500.00
2231.501	Bituminous Patch - Special	LS	1	1	14,625.00	\$14,625.00
2301.501	Hangar Foundation/Floor Design &	LS	1	1	76,637.00	\$76,637.00
2301.502	Hangar Foundation/Floor Design &	LS	1	1	54,538.00	\$54,538.00
13133.501	Pre-Engineered Building System	LS	1	1	101,151.86	\$101,151.86
13133.502	Pre-Engineered Building System	LS	1	1	63,723.19	\$63,723.19
13133.503	Bi-Fold Door Hangar 1 - See plan	LS	1	1	14,933.64	\$14,933.64
13133.504	Bi-Fold Door Hangar 2 - See plan	LS	1	1	13,544.27	\$13,544.27
P-156-5.1	Silt Fence Type Preassembled (Incl.	LF	300	300	4.00	\$1,200.00
P-156-5.2	Inlet Protection	EA	2	2	500.00	\$1,000.00
T-901-5.1	Turf Establishment	LS	1	1	2,000.00	\$2,000.00
	Change Order 1	LS	1	1	7,590.00	\$7,590.00
	Change Order 2	LS	1	1	10,312.40	\$10,312.40
Alternate 1 - Floor Insulation						
13133.505	Floor Insulation	LS	1	1	10,567.00	\$10,567.00
Total Contract Amount						\$463,469.36

Total Contract Amount	\$ 446,566.96	Application for Payment (continued)	\$ 463,469.36
Contract Change Order No. _____		Material Suitably Stored on Site, Not Incorporated into Work _____	
Contract Change Order No. _____		Percent Complete _____	
Contract Change Order No. _____		Percent Complete _____	
Less Previous Applications:		GROSS AMOUNT DUE	\$ 463,469.36
AFP No. 1: 95,218.63	AFP No. 6: _____	LESS 0 % RETAINAGE	\$
AFP No. 2: 150,051.65	AFP No. 7: _____	AMOUNT DUE TO DATE	\$ 463,469.36
AFP No. 3: 172,970.01	AFP No. 8: _____	LESS PREVIOUS APPLICATIONS	\$ 446,566.96
AFP No. 4: 10,358.82	AFP No. 9: _____	AMOUNT DUE THIS APPLICATION	\$ 16,823.97
AFP No. 5: 18,046.28			

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2019 Hangar Construction, Windom Municipal Airport - Windom, MN, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date 7-22, 2021 APX Construction Group LLC
(Contractor)
COUNTY OF Blue Earth By Mitchel Rohlfing V.P.
STATE OF Minnesota) SS (Name and Title)

Before me on this 22nd day of July, 2021, personally appeared Mitchel Rohlfing known to be, who being duly sworn did depose and say that he is the Vice President (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor, and that all of the statements contained therein

My Commission expires 1-31-2025
 **DAWN MARIE QUAM**
Notary Public-Minnesota
Dawn M Quam (Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.

By King Bird Short Elliott Hendrickson Inc.
Date 7/26/21
City of Windom
By _____
Date _____

Ground Zero Services, LLC

308 4th Street
P.O. Box 86
Courtland, MN 56021

Invoice

Date	Invoice #
9/12/2019	16984

Bill To
Apx Construction Group-Windom Airport

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
18	Additional 2-4 inch rock along with delivery for Windom Airport Job	38.00	684.00
1	Additional work- Additional soil that was dug out in the prepped area due to water under the old building and filled with rock (the rock above was used for this)	1,100.00	1,100.00
	Sales Tax	7.375%	0.00
Thank You for your business!! Any questions please call 507-354-3973. We accept Credit Cards.		Total	\$1,784.00





Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

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

July 16, 2021

Via Email

City of Windom
444 9th Street
PO Box 38
Windom, MN 56101-0038

RE: Payment Request No. 4 - FINAL
Construction of Municipal Well No. 11
Windom, Minnesota
Project No. M28.121625

Attn: Steve Nasby, City Administrator

Dear Mayor and Council Members:

Please find attached Application for Payment No. 4 - FINAL from Mineral Service Plus, LLC for the work completed to date for the construction of Municipal Well No. 11. We reviewed this application and find it acceptable for payment. We recommend making the payment of \$6,998.70. Please sign the first page of the application, forward copy along with the payment to Mineral Service Plus, a copy to me, and keep one copy for your records.

Sincerely,

Bolton & Menk, Inc.

R. Kelly Yahnke
Project Manager

RKY

Enclosure

APPLICATION AND CERTIFICATE FOR PAYMENT

PAGE 1 OF 2 PAGES

TO OWNER:
City of Windom
444 9th St.
Windom, MN 56101
FROM CONTRACTOR:
Mineral Service Plus
16409 371st Avenue
Green Isle, MN 55338

PROJECT:
Construction of Municipal Well No. 11
Lakeview Ave.
Windom, MN 56101
VIA ARCHITECT:
Bolton & Menk, Inc.
1960 Premier Dr.
Mankato, MN 56001

APPLICATION #: 4
PERIOD TO: 06/21/21
PROJECT NOS: M28.121625

CONTRACT DATE: 10/28/20

Distribution to:

☐ Owner
☒ Const. Mgr
☐ Architect
☐ Contractor

CONTRACT FOR: Construction of Municipal Well No. 11

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM \$ 139,974.00
2. Net change by Change Orders \$
3. CONTRACT SUM TO DATE (Line 1 +/- 2) \$ 139,974.00
4. TOTAL COMPLETED & STORED TO DATE \$ 139,974.00
(Column G on Continuation Sheet)

5. RETAINAGE:

a. of Completed Work \$
(Columns D+E on Continuation Sheet)

b. of Stored Material \$
(Column F on Continuation Sheet)

Total Retainage (Line 5a + 5b or

Total in Column 1 of Continuation Sheet \$

6. TOTAL EARNED LESS RETAINAGE \$ 139,974.00
(Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate) \$ 132,975.30

8. CURRENT PAYMENT DUE \$ 6,998.70

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6) \$

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

CONTRACTOR:

By: Amy A. Sibley Date: 6/21/21

State of: Minnesota

County of: Sibley

Subscribed and sworn to before

me this 21st day of June

Notary Public: Nicholas R. Milbrandt

My Commission expires: 01/31/22

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 6,998.70

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT

By: R. Kelly G. Sibley Date: 7-16-2021

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

CONTINUATION SHEET

Page 2 of 2 Pages

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 4

PROJECT:

APPLICATION DATE: 06/21/21

Construction of Municipal Well No. 11

PERIOD TO: 21-Jun-21

Lakeview Ave.

ARCHITECT'S PROJECT NO: M28.121625

Windom, MN 56101

A Item No.	B Description of Work	C Est. Qty	D Unit Price	E Scheduled Value	F Work Completed		G Materials Presently Stored (Not In D or E)	H Total Completed And Stored To Date (D + E + F)	I % (G/C)	J Balance To Finish (C - G)	K Retainage
					From Previous Application (D + E)	This Period					
1	Mob/demob, clean up sit	1	21400	21,400.00	21,400.00			21,400.00	100%		
2	Drill 6" pilot hole	125	26	3,250.00	3,250.00			3,250.00	100%		
3	Drill 14" dia. (nominal) open hole	105	55	5,775.00	5,775.00			5,775.00	100%		
4	F&I 10" dia. Casing	105	40	4,200.00	4,200.00			4,200.00	100%		
5	Grout	5	450	2,250.00	2,250.00			2,250.00	100%		
6	F&I 10" telescoping size screen & raise										
7	the casing to expose 20 LF. of screen	25	192	4,800.00	4,800.00			4,800.00	100%		
8	Gravel Pack	3	1000	3,000.00	3,000.00			3,000.00	100%		
9	Furnish, install, remove well										
10	development equipment	1	3200	3,200.00	3,200.00			3,200.00	100%		
11	Well development	60	275	16,500.00	16,500.00			16,500.00	100%		
12	Furnish, install, remove test pump										
13	with discharge pipe	1	3000	3,000.00	3,000.00			3,000.00	100%		
14	Test pumping	36	195	7,020.00	7,020.00			7,020.00	100%		
15	Water analysis	1	1579	1,579.00	1,579.00			1,579.00	100%		
16	Video recording	1	1850	1,850.00	1,850.00			1,850.00	100%		
17	Gamma log	1	1850	1,850.00	1,850.00			1,850.00	100%		
18	F&I 15 hp submersible well pump	1	10900	10,900.00	10,900.00			10,900.00	100%		
19	F&I pitless unit	1	16700	16,700.00	16,700.00			16,700.00	100%		
20	Site work including compacted class 5										
21	aggregate, concrete pad with woven										
22	wire reinforcement	1	1800	1,800.00	1,800.00			1,800.00	100%		
23	Site piping as specified	1	9100	9,100.00	9,100.00			9,100.00	100%		
24	Base bid electrical work as specified	1	4300	4,300.00	4,300.00			4,300.00	100%		
25	Seal & abandon well #5 as specified	1	4000	4,000.00	4,000.00			4,000.00	100%		
26	Construction allowance	1	10000	10,000.00	10,000.00			10,000.00	100%		
27	F&I 50 amp rated VFD in lieu of using										
28	existing size 3 starter	1	3500	3,500.00	3,500.00			3,500.00	100%		
	SUBTOTALS PAGE 2			139,974.00	139,974.00			139,974.00	100%		