

Council Meeting
Tuesday, September 19, 2023
City Council Chamber
6:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Consent Agenda

- Minutes

- Council Minutes– September 5, 2023
- Telecomm Commission – August 14, 2023
- Street Committee – August 31, 2023
- Community Center Commission – September 11, 2023
- EDA – September 11, 2023
- Planning Commission – September 12, 2023
- Library Board – September 12, 2023
- Utility Commission – September 13, 2023

- License & Permits – Exempt Gambling Permits

- Windom Women of Today – October 24, 2023
- Windom Fire Dept. Relief Assoc. – April 27, 2024

- Regular Bills

2. Swear in Police Officers – Officer Hunter Braun & Officer Andrew Kinnetz

3. Department Heads

4. Resolution Bid Award – Construction of Electric Generation Plant

5. Bond Pre-Sale Report – Series 2023B

- Resolution Providing for the Sale of GO Bonds, Series 2023B
- Resolution Calling for a Public Hearing
- Resolution Determining the Necessity to Issue Not to Exceed – GO Equipment Certificates

6. Planning Commission Recommendations

- Preliminary Plat of South Cottonwood Lake Subdivision
- Conditional Use Permit – Residential Planned Unit Development
- PUD – General Concept Plan

7. Annual Firefighters Relief Association Report

8. Preliminary 2024 Budget Levy - Resolution

9. Mayor Appointment

10. Contractor Payment & Change Orders – Truck Garage

- Wilcon Construction Services Pmt #3 - \$249,154.30
- Wilcon Change Order #1– Increase door frame size- \$580.00
- Wilcon Change Order #2 – Additional work to remove foundation and debris \$32,901

11. New Business

12. Old Business

13. Council Comments

14. Adjourn



**Regular Council Meeting
City Hall, Council Chamber
September 5, 2023
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Dominic Jones

2. Roll Call:

Council Present: Dominic Jones, Dennis Esplan Marv Grunig, James Nelson,
Jenny Quade and Scott Benson

Council Absent:

City Staff Present: Steve Nasby, City Administrator; Jason Sykora, Electric
Superintendent; Andy Spielman, Building Official; John
Nelson, Liquor Store Manager; Kari Hanson, Library
Director and Scott Peterson, Police Chief.

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - City Council Minutes – August 15, 2023
 - Housing & Redevelopment Authority – August 9, 2023
 - Economic Development Authority – August 14, 2023
 - Utility Commission – August 15, 2023 and August 23, 2023
 - Library Board – August 15, 2023
- Regular Bills

Motion by Benson second by Quade approving the Consent Agenda. Motion carried 5 – 0.

5. Department Heads:

None.

6. Windom Area Health (WAH):

Jones asked people hear for the public hearing on the hospital bonds to sign in and he would call on them in order. He noted that comments are limited to three minutes and asked that speakers identify themselves, provide their address and state if they are a Windom Area Health employee. Jones said that Todd Hagen, Ehlers & Associates, is on Zoom and will listen in on the hearing and is a resource if there are bond questions. Jones opened the public hearing.

Jenna LaCanne, 638 S. Shore Drive, said that she is a hospital employee and has been there 10 years. Through her time at the hospital she has seen a number of projects undertaken and successfully completed. She sees growth in the hospital and the services.

Danielle Bunting, 41961 440th Avenue, said she is a hospital employee and they need space as they want to grow services. Growth is a Board goal and the new building will attract patients and employees to Windom. There are two new doctors in town and that brings growth in services.

Preliminary

Karen Denzer, 445 8th Street, said she has been a hospital employee for over 30 years. The Board vision is to grow the facility and are community focused. She has patients that have trouble finding transportation to out of town appointments and having more services locally will help people. She has seen the benefits in the services that have previously been added at the hospital.

Brittany Schichtl, 42111 440th Avenue, said she has been an employee for over six years at the hospital and has seen general surgery started and now robot surgery services. They can only add more services with new space so she supports the new building plans.

Danyelle Masters, 41677 440th Avenue, said she is a hospital employee in the clinic and does outreach. She feels that growth of services will keep people in town and attract patients to Windom. The addition of surgery and new doctors they are trying to grow and new talent coming to town will help them get there.

Ann Bartelt, 675 Plum Avenue, said she is on the Board and her mom was a nurse at the old hospital. She remembers the current facility being built and how great her mom thought it was. She was glad when Dr. Mary Olsen came to town showing females as doctors. Additional local services are important to the community.

Travis Eidstadt, 2000 Brian Avenue, said he has been a hospital employee for 14 years. Growth keeps people in Windom and brings people to town. Recently his son had surgery in Sioux Falls and it was stressful as parents to have to plan out of town medical appointments and procedures. There is no room at the Windom hospital currently for an ENT. He noted that Rahn Larson from the newspaper called the hospital a crown jewel in 2015 when the outreach clinic was added.

Landon Johnson, 38447 460th Street, said he is a hospital employee and sees patients needing more specialty services. This keeps people in town and helps the elderly as they do not want to travel for medical services. The staff and WAH want to be a leader in health care.

Heath Quiring, 2220 River Road, said that he is a hospital employee and the expansion is necessary for the radiation department to grow. Vascular is growing at the hospital as are other services and they need room to provide those services.

Brenda Muller, 700 16th Street, said she is a hospital employee and started her career when there were physician transitions happening in town which brought in business and stabilized the hospital. Past service additions have been successful and well received in the community. Expansions are planned and the hospital has been successful for the last 30 years when not everything was known. She expects revenues and growth to continue upward. There are 170 employees at the Windom hospital and we can be a regional service provider.

Angie Erickson, 2255 Willnor Drive, said she is a pharmacist at the hospital and supports the move forward. She likes the progressive vision and growth plans. New patients may come for services which helps retail and more employees at WAH grows the population. Expanded wellness programs helps community residents. The cost of the project can seem high, but risks and financial plans have been reviewed. The Board is backing the expansion.

Gary Olson, Great Bend Township, said that he is looking for the cash flow to support \$20 million in bonds and use of \$10 million in cash. He is a cancer patient and goes to Mayo in Mankato.

Preliminary

Worthington also has a facility so will Windom get enough growth to make this work. He is concerned the debt could weigh down the City.

Abby Kipfer, 2755 Kalash Road, said she is a hospital employee and puts trust in the senior management and Board. The strategic plan they have laid out envisioned this kind of growth. Her grandparents use the hospital and having services in town would be great.

Naomi Bach, 2450 Valley Lane, said that she is a hospital employee and lives in town. The wound clinic relies on outreach services and wants to see more on-site expansion of those services to attract other providers. She feels Windom can be similar to Orange City, IA that continued to grow their services and now serves as a center for patients and even has a medical program through the local college.

Rhonda Wahl, 1685 N. Redding Avenue said she is a WAH employee and has worked in multiple facilities and really likes the small town feel. She started respiratory services at WAH and can attract patients to the facility. She sees growth and wants people to stay in the community for their medical needs. The expansion of the Wellness center will help her patients as exercise is good for improving lung function.

Dr. Jeff Taber, 2235 Willnor Drive, said he came to town in 1990 and the hospital was in bad shape. He was recruited to start a practice and retire in Windom, which he is hoping to do. He practices in the Windom Clinic and supports the people and the comments made this evening. The move is hard for him, but there are a lot of good things happening. Previous growth has been successful and he is grateful for the temporary space at the hospital during construction.

Dr. Mary Olsen, 110 S. 6th Avenue said that she has been here 30 years and agrees it is a great hospital and does a wonderful job caring for patients. He has several questions on the project. Will the City have to pick up and pay for any shortfall if the hospital cannot pay the debt? Is the size of the facility needed? There are a number of facilities in the area close to Windom so does this expansion make good business sense?

Jones asked if Nasby or Hagen could answer the bond question as that is the subject of the hearing. Nasby replied that the proposed bonds would be gross revenue bonds and paid through hospital revenues. If there were a shortfall the City Council has the option, but not obligation to make the payment. There is also a planned debt service reserve feature in the bonds that would cover a shortfall before the City would have to consider making a payment. Hagen confirmed that the explanation provided is correct.

Heather Hummel, 82244 510th Avenue, said she is a hospital employee and asked if the Sanford Clinic moves to the new building the owner on the vacated space still pays property taxes. Nasby said that is correct. She said that added space brings in more patients, jobs and grows the community. People want to stay local for care. If the hospital is not growing it is dying.

Mari Byam, 1328 9th Avenue, said that she does not get the tax base question, but listening to the comments tonight and newspaper articles she is informed and supports the project moving forward. Her family is having medical issues now and unfortunately, they cannot be done in town. The Board is supportive of the project.

Preliminary

Jordan Bussa, 804 13th Street, said that he was born at the Windom hospital and the hospital is key to the community. The current site footprint is wide and the only way to grow is up so they have the space needed. His wife works at the hospital and he hears her talk about doctors not having the space needed. The first floor is clinic space, second floor for mental health and OB\GYN which are both needed, third floor vacant but needed for future and fourth floor wellness. Should do the project now as it will cost more later. The hospital is confident in it by putting down \$10 million cash.

Dr. Michael Fischer, 1630 River Road, said he is WAH Board Chair and the board has had numerous meetings to discuss the expansion. They want more local services for people and is confident the space will be filled.

Jones noted that he had stated emails with names and addresses would be added to the record and he had two. He asked if Council members had others to share. Being none, he read the two emails. First, Laura Fresk, as a former WAH Board member she supports the project and noted the outreach clinic was successful. They are seeking to bring in new doctors and space draws them to the hospital. Getting medical appointments in Sioux Falls and Rochester is getting more difficult so we can draw more patients to Windom. Second, he read an email from Donna Horkey, saying she does not want the hospital to expand. We do not have the money for it and Sanford gets most of it.

Jones asked if there were any more comments from the public or the Council. Seeing none he closed the public hearing at 7:39 pm. Jones added that the next action on the bonds is scheduled for September 19th City Council.

Hagen said that they are still collecting financial information from the hospital and waiting for the audit. His firm is communicating with banks and the next Council action could be September 19th or the first meeting in October depending on how the process moves along.

Jones asked for confirmation that no demolition would occur before the bonds were finalized. He noted John Peryel, WAH CFO, saying that is correct.

Jones recessed the meeting for five minutes at 7:43 pm.

Jones reconvened the meeting at 7:48 pm.

7. Liquor Store:

John Nelson, Liquor Store Manager, said that there were a number of items on the agenda for action related to the liquor store addition/remodeling project. He said the Liquor Committee and Council have been talking about the project for three years since the feasibility study. The project was bid last month and only one bid was received, which was well over the Architect's estimate so it was rejected by the Council. The Liquor Committee and architects worked on cost reductions and Council approved re-bidding the project. At the re-bid three bids were received and the apparent low bidder is Sussner Construction as shown in the bid tabulations for base bid and the one alternate. The base bid is \$744,035 which is over the architect's estimate of \$675,200 but the Liquor Committee is recommending approval.

Jones asked what the first bid came in at, what was the original budget for the project and wasn't this to be an all inclusive cost. John Nelson said that the first bid was about \$893,000 and the original project budget was \$775,000. The cost went up due to new coolers and shelving being

added and the old cooler not being used as it is from the 1970's and nearing end of life. The new shelving was recommended as the old shelves come down with the interior wall work and the new gondola shelving will be better for the aisle displays. The Liquor Store is handling the coolers and shelving quotes internally and not part of the construction bid to save on costs.

Jones asked what was the cost estimates from the feasibility study for the different options. John Nelson replied that those numbers were \$2.2 million for a full remodeling of the current store, \$2.6 million for a new rebuild and \$1.1 million for renovation of space in the old Shopko building.

Jones said so the project proposed tonight with the new addition and remodeling is more affordable than the original plans and likes the store staying at its current location.

Grunig asked about the large spread in the bids. John Nelson said the low bidder knew the project well and the high bidder generally does larger projects, but did not know why it was higher. Grunig noted the low bid is still 10% over the architect's estimate and though it was probably inflation. John Nelson said they made changes to cut costs but it is still over the estimate.

Jones asked about the financing plan. Nasby said that the original thought was to pay for it with liquor store reserves, but that would use all of the funds. With the costs coming in a bit higher the plan changed to do a combination of debt and cash. As the City will be looking at bonds for the Electric generation project we could piggyback on that bond issue at reduced expenses. The funding would be \$500,000 in bonds, which has a \$40,000 annual debt service and can be carried by the liquor store revenues and \$450,000 in cash from liquor store reserves. This leaves the liquor store with some reserves left to cover unforeseen expenses or cover debt service if needed.

Council Member Quade introduced the Resolution No. 2023-39, entitled "A RESOLUTION AWARDING THE CONTRACT FOR THE RIVER BEND LIQUOR STORE RENOVATIONS". The Resolution was seconded by Benson and on roll call vote: Aye: Nelson, Quade, Benson, Grunig and Esplan. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Bid award was for the base bid of \$744,035 and alternate #1 for \$1,850.

John Nelson said the second item is the approval of an amendment to the Professional Services Agreement with TSP, Inc. for construction administrative services in the amount of \$26,500.

Motion by Benson second by Quade to approve the amendment to the Professional Services Agreement with TSP, Inc. for construction administration. Motion carried 5 – 0.

John Nelson said the next item is the quotes for the two new coolers. Specifications were completed and vendors were solicited for quotes. There were three quotes received and the recommendation is to take the low quote from Stan Morgan & Associates for \$150,410. This would be for the new main cooler and new shelving, new second cooler with re-used shelving and includes all installation, doors, freight, etc.

Grunig asked about energy savings by eliminating the old cooler. John Nelson said he had not looked into that aspect or if there are any energy rebates on the new coolers.

Motion by Grunig second by Nelson to approve acceptance of the cooler quote from Stan Morgan & Associates for \$150,410. Motion carried 5 – 0.

Fourth, John Nelson said they had also obtained quotes for new shelving from two vendors. The new shelving would mount to the walls and center aisle shelving would be gondola style. The amount with sales tax would be \$40,772.81.

Motion by Quade second by Benson to accept the quote for new shelving from Stan Morgan & Associates for \$40,772.81. Motion carried 5 – 0.

Fifth, John Nelson said they are also upgrading the security system to provide more coverage and better quality. They will re-use six cameras and install six new ones. The system also has a server on-site which he feels will save money as the store pays \$421\month for data service. The on-site server will also allow him to monitor it without having to go to City Hall.

Jones said he wants to understand the costs with the cameras as they were put in to protect City facilities and he is hearing of departments having issues with costs. Nasby said several department heads had discussed the topic and there are variables in data costs due to various levels of use. Quade added she has Ring cameras and pays \$3.99 per month and the data is stored on the cloud and she can access it anytime so she does not understand the data costs.

Motion by Quade second by Benson to approve the quote from Freedom Security for the liquor store camera system improvements amounting to \$11,700. Motion carried 5 – 0.

Nasby said the final liquor store item is a reimbursement resolution which is needed to reimburse ourselves for any costs incurred, if any, prior to the finalization of the bonds.

Council Member Esplan introduced the Resolution No. 2023-40, entitled “RESOLUTION ESTABLISHING PROCEDURES RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE”. The Resolution was seconded by Grunig and on roll call vote: Aye: Grunig, Benson, Quade, Esplan and Nelson. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

8. Library Donation:

Jones thanked the Friends of the Library for the \$79.90 donation and for their work.

Council Member Grunig introduced the Resolution No. 2023-41, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM FRIENDS OF THE LIBRARY TO THE WONDOM LIBRARY FOR IPADS”. The Resolution was seconded by Nelson and on roll call vote: Aye: Benson, Esplan, Nelson, Quade and Grunig. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

9. Mayor Appointment:

Andy Spielman, Building Official, said that they are recommending the appointment of Tom Tegels to the Planning Commission. He would fill the unexpired term of Jeremy Johnson and Mr. Tegels is open to continuing service when the current term expires.

Motion by Benson second by Quade to approve the Mayor’s appointment of Tom Tegels to the Planning Commission. Motion carried 5 – 0.

10. Contractor Payment – Wilcon Construction – Pay Request #2:

Jason Sykora, Electric Superintendent, said that the building project is coming along well with all sheeting completed and paper on the roof. The Utility Commission is recommending approval.

Motion by Grunig second by Nelson to approve Pay Request #2 for Wilcon Construction in the amount of \$95,077.10. Motion carried 5 – 0.

Jones said that the transmission line project is moving along quickly as well and new wires being strung. Sykora said most of the wire work is done and they are removing wires on old poles. Jones thanked the local crew and IES crews for their work.

11. New Business:

None.

12. Old Business:

None.

13. Personnel:

Kari Hanson, Library Director, said she and the Library Board are recommending the hiring of Sheryl Hanefeld for the part-time Library Clerk position at Step 3 in the amount of \$15.09\hour.

Motion by Quade second by Esplan to approve the hiring of Sheryl Hanefeld for part-time Library Clerk at Step 3. Motion carried 5 – 0.

14. Council Comments:

Jones wished Quade a happy birthday and thanked her for bringing cookies.

Quade said she completed the State's Board of Equalization training. She donated 150 book marks to the library to celebrate her birthday month.

Benson said he appreciated the comments for the hospital bond public hearing.

Nelson said he too was thankful for the public comments.

Esplan concurred that the public input was much appreciated.

Jones acknowledged it is hard for people to want to make comments in public and there are others that are for the project and those not supportive.

15. Closed Session:

Jones said that the Council was going into closed session under Minnesota Statute 13D.03 – labor negotiations and there would be no action taken following the closed session.

Motion by Quade second by Benson to go into closed session. Motion carried 5 – 0.

Closed session was attended by the City Council, City Administrator and Nico Lira Lisle, Attorney with Flaherty & Hood. The closed session ended at 10:03 pm.

Jones reopened the meeting at 10:03 pm.

16. Adjournment:

Mayor Jones adjourned the City Council meeting by unanimous consent at 10:04 p.m.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

**TELECOMMUNICATIONS COMMISSION MEETING
CITY OF WINDOM CITY HALL August 14th, 2023**

I. Call Meeting to Order. The meeting was called to order by Pres. Abraham at 6:04PM

II. Roll Call:

President:	Dirk Abraham	City Staff:	Steve Nasby
V President:	Josh Peterson	City Staff:	Jeff Dahna
Secretary:	<i>vacant</i>	Council Liaison:	Scott Benson <i>absent</i>
Commissioner:	Jayesun Sherman	Council Liaison:	Dennis Esplan
Commissioner:	Tim Hiley	Others Present:	-

III. Approval of Minutes from July 17th, 2023 meeting

Motion by commissioner Peterson, to approve minutes from the July 7th, 2023 meeting. Seconded by commissioner Sherman. Motion approved 4 to 0.

IV. Project Updates: Dahna updated commissioners on the various projects

V. Manager's Report: Dahna reports:

- **Cable TV Headend** – Lost equipment after power outage. Outage of local Mpls channels until outage was resolve. Maintaining as necessary.
- **City Network** – NOC Tech/consultant cutover internal servers onto the new virtual platform.
- **Telecom Staff** – Dept staff out on medical, staff on vacation, time off, and out sick. GM and one tech covered dept trouble tickets and service orders for two days.

VI. New Business: -Commission meeting attendees discussed Streaming TV service pricing rates. **Motion by commissioner Hiley to recommend to city council to set the monthly Streaming TV monthly rates. Basic \$75, Expanded \$85, Starz Pack \$15, Showtime Pack \$15, Starz & Showtime Double Pack \$20, Out of Area channels \$10. Seconded by commissioner Sherman, Motion approved 4-0.**

VII. Old Business: -Commission meeting attendees discussed Residential Data Service rate pricing. Discussed new residential data packages 10Mb, 100Mb, 250Mb, 1000Mb.

VIII. Commissioner's concerns and questions:

IX. Set Next Telecom meeting: Sept 18th, 2023 at 6:00 pm in Council Chambers or City Hall.

X. Adjourn: Meeting adjourned by unanimous consent at 7:35 pm.

Dirk Abraham, Telecom Commission President

XXXX, Telecom Commission Secretary

Attest: _____
Jeff Dahna, Telecom General Manager

Windom Street Committee

August 31, 2023

City Hall Council Chambers

Roll Call

Present: Jenny Quade, Dennis Esplan

City Staff: Jon Ketzenberg, Andy Spielman, Tiffany Lamb, Mary Hensen

Public: None

Absent: None

Call the Meeting to Order at 2:45 p.m.

1. **South Cottonwood Lake Subdivision:** Instead of the proposed open ditch system, the installation of curb and gutter was discussed. City Code 151.64 states open drainage ditches will not be allowed unless specifically permitted by the City Engineer. DGR City Engineer Dan Van Schepen's recommendation for this type of cross section would include discussion of future diligence with the city enforcing limits of grading in the right of way and minimum driveway culvert sizes. The problem is that the City does not have any current requirements.

Dennis commented that if we don't do it right the first time, we will be redoing it again in ten years. Jon talked about the freeze thaw cycle in the spring and the water backing up in the ditch and not having enough catch basins to drain the water away. An example of this is on Cottonwood Lake Drive by Stroms. In the spring when the ditch is frozen, all the water runs down the street and into his garage.

EDA Director Tiffany Lamb discussed the upfront TIF amount of over \$400,000 already on the expected revenue. If we were to require curb & gutter, the estimated cost is around \$130,000. Jenny commented about being on the Street Committee for five years and there was never any discussion regarding the road and the drainage for this project.

Jon talked about the curb holding the road together and prolonging the life of the bituminous. Andy brought up driveway placement & culvert size being in the record drawing. Jenny Quade, Dennis Esplan, and Jon Ketzenberg would strongly prefer curb and gutter on this project.

2. **Old Business:**
3. **New Business:** None
4. **Commission Comments:** None
5. **Adjourn meeting.** Meeting was adjourned at 3:55 pm.
6. **Next Meeting:** To be determined.

Community Center Commission Minutes

Monday, September 11, 2023

1. Call to Order: President Linda Stuckenbroker called the meeting to order at 5:31 p.m.

2. Present:

President: Linda Stuckenbroker

CC Director: Tim Snyder

Commission Members: Mitch Voehl

Lenny Thiner

Al Baloun

Jan Duscher

Commission Liaisons: Scott Benson

Jim Nelson

City Administrator: Steve Nasby – Absent

3. Approval of Minutes: **Minutes from August reviewed and approved.**
Motion made by Lenny Thiner; seconded by Jan Duscher. Approved 4-0.

4. Director Report:

Financial

a. Reviewed Financials Year to Date

b. Booked Saturday's thru Mid-November

Personnel

a. Tera having some physical issues and could be off for a period.

b. Robbie advancing in his position

c. Currently discussing creating a guidance of work duties

5. Old Business:

a. Cameras to be installed

b. Hail insurance claim not settled

c. Pig party- working to include organization for prizes

d. Discussed other food fundraisers and competitions

e. Start the first R&R in mid-November will discuss event with Windom Chamber.

6. New Business:

a. Concerns about underage drinking and service with non-USA driver's license holders. Discussed now using ID scanner, all

- customers will have ID's checked, alcohol policy will be reviewed and discussed with all contract holders.
- b. Lucan Community TV will be installing updated wireless communication. No Action Taken
 - c. Motion made by Mitch Voehl 2nd by Lenny Thiner to increase alcohol pricing by \$1.00 each unit effective immediately.
Approved 4-0
 - d. Reviewed Budget Planning-Discussed, No Action Taken
 - e. Reviewed pricing to replace some of the banquet tables-Discussed and will continue to review options.

7. Commissioners Comments:

a. Review rate system in November, finalize in December for 2024 activities for Council Approval.

b. Discussed potential uses of Byers donation per inquiry by a family member.

**Motion by Lenny Thiner, seconded by Jan Duscher, to adjourn meeting at 6:54 p.m.
Motion approved 4-0**

Next Meeting: October 9, 2023

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
SEPTEMBER 11, 2023

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

2. Roll Call & Guest Introductions:

EDA Commissioners: Ryan McNamara, Nancy Wepplo, and James Nelson.

Absent: Marv Grunig. (There is one vacancy on the Board.)

Also Present: EDA Staff – Tiffany Lamb, EDA Director, and Admin. Asst. Mary Hensen; City Administrator Steve Nasby; Kevin Stevens, Cottonwood County Liaison; and Mike Lohre (Citizen).

3. Approval of Minutes: August 14, 2023:

Motion by Commissioner Nelson, seconded by Commissioner Wepplo, to approve the Minutes of the EDA Meeting held on August 14, 2023. Motion carried 3-0.

4. Windom Apartments LLC

A. Workforce Housing – Update: Director Lamb reported that City Staff is continuing to work on the loan documents and will be meeting with the City Attorney again to review these documents. She indicated that the representatives of Windom Apartments LLC have been amenable to the City's expectations for inclusion of specific language in the loan documents. The two loans will include a corporate guarantee by the parent company and a negative equity pledge. There will also be a springing lien into the second mortgage for the first tranche of the loan as of January 1, 2024. These documents will come before the City Council for approval.

The City requested an appraisal of the property which is to be completed prior to the release of the second tranche of funding. The initial funds are anticipated to be released this year. The appraisal will be completed before the release of the remaining \$4.7 Million. City Admin. Nasby advised that the requests for payments by the Developer will be submitted to the City for review and then to the State for payment. He stated that only way that the loans move forward is if the State releases the money.

In communications with the apartment developer, the principals have advised of their concern about the need to order materials, such as concrete, as year-end is approaching.

Director Lamb advised that she had sent off the fourth revision of the application with the technical changes requested by the Minnesota Department of Employment and Economic Development ("DEED") and is hopeful the application process is in the final stage. The City was informed that DEED Staff is working on the grant contract.

5. South Cottonwood Lake Subdivision – Update:

Status of Demolition of Cemstone Plant Site: Director Lamb reported that the demolition process has been moving slowly but some progress has been made. The crew has been stripping materials and removing hazardous materials prior to the actual demolition of the building. On September 7th, Bob Braun from DVK indicated that he anticipates that demolition of the Cemstone plant will begin the week of September 18th. The plans are to complete demolition of the building and removal of the foundations by the end of October. However, crushing of the concrete may not be completed by the end of October.

Platting Process: DVK Diversified, LLC and Cemstone Concrete Materials, LLC (Property Owners) have jointly filed an Application for the proposed new subdivision and the preliminary plat for South Cottonwood Lake Subdivision. *(At the time that Cemstone sold the property to the EDA, Cemstone retained two lots on which they plan to construct concrete spec houses.)* The preliminary plat has been prepared by DGR Engineering for DVK. The public hearing on the preliminary plat is scheduled for Tuesday, September 12th. The preliminary plat will then come before the City Council on September

19th for review. Any requested revisions will then be incorporated into the Final Plat which should come before the Planning Commission and City Council in October.

Building & Zoning Official Andy Spielman and EDA Staff met with the DNR a couple weeks ago concerning the allowable densities in the non-riparian lots of the proposed new subdivision. The apartment developer had asked if the number of apartments could be increased from 44 to 50. If the density criteria are satisfied, the proposed apartment building will also need to comply with requirements for green space and parking, etc. to allow the number of units to be increased.

The Property Owners have also filed an Application for a conditional use permit to allow a residential planned unit development (“PUD”) in a portion of the new subdivision. A conditional use permit is required for the PUD because the property is in the Shoreland District. A PUD is necessary to allow the density requested in the tiers of the District containing the non-riparian lots. The lots adjacent to Cottonwood Lake (riparian lots) will not be included in the PUD. The back lots, outlots, and the proposed lot for the new apartment building will be included in the PUD. The public hearing on the General Concept Plan for the PUD is also scheduled for the Planning Commission Meeting on September 12th. The General Concept Plan will then come before the City Council for review on September 19th. Follow-up for the PUD will include a Development Stage and the Final Stage which may be combined.

Director Lamb advised that the EDA continues to work with DEED concerning the Redevelopment Grant which includes a requirement for substantial completion of the project, set forth in the grant application, by June 30, 2024.

6. Website Update: Director Lamb reported that the EDA’s new independent website is up. The domain name is “windomeda.com”. She provided a brief overview of the site.

7. New Business: None.

8. Unfinished Business

A. Staff Report: Director Lamb reported on the progress of the two commercial rehab loan projects for Great Bend Real Estate, LLC and Steve and Laura White (KDOM Building).

Director Lamb is working with Street and Parks Superintendent Jon Ketzenberg to refresh the Parks and Recreation brochure and include the new Lions Shelter and the Veterans’ Memorial, etc.

Director Lamb met with Jon Beyer from US Fish & Wildlife Service concerning USFWS’ plans for upgrading their trails. Their land is adjacent to the property that the City purchased for the Wolf Lake Trail. USFWS plans to apply for grant funding for these improvements and this potential funding may also be available to assist the City with improvements to the Wolf Lake Trail. Director Lamb also met with Luke Ewald concerning funding ideas for the trail.

City Admin. Nasby advised that the Minnesota Senate Housing Committee will be visiting Windom on September 26th at 11:50 a.m. to view the housing developments in Windom and also talk with major employers concerning housing issues for their employees.

City Admin. Nasby said that the City Council will be meeting on October 23rd and 24th to review 2024 budgets for the various departments. He requested that if the EDA Commissioners have any ideas or requests for funding, to contact either Director Lamb or him with these ideas.

9. Miscellaneous Information

A. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the July 2023 financial reports submitted by Van Binsbergen & Associates.

10. Adjourn: On consensus, President McNamara adjourned the meeting at 12:26 p.m.

Attest:

Tiffany Lamb, EDA Director

Ryan McNamara, EDA President

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
SEPTEMBER 12, 2023**

1. Call to Order: The meeting was called to order by Chairman Brett Mattson at 7:04 p.m.

2. Roll Call & Guest Introductions:

Planning Commission: Brett Mattson, Jared Baloun, Lorri Cole, Carol Hartman, and Brandon Pletcher.
Absent: Ben Byam, Dustin Harrold, and newly-appointed Commissioner Tom Tegels.

Also Present: B&Z Staff: Zoning Admin. Andy Spielman and Admin. Asst. Mary Hensen; Bob Braun and David Voss with DVK Diversified, LLC; Dan Van Schepen from DGR Engineering; and Tiffany Lamb, EDA Director.

3. Approval of Meeting Notes: June 27, 2023

Motion by Commissioner Baloun, seconded by Commissioner Pletcher, to approve the Planning Commission Meeting Notes for the Meeting held on June 27, 2023, as sent. Motion carried 5-0.

4. Addition to Agenda: Zoning Admin. Spielman requested that an agenda item be added for the approval of the Minutes for the Planning Commission Meeting held on May 9, 2023. These Minutes were originally included in the meeting packet for the June 27, 2023, Meeting. However, there was no quorum present to approve the Minutes at that meeting. (*Inadvertently this item was missed for this meeting's Agenda.*) Copies of the May 9th Minutes had been distributed to the Commissioners prior to the Meeting.

Motion by Commissioner Hartman, seconded by Commissioner Pletcher, to add a new agenda item for the approval of the Minutes from the Planning Commission Meeting held on May 9, 2023, and to approve the Minutes of the Meeting held on May 9, 2023, as presented. Motion carried 5-0.

5. Public Hearings

A. Zoning Application – DVK Diversified, LLC & Cemstone Concrete Materials, LLC
(Preliminary Plat – Residential Subdivision - 1405 Cottonwood Lake Drive)

Zoning Admin. Spielman advised that there are two public hearings tonight. The first public hearing is for the preliminary plat for the proposed new residential subdivision to be known as “South Cottonwood Lake Subdivision”. The application and preliminary plat were submitted by the property owners, DVK Diversified, LLC (“DVK”) and Cemstone Concrete Materials, LLC (“Cemstone”), covering property at 1405 Cottonwood Lake Drive. Cemstone retained a small portion of the property for purposes of constructing two spec homes and has signed a Consent to the preliminary plat. City Code requires a public hearing on preliminary plats.

The meeting packet included copies of the zoning application, public hearing notice, aerial of the property, and Preliminary Plat for South Cottonwood Lake Subdivision. Zoning Admin. Spielman displayed the preliminary plat and provided an overview concerning boundaries of the proposed subdivision, location of property retained by Cemstone, access from 16th Street onto the Tegels Park road and into the subdivision, ordinary high water mark, proposed street and easements, 490th Avenue, three blocks and lots, and three outlots. The new street, to be known as “Cottonwood Lake Boulevard”, will be a paved street that is 28 feet in width. This street will turn and connect to 490th Avenue which is currently a 22-foot wide gravel road with a 66-foot right-of-way. From research conducted by the City Attorney, it was determined that this is currently a private road and is owned by the property owner, DVK. In the platting process, 490th Avenue will be dedicated to the City in its current condition and maintained by the City.

In response to a question, Dan Van Schepen, from DGR Engineering, identified the location of the existing concrete plant on the plat. (The plant site will be demolished.) Zoning Admin. Spielman advised which code sections are being used for this review. Because this platting process began before the revisions to City Code Chapter 151 were approved by the Council in August, this plat is being reviewed pursuant to the City Code in effect prior to that time. The public hearing notice was published and copies were mailed to all property owners

within 350 feet of each of the boundaries of the property to be platted including the property owners in the adjoining Lakeview Subdivision which is outside of Windom's city limits.

Zoning Admin. Spielman advised that pursuant to access and utility easements between The Bosshart Company and Consolidated Ready Mix, Inc. (prior owners of the property), 490th Avenue is a private road with a 66-foot right-of-way that extends from County Road 13 to the lake. Following dedication of 490th Avenue to the City, 490th Avenue will end at the north edge of City's right-of-way for Cottonwood Lake Boulevard. DVK is proposing to terminate the portion of the easement for 490th Avenue which runs across Lot 11 in Block 2. DVK would then establish a new private access and utility easement for the benefit of the residents of Lakeview Subdivision. This private easement will be 35 feet in width and will extend north 104 feet in length from the north edge of the Cottonwood Lake Boulevard along the east side of Lot 11 in Block 2. Property in the adjoining Lakeview Subdivision is in Lakeside Township and is outside of the Windom city limits.

Bob Braun and David Voss from DVK Diversified, LLC and Dan Van Schepen from DGR Engineering introduced themselves. In answer to questions, Zoning Admin. Spielman advised that even with the proposed easement, Lot 11 is a buildable lot. Bob Braun and David Voss confirmed that the future owners of Lot 11 would also be able to use this private easement to access Lot 11.

Chairman Mattson opened the public hearing at 7:18 p.m. Kari Roskens of 42431 490th Avenue, Windom, Minnesota, was present to speak at the public hearing. She advised that she and her husband purchased this property in 2022. Their driveway is off 490th Avenue and their address is 490th Avenue. They want to make sure that 490th Avenue is not vacated to remove their access to their west driveway and the front of their house. In response to Mrs. Roskens' comments, Bob Braun advised that DVK had spoken with the realtor concerning this property in 2022. DVK had asked that a survey of the property be prepared prior to sale of the property, that prospective purchasers be made aware of the actual property lines for the property, and that this easement was not on that property in Lakeview Subdivision. Mrs. Roskens said that she was aware of the survey and knew where the new stakes were placed. However, she said that the extension of 490th Avenue is the only access point for the driveway on the west side and the front of their house and she doesn't think you can vacate that. Zoning Admin. Spielman provided information concerning the proposed new easement. He asked if the survey showed that the retaining wall by the driveway to be on the property line. Mrs. Roskens confirmed that the new property stakes were at the west end of the driveway and the retaining wall which lines up with the driveway. Mrs. Roskens would like to extend the new private easement to provide access to the driveway on the west side of their house. Zoning Admin. Spielman said that 490th Avenue lies entirely on the DVK property and was never a township road or City road. He provided a short history concerning the road and the easement between Consolidated Ready Mix, LLC and The Bosshart Company. Mrs. Roskens said that everyone along the lake (*in Lakeview Subdivision*) accesses their property off 490th Avenue. She asked what the next steps would be in the process. Zoning Admin. Spielman advised that the Planning Commission would take the matter under consideration, including her comments, and make a recommendation to approve or deny the preliminary plat with or without revisions.

Chairman Mattson asked if there was anyone else in attendance who wished to speak at the public hearing. There being no further comments, Chairman Mattson closed the public hearing at 7:33 p.m.

Zoning Admin. Spielman reported that after notice of the public hearing was published and mailed, as required, no additional comments or questions were received prior to the public hearing.

Zoning Admin. Spielman reviewed the history of 490th Avenue and there was a discussion concerning the easement and access. Bob Braun reiterated that he had met with the realtor and asked for a survey prior to the sale of the adjoining property in Lakeview Subdivision. A survey of that property was completed in 2022. The survey shows that the west property line for that property is approximately at the end of the west driveway and retaining wall. Mr. Braun indicated that the driveway for the property used to go around the house to the east where the new garage is located. It is his belief that a prior property owner remodeled the property to close off the garage on the west side of the house and construct a new garage on the east side. There was some discussion that the easement had been used in the past as an access for the lake. Zoning Admin. Spielman advised that the DNR had been contacted as to whether they had an easement for public access to the lake in that location and DNR representatives said that the DNR had no access in that location. In response to a

question, Bob Braun said that the proposed new access/utility easement over a portion of Lot 11 for the benefit of the residents of the Lakeview Subdivision will be recorded. There was further discussion concerning whether this easement was a cartway, effect of the easement on Lot 11, amount of side yard setback, whether there was a possibility of extending the proposed easement further north, etc.

Zoning Admin. Spielman advised that all of the proposed lots in the new subdivision meet or exceed the lot size requirements for width, depth, and area. He pointed out that on the plat there is a 60-foot street right-of-way with a 28-foot paved street, easements on each side of the street for sewer (one side) and water (other side), 5-foot utility easement on the rear and sides of each lot. There is a wider easement between Lots 3 and 4, Block 3 for sewer line. Outlot A will be dedicated to the City as open space/park space and for wellhead protection. There is an area in Outlot A designated for public parking. However, that is not part of the current infrastructure project. There is to be a walking trail in Outlot A that follows the existing traveled path in that area. Outlot A is to be natural prairie. Outlot B is to be deeded to the EDA. No sewer or water lines are being extended along 490th Avenue and currently Outlot B is not buildable. However, in the future if utilities are installed along 13th Street, the EDA might be able to do a minor subdivision of a lot/lots on the southern portion of Outlot B. Outlot C will be deeded to the City as this is the location of an existing City well. The remainder of the lots will be retained by DVK for sale and future construction of homes. Bob Braun confirmed that DVK will be installing the infrastructure for the new subdivision, but does not plan to construct any homes.

Zoning Admin. Spielman reported that copies of the preliminary plat had been sent to the County Engineer because 490th Avenue accesses 13th Street. The County Engineer has provided an approval of this preliminary plat. City Staff met several times with the DNR and copies of the preliminary plat and notice of hearing were provided to the DNR. As of today, no comments have been received from the DNR. All City utility department heads have reviewed the preliminary plat. The only comments received were from City Street Superintendent Jon Ketzenberg. He has concerns regarding the catch basin by the park road. Pursuant to the shoreland code, the runoff water is to be caught and infiltrated to control erosion and runoff to the lake. There have been some discussions concerning possibly installing a rain garden in that area to catch the water, allow it to soak in, and infiltrate to help with erosion. The proposed design of the road includes a paved street and an open ditch with no curb and gutter. The Street Superintendent would like to see curb and gutter for maintenance purposes, to hold the pavement together, and extend the life of the road. Zoning Admin. Spielman advised that in the Subdivision Code (Chapter 151), open ditches are not allowed unless approved by the City Engineer. However, the Shoreland District Code encourages ways to let the water soak in and not use pipes for drainage. The proposed ditch system is to catch water and let it soak in the ground.

Engineer Van Schepen advised that on Lot 6, Block 2, there is a low spot that will be used as a collection area with an open culvert end. This area will take the water from the north side of the street to the south side into a catch basin between Lots 3 and 4 in Block 3 and then pipe the water into the lower area (Outlot A). There is no outlet from Outlot A so this water will not drain to the lake. It will either soak in or evaporate.

There was a discussion concerning the ditch system which is included in the street right-of-way. Zoning Admin. Spielman recommended that the 15-foot easement on the front of the lots (street side) be listed as a utility and drainage easement.

There was a discussion concerning the culvert size. However, DVK will not be installing the culverts under driveways as those will be installed by the new property owners. Through deed restrictions and/or covenants, provisions will need to be made to regulate the size of the culverts and to prevent property owners from filling in the ditch. Engineer Van Schepen indicated that he could include a culvert section detail in the infrastructure plans.

In response to a question, Bob Braun and David Voss said that they will not be going onto the lots to remove trees except in areas where grading is required. They are to fell the trees in the bottom of the quarry and leave them. They will not be disturbing the sumac, etc. that was planted on the banks of the quarry. It's their understanding that there will be prairie grass planted in the quarry.

In response to a question as to whether we need a water retention pond into Outlot A, Engineer Van Schepen said that the water will slowly trickle into the water system in Outlot A.

Zoning Admin. Spielman gave a Staff recommendation to approve the Preliminary Plat, as submitted, with the addition of the utility/drainage easement language for the 15-foot easements on the front of the lots. He also requested that DVK consider granting an extension of the proposed new easement on Lot 11 (at least 10-foot width) to provide access to the west side of the adjoining property in Lakeview Subdivision. Bob Braun indicated that they would consider this option. However, his belief is that if DVK grants an extension of the easement of 10 to 12 feet in width, the property owners will eventually continue to encroach more onto Lot 11. In answer to a question, Zoning Admin. Spielman advised that Lot 11 is buildable, per size requirements, even with the easement. It was the consensus of the Commissioners that the question of extension of easement on Lot 11 to allow access to the driveway on the adjoining property is a civil matter between DVK and the Roskens.

Motion by Commissioner Pletcher, seconded by Commission Hartman, to recommend that the City Council approve the Preliminary Plat for South Cottonwood Lake Subdivision with the addition of language on the Preliminary Plat identifying the 15-foot easement on the front of the lots as a “utility/drainage easement”. Motion carried 5-0.

B. Zoning Application – DVK Diversified, LLC & Cemstone Concrete Materials, LLC
(Conditional Use Permit – Residential Planned Unit Development – Shoreland District –
1405 Cottonwood Lake Drive)

Zoning Admin. Spielman advised that the Applicants and Property Owners and the property are the same as on the Preliminary Plat. The proposed Planned Unit Development (PUD) covers all of Block 1, all of Block 3, and Outlots A, B, and C of the South Cottonwood Lake Subdivision. The reason for the PUD is that the property is located in the Shoreland District and a PUD is required to comply with density requirements because a new 50-unit apartment building is proposed for Lot 5, Block 1. A PUD in the Shoreland District requires a conditional use permit (CUP). Notice of the public hearing for the conditional use permit has been published and sent to the property owners within 350 feet of all boundaries of the subdivision. No comments have been received on this application.

Chairman Mattson opened the public hearing at 8:20 p.m. No comments were received from anyone present. Chairman Mattson closed the public hearing at 8:21 p.m.

Zoning Admin. Spielman advised that the City’s Shoreland Code mirrors the DNR’s model code. To calculate density, the property is divided into 200-foot tiers. He explained the process to calculate the densities. Tier 1 includes the riparian lots (Lots 1 through 11 in Block 2). Only single-family homes are proposed for these lots and these lots are not included in the PUD. The lots in Tier 1 meet the subdivision requirements.

Zoning Admin. Spielman advised that the Applicants are proposing the following units in Tiers 2 through 5 as the “General Concept Plan” for the PUD. Tier 2 includes Lots 1, 2, 3, and 4 in Block 1 which are proposed for 2-family homes (twin homes) or townhomes. Tier 2 also includes Lots 3 through 8 in Block 3 which are proposed for single-family homes. The number of proposed units for Tier 2 is 12.

Tier 3 includes Lot 5 in Block 1 and Lots 6 and 7 in Block 3. The Applicants are proposing single-family homes on Lots 6 and 7 in Block 3 and a 50-unit apartment building on Lot 5, Block 1. The number of proposed units for Tier 3 is 54. No units are proposed for Tiers 4 or 5.

The total number of proposed dwelling units in the PUD is 66. At least 50 percent of the PUD is to be reserved as open space (Outlot A). The number of proposed units is below the maximum number of allowable units in the PUD. All lots can be served with the infrastructure to be installed. Zoning Admin. Spielman reviewed the CUP criteria set forth in the Code and the CUP criteria set forth in the Shoreland Code. Zoning Admin. Spielman answered questions concerning accesses to the lots. After further discussion, the following action was taken.

Motion by Commissioner Hartman, seconded by Commissioner Cole, to recommend that the City Council approve the conditional use permit for the proposed residential planned unit development (“PUD”) in the South Cottonwood Lake Subdivision based on the densities proposed by the Applicants in

the General Concept Plan for the PUD and further that the City Council approve the General Concept Plan for the residential PUD in this subdivision.

The property is located at 1405 Cottonwood Lake Drive and is described as A portion of the real estate described as All of Government Lot 2 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota, EXCEPT a tract described as follows..... containing 0.348 acres, AND INCLUDING a tract in Government Lot 1 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota, described as follows..... containing 0.097 acres. (brief description) This subdivision contains approximately 34.58 acres and is subject to easements of record or apparent. (abbreviated description) (Parcel Nos. 25-025-0200 & 25-025-0201.)

The motion includes that the jurisdictional documents and the findings of fact be made a part of the hearing record.

Findings of Fact for Conditional Use Permit:

- (1) As stated in the narrative herein.
- (2) The proposed use is not in conflict with the City's comprehensive plan.
- (3) The proposed use is not in conflict with the stated intent of the zoning district (R-2) in which it is to be located.
- (4) The proposed use will not unreasonably harm the public health, safety and welfare, create a nuisance, or create unreasonable congestion injurious to nearby properties.
- (5) The proposed use does not interfere with the creation of a beneficial environment within its own property boundaries and on adjoining properties.
- (6) The proposed use will not interfere with the provision of a reasonable economic benefit to the community.
- (7) The provisions for interrelationship between the proposed development and contiguous and non-contiguous adjacent properties will not adversely affect pedestrian and vehicular movement and will not adversely affect the buffering of the service facilities and parking areas.

The motion also includes that the following findings of facts for conditional use permits in the Shoreland District be made a part of the hearing record (SEE ATTACHED).

Motion carried 5-0.

Zoning Admin. Spielman advised the Applicants that these recommendations will come before the City Council at its meeting on September 19th.

6. Other Business/Reports: None.
7. Unfinished Business: None.
8. New Business: None.
9. Planning Commission Comments, Concerns, Suggestions: None.
10. Adjourn: The meeting was adjourned by unanimous consent at 8:47 p.m.

Attest: _____

Andy Spielman, Zoning Administrator

Brett Mattson, Chairman

vegetation and topographic alterations. It must also identify actions to be taken during operation to mitigate adverse environmental impacts, particularly erosion and must clearly explain how the site will be rehabilitated after extractive activities end.

(2) *Setbacks for processing machinery.* Processing machinery must be located consistent with setback standards for structures from ordinary high water levels of public waters and from bluffs. (Ord. 125, 2nd Series, passed 12-15-2003)

§ 152.232 CONDITIONAL USES.

(A) Conditional uses allowed within shoreland areas shall be subject to the review and approval procedures, and criteria and conditions for review of conditional uses established community-wide.

(B) The following additional evaluation criteria and conditions apply within shoreland areas.

(1) *Evaluation criteria.* A thorough evaluation of the waterbody and the topographic, vegetation and soils conditions on the site must be made to ensure:

(a) The prevention of soil erosion or other possible pollution of public waters, both during and after construction;

(b) The visibility of structures and other facilities as viewed from public waters is limited;

(c) The site is adequate for water supply and on-site sewage treatment; and

(d) The types, uses and numbers of watercraft that the project will generate are compatible in relation to the suitability of public waters to safely accommodate the watercraft.

(2) *Conditions attached to conditional use permits.* The Planning and Zoning Commission, upon consideration of the criteria listed above and the purposes of this subchapter, shall attach the conditions to the issuance of the conditional use permits as it deems necessary to fulfill the purposes of this subchapter. The conditions may include, but are not limited to, the following:

(a) Increased setbacks from the ordinary high water level;

(b) Limitations on the natural vegetation to be removed or the requirement that additional vegetation be planted; and

(c) Special provisions for the location, design and use of structures, sewage treatment systems, watercraft launching and docking areas, and vehicle parking areas.

(Ord. 125, 2nd Series, passed 12-15-2003)

Windom Library Board Meeting
September 12, 2023, 2023
5:05 p.m.

1. Call to order: The meeting was called to order by John Duscher.
2. Roll Call: Members Present: Anita Winkel, John Duscher, Steve Fresk, Kari Scheitel and Fran Swenson

Members Absent: Christine Wolf, Wade Pfeiffer

Library Staff Present: Kari Hanson

City Council Member Present: Dennis Esplan

3. Agenda and Minutes:

Agenda and minutes were approved on a motion made by Kari Scheitel and seconded by Fran Swenson

4. Financial Report:

All is well with the financials. There is a little bit of work yet to do on the office in the back workroom as well as carpeting that area. Expenses are being taken from the capital outlay budget of \$2,000.

The financial report was approved on a motion by Steve Fresk with Anita Winkel second.

5. Librarian's Report:

Kari gave the following report on the Summer Reading program;

- 85 kids participated
- Nancy colored her bangs purple by a vote of 61 over greens 37
- 83 kids and 61 adults attended the Zoo Man program
- 15 youth and 5 adults attended the History of Graffiti program
- The newspaper trivia contest had 156 total kids participate (18/week average)
- There were 112 sightings of Lana the Iguana
- Preschool story time averaged 5-10 kids and 3-5 adults
- Lunch Bunch averaged 52 per week
- 17 adults played Bingo, and 3 winners were drawn for \$25 Barnes and Noble gift card from the Friends of the Library
- In Stitches has 6-10 weekly
- Alan Eskens will be coming to the CCHS on Thursday, October 19 at 10:00 a.m.
- The Friends are purchasing a light table and letters for the Kids Library
- Sheryl Hanefeld started her new role as assistant Librarian last week

Librarian's Report was approved on a motion by Fran and seconded by Anita

6. Old Business: None noted
7. New Business: None noted

8. Adjourn: Meeting adjourned at 5:20 p.m.

Respectfully submitted,

Steve Fresk, in the absence of the secretary

UTILITY COMMISSION MINUTES
Council Chambers
September 13, 2023

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 AM

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Tom Riordan
Member Absent: Glen Francis
City Council Liaison: Marv Grunig (Absent)
Staff Present: Jason Sykora, Electric Superintendent; Ryan Anderson, Water/Wastewater Superintendent; Steve Nasby, City Administrator; and Leesa Arndt, Utility Billing/Analyst

Others Present: Travis Zipf, DGR Project Engineer

APPROVE MINUTES

Motion by Riordan second by Schwalbach to approve August 23, 2023 Minutes. Motion carried 2 – 0.

ELECTRIC ITEMS

Truck Shed Addition Pay Request #3

Sykora mentioned all work in the pay request has been completed.

Motion by Riordan second by Schwalbach to approve Pay Request #3 in the amount of \$249,154.30 for the Truck Shed Addition Project. Motion carried 2 – 0.

Truck Shed Addition Change Order #1& Order #2

Sykora explained the change order #1 was for extra tinning around the door frame as the plans showed a discrepancy. Change order #2 was for removal of the prior foundations and buried debris underground. The excess concrete had very thick rebar and was refused by a local vender who could not properly recycle the material. Sykora verified load tickets to the landfill.

Motion by Riordan second by Schwalbach to approve Change Order #1 and Change Order #2 for the Truck Shed Addition Project. Motion carried 2 – 0.

Generation Plant Project Bid Results & Recommendation

Travis Zipf, DGR Project Engineer, reviewed the bids for the Generation Plant Project. He noted that three bids were submitted, but one had to be rejected due to improper completion requirements. The valid bids were close in comparison with the noted low bidder of Wilcon Construction Services, LLC in the amount of \$5,563,762.48. Zipf said they contacted references, evaluated current work performance, asked about the understandability of the contract plans/specifications, and is requesting the Utility Commission to recommend approval to the City Council.

Motion by Riordan second by Schwalbach to award the bid of \$5,563,762.48 to Wilcon Construction Services, LLC for the Generation Plant Construction Project with the completion date of October 4, 2024, contingent upon the approval of the City Council. Motion carried 2 – 0.

Other Electric Items

Sykora and Nasby will be attending the annual CMPAS meeting in Kasota on September 14th.

Sykora added that the Transmission Line Project is progressing and the crossing by 16th Street is the current area of work.

Sykora and Nasby said that they submitted an additional grant application with the Department of Energy. This request is a single application and has no funding match requirements. The city was invited to pursue the full application process that would assist paying for items that were not listed in the joint application with the City of Blue Earth. The second application also provides for a back-up if the first grant application with the City of Blue Earth was not chosen by the Department of Energy for funding.

WATER/WASTEWATER ITEMS

Rolling Green Force Main Project

Anderson explained that the project work was started on September 11th and expects the contractor to be boring this week. They are currently locating underground lines. Staff noted the pipe for the project was on-site. Anderson is expecting the majority of the project to be completed in the next two weeks, with site reconstruction to follow.

Other Water/Wastewater Items

Anderson said the new waterline to the Veteran's Memorial will be dug and expects placement of the hydrant to happen this week.

Anderson has a staff member who will be returning to work on Thursday with noted restrictions.

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURN

Schwalbach adjourned the meeting at 12:28 PM.

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: Windom Women of Today Previous Gambling Permit Number: X-
 Minnesota Tax ID Number, if any: Federal Employer ID Number (FEIN), if any: 41-1640075
 Mailing Address: P.O. Box 222
 City: Windom State: MN Zip: 56101 County: Cottonwood
 Name of Chief Executive Officer (CEO): Monica Muller
 CEO Daytime Phone: 507-220-8326 CEO Email: m-r-muller@hotmail.com
 (permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): rjmark184@gmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

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

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Business Arts and Recreation Center (BARC) Inc.

Physical Address (do not use P.O. box): 1012 5th Ave.

Check one:

☒ City: Windom Zip: 56101 County: Cottonwood
☐ Township: Zip: County:

Date(s) of activity (for raffles, indicate the date of the drawing): October 24, 2023

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

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

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

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

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

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

Print City Name: _____

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: Monica Muller Date: 9-11-23
(Signature must be CEO's signature; designee may not sign)

Print Name: Monica Muller

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.

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: Windom Fire Department Relief Association

Previous Gambling Permit Number: X- 34764-23-015

Minnesota Tax ID Number, if any: _____

Federal Employer ID Number (FEIN), if any: 41-6029415

Mailing Address: 444 9th Street

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

Name of Chief Executive Officer (CEO): Kjell Turner

CEO Daytime Phone: 507-822-1385 CEO Email: kjell.turner@gmail.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): wfd55@windommn.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

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

Physical Address (do not use P.O. box): 1480 8th Avenue

Check one:

☒ City: Windom, MN. Zip: 56101 County: Cottonwood

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): April 27th 2024

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

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

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

LG220 Application for Exempt Permit

4/23
Page 2 of 3

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

CITY APPROVAL for a gambling premises located within city limits

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

Print City Name: Windom

Signature of City Personnel: _____

Title: City Administrator 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: [Signature] Date: 9-13-2023
(Signature must be CEO's signature; designee may not sign)

Print Name: Kjell Turner

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.

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

An equal opportunity employer



Windom, MN

Expense Approval Report

By Fund

Payment Dates 9/2/2023 - 9/15/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
SANFORD HEALTH	9-5-2023	09/08/2023	CITY OF WINDOM/WELLNESS	100-11506	425.00
CHARLIZE MATHIS	43050-0	03/24/2021	REFUND - STATEMENT CREDIT	100-20191	36.49
					461.49
Activity: 41110 - Mayor & Council					
US BANK	20230821	09/05/2023	Zoom Meeting	100-41110-326	17.09
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-41110-326	24.17
KDOM RADIO	23060201	09/05/2023	B&Z/AM ADVERTISING	100-41110-350	72.00
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Closed Labor Day	100-41110-350	128.40
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Did you know Community Cen	100-41110-350	240.75
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Ordinance 196	100-41110-350	453.20
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Fall Sport Edition	100-41110-350	107.00
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Hearing Activity Bonds	100-41110-350	87.55
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	online advertising	100-41110-350	40.00
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Did you know Budget	100-41110-350	240.75
LEAGUE OF MN CITIES	388698	09/08/2023	MAYOR/COUNCIL DUES	100-41110-433	6,043.00
MN MAYORS ASSOCIATION	SEPT 2023	09/08/2023	MAYOR/COUNCIL DUES	100-41110-433	30.00
Activity 41110 - Mayor & Council Total:					7,462.01
Activity: 41310 - Administration					
SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	100-41310-131	9.00
INDOFF, INC	3673817	09/05/2023	CITY HALL/SUPPLIES	100-41310-200	64.67
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	100-41310-200	25.03
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	100-41310-217	108.84
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-41310-321	70.45
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-41310-326	298.19
US BANK	20230821	09/05/2023	iowa league of cities	100-41310-350	140.00
US BANK	20230821	09/05/2023	sdmuncileague	100-41310-350	51.95
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Finance Director	100-41310-350	777.10
Activity 41310 - Administration Total:					1,545.23
Activity: 41910 - Building & Zoning					
SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	100-41910-131	1.80
INDOFF, INC	3673264	09/01/2023	EDA/B&Z/SUPPLIES	100-41910-200	3.87
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	100-41910-200	25.03
SCHRAMMEL LAW OFFICE	08-15-23	09/05/2023	B&Z/LEGAL FEES	100-41910-304	225.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-41910-321	57.84
VERIZON WIRELESS	9942791617	09/01/2023	TELEPHONE	100-41910-321	41.12
Activity 41910 - Building & Zoning Total:					354.66
Activity: 41940 - City Hall					
US BANK	20230821	09/05/2023	hy-vee	100-41940-211	17.09
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-41940-381	629.23
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-41940-382	58.93
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-41940-385	125.13
SANDRA HERDER	AUGUST 2023	09/01/2023	AUGUST CLEANING	100-41940-406	276.00
MELISSA PENAS	AUGUST 2023	09/01/2023	AUGUST CLEANING	100-41940-406	276.00
Activity 41940 - City Hall Total:					1,382.38
Activity: 42120 - Crime Control					
SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	100-42120-131	14.40
INDOFF, INC	3673262	09/01/2023	POLICE/UNIFORMS	100-42120-200	12.17
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	100-42120-200	25.03
WEX BANK	91637025	09/12/2023	MOTOR FUELS	100-42120-212	1,477.89
WEX BANK	91637025	09/12/2023	MOTOR FUELS	100-42120-212	-16.74
KWIK TRIP INC & SUBSIDIARIE	AUGUST 2023	09/13/2023	FUEL	100-42120-212	439.98
STREICHER'S, INC	I1651580	09/01/2023	POLICE/UNIFORMS	100-42120-218	74.99

Expense Approval Report

Payment Dates: 9/2/2023 - 9/15/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
STREICHER'S, INC	I1651600	09/01/2023	POLICE/UNIFORMS	100-42120-218	728.82
STREICHER'S, INC	I1651735	09/01/2023	POLICE/UNIFORMS	100-42120-218	23.98
STREICHER'S, INC	I1651792	09/01/2023	POLICE/UNIFORMS	100-42120-218	150.00
COUNTY OF JACKSON	2023-3	09/12/2023	MAY 2023 - SEPT 2023/DEPUT	100-42120-304	20,000.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-42120-321	30.94
AT & T MOBILITY	287293102788X09032023	09/07/2023	POLICE/TELEPHONE	100-42120-321	692.71
US BANK	20230821	09/05/2023	fedex	100-42120-322	12.01
AMAZON CAPITAL SERVICES, I	1RPY-T4CC-1449	08/28/2023	POLICE/RADIO UNITS	100-42120-323	93.91
DONNA MARCY	08-23-23 - 08-24-23	09/01/2023	POLICE/MEALS/LODGING	100-42120-334	224.83
US BANK	20230821	09/05/2023	easy id card	100-42120-350	35.00
SUNSET LAW ENFORCEMENT,	0008822-IN	08/28/2023	POLICE/MAINTENANCE - OFFI	100-42120-404	1,343.70
ENTERPRISE FM TRUST	FBN4814604	09/06/2023	POLICE/VEHICLE LEASE	100-42120-419	791.78
STRYKER SALES, LLC	9204530987	09/11/2023	POLICE	100-42120-480	180.96
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Police other maint	100-42120-480	7.90
SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	100-42120-480	1.80
Activity 42120 - Crime Control Total:					26,346.06
Activity: 42220 - Fire Fighting					
WEX BANK	91637025	09/12/2023	MOTOR FUELS	100-42220-212	143.46
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	100-42220-217	63.49
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-42220-321	42.36
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-42220-381	464.90
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-42220-382	14.87
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-42220-385	34.89
HEIMAN FIRE EQUIP. CO	0923943-IN	08/31/2023	FIRE/MAINTENANCE - OFFICE	100-42220-404	397.03
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Fire Maint Office	100-42220-404	28.29
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Fire Maint Office	100-42220-404	19.18
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Fire maint office	100-42220-404	26.98
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Fire Maint Office	100-42220-404	33.57
HEIMAN FIRE EQUIP. CO	0923960-IN	08/31/2023	FIRE/MAINTENANCE - VEHICL	100-42220-405	136.80
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Fire maint grounds-grass seed	100-42220-406	64.95
Activity 42220 - Fire Fighting Total:					1,470.77
Activity: 42500 - Civil Defense					
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-42500-381	33.71
Activity 42500 - Civil Defense Total:					33.71
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	268683	09/05/2023	CITY POUND/SERVICES	100-42700-300	101.50
Activity 42700 - Animal Control Total:					101.50
Activity: 43100 - Streets					
SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	100-43100-131	7.20
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	100-43100-200	25.03
UNITED FUELS MIDWEST	1606587	09/13/2023	STREET/MOTOR FUEL	100-43100-212	41.55
WEX BANK	91637025	09/12/2023	MOTOR FUELS	100-43100-212	1,002.60
WEX BANK	91637025	09/12/2023	MOTOR FUELS	100-43100-212	-20.59
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-43100-217	70.00
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	100-43100-217	63.49
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-43100-321	1.00
VERIZON WIRELESS	9942791617	09/01/2023	TELEPHONE	100-43100-321	41.94
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-43100-381	1,508.25
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-43100-381	324.96
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-43100-382	19.42
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-43100-385	41.01
RD OFFUTT COMPANY	P52562	09/12/2023	STREET/MAINTENANCE - OFFI	100-43100-404	318.12
WINDOM AUTO VALU	AUG 2023	09/07/2023	MAINTENANCE	100-43100-405	182.99
Activity 43100 - Streets Total:					3,626.97
Activity: 45120 - Recreation					
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	100-45120-200	25.03
US BANK	20230821	09/05/2023	PLAYPASS BUSINESS	100-45120-217	9.50

Expense Approval Report

Payment Dates: 9/2/2023 - 9/15/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	100-45120-217	13.60
Activity 45120 - Recreation Total:					48.13

Activity: 45202 - Park Areas

SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	100-45202-131	1.80
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	100-45202-200	25.03
WINDOM AUTO VALU	AUG 2023	09/07/2023	MAINTENANCE	100-45202-211	18.99
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Parks	100-45202-211	11.37
WEX BANK	91637025	09/12/2023	MOTOR FUELS	100-45202-212	815.98
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Parks	100-45202-216	25.96
SANFORD HEALTH	727492	09/08/2023	SERVICES	100-45202-217	35.00
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Park small tools	100-45202-241	10.99
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-45202-326	266.67
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-45202-381	624.85
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-45202-382	2,375.19
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	100-45202-385	208.66
BRENT HANSON	9918	09/08/2023	STREET/MAINTENANCE - STR	100-45202-402	84.00
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Parks	100-45202-402	20.37
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Parks	100-45202-402	11.79
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	park maint structure	100-45202-402	54.16
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	park maint structure	100-45202-402	36.98
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Park main structure	100-45202-402	259.16
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Park main structure	100-45202-402	44.96
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	park maint structure	100-45202-402	2.59
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	park maint structure	100-45202-402	2.59
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	park maint structure	100-45202-402	254.77
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	park maint structure	100-45202-402	7.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	park maint structure	100-45202-402	510.92
WINDOM AUTO VALU	AUG 2023	09/07/2023	MAINTENANCE	100-45202-404	38.90
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Parks	100-45202-404	1.80
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Parks	100-45202-404	27.49
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Park maint office	100-45202-404	4.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Park maint office	100-45202-404	4.99
WINDOM AUTO VALU	AUG 2023	09/07/2023	MAINTENANCE	100-45202-405	7.49

Activity 45202 - Park Areas Total: 5,796.43

Fund 100 - GENERAL Total: 48,651.24

Fund: 211 - LIBRARY

Activity: 45501 - Library

US BANK	20230821	09/05/2023	amazon	211-45501-200	39.99
US BANK	20230821	09/05/2023	Amazon	211-45501-200	39.99
US BANK	20230821	09/05/2023	Amazon - supplies	211-45501-211	22.95
US BANK	20230821	09/05/2023	Amazon- paper towels	211-45501-211	37.70
US BANK	20230821	09/05/2023	AMAZON	211-45501-217	18.28
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	211-45501-217	63.49
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	211-45501-321	164.93
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	211-45501-326	70.00
PLUM CREEK LIBRARY	IV26027	09/07/2023	LIBRARY/DATA PROCESSING	211-45501-326	180.00
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Library help wanted	211-45501-350	314.84
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	211-45501-381	396.53
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	211-45501-382	20.58
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	211-45501-385	44.70
US BANK	20230821	09/05/2023	Wave jk	211-45501-402	40.00
ARAMARK	2560168727	09/05/2023	LIBRARY/MAINTENANCE - STR	211-45501-402	32.20
SANDRA HERDER	AUGUST 2023	09/01/2023	AUGUST CLEANING	211-45501-402	276.00
MELISSA PENAS	AUGUST 2023	09/01/2023	AUGUST CLEANING	211-45501-402	276.00
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Library maint structure	211-45501-402	122.49
MT LAKE PUBLIC LIBRARY	001	09/11/2023	LIBRARY/DUES	211-45501-433	134.00
US BANK	20230821	09/05/2023	natgeo magazine	211-45501-433	49.00
US BANK	20230821	09/05/2023	consumer reports	211-45501-433	30.00
INGRAM INDUSTRIES	09-01-2023	09/11/2023	LIBRARY/BOOKS/PAMPHLETS	211-45501-435	1,513.72

Expense Approval Report

Payment Dates: 9/2/2023 - 9/15/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	20230821	09/05/2023	Amazon	211-45501-435	78.39
US BANK	20230821	09/05/2023	Amazon	211-45501-435	50.06
US BANK	20230821	09/05/2023	Amazon- supplies	211-45501-480	79.90
				Activity 45501 - Library Total:	4,095.74
				Fund 211 - LIBRARY Total:	4,095.74

Fund: 225 - AIRPORT

Activity: 45127 - Airport

RED ROCK RURAL WATER	9-1-2023 READING	09/07/2023	SERVICE	225-45127-200	94.50
RED ROCK RURAL WATER	9-1-2023 READING	09/07/2023	SERVICE	225-45127-200	2.00
INDOFF, INC	3675668	09/13/2023	AIRPORT/OPERATING SUPPLIE	225-45127-217	17.58
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Airport	225-45127-404	89.99
FLOORCOAT MIDWEST, LLC	9623	09/12/2023	AIRPORT/MAINTENANCE - GR	225-45127-406	3,000.00
				Activity 45127 - Airport Total:	3,204.07
				Fund 225 - AIRPORT Total:	3,204.07

Fund: 230 - POOL

Activity: 45124 - Pool

HAWKINS, INC	6543461	08/11/2023	POOL/CHEMICALS	230-45124-216	1,150.52
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Pool chemicals	230-45124-216	53.97
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	230-45124-217	203.33
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	230-45124-217	13.60
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Pool operating supplies	230-45124-217	15.99
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	230-45124-321	61.97
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	230-45124-381	516.46
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	230-45124-382	1,598.57
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	230-45124-385	48.68
				Activity 45124 - Pool Total:	3,663.09
				Fund 230 - POOL Total:	3,663.09

Fund: 235 - AMBULANCE

SCOTT C RUNCK	8-30-2023	08/31/2023	AMBO/REIMBURSEMENT	235-34205	933.20
SANDRA K POUNDS	8-30-2023	08/31/2023	AMBO/REIMBURSEMENT	235-34205	180.00
DOROTHY H PASSER	8-30-2023	08/31/2023	AMBO/REIMBURSEMENT	235-34205	1,189.20
ANNA MAE HUTCHINS ESTATE	8-30-2023	08/31/2023	AMBO/REIMBURSEMENT	235-34205	669.20
STATE FARM AUTO	8-30-23	08/31/2023	AMBO/REIMBURSEMENT	235-34205	310.50
					3,282.10

Activity: 42153 - Ambulance

SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	235-42153-131	1.80
AMAZON CAPITAL SERVICES, I	17VM-7DXM-Q6CG	08/28/2023	AMBO/SUPPLIES	235-42153-200	26.57
AMAZON CAPITAL SERVICES, I	1PV1-7DDY-QQ46	08/28/2023	AMBO/SUPPLIES	235-42153-200	43.51
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	235-42153-200	25.04
WEX BANK	91637025	09/12/2023	MOTOR FUELS	235-42153-212	-42.97
WEX BANK	91637025	09/12/2023	MOTOR FUELS	235-42153-212	3,794.29
ESPENSON GROUP LLC	1522	09/06/2023	AMBO/OPERATING SUPPLIES	235-42153-217	260.00
SANFORD HEALTH	727492	09/08/2023	SERVICES	235-42153-217	113.00
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	235-42153-217	63.49
WINDOM AREA HEALTH	734-0024-08-2023-0024	09/08/2023	AMBO/NURSING	235-42153-312	3,495.68
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	235-42153-321	28.24
AT & T MOBILITY	287304392280X09032023	09/08/2023	AMBO/TELEPHONE	235-42153-321	306.84
KRISTEN PORATH	8-21-23 - 8-27-23	09/06/2023	AMBO/MEALS/MILEAGE	235-42153-331	178.94
KRISTEN PORATH	8-21-23 - 8-27-23	09/06/2023	AMBO/MEALS	235-42153-334	22.00
TIM HACKER	8-23-23 - 9-1-23	09/05/2023	AMBO/MEALS	235-42153-334	45.90
JUSTIN HARRINGTON	8-24-23 - 9-1-23	09/05/2023	AMBO/MEALS	235-42153-334	62.50
KIM POWERS	8-27-23	09/05/2023	AMBO/MEALS	235-42153-334	26.61
REBEKAH ELLINGSON	8-28-23	09/05/2023	AMBO/MEALS	235-42153-334	17.19
MEGAN BRAMSTEDT	8-28-23	09/05/2023	AMBO/MEALS	235-42153-334	37.47
JODI JOHNSON	8-29-23	09/05/2023	AMBO/MEALS	235-42153-334	24.32
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	235-42153-381	309.93
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	235-42153-382	9.92
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	235-42153-385	23.26

Expense Approval Report

Payment Dates: 9/2/2023 - 9/15/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	20230821	09/05/2023	sp radioepot	235-42153-404	96.80
EXTRA TOUCH AUTO SALES	6024	09/12/2023	AMBO/MAINTENANCE - VEHI	235-42153-405	299.27
Activity 42153 - Ambulance Total:					9,269.60
Fund 235 - AMBULANCE Total:					12,551.70

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	250-46520-131	1.80
US BANK	20230821	09/05/2023	Adobe	250-46520-200	21.36
INDOFF, INC	3672877	09/01/2023	EDA/COMPUTER DESK	250-46520-200	675.70
INDOFF, INC	3673264	09/01/2023	EDA/B&Z/SUPPLIES	250-46520-200	3.87
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	250-46520-200	25.03
SCHRAMEL LAW OFFICE	08-22-23 - 08-31-23	09/05/2023	EDA//LEGAL FEES	250-46520-304	1,890.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	250-46520-321	57.84
VERIZON WIRELESS	9942791617	09/01/2023	TELEPHONE	250-46520-321	41.12
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Conditional Use DVK	250-46520-350	128.75
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Hearing DVK	250-46520-350	128.75
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	TIF annual report	250-46520-350	370.80
FEDERATED RURAL ELECTRIC	08-31-23	09/11/2023	112954/EDA/ELECTRIC UTILIT	250-46520-381	29.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	250-46520-381	50.55
US BANK	20230821	09/05/2023	squarespace inc.	250-46520-433	276.00
Activity 46520 - EDA Total:					3,700.57
Fund 250 - EDA GENERAL Total:					3,700.57

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay

MUNICIPAL EMERGENCY SER	IN1914124	09/06/2023	FIRE/TURN-OUT GEAR	401-49950-502	632.66
JACOB KRANZ	8-14-2023	09/01/2023	VETERANS MEMORIAL	401-49950-504	570.00
Activity 49950 - Capital Outlay Total:					1,202.66
Fund 401 - GENERAL CAPITAL PROJECTS Total:					1,202.66

Fund: 601 - WATER

FEDERATED RURAL ELECTRIC	07-31-22	08/18/2022	WATER/ELECTRIC UTILITY	601-37199	-278.93
					-278.93

Activity: 49400 - Water

SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	601-49400-131	5.40
INDOFF, INC	3673266	09/06/2023	WATER/SEWER/SUPPLIES	601-49400-200	219.29
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	601-49400-200	25.04
WEX BANK	91637025	09/12/2023	MOTOR FUELS	601-49400-212	450.36
HAWKINS, INC	6548845	08/18/2023	WATER/CHEMICALS	601-49400-216	6,884.08
HAWKINS, INC	6551682	08/18/2023	WATER/CHEMICALS	601-49400-216	10.00
RED ROCK RURAL WATER	AUG 2, 2023 READINGS	09/07/2023	WATER 104328 JOHNSON AU	601-49400-217	41.00
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	601-49400-217	63.49
FEDERATED RURAL ELECTRIC	112843 12-31-22	12/31/2022	WATER/ELECTRIC	601-49400-227	59.00
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Water	601-49400-227	11.02
US BANK	20230821	09/05/2023	PSN	601-49400-308	400.00
US BANK	20230821	09/05/2023	UPS	601-49400-310	13.79
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	601-49400-321	50.56
VERIZON WIRELESS	9942791617	09/01/2023	TELEPHONE	601-49400-321	91.13
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	601-49400-326	70.00
KDOM RADIO	23050200 AM	09/13/2023	WATER/HYDRANT FLUSHING	601-49400-340	84.00
FEDERATED RURAL ELECTRIC	01-31-2023	02/10/2023	WATER	601-49400-381	57.00
FEDERATED RURAL ELECTRIC	02-28-23 CORRECTION	08/18/2023	WATER/ELECTRIC UTILITY	601-49400-381	10.00
FEDERATED RURAL ELECTRIC	07-31-22-1	08/19/2022	WATER/ELECTRIC UTILITY	601-49400-381	21.93
FEDERATED RURAL ELECTRIC	09-30-22 112843	10/17/2022	WATER/ELECTRIC UTILITY	601-49400-381	26.00
FEDERATED RURAL ELECTRIC	112843 08-31-22	09/15/2022	WATER/ELECTRIC UTILITY	601-49400-381	22.00
FEDERATED RURAL ELECTRIC	112843 10-31-22	11/10/2022	WATER/ELECTRIC UTILITY	601-49400-381	36.00
FEDERATED RURAL ELECTRIC	112843 11-30-22	12/13/2022	WATER/ELECTRIC UTILITY	601-49400-381	47.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	601-49400-381	5,228.44
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	601-49400-382	18.60
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	601-49400-385	38.38

Expense Approval Report

Payment Dates: 9/2/2023 - 9/15/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	601-49400-386	1,190.63
WINDOM AUTO VALU	AUG 2023	09/07/2023	MAINTENANCE	601-49400-405	51.59
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Water maint distribution	601-49400-408	10.00
SW/WC SERVICE COOPERATIV	SEPTEMBER 2023	09/01/2023	HEALTH INSURANCE	601-49400-480	862.98
Activity 49400 - Water Total:					16,098.71
Fund 601 - WATER Total:					15,819.78

Fund: 602 - SEWER

Activity: 49450 - Sewer

SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	602-49450-131	1.80
INDOFF, INC	3673266	09/06/2023	WATER/SEWER/SUPPLIES	602-49450-200	219.30
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	602-49450-200	25.03
WEX BANK	91637025	09/12/2023	MOTOR FUELS	602-49450-212	482.20
HAWKINS, INC	6543059	08/11/2023	SEWER/CHEMICALS	602-49450-216	1,275.55
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Sewer	602-49450-216	11.97
STEVE WILLARD	9-11-23	09/12/2023	SEWER/STEEL TOE BOOTS	602-49450-217	150.00
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	602-49450-217	63.49
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Sewer	602-49450-217	18.18
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Sewer	602-49450-227	26.41
MN VALLEY TESTING	1212512	09/08/2023	SEWER/LAB TESTING	602-49450-310	200.86
MN VALLEY TESTING	1212747	09/08/2023	SEWER/LAB TESTING	602-49450-310	130.46
MN VALLEY TESTING	1213398	08/29/2023	SEWER/LAB TESTING	602-49450-310	324.06
MN VALLEY TESTING	1213630	08/29/2023	SEWER/LAB TESTING	602-49450-310	200.86
MN VALLEY TESTING	1214025	08/29/2023	SEWER/LAB TESTING	602-49450-310	324.06
MN VALLEY TESTING	1214062	08/29/2023	SEWER/LAB TESTING	602-49450-310	130.46
MN VALLEY TESTING	1214490	09/08/2023	SEWER/LAB TESTING	602-49450-310	200.86
MN VALLEY TESTING	1214844	09/08/2023	SEWER/LAB TESTING	602-49450-310	324.06
MN VALLEY TESTING	1214904	09/08/2023	SEWER/LAB TESTING	602-49450-310	130.46
MN VALLEY TESTING	1215069	09/08/2023	SEWER/LAB TESTING	602-49450-310	200.86
HAWKINS, INC	6551990	08/18/2023	SEWER/CHEMICALS	602-49450-310	70.00
ENVIRONMENTAL TOXICITY C	E00133	09/06/2023	SEWER/LAB TESTING	602-49450-310	1,400.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	602-49450-321	174.75
VERIZON WIRELESS	9942791617	09/01/2023	TELEPHONE	602-49450-321	121.14
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	602-49450-326	70.00
US BANK	20230821	09/05/2023	TIMBERLAKE LODGE	602-49450-334	953.36
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	602-49450-381	8,425.69
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	602-49450-382	143.58
US BANK	20230821	09/05/2023	WESTECH ENGINEERING	602-49450-404	166.28
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Sewer	602-49450-406	30.48
ELECTRIC PUMP INC	0076512-IN	08/29/2023	SEWER/MAINTENANCE - DIST	602-49450-408	3,517.76
ELECTRIC PUMP INC	0076513-IN	08/29/2023	SEWER/MAINTENANCE - DIST	602-49450-408	2,475.00
Activity 49450 - Sewer Total:					21,988.97
Fund 602 - SEWER Total:					21,988.97

Fund: 604 - ELECTRIC

ELECTRIC FUND	# 465 RETURN	09/08/2023	EL/INVENTORY	604-14200	41.24
ELECTRIC FUND	# 466 RETURN	09/08/2023	EL/INVENTORY	604-14200	1,426.14
ELECTRIC FUND	# 470 RETURN	09/11/2023	EL/INVENTORY	604-14200	82.60
WESCO DISTRIBUTION, INC	281316	09/07/2023	EL/INVENTORY	604-14200	201.96
WESCO DISTRIBUTION, INC	282104	09/07/2023	EL/INVENTORY	604-14200	612.99
WESCO DISTRIBUTION, INC	286688	09/11/2023	EL/INVENTORY	604-14200	350.00
ELK RIVER WINLECTRIC	365902 02	08/07/2023	EL/INVENTORY	604-14200	94,170.61
BORDER STATES	926779077	08/15/2023	EL/INVENTORY	604-14200	355.81
BORDER STATES	926909046	09/08/2023	EL/INVENTORY	604-14200	110.71
DAKOTA SUPPLY GROUP	S102463963.007	08/28/2023	EL/INVENTORY	604-14200	391.68
WILCON CONSTRUCTION SER	PAYMENT 2	09/06/2023	EL/TRUCK GARAGE ADDITION	604-16200	95,077.10
ELECTRIC FUND	# 791	09/01/2023	EL/EAST HILL	604-16300	248.32
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Generation Bldg	604-16480	350.20
					193,419.36

Activity: 49550 - Electric

SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	604-49550-131	9.00
--------------------------	-----------	------------	-----	---------------	------

Expense Approval Report

Payment Dates: 9/2/2023 - 9/15/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	604-49550-200	25.04
WEX BANK	91637025	09/12/2023	MOTOR FUELS	604-49550-212	1,187.58
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Electric motor fuels	604-49550-212	15.99
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	604-49550-217	63.49
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Electric	604-49550-217	13.58
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Electric	604-49550-241	28.47
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Electric small tools all purpos	604-49550-241	6.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	604-49550-321	51.05
VERIZON WIRELESS	9942791617	09/01/2023	TELEPHONE	604-49550-321	80.02
GOLDEN WEST TECH & INT SO	230800077	09/06/2023	EL/DISPATCHING	604-49550-325	92.32
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	604-49550-326	90.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	604-49550-381	112.95
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	604-49550-382	22.52
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	604-49550-385	46.45
BORDER STATES	926890956	08/28/2023	EL/MAINTENANCE - STRUCTU	604-49550-402	970.20
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Electric	604-49550-402	11.78
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Electric maint structure	604-49550-402	13.62
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Electric maint structure	604-49550-402	208.97
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Electric maint structure	604-49550-402	29.76
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Electric maint structure	604-49550-402	-69.98
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Electric maint structure	604-49550-402	69.98
RD OFFUTT COMPANY	P0610970	09/11/2023	EL/MAINTENANCE - OFFICE	604-49550-404	142.36
ELECTRIC FUND	# 792	09/01/2023	EL/MAINTENANCE - DISTRIBU	604-49550-408	61.53
ELECTRIC FUND	# 793	09/06/2023	EL/MAINTENANCE - DISTRIBU	604-49550-408	577.01
ELECTRIC FUND	# 794	09/06/2023	EL/MAINTENANCE - DISTRIBU	604-49550-408	112.13
ELECTRIC FUND	# 795	09/08/2023	EL/MAINTENANCE - DISTRIBU	604-49550-408	266.47
ELECTRIC FUND	# 796	09/08/2023	EL/MAINTENANCE - DISTRIBU	604-49550-408	55.19
ELECTRIC FUND	# 797	09/12/2023	EL/MAINTENANCE - DISTRIBU	604-49550-408	84.40
RESCO - RURAL ELECTRIC SUP	3001899	09/08/2023	EL/MAINTENANCE - DISTRIBU	604-49550-408	109.50
RD OFFUTT COMPANY	P2242304	08/28/2023	EL/MAINTENANCE - DISTRIBU	604-49550-408	984.38
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Electric maint distribution	604-49550-408	39.36
US BANK	20230821	09/05/2023	usps	604-49550-410	18.98
KWIK TRIP INC & SUBSIDIARIE	09-01-2023	09/06/2023	EL/CONSERVATION - ENERGY	604-49550-450	19,509.90
BETTY BOTTIN	9-7-23	09/08/2023	EL/DUCTLESS HEAT PUMP/CO	604-49550-450	350.00
BETTY BOTTIN	9-7-23	09/08/2023	EL/DUCTLESS HEAT PUMP/CO	604-49550-450	275.00
WINDOM AREA DEVELOPME	SEPT 2023	09/08/2023	PAYMENTS TO OTHER ORGANI	604-49550-491	1,200.00
Activity 49550 - Electric Total:					26,865.00
Fund 604 - ELECTRIC Total:					220,284.36

Fund: 609 - LIQUOR STORE

SECR REV FUND/CITY OF WD	9-11-2023	09/12/2023	LIQUOR S/PETTY CASH	609-10200	500.00
TSP	0059986	09/07/2023	03201413.2000/LIQUOR STOR	609-16200	3,290.86
SCHRAMEL LAW OFFICE	08-10-23	09/05/2023	LIQUOR S//LEGAL FEES	609-16200	225.00
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Bids Building	609-16200	72.10
FREEDOM SECURITY & SURVE	493	09/06/2023	LIQUOR S/EQUIPMENT	609-16460	3,510.00
STAN MORGAN & ASSOCIATES	7-31-23	09/06/2023	LIQUOR S/EQUIPMENT	609-16460	75,205.00
STAN MORGAN & ASSOCIATES	8-7-2023	09/06/2023	LIQUOR S/EQUIPMENT	609-16460	20,386.41
					103,189.37

Activity: 49751 - Liquor Store

SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	609-49751-131	3.60
US BANK	20230821	09/05/2023	AMAZON	609-49751-200	14.94
US BANK	20230821	09/05/2023	AMAZON	609-49751-200	35.86
US BANK	20230821	09/05/2023	AMAZON	609-49751-200	39.20
US BANK	20230821	09/05/2023	AMAZON - CREDIT	609-49751-200	-35.86
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	609-49751-200	25.04
ARAMARK	2560168732	09/05/2023	LIQUOR S/CLEANING/SUPPLIE	609-49751-211	66.38
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Liquor cleaning supplies	609-49751-211	14.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Liquor cleaning supplies	609-49751-211	3.99
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	609-49751-217	90.70
BELLBOY CORP	0200548900	09/05/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	3,140.58

Expense Approval Report

Payment Dates: 9/2/2023 - 9/15/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BREAKTHRU BEVERAGE MN	111918972	09/12/2023	LIQUOR S/MERCHANDISE	609-49751-251	1,780.15
DOLL DISTRIBUTING, LLC	1321446	09/01/2023	?LIQUOR S/LIQUOR	609-49751-251	81.20
PAUSTIS WINE COMPANY	210907	09/05/2023	LIQUOR S/LIQUOR/BEER/FREI	609-49751-251	767.00
SOUTHERN GLAZER'S OF MN	2362567-C	09/12/2023	LIQUOR S/LIQUOR	609-49751-251	-143.90
JOHNSON BROS.	2368098	09/05/2023	LIQUOR	609-49751-251	1,541.19
JOHNSON BROS.	2372957	09/05/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	4,741.80
JOHNSON BROS.	2377213	09/12/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	4,041.40
SOUTHERN GLAZER'S OF MN	2382925	09/05/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	3,981.67
BEVERAGE WHOLESALERS	291128	09/12/2023	LIQUOR S/MERCHANDISE	609-49751-251	240.00
SOUTHERN GLAZER'S OF MN	5101738	09/12/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	1,849.30
PHILLIPS WINE & SPIRITS	6646521	09/05/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	1,598.86
PHILLIPS WINE & SPIRITS	6650217	09/05/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	2,263.69
PHILLIPS WINE & SPIRITS	6653439	09/12/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-251	793.30
DOLL DISTRIBUTING, LLC	921109	09/05/2023	LIQUOR S/LIQUOR/BEER/NON	609-49751-251	1,453.50
LOST SANITY BREWING LLC	000625	09/05/2023	LIQUOR S/BEER	609-49751-252	676.00
DOLL DISTRIBUTING, LLC	1321437	09/05/2023	LIQUOR S/BEER/NON-ALCHOL	609-49751-252	6,496.95
DOLL DISTRIBUTING, LLC	1321444	09/05/2023	LIQUOR S/BEER	609-49751-252	730.00
DOLL DISTRIBUTING, LLC	1321448	09/05/2023	LIQUOR S/BEER	609-49751-252	146.00
DOLL DISTRIBUTING, LLC	1327801	09/05/2023	LIQUOR S/BEER	609-49751-252	-16.50
BEVERAGE WHOLESALERS	288980	09/05/2023	LIQUOR S/BEER/NON-ALCHOL	609-49751-252	8,901.75
BEVERAGE WHOLESALERS	289726	09/05/2023	LIQUOR S/BEER	609-49751-252	280.20
BEVERAGE WHOLESALERS	290071	09/05/2023	LIQUOR S/BEER/NON-ALCHOL	609-49751-252	14,609.50
BEVERAGE WHOLESALERS	290071-C	09/05/2023	LIQUOR S/BEER	609-49751-252	-25.75
BEVERAGE WHOLESALERS	291128	09/12/2023	LIQUOR S/MERCHANDISE	609-49751-252	7,704.65
BEVERAGE WHOLESALERS	291575	09/12/2023	LIQUOR S/BEER	609-49751-252	690.30
ARTISAN BEER COMPANY	3623765	09/05/2023	LIQUOR S/BEER	609-49751-252	209.10
ARTISAN BEER COMPANY	3625380	09/05/2023	LIQUOR S/BEER	609-49751-252	116.55
ARTISAN BEER COMPANY	3626845	09/12/2023	LIQUOR S/BEER	609-49751-252	61.50
UDOFOT ENTERPRISES, INC	628794	09/12/2023	LIQUOR S/BEER	609-49751-252	220.00
DOLL DISTRIBUTING, LLC	921109	09/05/2023	LIQUOR S/LIQUOR/BEER/NON	609-49751-252	15,834.80
BREAKTHRU BEVERAGE MN	111918972	09/12/2023	LIQUOR S/MERCHANDISE	609-49751-253	104.00
PAUSTIS WINE COMPANY	210907	09/05/2023	LIQUOR S/LIQUOR/BEER/FREI	609-49751-253	164.00
JOHNSON BROS.	2368099	09/05/2023	LIQUOR S/BEER/SOFT DRINKS	609-49751-253	1,092.00
JOHNSON BROS.	2372958	09/05/2023	LIQUOR S/WINE/FREIGHT	609-49751-253	1,495.08
JOHNSON BROS.	2377214	09/12/2023	LIQUOR S/WINE/MERCH/FREI	609-49751-253	1,021.00
SOUTHERN GLAZER'S OF MN	2382926	09/05/2023	LIQUOR S/WINE/FREIGHT	609-49751-253	328.00
JOHNSON BROS.	265432	09/05/2023	LIQUOR S/WINE/FREIGHT	609-49751-253	-520.00
PHILLIPS WINE & SPIRITS	6646522	09/05/2023	LIQUOR S/WINE/FREIGHT	609-49751-253	127.00
PHILLIPS WINE & SPIRITS	6650218	09/05/2023	LIQUOR S/WINE/FREIGHT	609-49751-253	643.80
PHILLIPS WINE & SPIRITS	6653440	09/12/2023	LIQUOR S/WINE/FREIGHT	609-49751-253	176.60
WINE MERCHANTS	7440944	09/05/2023	LIQUOR S/WINE/FREIGHT	609-49751-253	200.00
BREAKTHRU BEVERAGE MN	111918972	09/12/2023	LIQUOR S/MERCHANDISE	609-49751-254	70.07
PBC - PEPSI BEVERAGES COM	19934105	08/22/2023	LIQUOR S/SOFT DRINKS & MI	609-49751-254	322.39
JOHNSON BROS.	2368099	09/05/2023	LIQUOR S/BEER/SOFT DRINKS	609-49751-254	37.00
JOHNSON BROS.	2377214	09/12/2023	LIQUOR S/WINE/MERCH/FREI	609-49751-254	85.00
BREAKTHRU BEVERAGE MN	410696572	09/12/2023	LIQUOR S/SOFT DRINKS & MI	609-49751-254	-24.00
ATLANTIC COCA-COLA	4112979	09/05/2023	LIQUOR S/SOFT DRINKS & MI	609-49751-254	228.00
HOME CITY ICE COMPANY	7017230362	09/05/2023	LIQUOR S/ICE/FREIGHT	609-49751-257	183.79
HOME CITY ICE COMPANY	7039230328	09/05/2023	LIQUOR S/ICE/FREIGHT	609-49751-257	208.44
DOLL DISTRIBUTING, LLC	1321437	09/05/2023	LIQUOR S/BEER/NON-ALCHOL	609-49751-259	186.45
DOLL DISTRIBUTING, LLC	1323692	09/05/2023	LIQUOR S/NON-ALCHOLIC	609-49751-259	29.95
BEVERAGE WHOLESALERS	288980	09/05/2023	LIQUOR S/BEER/NON-ALCHOL	609-49751-259	54.55
BEVERAGE WHOLESALERS	290071	09/05/2023	LIQUOR S/BEER/NON-ALCHOL	609-49751-259	25.75
BEVERAGE WHOLESALERS	291128	09/12/2023	LIQUOR S/MERCHANDISE	609-49751-259	43.90
DOLL DISTRIBUTING, LLC	921109	09/05/2023	LIQUOR S/LIQUOR/BEER/NON	609-49751-259	319.25
BELLBOY CORP	0107253100	09/05/2023	LIQUOR S/OTHER MERCH/FRE	609-49751-261	43.75
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	609-49751-321	226.32
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	609-49751-326	537.97
BELLBOY CORP	0107253100	09/05/2023	LIQUOR S/OTHER MERCH/FRE	609-49751-333	3.21
BELLBOY CORP	0200548900	09/05/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	83.00

Expense Approval Report

Payment Dates: 9/2/2023 - 9/15/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BREAKTHRU BEVERAGE MN	111918972	09/12/2023	LIQUOR S/MERCHANDISE	609-49751-333	35.46
PAUSTIS WINE COMPANY	210907	09/05/2023	LIQUOR S/LIQUOR/BEER/FREI	609-49751-333	12.00
JOHNSON BROS.	2368098	09/05/2023	LIQUOR	609-49751-333	24.36
JOHNSON BROS.	2368099	09/05/2023	LIQUOR S/BEER/SOFT DRINKS	609-49751-333	32.48
JOHNSON BROS.	2372957	09/05/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	138.74
JOHNSON BROS.	2372958	09/05/2023	LIQUOR S/WINE/FREIGHT	609-49751-333	44.32
JOHNSON BROS.	2377213	09/12/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	87.29
JOHNSON BROS.	2377214	09/12/2023	LIQUOR S/WINE/MERCH/FREI	609-49751-333	46.69
SOUTHERN GLAZER'S OF MN	2382925	09/05/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	86.47
SOUTHERN GLAZER'S OF MN	2382926	09/05/2023	LIQUOR S/WINE/FREIGHT	609-49751-333	4.78
JOHNSON BROS.	264524	09/05/2023	LIQUOR S/FREIGHT	609-49751-333	-1.53
JOHNSON BROS.	264525	09/05/2023	LIQUOR S/FREIGHT	609-49751-333	-1.53
JOHNSON BROS.	265432	09/05/2023	LIQUOR S/WINE/FREIGHT	609-49751-333	-2.50
JOHNSON BROS.	266189	09/05/2023	LIQUOR S/FREIGHT	609-49751-333	-7.65
BREAKTHRU BEVERAGE MN	410696572	09/12/2023	LIQUOR S/SOFT DRINKS & MI	609-49751-333	-1.85
SOUTHERN GLAZER'S OF MN	5101738	09/12/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	18.28
PHILLIPS WINE & SPIRITS	6646521	09/05/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	14.21
PHILLIPS WINE & SPIRITS	6646522	09/05/2023	LIQUOR S/WINE/FREIGHT	609-49751-333	4.06
PHILLIPS WINE & SPIRITS	6650217	09/05/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	34.18
PHILLIPS WINE & SPIRITS	6650218	09/05/2023	LIQUOR S/WINE/FREIGHT	609-49751-333	34.51
PHILLIPS WINE & SPIRITS	6653439	09/12/2023	LIQUOR S/LIQUOR/FREIGHT	609-49751-333	16.24
PHILLIPS WINE & SPIRITS	6653440	09/12/2023	LIQUOR S/WINE/FREIGHT	609-49751-333	8.12
HOME CITY ICE COMPANY	7017230362	09/05/2023	LIQUOR S/ICE/FREIGHT	609-49751-333	5.25
HOME CITY ICE COMPANY	7039230328	09/05/2023	LIQUOR S/ICE/FREIGHT	609-49751-333	5.25
WINE MERCHANTS	7440944	09/05/2023	LIQUOR S/WINE/FREIGHT	609-49751-333	4.06
KDOM RADIO	0229 8-31-23	09/12/2023	LIQUOR S/ADVERTISING	609-49751-340	1,456.46
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Liquor Promo	609-49751-340	21.00
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Liquor PT position	609-49751-340	155.61
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	Riverbend Citizen upload & o	609-49751-340	1,366.30
WINDOM COMMUNITY CENT	R2023151	09/12/2023	LIQUOR S/ADVERTISING	609-49751-340	300.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	609-49751-381	1,260.34
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	609-49751-382	21.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	609-49751-385	41.89
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Liquor maint structure	609-49751-404	23.97
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Liquor maint office	609-49751-404	80.99
PLUNKETT'S PEST CONTROL	8186661	09/05/2023	LIQUOR S/MAINTENANCE - G	609-49751-406	501.45

Activity 49751 - Liquor Store Total: 98,390.60

Fund 609 - LIQUOR STORE Total: 201,579.97

Fund: 614 - TELECOM

UNITED TEL SUPPLY, INC	30332	09/05/2023	TELECOM/IMPROVEMENTS	614-16300	6,506.16
INTERNAL REVENUE SERVICE	AUG-23 FINAL	09/12/2023	TELECOM/EXCISE TAX	614-20201	277.47
INTERNAL REVENUE SERVICE	SEPT-23	09/12/2023	EXCISE TAX POSTING	614-20201	500.00
MN 9-1-1 PROGRAM	AUGUST 2023	09/12/2023	TELECOM/	614-20206	873.99
					8,157.62

Activity: 49870 - Telecom

SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	614-49870-131	9.00
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	614-49870-200	25.04
CITY LAUNDERING CO.	1912874	08/07/2023	TELECOM/CLEANING/SUPPLIE	614-49870-211	21.38
CITY LAUNDERING CO.	1917370	08/07/2023	TELECOM/CLEANING/SUPPLIE	614-49870-211	21.38
CITY LAUNDERING CO.	1921897	08/18/2023	TELECOM/CLEANING/SUPPLIE	614-49870-211	21.38
CITY LAUNDERING CO.	1926521	09/05/2023	TELECOM/CLEANING/SUPPLIE	614-49870-211	21.38
WEX BANK	91637025	09/12/2023	MOTOR FUELS	614-49870-212	379.70
HEARTLAND SECURITY SERVIC	761969	09/06/2023	TELECOM/OPERATING SUPPLI	614-49870-217	358.46
HEARTLAND SECURITY SERVIC	765059	09/06/2023	TELECOM/OPERATING SUPPLI	614-49870-217	294.33
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	614-49870-217	108.84
AMAZON CAPITAL SERVICES, I	1GJY-4PKM-WXP9	09/08/2023	TELECOM/UTILITY SYSTEM	614-49870-227	253.98
OLSEN THIELEN & CO.,LTD	78865	08/24/2023	TELECOM/ENG/SURVEYING F	614-49870-304	573.00
OLSEN THIELEN & CO.,LTD	78893	08/24/2023	TELECOM/ENG/SURVEYING F	614-49870-304	265.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	614-49870-321	275.76

Expense Approval Report

Payment Dates: 9/2/2023 - 9/15/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	9942791617	09/01/2023	TELEPHONE	614-49870-321	246.12
KDOM RADIO	23060513	09/06/2023	TELECOM/AM ADVERTISING	614-49870-340	100.98
KDOM RADIO	23080439	09/08/2023	TELECOM/ADVERTISING	614-49870-340	100.98
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	614-49870-381	3,662.69
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	614-49870-382	20.37
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	614-49870-385	40.02
AMAZON CAPITAL SERVICES, I	1WC4-THPC-WJ4J	09/08/2023	TELECOM/MAINTENANCE - ST	614-49870-402	108.84
PLUNKETT'S PEST CONTROL	8046766	09/08/2023	TELECOM/MAINTENANCE - O	614-49870-404	524.40
ENTERPRISE FM TRUST	FBN4814604	09/06/2023	TELECOM/VEHICLE LEASE	614-49870-419	541.30
CENTURY LINK	534189	08/22/2023	DIRECTORY LISTINGS	614-49870-441	301.18
US BANK	20230821	09/05/2023	usco licensing div	614-49870-442	558.60
NATIONAL CABLE TV COOP	23080443	09/01/2023	TELECOM/SUBSCRIBER FEES	614-49870-442	45,378.98
DISPLAY SYSTEMS INTERNATI	27401	09/05/2023	TELECOM/SUBSCRIBER FEES	614-49870-442	198.44
ARVIG ENTERPRISES, INC	337413	08/29/2023	TELECOM/SUBSCRIBER FEES	614-49870-442	328.50
WOODSTOCK COMMUNICATI	10257447	09/06/2023	TELECOM/SWITCH FEES	614-49870-445	205.10
E-911 - INDEPENDENT EMERG	SEPT 01, 2023	09/06/2023	TELECOM/SWITCH FEES	614-49870-445	40.00
US BANK	20230821	09/05/2023	Dream Host Web Hosting	614-49870-447	139.00
ZAYO GROUP, LLC	2023090027696	09/08/2023	TELECOM/INTERNET EXPENSE	614-49870-447	1,950.00
MANKATO NETWORKS, LLC	389966	09/12/2023	TELECOM/INTERNET EXPENSE	614-49870-447	1,187.50
MANKATO NETWORKS, LLC	389975	09/12/2023	TELECOM/INTERNET EXPENSE	614-49870-447	1,193.67
HURRICANE ELECTRIC LLC	98472673-IN	09/05/2023	TELECOM/INTERNET EXPENSE	614-49870-447	4,100.00
GOLDEN WEST TECH & INT SO	230800046	09/05/2023	TELECOM/ON CALL SUPPORT	614-49870-448	177.17
Activity 49870 - Telecom Total:					63,732.47
Fund 614 - TELECOM Total:					71,890.09

Fund: 615 - ARENA

Activity: 49850 - Arena

SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	615-49850-131	3.60
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	615-49850-200	25.03
ARAMARK	2560166365	09/12/2023	ARENA/CLEANING/SUPPLIES	615-49850-211	49.65
ARAMARK	2560171091	09/12/2023	ARENA/CLEANING/SUPPLIES	615-49850-211	49.65
WEX BANK	91637025	09/12/2023	MOTOR FUELS	615-49850-212	372.57
KWIK TRIP INC & SUBSIDIARIE	AUGUST 2023	09/13/2023	FUEL	615-49850-212	74.02
AMAZON CAPITAL SERVICES, I	1WNG-7TJV-7VGP	09/12/2023	ARENA/MATERIALS	615-49850-215	179.90
COTTONWOOD VET CLINIC	269369	09/12/2023	ARENA/OPERATING SUPPLIES	615-49850-217	62.00
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	615-49850-217	63.49
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Arena	615-49850-217	21.99
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	Arena	615-49850-217	858.60
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Arena operating supplies	615-49850-217	37.97
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Arena operating supplies	615-49850-217	24.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Arena operating supplies	615-49850-217	31.74
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Arena operating supplies	615-49850-217	7.58
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Arena operating supplies	615-49850-217	9.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	Arena operating supplies	615-49850-217	1.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	615-49850-321	125.52
VERIZON WIRELESS	9942791617	09/01/2023	TELEPHONE	615-49850-321	71.17
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	615-49850-326	433.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	615-49850-381	2,807.02
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	615-49850-382	199.90
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	615-49850-385	85.27
US BANK	20230821	09/05/2023	MN REC AND PARK	615-49850-433	448.23
SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	615-49850-480	1.80
SW/WC SERVICE COOPERATIV	SEPTEMBER 2023	09/01/2023	HEALTH INSURANCE	615-49850-480	862.98
Activity 49850 - Arena Total:					6,908.66
Fund 615 - ARENA Total:					6,908.66

Fund: 617 - M/P CENTER

Activity: 49860 - M/P Center

SW/WC SERVICE COOPERATIV	SEPT 2023	09/01/2023	EAP	617-49860-131	3.60
QUADIENT LEASING USA, INC	N10085491	09/08/2023	LEASE PAYMENT	617-49860-200	25.04
CITY LAUNDERING CO.	C1894652-00	08/07/2023	WCC/CLEANING/SUPPLIES	617-49860-211	-33.25

Expense Approval Report

Payment Dates: 9/2/2023 - 9/15/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CITY LAUNDERING CO.	F1901043-00	08/01/2023	CREDIT	617-49860-211	-33.25
KWIK TRIP INC & SUBSIDIARIE	AUGUST 2023	09/13/2023	FUEL	617-49860-212	78.67
A & B BUSINESS	IN1083608	09/06/2023	MAINTENANCE	617-49860-217	63.49
RIVER BEND LIQUOR	8-1-23 - 8-31-23	09/07/2023	WCC/MERCHANDISE	617-49860-251	424.20
RIVER BEND LIQUOR	8-1-23 - 8-31-23	09/07/2023	WCC/MERCHANDISE	617-49860-251	-20.45
RIVER BEND LIQUOR	8-1-23 - 8-31-23	09/07/2023	WCC/MERCHANDISE	617-49860-252	2,044.87
US BANK	20230821	09/05/2023	HyVee	617-49860-254	118.82
US BANK	20230821	09/05/2023	HyVee	617-49860-254	41.94
US BANK	20230821	09/05/2023	SAMS CLUB	617-49860-254	60.66
US BANK	20230821	09/05/2023	HyVee	617-49860-254	67.86
US BANK	20230821	09/05/2023	HyVee	617-49860-254	69.90
US BANK	20230821	09/05/2023	HyVee	617-49860-254	38.89
US BANK	20230821	09/05/2023	HyVee	617-49860-254	32.09
RIVER BEND LIQUOR	8-1-23 - 8-31-23	09/07/2023	WCC/MERCHANDISE	617-49860-254	12.00
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	MP other merchandise	617-49860-261	19.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	MP other merchandise	617-49860-261	39.98
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	617-49860-321	60.46
VERIZON WIRELESS	9942791617	09/01/2023	TELEPHONE	617-49860-321	41.12
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	617-49860-326	403.33
KDOM RADIO	23060202	09/06/2023	ARENA/AM ADVERTISING	617-49860-340	175.00
CITIZEN PUBLISHING CO	CITYW20230831	09/11/2023	WCC Ad	617-49860-340	118.00
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	617-49860-381	2,049.45
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	617-49860-382	70.17
ELECTRIC FUND	20230831	09/11/2023	MONTHLY UTILITY	617-49860-385	145.38
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	MP maint structure	617-49860-402	22.13
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	MP maint structure	617-49860-402	10.58
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	MP maint structure	617-49860-402	5.99
TOWN 'N COUNTRY	11680	09/07/2023	WCC/MAINTENANCE - OFFICE	617-49860-404	1,167.48
TOWN 'N COUNTRY	11699	09/07/2023	WCC/MAINTENANCE - OFFICE	617-49860-404	120.00
US BANK	20230821	09/05/2023	RUNNINGS	617-49860-406	13.98
US BANK	20230821	09/05/2023	WALMART	617-49860-406	29.60
RUNNINGS SUPPLY, INC	runnings aug.2023	09/12/2023	M/P maint/grounds	617-49860-406	13.47
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	MP maint grounds	617-49860-406	33.96
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	MP maint grounds	617-49860-406	31.99
SCHWALBACH HARDWARE	SCHWALBACH AUG. 2023	09/12/2023	MP maint utilities	617-49860-409	4.58

Activity 49860 - M/P Center Total: 7,571.72

Fund 617 - M/P CENTER Total: 7,571.72

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0002326	09/08/2023	Federal Tax Withholding	700-21701	12,939.26
MN Department of Revenue -	INV0002327	09/08/2023	State Withholding	700-21702	6,239.34
Internal Revenue Service-Payr	INV0002326	09/08/2023	Social Security	700-21703	14,162.22
MN Pera	INV0002324	09/08/2023	PERA	700-21704	951.70
MN Pera	INV0002324	09/08/2023	PERA	700-21704	15,457.00
MN Pera	INV0002324	09/08/2023	PERA	700-21704	8,639.11
MN State Deferred	INV0002325	09/08/2023	Deferred Roth	700-21705	1,652.00
MN State Deferred	INV0002325	09/08/2023	Deferred Compensation	700-21705	5,299.66
SW/WC SERVICE COOPERATIV	SEPTEMBER 2023	09/01/2023	HEALTH INSURANCE	700-21706	66,241.80
Internal Revenue Service-Payr	INV0002326	09/08/2023	Medicare Withholding	700-21711	4,335.48
WEX Health Inc	9-6-2023	09/06/2023	FLEX SPENDING	700-21712	125.00
WEX Health Inc	INV0002323	09/08/2023	HSA Employee Contribution	700-21723	671.54

136,714.11

Fund 700 - PAYROLL Total: 136,714.11

Grand Total: 759,826.73

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	48,651.24
211 - LIBRARY	4,095.74
225 - AIRPORT	3,204.07
230 - POOL	3,663.09
235 - AMBULANCE	12,551.70
250 - EDA GENERAL	3,700.57
401 - GENERAL CAPITAL PROJECTS	1,202.66
601 - WATER	15,819.78
602 - SEWER	21,988.97
604 - ELECTRIC	220,284.36
609 - LIQUOR STORE	201,579.97
614 - TELECOM	71,890.09
615 - ARENA	6,908.66
617 - M/P CENTER	7,571.72
700 - PAYROLL	136,714.11
Grand Total:	759,826.73

Account Summary

Account Number	Account Name	Payment Amount
100-11506	Accounts Receivable - Ac	425.00
100-20191	Unapplied Cash	36.49
100-41110-326	Data Processing	41.26
100-41110-350	Printing & Design	1,369.65
100-41110-433	Dues & Subscriptions	6,073.00
100-41310-131	Employer Paid Insurance	9.00
100-41310-200	Office Supplies	89.70
100-41310-217	Other Operating Supplie	108.84
100-41310-321	Telephone	70.45
100-41310-326	Data Processing	298.19
100-41310-350	Printing & Design	969.05
100-41910-131	Employer Paid Insurance	1.80
100-41910-200	Office Supplies	28.90
100-41910-304	Legal Fees	225.00
100-41910-321	Telephone	98.96
100-41940-211	Cleaning Supplies	17.09
100-41940-381	Electric Utility	629.23
100-41940-382	Water Utility	58.93
100-41940-385	Sewer Utility	125.13
100-41940-406	Repairs & Maint - Groun	552.00
100-42120-131	Employer Paid Insurance	14.40
100-42120-200	Office Supplies	37.20
100-42120-212	Motor Fuels	1,901.13
100-42120-218	Uniforms	977.79
100-42120-304	Legal Fees	20,000.00
100-42120-321	Telephone	723.65
100-42120-322	Postage	12.01
100-42120-323	Radio Units	93.91
100-42120-334	Meals/Lodging	224.83
100-42120-350	Printing & Design	35.00
100-42120-404	Repairs & Maint - M&E	1,343.70
100-42120-419	Vehicle Lease	791.78
100-42120-480	Other Miscellaneous	190.66
100-42220-212	Motor Fuels	143.46
100-42220-217	Other Operating Supplie	63.49
100-42220-321	Telephone	42.36
100-42220-381	Electric Utility	464.90
100-42220-382	Water Utility	14.87

Account Summary

Account Number	Account Name	Payment Amount
100-42220-385	Sewer Utility	34.89
100-42220-404	Repairs & Maint - M&E	505.05
100-42220-405	Repairs & Maint - Vehicl	136.80
100-42220-406	Repairs & Maint - Groun	64.95
100-42500-381	Electric Utility	33.71
100-42700-300	Charges for Services	101.50
100-43100-131	Employer Paid Insurance	7.20
100-43100-200	Office Supplies	25.03
100-43100-212	Motor Fuels	1,023.56
100-43100-217	Other Operating Supplie	133.49
100-43100-321	Telephone	42.94
100-43100-381	Electric Utility	1,833.21
100-43100-382	Water Utility	19.42
100-43100-385	Sewer Utility	41.01
100-43100-404	Repairs & Maint - M&E	318.12
100-43100-405	Repairs & Maint - Vehicl	182.99
100-45120-200	Office Supplies	25.03
100-45120-217	Other Operating Supplie	23.10
100-45202-131	Employer Paid Insurance	1.80
100-45202-200	Office Supplies	25.03
100-45202-211	Cleaning Supplies	30.36
100-45202-212	Motor Fuels	815.98
100-45202-216	Chemicals and Chemical	25.96
100-45202-217	Other Operating Supplie	35.00
100-45202-241	Small Tools	10.99
100-45202-326	Data Processing	266.67
100-45202-381	Electric Utility	624.85
100-45202-382	Water Utility	2,375.19
100-45202-385	Sewer Utility	208.66
100-45202-402	Repairs & Maint - Struct	1,290.28
100-45202-404	Repairs & Maint - M&E	78.17
100-45202-405	Repairs & Maint - Vehicl	7.49
211-45501-200	Office Supplies	79.98
211-45501-211	Cleaning Supplies	60.65
211-45501-217	Other Operating Supplie	81.77
211-45501-321	Telephone	164.93
211-45501-326	Data Processing	250.00
211-45501-350	Printing & Design	314.84
211-45501-381	Electric Utility	396.53
211-45501-382	Water Utility	20.58
211-45501-385	Sewer Utility	44.70
211-45501-402	Repairs & Maint - Struct	746.69
211-45501-433	Dues & Subscriptions	213.00
211-45501-435	Books and Pamphlets	1,642.17
211-45501-480	Other Miscellaneous	79.90
225-45127-200	Office Supplies	96.50
225-45127-217	Other Operating Supplie	17.58
225-45127-404	Repairs & Maint - M&E	89.99
225-45127-406	Repairs & Maint - Groun	3,000.00
230-45124-216	Chemicals and Chemical	1,204.49
230-45124-217	Other Operating Supplie	232.92
230-45124-321	Telephone	61.97
230-45124-381	Electric Utility	516.46
230-45124-382	Water Utility	1,598.57
230-45124-385	Sewer Utility	48.68
235-34205	Ambulance Revenues -	3,282.10
235-42153-131	Employer Paid Insurance	1.80
235-42153-200	Office Supplies	95.12

Account Summary

Account Number	Account Name	Payment Amount
235-42153-212	Motor Fuels	3,751.32
235-42153-217	Other Operating Supplie	436.49
235-42153-312	Nursing	3,495.68
235-42153-321	Telephone	335.08
235-42153-331	Travel Expense	178.94
235-42153-334	Meals/Lodging	235.99
235-42153-381	Electric Utility	309.93
235-42153-382	Water Utility	9.92
235-42153-385	Sewer Utility	23.26
235-42153-404	Repairs & Maint - M&E	96.80
235-42153-405	Repairs & Maint - Vehicl	299.27
250-46520-131	Employer Paid Insurance	1.80
250-46520-200	Office Supplies	725.96
250-46520-304	Legal Fees	1,890.00
250-46520-321	Telephone	98.96
250-46520-350	Printing & Design	628.30
250-46520-381	Electric Utility	79.55
250-46520-433	Dues & Subscriptions	276.00
401-49950-502	Capital Outlay - Fire	632.66
401-49950-504	Capital Outlay - Parks	570.00
601-37199	Water Other Income	-278.93
601-49400-131	Employer Paid Insurance	5.40
601-49400-200	Office Supplies	244.33
601-49400-212	Motor Fuels	450.36
601-49400-216	Chemicals and Chemical	6,894.08
601-49400-217	Other Operating Supplie	104.49
601-49400-227	Utility System Maint Sup	70.02
601-49400-308	Training & Registrations	400.00
601-49400-310	Lab Testing	13.79
601-49400-321	Telephone	141.69
601-49400-326	Data Processing	70.00
601-49400-340	Advertising & Promotion	84.00
601-49400-381	Electric Utility	5,448.37
601-49400-382	Water Utility	18.60
601-49400-385	Sewer Utility	38.38
601-49400-386	Landfill	1,190.63
601-49400-405	Repairs & Maint - Vehicl	51.59
601-49400-408	Repairs & Maint - Distrib	10.00
601-49400-480	Other Miscellaneous	862.98
602-49450-131	Employer Paid Insurance	1.80
602-49450-200	Office Supplies	244.33
602-49450-212	Motor Fuels	482.20
602-49450-216	Chemicals and Chemical	1,287.52
602-49450-217	Other Operating Supplie	231.67
602-49450-227	Utility System Maint Sup	26.41
602-49450-310	Lab Testing	3,637.00
602-49450-321	Telephone	295.89
602-49450-326	Data Processing	70.00
602-49450-334	Meals/Lodging	953.36
602-49450-381	Electric Utility	8,425.69
602-49450-382	Water Utility	143.58
602-49450-404	Repairs & Maint - M&E	166.28
602-49450-406	Repairs & Maint - Groun	30.48
602-49450-408	Repairs & Maint - Distrib	5,992.76
604-14200	Inventory	97,743.74
604-16200	Buildings	95,077.10
604-16300	Improvements Other Th	248.32
604-16480	CIP-Const in Progress	350.20

Account Summary

Account Number	Account Name	Payment Amount
604-49550-131	Employer Paid Insurance	9.00
604-49550-200	Office Supplies	25.04
604-49550-212	Motor Fuels	1,203.57
604-49550-217	Other Operating Supplie	77.07
604-49550-241	Small Tools	34.47
604-49550-321	Telephone	131.07
604-49550-325	Dispatching	92.32
604-49550-326	Data Processing	90.00
604-49550-381	Electric Utility	112.95
604-49550-382	Water Utility	22.52
604-49550-385	Sewer Utility	46.45
604-49550-402	Repairs & Maint - Struct	1,234.33
604-49550-404	Repairs & Maint - M&E	142.36
604-49550-408	Repairs & Maint - Distrib	2,289.97
604-49550-410	Repairs & Maint - Gener	18.98
604-49550-450	Conservation	20,134.90
604-49550-491	Payments to Other Orga	1,200.00
609-10200	Petty Cash	500.00
609-16200	Buildings	3,587.96
609-16460	Furniture & Fixtures	99,101.41
609-49751-131	Employer Paid Insurance	3.60
609-49751-200	Office Supplies	79.18
609-49751-211	Cleaning Supplies	85.36
609-49751-217	Other Operating Supplie	90.70
609-49751-251	Liquor	28,129.74
609-49751-252	Beer	56,635.05
609-49751-253	Wine	4,831.48
609-49751-254	Soft Drinks & Mix	718.46
609-49751-257	Ice	392.23
609-49751-259	Non- Alcoholic	659.85
609-49751-261	Other Merchandise	43.75
609-49751-321	Telephone	226.32
609-49751-326	Data Processing	537.97
609-49751-333	Freight and Express	727.90
609-49751-340	Advertising & Promotion	3,299.37
609-49751-381	Electric Utility	1,260.34
609-49751-382	Water Utility	21.00
609-49751-385	Sewer Utility	41.89
609-49751-404	Repairs & Maint - M&E	104.96
609-49751-406	Repairs & Maint - Groun	501.45
614-16300	Improvements Other Th	6,506.16
614-20201	Excise Tax Payable	777.47
614-20206	911 TAP & TACIP Fees Cl	873.99
614-49870-131	Employer Paid Insurance	9.00
614-49870-200	Office Supplies	25.04
614-49870-211	Cleaning Supplies	85.52
614-49870-212	Motor Fuels	379.70
614-49870-217	Other Operating Supplie	761.63
614-49870-227	Utility System Maint Sup	253.98
614-49870-304	Legal Fees	838.00
614-49870-321	Telephone	521.88
614-49870-340	Advertising & Promotion	201.96
614-49870-381	Electric Utility	3,662.69
614-49870-382	Water Utility	20.37
614-49870-385	Sewer Utility	40.02
614-49870-402	Repairs & Maint - Struct	108.84
614-49870-404	Repairs & Maint - M&E	524.40
614-49870-419	Vehicle Lease	541.30

Account Summary

Account Number	Account Name	Payment Amount
614-49870-441	Transmission Fees	301.18
614-49870-442	Subscriber Fees	46,464.52
614-49870-445	Switch Fees	245.10
614-49870-447	Internet Expense	8,570.17
614-49870-448	On-Call Support	177.17
615-49850-131	Employer Paid Insurance	3.60
615-49850-200	Office Supplies	25.03
615-49850-211	Cleaning Supplies	99.30
615-49850-212	Motor Fuels	446.59
615-49850-215	Materials & Equipment	179.90
615-49850-217	Other Operating Supplie	1,119.35
615-49850-321	Telephone	196.69
615-49850-326	Data Processing	433.00
615-49850-381	Electric Utility	2,807.02
615-49850-382	Water Utility	199.90
615-49850-385	Sewer Utility	85.27
615-49850-433	Dues & Subscriptions	448.23
615-49850-480	Other Miscellaneous	864.78
617-49860-131	Employer Paid Insurance	3.60
617-49860-200	Office Supplies	25.04
617-49860-211	Cleaning Supplies	-66.50
617-49860-212	Motor Fuels	78.67
617-49860-217	Other Operating Supplie	63.49
617-49860-251	Liquor	403.75
617-49860-252	Beer	2,044.87
617-49860-254	Soft Drinks & Mix	442.16
617-49860-261	Other Merchandise	59.97
617-49860-321	Telephone	101.58
617-49860-326	Data Processing	403.33
617-49860-340	Advertising & Promotion	293.00
617-49860-381	Electric Utility	2,049.45
617-49860-382	Water Utility	70.17
617-49860-385	Sewer Utility	145.38
617-49860-402	Repairs & Maint - Struct	38.70
617-49860-404	Repairs & Maint - M&E	1,287.48
617-49860-406	Repairs & Maint - Groun	123.00
617-49860-409	Repairs & Maint - Utilitie	4.58
700-21701	Federal Withholding	12,939.26
700-21702	State Withholding	6,239.34
700-21703	FICA Tax Withholding	14,162.22
700-21704	PERA Contributions	25,047.81
700-21705	Retirement	6,951.66
700-21706	Medical Insurance	66,241.80
700-21711	Medicare Tax Withholdi	4,335.48
700-21712	Flex Account	125.00
700-21723	HSA Employee Contribu	671.54
Grand Total:		759,826.73

Project Account Summary

Project Account Key
 None

Grand Total:

Payment Amount
 759,826.73
 759,826.73

CW
 9/13/23

POLICE OFFICER OATH

Officer Hunter Braun

"As a Minnesota Law Enforcement Officer, my fundamental duty is to serve mankind; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional rights of all to liberty, equality and justice.

I will keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both by personal and official life, I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear of favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the police service. I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession...law enforcement."

RAISE YOUR RIGHT HAND:

If you subscribe to the Code of Ethics I have just stated and if you do swear that you will uphold the Constitution of the United States and the State of Minnesota and that you will fairly and impartially enforce the laws of the United States and the State of Minnesota and the Ordinances of the City of Windom and that you will conduct yourself at all times so as not to create disrespect for yourself and the position you hold as a Police Officer of the City of Windom, will you state, "I do swear."

**I hereby install you, Officer Hunter Braun
as and officer of the Windom Police Department**

Dominic Jones

Mayor, City of Windom

STATE OF MINNESOTA)
) ss.
COUNTY OF COTTONWOOD)

**I DO SOLEMNLY SWEAR that I will support the
Constitution of the United States and the Constitution of
the State of Minnesota, and that I will faithfully discharge
the duties of the office of**

**POLICE OFFICER, CITY OF WINDOM,
COTTONWOOD COUNTY, MINNESOTA**

to the best of my judgment and ability, so help me God.

Officer Hunter Braun
Police Officer

Subscribed and sworn before me this 19th day of September 2023.

Dominic Jones
Mayor, City of Windom

POLICE OFFICER OATH

Officer Andrew Kinnetz

"As a Minnesota Law Enforcement Officer, my fundamental duty is to serve mankind; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional rights of all to liberty, equality and justice.

I will keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both by personal and official life, I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear of favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the police service. I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession...law enforcement."

RAISE YOUR RIGHT HAND:

If you subscribe to the Code of Ethics I have just stated and if you do swear that you will uphold the Constitution of the United States and the State of Minnesota and that you will fairly and impartially enforce the laws of the United States and the State of Minnesota and the Ordinances of the City of Windom and that you will conduct yourself at all times so as not to create disrespect for yourself and the position you hold as a Police Officer of the City of Windom, will you state, "I do swear."

**I hereby install you, Officer Andrew Kinnetz
as and officer of the Windom Police Department**

Dominic Jones

Mayor, City of Windom

[illegible]

**I DO SOLEMNLY SWEAR that I will support the
Constitution of the United States and the Constitution of
the State of Minnesota, and that I will faithfully discharge
the duties of the office of**

**POLICE OFFICER, CITY OF WINDOM,
COTTONWOOD COUNTY, MINNESOTA**

to the best of my judgment and ability, so help me God.

Officer Andrew Kinnetz
Police Officer

Subscribed and sworn before me this 19th day of September
2023.

Dominic Jones
Mayor, City of Windom

RESOLUTION #2023-

INTRODUCED:

SECONDED:

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

A RESOLUTION AWARDING THE CONTRACT FOR THE "CONSTRUCTION OF GENERATION PLANT"

WHEREAS, pursuant to an advertisement for bids for the project entitled "Truck Garage Addition", bids were received, opened and tabulated according to law, and the following bids were in compliance with the advertisement:

	Bid Amount
Wilcon Construction Service, LLC	\$5,563,762.48
The Joseph Company Inc.	\$5,657,000.00

AND WHEREAS, it appears the lowest responsible bidder is:

	Bid Amount
Wilcon Construction Service, LLC	\$5,563,762.48

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

1. A "Notice of Award" shall be issued to the above low bidder.
2. The Mayor and City Administrator are hereby authorized and directed to enter into the contract with the above low bidder, in the name of the City of Windom, for the completion of the project entitled "Construction of Generation Plant" according to the plans and specifications. Copies of the plans and specifications are on file in the Office of the City Administrator.

Adopted by the Council this 19th day of September, 2023.

Dominic Jones, Mayor

Attest: _____
Steve Nasby, City Administrator

ACTION ITEM



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

TO: City Council
FROM: Jason Sykora, Electric Superintendent
DATE: September 14, 2023
RE: Generation Plant Addition
DEPT: Electric
CONTACT: Jason Sykora: Jason.Sykora@windommn.com

Recommendations/Options/Action Requested

Utility Commission and Staff recommends that the City Council take the following action:

1. Accept the bid from Wilcon Construction Services, LLC to construct the Generation Addition at a cost of \$5,563,762.48.

Issue Summary/Background

After receiving no bidders on the first bidding process it was decided to rebid the project with an extended time for completion. After rebidding the project three bids were received, but one was deemed as non-responsive. The apparent low bid is from Wilcon Construction for \$5,563,762.48 and the other is from The Joseph Company for \$5,657,000.00.

The Wilcon bid included a project completion date of October 4, 2024. The Generators which were purchased on a separate contract are scheduled to arrive in March of 2024.

Wilcon was also the low bidder on the vehicle storage building currently under construction and has been doing a great job to this point.

Fiscal Impact

The funds to pay for the project would come from the Electric reserves and Bonds.

Attachments

1. Resolution for Bid Award
2. Bid Tabulation
3. Letter of recommendation from Engineer



September 8, 2023 (Via E-MAIL)

City of Windom
Attn: Jason Sykora, Electric Superintendent
1105 1st Avenue
Windom, MN 56101

RE: **Recommendation of Award of Contract
Construction of a Generation Plant (Rebid)**
DGR Project No. 425306

Dear Jason:

We have completed our review of the bids received on September 6, 2023 for the above referenced project. A bid summary form and detailed tabulation of the bid results is enclosed.

There were two (2) responsive bids ranging in price from \$5,563,762.48 to \$5,657,000.00, with the low apparent bid from Wilcon Construction Services, LLC located in St. James, MN. The second bidder was The Joseph Company, Inc. of Austin, MN. The third bid from Web Construction, Inc. was determined to be non-responsive as their bid form was not completed properly.

We were happy to see the two bids were very close. However, we believe that the pricing received continues to be reflective of the stressors that have been placed on the construction market around the nation. Shortages of qualified labor, coupled with the higher cost of raw and processed materials, weigh on the project costs. DGR did see increased interest in the project during the second bidding process.

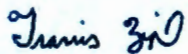
DGR Engineering conducted a post-bid interview with Wilcon, and they did not have any concerns with the project design, scope or the overall project schedule. They also furnished a response to our inquiries in a timely fashion. They appear to be a reputable firm and we believe they will provide the City of Windom with a successful installation, and should the budget allow, we would recommend your consideration in awarding a contract to them. In addition, Wilcon has been performing well on the vehicle storage garage building.

Jason Sykora
Page 2
September 8, 2023

Please review our recommendation and feel free to contact us with any questions you, the Utility Commission or the City Council may have. Please contact me if an award is made, and we will proceed with preparing the Contract Documents.

Best Regards,

DGR Engineering

A handwritten signature in blue ink that reads "Travis Zipf". The signature is written in a cursive, flowing style.

Travis Zipf, P.E.

Enclosure: Bid Summary and Tabulation
TLZ:ste

BID SUMMARY

Construction of a Generation Plant (Rebid) City of Windom, Minnesota



DGR Project No. 425305
Bid Letting: September 6, 2023 - 1:30 PM
City Hall
Page 1 of 1

Bidder and Address	Bid Security	Acknowledge Add. 1 & 2	Bid Price	Guaranteed Completion Date	Comments
Wilcon Construction Services, LLC 101 1/2 7th Street South St. James, MN 56081	10% Bid Bond	Yes	\$5,563,762.48	10/4/2024	
The Joseph Company Inc. 2003 14th Street NE Suite 106 Austin, MN 55912	10% Bid Bond	Yes	\$5,657,000.00	11/1/2024	
Web Construction, Inc. 320 Saint Andrews Drive, Suite 100 Mankato, MN 56001	10% Bid Bond	Yes	Non-Responsive	11/1/2024	

September 19, 2023

PRE-SALE REPORT FOR

City of Windom, Minnesota

\$7,230,000 General Obligation Bonds, Series 2023B



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, MN 55113

Advisors:

Todd Hagen, Senior Municipal Advisor
Rebecca Kurtz, Senior Municipal Advisor
Dan Tienter, Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$7,230,000 General Obligation Bonds, Series 2023A

The City has directed Ehlers to assist in a financing method that combines two issuance authorities into one bond, can be sold competitively using the City's general obligation bond rating, does not require a reserve or voter approval, and would allow for payments over 19 years within the revenue constraints provided by the City.

Purposes:

The proposed issue includes financing with other available funds, for the construction and equipping of a new electric generation building and municipal liquor store renovations for the City.

- **Equipment Portion (MS 410/412).** Debt service will be paid from ad valorem property taxes to be cancelled with available electric revenues.
- **Building Portion (MS 469).** Debt service will be paid from tax abatements up to an amount of the aggregate sum of abatements equal to the principal amount of that part of the Bonds and property taxes to be cancelled with available electric and liquor store revenues.

Authority:

The Bonds are being issued pursuant to Minnesota Statutes, Chapters:

- 475 (general bonding authority)
- 410/412 (equipment bonding authority)
- 469 (tax abatement authority)

The maximum that an entity can issue equipment certificates for at any one time without publication of a resolution allowing for a reverse referendum is limited to .25% of estimated market value. The Equipment Portion of the Bonds exceeds .25% of the estimated market value in the City. The City will adopt the necessary resolution to allow for a reverse referendum.

The City will hold the required public hearing on the Building Portion of the Bonds and the public purpose it serves on October 17, 2023. The amount of property taxes abated in any year may not exceed (1) 10% of the net tax capacity (NTC) of the City or (2) \$200,000, whichever is greater. The City's pay 2023 NTC is \$3,750,872 and 10% equates to \$375,087. Therefore, the greater of these two calculations is 10% of the NTC. That part of the Bonds will consume approximately 51.14% of the City's current annual abatement capacity of \$375,087.

The Bonds will not count against the Net Debt Limit of 3% of the estimated market value of taxable property in the City.

The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.

Term/Call Feature:

The Bonds are being issued for a term of 19 years. Principal on the Bonds will be due on February 1 in the years 2025 through 2043. Interest is payable every six months beginning August 1, 2024.

The Bonds will be subject to prepayment at the discretion of the City on February 1, 2033 or any date thereafter.

Tax-Exempt/Not Bank Qualified:

Because the City is expecting to issue more than \$10,000,000 in tax-exempt debt during the calendar year, the City will not be able to designate the Bonds as "bank qualified" obligations (BQ).

Bank qualified status typically broadens the market for the Bonds, which can result in lower interest rates – but in today's market we are seeing no difference in the spread between BQ and non-BQ.

Rating:

The City's most recent bond issues were rated by S&P Global Ratings. The current ratings on those bonds are "A+". The City will request a new rating for the Bonds.

If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating if the bond rating of the insurer is higher than that of the City.

Basis for Recommendation:

Based on our knowledge of the City's situation, their objectives communicated to us, our advisory relationship as well as characteristics of various financing options, we are recommending the issuance of general obligation bonds with a full competitive sale as a suitable financing option for the following reasons:

- General obligation bonds provide a straight-forward approach to financing projects identified by the City.
- We expect that the size and term of the issue, even without bank qualification, will attract several quality bids based upon similar recent sales in Minnesota.
- The City does not expect to have surplus resources adequate to prepay the debt prior to the scheduled maturities.
- This is generally the most overall cost-effective option.

Because of its larger size and longer term, we are recommending against a negotiated sale and selling this issue rated through a full competitive process using an official statement. Also, there are no special circumstances that would require a negotiated sale.

This method of sale complies with City policy as well as best practices endorsed by the Government Finance Officers Association (GFOA).

Method of Sale/Placement:

We will solicit competitive bids for the sale of the Bonds to underwriters as the size, structure and term will likely result in the maximum number of bids at the lowest interest rates and is a desirable credit for municipal bond investors.

We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid more than face value is considered "reoffering premium." The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or "discount") but will pay the remainder of the premium to the City.

For this issue of Bonds, we have been directed to use the net premium to reduce the size of the issue rather than increasing the net proceeds for the project; but that could change on the day of sale. The resulting adjustments may slightly change the true interest cost of the issue, either up or down.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.

We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC).

The City is already obligated to provide such reports for its existing bonds and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The City must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations ("Arbitrage Rules") throughout the life of the issue to maintain the tax-exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The City's specific arbitrage responsibilities will be detailed in the Officers' Certificate prepared by your Bond Attorney and provided at closing.

Two-Year Spending Exception (24-month) - The City expects to meet the two-year expenditure exception. If the City fails to meet the two-year expenditure exception, it will be required to pay rebate.

We recommend that the City review its specific responsibilities related to the Bonds with an arbitrage expert to help monitor the exception used above.

Investment of Bond Proceeds:

Ehlers can assist the City in developing a strategy to invest your Bond proceeds until the funds are needed to pay project costs.

Risk Factors:

GO Pledge: Because the Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged, if the annual electric and liquor store revenues collected are not sufficient to pay the debt service payments, other City funds will need to be used.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Attorney: Fryberger Buchanan

Paying Agent: Bond Trust Services

Rating Agency: S&P Global Ratings

Summary:

The decisions to be made by the City Council are as follows:

- Accept or modify the finance assumptions described in this report.
- Adopt the resolution attached to this report.

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

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by City Council:	September 19, 2023
Letter to County or School District requesting to decline participation in proposed Property Tax Abatements:	Week of Oct. 9, 2023
Public Hearing on Property Tax Abatements:	October 17, 2023
Due Diligence Call to review Official Statement and Conference with Rating Agency:	Week of Oct 23, 2023
Reverse Referendum Period Ends on Equipment Portion:	TBD
Print Official Statement:	October 26, 2023
City Council Meeting to Award Sale of the Bonds:	November 7, 2023
Estimated Closing Date:	November 30, 2023

Attachments

Estimated Sources and Uses of Funds

Estimated Proposed Debt Service Schedule

Bond Buyer Index

Resolutions Authorizing Ehlers to Proceed with Bond Sale, Calling Public Hearing on Property Tax Abatements, and Determining to Issue Equipment Certificates (provided separately)

EHLERS' CONTACTS

Todd Hagen, Senior Municipal Advisor	(651) 697-8508
Rebecca Kurtz, Senior Municipal Advisor	(651) 697-8516
Dan Tienter, Municipal Advisor	(651) 697-8537
Silvia Johnson, Lead Public Finance Analyst	(651) 697-8580
Alicia Gage, Senior Financial Analyst	(651) 697-8551

City of Windom, Minnesota

\$7,230,000 General Obligation Bonds, Series 2023B

Issue Summary - Electric Building & Liquor Store

Assumes Current Market Non-BQ A+ Rates plus 50bps

Total Issue Sources And Uses

Dated 11/09/2023 | Delivered 11/09/2023

	Tax Abatement - Electric	Equipment - Electric	Tax Abatement - Liquor	Issue Summary
Sources Of Funds				
Par Amount of Bonds	\$3,080,000.00	\$3,585,000.00	\$565,000.00	\$7,230,000.00
Planned Issuer Equity contribution	-	-	450,000.00	450,000.00
Total Sources	\$3,080,000.00	\$3,585,000.00	\$1,015,000.00	\$7,680,000.00
Uses Of Funds				
Total Underwriter's Discount (1.200%)	36,960.00	43,020.00	6,780.00	86,760.00
Costs of Issuance	38,766.26	45,122.40	7,111.34	91,000.00
Deposit to Project Construction Fund	3,000,000.00	3,500,000.00	1,000,000.00	7,500,000.00
Rounding Amount	4,273.74	(3,142.40)	1,108.66	2,240.00
Total Uses	\$3,080,000.00	\$3,585,000.00	\$1,015,000.00	\$7,680,000.00

City of Windom, Minnesota

\$7,230,000 General Obligation Bonds, Series 2023B

Issue Summary - Electric Building & Liquor Store

Assumes Current Market Non-BQ A+ Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/09/2023	-	-	-	-	-
08/01/2024	-	-	223,596.99	223,596.99	-
02/01/2025	200,000.00	4.050%	153,616.25	353,616.25	577,213.24
08/01/2025	-	-	149,566.25	149,566.25	-
02/01/2026	270,000.00	3.950%	149,566.25	419,566.25	569,132.50
08/01/2026	-	-	144,233.75	144,233.75	-
02/01/2027	280,000.00	3.850%	144,233.75	424,233.75	568,467.50
08/01/2027	-	-	138,843.75	138,843.75	-
02/01/2028	295,000.00	3.800%	138,843.75	433,843.75	572,687.50
08/01/2028	-	-	133,238.75	133,238.75	-
02/01/2029	310,000.00	3.750%	133,238.75	443,238.75	576,477.50
08/01/2029	-	-	127,426.25	127,426.25	-
02/01/2030	320,000.00	3.750%	127,426.25	447,426.25	574,852.50
08/01/2030	-	-	121,426.25	121,426.25	-
02/01/2031	330,000.00	3.750%	121,426.25	451,426.25	572,852.50
08/01/2031	-	-	115,238.75	115,238.75	-
02/01/2032	340,000.00	3.750%	115,238.75	455,238.75	570,477.50
08/01/2032	-	-	108,863.75	108,863.75	-
02/01/2033	355,000.00	3.800%	108,863.75	463,863.75	572,727.50
08/01/2033	-	-	102,118.75	102,118.75	-
02/01/2034	375,000.00	3.950%	102,118.75	477,118.75	579,237.50
08/01/2034	-	-	94,712.50	94,712.50	-
02/01/2035	385,000.00	4.100%	94,712.50	479,712.50	574,425.00
08/01/2035	-	-	86,820.00	86,820.00	-
02/01/2036	400,000.00	4.250%	86,820.00	486,820.00	573,640.00
08/01/2036	-	-	78,320.00	78,320.00	-
02/01/2037	425,000.00	4.400%	78,320.00	503,320.00	581,640.00
08/01/2037	-	-	68,970.00	68,970.00	-
02/01/2038	435,000.00	4.500%	68,970.00	503,970.00	572,940.00
08/01/2038	-	-	59,182.50	59,182.50	-
02/01/2039	455,000.00	4.600%	59,182.50	514,182.50	573,365.00
08/01/2039	-	-	48,717.50	48,717.50	-
02/01/2040	475,000.00	4.650%	48,717.50	523,717.50	572,435.00
08/01/2040	-	-	37,673.75	37,673.75	-
02/01/2041	505,000.00	4.700%	37,673.75	542,673.75	580,347.50
08/01/2041	-	-	25,806.25	25,806.25	-
02/01/2042	525,000.00	4.750%	25,806.25	550,806.25	576,612.50
08/01/2042	-	-	13,337.50	13,337.50	-
02/01/2043	550,000.00	4.850%	13,337.50	563,337.50	576,675.00
Total	\$7,230,000.00	-	\$3,686,205.74	\$10,916,205.74	-

Yield Statistics

Bond Year Dollars	\$83,411.83
Average Life	11.537 Years
Average Coupon	4.4192839%
Net Interest Cost (NIC)	4.5232979%
True Interest Cost (TIC)	4.5254166%
Bond Yield for Arbitrage Purposes	4.3855883%
All Inclusive Cost (AIC)	4.6747244%

IRS Form 8038

Net Interest Cost	4.4192839%
Weighted Average Maturity	11.537 Years

Series 2023B GO Bonds - P, I, Issue Summary, 1/9/13/2023, 1:09:41 AM



City of Windom, Minnesota

\$7,230,000 General Obligation Bonds, Series 2023B

Issue Summary - Electric Building & Liquor Store

Assumes Current Market Non-BQ A+ Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2024	-	-	-	-	-
02/01/2025	200,000.00	4.050%	377,213.24	577,213.24	606,073.90
02/01/2026	270,000.00	3.950%	299,132.50	569,132.50	597,589.13
02/01/2027	280,000.00	3.850%	288,467.50	568,467.50	596,890.88
02/01/2028	295,000.00	3.800%	277,687.50	572,687.50	601,321.88
02/01/2029	310,000.00	3.750%	266,477.50	576,477.50	605,301.38
02/01/2030	320,000.00	3.750%	254,852.50	574,852.50	603,595.13
02/01/2031	330,000.00	3.750%	242,852.50	572,852.50	601,495.13
02/01/2032	340,000.00	3.750%	230,477.50	570,477.50	599,001.38
02/01/2033	355,000.00	3.800%	217,727.50	572,727.50	601,363.88
02/01/2034	375,000.00	3.950%	204,237.50	579,237.50	608,199.38
02/01/2035	385,000.00	4.100%	189,425.00	574,425.00	603,146.25
02/01/2036	400,000.00	4.250%	173,640.00	573,640.00	602,322.00
02/01/2037	425,000.00	4.400%	156,640.00	581,640.00	610,722.00
02/01/2038	435,000.00	4.500%	137,940.00	572,940.00	601,587.00
02/01/2039	455,000.00	4.600%	118,365.00	573,365.00	602,033.25
02/01/2040	475,000.00	4.650%	97,435.00	572,435.00	601,056.75
02/01/2041	505,000.00	4.700%	75,347.50	580,347.50	609,364.88
02/01/2042	525,000.00	4.750%	51,612.50	576,612.50	605,443.13
02/01/2043	550,000.00	4.850%	26,675.00	576,675.00	605,508.75
Total	\$7,230,000.00	-	\$3,686,205.74	\$10,916,205.74	\$11,462,016.03

Significant Dates

Dated	11/09/2023
First Coupon Date	8/01/2024

Yield Statistics

Bond Year Dollars	\$83,411.83
Average Life	11.537 Years
Average Coupon	4.4192839%
Net Interest Cost (NIC)	4.5232979%
True Interest Cost (TIC)	4.5254166%
Bond Yield for Arbitrage Purposes	4.3855883%
All Inclusive Cost (AIC)	4.6747244%

IRS Form 8038

Net Interest Cost	4.4192839%
Weighted Average Maturity	11.537 Years

City of Windom, Minnesota

\$3,080,000 General Obligation Bonds, Series 2023B

Tax Abatement - Electric

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/09/2023	-	-	-	-	-
08/01/2024	-	-	95,286.13	95,286.13	-
02/01/2025	85,000.00	4.050%	65,463.75	150,463.75	245,749.88
08/01/2025	-	-	63,742.50	63,742.50	-
02/01/2026	115,000.00	3.950%	63,742.50	178,742.50	242,485.00
08/01/2026	-	-	61,471.25	61,471.25	-
02/01/2027	120,000.00	3.850%	61,471.25	181,471.25	242,942.50
08/01/2027	-	-	59,161.25	59,161.25	-
02/01/2028	125,000.00	3.800%	59,161.25	184,161.25	243,322.50
08/01/2028	-	-	56,786.25	56,786.25	-
02/01/2029	130,000.00	3.750%	56,786.25	186,786.25	243,572.50
08/01/2029	-	-	54,348.75	54,348.75	-
02/01/2030	135,000.00	3.750%	54,348.75	189,348.75	243,697.50
08/01/2030	-	-	51,817.50	51,817.50	-
02/01/2031	140,000.00	3.750%	51,817.50	191,817.50	243,635.00
08/01/2031	-	-	49,192.50	49,192.50	-
02/01/2032	145,000.00	3.750%	49,192.50	194,192.50	243,385.00
08/01/2032	-	-	46,473.75	46,473.75	-
02/01/2033	150,000.00	3.800%	46,473.75	196,473.75	242,947.50
08/01/2033	-	-	43,623.75	43,623.75	-
02/01/2034	160,000.00	3.950%	43,623.75	203,623.75	247,247.50
08/01/2034	-	-	40,463.75	40,463.75	-
02/01/2035	165,000.00	4.100%	40,463.75	205,463.75	245,927.50
08/01/2035	-	-	37,081.25	37,081.25	-
02/01/2036	170,000.00	4.250%	37,081.25	207,081.25	244,162.50
08/01/2036	-	-	33,468.75	33,468.75	-
02/01/2037	180,000.00	4.400%	33,468.75	213,468.75	246,937.50
08/01/2037	-	-	29,508.75	29,508.75	-
02/01/2038	185,000.00	4.500%	29,508.75	214,508.75	244,017.50
08/01/2038	-	-	25,346.25	25,346.25	-
02/01/2039	195,000.00	4.600%	25,346.25	220,346.25	245,692.50
08/01/2039	-	-	20,861.25	20,861.25	-
02/01/2040	205,000.00	4.650%	20,861.25	225,861.25	246,722.50
08/01/2040	-	-	16,095.00	16,095.00	-
02/01/2041	215,000.00	4.700%	16,095.00	231,095.00	247,190.00
08/01/2041	-	-	11,042.50	11,042.50	-
02/01/2042	225,000.00	4.750%	11,042.50	236,042.50	247,085.00
08/01/2042	-	-	5,698.75	5,698.75	-
02/01/2043	235,000.00	4.850%	5,698.75	240,698.75	246,397.50
Total	\$3,080,000.00	-	\$1,573,117.38	\$4,653,117.38	-

Yield Statistics

Bond Year Dollars	\$35,586.56
Average Life	11.554 Years
Average Coupon	4.4205385%
Net Interest Cost (NIC)	4.5243979%
True Interest Cost (TIC)	4.5265843%
Bond Yield for Arbitrage Purposes	4.3855883%
All Inclusive Cost (AIC)	4.6757269%

IRS Form 8038

Net Interest Cost	4.4205385%
Weighted Average Maturity	11.554 Years

Series 2023B GO Bonds - P, Tax Abatement - Electric, 9/13/2023, 9:41 AM

City of Windom, Minnesota

\$3,080,000 General Obligation Bonds, Series 2023B

Tax Abatement - Electric

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2024	-	-	-	-	-
02/01/2025	85,000.00	4.050%	160,749.88	245,749.88	258,037.37
02/01/2026	115,000.00	3.950%	127,485.00	242,485.00	254,609.25
02/01/2027	120,000.00	3.850%	122,942.50	242,942.50	255,089.63
02/01/2028	125,000.00	3.800%	118,322.50	243,322.50	255,488.63
02/01/2029	130,000.00	3.750%	113,572.50	243,572.50	255,751.13
02/01/2030	135,000.00	3.750%	108,697.50	243,697.50	255,882.38
02/01/2031	140,000.00	3.750%	103,635.00	243,635.00	255,816.75
02/01/2032	145,000.00	3.750%	98,385.00	243,385.00	255,554.25
02/01/2033	150,000.00	3.800%	92,947.50	242,947.50	255,094.88
02/01/2034	160,000.00	3.950%	87,247.50	247,247.50	259,609.88
02/01/2035	165,000.00	4.100%	80,927.50	245,927.50	258,223.88
02/01/2036	170,000.00	4.250%	74,162.50	244,162.50	256,370.63
02/01/2037	180,000.00	4.400%	66,937.50	246,937.50	259,284.38
02/01/2038	185,000.00	4.500%	59,017.50	244,017.50	256,218.38
02/01/2039	195,000.00	4.600%	50,692.50	245,692.50	257,977.13
02/01/2040	205,000.00	4.650%	41,722.50	246,722.50	259,058.63
02/01/2041	215,000.00	4.700%	32,190.00	247,190.00	259,549.50
02/01/2042	225,000.00	4.750%	22,085.00	247,085.00	259,439.25
02/01/2043	235,000.00	4.850%	11,397.50	246,397.50	258,717.38
Total	\$3,080,000.00	-	\$1,573,117.38	\$4,653,117.38	\$4,885,773.25

Significant Dates

Dated	11/09/2023
First Coupon Date	8/01/2024

Yield Statistics

Bond Year Dollars	\$35,586.56
Average Life	11.554 Years
Average Coupon	4.4205385%
Net Interest Cost (NIC)	4.5243979%
True Interest Cost (TIC)	4.5265843%
Bond Yield for Arbitrage Purposes	4.3855883%
All Inclusive Cost (AIC)	4.6757269%

IRS Form 8038

Net Interest Cost	4.4205385%
Weighted Average Maturity	11.554 Years

City of Windom, Minnesota

\$3,585,000 General Obligation Bonds, Series 2023B

Equipment - Electric

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/09/2023	-	-	-	-	-
08/01/2024	-	-	110,835.10	110,835.10	-
02/01/2025	100,000.00	4.050%	76,146.25	176,146.25	286,981.35
08/01/2025	-	-	74,121.25	74,121.25	-
02/01/2026	135,000.00	3.950%	74,121.25	209,121.25	283,242.50
08/01/2026	-	-	71,455.00	71,455.00	-
02/01/2027	140,000.00	3.850%	71,455.00	211,455.00	282,910.00
08/01/2027	-	-	68,760.00	68,760.00	-
02/01/2028	145,000.00	3.800%	68,760.00	213,760.00	282,520.00
08/01/2028	-	-	66,005.00	66,005.00	-
02/01/2029	155,000.00	3.750%	66,005.00	221,005.00	287,010.00
08/01/2029	-	-	63,098.75	63,098.75	-
02/01/2030	160,000.00	3.750%	63,098.75	223,098.75	286,197.50
08/01/2030	-	-	60,098.75	60,098.75	-
02/01/2031	165,000.00	3.750%	60,098.75	225,098.75	285,197.50
08/01/2031	-	-	57,005.00	57,005.00	-
02/01/2032	170,000.00	3.750%	57,005.00	227,005.00	284,010.00
08/01/2032	-	-	53,817.50	53,817.50	-
02/01/2033	175,000.00	3.800%	53,817.50	228,817.50	282,635.00
08/01/2033	-	-	50,492.50	50,492.50	-
02/01/2034	185,000.00	3.950%	50,492.50	235,492.50	285,985.00
08/01/2034	-	-	46,838.75	46,838.75	-
02/01/2035	190,000.00	4.100%	46,838.75	236,838.75	283,677.50
08/01/2035	-	-	42,943.75	42,943.75	-
02/01/2036	200,000.00	4.250%	42,943.75	242,943.75	285,887.50
08/01/2036	-	-	38,693.75	38,693.75	-
02/01/2037	210,000.00	4.400%	38,693.75	248,693.75	287,387.50
08/01/2037	-	-	34,073.75	34,073.75	-
02/01/2038	215,000.00	4.500%	34,073.75	249,073.75	283,147.50
08/01/2038	-	-	29,236.25	29,236.25	-
02/01/2039	225,000.00	4.600%	29,236.25	254,236.25	283,472.50
08/01/2039	-	-	24,061.25	24,061.25	-
02/01/2040	235,000.00	4.650%	24,061.25	259,061.25	283,122.50
08/01/2040	-	-	18,597.50	18,597.50	-
02/01/2041	250,000.00	4.700%	18,597.50	268,597.50	287,195.00
08/01/2041	-	-	12,722.50	12,722.50	-
02/01/2042	260,000.00	4.750%	12,722.50	272,722.50	285,445.00
08/01/2042	-	-	6,547.50	6,547.50	-
02/01/2043	270,000.00	4.850%	6,547.50	276,547.50	283,095.00
Total	\$3,585,000.00	-	\$1,824,118.85	\$5,409,118.85	-

Yield Statistics

Bond Year Dollars	\$41,286.58
Average Life	11.516 Years
Average Coupon	4.4181880%
Net Interest Cost (NIC)	4.5223864%
True Interest Cost (TIC)	4.5244733%
Bond Yield for Arbitrage Purposes	4.3855883%
All Inclusive Cost (AIC)	4.6739947%

IRS Form 8038

Net Interest Cost	4.4181880%
Weighted Average Maturity	11.516 Years

Series 2023B GO Bonds - P | Equipment - Electric | 9/13/2023 | 9:41 AM



City of Windom, Minnesota

\$3,585,000 General Obligation Bonds, Series 2023B

Equipment - Electric

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2024	-	-	-	-	-
02/01/2025	100,000.00	4.050%	186,981.35	286,981.35	301,330.42
02/01/2026	135,000.00	3.950%	148,242.50	283,242.50	297,404.63
02/01/2027	140,000.00	3.850%	142,910.00	282,910.00	297,055.50
02/01/2028	145,000.00	3.800%	137,520.00	282,520.00	296,646.00
02/01/2029	155,000.00	3.750%	132,010.00	287,010.00	301,360.50
02/01/2030	160,000.00	3.750%	126,197.50	286,197.50	300,507.38
02/01/2031	165,000.00	3.750%	120,197.50	285,197.50	299,457.38
02/01/2032	170,000.00	3.750%	114,010.00	284,010.00	298,210.50
02/01/2033	175,000.00	3.800%	107,635.00	282,635.00	296,766.75
02/01/2034	185,000.00	3.950%	100,985.00	285,985.00	300,284.25
02/01/2035	190,000.00	4.100%	93,677.50	283,677.50	297,861.38
02/01/2036	200,000.00	4.250%	85,887.50	285,887.50	300,181.88
02/01/2037	210,000.00	4.400%	77,387.50	287,387.50	301,756.88
02/01/2038	215,000.00	4.500%	68,147.50	283,147.50	297,304.88
02/01/2039	225,000.00	4.600%	58,472.50	283,472.50	297,646.13
02/01/2040	235,000.00	4.650%	48,122.50	283,122.50	297,278.63
02/01/2041	250,000.00	4.700%	37,195.00	287,195.00	301,554.75
02/01/2042	260,000.00	4.750%	25,445.00	285,445.00	299,717.25
02/01/2043	270,000.00	4.850%	13,095.00	283,095.00	297,249.75
Total	\$3,585,000.00	-	\$1,824,118.85	\$5,409,118.85	\$5,679,574.79

Significant Dates

Dated	11/09/2023
First Coupon Date	8/01/2024

Yield Statistics

Bond Year Dollars	\$41,286.58
Average Life	11.516 Years
Average Coupon	4.4181880%
Net Interest Cost (NIC)	4.5223864%
True Interest Cost (TIC)	4.5244733%
Bond Yield for Arbitrage Purposes	4.3855883%
All Inclusive Cost (AIC)	4.6739947%

IRS Form 8038

Net Interest Cost	4.4181880%
Weighted Average Maturity	11.516 Years

City of Windom, Minnesota

\$565,000 General Obligation Bonds, Series 2023B

Tax Abatement - Liquor

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/09/2023	-	-	-	-	-
08/01/2024	-	-	17,475.76	17,475.76	-
02/01/2025	15,000.00	4.050%	12,006.25	27,006.25	44,482.01
08/01/2025	-	-	11,702.50	11,702.50	-
02/01/2026	20,000.00	3.950%	11,702.50	31,702.50	43,405.00
08/01/2026	-	-	11,307.50	11,307.50	-
02/01/2027	20,000.00	3.850%	11,307.50	31,307.50	42,615.00
08/01/2027	-	-	10,922.50	10,922.50	-
02/01/2028	25,000.00	3.800%	10,922.50	35,922.50	46,845.00
08/01/2028	-	-	10,447.50	10,447.50	-
02/01/2029	25,000.00	3.750%	10,447.50	35,447.50	45,895.00
08/01/2029	-	-	9,978.75	9,978.75	-
02/01/2030	25,000.00	3.750%	9,978.75	34,978.75	44,957.50
08/01/2030	-	-	9,510.00	9,510.00	-
02/01/2031	25,000.00	3.750%	9,510.00	34,510.00	44,020.00
08/01/2031	-	-	9,041.25	9,041.25	-
02/01/2032	25,000.00	3.750%	9,041.25	34,041.25	43,082.50
08/01/2032	-	-	8,572.50	8,572.50	-
02/01/2033	30,000.00	3.800%	8,572.50	38,572.50	47,145.00
08/01/2033	-	-	8,002.50	8,002.50	-
02/01/2034	30,000.00	3.950%	8,002.50	38,002.50	46,005.00
08/01/2034	-	-	7,410.00	7,410.00	-
02/01/2035	30,000.00	4.100%	7,410.00	37,410.00	44,820.00
08/01/2035	-	-	6,795.00	6,795.00	-
02/01/2036	30,000.00	4.250%	6,795.00	36,795.00	43,590.00
08/01/2036	-	-	6,157.50	6,157.50	-
02/01/2037	35,000.00	4.400%	6,157.50	41,157.50	47,315.00
08/01/2037	-	-	5,387.50	5,387.50	-
02/01/2038	35,000.00	4.500%	5,387.50	40,387.50	45,775.00
08/01/2038	-	-	4,600.00	4,600.00	-
02/01/2039	35,000.00	4.600%	4,600.00	39,600.00	44,200.00
08/01/2039	-	-	3,795.00	3,795.00	-
02/01/2040	35,000.00	4.650%	3,795.00	38,795.00	42,590.00
08/01/2040	-	-	2,981.25	2,981.25	-
02/01/2041	40,000.00	4.700%	2,981.25	42,981.25	45,962.50
08/01/2041	-	-	2,041.25	2,041.25	-
02/01/2042	40,000.00	4.750%	2,041.25	42,041.25	44,082.50
08/01/2042	-	-	1,091.25	1,091.25	-
02/01/2043	45,000.00	4.850%	1,091.25	46,091.25	47,182.50
Total	\$565,000.00	-	\$288,969.51	\$853,969.51	-

Yield Statistics

Bond Year Dollars	\$6,538.69
Average Life	11.573 Years
Average Coupon	4.4193763%
Net Interest Cost (NIC)	4.5230667%
True Interest Cost (TIC)	4.5250213%
Bond Yield for Arbitrage Purposes	4.3855883%
All Inclusive Cost (AIC)	4.6738793%

IRS Form 8038

Net Interest Cost	4.4193763%
Weighted Average Maturity	11.573 Years

Series 2023B GO Bonds - P | Tax Abatement - Liquor | 9/13/2023 | 9:41 AM



City of Windom, Minnesota

\$565,000 General Obligation Bonds, Series 2023B

Tax Abatement - Liquor

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2024	-	-	-	-	-
02/01/2025	15,000.00	4.050%	29,482.01	44,482.01	46,706.11
02/01/2026	20,000.00	3.950%	23,405.00	43,405.00	45,575.25
02/01/2027	20,000.00	3.850%	22,615.00	42,615.00	44,745.75
02/01/2028	25,000.00	3.800%	21,845.00	46,845.00	49,187.25
02/01/2029	25,000.00	3.750%	20,895.00	45,895.00	48,189.75
02/01/2030	25,000.00	3.750%	19,957.50	44,957.50	47,205.38
02/01/2031	25,000.00	3.750%	19,020.00	44,020.00	46,221.00
02/01/2032	25,000.00	3.750%	18,082.50	43,082.50	45,236.63
02/01/2033	30,000.00	3.800%	17,145.00	47,145.00	49,502.25
02/01/2034	30,000.00	3.950%	16,005.00	46,005.00	48,305.25
02/01/2035	30,000.00	4.100%	14,820.00	44,820.00	47,061.00
02/01/2036	30,000.00	4.250%	13,590.00	43,590.00	45,769.50
02/01/2037	35,000.00	4.400%	12,315.00	47,315.00	49,680.75
02/01/2038	35,000.00	4.500%	10,775.00	45,775.00	48,063.75
02/01/2039	35,000.00	4.600%	9,200.00	44,200.00	46,410.00
02/01/2040	35,000.00	4.650%	7,590.00	42,590.00	44,719.50
02/01/2041	40,000.00	4.700%	5,962.50	45,962.50	48,260.63
02/01/2042	40,000.00	4.750%	4,082.50	44,082.50	46,286.63
02/01/2043	45,000.00	4.850%	2,182.50	47,182.50	49,541.63
Total	\$565,000.00	-	\$288,969.51	\$853,969.51	\$896,667.99

Significant Dates

Dated	11/09/2023
First Coupon Date	8/01/2024

Yield Statistics

Bond Year Dollars	\$6,538.69
Average Life	11.573 Years
Average Coupon	4.4493763%
Net Interest Cost (NIC)	4.5230667%
True Interest Cost (TIC)	4.5250213%
Bond Yield for Arbitrage Purposes	4.3855883%
All Inclusive Cost (AIC)	4.6738793%

IRS Form 8038

Net Interest Cost	4.4193763%
Weighted Average Maturity	11.573 Years

30 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates September, 1993 - September, 2023



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

Source: The Bond Buyer



RESOLUTION #2023-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

RESOLUTION PROVIDING FOR THE SALE OF \$7,230,000 GENERAL OBLIGATION BONDS, SERIES 2023B

- A. **WHEREAS**, the City Council of the City of Windom, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$7,230,000 General Obligation Bonds, Series 2023B (the "Bonds"), to finance with other available funds, for the construction and equipping of a new electric generation building and municipal liquor store renovations for the City; and
- B. **WHEREAS**, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

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

1. **Authorization; Findings.** The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. **Meeting; Proposal Opening.** The City Council shall meet at 8:05 p.m. on November 7, 2023, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. **Official Statement.** In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

Adopted by the Council this 19th day of September, 2023.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2023-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

RESOLUTION CALLING FOR A PUBLIC HEARING ON PROPOSED PROPERTY TAX ABATEMENTS FOR A NEW ELECTRIC GENERATION BUILDING AND MUNICIPAL LIQUOR STORE RENOVATIONS

BE IT RESOLVED by the City Council (the "Council") of the City of Windom, Minnesota (the "City"), as follows:

Recitals.

Minnesota Statutes, Sections 469.1812 through 469.1816, as amended, both inclusive, authorize the City, upon satisfaction of certain conditions, to grant an abatement of all or a part of the taxes levied by the City on real property within its boundaries.

It is a legal requirement that the City hold a public hearing prior to adoption of a resolution granting any property tax abatements.

Hearing. A public hearing on the consideration of the property tax abatement will be held at the time and place set forth in the Notice of Hearing attached hereto as Exhibit A and hereby made a part hereof.

Notice. The City Administrator is hereby authorized and directed to cause notice of said hearing in substantially the form attached hereto as Exhibit A to be given one publication in a newspaper of general circulation in the City at least 10 days but not more than 30 days before the hearing. The newspaper must be one of general interest and readership in the City, and the notice must be published at least once.

Adopted by the Council this 19th day of September, 2023.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

RESOLUTION #2023-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

RESOLUTION DETERMINING THE NECESSITY TO ISSUE NOT TO EXCEED \$3,600,000 GENERAL OBLIGATION EQUIPMENT CERTIFICATES OF 2023

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

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

1. **Purpose**. That it is necessary and expedient for the City Council to issue General Obligation Equipment Certificates of 2023, pursuant to Minnesota Statutes, Sections 410.32 and 412.301, in an amount of not to exceed \$3,600,000 to finance the equipment for the City's new electric generation building (the "Certificates").
2. **Amount**. The amount of the Certificates is hereby determined and declared to be in excess of 0.25% of the market value of taxable property in the City.
3. **Publication**. The Administrator is authorized and directed to publish this resolution in the official newspaper of the City.
4. **Time**. At least ten days shall elapse after publication in the official newspaper of the City of this resolution before the Certificates may be issued.

Adopted by the Council this 19th day of September, 2023.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Building & Zoning Office
DATE: September 19, 2023 (City Council Meeting Date)
RE: Planning Commission Recommendation – Preliminary Plat
DEPT: Building & Zoning
CONTACT: Andrew Spielman, Building & Zoning Official, at 832-8660 or
andrew.spielman@windommn.com

Recommendations/Options/Action Requested

Approve the Preliminary Plat for “South Cottonwood Lake Subdivision” submitted by DVK Diversified, LLC and Cemstone Concrete Materials, LLC.

Issue Summary/Background

Preliminary Plat:

Legally described as follows: A portion of the real estate described as All of Government Lot 2 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota, EXCEPT a tract described as follows..... containing 0.348 acres, AND INCLUDING a tract in Government Lot 1 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota, described as follows..... containing 0.097 acres. (brief description) This subdivision contains approximately 34.582 acres and is subject to easements of record or apparent.

Parcel ID #: 25-025-0200 & 25-025-0201

Address/Location of the Property is: 1405 Cottonwood Lake Drive, Windom, MN

Applicants/Owners: DVK DIVERSIFIED, LLC & CEMSTONE CONCRETE MATERIALS

The Applicants/Owners filed a Preliminary Plat for a new residential subdivision. The Planning Commission held a public hearing on this application at its regular meeting on September 12, 2023. The Minutes from this Meeting set forth the discussion and motion concerning the Planning Commission’s recommendation to approve this Preliminary Plat. NOTE: The attachment of the Preliminary Plat to the Council packet includes the language recommended in the Planning Commission’s Motion.

Fiscal Impact

There is no fiscal impact for the City.

Attachments

1. Zoning Application – Preliminary Plat for South Cottonwood Lake Subdivision;
2. Planning Commission’s Public Hearing Notice;
3. Preliminary Plat.

AWS:mah

CITY OF WINDOM, MINNESOTA

**444 9th Street
Windom, MN 56101
507-831-6125**

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) DVK Diversified, LLC & Cemstone Concrete Materials, LLC
Address 316 Business 23 East, P.O. Box 77 Mendota Heights, MN
City Paynesville State MN Zip 56362 (Phone: _____)

Owner(s): (If other than Applicant) - owners are the Applicants.

Name(s) Robert M Braun, President of DVK Diversified, LLC
Address _____
City _____ State _____ Zip _____ (Phone: 320-250-2340)

Property Address: 1405 Cottonwood Lake Drive, Windom, Minnesota
Government Lot 2, except tract, and a tract in Government Lot 1 in

Legal Description of Property: Lot(s) _____ Block(s) _____ Addition Section 25-105-36
See Attached preliminary plat drawing for information.
(See attachment for legal description) Parcel No. 25-025-0200
(If metes and bounds, attach description.) 25-025-0201

Existing Use of Property: Cemstone Ready mix plant Present Zoning: R-2

Action Requested: Conditional Use Permit _____ Variance _____
Subdivision (Sketch Plat) ☒ Preliminary Plat ☒ Final Plat _____
Planned Unit Development (PUD) _____
Amendment (Text, Rezoning, Comprehensive Plan) – SPECIFY: _____
Other (Specify): _____

Description and Reason for Request (Attach Additional Information if necessary and/or required) _____

Planning to develop a subdivision including single and multi family dwellings

In signing this Application, I/we hereby acknowledge that I/we have been advised concerning the applicable provisions of the Windom Zoning and Subdivision Ordinances, current administrative procedures, and the required filing fee. I/we hereby acknowledge that the information provided in this Application is true and correct to the best of my/our knowledge. DVK Diversified, LLC Cemstone Concrete Materials, LLC

By X Robert M Braun, President X See Attached Consent Form.
[SIGNATURES OF APPLICANT(S)]

Date: 8-14-23

Fee: \$150.00

Paid: Ck. 10/19

Date: 8-16-2023

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 16 day of August, 2023.

WINDOM BUILDING & ZONING OFFICIAL: [Signature]

CONSENT
TO
APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Cemstone Concrete Materials, LLC is the property owner of a tract of land in the following described real estate: Government Lot 2 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota.

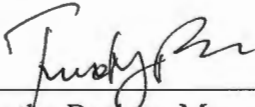
Property Address: 1405 Cottonwood Lake Drive, Windom, Minnesota 56101.

Parcel Nos. of Real Estate: 25-025-0200 & 25-025-0201

As one of the property owners of a tract of land in the above-described real estate, Cemstone Concrete Materials, LLC consents to and joins in the Application for Consideration of Subdivision Request submitted by DVK Diversified, LLC to the City of Windom, Minnesota, for the platting of a new residential subdivision on said real estate to be known as "South Cottonwood Lake Subdivision".

DATED this 22 day of August, 2023.

CEMSTONE CONCRETE MATERIALS, LLC

By 
Timothy Becken, Manager

Address: 2025 Centre Pointe Blvd., #300
Mendota Heights, MN 55120-1221

Phone No: 651-688-9292

Legal Description for "South Cottonwood Lake Subdivision"

All of Government Lot Two (2) in Section 25, Township 105 North, Range 36 West of the 5th P.M., in the City of Windom, Cottonwood County, Minnesota, EXCEPT all that part of Government Lot 2 in Section 25, Township 105 North, Range 36 West of the 5th P.M., in the City of Windom, Cottonwood County, Minnesota, described as follows: Beginning at the Northwest corner of said Government Lot 2; thence South 89°54'59" East (on the Minnesota County Coordinate System, Cottonwood County Zone) along the North line of said Government Lot 2 for a distance of 295.00 feet; thence South 46°14'15" West for a distance of 82.72 feet; thence North 89°54'59" West for a distance of 235.00, feet, more or less, to the West line of said Government Lot 2; thence North 00°15'31" West along the West line of said Government Lot 2 for a distance of 57.30 feet, more or less, to the point of beginning, containing 0.349 acres, more or less; AND INCLUDING all that part of Government Lot One (1) in Section 25, Township 105 North, Range 36 West of the 5th P.M., in the City of Windom, Cottonwood County, Minnesota, described as follows: Commencing at the Southwest corner of said Government Lot 1; thence South 89°54'59" East (on the Minnesota County Coordinate System, Cottonwood County Zone) along the South line of said Government Lot 1 for a distance of 295.00 feet to the point of beginning; thence North 00°15'31" West for a distance of 12.70 feet; thence South 89°54'59" East for a distance of 42.83 feet; thence North 61°25'37" East for a distance of 89.52 feet, more or less, to the Ordinary High Water Line of Cottonwood Lake; thence Southeasterly on and along said Ordinary High Water Line of Cottonwood Lake for a distance of 66.00 feet, more or less, to the South line of said Government Lot 1; thence North 89°54'59" West along the South line of said Government Lot 1 for a distance of 156.83 feet, more or less, to the point of beginning. This additional tract contains 0.097 acres more or less. Subject to easements, if any, of record or apparent.

The total acreage in this Subdivision is 34.58 acres, more or less.



**Building & Zoning Office
City Hall, 444 9th Street, P.O. Box 38
Windom, MN 56101
Phone: 507-832-8660 or 507-832-8659**

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
SUBDIVISION REQUEST AND
PRELIMINARY PLAT OF
“SOUTH COTTONWOOD LAKE SUBDIVISION”**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 151.25–151.27, notice is hereby given that the Applicants and Property Owners, DVK DIVERSIFIED, LLC and CEMSTONE CONCRETE MATERIALS, LLC, have submitted a Preliminary Plat for a proposed new residential subdivision entitled “South Cottonwood Lake Subdivision”.

A public hearing to consider this subdivision request and the preliminary plat will be held before the Planning Commission at the **City Council Chambers in City Hall, 444 9th Street, Windom, Minnesota, on Tuesday, September 12, 2023, at the meeting which begins at 7:00 p.m.**

The preliminary plat and subdivision application, as submitted by the Applicants, may be reviewed in the Building and Zoning Office in City Hall prior to the public hearing.

Those persons wishing to be heard on this application for subdivision and application for approval of the preliminary plat of “South Cottonwood Lake Subdivision” to the City of Windom are requested to attend this meeting.

Legally described as follows: All of Government Lot 2 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota, EXCEPT a tract described as follows..... containing 0.348 acres, AND INCLUDING a tract in Government Lot 1 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota, described as follows..... containing 0.097 acres. (brief description) This subdivision contains approximately 34.582 acres and is subject to easements of record or apparent.

Parcel ID #: 25-025-0200 & 25-025-0201

Address/Location of the Property is: 1405 Cottonwood Lake Drive, Windom, MN

By Order of the City of Windom:

Andrew Spielman, Zoning Administrator

Published: Cottonwood County Citizen (August 30, 2023)

ACTION ITEM



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

TO: City Council
FROM: Building & Zoning Office
DATE: September 19, 2023 (City Council Meeting Date)
RE: Planning Commission Recommendation – CUP for PUD & General Concept Plan
DEPT: Building & Zoning
CONTACT: Andrew Spielman, Building & Zoning Official, at 832-8660 or
andrew.spielman@windommn.com

Recommendations/Options/Action Requested

Approve the conditional use permit for a residential planned unit development in the “South Cottonwood Lake Subdivision” and also approve the general concept plan submitted by DVK Diversified, LLC and Cemstone Concrete Materials, LLC.

Issue Summary/Background

Preliminary Plat:

Legally described as follows: A portion of the real estate described as All of Government Lot 2 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota, EXCEPT a tract described as follows..... containing 0.348 acres, AND INCLUDING a tract in Government Lot 1 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota, described as follows..... containing 0.097 acres. (brief description) This subdivision contains approximately 34.582 acres and is subject to easements of record or apparent.

Parcel ID #: 25-025-0200 & 25-025-0201

Address/Location of the Property is: 1405 Cottonwood Lake Drive, Windom, MN

Applicants/Owners: DVK DIVERSIFIED, LLC & CEMSTONE CONCRETE MATERIALS

The Applicants/Owners filed an Application for a Conditional Use Permit to allow a Residential Planned Unit Development in the South Cottonwood Lake Subdivision which is in the Shoreland District and requires a CUP for a PUD. The Applicants/Owners provided the General Concept Plan for the PUD. The Planning Commission held a public hearing on this application at its regular meeting on September 12, 2023. The Minutes from this Meeting set forth the discussion and motion concerning the Planning Commission’s recommendation to approve the Conditional Use Permit for a residential Planned Unit Development in the South Cottonwood Lake Subdivision and to approve the General Concept Plan for the PUD.

Fiscal Impact

There is no fiscal impact for the City.

Attachments

1. Zoning Application – CUP for Residential PUD in Shoreland District;
2. Planning Commission’s Public Hearing Notice;
3. PUD Tier Densities (Map – separate attachment);
4. Density Calculations.

CITY OF WINDOM, MINNESOTA

**444 9th Street
Windom, MN 56101
507-831-6125**

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) DVK Diversified, LLC & Cemstone Concrete Materials, LLC
Address 316 Business 23 East, P. O. Box 77 (Cemstone - Mendota Heights, MN)
City Paynesville State MN Zip 56362 (Phone: _____)

Owner(s): (If other than Applicant) - Owners are the Applicants.

Name(s) Robert M. Braun, President of DVK Diversified, LLC
Address _____
City _____ State _____ Zip _____ (Phone: 320-250-2340)

Property Address: 1405 Cottonwood Lake Drive, Windom, Minnesota

Legal Description of Property: Lot(s) _____ Block(s) _____ Addition Government Lot 2, except tract, and a tract in Government Lot 1 in Section 25-105-36 in the City of Windom, Cottonwood County, Minnesota. (See Attached.) Parcel No. 25-025-0200 & 25-025-0201
(If metes and bounds, attach description.)

Existing Use of Property: Vacated Cemstone Readymix Plant Present Zoning: R-2

Action Requested: Conditional Use Permit _____ Variance _____
Subdivision (Sketch Plat) _____ Preliminary Plat _____ Final Plat _____
Planned Unit Development (PUD) ✓
Amendment (Text, Rezoning, Comprehensive Plan) – SPECIFY: _____
Other (Specify): _____

Description and Reason for Request (Attach Additional Information if necessary and/or required) _____

In signing this Application, I/we hereby acknowledge that I/we have been advised concerning the applicable provisions of the Windom Zoning and Subdivision Ordinances, current administrative procedures, and the required filing fee. I/we hereby acknowledge that the information provided in this Application is true and correct to the best of my/our knowledge.

DVK Diversified, LLC Cemstone Concrete Materials, LLC
By X Robert M Braun, President X See Attached Consent Form.

[SIGNATURES OF APPLICANT(S)]

Date: 8-16-23

Fee: \$150.00

Paid: CF Cash

Date: 8-16-2023

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 16 day of August, 2023.

WINDOM BUILDING & ZONING OFFICIAL: Andrew W. S.

CONSENT
TO
APPLICATION FOR CONSIDERATION OF ZONING REQUEST - PUD

Cemstone Concrete Materials, LLC is the property owner of a tract of land in the following described real estate: Government Lot 2 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota.

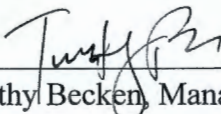
Property Address: 1405 Cottonwood Lake Drive, Windom, Minnesota 56101.

Parcel Nos. of Real Estate: 25-025-0200 & 25-025-0201

As one of the property owners of a tract of land in the above-described real estate, Cemstone Concrete Materials, LLC consents to and joins in the Application for Consideration of Zoning Request for a PUD. This Application has been submitted by DVK Diversified, LLC to the City of Windom, Minnesota, requesting the creation of a planned unit development for a portion of the above-described real estate which is currently being platted as a new residential subdivision to be known as "South Cottonwood Lake Subdivision".

DATED this 22 day of August, 2023.

CEMSTONE CONCRETE MATERIALS, LLC

By 
Timothy Becken, Manager

Address: 2025 Centre Pointe Blvd., #300
Mendota Heights, MN 55120-1221

Phone No: 651-688-9292

Legal Description for "South Cottonwood Lake Subdivision":

All of Government Lot Two (2) in Section 25, Township 105 North, Range 36 West of the 5th P.M., in the City of Windom, Cottonwood County, Minnesota, EXCEPT all that part of Government Lot 2 in Section 25, Township 105 North, Range 36 West of the 5th P.M., in the City of Windom, Cottonwood County, Minnesota, described as follows: Beginning at the Northwest corner of said Government Lot 2; thence South 89°54'59"East (on the Minnesota County Coordinate System, Cottonwood County Zone) along the North line of said Government Lot 2 for a distance of 295.00 feet; thence South 46°14'15"West for a distance of 82.72 feet; thence North 89°54'59"West for a distance of 235.00, feet, more or less, to the West line of said Government Lot 2; thence North 00°15'31"West along the West line of said Government Lot 2 for a distance of 57.30 feet, more or less, to the point of beginning, containing 0.349 acres, more or less; AND INCLUDING all that part of Government Lot One (1) in Section 25, Township 105 North, Range 36 West of the 5th P.M., in the City of Windom, Cottonwood County, Minnesota, described as follows: Commencing at the Southwest corner of said Government Lot 1; thence South 89°54'59"East (on the Minnesota County Coordinate System, Cottonwood County Zone) along the South line of said Government Lot 1 for a distance of 295.00 feet to the point of beginning; thence North 00°15'31"West for a distance of 12.70 feet; thence South 89°54'59"East for a distance of 42.83 feet; thence North 61°25'37"East for a distance of 89.52 feet, more or less, to the Ordinary High Water Line of Cottonwood Lake; thence Southeasterly on and along said Ordinary High Water Line of Cottonwood Lake for a distance of 66.00 feet, more or less, to the South line of said Government Lot 1; thence North 89°54'59"West along the South line of said Government Lot 1 for a distance of 156.83 feet, more or less, to the point of beginning. This additional tract contains 0.097 acres more or less. Subject to easements, if any, of record or appparent.

The total acreage in this Subdivision is 34.58 acres, more or less.



**Building & Zoning Office
City Hall, 444 9th Street, P.O. Box 38
Windom, MN 56101
Phone: 507-832-8660 or 507-832-8659**

**CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
CONDITIONAL USE PERMIT
RESIDENTIAL PLANNED UNIT DEVELOPMENT**

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.545–152.551, notice is hereby given that the Applicants and Property Owners, DVK DIVERSIFIED, LLC and CEMSTONE CONCRETE MATERIALS, LLC, have submitted a zoning application for a conditional use permit to allow a residential planned unit development in a Shoreland District (Section 152.236). The property is also located in an R-2 District (“Urban Residential District”).

A public hearing to consider this application will be held before the Planning Commission in the **City Council Chambers in City Hall, 444 9th Street, Windom, MN 56101** on **Tuesday, September 12, 2023, at the meeting which begins at 7:00 p.m.**

The application and general concept plan, as submitted by the Applicants, may be reviewed in the Building & Zoning Office in City Hall prior to the public hearing.

Those persons wishing to be heard on this application for consideration of a conditional use permit for a residential planned unit development in a portion of the proposed South Cottonwood Lake Subdivision are requested to attend this meeting.

Legally described as follows: A portion of the real estate described as All of Government Lot 2 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota, EXCEPT a tract described as follows..... containing 0.348 acres, AND INCLUDING a tract in Government Lot 1 in Section 25, Township 105 North, Range 36 West of the 5th P.M. in the City of Windom, Cottonwood County, Minnesota, described as follows..... containing 0.097 acres. (brief description)
This subdivision contains approximately 34.582 acres and is subject to easements of record or apparent.

Parcel ID #: 25-025-0200 & 25-025-0201

Address/Location of the Property is: 1405 Cottonwood Lake Drive, Windom, MN

By Order of the City of Windom:

Andrew Spielman, Zoning Administrator

Published: Cottonwood County Citizen (August 30, 2023)

TIER	TOTAL AREA	UNSUITABLE AREA	SUITABLE AREA	MINIMUM LOT SIZE	BASE DENSITY	BONUS DENSITY FACTOR	DENSITY WITH BONUS	DENSITY WITH TRANSFERRED UNITS	PROPOSED UNITS	UNITS TO TRANSFER
2	200,247	4495	195752	10000	19.58			19.58	12	7.58
3	301377	34369	267008	10000	26.7			34.28	54	-19.72
4	282555	35468	247088	10000	24.7			24.7	0	24.7
5	254228	71601	182627	10000	18.26			42.96	0	45.65
TOTAL	1,038,407	145933	892475		89.24				66	

Total area of entire PUD area: 23.84 1038407

Total area of open space: 14.02 acres 610711 sq. ft.

Percentage of open space: 59% 59%

Windom Fire Relief Association

2023 Schedule Form for Lump-Sum Pension Plans (SC-23)



Office of the State Auditor

Report created on 9/14/2023

Windom Fire Relief Association
2023 Schedule Form for Lump-Sum Pension Plans (Form SC-23)
Unpaid Installments

Name	Member Status	Birth Date	Entry Date	Separation Date	Amount Previously Paid	2023 Estimated Liability	2024 Estimated Liability
No Unpaid Installments							

Windom Fire Relief Association

2023 Schedule Form for Lump-Sum Pension Plans (Form SC-23)

Financial Projections

Calculation of Normal Cost	2023	2024
Total Active Member Liabilities	657,050	735,210
Total Deferred Member Liabilities	142,650	142,650
Total Unpaid Installments	0	0
Grand Total Special Fund Liability	A. 799,700	B. 877,860
Normal Cost (Cell B - Cell A)		C. 78,160

Projection of Net Assets for Year Ending December 31, 2023

Special Fund Assets at December 31, 2022 (FIRE-22 ending assets)	1.	1,180,091
Projected Income for 2023		
Fire State Aid	D.	44,424
Supplemental State Aid (actual 2022 supplemental state aid)	E.	8,966
Municipal / Independent Fire Dept. Contributions	F.	0
Interest / Dividends	G.	30,600
Appreciation / (Depreciation)	H.	0
Member Dues	I.	0
Other Revenues	J.	0
Total Projected Income for 2023 (Add Lines D through J)	2.	83,990
Projected Expenses for 2023		
Service Pensions	K.	0
Other Benefits	L.	0
Administrative Expenses	M.	0
Total Projected Expenses for 2023 (Add Lines K through M)	3.	0
Projected Net Assets at December 31, 2023 (Line 1 + Line 2 - Line 3)	4.	1,264,081

Projection of Surplus or (Deficit) as of December 31, 2023

Projected Assets (Line 4)	5.	1,264,081
2023 Accrued Liability (Page 4, cell A)	6.	799,700
Surplus or (Deficit) (Line 5 - Line 6)	7.	464,381

Windom Fire Relief Association

2023 Schedule Form for Lump-Sum Pension Plans (Form SC-23)

Calculation of Required Contribution

Year Incurred	Deficit Information - Original		Deficit Information - Adjusted		
	Original Amount	Amount Retired as of 12/31/2022	Original Amount	Amount Retired as of 12/31/2023	Amount Left to Retire 1/1/2024
2014	0	0	0	0	0
2015	0	0	0	0	0
2016	0	0	0	0	0
2017	0	0	0	0	0
2018	0	0	0	0	0
2019	0	0	0	0	0
2020	0	0	0	0	0
2021	0	0	0	0	0
2022	0	0	0	0	0
2023			0	0	0
Totals	0	0	0	0	0

Normal Cost	8.	78,160
2022 Administrative Expense (FIRE-22)	2022 9.	1,325
2023 Projected Administrative Expense	2023	1,371
Amortization of Deficit (Total of Original Amount X 0.10)	10.	0
10% of Surplus	11.	46,438
Fire and Supplemental Aid	12.	53,390
Member Dues	13.	0
5% of Projected Assets at December 31st, 2023	14.	63,204
Required Contribution	15.	0

Windom Fire Relief Association

2023 Schedule Form for Lump-Sum Pension Plans (Form SC-23)

To be eligible for fire state aid this Schedule Form must be fully completed, certified by the relief association officers, forwarded to the municipal clerk/independent secretary on or before August 1, 2023, and submitted to the Office of the State Auditor.

Relief Association Officer Certification

I have obtained a copy of the schedule form with Confirmation Id 6d3ce9e0-0545-48c8-8a2d-4b29a611813d displayed in the lower left corner of each page.

We, the officers of the Windom Fire Relief Association certify that this Schedule Form was prepared under Minn. Stat. § 424A.092 and that:

- 1) The annual benefit level of \$3,000 per year of service was approved by the Relief Association's board of trustees and, if required by Minn. Stat. § 424A.092, ratified by the affiliated municipal governing board or independent nonprofit firefighting corporation;
- 2) We understand that this form shows that the Relief Association has a projected SURPLUS of \$464,381 and a projected funding ratio of 158.07 percent; and
- 3) The required 2024 contribution is \$0 based on the financial requirements of the Relief Association's Special Fund for the 2023 calendar year.

Signature of President

First Name

Last Name

Date

Signature of Secretary

First Name

Last Name

Date

Signature of Treasurer

First Name

Last Name

Date

Municipal Clerk / Independent Secretary Certification*

I received the completed Schedule Form from the Windom Fire Relief Association with Confirmation Id 6d3ce9e0-0545-48c8-8a2d-4b29a611813d displayed in the lower left corner of each page.

I have reviewed Line 15 of the Schedule Form. If Line 15 shows a required contribution, I certify that I will advise the governing municipal body or the independent nonprofit firefighting corporation of any required contribution at its next regularly scheduled meeting.

Signature of Municipal Clerk / Secretary of independent
nonprofit firefighting corporation

First Name

Last Name

Date

* See the form instructions for additional information about certification requirements.

ACTION ITEM



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

TO: City Council
FROM: Steve Nasby, City Administrator and Cheryl Ulferts, Finance Director\Controller
DATE: September 12, 2023
RE: 2024 Budget Proposal and Preliminary Levy
DEPT: Administration and Finance
CONTACT: Steve Nasby: Steve.Nasby@windommn.com or Cheryl Ulferts: Cheryl.Ulferts@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Set the 2024 Preliminary Tax Levy for a not to exceed amount of \$2,564,542 which is an 5.71% increase from 2023 equaling \$138,424.

2024 Budget Proposal

Attached for your reference are the preliminary budget data for 2024 (Exhibit A). The 2024 budget numbers are based upon budget adjustments in operational costs for salaries\benefits, goods & services and expectations for contracted items (e.g. property and casualty insurance, workers compensation, billing, etc.).

Key factors for the preliminary budget included the following:

- Inflationary price increases on supplies and construction costs
- Fuel prices very recently going up again
- Equipment price increases and surcharges
- Health Insurance costs up 9.5%
- Workers Comp, Property, Liability & Auto Insurance costs projected to be up 3 – 10%
- Increases in State Aid. Local Government Aid went up by \$228,000
- No, or very little, Small Cities Street Improvement Funds distributed for 2024

American Recovery Plan Act Funds

In 2021 and 2022 American Recovery Plan Act (ARPA) funds totaling \$475,728 were provided directly to the City. In May 2022 the City Council used \$20,198 to fund replacement radars for Windom PD and the purchase of a drone. The City Council also approved the use of \$414,000 in these funds to purchase three new dump truck\snow plows which are set to arrive yet this year (2023). ARPA funds can be spent until the end of 2024, but staff would like to get them expended in 2023. As such, staff will discuss with City Council the options for using these dollars for 2023 capital projects that have already been approved.

Budget for Capital Improvements Plan (CIP)

Attached is the CIP Summary by Department (Exhibit B). A detailed listing will be provided for the October budget work sessions as it provides additional detail and shows the anticipated funding sources for the projects. The budgeted amount for 2024 expenditure is \$300,000, which is consistent with the approved amount in 2023.

Debt Service Levy

The payments due within the 2024 Debt Service Levy total \$551,712. Exhibit C shows the Debt Service Levy requirements for the next five years. No new General Obligation debt was added during 2023. Bonds for the Hospital, Electric Department and Liquor Store are paid through the revenues\operations of these facilities and not the General Fund tax levy.

General Fund Reserve

Exhibit D shows the General Fund Reserve and the various levels of available funds depending on the City Council adopted reserve funds range of 35-60%. Exhibit D also shows the previously committed expenditures approved by the City Council.

This fund's position, including the prior uses and funded adjustments, will maintain the reserve at **46.5%** which is within our policy and should allow the City Council continued flexibility if unforeseen expenses or opportunities arise during the year.

If the City Council does want to use some additional monies from the General Fund Reserve staff recommends that it be only for one-time capital purchases and not to fund on-going operational costs or on-going debt service.

Property Tax Levy

The long-standing goal of the City Council has been to maintain or reduce the City's tax rate and to remain competitive with peer communities.

The 2023 Property Tax Levy was \$2,426,118 (up 7.67% from 2022) producing a tax rate of .64827, which was down from .71827 in 2022. This is due to the increase in property valuations.

The proposed Property Tax Levy for 2024 will likely continue the City's tax rate decrease as the taxable valuations in the community are growing faster than the rate of the property tax levy increases.

The City Council needs to set the preliminary property tax levy by September 30, 2023. **Staff's recommendation is for the City Council to set an 5.71% preliminary levy increase.** The final property tax levy can always go down, but not up, from the preliminary levy. This will permit the City Council some latitude for capital projects and settlement of labor agreements.

Attachments

1. 2024 Proposed Summary Budget and Worksheets

EXHIBIT A

BUDGET CITY OF WINDOM 2024 BUDGET YEAR

GENERAL FUND

Operational Revenue and Expenses

<u>Revenue</u>	<u>2024</u>	<u>2023</u>	<u>% Change</u>
Local Govt Aid (LGA)	\$ 1,836,232	\$ 1,608,531	14.16%
Operational Tax Levy	\$ 612,601	\$ 610,333	0.37%
Interfund Transfers	\$ 245,000	\$ 245,000	0.00%
Misc. Revenue	\$ 685,270	\$ 611,020	12.15%
TOTAL	\$ 3,379,103	\$ 3,074,884	9.89%

<u>Expenses</u>	<u>2024</u>	<u>2023</u>	<u>% Change</u>
Mayor & Council	\$ 134,465	\$ 124,784	7.76%
Elections	\$ 9,000	\$ -	0.00%
City Office	\$ 163,414	\$ 144,251	13.28%
Planning & Zoning	\$ 185,967	\$ 186,793	-0.44%
City Hall	\$ 40,922	\$ 40,550	0.92%
Police Department	\$ 1,655,019	\$ 1,488,357	11.20%
Fire Department	\$ 219,174	\$ 210,248	4.25%
Emergency Mgmt	\$ 6,941	\$ 6,780	2.38%
Animal Control	\$ 2,200	\$ 2,200	0.00%
Street Department	\$ 656,227	\$ 580,502	13.04%
Health/Sanitation	\$ 29,000	\$ 28,500	1.75%
Recreation	\$ 54,167	\$ 49,866	8.63%
Parks	\$ 222,608	\$ 212,054	4.98%
TOTAL	\$ 3,379,103	\$ 3,074,884	9.89%

<u>General Fund Capital</u>	\$ 304,500	\$ 303,500	0.33%
-----------------------------	------------	------------	-------

**BUDGET
CITY OF WINDOM
2024 BUDGET YEAR**

SPECIAL REVENUE/LEVY FUNDS

<u>Library</u>	<u>2024</u>	<u>2023</u>	<u>Change</u>
+ Tax Levy	\$ 205,758	\$ 186,885	10.10%
+ Other Revenue	\$ 24,000	\$ 24,000	0.00%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (229,758)	\$ (208,885)	9.99%
- Capital Outlay	\$ -	\$ (2,000)	0.00%
- Debt Service	\$ -	\$ -	0.00%
	\$ (0)	\$ -	
<u>Airport</u>			
+ Tax Levy	\$ 11,830	\$ 13,064	-9.45%
+ Federal State Grants/Aids	\$ 90,346	\$ 160,346	-43.66%
+ Other Revenue	\$ 86,100	\$ 123,100	-30.06%
- Expenses	\$ (113,276)	\$ (141,510)	-19.95%
- Capital Outlay	\$ (75,000)	\$ (155,000)	-51.61%
- Debt Service	\$ -	\$ -	0.00%
	\$ 0	\$ -	
<u>Pool</u>			
+ Tax Levy	\$ 98,452	\$ 92,779	6.11%
+ Other Revenue	\$ 44,700	\$ 44,700	0.00%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (143,152)	\$ (137,479)	4.13%
- Capital Outlay	\$ -	\$ -	0.00%
- Debt Service	\$ -	\$ -	0.00%
	\$ (0)	\$ 0	
<u>Ambulance</u>			
+ Tax Levy	\$ -	\$ -	0.00%
+ Other Revenue	\$ 810,500	\$ 830,500	-2.41%
+ Reserves	\$ -	\$ 59,378	-100.00%
- Expenses	\$ (697,043)	\$ (664,878)	4.84%
- Capital Outlay	\$ -	\$ (225,000)	0.00%
- Debt Service	\$ -	\$ -	0.00%
	\$ 113,457	\$ 0	
<u>EDA</u>			
+ Tax Levy	\$ 172,526	\$ 176,204	-2.09%
+ Other Revenue	\$ 62,735	\$ 57,700	8.73%
+ Reserves	\$ -	\$ -	0.00%
+ Interfund Loan Receipts	\$ -	\$ 900	-100.00%
- Expenses	\$ (235,261)	\$ (234,804)	0.19%
+ Non Cash Exp	\$ -	\$ -	0.00%
- Capital Outlay	\$ -	\$ -	0.00%
- Debt Service	\$ -	\$ -	#DIV/0!
	\$ (0)	\$ (0)	
<u>Arena</u>			
+ Tax Levy	\$ 310,944	\$ 272,421	14.14%
+ Other Revenue	\$ 165,684	\$ 172,034	-3.69%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (491,544)	\$ (458,021)	7.32%
- Capital Outlay	\$ -	\$ -	
- Debt Service	\$ (72,084)	\$ (73,434)	0.00%
+ Depreciation	\$ 87,000	\$ 87,000	
	\$ 0	\$ 0	
<u>Multi-Purpose</u>			
+ Tax Levy	\$ 243,719	\$ 245,820	-0.85%
+ Other Revenue	\$ 145,520	\$ 143,770	1.22%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (449,239)	\$ (423,590)	6.06%
- Capital Outlay	\$ -	\$ (26,000)	0.00%
- Debt Service	\$ -	\$ -	0.00%
+ Depreciation	\$ 60,000	\$ 60,000	0.00%
	\$ (0)	\$ (0)	
Total Levy	\$ 1,043,229	\$ 987,173	5.68%

**BUDGET
CITY OF WINDOM
2024 BUDGET YEAR**

ENTERPRISE FUNDS

Telecom

	<u>2024</u>	<u>2023</u>	<u>Change</u>
+ Revenue	\$ 2,818,370	\$ 2,885,940	-2.34%
+ Special Assessments	\$ -	\$ -	
+ Reserves	\$ -	\$ 14,565	
- Expenses	\$ (2,445,300)	\$ (2,338,279)	4.58%
- Capital Outlay	\$ -	\$ (66,000)	
- Debt Service	\$ (841,284)	\$ (848,276)	-0.82%
- Transfer to General/CIP	\$ (2,250)	\$ -	
+ Depreciation	\$ 352,050	\$ 352,050	0.00%
Cash Flow	\$ (118,414)	\$ (0)	

Water

+ Revenue	\$ 1,259,150	\$ 1,255,400	0.30%
+ Special Assessments	\$ 1,028	\$ 1,081	-4.90%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (1,229,137)	\$ (1,182,816)	3.92%
- Capital Outlay	\$ (97,500)	\$ (30,000)	225.00%
- Debt Service	\$ (224,398)	\$ (220,844)	1.61%
- Transfer to General/CIP	\$ (750)	\$ -	
+ Depreciation	\$ 440,000	\$ 440,000	0.00%
Cash Flow	\$ 148,393	\$ 262,821	

Sewer

+ Revenue	\$ 1,671,300	\$ 2,266,300	-26.25%
+ Cost Sharing Funds	\$ -	\$ 396,468	0.00%
+ Special Assessments	\$ 440	\$ 463	-4.97%
+ Reserves	\$ -	\$ -	
- Expenses	\$ (1,985,870)	\$ (2,096,365)	-5.27%
- Capital Outlay	\$ (40,000)	\$ (40,000)	0.00%
- Debt Service	\$ (1,047,892)	\$ (1,025,841)	2.15%
- Transfer to General/CIP	\$ (750)	\$ -	
+ Depreciation/Amortization	\$ 997,220	\$ 997,220	0.00%
Cash Flow	\$ (405,552)	\$ 438,245	

Electric

+ Revenue	\$ 5,522,017	\$ 7,003,385	-21.15%
+ Special Assessments	\$ -	\$ -	
+ Reserves	\$ 8,275,700 *	\$ 3,723,254	
- Expenses	\$ (5,152,500)	\$ (6,235,888)	-17.37%
- Capital Outlay	\$ (9,100,000)	\$ (4,940,000)	0.00%
- Debt Service	\$ (244,467)	\$ -	
- Transfer to General/CIP	\$ (200,750)	\$ (200,750)	0.00%
+ Depreciation	\$ 900,000	\$ 650,000	38.46%
Cash Flow	\$ (0)	\$ 0	

Liquor

+ Revenue	\$ 2,467,700	\$ 2,308,300	6.91%
+ Special Assessments	\$ -	\$ -	
+ Reserves	\$ 785,980 **	\$ -	
- Expenses	\$ (2,348,461)	\$ (2,187,369)	7.36%
- Capital Outlay	\$ (826,000)	\$ (12,000)	6783.33%
- Debt Service	\$ (19,219)	\$ -	
- Transfer to General	\$ (100,000)	\$ (100,000)	0.00%
+ Depreciation	\$ 40,000	\$ 30,000	33.33%
Cash Flow	\$ (0)	\$ 38,931	

* Electric reserves includes bond proceeds of \$7,000,000

** Liquor reserves includes bond proceeds of \$550,000

**BUDGET
CITY OF WINDOM
2024 BUDGET YEAR**

REVENUE BUDGET

	<u>2024</u>	<u>2023</u>	<u>Change</u>
<u>General Fund</u>			
Local Government Aid	\$ 1,836,232	\$ 1,608,531	14.16%
Small Cities Assistance	\$ -	\$ -	0.00%
Fees, Fines and Permits	\$ 685,270	\$ 611,020	12.15%
Transfers from Enterprise & Arena Recapture	\$ 245,000	\$ 245,000	0.00%
Tax Levy (Operations)	\$ 612,601	\$ 610,333	0.37%
Tax Levy/ Reserves (Capital Outlay)	\$ 304,500	\$ 303,500	0.33%
Bonds (Capital Outlay)	\$ -	\$ -	0.00%
	\$ 3,683,603	\$ 3,378,384	9.03%
<u>Special Revenue/Levy Funds</u>			
User Fees	\$ 1,339,239	\$ 1,395,804	-4.05%
Federal/State Aids	\$ 90,346	\$ 160,346	-43.66%
Tax Levy (Operations)	\$ 1,043,229	\$ 804,173	29.73%
Tax Levy (Capital Outlay)	\$ -	\$ 183,000	0.00%
Grants/Donations (Capital Outlay)	\$ -	\$ -	0.00%
Ambulance Reserve Funds (Capital Outlay)	\$ -	\$ 59,378	-100.00%
	\$ 2,472,814	\$ 2,602,701	-4.99%
<u>Enterprise Funds</u>			
User Fees	\$ 13,738,537	\$15,719,325	-12.60%
Cost Sharing Fund	\$ -	\$ 396,468	0.00%
Grants/Donations (Capital Outlay)	\$ -	\$ -	0.00%
Reserves used for Capital Projects (Electric)	\$ 8,275,700	\$ 3,723,254	0.00%
Special Assessments	\$ 1,468	\$ 1,544	-4.92%
	\$ 22,015,705	\$19,840,591	10.96%
<u>Debt Service</u>			
Special Assessments	\$ 199,571	\$ 207,122	-3.65%
Other Revenues - Hospital PILOT	\$ 10,000	\$ 10,000	0.00%
Interfund Transfers for Debt Service	\$ 174,648	\$ 97,896	78.40%
Tax Levy - Bonded Projects	\$ 567,212	\$ 479,412	18.31%
Tax Levy - Intra-Fund Repayment	\$ -	\$ -	#DIV/0!
	\$ 951,431	\$ 794,430	19.76%
<u>Special Projects</u>			
TIF Revenues & Revolving Loan Funds	\$ 863,553	\$ 890,328	-3.01%
Dilapidated Housing Program	\$ 20,000	\$ 20,000	0.00%
	\$ 883,553	\$ 910,328	-2.94%
Grand Total	\$ 30,007,106	\$27,526,434	9.01%

**BUDGET
CITY OF WINDOM
2024 BUDGET YEAR**

EXPENSE BUDGET

	<u>2024</u>	<u>2023</u>	<u>Change</u>	<u>Change</u>
<u>General Fund</u>				
Operational Expenses	\$ 3,379,103	\$ 3,074,884	9.89%	\$ 304,219
Capital Outlay	\$ 304,500	\$ 303,500	0.33%	\$ 1,000
State Police Aid from Reserves & Projects	\$ (0)	\$ 200,450	-100.00%	\$ (200,450)
Transfers for Fire Truck/SCBA	\$ -	\$ -	#DIV/0!	\$ -
	<u>\$ 3,683,603</u>	<u>\$ 3,578,834</u>	<u>2.93%</u>	<u>\$ 104,768</u>
<u>Special Revenue/Levy Funds</u>				
Operational Expenses	\$ 2,212,273	\$ 2,122,167	4.25%	\$ 90,106
Capital Outlay	\$ 75,000	\$ 408,000	-81.62%	\$ (333,000)
Debt Service	\$ 72,084	\$ 73,434	-1.84%	\$ (1,350)
Depreciation	\$ 147,000	\$ 147,000	0.00%	\$ -
	<u>\$ 2,506,357</u>	<u>\$ 2,750,601</u>	<u>-8.88%</u>	<u>\$ (244,244)</u>
<u>Enterprise Funds</u>				
Operational Expenses	\$ 10,431,999	\$ 11,571,447	-9.85%	\$ (1,139,448)
Capital Outlay	\$ 10,063,500	\$ 5,088,000	97.79%	\$ 4,975,500
Debt Service	\$ 2,377,260	\$ 2,094,961	13.48%	\$ 282,299
Transfers	\$ 304,500	\$ 300,750	1.25%	\$ 3,750
Depreciation	\$ 2,729,270	\$ 2,469,270	10.53%	\$ 260,000
	<u>\$ 25,906,529</u>	<u>\$ 21,524,428</u>	<u>20.36%</u>	<u>\$ 4,382,101</u>
<u>Debt Service</u>				
Bond/Loan Payments & Fees	\$ 932,489	\$ 1,084,299	-14.00%	\$ (151,810)
Tax Levy - Intra-Fund Repayment	\$ -	\$ -	#DIV/0!	\$ -
	<u>\$ 932,489</u>	<u>\$ 1,084,299</u>	<u>-14.00%</u>	<u>\$ (151,810)</u>
<u>Special Projects</u>				
TIF Funds & Revolving Loan Funds	\$ 745,632	\$ 797,167	-6.46%	\$ (51,535)
Dilapidated Housing Program	\$ 20,000	\$ 37,500	0.00%	\$ (17,500)
	<u>\$ 765,632</u>	<u>\$ 834,667</u>	<u>-8.27%</u>	<u>\$ (69,035)</u>
<u>Grand Total</u>	<u>\$ 33,794,609</u>	<u>\$ 29,772,830</u>	<u>13.51%</u>	<u>\$ 4,021,780</u>
Non-Cash Depreciation	\$ 2,876,270	\$ 2,616,270	9.94%	\$ 260,000
Total Net of Non-cash items	<u>\$ 30,918,339</u>	<u>\$ 27,156,560</u>	<u>13.85%</u>	<u>\$ 3,761,780</u>

**BUDGET
CITY OF WINDOM
2024 BUDGET YEAR
SPECIAL PROJECTS**

(Tax Increment Finance, Revolving Loan Funds and Other)

<u>Name</u>	<u>Revenue</u>	<u>Expense</u>
407 Dilapidated Housing Program	\$ 20,000	\$ 20,000
252 Small Cities Development Program	\$ 12	\$ -
253 RiverBluff Estates	\$ -	\$ -
254 North Industrial Park Project	\$ 4,618	\$ 15,650
255 EDA General RLF	\$ -	\$ 8,425
1-10 Runnings TIF (266)	\$ 46,674	\$ 44,507
1-12 Prime Pork, LLC. TIF (268)	\$ 320,623	\$ 302,711
1-13 River Bluff TIF (260)	\$ 38,000	\$ 6,000
1-18 AG Builders TIF (271)	\$ 14,000	\$ 13,070
1-19 NWIP II TIF (274)	\$ 247,626	\$ 174,198
1-20 New Vision TIF (276)	\$ 28,000	\$ 26,491
1-21 Tibodeau's Center (261)	\$ 90,000	\$ 85,000
1-22 Cemstone (277)	<u>\$ 74,000</u>	<u>\$ 69,580</u>
TOTAL	\$ 883,553	\$ 765,632

**BUDGET
CITY OF WINDOM
2024 BUDGET YEAR**

	<u>2024 Levy Uses</u>	<u>Percent Of Levy</u>
General Fund Operational	\$ 612,601	23.89%
Reserve Funded Projects:		
Cul-de-sac EDA/Street	\$ -	
Flood Plain Survey-Perkins Creek	\$ -	
General Fund Capital	\$ 300,000	11.70%
Less: Use of Reserves		0.00%
Excess Council Chambers CIP & Arena Roof funds	\$ -	0.00%
Dilapidated Housing Program	\$ 20,000	0.78%
Special Revenue Fund Operational	\$ 1,039,479	40.53%
Special Revenue Fund Capital	<u>\$ 3,750</u>	0.15%
<i>Sub Total</i>	<i>\$ 1,975,830</i>	
Tax Abatement	\$ 37,000	1.44%
Plus Debt Service	<u>\$ 551,712</u>	21.51%
Levy Total	\$ 2,564,542	100.00%

	(0)	
<i>2023 Levy Total</i>	<i>\$ 2,426,118</i>	<i>94.60%</i>
<i>City Operation & Capital Levy Addition</i>	<i>\$ 138,424</i>	<i>5.71%</i>
<i>Use of Reserve Funds</i>	<i>\$ -</i>	<i>0.00%</i>
2024 Levy Total	\$ 2,564,542	
 Total Levy Increase	 \$ 138,424	 5.71%

Debt Service Levy

402 Capital - ESF Loan	\$ 58,190
401 Ice System Replacement Project (2018A)	\$ 72,084
305 2009 Street Project (2017C Refi)	\$ 78,708
306 2013 Street Project (2020D Refi)	\$ 102,387
307 2017A Street Project	\$ 88,875
308 2020 B&C Street Project	<u>\$ 151,468</u>
Total	\$ 551,712

City of Windom, Minnesota
City of Windom -- Capital Improvement Plan
2024 thru 2028

EXHIBIT B

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
Administration								
Computer Replacement	ADMIN 002	1	7,000		3,000		3,000	13,000
Election Computers	ADMIN 006	2	10,800					10,800
Administration Total			17,800		3,000		3,000	23,800
Airport								
Instrument Landing Equipment	AIRPORT 005	1			150,000			150,000
Runway Environmental Review & Extension Design	AIRPORT 006	1					100,000	100,000
Crosswind Runway Design	AIRPORT 007	2		150,000				150,000
Crosswind Runway Land Acquisition	AIRPORT 008	2				600,000		600,000
Crosswind Runway Environmental Reivew	AIRPORT 011	1	75,000					75,000
Crosswind Runway Construction	AIRPORT 012	1					2,000,000	2,000,000
New 4 Bay Hanger & Site Prep	AIRPORT 014	1				525,000		525,000
Unit 46A Replacement - Snow Plow	AIRPORT 015	1				130,000		130,000
Airport Total			75,000	150,000	150,000	1,255,000	2,100,000	3,730,000
Ambulance								
Defibrilators	AMB 002	1		135,000				135,000
Radio & Pager Equipment	AMB 006	1		150,000				150,000
Unit 28 - Ambulance Replacement	AMB 007	1		250,000				250,000
Unit 29 - Ambulance Replacement	AMB 010	1			235,000			235,000
Unit 30 - Ambulance Replacement	AMB 011	1				235,000		235,000
Ambulance Total				535,000	235,000	235,000		1,005,000
Arena								
Livestock Building\Riding Rink	ARENA 011	3	200,000					200,000
Arena Total			200,000					200,000
Building\Zoning								
Blighted Homes Incentive Program	BUILD 005	2	20,000	20,000	20,000	20,000		80,000
Building\Zoning Total			20,000	20,000	20,000	20,000		80,000
City Hall								
Window Replacement	CH 001	2		25,000				25,000
Tuckpointing and Foundation Repair	CH 008	2	75,000	50,000				125,000
EDA\Building Office Windows	CH 010	2		10,000				10,000
Back Door Replacement	CH 012	2	2,700					2,700
City Hall Total			77,700	85,000				162,700
Community Center								
Meeting Room Maintenance\Improvements	COMM 001	2	5,000					5,000

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
Dance Floor Replacement	COMM 002	3		20,000				20,000
Sound System	COMM 003	3				60,000		60,000
Stage	COMM 006	3		8,500				8,500
Equipment Replacement/Upgrades	COMM 007	1	10,000	10,000	10,000	10,000	10,000	50,000
Mechanical Systems	COMM 009	1	10,000	10,000				20,000
Garage Doors w/ Openers	COMM 011	2				9,800		9,800
Gym Renovation	COMM 012	2			85,000			85,000
Community Center Total			25,000	48,500	95,000	79,800	10,000	258,300
EDA								
NWIP South 80 Addition Infrastructure	EDA 003	1		425,000				425,000
EDA Total				425,000				425,000
Electric								
Distribution System Upgrades	ELE 001	1	350,000	350,000	350,000	350,000	350,000	1,750,000
Misc Equipment - Unidentified	ELE 004	3	40,000	40,000	40,000	40,000	40,000	200,000
Meter Replacement Program	ELE 011	1		700,000				700,000
Generation and Building	ELE 016	1	8,650,000					8,650,000
Bucket Truck - Unit #320	ELE 030	1		250,000				250,000
Bucket Truck - Unit #350	ELE 033	1				200,000		200,000
Line Truck - Unit #310 Replacement	ELE 034	2	60,000					60,000
Electric Total			9,100,000	1,340,000	390,000	590,000	390,000	11,810,000
Fire								
First Response Truck - Unit 24	FIRE 005	3			240,000			240,000
Engine/Pumper - Unit 23	FIRE 006	1		350,000				350,000
Wildland Truck - Unit 25	FIRE 013	1	200,000					200,000
Tanker Truck - Unit 26	FIRE 016	1	320,000					320,000
Fire Total			520,000	350,000	240,000			1,110,000
Library								
Computer Replacement	LIB 007	1	4,000					4,000
Library Total			4,000					4,000
Liquor								
Landscaping	LIQUOR 012	2	26,000					26,000
Liquor Store - Construction/Expansion	LIQUOR 014	2	800,000					800,000
Computer Replacement	LIQUOR 015	1			3,500			3,500
Equipment Replacement Fund	LIQUOR 016	1	7,000	7,000	7,000	7,000		28,000
Liquor Total			833,000	7,000	10,500	7,000		857,500
Multiple Depts								
City-wide Network & Server Upgrades	MULTI 003	1		6,850	6,650			13,500
Multiple Depts Total				6,850	6,650			13,500
Parks								
Buildings CIP	PARK 021	2	5,000	5,000	5,000	5,000	5,000	25,000
Pick-up Truck	PARK 023	2	44,000					44,000
Tractor	PARK 024	2			60,000			60,000

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
Parks Total			49,000	5,000	65,000	5,000	5,000	129,000
Police								
Taser Replacement	POLICE 003	1		22,800				22,800
Computer Replacement - Mobile Units	POLICE 006	2		1,500				1,500
Bolo Wraps	POLICE 020	3			10,000			10,000
Preliminary Breath Test (PBT) Devices	POLICE 024	1	3,200					3,200
Ballistic Shield Replacement	POLICE 025	1	3,400					3,400
Police Total			6,600	24,300	10,000			40,900
Pool								
Pool Feasibility Study	POOL 002	1	12,870					12,870
New or Renovated Pool	POOL 003	2				7,000,000		7,000,000
Pool Total			12,870			7,000,000		7,012,870
Streets								
Equipment Fund Reserve	STR 005	2	25,000	25,000	25,000	25,000	25,000	125,000
Pick-up Replacement (Unit 40)	STR 009	1	47,500					47,500
Insect Sprayer Replacement	STR 012	2	18,800					18,800
Sno-Go Snow Blower Replacement	STR 013	1	220,000					220,000
2024 Street Project	STR 019	1	3,800,000					3,800,000
Traffic Signal Lights	STR 025	1		200,000				200,000
Front-end Loader	STR 029	2		250,000				250,000
2025 Street Project	STR 031	2		4,000,000				4,000,000
Streets Total			4,111,300	4,475,000	25,000	25,000	25,000	8,661,300
Telecom								
Transport Project - CO Fiber Trunk South	TEL 029	2		35,000				35,000
Transport Project - CO Fiber Trunk North	TEL 030	3		38,000				38,000
Co Rd 13/15 North Expansion	TEL 034	2	110,500					110,500
NOC 48V DC Power System Battery String	TEL 038	1	50,000					50,000
NOC DC to AC Inverter Power System	TEL 039	2	0					0
NOC HVAC System	TEL 040	1	60,000					60,000
Metaswitch Voicemail System Replacement	TEL 041	2	28,000					28,000
Telecom Total			248,500	73,000				321,500
Wastewater								
General Plant Improvement/Maintenance	SEWER 001	2	5,000	5,000	5,000	5,000	5,000	25,000
General Equipment	SEWER 006	3	20,000	20,000	20,000	20,000	20,000	100,000
Interceptor/Collection System Improvements	SEWER 007	1	10,000	10,000	10,000	10,000	10,000	50,000
Lift Station Improvements	SEWER 010	1	5,000	5,000	5,000	5,000	5,000	25,000
Wastewater Total			40,000	40,000	40,000	40,000	40,000	200,000
Water								
Wells and Well Site	WATER 001	1	5,000	5,000	5,000	5,000	5,000	25,000
Pumping Equipment	WATER 002	1	5,000	5,000	5,000	5,000	5,000	25,000
Filter Plant Improvements	WATER 004	1	10,000	10,000	10,000	10,000	10,000	50,000
Water Main Improvements	WATER 005	1	5,000	5,000	5,000	5,000	5,000	25,000
Hydrants	WATER 008	2	5,000	5,000	5,000	5,000	5,000	25,000
Unit #61 Vehile & Box Replacement	WATER 017	2	67,500					67,500

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
Water Total			97,500	30,000	30,000	30,000	30,000	217,500
GRAND TOTAL			15,438,270	7,614,650	1,320,150	9,286,800	2,603,000	36,262,870

EXHIBIT C

BUDGET CITY OF WINDOM 2024 BUDGET YEAR

Debt Service Levy

402 Capital - ESF Loan	\$	58,190
401 Ice System Replacement Project (2018A)	\$	72,084
305 2009 Street Project (2017C Refi)	\$	78,708
306 2013 Street Project (2020D Refi)	\$	102,387
307 2017A Street Project	\$	88,875
308 2020 B&C Street Project	\$	151,468
Total	\$	551,712

General Fund Reserve Estimates

		Available Funds
2024 Budgeted Expense	\$ 4,422,332.00	
2022 Audited Reserve	\$ 2,860,835.00	64.69%
Less: Prior General Fund Commitments		
Police & Fire Radios USDA Grant rest use Reserves	\$ (58,374.08)	
Fire Turnout Gear USDA Grant rest from reserves	\$ (53,282.97)	
Estimate of Close-out 2009 Street Improvement	\$ (71,030.00)	
Estimate of Close-out 2007 Street Improvement	\$ (283,632.00)	
Fund Remainder of 2022 Fire Truck purchase	\$ (119,717.00)	
Cul-de-sac from Reserves moved to 2023	\$ (161,450.00)	
Perkins Creek Flood Plain Study-2023 expense	\$ (37,638.00)	
Park Shelter Cameras Tegel 2023	\$ (8,000.00)	
Nuisance Abatement	\$ (10,000.00)	
	\$ (803,124.05)	
Remaining General Fund Reserve	\$ 2,057,710.95	46.53%
35% Required Minimum	\$ 1,547,816.20	\$ 509,894.75
40% Reserve Amount	\$ 1,768,932.80	\$ 288,778.15
45% Reserve Amount	\$ 1,990,049.40	\$ 67,661.55
50% Reserve Amount	\$ 2,211,166.00	\$ (153,455.05)
60% Reserve Amount	\$ 2,653,399.20	\$ (595,688.25)

Reserve calculation changed in Budget 2022 to Office of the State Auditors Note:

General Fund Balance should be 35 to 50 % of operating revenues or no less than 5 months of operating expenditures in general & special revenue funds.

RESOLUTION #2023-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

A RESOLUTION ADOPTING PROPOSED PROPERTY TAX LEVY

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDOM,
COTTONWOOD COUNTY, MINNESOTA, AS FOLLOWS:**

1. That the following sums of money are hereby proposed to be levied for the current year, collectible in 2024, upon the taxable property in said City of Windom for the following purposes:

Levy Purpose	Levy After all Aids and Reserves
General	
Special Revenue	
Capital Outlay	
Debt Service	
PERA Rate Increase	
LGA Recapture	
TOTAL	\$2,564,542

BE IT FURTHER RESOLVED AS FOLLOWS:

1. The City Administrator/Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Cottonwood County, Minnesota.

Adopted this 19th day of September, 2023.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Mayor Dominic Jones
DATE: September 13, 2023
RE: Mayor Appointment
DEPT: Mayor/Council
CONTACT: Mayor Dominic Jones

Recommendations/Options/Action Requested

Recommendation from the Mayor to the City Council for approval of the following appointment to the Hospital Board.

Issue Summary/Background

Hospital Board	Term Expires
Rick Fredrickson	4/30/25

Fiscal Impact

None.

Attachments

None.

PAY ESTIMATE No. 3
CONSTRUCTION OF A TRUCK GARAGE ADDITION
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425306

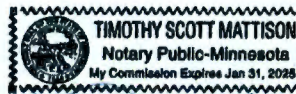
For Period From: 07/31/2023 To: 08/31/2023
Contractor: Wilcon Construction Services LLC
Bid Date: May 4, 2023



SUMMARY

VALUE OF WORK COMPLETED TO DATE \$726,704.11
LESS RETAINAGE (5%) \$36,335.21
TOTAL AMOUNT DUE INCLUDING THIS PAYMENT \$690,368.90
LESS ESTIMATES PREVIOUSLY APPROVED.....
Pay Estimate No. 1 \$346,137.50
Pay Estimate No. 2 \$95,077.10
Pay Estimate No. 3
Pay Estimate No. 4
Pay Estimate No. 5
Pay Estimate No. 6
Pay Estimate No. 7
Pay Estimate No. 8
Pay Estimate No. 9
Pay Estimate No. 10
Pay Estimate No. 11
Pay Estimate No. 12
TOTAL AMOUNT DUE THIS ESTIMATE \$249,154.30

ORIGINAL CONTRACT PRICE \$1,422,793.95
EXPECTED FINAL CONTRACT COST (w/C.O.s, Additions & Deletions) \$1,422,793.95
LESS TOTAL PAYMENTS, INCLUDING THIS PAYMENT \$690,368.90
EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT \$732,425.05
% OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT 49%



[Handwritten signature]

The undersigned Contractor hereby certifies that payment has been made in full for all labor and materials incorporated in the project to date, in accordance with the terms of the Construction Contract.
Per MN law, this statement is conditionally upon receiving payment for the work completed through 8-31-2023 and said payment successfully clearing all banks.
By WILCON CONSTRUCTION SERVICES, LLC, Contractor

By Kuon-F. Feltz CFO Date 9-5-2023

CERTIFICATE

THE AMOUNT OF \$249,154.30 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

CITY OF WINDOM ELECTRIC DEPARTMENT, Owner

By _____
Title _____
Date _____

DGR ENGINEERING, Engineer

By Travis Zio
Title Project Engineer
Date 9/8/2023

PAY ESTIMATE No. 3
CONSTRUCTION OF A TRUCK GARAGE ADDITION
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425306

For Period From: 07/31/2023 To: 08/31/2023
Contractor: Wilcon Construction Services LLC
Bid Date: May 4, 2023



Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L. & M	Ext. Price L. & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
C1	Excavation and Embankment (cu. yd.)	500	\$ 81.25		\$ 81.25	\$ 40,625.00	500	100%	\$ 40,625.00			\$ -
C2	12" granular building fill (tons)	575	\$ 33.75	\$ 12.50	\$ 46.25	\$ 26,593.75	57.50	10%	\$ 2,659.38			\$ -
C3	12" Subgrade Preparation (sq. yd.)	900	\$ 11.25		\$ 11.25	\$ 10,125.00	450	50%	\$ 5,062.50			\$ -
C4	7" PCC Surfacing (sq. yd.)	125	\$ 43.62	\$ 49.50	\$ 93.12	\$ 11,640.00			\$ -			\$ -
C5	Pavement Removal (sq. yd.)	250	\$ 28.75		\$ 28.75	\$ 7,187.50	250	100%	\$ 7,187.50			\$ -
C6	12" Class 5 Surfacing (tons)	600	\$ 25.00	\$ 16.25	\$ 41.25	\$ 24,750.00	150	25%	\$ 6,187.50			\$ -
C7	PVC Water Service (ln. ft.)	115	\$ 70.00	\$ 7.50	\$ 77.50	\$ 8,912.50	115	100%	\$ 8,912.50			\$ -
C8	6" SDR-26 PVC Sanitary Sewer Service (ln. ft.)	65	\$ 142.50	\$ 20.00	\$ 162.50	\$ 10,562.50	65	100%	\$ 10,562.50			\$ -
C9	8" PVC Roof Drain (ln. ft.)	202	\$ 85.00	\$ 20.00	\$ 105.00	\$ 21,210.00	202	100%	\$ 21,210.00			\$ -
C10	4" Perforated Subdrain (ln. ft.)	225	\$ 8.75	\$ 10.00	\$ 18.75	\$ 4,218.75	225	100%	\$ 4,218.75			\$ -
C11	Curb Stop w/ box (ea.)	1	\$ 1,250.00	\$ 2,500.00	\$ 3,750.00	\$ 3,750.00	1	100%	\$ 3,750.00			\$ -
C12	Sanitary Sewer Cleanout (ea.)	1	\$ 1,025.00	\$ 750.00	\$ 1,775.00	\$ 1,775.00	1	100%	\$ 1,775.00			\$ -
C13	Storm Sewer Cleanout (ea.)	3	\$ 1,125.00	\$ 1,375.00	\$ 2,500.00	\$ 7,500.00	3	100%	\$ 7,500.00			\$ -
C14	Connect to Existing Sanitary Service Tee (ea.)	1	\$ 4,282.50	\$ 312.50	\$ 4,595.00	\$ 4,595.00	1	100%	\$ 4,595.00			\$ -
C15	Corporation Stop (ea.)	1	\$ 1,015.00	\$ 1,125.00	\$ 2,140.00	\$ 2,140.00	1	100%	\$ 2,140.00			\$ -
C16	Connect to Existing Storm Outlet (ea.)	1	\$ 1,093.75	\$ 437.50	\$ 1,531.25	\$ 1,531.25	1	100%	\$ 1,531.25			\$ -
C17	Pipe Bollards (ea.)	4	\$ 391.00	\$ 984.00	\$ 1,375.00	\$ 5,500.00			\$ -			\$ -
C18	Silt Fence (ln. ft.)	250	\$ 5.00	\$ 1.25	\$ 6.25	\$ 1,562.50	250	100%	\$ 1,562.50			\$ -
C19	SWPPP compliance (ea.)	1	\$ 6,400.00	\$ 3,125.00	\$ 9,525.00	\$ 9,525.00	0.40	40%	\$ 3,810.00			\$ -
C20	Seeding, Fertilizing and Mulching (as req.)	1	\$ 4,500.00	\$ 2,125.00	\$ 6,625.00	\$ 6,625.00			\$ -			\$ -
C21	Clearing and Grubbing (as req.)	1	\$ 6,125.00		\$ 6,125.00	\$ 6,125.00	1	100%	\$ 6,125.00			\$ -
M22	Building Core-out & Disposal	1,780	\$ 31.25		\$ 31.25	\$ 55,625.00	1,780	100%	\$ 55,625.00			\$ -
M23	6" Granular Fill (cu. yd.)	150	\$ 40.00	\$ 12.50	\$ 52.50	\$ 7,875.00	150	100%	\$ 7,875.00			\$ -
M24	Embankment Borrow (cu. yd.)	1,630	\$ 42.50	\$ 12.50	\$ 55.00	\$ 89,650.00	1,630	100%	\$ 89,650.00			\$ -

PAY ESTIMATE No. 3
 CONSTRUCTION OF A TRUCK GARAGE ADDITION
 CITY OF WINDOM ELECTRIC DEPARTMENT
 DGR Project Number 425306

For Period From: 07/31/2023 To: 08/31/2023
 Contractor: Wilcon Construction Services LLC
 Bid Date: May 4, 2023



Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
A1	New wood-framed building (as req'd)	1	\$ 154,412.00	\$ 368,000.00	\$ 522,412.00	\$ 522,412.00	0.415	42%	\$ 216,800.98	0.371	37%	\$ 193,814.85
S1	Foundation, building (as req'd)	1	\$ 31,894.00	\$ 22,605.00	\$ 54,499.00	\$ 54,499.00	1.000	100%	\$ 54,499.00	0.125	13%	\$ 6,812.37
S2	Concrete floor, building (as req'd)	1	\$ 26,725.00	\$ 36,496.00	\$ 63,221.00	\$ 63,221.00	1.000	100%	\$ 63,221.00	0.975	98%	\$ 61,640.47
M1	Plumbing system, building (as req'd)	1	\$ 12,500.00	\$ 35,625.00	\$ 48,125.00	\$ 48,125.00	0.310	31%	\$ 14,918.75			\$ -
M2	HVAC system, building (as req'd)	1	\$ 12,500.00	\$ 64,360.00	\$ 76,860.00	\$ 76,860.00			\$ -			\$ -
M3	Fuel System (as req'd)	1	\$ 15,000.00	\$ 43,798.00	\$ 58,798.00	\$ 58,798.00			\$ -			\$ -
G1	Mobilization (as req'd)	1	\$ 38,200.00	\$ 46,500.00	\$ 84,700.00	\$ 84,700.00	1	100%	\$ 84,700.00			\$ -
G2	General construction allowance (as req'd)	1	\$ 50,000.00		\$ 50,000.00	\$ 50,000.00			\$ -			\$ -
ALTERNATE ADDER #1												
AC1	7" PCC Surfacing (sq. yd.)	805	\$ 29.70	\$ 40.34	\$ 70.04	\$ 56,382.20			\$ -			\$ -
ALTERNATE ADDER #2												
AA2	Standing seam roof system (as req'd)	1	\$ 12,500.00	\$ 25,693.00	\$ 38,193.00	\$ 38,193.00			\$ -			\$ -
TOTAL CONTRACT PRICE: \$1,422,793.95 TOTAL TO DATE: \$726,704.11 CONTRACT TOTAL THIS PERIOD: \$262,267.69												

WILCON CONSTRUCTION SERVICES
P.O. BOX 502
ST. JAMES MN, 56081

PHONE 507-375-5464
FAX 507-375-4707

NAME OF PROJECT: Windom Truck Garage		DATE	8.28.23
PROPOSAL REQUEST #: 1			
DESCRIPTION OF CHANGE: Increase door frame size 116.1 & 116.5, plan shows 5.75"			
Time Extension		0	
DIRECT COSTS	UNITS	RATE	COST
	0	\$60.00	0.00
Labor: Coordination by Project Mgr	0.5	\$105.00	52.50
LABOR: Coordination by Job Sup	0	\$80	0.00
TRAVEL TIME	0	60	0.00
MILEAGE	0	0.4	0.00
SUBSISTENCE	0	2.5	0.00
INSPECTION FEE AND TESTING	0	0	0.00
EQUIPMENT RENTAL	0	0	0.00
TOOL RENTAL	0	35	0.00
BLADE USE	0	0.5	0.00
LIFT RENTAL PER WEEK	0	650	0.00
CLEAN-UP	0	40	0.00
OTHER	0	40	0.00
BOND	0	2%	0.00
ELECTRICITY	552.5	0.00%	0.00
WATER	552.5	0%	0.00
DUMPSTER	552.5	0.00%	0.00
HEAT	552.5	0%	0.00
TELEPHONE	552.5	0%	0.00
TOTAL INDIRECT COSTS	Cost Code		52.50
Wheeler	08.1113		500
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
TOTAL FROM DIVISIONS			500
TOTAL GC COSTS		\$	52.50
TOTAL FROM SUBCONTRACTORS		\$	500.00
TOTAL COST		\$	552.50
CO MARKUP ON SUBCONTRACTOR COSTS			1.05
TOTAL FOR CHANGE ORDER			\$580
WILCON CONSTRUCTION SERVICES			
Approved Owner / Architect			

WHEELER HARDWARE CO.

2645 FAIRVIEW AVE
ST PAUL MN, 55118
PHONE - 651-681-0200
FAX - 651-645-9943

CHANGE ORDER #1

Date: 08/15/2023

To: Wilcon Construction

Phone:

Attn: Tyler Tetzloff

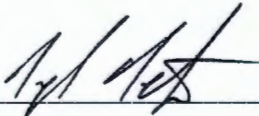
From: Fran W Mikacevich

Re: Windom Garage - Windom Mn

Add for 12" wide frames at 116.1 & 116.5-----\$250.00 each

Total \$500.00

Sign



Date

8-15-23

Sincerely,

Fran W Mikacevich

Fran W Mikacevich

RE: Windom CO#1

Fran Mikacevich <Fran.Mikacevich@wheelerhardware.com>

Wed 8/30/2023 10:45 AM

To: Tyler Tetzloff <tylert@wilcon-construction.com>

Cc: John Hoffman <johnh@wilcon-construction.com>

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Added cost for material & added cost for labor to punch preps in the nonstock material.

Added \$250.00 each frame

Thanks,

Fran W Mikacevich



Wheeler Hardware Company

2645 Fairview Ave No

Roseville, MN 55113

PH: 651-645-4501; C: 612-940-2098

fran.mikacevich@wheelerhardware.com

WILCON CONSTRUCTION SERVICES
P.O. BOX 502
ST. JAMES MN, 56081

PHONE 507-375-5464
FAX 507-375-4707

NAME OF PROJECT: WIN023		DATE 8/28/2023	
PROPOSAL REQUEST #: 2			
DESCRIPTION OF CHANGE: additional work to remove foundations and buried debris			
Time Extension		0	
DIRECT COSTS	UNITS	RATE	COST
	0	\$60.00	0.00
Labor: Coordination by Project Mgr	1	\$105.00	105.00
LABOR: Coordination by Job Sup	8	\$80	640.00
TRAVEL TIME	0	60	0.00
MILEAGE	0	0.4	0.00
SUBSISTENCE	0	2.5	0.00
INSPECTION FEE AND TESTING	0	0	0.00
EQUIPMENT RENTAL	0	0	0.00
TOOL RENTAL	0	35	0.00
BLADE USE	0	0.5	0.00
LIFT RENTAL PER WEEK	0	650	0.00
CLEAN-UP	0	40	0.00
OTHER	0	40	0.00
BOND	31334.06	0%	0.00
ELECTRICITY	31334.06	0.00%	0.00
WATER	31334.06	0%	0.00
DUMPSTER	31334.06	0.00%	0.00
HEAT	31334.06	0%	0.00
TELEPHONE	31334.06	0%	0.00
TOTAL INDIRECT COSTS			745.00
MR Paving	31.0116		30589.06
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
TOTAL FROM DIVISIONS			30589.06
TOTAL GC COSTS		\$	745.00
TOTAL FROM SUBCONTRACTORS		\$	30,589.06
TOTAL COST		\$	31,334.06
CO MARKUP ON SUBCONTRACTOR COSTS			1.05
TOTAL FOR CHANGE ORDER			\$32,901
WILCON CONSTRUCTION SERVICES			
Approved			
Owner / Architect			



2020 North Spring
New Ulm, MN 56073
Phone: 507-354-4171

Fax: 507-359-4156

www.mrpaving.com

Date: 7-19-2023
To: Wilcon Construction
From: Matt Mathiowetz
M.R. Paving & Excavating, Inc.
Re: Additional work to remove existing building foundations and buried debris.

Cost Breakdown

Mobilization – Bigger Excavator due to size of material	\$1,500.00
Lowboy Truck \$250/HR x 6 HR	
Landfill/Disposal Fees	\$19,589.06
See invoice from Cottonwood County Solid Waste	
Additional Labor and Equipment due to size of material	\$4,500.00
Crew \$450/HR x 10 HR	
Additional Trucking Hours to Landfill	\$5,000.00
Trucking \$100/HR x 50 HR (see load sheets)	
Total Cost =	ADD \$30,589.06

107044

Thank You.

Matthew J. Mathiowetz – President

M.R. Paving & Excavating, Inc.

An Equal Opportunity Employer