

**Council Meeting**  
**Tuesday, December 7, 2021**  
**City Council Chamber**  
**6:30 p.m.**  
**AGENDA**



Call to Order

Pledge of Allegiance

1. Consent Agenda
  - Minutes
    - Council Minutes – November 16, 2021
    - Community Center Commission – November 9, 2021
    - Utility Commission – November 24, 2021
  - Licenses
    - Exempt Gambling Permits
      - Des Moines River Ducks Unlimited
  - Regular Bills
2. Department Heads
3. 2022 City Budget
  - 2022 Budget Presentation
  - Public Input
4. Street Closure Requests
  - Windom Area Chamber of Commerce - December 16, 2021 - 3:00 – 7:00 p.m.
  - ALC Church Nativity – December 8, 2021 - 5:00 -7:30 p.m.
5. Arena/Recreation Scheduling Software
6. Southwest Initiative Foundation Grant Agreement on Behalf of Windom Area Foundation– Lions Shelter House Building Project
7. Wolf Lake Connection Trail Grant
  - Resolution of Support
  - Resolution of Maintenance
8. Resolution Accepting Additional Local Fiscal Recovery Funds under ARPA
9. Personnel
  - Acting Street & Parks Superintendent – Temporary Wage Adjustment
  - P/T Admin Assistant
10. New Business
11. Old Business
12. Council Comments
13. Adjourn

**Regular Council Meeting  
City Hall, Council Chamber  
November 16, 2021  
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Jones.

2. Roll Call:

Council Present: Mayor Dominic Jones, Marv Grunig, Jayesun Sherman,  
Jenny Quade, James Nelson and Lisa Farag

Council Absent: None

City Staff Present: Steve Nasby, City Administrator; Drew Hage, Development  
Director; Jason Sykora, Electric Superintendent; Jon  
Ketzenberg, Streets & Parks Foreman; Spencer Winzenreid,  
Community Center Director and Scott Peterson, Police Chief

3. Pledge of Allegiance

4. Agenda Addition:

Jones said that there was a late submission for an Exempt Gaming Permit from BARC on behalf  
of the Jr. Prom Committee for a raffle.

**Motion by Nelson second by Grunig to add the item to the agenda after the posted Consent  
Agenda items. Motion carried 5 – 0.**

5. Consent Agenda:

- Minutes
  - Council Minutes – November 2 & 8, 2021
  - Telecom Commission – November 4, 2021
  - Economic Development Authority – November 8, 2021
  - Planning Commission – November 9, 2021
  - Library Board – November 9, 2021
  - Parks & Recreation Commission – November 10, 2021
- Licenses
  - Exempt Gaming Permits
    - Des Moines Valley Deer Hunter's Association
    - Windom Fire Department Relief Association
  - Annual Cigarette License Renewals
  - Annual Game of Skill License Renewals
  - Annual Theatre License Renewal
  - Liquor License Renewals
    - Phat Pheasant Pub
    - Windom Duffy's Inc.

## Preliminary

- Plaza Jalisco II
- Windom Country Club
- River City Eatery LLC
  - Wine On-sale
  - Beer On-sale
  - Strong Beer Authorization
- China Restaurant
  - Wine On-sale
  - Beer On-sale
  - Strong Beer Authorization
- Windstream Inns LLC
  - Wine On-sale
  - Beer On-sale
  - Strong Beer Authorization
- Regular Bills

**Motion by Nelson second by Grunig approving the Consent Agenda. Motion carried 5 - 0**

6. Exempt Gaming Permit for BARC:

Jones noted this is the second request for expedited action in the last month. The last time the Council discussed the possibility of changing the fee for expedited action. It is difficult for staff to get these pushed into the packets and unfair to Council to have last minute items added to the agenda. Nasby said he mentioned to the applicant that there could be an increased fee next year if expedited consideration is requested.

**Motion by Nelson second by Quade to approve the Exempt Gaming Permit for BARC on behalf of the Jr. Prom committee. Motion carried 5 – 0.**

7. Public Hearing – Miscellaneous Special Assessments & Resolution:

Jones noted these assessments are for City services provided such as cutting long grass, ice/snow removal, nuisance abatement and fire calls.

Jones opened the public hearing at 6:39 pm. No comments. Jones closed the public hearing at 6:40 pm. He asked if any written comments or calls were received. Nasby said one call and the issue seemed to be the timing of the property purchased and the buyer was working with the title company to see if this pending invoice had been noted.

**Council Member Grunig introduced the Resolution No. 2021-87, entitled "A RESOLUTION ADOPTING AN ASSESSMENT ROLL FOR THE 2021 MISCELLANEOUS SPECIAL ASSESSMENTS" and moved its adoption. The Resolution was seconded by Sherman and on roll call vote: Aye: Sherman, Nelson, Quade, Farag and Grunig. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

8. Proclamation of Appreciation – Dirk Abraham:

Jones said that Dirk Abraham is retiring from radio and has served the Windom community for the last 24 years. He thanked Dirk for his coverage of City events, news and local emergencies.



**Council Member Sherman introduced the Resolution No. 2021-88, entitled "RESOLUTION EXPRESSING SINCERE APPRECIATION TO DIRK ABRAHAM FOR DEVOTED PUBLIC SERVICE TO WINDOM, MINNESOTA" and moved its adoption. The Resolution was seconded by Grunig and on roll call vote: Aye: Grunig, Sherman, Nelson, Quade and Farag. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

9. Department Heads:

None.

10. Donation – Library – Judith Hintze:

Jones thanked Ms. Hintze for her donation to the library.

**Council Member Sherman introduced the Resolution No. 2021-89, entitled "AUTHORIZATION TO ACCEPT A DONATION FROM JUDITH HINTZE TO THE WINDOM LIBRARY" and moved its adoption. The Resolution was seconded by Farag and on roll call vote: Aye: Nelson, Grunig, Sherman, Farag and Quade. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

11. Disposition of Surplus Equipment – Telecom Van:

Telecom is requesting approval for disposition of a 2006 Ford Van.

**Motion by Grunig second by Sherman to approve the declaration of surplus equipment and approval for disposition of a 2006 Ford Van. Motion carried 5 – 0.**

12. Railroad Easement Agreement:

Jason Sykora, Electric Superintendent, said that the transmission re-build project is scheduled for 2022 and staff is wrapping up the needed easements. This crossing for the railroad is for a segment by 16<sup>th</sup> Street near United Prairie Bank. An induction study was required due to the proximity to the signals and crossing arms. He has three of the four easements needed.

Jones asked if the Utility Commission had signed off on the easement. Nasby said they have approved the route and have been involved in the discussions on the easements needed.

**Motion by Sherman second by Grunig to approve the easement agreement with Union Pacific Railroad as presented. Motion carried 5 – 0.**

13. Second Reading Ordinance #191 2<sup>nd</sup> Series – Shoreland Side yard Setback and Title & Summary:

Drew Hage, Development Director, said that the Planning Commission discussed this topic twice and the Council approve the first reading at the last meeting. Two motions are requested; one for second reading and one for authorization to publish a title & summary as the language is long and costly to publish the whole ordinance.

**Motion by Sherman second by Nelson to approve the second reading of Ordinance #191 2<sup>nd</sup> Series. Motion carried 5 – 0.**

**Motion by Grunig second by Sherman to approve the publication of a Title and Summary. Motion carried 5 – 0.**

14. Resolution Awarding Cemstone Plant Demolition Project Bid:

Hage said that is project is funded by a State grant and contingent upon the EDA purchasing the Cemstone property. Bids were solicited for the demolition of the existing concrete plant facilities and an alternate for work to grub trees and overgrowth from the quarry. The quarry work is funded by different grants, but both the base bid and alternate came in within budget. Staff met with both the DGR engineer and City Attorney regarding the City's options and the City has the flexibility to take the base bid, or base plus alternate. DGR is recommending Voss as they are the low bidder on the overall work.

Nasby noted one point of discussion was that if there were different contractors for the two phases of work there could be conflicts or other timing issues and by having one contractor makes sense.

Grunig asked if there is an established demolition start date. Hage replied that it is in the bid documents, but the contractor could start sooner if there is concurrence by Cemstone.

**Council Member Grunig introduced the Resolution No. 2021-90, entitled "A RESOLUTION AWARDING THE CONTRACT FOR THE CEMSTONE DEMOLITION PROJECT" and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Quade, Nelson, Grunig, Sherman and Farag. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

Jones said this is a big step on the project toward redevelopment of the site.

Hage said that the RFPs for development are due on November 17<sup>th</sup> and the EDA will then start the review and discussions with potential developers.

15. New Business:

None.

16. Old Business:

None.

17. Council Comments:

Grunig congratulated Dirk Abraham on is retirement.

Sherman thanked Veterans and said the Veteran's Day program was well done and attended.

Quade thanked Dirk Abraham for all his service to the community.

Farag said the wine tasting event was well attended and she encouraged everyone to participate in the future. She thanked staff for their efforts in putting together a successful event.

Jones encouraged everyone to listen to Kaleidoscope tomorrow as he will talk about Dirk Abraham. He thanked Abraham for all his work. Jones echoed the comments on the Veteran's Day program and wished everyone a Happy Thanksgiving.

18. Adjournment:

**Mayor Jones adjourned the meeting by unanimous consent at 7:10 p.m.**



Preliminary

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

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

Community Center Commission Minutes  
Tuesday November 9, 2021

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

2. Roll Call:

|                      |                     |
|----------------------|---------------------|
| President:           | Mitch Voehl         |
| CC Director:         | Spencer Winzenried  |
| Commission Members:  | Linda Stuckenbroker |
|                      | Al Baloun           |
|                      | Lenny Thiner        |
|                      | Virgil Meier-Absent |
| Commission Liaisons: | James Nelson        |
|                      | Lisa Farag          |
| City Administrator:  | Steve Nasby-Absent  |
| Public:              |                     |

3. Approval of Minutes:

**Minutes from June and October were presented and approved.**

4. Additions to the agenda:

Kyle with the Gun and Knife came and talked about next year. We discussed the breakdown in communication between the CVB and the Community Center. Other locations were discussed to host Gun and Knife next year. Spencer recommended that we give the Gun and Knife half off in 2023. We also talked about the need for a multiyear contract.

5. President's Report:

6. Director's Report:

- a. Bar Pricing: Spencer talked more about pricing at the bar. The consensus from the board was to be slightly above local bars.
- b. Pickleball and Tiny Tots Soccer: We are about to start up 2 new programs! We have 16 people signed up to play Pickleball and that starts Wednesday 11/10. In January we will be starting up a 4 and 5 year old indoor soccer program! We are excited to see where these take us!

7. Resource Management:

Schedule of Events: Schedule is looking just as full for 2022 as it was in 2021.

Income & Expense: Looks Great! Spencer pointed out that just last month we made \$22,000 in revenue. To put that in perspective, a good month in 2019 was \$10,000.

8. Miscellaneous:

9. Open Forum:

10. Next Meeting:

Tuesday December 14, 2021 @ 5:30 pm

**Adjourn:**

**Motion by Virgil Meier, seconded by Lenny Thiner, to adjourn the meeting at 6:40 pm. Motion carried 4-0.**

\_\_\_\_\_  
Mitch Voehl, WCC President

\_\_\_\_\_  
Linda Stuckenbroker, WCC Secretary

Attest: \_\_\_\_\_  
Spencer Winzenried, WCC Director



**UTILITY COMMISSION MINUTES**  
**Council Chambers**  
**November 24, 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: Glen Francis and Tom Riordan  
Member Absent: None  
City Council Liaison: Marv Grunig  
Staff Present: Jason Sykora, Electric Superintendent; Steve Nasby, City Administrator; Leesa Arndt, Utility Billing/Analyst and Ryan Anderson, Water/Wastewater Superintendent

**APPROVE MINUTES**

**Motion by Riordan second by Francis to approve the October 20, 2021 Minutes. Motion carried 3 – 0.**

**ELECTRIC ITEMS**

Negative Power Cost Adjustment

Sykora reviewed the power cost adjustment status due to the electric contracts and re-sale agreements. Windom electric rates remain low according to the latest rate study. Commission consensus was to continue with a zero Power Cost Adjustment. They noted the inflationary costs on the transmission line project and replacement monies for unforeseen expenses.

Power Factor Penalty

Sykora said that HyLife LLC, has purchased their needed CAP Bank. TORO has asked if improvement efforts are started, could the city wait on accessing the penalty. Commission agreed if documentation\expenditures could be provided for the needed upgrade, they would delay the Power Factor penalty on the areas the documentation\expenditures effect. All other areas will be billed the Power Factor penalty if no action is being pursued. Lead times on equipment will be considered. Staff was directed to follow up with the customer regularly.

Directional Drill Cost

Sykora handed out a cost comparison sheet for boring that the department has been working on. City expenditures are comparable to an outside vender. After 2021 work, the city has 81% of its Electric lines buried.

Railroad Agreement – 16<sup>th</sup> Street

Sykora provided an overview of the Railroad Agreement by 16<sup>th</sup> Street. The permit fee cost \$1,900, however there is no license fee as the line is in the public right of way.

Sykora noted that he is awaiting one more permit for the Transmission Project (176 6<sup>th</sup> Street).

Other Electric Items

Sykora stated that HyLife Foods LLC has ordered their upgrade equipment for the additional 10 Amps of service requested. They have requested the additional line of service be placed by May 1<sup>st</sup> (instead of July 1<sup>st</sup>) to assist with their capacity needs prior to the summer season as they are

currently running at max capacity. Once all upgrades are completed, the plant will be receiving 280 Amps of service (5 MW).

Sykora said staff has been working on completing their mapping of services\distribution. Project is 75% complete. Staff has found some needed equipment repairs in the process.

Staff placed Christmas lights on light poles and at the City Square. Future projects include tree trimming and pulling old electric lines from the newly buried services.

Sykora mentioned that inventory was counted with no major issues.

## **WATER/WASTEWATER ITEMS**

### **Sewer Rate Increase – Resolution**

**Motion by Riordan second by Francis to approve “RESOLUTION UT #2021-11-01 RESOLUTION ESTABLISHING RATES, CHARGES, AND FEES FOR AN ENTERPRISE FUND”. Aye: Riordan, Francis, and Schwalbach. Nay: None. Motion carried 3 – 0.**

### **HyLife Wastewater Rate Agreement**

Anderson stated that he has turned the 2022 Wastewater Rate Agreement to staff at HyLife LLC. He will follow up for a signature. Staff noted that SIU Agreements will be mailed next week to the applicable users.

### **HyLife Wastewater Rate Agreement**

Anderson reviewed the amount of water that HyLife used from the city water service. He said the plant used approximately 18 million gallons of water in the 5-week period. The facility requested usage to evaluate the water hardness of the plant’s wells. Anderson said the city cannot sustain the usage long-term without additional capital improvements.

### **Bergen Meats**

Anderson tested a wastewater sample from Bergen meats. Results were reviewed. Anderson suggested if the city accepts the additional wastewater it be brought to a lift farther away from the plant to further dilute the loads. Additional testing will be completed based upon the number of loads delivered.

**Motion by Francis second by Riordan to accept the Wastewater loads from Bergen Meats at the loading billing rates that are outlined in the HyLife Foods LLC Contract and contingent upon written approval from the MPCA. Motion carried 3 – 0.**

### **Old Landfill Well RWB Motor Repair**

Staff discovered that the well at the old landfill had quit spraying. Upon further inspection, the motor had failed due to bad windings. Anderson stated replacement cost was \$4,240.33 and the work has been completed by Thein Well. The well is now winterized, but was tested prior. The expense is a shared cost per agreement.

### **Vold Lift Pump Replacement**

Anderson reviewed the quotes that were received for repairs\replacement of the Vold Lift Station Pump. Lead times and labor costs were considered. Anderson used the Quality Flow System vender at the cost of \$19,655.

Other Water/Wastewater Items

Staff handed out the Water Purchase Agreement with Bingham Lake. The contract needs to be renewed. Staff will work on updating the agreement.

Anderson said they are awaiting the generator at the wellsite. The cement pad has been poured and Ron's Electric has placed conduit in preparation for the generator.

**REGULAR BILLS**

|                      |              |
|----------------------|--------------|
| DGR Engineering      | \$ 428.00    |
| Minnesota Energy     | \$ 2,835.26  |
| Quality Flow Systems | \$ 19,655.00 |

**Motion by Francis second by Riordan to approve the Regular Bills. Motion carried 3 – 0.**

**OLD BUSINESS**

None.

**NEW BUSINESS**

Sykora said the Windom Area Schools are exploring placement of 80 KW solar panels on school property. Nasby will attend the December 1<sup>st</sup> meeting at the school.

The next meeting was set for December 22th at 10:00 in the City Council Chambers.

**ADJOURN**

Schwalbach adjourned the meeting at 11:25 am

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Mike Schwalbach, Chairperson

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



**LG220 Application for Exempt Permit**

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

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

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

**Application Fee (non-refundable)**

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

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

**ORGANIZATION INFORMATION**

Organization Name: Des Moines River Ducks Unlimited Chapter 045 Previous Gambling Permit Number: X-17002-21-018

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

Mailing Address: PO BOX 142

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

Name of Chief Executive Officer (CEO): Jason Kloss

CEO Daytime Phone: 507-822-1529 CEO Email: jascin4@gmail.com  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

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

**GAMBLING PREMISES INFORMATION**

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

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

Check one:

☒ City: Windom Zip: 56101 County: Cottonwood

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

Date(s) of activity (for raffles, indicate the date of the drawing): April 9, 2022

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

☒ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

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



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

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

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

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

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

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

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

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

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

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

**TOWNSHIP (if required by the county)**

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

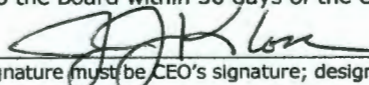
Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

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

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

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

Chief Executive Officer's Signature:  Date: 11/10/21

(Signature must be CEO's signature; designee may not sign)

Print Name: Jason Kloss

**REQUIREMENTS**

**Complete a separate application for:**

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

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

**Financial report to be completed within 30 days after the gambling activity is done:**

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

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

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

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

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

**Questions?**

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

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.





Windom, MN

# Expense Approval Report

By Fund

Payment Dates 11/13/2021 - 12/3/2021

| Vendor Name                | Payable Number        | Post Date  | Description (Item)         | Account Number | Amount    |
|----------------------------|-----------------------|------------|----------------------------|----------------|-----------|
| <b>Fund: 100 - GENERAL</b> |                       |            |                            |                |           |
| JUAN MERCADO               | 11-16-2021            | 11/16/2021 | CREDIT BALANCE REFUND      | 100-20191      | 39.06     |
| KELLY KNUTH                | 11-16-2021            | 11/16/2021 | CREDIT BALANCE REFUND      | 100-20191      | 95.51     |
| SUSAN RAUCH                | 11-16-21              | 11/16/2021 | CREDIT BALANCE REFUND      | 100-20191      | 11.59     |
| SARA GUSTAFSON             | 11-16-21              | 11/16/2021 | CREDIT BALANCE REFUND      | 100-20191      | 62.29     |
| JOHN AND KRISTIN BRUELLM   | 11-16-21              | 11/16/2021 | CREDIT BALANCE REFUND      | 100-20191      | 104.00    |
| HARLAN OLSON               | 11-16-21              | 11/16/2021 | CREDIT BALANCE REFUND      | 100-20191      | 21.08     |
| CHERYL JURGENS             | 11-16-21              | 11/16/2021 | CREDIT BALANCE REFUND      | 100-20191      | 44.58     |
| MN REVENUE                 | OCTOBER 2021          | 11/18/2021 | SALES USE TAX              | 100-20202      | 18.00     |
| MN REVENUE                 | OCTOBER 2021          | 11/18/2021 | ELECTRIC SALES TAX         | 100-20202      | 19,901.00 |
| MN REVENUE                 | OCTOBER 2021          | 11/18/2021 | TELECOM-SALES TAX          | 100-20202      | 6,868.00  |
| ELECTRIC FUND              | NOV. 2021             | 11/16/2021 | MONTHLY UTILITY & TELECO   | 100-41110-326  | 24.22     |
| CITIZEN PUBLISHING CO      | #CITYW 10-31-21       | 11/08/2021 | MAYOR/COUNCIL ADVERTISE/   | 100-41110-350  | 320.30    |
| CITIZEN PUBLISHING CO      | #CITYW 10-31-21       | 11/08/2021 | MAYOR/COUNCIL PRINT/ADV    | 100-41110-350  | 459.00    |
| CITIZEN PUBLISHING CO      | #CITYW 10-31-21       | 11/08/2021 | MAYOR/COUNCIL-ADVERTISE    | 100-41110-350  | 142.10    |
| CONVENT. & VISITOR BUREAU  | 11-17-21              | 11/18/2021 | RED CARPET INN             | 100-41110-491  | 702.04    |
| CONVENT. & VISITOR BUREAU  | 11-17-21              | 11/18/2021 | AMERICINN                  | 100-41110-491  | 4,022.04  |
| NCPERS MINNESOTA           | 844600122021          | 11/24/2021 | CITY OFFICE-LIFE INSURANCE | 100-41310-133  | 64.00     |
| SHI INTERNATIONAL CORP     | B14322926             | 11/08/2021 | CITY OFFICE-SUPPLIES       | 100-41310-200  | 315.00    |
| FURTHER (Select Account)   | 15883722              | 11/22/2021 | PARTICIPANT FEE            | 100-41310-217  | 146.25    |
| ELECTRIC FUND              | NOV. 2021             | 11/16/2021 | MONTHLY UTILITY & TELECO   | 100-41310-321  | 90.45     |
| ELECTRIC FUND              | NOV. 2021             | 11/16/2021 | MONTHLY UTILITY & TELECO   | 100-41310-326  | 290.49    |
| STEVE NASBY                | 11-18-21 -11-19-21    | 11/22/2021 | TRAVEL EXPENSE             | 100-41310-331  | 108.08    |
| AMAZON CAPITAL SERVICES, I | 1HL1-7NW3-KGNY        | 11/17/2021 | CITY/WELLNESS REINB.STAND  | 100-41310-480  | 95.96     |
| AMAZON CAPITAL SERVICES, I | 1YXL-DCPV-L7FN        | 11/10/2021 | CITY OFFICE-WELLNESS       | 100-41310-480  | 869.26    |
| SURPLUS SERVICES           | 20040165              | 11/10/2021 | WELLNESS MISC-DESKS        | 100-41310-480  | 170.00    |
| NCPERS MINNESOTA           | 844600122021          | 11/24/2021 | P&Z LIFE INSUR 844600      | 100-41910-133  | 24.00     |
| INDOFF, INC                | 3520580               | 11/16/2021 | EDA/B&Z/SUPPLIES           | 100-41910-200  | 15.79     |
| CENTURY BUSINESS PRODUCT   | 592897                | 11/09/2021 | P&Z-SUPPLIES               | 100-41910-200  | 42.24     |
| WEX BANK                   | 7511470               | 11/04/2021 | P&Z-MOTOR FUELS            | 100-41910-212  | 83.52     |
| ELECTRIC FUND              | NOV. 2021             | 11/16/2021 | MONTHLY UTILITY & TELECO   | 100-41910-321  | 67.32     |
| CITIZEN PUBLISHING CO      | #CITYW 10-31-21       | 11/08/2021 | P&Z-ADVERTISE/PRINT        | 100-41910-350  | 104.00    |
| ELECTRIC FUND              | NOV. 2021             | 11/16/2021 | MONTHLY UTILITY & TELECO   | 100-41940-381  | 345.92    |
| ELECTRIC FUND              | NOV. 2021             | 11/16/2021 | MONTHLY UTILITY & TELECO   | 100-41940-382  | 74.97     |
| MN ENERGY RESOURCES        | 3928452469            | 11/29/2021 | CITY HALL                  | 100-41940-383  | 392.05    |
| HOMETOWN SANITATION SER    | 0000437999            | 11/05/2021 | CITY HALL-REFUSE DISPOSAL  | 100-41940-384  | 97.99     |
| ELECTRIC FUND              | NOV. 2021             | 11/16/2021 | MONTHLY UTILITY & TELECO   | 100-41940-385  | 156.25    |
| SANDRA HERDER              | NOV. 2021             | 12/01/2021 | CLEANING                   | 100-41940-406  | 402.50    |
| MELISSA PENAS              | NOV. 2021             | 12/01/2021 | CLEANING                   | 100-41940-406  | 402.50    |
| NCPERS MINNESOTA           | 844600122021          | 11/24/2021 | POLICE-LIFE INSUR 844600   | 100-42120-133  | 160.00    |
| INDOFF, INC                | 3519578               | 11/16/2021 | POLICE/SUPPLIES            | 100-42120-200  | 49.50     |
| INDOFF, INC                | 3520908               | 11/19/2021 | POLICE-SUPPLIES            | 100-42120-200  | 68.98     |
| WEX BANK                   | 7511470               | 11/04/2021 | POLICE-MOTOR FUELS         | 100-42120-212  | -23.11    |
| WEX BANK                   | 7511470               | 11/04/2021 | POLICE-MOTOR FUELS         | 100-42120-212  | 1,558.11  |
| COTTONWOOD CO AUD/TREA     | 11-16-21              | 11/18/2021 | POLICE-LEGAL FEES          | 100-42120-304  | 3,957.50  |
| COTTONWOOD VET CLINIC      | #12967 10-30-21       | 11/09/2021 | POLICE-BRUNO               | 100-42120-305  | 113.12    |
| WINDOM AREA HEALTH         | 312776345             | 11/16/2021 | POLICE/MEDICAL FEES        | 100-42120-305  | 40.00     |
| AT & T MOBILITY            | 287293102788X11032021 | 11/09/2021 | POLICE-TELEPHONE           | 100-42120-321  | 728.34    |
| ELECTRIC FUND              | NOV. 2021             | 11/16/2021 | MONTHLY UTILITY & TELECO   | 100-42120-321  | 33.52     |
| ALPHA WIRELESS - MANKATO   | 13752                 | 11/09/2021 | POLICE-RADIO UNITS         | 100-42120-323  | 108.00    |
| ALPHA WIRELESS - MANKATO   | 13995                 | 11/29/2021 | POLICE- RADIO UNITS        | 100-42120-323  | 129.00    |
| MIKE'S LLC                 | 628                   | 11/12/2021 | UNIT 21-3/RADIO UNITS      | 100-42120-323  | 3,011.93  |
| LEASE FINANCE PARTNERS     | 3250 DEC 2021         | 11/22/2021 | POLICE/DATA PROCESSING     | 100-42120-326  | 534.00    |
| LANGUAGE LINE SERVICES, IN | 10384254              | 11/16/2021 | POLICE/INTERPRETATION FEE  | 100-42120-327  | 444.65    |



## Expense Approval Report

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| Vendor Name                 | Payable Number    | Post Date  | Description (Item)          | Account Number | Amount    |
|-----------------------------|-------------------|------------|-----------------------------|----------------|-----------|
| RYAN HILLESHEIM             | 11-16-21          | 11/17/2021 | POLICE/TRAVEL EXPENSE       | 100-42120-331  | 217.28    |
| QUICK PRINT                 | 11-14-21          | 11/16/2021 | POLICE/PRINTING             | 100-42120-350  | 18.95     |
| AMAZON CAPITAL SERVICES, I  | 1RNJ-3WPT-9JRY    | 11/10/2021 | POLICE-MAINT-EQUIP/MACHI    | 100-42120-404  | 20.77     |
| PROFORCE LAW ENFORCEME      | 463422            | 11/29/2021 | POLICE- EQUIP/REPAIRS       | 100-42120-404  | 265.85    |
| PROFORCE LAW ENFORCEME      | 463424            | 11/29/2021 | POLICE-EQUIP/REPAIRS        | 100-42120-404  | 265.85    |
| MIKE'S LLC                  | 636               | 11/19/2021 | POLICE-EQUIP REPAIRS        | 100-42120-404  | 863.84    |
| DEFRIES COLLISION CENTER    | 131456            | 11/09/2021 | POLICE-VEHICLE MAINT        | 100-42120-405  | 408.00    |
| P.M. REPAIR & DETAILING     | 22739             | 11/16/2021 | POLICE/MAINTENANCE - VEHI   | 100-42120-405  | 88.00     |
| P.M. REPAIR & DETAILING     | 22777             | 11/16/2021 | POLICE/MAINTENANCE - VEHI   | 100-42120-405  | 88.00     |
| P.M. REPAIR & DETAILING     | 22811             | 11/16/2021 | POLICE/MAINTENANCE - VEHI   | 100-42120-405  | 88.00     |
| P.M. REPAIR & DETAILING     | 22829             | 11/16/2021 | POLICE/MAINTENANCE - VEHI   | 100-42120-405  | 151.12    |
| P.M. REPAIR & DETAILING     | 22850             | 11/06/2021 | POLICE/MAINTENANCE - VEHI   | 100-42120-405  | 58.12     |
| COTTONWOOD CO AUD/TREA      | 11-16-21          | 11/18/2021 | POLICE RENT                 | 100-42120-412  | 1,950.00  |
| SCB PUBLIC FINANCE          | 11-29-21 40049-01 | 11/29/2021 | LEASE (2) 2019 FORD PICKUPS | 100-42120-419  | 1,054.07  |
| FLEET SERVICES DIVISION     | 2022040001        | 11/16/2021 | POLICE/VEHICLE LEASE        | 100-42120-419  | 1,915.68  |
| BLUE CROSS/BLUE SHIELD      | 21110243315       | 11/16/2021 | Health Insuranc-DECEMBER 2  | 100-42120-480  | 743.50    |
| ARAMARK                     | 256000047848      | 11/04/2021 | FIRE CLEANING SUPPLIES      | 100-42220-211  | 47.06     |
| WEX BANK                    | 7511470           | 11/04/2021 | FIRE-MOTOR FUELS            | 100-42220-212  | 384.06    |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-42220-321  | 42.42     |
| CITIZEN PUBLISHING CO       | #CITYW 10-31-21   | 11/08/2021 | FIRE-ADVERTISE/PRINT        | 100-42220-350  | 1,944.28  |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-42220-381  | 317.58    |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-42220-382  | 21.56     |
| MN ENERGY RESOURCES         | 3928452469        | 11/29/2021 | ESF-FIRE                    | 100-42220-383  | 344.71    |
| HOMETOWN SANITATION SER     | 0000438052        | 11/08/2021 | FIRE-REFUSE DISPOSAL        | 100-42220-384  | 46.19     |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-42220-385  | 43.74     |
| BUILDING SPRINKLER INC.     | 84987             | 11/04/2021 | FIRE-EQUIP/REPAIRS          | 100-42220-404  | 126.00    |
| WINDOM AUTO VALU            | #3400540 10-25-21 | 11/04/2021 | FIRE-MAINTENANCE 3400540    | 100-42220-405  | 91.48     |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-42500-381  | 31.11     |
| COTTONWOOD VET CLINIC       | #328 10-30-21     | 11/04/2021 | CITY POUND                  | 100-42700-300  | 284.80    |
| NCPERS MINNESOTA            | 844600122021      | 11/24/2021 | STREETS-LIFE INSUR 844600   | 100-43100-133  | 64.00     |
| WEX BANK                    | 7511470           | 11/04/2021 | STREET-MOTOR FUELS          | 100-43100-212  | -20.21    |
| WEX BANK                    | 7511470           | 11/04/2021 | STREET-MOTOR FUELS          | 100-43100-212  | 1,362.66  |
| LINDE GAS & EQUIPMENT INC   | 66946976          | 11/10/2021 | CITY OFFICE-MATERIALS       | 100-43100-215  | 202.15    |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-43100-217  | 70.00     |
| BARGEN INC                  | 221566            | 11/09/2021 | STREETS-MAINT MATERIALS     | 100-43100-224  | 3,252.15  |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-43100-321  | 45.88     |
| CITIZEN PUBLISHING CO       | #CITYW 10-31-21   | 11/08/2021 | STREET-PRINT/ADVERTISE      | 100-43100-350  | 196.44    |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-43100-381  | 201.12    |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-43100-381  | 1,589.69  |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-43100-382  | 18.74     |
| MN ENERGY RESOURCES         | 3928452469        | 11/29/2021 | STREETS                     | 100-43100-383  | 94.27     |
| COTTONWOOD CO SOLID WA      | 3800              | 11/10/2021 | STREETS-REFUSE DISPOSAL     | 100-43100-384  | 10.00     |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-43100-385  | 39.40     |
| WINDOM AUTO VALU            | #3400540 10-25-21 | 11/04/2021 | STREETS-MAINTENANCE 3400    | 100-43100-404  | 293.83    |
| LUBE - TECH & PARTNERS, LLC | 2746523           | 10/28/2021 | STREETS- MAINT-EQUIP/MAC    | 100-43100-404  | 874.87    |
| WINDOM AUTO VALU            | #3400540 10-25-21 | 11/04/2021 | STREETS-MAINTENANCE 3400    | 100-43100-405  | 13.99     |
| DGR ENGINEERING             | 00250031          | 11/16/2021 | EDA/COMM. PARK CUL-DE-SA    | 100-43100-439  | 1,203.00  |
| BLUE CROSS/BLUE SHIELD      | 21110243315       | 11/16/2021 | Health Insuranc-DECEMBER 2  | 100-43100-480  | 743.50    |
| GOPHER                      | 22-OCT-2021       | 11/30/2021 | ARENA/MATERIALS             | 100-45120-217  | 46.70     |
| JOE B MARCY                 | DYNAMITE PARK     | 12/01/2021 | ARENA/DYNAMITE PARK         | 100-45120-217  | 765.00    |
| NCPERS MINNESOTA            | 844600122021      | 11/24/2021 | PARKS-                      | 100-45202-133  | 16.00     |
| WEX BANK                    | 7511470           | 11/04/2021 | PARK-MOTOR FUELS            | 100-45202-212  | 122.23    |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-45202-326  | 466.67    |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-45202-381  | 503.94    |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-45202-382  | 562.55    |
| HOMETOWN SANITATION SER     | 0000438000        | 11/10/2021 | PARKS-REFUSE DISPOSAL       | 100-45202-384  | 97.99     |
| HOMETOWN SANITATION SER     | 0000438001        | 11/10/2021 | PARKS-REFUSE DISPOSAL       | 100-45202-384  | 55.98     |
| HOMETOWN SANITATION SER     | 0000438058        | 11/10/2021 | PARKS-REFUSE DISPOSAL       | 100-45202-384  | 20.99     |
| ELECTRIC FUND               | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO    | 100-45202-385  | 447.27    |
| Fund 100 - GENERAL Total:   |                   |            |                             |                | 73,389.71 |

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| Vendor Name                      | Payable Number      | Post Date  | Description (Item)        | Account Number | Amount          |
|----------------------------------|---------------------|------------|---------------------------|----------------|-----------------|
| <b>Fund: 211 - LIBRARY</b>       |                     |            |                           |                |                 |
| NCPERS MINNESOTA                 | 844600122021        | 11/24/2021 | LIBRARY-LIFE INSUR 844600 | 211-45501-133  | 16.00           |
| PLUM CREEK LIBRARY               | IV25711             | 11/29/2021 | LIBRARY-SUPPLIES          | 211-45501-200  | 15.50           |
| ELECTRIC FUND                    | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 211-45501-321  | 162.30          |
| ELECTRIC FUND                    | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 211-45501-326  | 70.00           |
| ELECTRIC FUND                    | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 211-45501-381  | 170.94          |
| ELECTRIC FUND                    | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 211-45501-382  | 19.61           |
| MN ENERGY RESOURCES              | 3928452469          | 11/29/2021 | LIBRARY                   | 211-45501-383  | 232.23          |
| ELECTRIC FUND                    | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 211-45501-385  | 42.16           |
| RAGE INC - CAMPUS CLEANER        | 49678               | 11/04/2021 | LIBRARY-STRUCTURE MAINT   | 211-45501-402  | 34.00           |
| MELISSA PENAS                    | NOV. 2021           | 12/01/2021 | CLEANING                  | 211-45501-402  | 379.50          |
| SANDRA HERDER                    | NOV. 2021           | 12/01/2021 | CLEANING                  | 211-45501-402  | 379.50          |
| MICROMARKETING, LLC              | 868752              | 11/18/2021 | LIBRARY/BOOKS/PAMPHLETS   | 211-45501-435  | 76.50           |
| MICROMARKETING, LLC              | 869721              | 11/29/2021 | LIBRARY-BOOKS/PAMPHLETS   | 211-45501-435  | 34.00           |
| <b>Fund 211 - LIBRARY Total:</b> |                     |            |                           |                | <b>1,632.24</b> |
| <b>Fund: 225 - AIRPORT</b>       |                     |            |                           |                |                 |
| SOUTHWEST MN BROADBAN            | 886 12-03-21        | 11/16/2021 | AIRPORT/TELEPHONE         | 225-45127-321  | 27.19           |
| SOUTH CENTRAL ELECTRIC           | 10-01-21 - 10-31-21 | 12/01/2021 | ELECTRIC UTILITY          | 225-45127-381  | 267.00          |
| SOUTH CENTRAL ELECTRIC           | 10-01-21 - 10-31-21 | 12/01/2021 | ELECTRIC UTILITY          | 225-45127-381  | 151.66          |
| LUCAN COMMUNITY TV INC           | 1154                | 11/19/2021 | AIRPORT-EQUIP REPAIRS     | 225-45127-404  | 55.00           |
| SEH                              | 415133              | 11/16/2021 | AIRPORT/JOINT & CRACK REP | 225-49950-500  | 1,450.00        |
| <b>Fund 225 - AIRPORT Total:</b> |                     |            |                           |                | <b>1,950.85</b> |
| <b>Fund: 230 - POOL</b>          |                     |            |                           |                |                 |
| ELECTRIC FUND                    | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 230-45124-217  | 133.33          |
| ELECTRIC FUND                    | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 230-45124-381  | 40.21           |
| MN REVENUE                       | OCTOBER 2021        | 11/18/2021 | POOL-SALES TAX            | 230-45124-460  | 2.00            |
| <b>Fund 230 - POOL Total:</b>    |                     |            |                           |                | <b>175.54</b>   |
| <b>Fund: 235 - AMBULANCE</b>     |                     |            |                           |                |                 |
| WEX BANK                         | 7511470             | 11/04/2021 | AMBU-MOTOR FUELS          | 235-42153-212  | -40.09          |
| WEX BANK                         | 7511470             | 11/04/2021 | AMBU-MOTOR FUELS          | 235-42153-212  | 2,703.73        |
| LEWIS FAMILY DRUG, LLC           | 105865-3 10-31-21   | 11/16/2021 | AMBULANCE/OPERATING SUP   | 235-42153-217  | 556.64          |
| TIM HACKER                       | 11-17-21            | 11/18/2021 | AMBU-OPERATING SUPPLIES   | 235-42153-217  | 44.09           |
| ALLIED 100 LLC                   | 2016086             | 11/24/2021 | AMBU-OPERATING SUPPLIES   | 235-42153-217  | 611.22          |
| ZOLL MEDICAL CORPORATION         | 3391584             | 11/08/2021 | AMBU-OPERATING SUPPLIES   | 235-42153-217  | 120.77          |
| LINDE GAS & EQUIPMENT INC        | 66976502            | 11/10/2021 | AMBU-OPERATING MATERIAL   | 235-42153-217  | 499.70          |
| STANDARD TEXTILE CO INC          | 6835941             | 11/18/2021 | AMBULANCE/OPERATING SUP   | 235-42153-217  | 186.00          |
| STANDARD TEXTILE CO INC          | 6839494             | 11/22/2021 | AMBULANCE/OPERATING SUP   | 235-42153-217  | 473.76          |
| BOUND TREE MEDICAL, LLC          | 84273051            | 11/08/2021 | AMBU-OPERATING SUPPLIES   | 235-42153-217  | 311.76          |
| BOUND TREE MEDICAL, LLC          | 84293472            | 11/22/2021 | OPERATING SUPPLIES        | 235-42153-217  | 82.74           |
| BOUND TREE MEDICAL, LLC          | 84295230            | 11/22/2021 | AMBULANCE/OPERATING SUP   | 235-42153-217  | 1,435.09        |
| BOUND TREE MEDICAL, LLC          | 84295231            | 11/22/2021 | AMBULANCE/OPERATING SUP   | 235-42153-217  | 977.59          |
| RITA HACKER -CREATIVE DESI       | 768                 | 11/12/2021 | AMBU-UNIFORMS-MICHAELA    | 235-42153-218  | 84.00           |
| RITA HACKER -CREATIVE DESI       | 769                 | 11/12/2021 | AMBU-UNIFORMS-TIM         | 235-42153-218  | 154.00          |
| ELECTRIC FUND                    | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 235-42153-321  | 28.28           |
| TIM HACKER                       | 10-22-21            | 11/02/2021 | AMBU-MEALS/LODGING        | 235-42153-334  | 8.58            |
| KRISTEN PORATH                   | 11-15-21            | 11/16/2021 | AMBULANCE/MEALS           | 235-42153-334  | 148.97          |
| LANDON JOHNSON                   | 11-15-21            | 11/16/2021 | AMBULANCE/MEALS           | 235-42153-334  | 133.96          |
| DAN MESNER                       | 11-15-21            | 11/16/2021 | AMBULANCE/MEALS           | 235-42153-334  | 22.82           |
| DONNA MARCY                      | 11-15-21            | 11/16/2021 | AMBULANCE/MEALS           | 235-42153-334  | 17.55           |
| JODI JOHNSON                     | 11-15-21            | 11/16/2021 | AMBULANCE/MEALS           | 235-42153-334  | 51.20           |
| MEGAN BRAMSTEDT                  | 11-15-21            | 11/16/2021 | AMBULANCE/MEALS           | 235-42153-334  | 5.48            |
| TIM HACKER                       | 11-15-21            | 11/16/2021 | AMBULANCE/MEALS           | 235-42153-334  | 22.74           |
| JUSTIN HARRINGTON                | 11-29-21            | 11/30/2021 | AMBULANCE/MEALS           | 235-42153-334  | 91.85           |
| MEGAN BRAMSTEDT                  | 11-29-21            | 11/30/2021 | AMBULANCE/MEALS           | 235-42153-334  | 213.98          |
| ROB VISKER                       | 11-30-21            | 11/30/2021 | AMBULANCE/MEALS           | 235-42153-334  | 9.47            |
| ELECTRIC FUND                    | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 235-42153-381  | 211.72          |
| ELECTRIC FUND                    | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 235-42153-382  | 14.38           |
| MN ENERGY RESOURCES              | 3928452469          | 11/29/2021 | ESF-AMBULANCE             | 235-42153-383  | 229.81          |
| HOMETOWN SANITATION SER          | 0000438052          | 11/08/2021 | AMBU-REFUSE DISPOSAL      | 235-42153-384  | 30.80           |



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| Vendor Name                                | Payable Number      | Post Date  | Description (Item)        | Account Number | Amount            |
|--------------------------------------------|---------------------|------------|---------------------------|----------------|-------------------|
| ELECTRIC FUND                              | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 235-42153-385  | 29.16             |
| P.M. REPAIR & DETAILING                    | 22834               | 11/18/2021 | AMBULANCE/UNIT 28/MAINT   | 235-42153-406  | 132.21            |
| ARAMARK                                    | 256000047848        | 11/04/2021 | AMBU-GROUNDS/MAINT        | 235-42153-406  | 31.37             |
| BUILDING SPRINKLER INC.                    | 84987               | 11/04/2021 | AMBU-GROUNDS/MAINT        | 235-42153-406  | 84.00             |
| ARROW MANUFACTURING IN                     | 6489                | 11/09/2021 | UNIT 30-CAPITAL OUTLAY    | 235-49950-500  | 93,942.60         |
| ARROW MANUFACTURING IN                     | 6781                | 11/09/2021 | UNIT 30-CAPITAL OUTLAY    | 235-49950-500  | 50,790.00         |
| <b>Fund 235 - AMBULANCE Total:</b>         |                     |            |                           |                | <b>154,451.93</b> |
| <b>Fund: 250 - EDA GENERAL</b>             |                     |            |                           |                |                   |
| NCPERS MINNESOTA                           | 844600122021        | 11/24/2021 | EDA-LIFE INSUR            | 250-46520-133  | 24.00             |
| INDOFF, INC                                | 3520580             | 11/16/2021 | EDA/B&Z/SUPPLIES          | 250-46520-200  | 15.80             |
| CENTURY BUSINESS PRODUCT                   | 592897              | 11/09/2021 | EDA-SUPPLIES              | 250-46520-200  | 84.46             |
| ELECTRIC FUND                              | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 250-46520-321  | 256.70            |
| ELECTRIC FUND                              | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 250-46520-321  | 67.32             |
| LOOP NET                                   | 115061688-1         | 11/17/2021 | EDA/ADVERTISING           | 250-46520-340  | 69.00             |
| CITIZEN PUBLISHING CO                      | #CITYW 10-31-21     | 11/08/2021 | EDA-ADVERTISE/PRINT       | 250-46520-350  | 93.10             |
| ELECTRIC FUND                              | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 250-46520-381  | 50.19             |
| MASTERS STONE & LANDSCA                    | 7-27-21 MOWING      | 11/30/2021 | EDA/MOWING BEHIND LIQ. S  | 250-46520-406  | 150.00            |
| INNOVATIVE SYSTEMS LLC                     | 58284               | 11/04/2021 | INSERTS                   | 250-46520-480  | 254.16            |
| <b>Fund 250 - EDA GENERAL Total:</b>       |                     |            |                           |                | <b>1,064.73</b>   |
| <b>Fund: 254 - NORTH IND PARK</b>          |                     |            |                           |                |                   |
| SOUTH CENTRAL ELECTRIC                     | 10-01-21 - 10-31-21 | 12/01/2021 | ELECTRIC UTILITY          | 254-46520-381  | 118.47            |
| MICKY MASTERS                              | 1026                | 11/08/2021 | EDA-MOWING NWIP LOTS      | 254-46520-406  | 255.00            |
| MICKY MASTERS                              | 1032                | 11/18/2021 | EDA/MAINTENANCE - GROUN   | 254-46520-406  | 765.00            |
| <b>Fund 254 - NORTH IND PARK Total:</b>    |                     |            |                           |                | <b>1,138.47</b>   |
| <b>Fund: 255 - EDA GENERAL RLF</b>         |                     |            |                           |                |                   |
| PATTEN ROOFING                             | 10-6-21             | 11/17/2021 | EDA COMMERICAL REHAB LO   | 255-12900      | 5,000.00          |
| HOUSING & REDEVELOPMEN                     | 11-10-21            | 11/10/2021 | GOVE ACRES-PRINCIPAL REPA | 255-12900      | 2,444.44          |
| PATTEN ROOFING                             | 10-6-21             | 11/17/2021 | EDA COMMERICAL REHAB LO   | 255-46520-491  | 5,000.00          |
| <b>Fund 255 - EDA GENERAL RLF Total:</b>   |                     |            |                           |                | <b>12,444.44</b>  |
| <b>Fund: 274 - TIF 1-19 NWIP II</b>        |                     |            |                           |                |                   |
| EHLERS & ASSOC., INC.                      | 88890               | 11/18/2021 | EDA/CONSULTING SERVICES   | 274-46530-301  | 127.50            |
| <b>Fund 274 - TIF 1-19 NWIP II Total:</b>  |                     |            |                           |                | <b>127.50</b>     |
| <b>Fund: 277 - TIF 1-22 CEMSTONE</b>       |                     |            |                           |                |                   |
| CITIZEN PUBLISHING CO                      | #CITYW 10-31-21     | 11/08/2021 | EDA-ADVERTISE/PRINT       | 277-46530-480  | 142.10            |
| DGR ENGINEERING                            | 00250021            | 11/18/2021 | EDA/S. COTTONWOOD LAKE    | 277-46530-592  | 3,266.20          |
| <b>Fund 277 - TIF 1-22 CEMSTONE Total:</b> |                     |            |                           |                | <b>3,408.30</b>   |
| <b>Fund: 601 - WATER</b>                   |                     |            |                           |                |                   |
| NCPERS MINNESOTA                           | 844600122021        | 11/24/2021 | WATER-LIFE INSUR          | 601-49400-133  | 48.00             |
| WEX BANK                                   | 7511470             | 11/04/2021 | WATER-MOTOR FUELS         | 601-49400-212  | 290.49            |
| HAWKINS, INC                               | 6044520             | 10/19/2021 | WATER-CHEMICALS           | 601-49400-216  | 3,225.63          |
| HAWKINS, INC                               | 6055500             | 11/04/2021 | WATER-CHEMICALS           | 601-49400-216  | 2,122.92          |
| HAWKINS, INC                               | 6063602             | 11/18/2021 | WATER/CHEMICALS           | 601-49400-216  | 2,063.76          |
| ERIC WARD                                  | 11-17-21            | 11/18/2021 | FRANKS SHOE-SAFETY BOOTS  | 601-49400-217  | 150.00            |
| MN VALLEY TESTING                          | 1116376             | 11/18/2021 | WATER/LAB TESTING         | 601-49400-310  | 79.00             |
| GOPHER STATE ONE CALL                      | 1100839             | 11/03/2021 | LOCATES/TELEPHONE         | 601-49400-321  | 14.18             |
| ELECTRIC FUND                              | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 601-49400-321  | 50.66             |
| INNOVATIVE SYSTEMS LLC                     | 58284               | 11/04/2021 | WATER INVOICE POSTAGE     | 601-49400-322  | 223.82            |
| KDOM RADIO                                 | 0951 10-31-21       | 11/09/2021 | ELECTRIC-RADIO UNITS      | 601-49400-323  | 144.00            |
| INNOVATIVE SYSTEMS LLC                     | 58143               | 11/02/2021 | WATER BILL SYSTEM MAINT   | 601-49400-326  | 760.50            |
| INNOVATIVE SYSTEMS LLC                     | 58284               | 11/04/2021 | WATER INVOICE PROCESSING  | 601-49400-326  | 166.40            |
| INNOVATIVE SYSTEMS LLC                     | 58443               | 11/08/2021 | WATER-SOFTWARE PAYMENT    | 601-49400-326  | 517.50            |
| ELECTRIC FUND                              | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 601-49400-326  | 70.00             |
| CITIZEN PUBLISHING CO                      | #CITYW 10-31-21     | 11/08/2021 | WATER-ADVERTISE/PRINT     | 601-49400-340  | 336.00            |
| INNOVATIVE SYSTEMS LLC                     | 58284               | 11/04/2021 | WATER-INSERTS             | 601-49400-350  | 0.45              |
| ELECTRIC FUND                              | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 601-49400-381  | 5,549.81          |
| ELECTRIC FUND                              | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 601-49400-382  | 17.99             |
| MN ENERGY RESOURCES                        | 3928452469          | 11/29/2021 | WATER                     | 601-49400-383  | 21.04             |
| HOMETOWN SANITATION SER                    | 0000438003          | 11/09/2021 | WATER-REFUSE DISPOSAL     | 601-49400-384  | 99.99             |

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| Vendor Name                    | Payable Number    | Post Date  | Description (Item)         | Account Number | Amount           |
|--------------------------------|-------------------|------------|----------------------------|----------------|------------------|
| ELECTRIC FUND                  | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO   | 601-49400-385  | 36.98            |
| ELECTRIC FUND                  | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO   | 601-49400-386  | 969.35           |
| LUCAN COMMUNITY TV INC         | 1158              | 11/24/2021 | WATER-EQUIP MAINT          | 601-49400-404  | 92.00            |
| WINDOM AUTO VALU               | #3400540 10-25-21 | 11/04/2021 | WATER-MAINTENANCE 34005    | 601-49400-405  | 147.99           |
| WESTRUM LEAK DETECTION I       | 3761              | 11/01/2021 | WATER-MAINT DISTRIBUTION   | 601-49400-408  | 1,800.00         |
| BLUE CROSS/BLUE SHIELD         | 21110243315       | 11/16/2021 | Health Insuranc-DECEMBER 2 | 601-49400-480  | 743.50           |
| <b>Fund 601 - WATER Total:</b> |                   |            |                            |                | <b>19,741.96</b> |

**Fund: 602 - SEWER**

|                                |                     |            |                           |               |                  |
|--------------------------------|---------------------|------------|---------------------------|---------------|------------------|
| QUALITY FLOW SYSTEMS, INC.     | 41891               | 10/29/2021 | SEWER-MACHINERY           | 602-16400     | 19,655.00        |
| NCPERS MINNESOTA               | 844600122021        | 11/24/2021 | SEWER-LIFE INSUR          | 602-49450-133 | 32.00            |
| DACOTAH PAPER CO               | 81465               | 11/09/2021 | SEWER-CLEANING/SUPPLIES   | 602-49450-211 | 100.10           |
| WEX BANK                       | 7511470             | 11/04/2021 | SEWER-MOTOR FUELS         | 602-49450-212 | 139.11           |
| PIONEER RESEARCH CORPORA       | 260835              | 12/01/2021 | SEWER/CHEMICALS           | 602-49450-216 | 409.60           |
| MID-AMERICAN RESEARCH C        | 0747816-IN          | 11/30/2021 | SEWER/UTILITY SYSTEM      | 602-49450-227 | 228.24           |
| BOLTON & MENK, INC.            | 0272551             | 11/23/2021 | SEWER/ENG/SURVEYING FEES  | 602-49450-303 | 387.50           |
| RYAN ANDERSON                  | 11-17-21            | 11/18/2021 | SEWER-TRAINING/REGISTRATI | 602-49450-308 | 40.00            |
| MN VALLEY TESTING              | 1114512             | 11/04/2021 | SEWER-LAB TESTING         | 602-49450-310 | 254.40           |
| MN VALLEY TESTING              | 1114550             | 11/04/2021 | SEWER-LAB TESTING         | 602-49450-310 | 103.20           |
| MN VALLEY TESTING              | 1114787             | 11/02/2021 | SEWER-LAB TESTING         | 602-49450-310 | 143.20           |
| MN VALLEY TESTING              | 1115618             | 11/03/2021 | SEWER-LAB TESTING         | 602-49450-310 | 103.20           |
| MN VALLEY TESTING              | 1115734             | 11/09/2021 | SEWER-LAB TESTING         | 602-49450-310 | 254.40           |
| MN VALLEY TESTING              | 1115774             | 11/09/2021 | SEWER-LAB TESTING         | 602-49450-310 | 163.20           |
| MN VALLEY TESTING              | 1116938             | 11/18/2021 | SEWER/LAB TESTING         | 602-49450-310 | 239.60           |
| MN VALLEY TESTING              | 1116975             | 11/18/2021 | SEWER/LAB TESTING         | 602-49450-310 | 88.40            |
| MN VALLEY TESTING              | 1117188             | 11/18/2021 | SEWER/LAB TESTING         | 602-49450-310 | 148.40           |
| MN VALLEY TESTING              | 1117831             | 11/24/2021 | SEWER-LAB TESTING         | 602-49450-310 | 134.40           |
| MN VALLEY TESTING              | 1117871             | 11/24/2021 | SEWER-LAB TESTING         | 602-49450-310 | 88.40            |
| GOPHER STATE ONE CALL          | 1100839             | 11/03/2021 | LOCATES/TELEPHONE         | 602-49450-321 | 14.17            |
| ELECTRIC FUND                  | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 602-49450-321 | 175.10           |
| INNOVATIVE SYSTEMS LLC         | 58284               | 11/04/2021 | SEWER INVOICE POSTAGE     | 602-49450-322 | 223.80           |
| INNOVATIVE SYSTEMS LLC         | 58143               | 11/02/2021 | SEWER BILL SYSTEM MAINT   | 602-49450-326 | 760.50           |
| INNOVATIVE SYSTEMS LLC         | 58284               | 11/04/2021 | SEWER INVOICE PROCESSING  | 602-49450-326 | 166.40           |
| INNOVATIVE SYSTEMS LLC         | 58443               | 11/08/2021 | SEWER-SOFTWARE PAYMENT    | 602-49450-326 | 517.50           |
| ELECTRIC FUND                  | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 602-49450-326 | 70.00            |
| INNOVATIVE SYSTEMS LLC         | 58284               | 11/04/2021 | SEWER-INSERTS             | 602-49450-350 | 0.45             |
| SOUTH CENTRAL ELECTRIC         | 10-01-21 - 10-31-21 | 12/01/2021 | ELECTRIC UTILITY          | 602-49450-381 | 118.18           |
| ELECTRIC FUND                  | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 602-49450-381 | 13,709.71        |
| ELECTRIC FUND                  | NOV. 2021           | 11/16/2021 | MONTHLY UTILITY & TELECO  | 602-49450-382 | 186.11           |
| MN ENERGY RESOURCES            | 3928452469          | 11/29/2021 | SEWER                     | 602-49450-383 | 22.07            |
| MN ENERGY RESOURCES            | 3928452469          | 11/29/2021 | WWTP                      | 602-49450-383 | 1,105.09         |
| MN ENERGY RESOURCES            | 3928452469          | 11/29/2021 | SEWER/LIFT                | 602-49450-383 | 44.68            |
| MN ENERGY RESOURCES            | 3928452469          | 11/29/2021 | SEWER/LIFT                | 602-49450-383 | 18.00            |
| COTTONWOOD CO SOLID WA         | 3800                | 11/10/2021 | SEWER-REFUSE DISPOSAL     | 602-49450-384 | 10.00            |
| GREAT NORTHERN ENVIRON         | 3881                | 11/24/2021 | SEWER-EQUIP REPAIRS       | 602-49450-404 | 3,185.40         |
| INTERSTATE POWER SYSTEMS       | RO2407901901        | 11/18/2021 | SEWER/MAINTENANCE         | 602-49450-404 | 1,510.00         |
| INTERSTATE POWER SYSTEMS       | RO2407902001        | 11/18/2021 | SEWER/MAINTENANCE         | 602-49450-404 | 951.00           |
| <b>Fund 602 - SEWER Total:</b> |                     |            |                           |               | <b>45,500.51</b> |

**Fund: 604 - ELECTRIC**

|                            |              |            |                            |           |           |
|----------------------------|--------------|------------|----------------------------|-----------|-----------|
| ELECTRIC FUND              | #253         | 11/18/2021 | ELECTRIC-INVENTORY         | 604-14200 | 13,235.87 |
| ELECTRIC FUND              | 11-22-21     | 11/22/2021 | EL/CR #15 EAST HILL/INVENT | 604-14200 | 1,122.00  |
| RESCO - RURAL ELECTRIC SUP | 820509-00    | 11/18/2021 | ELECTRIC-INVENTORY         | 604-14200 | 25,940.02 |
| DGR ENGINEERING            | 00248703     | 11/18/2021 | ELECTRIC-IMPROVEMENTS      | 604-16300 | 11,250.00 |
| DGR ENGINEERING            | 00250393     | 11/22/2021 | ELECTRIC/FUEL TANK-IMPROV  | 604-16300 | 428.00    |
| CHRISTOPHER & SANTA OMT    | 11-5-21      | 12/01/2021 | ELECTRIC/IMPROVEMENTS      | 604-16300 | 174.00    |
| INTEGRITY CONTRACTING INC  | 2676         | 11/22/2021 | ELECTRIC/SMITH AUTO-IMPR   | 604-16300 | 5,346.00  |
| ELECTRIC FUND              | 548          | 11/12/2021 | EL-CONSTRUCTION NEW #1     | 604-16300 | 16,666.28 |
| ELECTRIC FUND              | 551          | 11/18/2021 | ELECTRIC-IMPROVEMENTS      | 604-16300 | 4,902.41  |
| MN REVENUE                 | OCTOBER 2021 | 11/18/2021 | ELECTRIC SALES TAX         | 604-20202 | 82.00     |
| MIGUEL ANGEL TORO HERNAI   | 11-16-21     | 11/16/2021 | ELECTRIC DEPOSIT REFUND    | 604-22000 | 180.51    |
| DERICK SANTIAGO TORRES     | 17708-0      | 11/16/2021 | ELECTRIC DEPOSIT REFUND    | 604-22000 | 300.00    |



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| Vendor Name                       | Payable Number  | Post Date  | Description (Item)         | Account Number | Amount            |
|-----------------------------------|-----------------|------------|----------------------------|----------------|-------------------|
| KELLY KNUTH                       | 18721-9         | 11/16/2021 | ELECTRIC DEPOSIT REFUND    | 604-22000      | 300.00            |
| AMANDA TEMA GARCIA                | 34859-8         | 11/16/2021 | ELECTRIC DEPOSIT REFUND    | 604-22000      | 300.00            |
| JOSEPH BURGESS                    | 47403-5         | 11/16/2021 | ELECTRIC DEPOSIT REFUND    | 604-22000      | 300.00            |
| JUAN MERCADO                      | 53803-2         | 11/16/2021 | ELECTRIC DEPOSIT REFUND    | 604-22000      | 300.00            |
| RACHEL AAMOT                      | 64279-9         | 11/16/2021 | ELECTRIC DEPOSIT REFUND    | 604-22000      | 63.36             |
| BRITTANY LARSON                   | 9259-9          | 11/16/2021 | ELECTRIC DEPOSIT REFUND    | 604-22000      | 270.35            |
| NCPERS MINNESOTA                  | 844600122021    | 11/24/2021 | ELECTRIC-LIFE INSUR 844600 | 604-49550-133  | 96.00             |
| WEX BANK                          | 7511470         | 11/04/2021 | ELECTRIC-MOTOR FUELS       | 604-49550-212  | 740.19            |
| TRISTAN JOEL                      | 11-24-21        | 11/24/2021 | SAFETY GLASSES PRESCRIPTIO | 604-49550-218  | 300.00            |
| DEPARTMENT OF ENERGY              | #1781 11-03-21  | 11/04/2021 | ELECTRIC-MERCHANDISE RES   | 604-49550-263  | 64,233.01         |
| CMP - CENTRAL MUNICIPAL P         | 7162            | 11/09/2021 | ELECTRIC-TRANSMISSION      | 604-49550-263  | 175,531.98        |
| CMP - CENTRAL MUNICIPAL P         | 7162            | 11/09/2021 | ELECTRIC-MERCHANDISE RES   | 604-49550-263  | -5,180.67         |
| GOPHER STATE ONE CALL             | 1100839         | 11/03/2021 | LOCATES/TELEPHONE          | 604-49550-321  | 14.18             |
| ELECTRIC FUND                     | NOV. 2021       | 11/16/2021 | MONTHLY UTILITY & TELECO   | 604-49550-321  | 78.08             |
| INNOVATIVE SYSTEMS LLC            | 58284           | 11/04/2021 | ELECTRIC INVOICE POSTAGE   | 604-49550-322  | 223.82            |
| INNOVATIVE SYSTEMS LLC            | 58143           | 11/02/2021 | ELECTRIC BILL SYSTEM MAINT | 604-49550-326  | 1,521.00          |
| INNOVATIVE SYSTEMS LLC            | 58284           | 11/04/2021 | ELECTRIC INVOICE PROCESSIN | 604-49550-326  | 166.40            |
| INNOVATIVE SYSTEMS LLC            | 58443           | 11/08/2021 | ELECTRIC-SOFTWARE PAYMEN   | 604-49550-326  | 1,035.00          |
| ELECTRIC FUND                     | NOV. 2021       | 11/16/2021 | MONTHLY UTILITY & TELECO   | 604-49550-326  | 191.37            |
| INNOVATIVE SYSTEMS LLC            | 58284           | 11/04/2021 | ELECTRIC-INSERTS           | 604-49550-350  | 0.44              |
| ELECTRIC FUND                     | NOV. 2021       | 11/16/2021 | MONTHLY UTILITY & TELECO   | 604-49550-381  | 110.91            |
| ELECTRIC FUND                     | NOV. 2021       | 11/16/2021 | MONTHLY UTILITY & TELECO   | 604-49550-382  | 22.76             |
| MN ENERGY RESOURCES               | 3928452469      | 11/29/2021 | ELECTRIC                   | 604-49550-383  | 64.24             |
| HOMETOWN SANITATION SER           | 0000438004      | 11/08/2021 | ELECTRIC-REFUSE DISPOSAL   | 604-49550-384  | 99.99             |
| ELECTRIC FUND                     | NOV. 2021       | 11/16/2021 | MONTHLY UTILITY & TELECO   | 604-49550-385  | 47.73             |
| ABC Seamless                      | 6559            | 11/24/2021 | ELECTRIC-STRUCTURE MAINT   | 604-49550-402  | 3,850.00          |
| SMITH AUTO SUPPLY - CARQU         | #91380 10-31-21 | 11/04/2021 | ELECTRIC-MAINTENANCE 913   | 604-49550-404  | 18.39             |
| OREILLY                           | 4425-324101     | 10/29/2021 | ELECTRIC-VEHICLE MAINT     | 604-49550-405  | 283.02            |
| SCOTT VEENKER                     | 28255           | 11/16/2021 | EL/MAINTENANCE - GROUND    | 604-49550-406  | 170.94            |
| ELECTRIC FUND                     | 552             | 11/18/2021 | ELECTRIC-INVENTORY         | 604-49550-408  | 672.18            |
| DONAVON NELSON                    | 10-13-2021      | 11/17/2021 | ELECTRIC ENERGY REBATE     | 604-49550-450  | 500.00            |
| SHANNON LYNN'S BOUTIQUE           | 11-12-21        | 11/16/2021 | EL/REBATE/CONSERVATION     | 604-49550-450  | 114.28            |
| ELECTRIC FUND                     | 11-15-21        | 11/16/2021 | EL/CONSERVATION            | 604-49550-450  | 247.47            |
| CRYSTAL ZAFFT                     | 11-22-2021      | 11/23/2021 | EL/ENERGY REBATES          | 604-49550-450  | 350.00            |
| JUHL JENSEN                       | 11-22-21        | 11/22/2021 | ELECTRIC-ENERGY REBATE     | 604-49550-450  | 150.00            |
| JOHN MEYER                        | 11-29-2021      | 11/29/2021 | ELECTRIC-ENERGY REBATE     | 604-49550-450  | 237.50            |
| JOHN MEYER                        | 11-29-21        | 11/29/2021 | ELECTRIC-ENERGY REBATE     | 604-49550-450  | 150.00            |
| CRYSTAL ZAFFT                     | 2021-11-22      | 11/23/2021 | EL/ENERGY REBATES          | 604-49550-450  | 150.00            |
| TYLER PATTERSON                   | 2144 11-10-21   | 11/10/2021 | ELECTRIC-ENERGY REBATE     | 604-49550-450  | 150.00            |
| TYLER PATTERSON                   | 2145 11-10-21   | 11/10/2021 | ELECTRIC-ENERGY REBATE     | 604-49550-450  | 500.00            |
| WILLIAM HANSON                    | 2239 11-10-21   | 11/12/2021 | ELECTRIC-ENERGY REBATE     | 604-49550-450  | 300.00            |
| WILLIAM HANSON                    | 2240 11-10-21   | 11/10/2021 | ELECTRIC-ENERGY REBATE     | 604-49550-450  | 150.00            |
| JAMISON PALM                      | 2246 11-10-21   | 11/10/2021 | ELECTRIC-ENERGY REBATE     | 604-49550-450  | 300.00            |
| JAMISON PALM                      | 2247 11-10-21   | 11/10/2021 | ELECTRIC/ENERGY REBATE     | 604-49550-450  | 150.00            |
| CMP - CENTRAL MUNICIPAL P         | 7162            | 11/09/2021 | ELECTRIC-ENERGY REBATE     | 604-49550-450  | 2,970.80          |
| MN REVENUE                        | OCTOBER 2021    | 11/18/2021 | ELECTRIC-SALES USE TAX     | 604-49550-460  | 34.00             |
| ELECTRIC FUND                     | 553             | 11/18/2021 | ELECTRIC-INVENTORY         | 604-49550-463  | 996.02            |
| WINDOM AREA DEVELOPME             | 18450           | 11/29/2021 | INDUSTRIAL DEVELOP DEC 20  | 604-49550-491  | 1,200.00          |
| <b>Fund 604 - ELECTRIC Total:</b> |                 |            |                            |                | <b>334,101.83</b> |

## Fund: 609 - LIQUOR STORE

|                             |               |            |                           |               |           |
|-----------------------------|---------------|------------|---------------------------|---------------|-----------|
| MN REVENUE                  | OCTOBER 2021  | 11/18/2021 | LIQUOR-SALES TAX          | 609-20202     | 17,141.00 |
| NCPERS MINNESOTA            | 844600122021  | 11/24/2021 | LIQUOR-LIFE INSUR 844600  | 609-49751-133 | 32.00     |
| RAGE INC - CAMPUS CLEANER   | 49676         | 11/02/2021 | LIQUOR-CLEANING/SUPPLIES  | 609-49751-211 | 38.20     |
| RAGE INC - CAMPUS CLEANER   | 50402         | 11/18/2021 | LIQUOR S./CLEANING/SUPPLI | 609-49751-211 | 48.89     |
| ZABINSKI BUSINESS SERVICES, | 2613          | 11/19/2021 | LIQUOR-OPERATING SUPPLIES | 609-49751-217 | 252.33    |
| AH HERMEL COMPANY           | 901957/901957 | 11/18/2021 | LIQUOR S./OPERATING SUPPL | 609-49751-217 | 73.59     |
| AH HERMEL COMPANY           | 902184/902184 | 11/18/2021 | LIQUOR S./MERCHANDISE     | 609-49751-217 | 418.50    |
| AH HERMEL COMPANY           | 902190/902190 | 11/18/2021 | LIQUOR S./OPERATING SUPPL | 609-49751-217 | 104.28    |
| VINOCOPIA, INC              | 0289705-IN    | 10/29/2021 | LIQUOR-LIQUOR             | 609-49751-251 | 145.59    |
| VINOCOPIA, INC              | 0289706-IN    | 10/29/2021 | LIQUOR-LIQUOR             | 609-49751-251 | 446.63    |



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| Vendor Name              | Payable Number   | Post Date  | Description (Item)         | Account Number | Amount    |
|--------------------------|------------------|------------|----------------------------|----------------|-----------|
| JOHNSON BROS.            | 1924214          | 11/08/2021 | LIQUOR-LIQUOR              | 609-49751-251  | 4,841.00  |
| JOHNSON BROS.            | 1929123          | 11/18/2021 | LIQUOR S./MERCHANDISE      | 609-49751-251  | 2,739.76  |
| JOHNSON BROS.            | 1929124          | 11/18/2021 | LIQUOR S./MERCHANDISE      | 609-49751-251  | 108.00    |
| JOHNSON BROS.            | 1934086          | 11/19/2021 | LIQUOR-LIQUOR              | 609-49751-251  | 2,472.81  |
| BEVERAGE WHOLESALERS     | 194345           | 11/19/2021 | LIQUOR-LIQUOR              | 609-49751-251  | 12,397.45 |
| SOUTHERN GLAZER'S OF MN  | 2143719          | 11/08/2021 | LIQUOR-LIQUOR              | 609-49751-251  | 9,694.80  |
| SOUTHERN GLAZER'S OF MN  | 2145976          | 11/18/2021 | LIQUOR S./MERCHANDISE      | 609-49751-251  | 1,203.49  |
| SOUTHERN GLAZER'S OF MN  | 2148477          | 11/19/2021 | LIQUOR-LIQUOR              | 609-49751-251  | 797.25    |
| BREAKTHRU BEVERAGE MN    | 341782625        | 11/18/2021 | LIQUOR S./MERCHANDISE      | 609-49751-251  | 4,081.99  |
| BREAKTHRU BEVERAGE MN    | 341878205        | 11/19/2021 | LIQUOR                     | 609-49751-251  | 949.77    |
| PHILLIPS WINE & SPIRITS  | 6294358          | 10/29/2021 | LIQUOR-LIQUOR              | 609-49751-251  | 2,519.60  |
| PHILLIPS WINE & SPIRITS  | 6301832          | 11/18/2021 | LIQUOR S./MERCHANDISE      | 609-49751-251  | 4,552.59  |
| DOLL DISTRIBUTING, LLC   | 639130           | 10/29/2021 | LIQUOR-LIQUOR              | 609-49751-251  | 117.00    |
| DOLL DISTRIBUTING, LLC   | 643600           | 11/08/2021 | LIQUOR-LIQUOR              | 609-49751-251  | 38.33     |
| DOLL DISTRIBUTING, LLC   | 647999           | 11/18/2021 | LIQUOR S./LIQUOR           | 609-49751-251  | 20.00     |
| DOLL DISTRIBUTING, LLC   | 648000           | 11/18/2021 | LIQUOR S./MERCHANDISE      | 609-49751-251  | 234.00    |
| PHILLIPS WINE & SPIRITS  | 648346           | 11/02/2021 | LIQUOR-LIQUOR              | 609-49751-251  | -24.13    |
| BEVERAGE WHOLESALERS     | 192416           | 11/08/2021 | LIQUOR-BEER                | 609-49751-252  | 12,781.60 |
| BEVERAGE WHOLESALERS     | 193386           | 11/18/2021 | LIQUOR S./BEER             | 609-49751-252  | 2,678.64  |
| BEVERAGE WHOLESALERS     | 195315           | 11/26/2021 | LIQUOR-BEER                | 609-49751-252  | 8,933.10  |
| ARTISAN BEER COMPANY     | 3506190          | 11/18/2021 | LIQUOR S./BEER             | 609-49751-252  | 147.60    |
| ARTISAN BEER COMPANY     | 3507384          | 11/19/2021 | LIQUOR-BEER                | 609-49751-252  | 222.70    |
| ARTISAN BEER COMPANY     | 3508645          | 11/26/2021 | LIQUOR-BEER                | 609-49751-252  | 29.60     |
| PHILLIPS WINE & SPIRITS  | 6305635          | 11/19/2021 | LIQUOR-BEER                | 609-49751-252  | 126.00    |
| DOLL DISTRIBUTING, LLC   | 638157           | 10/29/2021 | LIQUOR-BEER                | 609-49751-252  | 95.40     |
| DOLL DISTRIBUTING, LLC   | 639130           | 10/29/2021 | LIQUOR-BEER                | 609-49751-252  | 7,721.51  |
| DOLL DISTRIBUTING, LLC   | 639133           | 10/29/2021 | LIQUOR-BEER                | 609-49751-252  | 1,297.20  |
| DOLL DISTRIBUTING, LLC   | 643601           | 11/08/2021 | LIQUOR-BEER                | 609-49751-252  | 8,277.70  |
| DOLL DISTRIBUTING, LLC   | 648000           | 11/18/2021 | LIQUOR S./MERCHANDISE      | 609-49751-252  | 8,025.55  |
| DOLL DISTRIBUTING, LLC   | 652330           | 11/19/2021 | LIQUOR-BEER                | 609-49751-252  | 3,375.90  |
| DOLL DISTRIBUTING, LLC   | 654327           | 11/19/2021 | LIQUOR-BEER                | 609-49751-252  | 268.00    |
| BEVERAGE WHOLESALERS     | 732719           | 11/08/2021 | LIQUOR-BEER                | 609-49751-252  | 125.00    |
| VINOCOPIA, INC           | 0289705-IN       | 10/29/2021 | LIQUOR-WINE                | 609-49751-253  | 239.40    |
| PHILLIPS WINE & SPIRITS  | 09-23-21 6275313 | 10/29/2021 | LIQUOR-WINE CREDIT         | 609-49751-253  | -4.00     |
| PAUSTIS WINE COMPANY     | 144648           | 11/08/2021 | LIQUOR-WINE                | 609-49751-253  | 488.00    |
| PAUSTIS WINE COMPANY     | 146442           | 11/18/2021 | LIQUOR S./MERCHANDISE      | 609-49751-253  | 400.00    |
| JOHNSON BROS.            | 1924215          | 11/08/2021 | LIQUOR-WINE                | 609-49751-253  | 448.45    |
| JOHNSON BROS.            | 1929124          | 11/18/2021 | LIQUOR S./MERCHANDISE      | 609-49751-253  | 1,164.82  |
| JOHNSON BROS.            | 1934087          | 11/19/2021 | LIQUOR-WINE                | 609-49751-253  | 615.43    |
| SOUTHERN GLAZER'S OF MN  | 2143721          | 11/08/2021 | LIQUOR-WINE                | 609-49751-253  | 1,416.63  |
| SOUTHERN GLAZER'S OF MN  | 2145977          | 11/18/2021 | LIQUOR S./MERCHANDISE      | 609-49751-253  | 527.71    |
| SOUTHERN GLAZER'S OF MN  | 2148478          | 11/19/2021 | LIQUOR-WINE                | 609-49751-253  | 416.00    |
| ROUND LAKE VINEYARDS & W | 3116             | 11/02/2021 | LIQUOR-WINE                | 609-49751-253  | 459.00    |
| BREAKTHRU BEVERAGE MN    | 341782625        | 11/18/2021 | LIQUOR S./MERCHANDISE      | 609-49751-253  | 96.00     |
| BREAKTHRU BEVERAGE MN    | 341943502        | 11/26/2021 | LIQUOR-WINE                | 609-49751-253  | 192.00    |
| INDIAN ISLAND WINERY     | 4081             | 11/18/2021 | LIQUOR S./WINE             | 609-49751-253  | 551.04    |
| PHILLIPS WINE & SPIRITS  | 6294359          | 10/29/2021 | LIQUOR-WINE                | 609-49751-253  | 982.84    |
| PHILLIPS WINE & SPIRITS  | 6298157          | 11/08/2021 | LIQUOR-WINE                | 609-49751-253  | 1,065.00  |
| PHILLIPS WINE & SPIRITS  | 6301833          | 11/18/2021 | LIQUOR S./MERCHANDISE      | 609-49751-253  | 1,375.50  |
| PHILLIPS WINE & SPIRITS  | 648346           | 11/02/2021 | LIQUOR-WINE                | 609-49751-253  | -96.24    |
| WINE MERCHANTS           | 7353748          | 11/08/2021 | LIQUOR-WINE                | 609-49751-253  | 1,746.00  |
| VINOCOPIA, INC           | 0289705-IN       | 10/29/2021 | LIQUOR-SOFT DRINKS/MIX     | 609-49751-254  | 114.00    |
| JOHNSON BROS.            | 1924215          | 11/08/2021 | LIQUOR-SOFT DRINKS/MIX     | 609-49751-254  | 37.00     |
| JOHNSON BROS.            | 1934087          | 11/19/2021 | LIQUOR-SOFT DRINKS/MIX     | 609-49751-254  | 40.00     |
| SOUTHERN GLAZER'S OF MN  | 2143720          | 11/08/2021 | LIQUOR-SOFT DRINKS/MIX     | 609-49751-254  | 26.00     |
| ATLANTIC COCA-COLA       | 3042817          | 11/09/2021 | LIQUOR S./SOFT DRINKS & MI | 609-49751-254  | 139.87    |
| ATLANTIC COCA-COLA       | 3042925          | 11/19/2021 | LIQUOR-SOFT DRINKS/MIX     | 609-49751-254  | 181.69    |
| BREAKTHRU BEVERAGE MN    | 341878205        | 11/19/2021 | LIQUOR-SOFT DRINKS/MIX     | 609-49751-254  | 26.09     |
| BREAKTHRU BEVERAGE MN    | 341943502        | 11/26/2021 | LIQUOR-SOFT DRINKS/MIX     | 609-49751-254  | 208.76    |
| DOLL DISTRIBUTING, LLC   | 643601           | 11/08/2021 | LIQUOR-SOFT DRINKS/MIX     | 609-49751-254  | 14.00     |



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| Vendor Name                           | Payable Number    | Post Date  | Description (Item)       | Account Number | Amount            |
|---------------------------------------|-------------------|------------|--------------------------|----------------|-------------------|
| AH HERMEL COMPANY                     | 902184/902184     | 11/18/2021 | LIQUOR S./MERCHANDISE    | 609-49751-254  | 35.89             |
| RED BULL DISTRIBUTION CO, I           | K-7730708         | 10/29/2021 | LIQUOR-SOFT DRINKS/MIX   | 609-49751-254  | 144.00            |
| AH HERMEL COMPANY                     | 902184/902184     | 11/18/2021 | LIQUOR S./MERCHANDISE    | 609-49751-256  | 384.04            |
| ARCTIC GLACIER U.S.A. INC             | 3461130708        | 11/08/2021 | LIQUOR-ICE               | 609-49751-257  | 158.20            |
| AH HERMEL COMPANY                     | 902184/902184     | 11/18/2021 | LIQUOR S./MERCHANDISE    | 609-49751-261  | 32.61             |
| ELECTRIC FUND                         | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO | 609-49751-321  | 131.34            |
| ELECTRIC FUND                         | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO | 609-49751-326  | 714.38            |
| VINOCOPIA, INC                        | 0289705-IN        | 10/29/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 18.00             |
| VINOCOPIA, INC                        | 0289706-IN        | 10/29/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 12.00             |
| PAUSTIS WINE COMPANY                  | 144648            | 11/08/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 8.75              |
| PAUSTIS WINE COMPANY                  | 146442            | 11/18/2021 | LIQUOR S./MERCHANDISE    | 609-49751-333  | 7.00              |
| JOHNSON BROS.                         | 1924214           | 11/08/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 84.13             |
| JOHNSON BROS.                         | 1924215           | 11/08/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 22.31             |
| JOHNSON BROS.                         | 1929123           | 11/18/2021 | LIQUOR S./MERCHANDISE    | 609-49751-333  | 49.07             |
| JOHNSON BROS.                         | 1929124           | 11/18/2021 | LIQUOR S./MERCHANDISE    | 609-49751-333  | 42.72             |
| JOHNSON BROS.                         | 1934086           | 11/19/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 25.78             |
| JOHNSON BROS.                         | 1934087           | 11/19/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 22.63             |
| SOUTHERN GLAZER'S OF MN               | 2143719           | 11/08/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 198.85            |
| SOUTHERN GLAZER'S OF MN               | 2143720           | 11/08/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 2.05              |
| SOUTHERN GLAZER'S OF MN               | 2143721           | 11/08/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 32.80             |
| SOUTHERN GLAZER'S OF MN               | 2145975           | 11/11/2021 | LIQUOR S./FREIGHT        | 609-49751-333  | 2.05              |
| SOUTHERN GLAZER'S OF MN               | 2145976           | 11/18/2021 | LIQUOR S./MERCHANDISE    | 609-49751-333  | 19.22             |
| SOUTHERN GLAZER'S OF MN               | 2145977           | 11/18/2021 | LIQUOR S./MERCHANDISE    | 609-49751-333  | 16.40             |
| SOUTHERN GLAZER'S OF MN               | 2148477           | 11/19/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 14.35             |
| SOUTHERN GLAZER'S OF MN               | 2148478           | 11/19/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 18.45             |
| BREAKTHRU BEVERAGE MN                 | 341782625         | 11/18/2021 | LIQUOR S./MERCHANDISE    | 609-49751-333  | 52.73             |
| BREAKTHRU BEVERAGE MN                 | 341878205         | 11/19/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 12.34             |
| BREAKTHRU BEVERAGE MN                 | 341943502         | 11/26/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 14.80             |
| ARCTIC GLACIER U.S.A. INC             | 3461130708        | 11/08/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 7.50              |
| PHILLIPS WINE & SPIRITS               | 6294358           | 10/29/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 37.25             |
| PHILLIPS WINE & SPIRITS               | 6294359           | 10/29/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 40.61             |
| PHILLIPS WINE & SPIRITS               | 6298157           | 11/08/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 52.20             |
| PHILLIPS WINE & SPIRITS               | 6301832           | 11/18/2021 | LIQUOR S./MERCHANDISE    | 609-49751-333  | 52.76             |
| PHILLIPS WINE & SPIRITS               | 6301833           | 11/18/2021 | LIQUOR S./MERCHANDISE    | 609-49751-333  | 46.97             |
| PHILLIPS WINE & SPIRITS               | 6305635           | 11/19/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 1.74              |
| WINE MERCHANTS                        | 7353748           | 11/08/2021 | LIQUOR-FREIGHT           | 609-49751-333  | 43.58             |
| AH HERMEL COMPANY                     | 902184/902184     | 11/18/2021 | LIQUOR S./MERCHANDISE    | 609-49751-333  | 7.95              |
| CITIZEN PUBLISHING CO                 | #CITYW 10-31-21   | 11/08/2021 | LIQUOR-ADVERTISE/PRINT   | 609-49751-340  | 1,183.90          |
| KKOJ - KUXX                           | 21100603 10-31-21 | 11/17/2021 | LIQUOR S./ADVERTISING    | 609-49751-340  | 355.00            |
| WINDOM COMMUNITY CENT                 | R20211155         | 11/18/2021 | LIQUOR S./ADVERTISING    | 609-49751-340  | 250.00            |
| QUICK PRINT                           | 21496             | 11/26/2021 | LIQUOR-PRINTING          | 609-49751-350  | 205.50            |
| ELECTRIC FUND                         | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO | 609-49751-381  | 792.85            |
| ELECTRIC FUND                         | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO | 609-49751-382  | 20.39             |
| MN ENERGY RESOURCES                   | 3928452469        | 11/29/2021 | LIQUOR                   | 609-49751-383  | 151.86            |
| HOMETOWN SANITATION SER               | 0000438002        | 11/09/2021 | LIQUOR-REFUSE DISPOSAL   | 609-49751-384  | 174.00            |
| ELECTRIC FUND                         | NOV. 2021         | 11/16/2021 | MONTHLY UTILITY & TELECO | 609-49751-385  | 40.64             |
| ZABINSKI BUSINESS SERVICES,           | 2609              | 11/19/2021 | LIQUOR-DUES              | 609-49751-433  | 331.31            |
| ZABINSKI BUSINESS SERVICES,           | 2610              | 11/19/2021 | LIQUOR-DUES              | 609-49751-433  | 875.00            |
| ZABINSKI BUSINESS SERVICES,           | 2611              | 11/19/2021 | LIQUOR-DUES              | 609-49751-433  | 240.00            |
| MN REVENUE                            | OCTOBER 2021      | 11/18/2021 | LIQUOR-SALES USE TAX     | 609-49751-460  | 6.00              |
| KRISTIN KETZENBERG                    | 11-12-21          | 11/26/2021 | LIQUOR-MISC              | 609-49751-480  | 641.25            |
| <b>Fund 609 - LIQUOR STORE Total:</b> |                   |            |                          |                | <b>140,256.36</b> |

## Fund: 614 - TELECOM

|                            |                |            |                          |               |        |
|----------------------------|----------------|------------|--------------------------|---------------|--------|
| INTERNAL REVENUE SERVICE   | NOV. 2021      | 11/16/2021 | EXCISE TAX POSTING       | 614-20201     | 500.00 |
| INTERNAL REVENUE SERVICE   | OCT. FINAL     | 11/16/2021 | EXCISE TAX POSTING       | 614-20201     | 366.52 |
| NCPERS MINNESOTA           | 844600122021   | 11/24/2021 | TELECOM-LIFE INSUR       | 614-49870-133 | 80.00  |
| AMAZON CAPITAL SERVICES, I | 1MFV-K6QQ-FQHG | 11/30/2021 | TELECOM/SUPPLIES         | 614-49870-200 | 35.29  |
| AMAZON CAPITAL SERVICES, I | 1RHY-HT79-KJ9G | 11/22/2021 | TELECOM-SUPPLIES         | 614-49870-200 | 26.99  |
| AMAZON CAPITAL SERVICES, I | 1XVT-QMJP-PPYY | 11/22/2021 | TELECOM-SUPPLIES         | 614-49870-200 | 20.00  |
| RAGE INC - CAMPUS CLEANER  | 50057          | 11/08/2021 | TELECOM-CLEANING/SUPPLIE | 614-49870-211 | 21.31  |



## Expense Approval Report

Payment Dates: 11/13/2021 - 12/3/2021

| Vendor Name                      | Payable Number         | Post Date  | Description (Item)        | Account Number | Amount            |
|----------------------------------|------------------------|------------|---------------------------|----------------|-------------------|
| RAGE INC - CAMPUS CLEANER        | 50787                  | 11/22/2021 | TELECOM-CLEANING/SUPPLIE  | 614-49870-211  | 21.31             |
| WEX BANK                         | 7511470                | 11/04/2021 | TELECOM-MOTOR FUELS       | 614-49870-212  | 129.80            |
| MN MUNICIPAL UTILITIES ASS       | 58284                  | 11/04/2021 | TELECOM-OPERATING SUPPLI  | 614-49870-217  | 37.50             |
| AMAZON CAPITAL SERVICES, I       | 1NQD-JNM7-Y11R         | 11/02/2021 | TELECOM/UTILITY SYSTEM    | 614-49870-227  | 107.19            |
| AMAZON CAPITAL SERVICES, I       | 1PML-VPHD-HK3P         | 11/09/2021 | TELECOM-UTILITY SYSTEM    | 614-49870-227  | 25.95             |
| NATIONAL CABLE TV COOP           | SI-24856               | 11/23/2021 | TELECOM/UTILITY SYSTEM    | 614-49870-227  | 543.85            |
| INTERSTATE TRS FUND              | 82580760047-1121       | 11/10/2021 | TELECOM-514B              | 614-49870-304  | 119.01            |
| INTERSTATE TRS FUND              | 82580760047-1121       | 11/10/2021 | TELECOM-514A              | 614-49870-304  | 333.06            |
| GOPHER STATE ONE CALL            | 1100839                | 11/03/2021 | LOCATES/TELEPHONE         | 614-49870-321  | 14.17             |
| ELECTRIC FUND                    | NOV. 2021              | 11/16/2021 | MONTHLY UTILITY & TELECO  | 614-49870-321  | 267.54            |
| INNOVATIVE SYSTEMS LLC           | 58284                  | 11/04/2021 | TELECOM-INVOICE POSTAGE   | 614-49870-322  | 223.82            |
| INNOVATIVE SYSTEMS LLC           | 58143                  | 11/02/2021 | TELECOM STAKE/MAP         | 614-49870-326  | 875.00            |
| INNOVATIVE SYSTEMS LLC           | 58143                  | 11/02/2021 | TELECOM BILL SYSTEM MAIN  | 614-49870-326  | 1,521.00          |
| INNOVATIVE SYSTEMS LLC           | 58284                  | 11/04/2021 | TELECOM INVOICE PROCESSI  | 614-49870-326  | 166.40            |
| INNOVATIVE SYSTEMS LLC           | 58443                  | 11/08/2021 | TELECOM-SOFTWARE PAYME    | 614-49870-326  | 1,035.00          |
| NEUSTAR, INC.                    | L-0000037440           | 11/18/2021 | TELECOM/DATA PROCESSING   | 614-49870-326  | 8.25              |
| KDOM RADIO                       | 0073 10-31-21          | 11/09/2021 | TELECOM-ADVERTISING       | 614-49870-340  | 100.98            |
| INNOVATIVE SYSTEMS LLC           | 58284                  | 11/04/2021 | TELECOM-INSERTS           | 614-49870-350  | 0.45              |
| ELECTRIC FUND                    | NOV. 2021              | 11/16/2021 | MONTHLY UTILITY & TELECO  | 614-49870-381  | 2,521.38          |
| ELECTRIC FUND                    | NOV. 2021              | 11/16/2021 | MONTHLY UTILITY & TELECO  | 614-49870-382  | 19.32             |
| MN ENERGY RESOURCES              | 3928452469             | 11/29/2021 | TELECOM                   | 614-49870-383  | 20.55             |
| HOMETOWN SANITATION SER          | 00004380005            | 11/08/2021 | TELECOM-REFUSE DISPOSAL   | 614-49870-384  | 87.98             |
| ELECTRIC FUND                    | NOV. 2021              | 11/16/2021 | MONTHLY UTILITY & TELECO  | 614-49870-385  | 37.43             |
| LAMPERTS YARDS, INC.             | 1092701                | 11/19/2021 | TELECOM-STRUCTURE MAINT   | 614-49870-402  | 33.17             |
| AMAZON CAPITAL SERVICES, I       | 14L7-JLF-9Q1XY         | 11/18/2021 | TELECOM-EQUIP REPAIRS     | 614-49870-404  | 35.43             |
| AMAZON CAPITAL SERVICES, I       | 1NTT-4FWX-74HK         | 11/22/2021 | TELECOM/MAINTENANCE - DI  | 614-49870-408  | 79.76             |
| CENTURY LINK                     | 510589                 | 11/22/2021 | DIRECTORY LISTING/TRANSMI | 614-49870-441  | 276.48            |
| CENTURY LINK                     | 7242105D-D-21321       | 11/26/2021 | TELECOM-CABS              | 614-49870-441  | 53.18             |
| CONSOLIDATED COMMUNICA           | #507-151-0204 11-01-21 | 11/09/2021 | TELECOM-SUBSCRIBER FEE    | 614-49870-442  | 1,443.00          |
| MLB NETWORK                      | 168352                 | 11/10/2021 | TELECOM-SUBSCRIBER FEES   | 614-49870-442  | 370.72            |
| NATIONAL CABLE TV COOP           | 21110614               | 12/01/2021 | TELECOM/SUBSCRIBER FEES   | 614-49870-442  | 46,795.74         |
| FOX TELEVISION STATIONS, LL      | 413206                 | 11/10/2021 | TELECOM-SUBSCRIBER FEES   | 614-49870-442  | 2,703.89          |
| SHOWTIME NETWORKS INC            | 41703                  | 11/18/2021 | TELECOM-SUBSCRIBER FEES   | 614-49870-442  | 171.60            |
| NEXSTAR BROADCASTING GR          | 418848                 | 11/10/2021 | TELECOM-SUBSCRIBER FEES   | 614-49870-442  | 232.36            |
| BTN - BIG TEN NETWORK            | 86878                  | 11/10/2021 | TELECOM-SUBSCRIBER FEES   | 614-49870-442  | 1,522.60          |
| BALLY SPORTS NORTH               | T25219                 | 11/26/2021 | TELECOM-SUBSCRIBER FEE    | 614-49870-442  | 7,043.68          |
| UNIVERSAL SERVICE ADMIN C        | UBDI0001239734         | 12/01/2021 | TELECOM/499A CONTRIBUTI   | 614-49870-443  | 2,105.21          |
| 1623 FARNAM LLC                  | 005453                 | 11/02/2021 | TELECOM-INTERNET EXPENSE  | 614-49870-447  | 200.00            |
| ZAYO GROUP, LLC                  | 2021110027696          | 11/09/2021 | TELECOM-INTERNET EXPENSE  | 614-49870-447  | 1,950.00          |
| MANKATO NETWORKS, LLC            | 389402                 | 11/19/2021 | TELECOM-INTERNET EXPENSE  | 614-49870-447  | 1,023.96          |
| SWWC - SOUTHWEST WEST C          | 67752                  | 11/04/2021 | TELECOM-ON CALL SUPPORT   | 614-49870-448  | 950.00            |
| CENTURY LINK                     | #5078311075 11-16-21   | 11/26/2021 | TELECOM-CALL COMPLETION   | 614-49870-451  | 83.71             |
| ONVOY, LLC dba INTELIQUENT       | 191800                 | 11/09/2021 | TELECOM-CALL COMPLETION   | 614-49870-451  | 3,881.25          |
| ONVOY, LLC dba INTELIQUENT       | 193046                 | 11/09/2021 | TELECOM-CALL COMPLETION   | 614-49870-451  | 207.32            |
| ZAYO GROUP, LLC                  | 2021110002376          | 11/09/2021 | TELECOM-CALL COMPLETION   | 614-49870-451  | 1,254.10          |
| MN REVENUE                       | OCTOBER 2021           | 11/18/2021 | TELECOM-SALES USE TAX     | 614-49870-460  | 22.00             |
| BB & T GOVERNMENTAL FINA         | 11-05-21               | 11/16/2021 | 992300024800001/2020A TEL | 614-49980-611  | 70,677.76         |
| <b>Fund 614 - TELECOM Total:</b> |                        |            |                           |                | <b>152,383.97</b> |

## Fund: 615 - ARENA

|                             |                   |            |                          |               |        |
|-----------------------------|-------------------|------------|--------------------------|---------------|--------|
| NCPERS MINNESOTA            | 844600122021      | 11/24/2021 | ARENA-LIFE INSUR         | 615-49850-133 | 32.00  |
| SMITH AUTO SUPPLY - CARQU   | #91380 10-31-21   | 11/04/2021 | ARENA-MAINTENANCE 91380  | 615-49850-211 | 208.50 |
| JCL SOLUTIONS - JANITORS CL | 1267926           | 11/22/2021 | ARENA/CLEANING/SUPPLIES  | 615-49850-211 | 367.94 |
| JCL SOLUTIONS - JANITORS CL | 1268982           | 11/12/2021 | ARENA-CLEANING/SUPPLIES  | 615-49850-211 | 832.50 |
| COUNTRY PRIDE SERVICE       | 2813352           | 11/22/2021 | ARENA-MOTOR FUELS        | 615-49850-212 | 31.00  |
| WEX BANK                    | 7511470           | 11/04/2021 | ARENA-MOTOR FUELS        | 615-49850-212 | 87.84  |
| COUNTRY PRIDE SERVICE       | 9002698           | 11/04/2021 | ARENA-MOTOR FUELS        | 615-49850-212 | 117.00 |
| COUNTRY PRIDE SERVICE       | 9003243           | 11/30/2021 | ARENA/MOTOR FUELS        | 615-49850-212 | 96.00  |
| WINDOM AUTO VALU            | #3400540 10-25-21 | 11/04/2021 | ARENA-MAINTENANCE 34005  | 615-49850-217 | 82.42  |
| ULTIMATE SAFETY CONCEPTS I  | 197125            | 11/22/2021 | ARENA/OPERATING SUPPLIES | 615-49850-217 | 470.71 |
| H & H CONSOLIDATION, LLC    | 2516              | 11/23/2021 | ARENA/OPERATING SUPPLIES | 615-49850-217 | 586.74 |



## Expense Approval Report

Payment Dates: 11/13/2021 - 12/3/2021

| Vendor Name                    | Payable Number | Post Date  | Description (Item)         | Account Number | Amount           |
|--------------------------------|----------------|------------|----------------------------|----------------|------------------|
| ELECTRIC FUND                  | 546            | 11/09/2021 | EL ARENA                   | 615-49850-217  | 10.66            |
| BECKER ARENA PRODUCTS, IN      | 603201         | 11/22/2021 | ARENA/OPERATING SUPPLIES   | 615-49850-217  | 667.96           |
| ELECTRIC FUND                  | NOV. 2021      | 11/16/2021 | MONTHLY UTILITY & TELECO   | 615-49850-321  | 125.72           |
| ASCAP                          | 2021 LICENSE   | 08/17/2021 | 500580363-DATA PROCESSIN   | 615-49850-326  | 183.50           |
| ELECTRIC FUND                  | NOV. 2021      | 11/16/2021 | MONTHLY UTILITY & TELECO   | 615-49850-326  | 433.00           |
| ELECTRIC FUND                  | NOV. 2021      | 11/16/2021 | MONTHLY UTILITY & TELECO   | 615-49850-381  | 7,329.28         |
| ELECTRIC FUND                  | NOV. 2021      | 11/16/2021 | MONTHLY UTILITY & TELECO   | 615-49850-382  | 253.77           |
| MN ENERGY RESOURCES            | 3928452469     | 11/29/2021 | ARENA                      | 615-49850-383  | 1,715.09         |
| HOMETOWN SANITATION SER        | 000438006      | 11/09/2021 | WCC-OPERATING SUPPLIES     | 615-49850-384  | 150.99           |
| ELECTRIC FUND                  | NOV. 2021      | 11/16/2021 | MONTHLY UTILITY & TELECO   | 615-49850-385  | 93.28            |
| R & R SPECIALTIES              | 0074209-IN     | 11/22/2021 | ARENA/MAINTENANCE - OFFI   | 615-49850-404  | 201.30           |
| R & R SPECIALTIES              | 0074223-IN     | 11/22/2021 | ARENA/MAINTENANCE - OFFI   | 615-49850-404  | 636.25           |
| CARLSON & STEWART REFRIG       | 38508          | 11/22/2021 | ARENA/MAINTENANCE - OFFI   | 615-49850-404  | 4,326.60         |
| CARLSON & STEWART REFRIG       | 38625          | 11/22/2021 | ARENA/MAINTENANCE - OFFI   | 615-49850-404  | 2,711.85         |
| COUNTRY PRIDE SERVICE          | 9003145        | 11/22/2021 | ARENA/MAINTENANCE - OFFI   | 615-49850-404  | 34.28            |
| RON'S ELECTRIC INC             | 145836         | 11/30/2021 | ARENA/MAINTENANCE - UTILI  | 615-49850-409  | 131.85           |
| MN REVENUE                     | OCTOBER 2021   | 11/18/2021 | ARENA-SALES TAX            | 615-49850-460  | 64.00            |
| BLUE CROSS/BLUE SHIELD         | 21110243315    | 11/16/2021 | Health Insuranc-DECEMBER 2 | 615-49850-480  | 743.50           |
| <b>Fund 615 - ARENA Total:</b> |                |            |                            |                | <b>22,725.53</b> |

## Fund: 617 - M/P CENTER

|                                     |                 |            |                          |               |                  |
|-------------------------------------|-----------------|------------|--------------------------|---------------|------------------|
| SECR REV FUND/CITY OF WD            | 11-20-21        | 11/16/2021 | WCC/PETTY CASH           | 617-10200     | 1,500.00         |
| SECR REV FUND/CITY OF WD            | 11-29-21        | 11/29/2021 | C.CENTER-EVENT 12-4-21   | 617-10200     | 1,500.00         |
| MN REVENUE                          | OCTOBER 2021    | 11/18/2021 | M/P-SALES TAX            | 617-20202     | 461.00           |
| NCPERS MINNESOTA                    | 844600122021    | 11/24/2021 | M/P-LIFE INSUR 844600    | 617-49860-133 | 48.00            |
| COLE PAPERS INC.                    | 10053267        | 11/02/2021 | M/P BLDG-SUPPLIES        | 617-49860-200 | 64.24            |
| WEX BANK                            | 7511470         | 11/04/2021 | M/P-MOTOR FUELS          | 617-49860-212 | 77.19            |
| NANCY MICHALSKI                     | 11-09-2021      | 11/09/2021 | WCC-PICKLEBALL NET       | 617-49860-217 | 100.00           |
| RAGE INC - CAMPUS CLEANER           | 50055           | 11/08/2021 | WCC-OPERATING SUPPLIES   | 617-49860-217 | 67.50            |
| RAGE INC - CAMPUS CLEANER           | 50785           | 11/22/2021 | WCC/OPERATING SUPPLIES   | 617-49860-217 | 67.50            |
| RIVER BEND LIQUOR                   | OCTOBER 2021    | 11/09/2021 | WCC-LIQUOR               | 617-49860-251 | 1,473.13         |
| RIVER BEND LIQUOR                   | OCTOBER 2021    | 11/09/2021 | WCC-BEER                 | 617-49860-252 | 1,459.84         |
| RIVER BEND LIQUOR                   | OCTOBER 2021    | 11/09/2021 | WCC-WINE                 | 617-49860-253 | 103.01           |
| RIVER BEND LIQUOR                   | OCTOBER 2021    | 11/09/2021 | WCC-SOFT DRINKS/MIX      | 617-49860-254 | 14.00            |
| RIVER BEND LIQUOR                   | OCTOBER 2021    | 11/09/2021 | WCC-SOFT DRINKS/MIX      | 617-49860-254 | 114.89           |
| ELECTRIC FUND                       | NOV. 2021       | 11/16/2021 | MONTHLY UTILITY & TELECO | 617-49860-321 | 59.37            |
| ASCAP                               | 2021 LICENSE    | 08/17/2021 | 500580363-DATA PROCESSIN | 617-49860-326 | 183.50           |
| ELECTRIC FUND                       | NOV. 2021       | 11/16/2021 | MONTHLY UTILITY & TELECO | 617-49860-326 | 473.33           |
| CITIZEN PUBLISHING CO               | #CITYW 10-31-21 | 11/08/2021 | MP-ADVERTISE/PRINT       | 617-49860-340 | 127.00           |
| QUICK PRINT                         | F20273          | 11/16/2021 | WCC/ADVERTISING          | 617-49860-340 | 70.00            |
| ELECTRIC FUND                       | NOV. 2021       | 11/16/2021 | MONTHLY UTILITY & TELECO | 617-49860-381 | 1,204.14         |
| ELECTRIC FUND                       | NOV. 2021       | 11/16/2021 | MONTHLY UTILITY & TELECO | 617-49860-382 | 81.33            |
| MN ENERGY RESOURCES                 | 3928452469      | 11/29/2021 | COMMUNITY CENTER         | 617-49860-383 | 410.51           |
| HOMETOWN SANITATION SER             | 0000438007      | 11/08/2021 | WCC-REFUSE DISPOSAL      | 617-49860-384 | 149.97           |
| ELECTRIC FUND                       | NOV. 2021       | 11/16/2021 | MONTHLY UTILITY & TELECO | 617-49860-385 | 169.83           |
| WINDOM FIRE & SAFETY, LLC           | 7740            | 11/09/2021 | WCC-STRUCTURE MAINT      | 617-49860-402 | 123.90           |
| HANSON PLUMBING                     | 8431            | 11/16/2021 | WCC/MAINTENANCE - STRUC  | 617-49860-402 | 2,117.14         |
| BUILDING SPRINKLER INC.             | 84985           | 11/03/2021 | WCC/MAINTENANCE - STRUC  | 617-49860-402 | 245.00           |
| MN REVENUE                          | OCTOBER 2021    | 11/18/2021 | M/P-SALES TAX            | 617-49860-460 | 1,205.00         |
| MN REVENUE                          | OCTOBER 2021    | 11/18/2021 | M/P-SALES USE TAX        | 617-49860-460 | 9.00             |
| <b>Fund 617 - M/P CENTER Total:</b> |                 |            |                          |               | <b>13,679.32</b> |

## Fund: 700 - PAYROLL

|                               |             |            |                            |           |           |
|-------------------------------|-------------|------------|----------------------------|-----------|-----------|
| Internal Revenue Service-Payr | INV0002028  | 11/19/2021 | Federal Tax Withholding    | 700-21701 | 14,561.18 |
| MN Department of Revenue -    | INV0002029  | 11/19/2021 | State Withholding          | 700-21702 | 7,169.49  |
| Internal Revenue Service-Payr | INV0002028  | 11/19/2021 | Social Security            | 700-21703 | 18,542.80 |
| MN Pera                       | INV0002025  | 11/19/2021 | PERA                       | 700-21704 | 13,328.11 |
| MN Pera                       | INV0002025  | 11/19/2021 | PERA                       | 700-21704 | 8,754.34  |
| MN Pera                       | INV0002025  | 11/19/2021 | PERA                       | 700-21704 | 1,017.34  |
| MN State Deferred             | INV0002026  | 11/19/2021 | Deferred Roth              | 700-21705 | 862.00    |
| MN State Deferred             | INV0002026  | 11/19/2021 | Deferred Compensation      | 700-21705 | 4,844.32  |
| BLUE CROSS/BLUE SHIELD        | 21110243315 | 11/16/2021 | Health Insuranc-DECEMBER 2 | 700-21706 | 53,910.00 |

## Expense Approval Report

Payment Dates: 11/13/2021 - 12/3/2021

| Vendor Name                   | Payable Number | Post Date  | Description (Item)        | Account Number | Amount       |
|-------------------------------|----------------|------------|---------------------------|----------------|--------------|
| LOCAL UNION #949              | NOV. 2021      | 11/18/2021 | CITY/UNION DUES           | 700-21707      | 1,580.55     |
| LAW ENFORCEMENT LABOR S       | NOV. 2021      | 11/18/2021 | POLICE/UNION DUES         | 700-21708      | 508.00       |
| MN CHILD SUPPORT PAYMEN       | INV0002027     | 11/19/2021 | Child Support Payment     | 700-21709      | 97.83        |
| Internal Revenue Service-Payr | INV0002028     | 11/19/2021 | Medicare Withholding      | 700-21711      | 5,163.74     |
| FURTHER (Select Account)      | 40018955       | 11/09/2021 | FLEX SPENDING             | 700-21712      | 14.04        |
| FURTHER (Select Account)      | 40032182       | 11/16/2021 | FLEX SPENDING             | 700-21712      | 269.80       |
| FURTHER (Select Account)      | 40044989       | 11/30/2021 | FLEX SPENDING             | 700-21712      | 75.00        |
| AFLAC                         | 095064         | 11/24/2021 | INSUR NOV 2021-AFTER TAX  | 700-21715      | 305.40       |
| AFLAC                         | 095064         | 11/24/2021 | INSUR NOV 2021-PRE TAX    | 700-21716      | 602.90       |
| MN BENEFIT ASSOCIATION        | 2021-0145275   | 11/16/2021 | NOV-21                    | 700-21717      | 4.84         |
| NCPERS MINNESOTA              | 844600122021   | 11/24/2021 | INSURANCE-EMILY           | 700-21718      | 16.00        |
| NCPERS MINNESOTA              | 844600122021   | 11/24/2021 | INSUR D ELNESS/D AAMOT    | 700-21718      | 16.00        |
| MN BENEFIT ASSOCIATION        | 2021-0145275   | 11/16/2021 | NOV-21                    | 700-21719      | 316.49       |
| MII LIFE                      | 11-16-21       | 11/17/2021 | 2021 WELLNESS             | 700-21720      | 9,500.00     |
| MII LIFE                      | NOV. 2021      | 11/17/2021 | VEBA/VEBA H.S.A           | 700-21720      | 520.85       |
| MII LIFE                      | NOV. 2021      | 11/17/2021 | VEBA/VEBA H.S.A           | 700-21720      | 8,958.45     |
| MII LIFE                      | 11-16-21       | 11/17/2021 | 2021 WELLNESS             | 700-21722      | 4,500.00     |
| MII LIFE                      | NOV. 2021      | 11/17/2021 | VEBA/VEBA H.S.A           | 700-21722      | 3,020.90     |
| FURTHER (Select Account)      | INV0002024     | 11/19/2021 | HSA Employee Contribution | 700-21723      | 403.19       |
| Fund 700 - PAYROLL Total:     |                |            |                           |                | 158,863.56   |
| Grand Total:                  |                |            |                           |                | 1,137,036.75 |



## Report Summary

## Fund Summary

| Fund                    | Payment Amount      |
|-------------------------|---------------------|
| 100 - GENERAL           | 73,389.71           |
| 211 - LIBRARY           | 1,632.24            |
| 225 - AIRPORT           | 1,950.85            |
| 230 - POOL              | 175.54              |
| 235 - AMBULANCE         | 154,451.93          |
| 250 - EDA GENERAL       | 1,064.73            |
| 254 - NORTH IND PARK    | 1,138.47            |
| 255 - EDA GENERAL RLF   | 12,444.44           |
| 274 - TIF 1-19 NWIP II  | 127.50              |
| 277 - TIF 1-22 CEMSTONE | 3,408.30            |
| 601 - WATER             | 19,741.96           |
| 602 - SEWER             | 45,500.51           |
| 604 - ELECTRIC          | 334,101.83          |
| 609 - LIQUOR STORE      | 140,256.36          |
| 614 - TELECOM           | 152,383.97          |
| 615 - ARENA             | 22,725.53           |
| 617 - M/P CENTER        | 13,679.32           |
| 700 - PAYROLL           | 158,863.56          |
| <b>Grand Total:</b>     | <b>1,137,036.75</b> |

## Account Summary

| Account Number | Account Name            | Payment Amount |
|----------------|-------------------------|----------------|
| 100-20191      | Unapplied Cash          | 378.11         |
| 100-20202      | Sales Tax Payable       | 26,787.00      |
| 100-41110-326  | Data Processing         | 24.22          |
| 100-41110-350  | Printing & Design       | 921.40         |
| 100-41110-491  | Payments to Other Orga  | 4,724.08       |
| 100-41310-133  | Employer Paid Insurance | 64.00          |
| 100-41310-200  | Office Supplies         | 315.00         |
| 100-41310-217  | Other Operating Supplie | 146.25         |
| 100-41310-321  | Telephone               | 90.45          |
| 100-41310-326  | Data Processing         | 290.49         |
| 100-41310-331  | Travel Expense          | 108.08         |
| 100-41310-480  | Other Miscellaneous     | 1,135.22       |
| 100-41910-133  | Employer Paid Insurance | 24.00          |
| 100-41910-200  | Office Supplies         | 58.03          |
| 100-41910-212  | Motor Fuels             | 83.52          |
| 100-41910-321  | Telephone               | 67.32          |
| 100-41910-350  | Printing & Design       | 104.00         |
| 100-41940-381  | Electric Utility        | 345.92         |
| 100-41940-382  | Water Utility           | 74.97          |
| 100-41940-383  | Gas Utility             | 392.05         |
| 100-41940-384  | Refuse Disposal         | 97.99          |
| 100-41940-385  | Sewer Utility           | 156.25         |
| 100-41940-406  | Repairs & Maint - Groun | 805.00         |
| 100-42120-133  | Employer Paid Insurance | 160.00         |
| 100-42120-200  | Office Supplies         | 118.48         |
| 100-42120-212  | Motor Fuels             | 1,535.00       |
| 100-42120-304  | Legal Fees              | 3,957.50       |
| 100-42120-305  | Medical & Dental Fees   | 153.12         |
| 100-42120-321  | Telephone               | 761.86         |
| 100-42120-323  | Radio Units             | 3,248.93       |
| 100-42120-326  | Data Processing         | 534.00         |
| 100-42120-327  | Interpretation Fees     | 444.65         |
| 100-42120-331  | Travel Expense          | 217.28         |
| 100-42120-350  | Printing & Design       | 18.95          |
| 100-42120-404  | Repairs & Maint - M&E   | 1,416.31       |

## Account Summary

| Account Number | Account Name             | Payment Amount |
|----------------|--------------------------|----------------|
| 100-42120-405  | Repairs & Maint - Vehicl | 881.24         |
| 100-42120-412  | Rentals - Building       | 1,950.00       |
| 100-42120-419  | Vehicle Lease            | 2,969.75       |
| 100-42120-480  | Other Miscellaneous      | 743.50         |
| 100-42220-211  | Cleaning Supplies        | 47.06          |
| 100-42220-212  | Motor Fuels              | 384.06         |
| 100-42220-321  | Telephone                | 42.42          |
| 100-42220-350  | Printing & Design        | 1,944.28       |
| 100-42220-381  | Electric Utility         | 317.58         |
| 100-42220-382  | Water Utility            | 21.56          |
| 100-42220-383  | Gas Utility              | 344.71         |
| 100-42220-384  | Refuse Disposal          | 46.19          |
| 100-42220-385  | Sewer Utility            | 43.74          |
| 100-42220-404  | Repairs & Maint - M&E    | 126.00         |
| 100-42220-405  | Repairs & Maint - Vehicl | 91.48          |
| 100-42500-381  | Electric Utility         | 31.11          |
| 100-42700-300  | Charges for Services     | 284.80         |
| 100-43100-133  | Employer Paid Insurance  | 64.00          |
| 100-43100-212  | Motor Fuels              | 1,342.45       |
| 100-43100-215  | Materials & Equipment    | 202.15         |
| 100-43100-217  | Other Operating Supplie  | 70.00          |
| 100-43100-224  | Street Maint Materials   | 3,252.15       |
| 100-43100-321  | Telephone                | 45.88          |
| 100-43100-350  | Printing & Design        | 196.44         |
| 100-43100-381  | Electric Utility         | 1,790.81       |
| 100-43100-382  | Water Utility            | 18.74          |
| 100-43100-383  | Gas Utility              | 94.27          |
| 100-43100-384  | Refuse Disposal          | 10.00          |
| 100-43100-385  | Sewer Utility            | 39.40          |
| 100-43100-404  | Repairs & Maint - M&E    | 1,168.70       |
| 100-43100-405  | Repairs & Maint - Vehicl | 13.99          |
| 100-43100-439  | Special Projects         | 1,203.00       |
| 100-43100-480  | Other Miscellaneous      | 743.50         |
| 100-45120-217  | Other Operating Supplie  | 811.70         |
| 100-45202-133  | Employer Paid Insurance  | 16.00          |
| 100-45202-212  | Motor Fuels              | 122.23         |
| 100-45202-326  | Data Processing          | 466.67         |
| 100-45202-381  | Electric Utility         | 503.94         |
| 100-45202-382  | Water Utility            | 562.55         |
| 100-45202-384  | Refuse Disposal          | 174.96         |
| 100-45202-385  | Sewer Utility            | 447.27         |
| 211-45501-133  | Employer Paid Insurance  | 16.00          |
| 211-45501-200  | Office Supplies          | 15.50          |
| 211-45501-321  | Telephone                | 162.30         |
| 211-45501-326  | Data Processing          | 70.00          |
| 211-45501-381  | Electric Utility         | 170.94         |
| 211-45501-382  | Water Utility            | 19.61          |
| 211-45501-383  | Gas Utility              | 232.23         |
| 211-45501-385  | Sewer Utility            | 42.16          |
| 211-45501-402  | Repairs & Maint - Struct | 793.00         |
| 211-45501-435  | Books and Pamphlets      | 110.50         |
| 225-45127-321  | Telephone                | 27.19          |
| 225-45127-381  | Electric Utility         | 418.66         |
| 225-45127-404  | Repairs & Maint - M&E    | 55.00          |
| 225-49950-500  | Capital Outlay           | 1,450.00       |
| 230-45124-217  | Other Operating Supplie  | 133.33         |
| 230-45124-381  | Electric Utility         | 40.21          |
| 230-45124-460  | Miscellaneous Taxes      | 2.00           |



## Account Summary

| Account Number | Account Name              | Payment Amount |
|----------------|---------------------------|----------------|
| 235-42153-212  | Motor Fuels               | 2,663.64       |
| 235-42153-217  | Other Operating Supplie   | 5,299.36       |
| 235-42153-218  | Uniforms                  | 238.00         |
| 235-42153-321  | Telephone                 | 28.28          |
| 235-42153-334  | Meals/Lodging             | 726.60         |
| 235-42153-381  | Electric Utility          | 211.72         |
| 235-42153-382  | Water Utility             | 14.38          |
| 235-42153-383  | Gas Utility               | 229.81         |
| 235-42153-384  | Refuse Disposal           | 30.80          |
| 235-42153-385  | Sewer Utility             | 29.16          |
| 235-42153-406  | Repairs & Maint - Groun   | 247.58         |
| 235-49950-500  | Capital Outlay            | 144,732.60     |
| 250-46520-133  | Employer Paid Insurance   | 24.00          |
| 250-46520-200  | Office Supplies           | 100.26         |
| 250-46520-321  | Telephone                 | 324.02         |
| 250-46520-340  | Advertising & Promotion   | 69.00          |
| 250-46520-350  | Printing & Design         | 93.10          |
| 250-46520-381  | Electric Utility          | 50.19          |
| 250-46520-406  | Repairs & Maint - Groun   | 150.00         |
| 250-46520-480  | Other Miscellaneous       | 254.16         |
| 254-46520-381  | Electric Utility          | 118.47         |
| 254-46520-406  | Repairs & Maint - Groun   | 1,020.00       |
| 255-12900      | Loans Receivable          | 7,444.44       |
| 255-46520-491  | Payments to Other Orga    | 5,000.00       |
| 274-46530-301  | Auditing & Consulting Se  | 127.50         |
| 277-46530-480  | Other Miscellaneous       | 142.10         |
| 277-46530-592  | TIF Site Imprpovements    | 3,266.20       |
| 601-49400-133  | Employer Paid Insurance   | 48.00          |
| 601-49400-212  | Motor Fuels               | 290.49         |
| 601-49400-216  | Chemicals and Chemical    | 7,412.31       |
| 601-49400-217  | Other Operating Supplie   | 150.00         |
| 601-49400-310  | Lab Testing               | 79.00          |
| 601-49400-321  | Telephone                 | 64.84          |
| 601-49400-322  | Postage                   | 223.82         |
| 601-49400-323  | Radio Units               | 144.00         |
| 601-49400-326  | Data Processing           | 1,514.40       |
| 601-49400-340  | Advertising & Promotion   | 336.00         |
| 601-49400-350  | Printing & Design         | 0.45           |
| 601-49400-381  | Electric Utility          | 5,549.81       |
| 601-49400-382  | Water Utility             | 17.99          |
| 601-49400-383  | Gas Utility               | 21.04          |
| 601-49400-384  | Refuse Disposal           | 99.99          |
| 601-49400-385  | Sewer Utility             | 36.98          |
| 601-49400-386  | Landfill                  | 969.35         |
| 601-49400-404  | Repairs & Maint - M&E     | 92.00          |
| 601-49400-405  | Repairs & Maint - Vehicl  | 147.99         |
| 601-49400-408  | Repairs & Maint - Distrib | 1,800.00       |
| 601-49400-480  | Other Miscellaneous       | 743.50         |
| 602-16400      | Machinery & Equipment     | 19,655.00      |
| 602-49450-133  | Employer Paid Insurance   | 32.00          |
| 602-49450-211  | Cleaning Supplies         | 100.10         |
| 602-49450-212  | Motor Fuels               | 139.11         |
| 602-49450-216  | Chemicals and Chemical    | 409.60         |
| 602-49450-227  | Utility System Maint Sup  | 228.24         |
| 602-49450-303  | Engineering and Surveyi   | 387.50         |
| 602-49450-308  | Training & Registrations  | 40.00          |
| 602-49450-310  | Lab Testing               | 1,720.80       |
| 602-49450-321  | Telephone                 | 189.27         |

## Account Summary

| Account Number | Account Name              | Payment Amount |
|----------------|---------------------------|----------------|
| 602-49450-322  | Postage                   | 223.80         |
| 602-49450-326  | Data Processing           | 1,514.40       |
| 602-49450-350  | Printing & Design         | 0.45           |
| 602-49450-381  | Electric Utility          | 13,827.89      |
| 602-49450-382  | Water Utility             | 186.11         |
| 602-49450-383  | Gas Utility               | 1,189.84       |
| 602-49450-384  | Refuse Disposal           | 10.00          |
| 602-49450-404  | Repairs & Maint - M&E     | 5,646.40       |
| 604-14200      | Inventory                 | 40,297.89      |
| 604-16300      | Improvements Other Th     | 38,766.69      |
| 604-20202      | Sales Tax Payable         | 82.00          |
| 604-22000      | Prepayments               | 2,014.22       |
| 604-49550-133  | Employer Paid Insurance   | 96.00          |
| 604-49550-212  | Motor Fuels               | 740.19         |
| 604-49550-218  | Uniforms                  | 300.00         |
| 604-49550-263  | Merchandise for Resale -  | 234,584.32     |
| 604-49550-321  | Telephone                 | 92.26          |
| 604-49550-322  | Postage                   | 223.82         |
| 604-49550-326  | Data Processing           | 2,913.77       |
| 604-49550-350  | Printing & Design         | 0.44           |
| 604-49550-381  | Electric Utility          | 110.91         |
| 604-49550-382  | Water Utility             | 22.76          |
| 604-49550-383  | Gas Utility               | 64.24          |
| 604-49550-384  | Refuse Disposal           | 99.99          |
| 604-49550-385  | Sewer Utility             | 47.73          |
| 604-49550-402  | Repairs & Maint - Struct  | 3,850.00       |
| 604-49550-404  | Repairs & Maint - M&E     | 18.39          |
| 604-49550-405  | Repairs & Maint - Vehicl  | 283.02         |
| 604-49550-406  | Repairs & Maint - Groun   | 170.94         |
| 604-49550-408  | Repairs & Maint - Distrib | 672.18         |
| 604-49550-450  | Conservation              | 6,420.05       |
| 604-49550-460  | Miscellaneous Taxes       | 34.00          |
| 604-49550-463  | Obsolete Inventory        | 996.02         |
| 604-49550-491  | Payments to Other Orga    | 1,200.00       |
| 609-20202      | Sales Tax Payable         | 17,141.00      |
| 609-49751-133  | Employer Paid Insurance   | 32.00          |
| 609-49751-211  | Cleaning Supplies         | 87.09          |
| 609-49751-217  | Other Operating Supplie   | 848.70         |
| 609-49751-251  | Liquor                    | 47,335.93      |
| 609-49751-252  | Beer                      | 54,105.50      |
| 609-49751-253  | Wine                      | 12,083.58      |
| 609-49751-254  | Soft Drinks & Mix         | 967.30         |
| 609-49751-256  | Tobacco Products          | 384.04         |
| 609-49751-257  | Ice                       | 158.20         |
| 609-49751-261  | Other Merchandise         | 32.61          |
| 609-49751-321  | Telephone                 | 131.34         |
| 609-49751-326  | Data Processing           | 714.38         |
| 609-49751-333  | Freight and Express       | 966.99         |
| 609-49751-340  | Advertising & Promotion   | 1,788.90       |
| 609-49751-350  | Printing & Design         | 205.50         |
| 609-49751-381  | Electric Utility          | 792.85         |
| 609-49751-382  | Water Utility             | 20.39          |
| 609-49751-383  | Gas Utility               | 151.86         |
| 609-49751-384  | Refuse Disposal           | 174.00         |
| 609-49751-385  | Sewer Utility             | 40.64          |
| 609-49751-433  | Dues & Subscriptions      | 1,446.31       |
| 609-49751-460  | Miscellaneous Taxes       | 6.00           |
| 609-49751-480  | Other Miscellaneous       | 641.25         |



## Account Summary

| Account Number | Account Name               | Payment Amount |
|----------------|----------------------------|----------------|
| 614-20201      | Excise Tax Payable         | 866.52         |
| 614-49870-133  | Employer Paid Insurance    | 80.00          |
| 614-49870-200  | Office Supplies            | 82.28          |
| 614-49870-211  | Cleaning Supplies          | 42.62          |
| 614-49870-212  | Motor Fuels                | 129.80         |
| 614-49870-217  | Other Operating Supplie    | 37.50          |
| 614-49870-227  | Utility System Maint Sup   | 676.99         |
| 614-49870-304  | Legal Fees                 | 452.07         |
| 614-49870-321  | Telephone                  | 281.71         |
| 614-49870-322  | Postage                    | 223.82         |
| 614-49870-326  | Data Processing            | 3,605.65       |
| 614-49870-340  | Advertising & Promotion    | 100.98         |
| 614-49870-350  | Printing & Design          | 0.45           |
| 614-49870-381  | Electric Utility           | 2,521.38       |
| 614-49870-382  | Water Utility              | 19.32          |
| 614-49870-383  | Gas Utility                | 20.55          |
| 614-49870-384  | Refuse Disposal            | 87.98          |
| 614-49870-385  | Sewer Utility              | 37.43          |
| 614-49870-402  | Repairs & Maint - Struct   | 33.17          |
| 614-49870-404  | Repairs & Maint - M&E      | 35.43          |
| 614-49870-408  | Repairs & Maint - Distrib  | 79.76          |
| 614-49870-441  | Transmission Fees          | 329.66         |
| 614-49870-442  | Subscriber Fees            | 60,283.59      |
| 614-49870-443  | Intergovernmental Fees     | 2,105.21       |
| 614-49870-447  | Internet Expense           | 3,173.96       |
| 614-49870-448  | On-Call Support            | 950.00         |
| 614-49870-451  | Call Completion            | 5,426.38       |
| 614-49870-460  | Miscellaneous Taxes        | 22.00          |
| 614-49980-611  | Bond Interest              | 70,677.76      |
| 615-49850-133  | Employer Paid Insurance    | 32.00          |
| 615-49850-211  | Cleaning Supplies          | 1,408.94       |
| 615-49850-212  | Motor Fuels                | 331.84         |
| 615-49850-217  | Other Operating Supplie    | 1,818.49       |
| 615-49850-321  | Telephone                  | 125.72         |
| 615-49850-326  | Data Processing            | 616.50         |
| 615-49850-381  | Electric Utility           | 7,329.28       |
| 615-49850-382  | Water Utility              | 253.77         |
| 615-49850-383  | Gas Utility                | 1,715.09       |
| 615-49850-384  | Refuse Disposal            | 150.99         |
| 615-49850-385  | Sewer Utility              | 93.28          |
| 615-49850-404  | Repairs & Maint - M&E      | 7,910.28       |
| 615-49850-409  | Repairs & Maint - Utilitie | 131.85         |
| 615-49850-460  | Miscellaneous Taxes        | 64.00          |
| 615-49850-480  | Other Miscellaneous        | 743.50         |
| 617-10200      | Petty Cash                 | 3,000.00       |
| 617-20202      | Sales Tax Payable          | 461.00         |
| 617-49860-133  | Employer Paid Insurance    | 48.00          |
| 617-49860-200  | Office Supplies            | 64.24          |
| 617-49860-212  | Motor Fuels                | 77.19          |
| 617-49860-217  | Other Operating Supplie    | 235.00         |
| 617-49860-251  | Liquor                     | 1,473.13       |
| 617-49860-252  | Beer                       | 1,459.84       |
| 617-49860-253  | Wine                       | 103.01         |
| 617-49860-254  | Soft Drinks & Mix          | 128.89         |
| 617-49860-321  | Telephone                  | 59.37          |
| 617-49860-326  | Data Processing            | 656.83         |
| 617-49860-340  | Advertising & Promotion    | 197.00         |
| 617-49860-381  | Electric Utility           | 1,204.14       |

**Account Summary**

| Account Number | Account Name              | Payment Amount      |
|----------------|---------------------------|---------------------|
| 617-49860-382  | Water Utility             | 81.33               |
| 617-49860-383  | Gas Utility               | 410.51              |
| 617-49860-384  | Refuse Disposal           | 149.97              |
| 617-49860-385  | Sewer Utility             | 169.83              |
| 617-49860-402  | Repairs & Maint - Struct  | 2,486.04            |
| 617-49860-460  | Miscellaneous Taxes       | 1,214.00            |
| 700-21701      | Federal Withholding       | 14,561.18           |
| 700-21702      | State Withholding         | 7,169.49            |
| 700-21703      | FICA Tax Withholding      | 18,542.80           |
| 700-21704      | PERA Contributions        | 23,099.79           |
| 700-21705      | Retirement                | 5,706.32            |
| 700-21706      | Medical Insurance         | 53,910.00           |
| 700-21707      | Union Dues                | 1,580.55            |
| 700-21708      | PD Union Dues             | 508.00              |
| 700-21709      | Wage Levy                 | 97.83               |
| 700-21711      | Medicare Tax Withholdi    | 5,163.74            |
| 700-21712      | Flex Account              | 358.84              |
| 700-21715      | Individual Insurance-Afla | 305.40              |
| 700-21716      | Individual Insurance-Afla | 602.90              |
| 700-21717      | Individual Insurance-MB   | 4.84                |
| 700-21718      | Individual Insurance-NC   | 32.00               |
| 700-21719      | Individual Insurance-MB   | 316.49              |
| 700-21720      | VEBA Contributions        | 18,979.30           |
| 700-21722      | HSA Contribution          | 7,520.90            |
| 700-21723      | HSA Employee Contribu     | 403.19              |
|                | <b>Grand Total:</b>       | <b>1,137,036.75</b> |

**Project Account Summary**

| Project Account Key | Payment Amount      |
|---------------------|---------------------|
| **None**            | 1,137,036.75        |
| <b>Grand Total:</b> | <b>1,137,036.75</b> |

CW  
12/1/2021



## ACTION ITEM



**CITY OF WINDOM**

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

[www.windom-mn.com](http://www.windom-mn.com)

**TO:** City Council  
**FROM:** Jon Ketzenberg, Street Foreman  
**DATE:** November 22, 2021  
**RE:** Street Closure Request – Christmas by Candlelight  
**DEPT:** Streets & Parks Dept  
**CONTACT:** Jon Ketzenberg at [Jon.Ketzenberg@windommn.com](mailto:Jon.Ketzenberg@windommn.com) or 822-0783

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

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Staff recommends that the City Council take the following action:

1. Temporary closure of 9<sup>th</sup> Street between 3<sup>rd</sup> and 4<sup>th</sup> Avenues on December 16, 2021 from 3:00 pm to 7:00 pm for the Windom Area Chamber's Christmas by Candlelight celebration.

### **Issue Summary/Background**

---

The Windom Area Chamber of Commerce has requested a temporary closure of 9<sup>th</sup> Street between 3<sup>rd</sup> and 4<sup>th</sup> Avenues on December 16, 2021 from 3:00 pm to 7:00 pm for their Christmas by Candlelight celebration. The event will feature displays and pedestrian friendly activities in the downtown square.

### **Fiscal Impact**

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Staff time to deliver and collect barricades.

### **Attachments**

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1. None.

## ACTION ITEM



**CITY OF WINDOM**

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

[www.windom-mn.com](http://www.windom-mn.com)

**TO:** City Council  
**FROM:** Jon Ketzenberg, Street Foreman  
**DATE:** 11/29/2021  
**RE:** Street Closure Request – prospect between 9<sup>th</sup> 10<sup>th</sup> st  
**DEPT:** Streets & Parks Dept  
**CONTACT:** Jon Ketzenberg at [Jon.Ketzenberg@windommn.com](mailto:Jon.Ketzenberg@windommn.com) or 822-0783

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

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Staff recommends that the City Council take the following action:

1. Temporary closure of Prospect between 9<sup>th</sup> st and 10<sup>th</sup> st on December 8, 2021 from 5:00 pm to 7:30 pm for the ALC church Christmas nativity.

### **Issue Summary/Background**

---

The ALC church has requested a temporary closure of prospect between 9<sup>th</sup> st and 10<sup>th</sup> st on December 8, 2021 from 5:00 pm to 7:30 pm for their Christmas nativity. The event will feature displays and pedestrian friendly activities.

### **Fiscal Impact**

---

Staff time to deliver and collect barricades.

### **Attachments**

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1. None.



## ACTION ITEM



**CITY OF WINDOM**

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

[www.windom-mn.com](http://www.windom-mn.com)

**TO:** City Council  
**FROM:** Tim Hogan, Recreation Director  
**DATE:** December 7<sup>th</sup>, 2021  
**RE:** ACTIVENET Software and Scheduling Program  
**DEPT:** Park and Recreation Department  
**CONTACT:** Tim Hogan 507-822-0514 (e-mail- [tim.hogan@windommn.com](mailto:tim.hogan@windommn.com))

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

1. The Park and Recreation Commission is recommending that the City approve the transition from the Maxgalaxy software the City was using for scheduling to Activenet which is a new program that would now replace Maxgalaxy. The Maxgalaxy software program has been discontinued. After researching many companies, Activenet is financially the best option for the city to convert its scheduling software program to.

### **Fiscal Impact**

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The financial impact upfront will be \$10387.50 for training and setup. Remaining funds in the Recreation, Pool and Arena budgets will cover these costs.



## Schedule

Company Address 717 North Harwood Drive, Suite 2500  
Dallas, TX 75201  
US

Created Date 9/22/2021

Quote Number 00122673

Currency USD

Prepared By Kim Klauer

Contact Name Tim Hogan

Opportunity Owner Jace Fecht

Phone (507) 822-0514

Owner Email [jace.fecht@activenetwork.com](mailto:jace.fecht@activenetwork.com)

Email tim.hogan@windommn.com

Bill To Name City of Windom, MN

Ship To Contact Tim Hogan

Bill To Contact Tim Hogan

Ship To Address 444 9th Street

Bill To Address 444 9th Street

Windom, MN 56101 United States

Windom, MN 56101 United States

Total Processing Volume USD 51,254.10

| Product                                                      | Product Type | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Quantity | Fee % | Total Price | Total Discount Amount |
|--------------------------------------------------------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|-------------|-----------------------|
| ACTIVENet - (credit card refunds - flat fee)                 | SaaS         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 1        |       | 0.10        | USD 0.00              |
| ACTIVENet - ACH Remittance - "Daily" Every 72 Hours          | Service      | Daily remittances are processed by Active on non-holiday business days 72 hours after the transaction day. Payments take one to three banking business days to process.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1        |       |             |                       |
| ACTIVENet - Annual Subscription Fee                          | SaaS         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 1        |       | 3,240.00    |                       |
| ACTIVENet - Functionality: Facilities                        | SaaS         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 1        |       |             |                       |
| ACTIVENet - Functionality: Program & Activity Registration   | SaaS         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 1        |       |             |                       |
| ACTIVENet - Public Interface - Online Transaction Fee        | SaaS         | Rates for organizations between \$1,500,000 to \$8,000,000 in annual revenue through ACTIVE Net.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 1        | 3.00  |             |                       |
| ACTIVENet - Public Interface Fee Set up - absorbed by client | SaaS         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 1        |       |             |                       |
| ACTIVENet - SaaS                                             |              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |          |       |             |                       |
| ACTIVENet - Service Package Standard 2                       | Service      | <p>ACTIVE Net Service Package STANDARD 2 consists of the following Services:</p> <ul style="list-style-type: none"> <li>• remote business process review</li> <li>• remote functionality review &amp; data collection preparation</li> <li>• remote data collection review</li> <li>• remote data entry (system inventory and policy controls)</li> <li>• remote user testing</li> <li>• LMS training</li> <li>• remote supplemental training</li> <li>• remote Go Live preparation</li> <li>• remote go live support</li> <li>• remote hardware configuration</li> <li>• remote system optimization training</li> </ul> <p>The scope of Services is contained to the 2 functionalities of choice.</p> | 1        |       | 7,587.50    | USD 7,587.50          |





## Schedule

|                                                                                           |           |                                                                                                                                                                                                                                    |               |      |          |          |
|-------------------------------------------------------------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------|----------|----------|
|                                                                                           |           | 50% of total Service costs will be billed at Service initiation, payable within 30 days of the date of invoice.<br>50% of total Service costs will be billed at Service completion, payable within 30 days of the date of invoice. |               |      |          |          |
| ACTIVENet - Staff Interface - Payment Processing Fee - Credit Card                        | SaaS      | Rates for organizations between \$1,500,000 to \$8,000,000 in annual revenue through ACTIVE Net.                                                                                                                                   | 1             | 3.00 |          |          |
| ACTIVENet - Staff Interface - Payment Processing Fee - Electronic Cheque/Check Processing | SaaS      |                                                                                                                                                                                                                                    | 1             | 0.50 |          |          |
| ACTIVENet - Technical Services: Customer Import                                           | Service   | ACTIVE Net Technical Services: Customer Import consists of the following Services:<br>• remote configuration, testing & training                                                                                                   | 1             |      | 1,400.00 | USD 0.00 |
| ACTIVENet - Technical Services: Financial Export                                          | Service   | ACTIVE Net Technical Services: Financial Export consists of the following Services:<br>• remote configuration, testing & training                                                                                                  | 1             |      | 1,400.00 | USD 0.00 |
|                                                                                           |           | Total Price                                                                                                                                                                                                                        | USD 13,627.50 |      |          |          |
| Service Total                                                                             | 10,387.50 |                                                                                                                                                                                                                                    |               |      |          |          |
|                                                                                           |           | Annual Projected Contract Value                                                                                                                                                                                                    | USD 4,480.00  |      |          |          |

Active reserves the right, and may take additional measures to verify Client's account which may consist of reviewing publicly available data and/ confirmation of Client provided information. Such verification measures will be completed in advance of remittance.

All fees described herein are in consideration of the Software and Services that Active provides. Active and Client acknowledge that certain credit card network rules and laws prohibit imposing a surcharge that is based on the type of payment method used (e.g., having a different fee for the use of a credit card vs. debit card), and therefore, each agree not to impose such a surcharge on any End User.

The payment options we offer may include MasterCard, Visa, American Express and Discover.

If your order includes hardware, please note that all hardware orders have a 30-day return policy, and it is recommended that you inspect your purchases upon delivery.

\*Sales tax and shipping not included in total price. Sales tax and shipping, where applicable, will be added to your invoice.

By signing this Schedule, you agree to the terms and conditions governing your use of the Software and Services as set forth at:

General Terms - <http://www.activenetwork.com/general-terms>

Product Terms - <http://www.activenetwork.com/membership-terms>

Third Party Hardware Product Attachment - <http://www.activenetwork.com/thirdpartyhardware-terms>

Attachment: Exhibit A, Payment Services Agreement

### Quote Acceptance Information

|            |                     |
|------------|---------------------|
| Client     | Active Network, LLC |
| Signature: | Signature:          |
| Name:      | Name:               |
| Title:     | Title:              |
| Date:      | Date:               |

## EXHIBIT A

### Payment Services Agreement

#### IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account. What this means for you: When you open an account, we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.

This Payment Services Agreement ("Agreement") is a legal agreement between Client and Active governing Client's use of Active's payment processing services (collectively, the "Services"). Client must accept all of the terms of this Agreement to use the Services. Visa, Mastercard, and Discover are collectively defined as the "Card Brands" and their cards are each a "Card".

#### 1. SERVICES

Active's sponsor banks require certain information for the Services. Client must provide accurate and complete information and keep the information up-to-date. Active relies on this information for underwriting and to meet our obligations under applicable federal and state laws and other regulatory requirements. Client must only use the Services for the business purpose described in the General Terms and/or applicable Product Attachment. On an ongoing basis, Client will provide us with the current address of each of your offices, all "doing business as" (DBA) names used by you, and a complete description of goods sold and services provided by you. If the scope or nature of your business or the type of products or services you offer changes, Client must notify Active prior to the change. Client is liable to us for all losses and expenses incurred by us arising out of your failure to report changes to us.

#### 2. REQUIRED INFORMATION, VERIFICATION

Active's sponsor banks and the Card Brands require us to verify your identity, credit, business operations, and compliance with the obligations under this Agreement. Client must provide sufficient information and documentation as requested by Active, including information to verify your identity, financial statements, and customer information. Client authorizes Active to make, from time to time, any business and personal credit inquiries,



identity-verification inquiries, and other inquiries considered necessary to review the acceptance and continuation of this Agreement. Client also authorizes any person or credit reporting agency to compile information to answer those inquiries and to furnish that information to Active. Active reserves the right to decline your application for any reason. Active is required to report certain information to our sponsor banks or Card Brands, including the names of any principles and country of domicile.

### 3. COMPLIANCE WITH LAWS AND RULES

Client must comply with all rules and operating regulations issued from time to time by the Card Brands; any policies, procedures, and instructions provided by us; and the Payment Card Industry Data Security Standards ("PCI DSS") and the Payment Application Data Security Standard ("PA-DSS") (collectively, "Rules"). The Rules are incorporated into this Agreement by reference as if they were fully set forth in this Agreement. An abridged version of the Visa and MasterCard Rules may be viewed at [usa.visa.com](http://usa.visa.com) and [www.mastercardmerchant.com](http://www.mastercardmerchant.com). Client further agrees to comply with all applicable federal, state, and local laws, rules, and regulations ("Laws"), as amended from time to time affecting acceptance of Cards, processing of Card transactions, and the transactions contemplated by this Agreement. Client agrees to the terms of the Electronic Funds Transfer Agreement incorporated into this Agreement by reference as if they were fully set forth in this Agreement. Client will assist Active in complying in a complete and timely manner with all Laws and Rules, now or hereafter applicable to any Card transaction or this Agreement. Client will execute and deliver to Active all such instruments deemed necessary for compliance. If any terms of this Agreement conflict with the Card Brand Rules, the Card Brand Rules will govern.

### 4. TRANSACTION PROCESSING

In order to process Card transactions, Client must familiarize itself with and adhere to the applicable Card Brand Rules. The following sections address some but not all of the Card Brand Rules that must be adhered to in order to process card transactions. It is Client's responsibility to understand and follow all Card Brand Rules.

### 5. CARD ACCEPTANCE

Client will honor, without discrimination, any valid Card properly tendered by a Cardholder. **"Cardholder" means a person possessing a Card and asserting to be the person in whose name the Card is issued.** Client may elect not to accept Visa or MasterCard branded debit cards, but you must provide Active with prior written notice of such election. Client will identify the Cardholder when accepting payment and will request the Card expiration date and ZIP code or postal code from the Cardholder's billing address. It is also highly recommended that Client obtain the security code from each Card. You must not honor any Card if the Card has expired or if the Card number is listed on a current Electronic Warning Bulletin file. You will properly disclose to the Cardholder, at the time of the Card transaction, **Client's** name, return policy, and other limitations you may have on accepting returned merchandise. **Active's** name may appear in conjunction with **Client's name on Cardholders' statements**. Client will not accept any payments from a Cardholder relating to previous charges for merchandise or services, and if Client receive such payments, you will promptly remit them to Active.

## 6. CARD AUTHORIZATION

Client must obtain authorization via methods acceptable to Card Brand Rules prior to completing any Card transaction. Client must follow any instructions received during the authorization process. Upon receipt of authorization, Client may consummate only the transaction authorized. Where authorization is obtained, Client will be deemed to warrant the true identity of the customer as the Cardholder. Transactions will be deemed invalid on Cards that are expired, whether or not an authorization has been obtained.

Authorizations are not a guarantee of acceptance or payment of a Card transaction and do not waive any provision of this Agreement or otherwise validate a fraudulent transaction or a transaction involving the use of an expired Card. Active may refuse to authorize any transaction, and we are not liable to you if authorization for a transaction is not given. Client will not have any claim against, or right to receive payment from, a Cardholder or any other customer in any Card transaction if Active refuses to authorize the transaction for any reason.

## 7. RECORDS

Client will deliver to the Cardholder at the time of the transaction a complete and legible receipt from the Card transaction or refund. Client must retain the merchant copy of the receipt in accordance with the applicable Card Brand information security and confidentiality requirements for at least 3 years following the date of completion of the Card transaction (or such longer period as the Rules may require).

## 8. RECURRING TRANSACTIONS

For recurring transactions, Client must obtain a written request from the Cardholder for such goods and services to be charged to the Cardholder's account, the frequency of the recurring charge, and the duration of time during which such charges may be made. Client must obtain such written consent before the first recurring transaction, and Client must notify the Cardholder that he or she is able to discontinue consent for recurring billing charges at any time. Client must retain evidence of such written consent for recurring transactions for twenty-four months (24) from the date you submit the last recurring billing charge. If this Agreement is terminated for any reason, Client will, at your own cost, advise all individuals and establishments to whom you submit recurring billing charges that Client no longer accept the Card for amounts owed by such establishments or by such individual. The termination of a Cardholders' services constitutes immediate cancellation of the Cardholder's consent for recurring billing charges. Active has no obligation to notify Client of such cancellation, nor shall Active have any liability to Client arising from any such cancellation. Client will not complete any recurring transaction after receiving a cancellation notice from the Cardholder, notice from Active to not complete a recurring transaction, or a response that the Card is not to be honored.



## 9. FUTURE DELIVERY

Client will not accept a Card transaction for the sale of goods or services for future delivery. If, however, Client has clearly disclosed your intentions to the Cardholder and the Cardholder agrees, Client may submit the following types of charges to Active before you deliver the goods purchased to the Cardholder: (a) charges representing deposits on (i) custom or special orders (provided that in doing so Client is in compliance with applicable law) and (ii) mail orders for items not in inventory at the time the order is placed; and (b) charges representing advance, partial, or full payment for items the Cardholder requests Client to deliver at a later date. If a Cardholder disputes any of these charges, Active will have the right to Full Recourse for such charge. Client represents and warrants to Active that you will not rely on any proceeds or credit resulting from such transactions to purchase or furnish goods or services. Client will maintain sufficient capital to provide for the delivery of goods or services at the agreed upon future date, independent of any credit or proceeds resulting from Card transactions taken in connection with future delivery transactions.

## 10. E-COMMERCE TRANSACTIONS

If applicable, Client may process e-commerce transactions only if the transactions have been encrypted by a third-party vendor acceptable to Active. Client is liable for all chargebacks and losses related to e-commerce transactions, whether or not encrypted. Encryption is not a guarantee of payment and will not waive any provision of this Agreement or otherwise validate a fraudulent transaction.

For goods to be shipped on e-commerce transactions, Client may obtain authorization up to seven calendar days prior to the shipment date. Client need not obtain a second authorization if the Card transaction amount is within 15% of the authorized amount, provided that the additional amount represents shipping costs. **Client's website must** contain all of the following information: (i) complete description of the goods or services offered, (ii) return and refund policies, (iii) customer service contact, including email address or telephone number, (iv) transaction currency (such as U.S. or Canadian dollars) (v) any export or legal restrictions, if known, and (vi) delivery policy.

## 11. PROHIBITED PRACTICES

Client may not split transactions into multiple Card transactions except where: (a) partial payment is entered on the transaction record and the balance of the transaction amount is paid in cash or by check at the time of transaction; or, (b) the amount represents an advance deposit in a Card transaction completed in accordance with this Agreement and the Rules. Client will not use the Services to accept amounts representing the refinancing of an existing uncollectible obligation, debt, or dishonored check of a Cardholder. Client may not process transactions for, receive payments on behalf of, or (unless required by Law) redirect payments to a third party. Client agrees that Active may, within our sole discretion, suspend the Services for a reasonable period of time required to investigate suspicious or unusual activity. Active shall have no liability for any losses Client may attribute to any suspension of funds disbursement. Client will not allow the Service to be used for high risk transactions or transactions for illegal activities. If Client engages in the behavior for illegal activities, you hereby acknowledge liability to Active and all damages suffered by Active, without limitation despite other language in this Agreement to the contrary. Without limiting the foregoing,

Client agree to reimburse Active for any and all costs, expenses, and fines levied on Active by the Card Brands, our sponsor banks, payment processors, or service providers as a result of **Client's** use of the Services in violation of this Agreement. Active may reverse Card transactions we deem to violate this Agreement, the Laws, Rules, or Policies, and Client agrees to reimburse Active for any such reversal. Client agrees that Active is entitled to invoke the security interest we have, as set forth in this Agreement and all other rights we have, pursuant to a violation of this Agreement, in order to collect the fines levied against Client, or other losses incurred by Active, as set forth in this Agreement.

## 12. FRAUDULENT TRANSACTIONS

Client will not present for processing or credit, directly or indirectly, any transaction not originated as a result of a Card transaction directly between Client and a Cardholder or any transaction Client knows or should know to be fraudulent or not authorized by the Cardholder. Client will refer perpetrators of fraudulent transactions, in our discretion, to the appropriate law enforcement agency.

## 13. MERCHANT SERVICES AGREEMENT

Active may require that you enter into a Merchant Services Agreement if certain Card processing volume thresholds are met by **Client's use of the Services. Such threshold is met** when Card processing reaches over \$1,000,000.00 USD in any one year period. Active will notify you if this occurs. **Client's continued use of the Services after we notify you** will constitute your agreement to the Merchant Services Agreement. Your acceptance of the Merchant Services Agreement supersedes all previous payment processing agreements with Active and will remain in effect until terminated by both parties. In the event your Card processing volume falls below the \$1,000,000.00 processing threshold, the Merchant Services Agreement will continue to remain in effect.

## 14. CUSTOMER CONTACT

Client authorizes Active to contact Client's customers or their bank if Active determines that such contact is necessary to find out information about any payment transaction between Client and the customer. Also, Client will provide to Active upon our request, contact information for your customers as deemed necessary and reasonable by Active.

## 15. REFUND CREDITS

Client will issue a credit memorandum, instead of making a cash advance, a disbursement, or a refund on any Card transaction. **Active's sponsor bank will debit from the amounts** owing you under your Active account for the total face amount of each credit memorandum submitted. Client will not submit a credit relating to any Card transaction not originally submitted to Active, nor will Client submit a credit that exceeds the amount of the original Card transaction. Client will, within the time period specified by applicable law, provide Active with a credit memorandum or credit statement for every return of goods or forgiveness of debt for services that were the subject of a Card transaction.



## 16. USE OF TRADEMARKS

Client's use of Card Brand marks will fully comply with the Rules. Client's use of Active's marks must comply with our instructions. Client's right to use Active marks and the Card Brand marks will cease upon termination of this Agreement. The Card Brands are the sole and exclusive owners of their marks. Active is the sole and exclusive owner of all Active marks. Client agrees to not contest the ownership of the marks for any reason. Active may at any time, immediately and without advance notice, prohibit the use any of the trademarks for any reason.

## 17. INFORMATION SECURITY

Client must keep all systems and media containing account, Cardholder, or transaction information (physical or electronic, including but not limited to account numbers, and card imprints,) in a secure manner, to prevent access by or disclosure to anyone other than your authorized personnel. Client must destroy in a manner that will render the data unreadable all such media that you no longer deem necessary or appropriate to store (except for receipts maintained in accordance with this Agreement, Laws, Rules, and Policies). Further, Client must take all steps reasonably necessary to ensure Cardholder information is not disclosed or otherwise misused. Client may not retain or store magnetic stripe or CVV2, CVC2, or CID data after authorization. Client must notify Active in the event Client uses any agent that will have access to Cardholder data. Card Brand regulations mandate that all agents that access, store, transmit, or process Cardholder data must be registered and comply with the established data security standards of PCI DSS and PA-DSS.

If Client stores Cardholder account numbers, expiration dates, and other personal Cardholder data in a database, Client must follow Card Brand guidelines on securing such data. Client must, at all times, remain in compliance with the PCI DSS and PA-DSS, as applicable, and as mandated by the Card Brands and Active's sponsor bank.

In the event of breach of, intrusion of, compromise of, or otherwise unauthorized access to Cardholder account information which is stored and in the possession of Client or Client's agents, Client must immediately notify Active and provide us with information relating and pertaining to the type, nature, and extent of Cardholder account information which has been compromised. Further, Client must cooperate with Active regarding reasonable requests for information and details regarding the compromise of Cardholder account information. Client will make all reasonable, good faith efforts to remedy and address the cause of said breach, intrusion, compromise, or otherwise unauthorized access to Cardholder account information. Client shall maintain industry "best practices" regarding continuity procedures and systems to ensure security of Cardholder account information in the event of a disruption, disaster, or failure of Client's respective data storage system and/or facility.

## 18. THIRD PARTY SERVICE PROVIDERS

If Client uses special services or software provided by a third party to assist in processing transactions, including authorizations and settlements, or accounting functions, Client is responsible for ensuring compliance with the requirements of any third party. Active is not responsible for any transaction until the point in time Active receives data about the transaction. Active has relationships with the Card Brands to provide the Services. The

Card Brands have the right to enforce any provision of the Card Brand Rules and to prohibit Client and Active from engaging in any conduct that the Card Brands deem could injure or could create a risk of injury to the Card Brands, including injury to reputation, or that could **adversely affect the integrity of the interchange system, the Card Brands' Confidential Information** as defined in the Rules, or both. Client will not take any action that could interfere with or prevent the exercise of this right by the Card Brands.

## 19. ADDITIONAL REPRESENTATIONS AND WARRANTIES

In addition to all other warranties provided under this agreement, Client represents and warrants that (a) Client has never been placed on the MasterCard MATCH system or the Combined Terminated Merchant File, and if so, Client has disclosed this to Active and (b) all transactions are bona fide and no transaction involves the use of a Card for any purpose other than the purchase of goods or services from Client and does not involve a Cardholder obtaining cash from Client unless allowed by the Rules and agreed in writing with Active.

## 20. ADDITIONAL INDEMNIFICATION AND LIMITATION OF LIABILITY

In addition to any other indemnity obligations provided under this Agreement, Client also agrees to indemnify and hold harmless Active's sponsor bank for acting in accordance with any instruction from Client or Active regarding Client's use of the Services. Further, Client shall indemnify and hold harmless Active's sponsor banks, the Card Brands, and Active, and all employees, officers, directors, shareholders and agents of Active or Active's sponsor bank from any and all loss, cost, expense, claim, damage, and liability (including attorneys' fees and costs) paid or incurred by any one or more of them, arising from, caused by, or attributable to, any of the following: (1) any Card transaction processed under this Agreement, (2) any breach by Client of this Agreement and those related to any bankruptcy proceeding; (3) willful misconduct, fraud, intentional tort or negligence by Client or that of Client's employees, agents or representatives; (4) theft, embezzlement, or unauthorized use; or (5) action by Active or Active's sponsor bank exercising any right under this Agreement, Laws, Rules, or Policies.

TO THE EXTENT PERMITTED BY APPLICABLE LAW, ACTIVE'S SPONSOR BANK'S TOTAL AGGREGATE LIABILITY FOR ALL MATTERS ARISING FROM OR RELATED TO THIS AGREEMENT IS LIMITED TO \$10,000 U.S. DOLLARS.

## 21. IRS REPORTING

To comply with IRS 1099-K reporting requirements, Active may be required to file a form 1099-K with the U.S. Internal Revenue Service (IRS). Active may collect 28% federal backup withholding upon transaction settlement, on behalf of the IRS, from Client if Client does not supply your legal name, SSN or EIN, or if Client fails to respond to a request from Active to verify the same. All withholdings will be remitted to the IRS as required by law. To avoid potential backup withholdings, Client should notify Active any time there is a change to your SSN, EIN, legal name, or business address, and ensure you respond to any request for verification and record update from Active.



## 22. RIGHTS AND REMEDIES CUMULATIVE

The rights conferred upon Active, **Active's** sponsor banks, and the Card Brands in this Agreement are not intended to be exclusive of each other or of any other rights and remedies Active has under this Agreement, at law, or in equity. Rather, each and every right Active has at law or in equity will be cumulative and concurrent and in addition to every other right.

## 23. AMENDMENTS

This Agreement and the Policies referenced and incorporated in this Agreement may be amended, modified, or revised at any time without notice. While Active may notify Client as the Agreement or Policies are modified, it is **Client's** sole responsibility to review and maintain familiarity with the Agreement and Policies, including any changes that may be made to these documents, respectively, from time to time thereto, and Client is bound by any changes. The amendments to this Agreement and/or Policies referenced herein will become effective and binding upon Client immediately. In the event Client does not agree to the aforementioned amendments and do not wish to be bound the terms and conditions thereto, Client shall provide written notice to Active. Notwithstanding the foregoing, changes to fees authorized by this Agreement will be effective upon the giving of notice to Client and any fee increase, change in Rules, or other requirement imposed by Card Brands may be passed on to Client and will be effective upon the giving of notice to Client.

## 24. AGENCY RELATIONSHIP

Client authorizes Active with respect to the Services to act as **Client's** agent for the limited purposes of holding, receiving, and disbursing funds on **Client's** behalf. **Client's** authorization permits Active to generate an electronic funds transfer to process each payment transaction. This authorization will continue until this Agreement is terminated. Client agrees that **Active's receipt of transaction proceeds satisfies your customers' obligations** to Client. Active will remit funds actually received by Active on **Client's** behalf, less amounts owed to Active, subject to any chargebacks or reserve withheld or applied as per this agreement.

## 25. SECURITY INTEREST, RESERVE, RECOUPMENT, PERSONAL GUARANTEE

Because Active is financially responsible for action taken by you using the Services, we require certain protective measures as outlined below.

This Agreement will constitute a security agreement under the Uniform Commercial Code. You grant to us a security interest in and lien upon: (a) all funds representing amounts owing you under this Agreement at any time in the Member Operating Account, regardless of the source of such funds; (b) all funds at any time in the Reserve Account (as defined below), regardless of the source of such funds; (c) present and future Card transactions; and, (d) any amount which may be due to you under this Agreement, including, without limitation all rights to receive any payments or credits under this Agreement (collectively, the "Secured Assets"). You agree to provide other security to us upon request to secure your obligations under this Agreement. These security interests and liens will secure all of your obligations under this Agreement and any other agreements now existing



or later entered into between you us including, but not limited to, your obligation to pay any amounts due and owing to us. We may exercise this security interest without notice or demand of any kind by making an immediate withdrawal or freezing of your Secured Assets. Upon our request, you will execute one or more financing statements or other documents to evidence this security interest. You represent and warrant that no other person or entity has a security interest in the Secured Assets. With respect to such security interests and liens, we will have all rights afforded under the Uniform Commercial Code and any other applicable law and in equity. You must obtain from us written consent prior to granting a security interest of any kind in the Secured Assets to a third party. You agree that this is a contract of recoupment. As such, we are not required to file a motion for relief from a bankruptcy action automatic stay to realize on any of the Secured Assets. Nevertheless, you agree not to contest or object to any motion for relief from the automatic stay filed by us. You authorize us and appoint us your attorney in fact to sign your name to any financing statement used for the perfection of any security interest or lien granted hereunder.

For the purpose of providing a deposit and a source of funds to pay us for amounts owed by you, you shall deposit to an account maintained by us titled to our sponsor banks, initially or at any time in the future, as requested in good faith by us, sums sufficient to satisfy your current and/or future obligations as determined by us ("Reserve Account"). Funds, if any, in the Reserve Account shall remain in the Reserve Account until each of the following has occurred: (a) this Agreement has been terminated; and, (b) you have paid us in full all amounts owing or that could ever be owed under this Agreement, including, without limitation, all outstanding or uncollected amounts and potential chargebacks. Our sponsor banks shall have sole control of the Reserve Account. Our sponsor banks or we may, at any time, require that the amount on deposit in the Reserve Account be increased and shall have sole discretion as to the amount from time to time. In no event shall you be entitled to a return of any sums remaining in the Reserve Account for 270 days following the effective date of termination of this Agreement. We have the right to debit your funds in the Member Operating Account to establish, increase, or maintain funds in the Reserve Account. We may deposit into the Reserve Account funds we would otherwise be obligated to pay you, for the purpose of establishing, increasing, or maintaining the Reserve Account in accordance with this section, if we determine such action is reasonably necessary to protect our interests. You understand and agree that if you are required to establish a Reserve Account, you have an obligation under this Agreement to maintain at all times a balance in the Reserve Account sufficient to protect us against losses resulting from transactions initiated by you. Active may, without notice to Client, apply funds deposited in your Reserve Account against any outstanding amounts you owe us under this Agreement or any other agreement between Client and Active. Also, Active may debit your Reserve Account to exercise our rights under this Agreement to collect any amounts due to us including, without limitation, rights of set-off and recoupment.

Active has the right of recoupment and set-off. This means that Active may offset any outstanding or uncollected amounts owed to us from: (a) any amounts owed to Client and (b) any other amounts Active may owe Client under this Agreement or any other agreement. Client acknowledges that in the event of a bankruptcy proceeding, in order for you to provide adequate protection under Bankruptcy Code § 362 to Active, Client must create or maintain the Reserve Account and Active will have the right to offset against the Reserve Account for any and all obligations which Client may owe to Active, without regard to whether the obligations relate to Card transactions initiated or created before or after the filing of the bankruptcy petition.



## 26. DESIGNATION OF DEPOSITORY

The financial institution set forth in Client's application or order form is designated by Client as a depository institution ("Depository") for its card indebtedness hereunder. Such financial institution must be a member of an Automated Clearing House Association. Client authorizes payment for indebtedness purchased hereunder to be made by paying Depository **therefore with instructions to credit Client's account(s) with Depository (the "Account(s)").** Active and/or its sponsor banks may charge the Account(s) for any amount due under this Agreement. Active must approve in writing any proposed changes to the Account(s) or to the Depository. Client represents and warrants that: (a) the Client Account(s) will always be in the **same legal and DBA (if applicable) name as Client's name on Client's application or order form;** (b) Client will own and maintain control of the Account(s) and will keep such Account(s) open at all times during the term and as long as any reserve account is in effect; and, (c) the Account(s) will not be associated with any merchant processing activity that is illegal or prohibited by the Rules or Law, including without limitation merchant processing activity associated with other accounts and/or processors. Client hereby authorizes Depository to release any and all account information to Active as Active may request without any further authorization, approval, or notice from or to Client.

## 27. DISCOVER PROGRAM MARKS

Merchant is hereby granted a limited non-exclusive, non-transferable license to use Discover brands, emblems, trademarks, and/or logos that identify Discover cards ("Discover Program Marks"). Merchant is prohibited from using the Discover Program Marks other than as expressly authorized in writing by Global Direct. Merchant shall not use the Discover Program Marks other than to display decals, signage, advertising and other forms depicting the Discover Program Marks that are provided to Merchant by Global Direct pursuant to this Card Services Agreement or otherwise approved in advance in writing by Global Direct. Merchant may use the Discover Program Marks only to promote the services covered by the Discover Program Marks by using them on decals, indoor and outdoor signs, advertising materials and marketing materials; provided that all such uses by Merchant must be approved in advance by Global Direct in writing. Merchant shall not use the Discover Program Marks in such a way that customers could believe that the products or services offered by Merchant are sponsored or guaranteed by the owners of the Discover Program Marks. Merchant recognizes that it has no ownership rights in the Discover Program Marks and shall not assign to any third party any of the rights to use the Discover Program Marks.

## 28. Termination

28 (a) Termination without cause. Active or its sponsor bank may terminate this Agreement without cause upon 30 days advance written notice to Client.

28 (b) Termination for cause. Active or its sponsor bank may terminate this Agreement in its sole discretion, effective immediately, upon written notice to Client if Active or its sponsor bank reasonably determines that any of the following conditions exist:

- (i) Client has violated any provision of this Agreement.
- (ii) There is a material adverse change in Client's financial condition, material change in Client's processing activity, processing activity inconsistent with the Merchant Application, or Active or its sponsor bank determines in its sole discretion that Client's processing activity could result in a loss to Active or Active's sponsor bank.





**SOUTHWEST INITIATIVE  
FOUNDATION**

## Southwest Initiative Foundation Grant Agreement

### Grant Details

Grant #: GN-00080983

Grantee: City of Windom

Amount: 5000.00

Title: Shelter House Building Project

Purpose: to purchase building materials, electrical, plumbing, building permits, dirt work, concrete, and campaign & sponsorship advertising

Grant Period: 03/01/2022 to 06/30/2022

**Grant Terms**

1. Use of Funds These grant funds may be used only for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"). No portion of this grant is earmarked for use in carrying on propaganda or otherwise attempting to influence legislation. You may not use any portion of the funds to participate in any political campaign on behalf of or in opposition to any candidate for public office, to make grants to individuals on a non-objective basis, or for any other non-charitable purpose. You may not use the grant funds for purposes different from those set forth in the Grant Application and this Grant Agreement without first notifying and obtaining the consent of the Southwest Initiative Foundation (the "Foundation"). Expenses charged against this grant must be incurred during the approved grant period noted above.
2. Commitment to Nondiscrimination No person shall, on the basis of actual or perceived race, color, religion, national origin, sex, gender identity (as defined in paragraph 249(c)(4) of title 18, United States Code), sexual orientation, marital or parental status, political affiliation, military service, physical or mental ability, or any other improper criterion be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available by the Foundation, and any other program or activity funded in whole or in part with funds appropriated for grants, cooperative agreements, and other assistance administered by the Foundation.
3. Acknowledgment of Grant Funds You will give public recognition to the Southwest Initiative Foundation's support in all advertising, publications and press releases concerning the grant project.
4. Certification and Maintenance of Exempt Status You certify that you are a public charity because you either (a) have been determined by the Internal Revenue Service to be a tax-exempt organization under Section 501(c)(3) of the Code, and not a private foundation within the meaning of Code Section 509(a); (b) are a state or any political subdivision thereof within the meaning of Code Section 170(c)(1); or (c) are a state college or university within the meaning of Code Section 511(a)(2)(B). You will immediately inform the Foundation of any change in or challenge to your status as a public charity.
5. Payment of Grant Funds You will receive electronic payment in the amount listed above. You will repay The Foundation any portion of the grant which is unused or not used for the charitable purposes required by this agreement.
6. Records You will maintain your books and records to show, and separately account for, the funds received under this grant, along with maintaining records of expenditures adequate to identify the purposes for which grant funds have been expended. You will permit the Foundation, at its request, to have complete access to the files and records for the purpose of making such financial audits, verifications, and investigations as it deems necessary concerning the grant, and to maintain such files and records for a period of at least six years after completion or termination of the project.
7. Termination This grant may be terminated at any time if you and



the Foundation mutually agree on the termination in writing. Upon termination of this grant agreement, all unexpended funds shall be returned to the Foundation. In addition, in the event the Foundation determines that you have failed to comply with the terms of the agreement, upon written notice from the Foundation you will return all unexpended grant funds to the Foundation and the Foundation may terminate this grant and this grant agreement shall be sent by U.S. mail or email to the parties at the following addresses:

**Notices and Communications**  
If to the Foundation:

Southwest Initiative Foundation  
15 3rd Ave NW  
Hutchinson, MN 55350  
Attention: Grants  
Email: grants@swifoundation.org

## If to the Grantee:

## Grantee

City of Windom

## Street

PO Box 38

## City

Windom

## State

MN

## ZIP

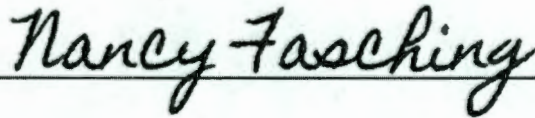
56101-0038

## Primary Contact

Steve Nasby

## Grantee Email

steve.nasby@windommn.com

**Agreed to on behalf of Southwest Initiative Foundation:**

Nancy Fasching

Vice President, Community Impact

11/05/2021

Approval Date

**Grant Signature Authority**

I understand and agree to the terms and conditions of the Southwest Initiative Foundation's grant and have the authority to execute this agreement on behalf of

City of Windom

Steve Nasby

Authorized Official

City Administrator

Job Title

If organization is unable to accept electronic funds or provide banking information, email [grants@swifoundation.org](mailto:grants@swifoundation.org) and ask for an alternative payment option **before** signing this grant agreement.



## ACTION ITEM



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

**TO:** CITY COUNCIL  
**FROM:** DREW HAGE, DEVELOPMENT DIRECTOR  
**CC MEETING DATE:** DECEMBER 7, 2021  
**RE:** FEDERAL LANDS ACCESS PROGRAM (FLAP) GRANT APPLICATION  
**DEPT:** ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM  
**CONTACT:** DREW HAGE ([drew.hage@windommn.com](mailto:drew.hage@windommn.com)) (507-832-8661)

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

Staff recommends that the City Council take the following action regarding the Federal Lands Access Program (FLAP) Grant Application for paving of the Wolf Lake Connection Trail:

1. Adopt the Resolution authorizing submission of the FLAP Grant Application and acknowledging commitment to the 20 percent match for the FLAP Grant if it is awarded.
2. Adopt the Resolution agreeing to the maintenance of the facilities constructed through the FLAP Grant (the paved trail).

### **Issue Summary/Background**

MnDOT is accepting applications for the Federal Lands Access Program (FLAP) through the Federal Highway Administration. This is a competitive grant opportunity for local communities and counties to fund projects for pedestrian and bicycle facilities, etc. If the grant is awarded, the funds would be used for paving the Wolf Lake Connection Trail. Information concerning the estimated costs for the project will be presented at the meeting. Because the City has a population of less than 5,000, the County will be acting as the sponsor for the grant application. If the City Council authorizes the submission of the FLAP Grant Application, the Development Director would submit the application which is due on December 15<sup>th</sup>. If the grant is awarded, the City would be responsible for the 20% match and overseeing the completion of the proposed project. The sources for the 20% match are the Remick Foundation, Windom Area Health, and the Windom Convention & Visitors Bureau.

The Federal Highway Administration also requires an agreement to operate and maintain facilities constructed with these funds for the use life of the improvement. In the "maintenance" Resolution, the City agrees to assume full responsibility for the operation and maintenance of property and facilities related to this project.

### **Fiscal Impact**

The City is responsible for the 20% match if the grant is awarded. Commitments from outside sources for this match have been received by the EDA. The City would be responsible for maintenance of the paved Wolf Lake Connection Trail.

### **Attachments**

1. Resolution Authorizing Submission of Federal Lands Access Program (FLAP) Grant Application.
2. Resolution Authorizing Maintenance of Facilities Constructed Through the Grant from Federal Lands Access Program (FLAP).

## **RESOLUTION #2021-**

**INTRODUCED:**

**SECONDED:**

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

### **RESOLUTION AUTHORIZING SUBMISSION OF FEDERAL LANDS ACCESS PROGRAM (FLAP) GRANT APPLICATION**

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**WHEREAS**, the Minnesota Department of Transportation (MnDOT) is accepting applications for the Minnesota Federal Lands Access Program (FLAP) through the Federal Highway Administration (FHWA); and

**WHEREAS**, the City of Windom and Windom Wetland Management District, part of the United States Fish and Wildlife Service, have identified a pedestrian connectivity project that would provide a safe, convenient, and scenic connection from the City to the Wolf Lake Nature Area, Wings on the Prairie Discovery Center, and existing paved and grass trails; and

**WHEREAS**, the identified project qualifies for funding through this program; and

**WHEREAS**, the City of Windom is a community of less than 5,000 in population and is not eligible to apply for FLAP funds, which requires the County to act as the sponsoring agency for the project; and

**WHEREAS**, the Federal Lands Access Program (FLAP) grant will pay up to eighty percent (80%) of eligible costs; and

**WHEREAS**, if funding is awarded, the City of Windom will be responsible for providing the twenty percent (20%) match requirement for the FLAP Grant.

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

1. The City of Windom requests that Cottonwood County act as the sponsoring agency for the FLAP Grant Application for the pedestrian connectivity project set forth above.
2. The Development Director is hereby authorized to apply to the Minnesota Department of Transportation (MnDOT), on behalf of the City of Windom, for funding of this project under the sponsorship of Cottonwood County.
3. The City of Windom shall be responsible for the matching funds and completion of the proposed project contained in the FLAP Application sponsored by Cottonwood County.



4. The City of Windom has the institutional, managerial, and financial capacity to ensure adequate project administration, compliance with the grant requirements, and completion of the proposed project.

5. The sources and amounts of the local match identified in the application are committed to the project identified.

6. The City of Windom has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

7. Upon approval of its grant application by the State, the City of Windom is authorized to enter into agreements with Cottonwood County and the State of Minnesota for the above-referenced project; and the City of Windom certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

8. The Mayor and the City Administrator are hereby authorized, on behalf of the City of Windom, to execute such agreements as are necessary to implement the project on behalf of the City of Windom, Minnesota.

Adopted this 7<sup>th</sup> day of December, 2021.

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

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

STATE OF MINNESOTA :  
SS  
COUNTY OF COTTONWOOD:

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The undersigned, being the duly qualified and acting City Administrator of the City of Windom, Cottonwood County, Minnesota, hereby certifies that I have carefully reviewed the foregoing Resolution with the original thereof on file and of record in my office, and find the same to be a full, true and complete transcript of the Resolution adopted by the Windom City Council at its meeting on December 7, 2021.

DATED this 8th day of December, 2021.

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

Subscribed and sworn to before me this 8th day of December, 2021, by the said Steven Nasby.

\_\_\_\_\_  
Notary Public in and for the State of Minnesota

## **RESOLUTION #2021-**

**INTRODUCED:**

**SECONDED:**

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

### **RESOLUTION AUTHORIZING MAINTENANCE OF FACILITIES CONSTRUCTED THROUGH THE GRANT FROM FEDERAL LANDS ACCESS PROGRAM (FLAP)**

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**WHEREAS**, the Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA; and

**WHEREAS**, the Minnesota Federal Lands Access Program (FLAP) projects receive federal funding; and

**WHEREAS**, the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with FLAP Funds, this requirement should be applied to the project proposer; and

**WHEREAS** Cottonwood County is the sponsoring agency and the City of Windom will be responsible for the FLAP Project identified as Wolf Lake Connection Trail.

**NOW, THEREFORE BE IT RESOLVED THAT**, the City of Windom hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned Federal Lands Access Program project.

Adopted this 7<sup>th</sup> day of December, 2021.

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

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



STATE OF MINNESOTA :  
SS  
COUNTY OF COTTONWOOD:

The undersigned, being the duly qualified and acting City Administrator of the City of Windom, Cottonwood County, Minnesota, hereby certifies that I have carefully reviewed the foregoing Resolution with the original thereof on file and of record in my office, and find the same to be a full, true and complete transcript of the Resolution adopted by the Windom City Council at its meeting on December 7, 2021.

DATED this 8th day of December, 2021.

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

Subscribed and sworn to before me this 8th day of December, 2021, by the said Steven Nasby.

\_\_\_\_\_  
Notary Public in and for the State of Minnesota

## **RESOLUTION #2021-**

**INTRODUCED:**

**SECONDED:**

**VOTED:**

**Aye:**

**Nay:**

**Absent:**

### **A RESOLUTION TO ACCEPT ADDITIONAL FUNDS FROM THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT**

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**WHEREAS**, since the first case of coronavirus disease 2019 (COVID-19) was discovered in the United States in January 2020, the disease has infected over 32 million and killed over 575,000 Americans ("Pandemic"). The disease has impacted every part of life: as social distancing became a necessity, businesses closed, schools transitioned to remote education, travel was sharply reduced, and millions of Americans lost their jobs; and

**WHEREAS**, as a result of the Pandemic, cities have been called on to respond to the needs of their communities through the prevention, treatment, and vaccination of COVID-19; and

**WHEREAS**, city revenues, businesses and nonprofits in the city have faced economic impacts due to the Pandemic; and

**WHEREAS**, Congress adopted the American Rescue Plan Act in March 2021 ("ARPA") which included \$65 billion in recovery funds for cities across the country; and

**WHEREAS**, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses; and

**WHEREAS**, due to remaining unrequested ARPA funds, an additional Supplemental Distribution will be disbursed in a second round of funding; and

**WHEREAS**, an additional \$15,198.44 Supplemental Distribution will be allocated to the City of Windom ("City") pursuant to the ARPA ("Allocation"); and

**WHEREAS**, on June 1, 2021, the Council adopted Resolution #2021-61 to approve accepting the Coronavirus Local Fiscal Recovery Fund from the State of Minnesota; and

**WHEREAS**, the United States Department of Treasury has adopted guidance regarding the use of ARPA funds; and

**WHEREAS**, the City, in response to the Pandemic, has had expenditures and anticipates future expenditures consistent with the Department of Treasury's ARPA guidance; and

**WHEREAS**, the State of Minnesota will distribute ARPA funds to the City because its population is less than 50,000.



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

1. The City intends to collect its Supplemental Distribution of ARPA funds of \$15,198.44 and the initial allocation of \$464,113.46 from the State of Minnesota to use in a manner consistent with the Department of Treasury's guidance.
2. The City Administrator, together with the Mayor and/or the City Attorney, are hereby authorized to take any actions necessary to receive the City's share of ARPA funds from the State of Minnesota for expenses incurred because of the Pandemic.
3. The City Administrator, together with the Mayor and/or the City Attorney, are hereby authorized to make recommendations to the City Council for future expenditures that may be reimbursed with ARPA funds.

Adopted by the City Council of Windom, Minnesota, this 7th day of December, 2021.

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

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

## ACTION ITEM



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

**TO:** City Council  
**FROM:** City Administrator *[Signature]*  
**DATE:** November 22, 2021  
**RE:** Acting Streets & Parks Superintendent  
**DEPT:** Administration  
**CONTACT:** Steve Nasby: [Steve.Nasby@windommn.com](mailto:Steve.Nasby@windommn.com)

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

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Staff recommends that the City Council take the following action:

1. Approve a temporary compensation adjustment for Jon Ketzenberg as Acting Streets & Parks Superintendent.

### **Issue Summary/Background**

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The City of Windom Streets & Parks Superintendent, Brian Cooley, is currently out on medical leave. This leave started on October 4, 2021 and in Mr. Cooley's absence Jon Ketzenberg, Streets & Parks Foreman, is taking on additional duties.

Last week Mr. Ketzenberg, Jordan Bussa, IBEW steward and I met to discuss an adjustment in compensation for the performance of Acting Streets & Parks Superintendent duties. Our agreement, subject to City Council approval, is as follows:

- Acting Streets & Parks Superintendent duties started October 4<sup>th</sup>.
- Retro-pay will be made back to October 4, 2021.
- Rate of pay for Acting Streets & Parks Superintendent duties will be \$28.00/hour.
- No COLA to the \$28.00/hour rate for 2022.
- Compensation adjustment will terminate upon the return of Mr. Cooley.

This tentative agreement has been approved by IBEW.

### **Fiscal Impact**

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The additional wages contemplated for Mr. Ketzenberg, as shown above, will be more than off-set by savings in payroll from the absence of the Streets & Parks Superintendent.

### **Attachments**

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1. None.



## ACTION ITEM



**CITY OF WINDOM**

444 9th Street

Windom, MN 56101

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Fax: 507-831-6127

[www.windom-mn.com](http://www.windom-mn.com)

**TO:** City Council  
**FROM:** Cheryl Ulferts, Finance Director  
**DATE:** 12/01/2021  
**RE:** Permanent Part-Time Office Assistant  
**DEPT:** Finance/Office  
**CONTACT:** Cheryl Ulferts, Finance Director\Controller at [cheryl.ulferts@windommn.com](mailto:cheryl.ulferts@windommn.com)

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

Staff recommends that the City Council take the following action:

1. Hire Porsha Porath for the Permanent Part-Time Administrative Assistant II position starting on or before 1/03/2022 starting at Step 2 with potential advancement to Step 3 upon a favorable 6-month review.

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### **Issue Summary/Background**

A vacancy was created when Lisa Sprague accepted another job opportunity and left employment with the City of Windom on 12/03/2021. The part-time position was posted internally with no applicants.

Porsha Porath was a summer intern this year working in various departments including the city hall office. She was able to learn a majority of the Office Assistant position as well as other duties assigned. Since minimal training will be needed, effective on her start date I would recommend a starting rate at Step 2 with potential advancement to Step 3 upon a favorable 6-month review. Porsha is working on a Business degree and will be able to finish through online classes in Windom. Additionally, she has knowledge and experience working with software frequently used at City Hall and will be able to provide assistance on a variety of duties as requested. Her excitement and enthusiasm for the position were evident during the interview. Staff believes Porsha Porath would be a valuable addition to the City Hall Office Administrative Team.

### **Fiscal Impact**

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

### **Attachments**

1. None