



CITY COUNCIL MEETING

December 3, 2024

City Council Chamber

6:30 p.m.

AGENDA

CITY OF WINDOM, MN

444 Ninth Street, P. O. Box 38

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

Call to Order

Pledge of Allegiance

1. Consent Agenda

- Minutes
 - Council Minutes – November 19, 2024
 - Community Center Commission – November 18, 2024
 - Park & Recreation Commission – November 13, 2024
 - Utility Commission – November 27, 2024
- License/Permit Applications
 - Annual Cigarette License Renewals
 - Annual Game of Skill Renewals
 - Annual Theater License Renewals
 - Exempt Gambling Permit – Ducks Unlimited
- Regular Bills

2. Public Comment – Wayne Mau

3. Department Heads

4. 2025 City Budget

- 2025 Budget Presentation
- Public Input
- Fire Truck – Tanker Order Approval

5. Call for a Public Hearing – Residential Property Tax Abatement – 1946 Bud Road

6. Street Closure Request

- American Lutheran Church – Living Nativity – December 11, 2024

7. Hwy 60/71 – Highway Safety Improvement Grant

8. Burbach Aquatics – Pool Inspection Proposal

9. Personnel

- Parks & Recreation Coordinator
- Community Center – Part-Time On-Call

10. Contractor Payment

- Generation Plant Construction – Wilcon Construction Services LLC – Payment No. 13 - \$28,500

11. New Business

12. Old Business

13. Council Comments

14. Adjourn

**Regular Council Meeting
City Hall, Council Chamber
November 19, 2024
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Dominic Jones

2. Roll Call:

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

Council Absent:

City Staff Present: Steve Nasby, City Administrator; Jason Sykora, Electric Utility Manager; Tiffany Lamb, EDA Director; Jon Ketzenberg, Streets & Parks Superintendent and Scott Peterson, Police Chief

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – November 5, 2024 and November 12, 2024
 - Economic Development Authority – November 4, 2024
 - Library Board – October 12, 2024
 - Telecom Commission – October 21, 2024
 - Tree Committee – November 6, 2024
- License\Permits
 - Liquor License Renewals
 - Phat Pheasant Pub
 - Windom Duffy's Inc.
 - Plaza Jalisco II
 - Windom Country Club
 - Windstream Inns LLC
 - Wine On-sale
 - Beer On-sale
 - Strong Beer Authorization
- Regular Bills

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

5. Department Heads:

None.

6. Public Comment:

The citizen requesting public comment is for the December 3rd City Council meeting.

7. Department Heads:

None.

8. Highway 60/71 – MN Dept of Transportation \ MN State Elected Officials:

Jones said the Council had invited MN DOT officials and our State elected officials to attend the Council meeting for a discussion on the situation with the highway and the traffic light project. Jones asked the attendees to introduce themselves. Greg Ous, District Engineer; Zak Tess, MN DOT; Derek Leuer, State Traffic Engineer and Lt. Struntz from the State Patrol. Ous added that also joining MN DOT was Scott Thompson, District 7 Traffic Engineer and Anne Wolff, Public Engagement. Senator Bill Weber introduced himself. Jones said that Representative Fogelman was planning on attending but she would be late as a caucus meeting in St. Paul was running long.

Tess said that MN DOT reviewed the performance of the Highway at the request of the City due to the ask that the highway be restored to four lanes. MN DOT had a consultant do a four-year study with included the two years the highway has had three lanes and compared that to the last two years before the conversion. There was an increase in crashes with the three-lane configuration, but the severity was less and they also identified speed as a concern from traffic coming in from the SW.

Jones said that the City has also identified the speed issue and has budgeted for four radar speed signs to be installed in 2025. He asked if MN DOT would consider cost sharing. Tess said the signs work for a while and the long-term answer is the roundabouts. Jones said that the speed limits could be moved further out of town to start slowing vehicles sooner too.

Grunig asked how much time MN DOT spent monitoring traffic. There is a lot of lane changing, stacking issues both in and out of town, along with the turning movement conflicts. This is all too much for a single lane to handle. Tess replied that 23 of the 24 crashes were at intersections and did not think the lane configuration contributed. Leuer said that speed limit signs are not very effective and do not modify driver behavior. Cars traveling at 45 or 60 can look the same to vehicles pulling out of intersections and the higher speeds are misjudged leading to accidents. Tess said there is a 20 second delay at 1st Avenue so people take the highway versus waiting. Leuer said that red light runners contribute to the accidents. Tess said about 25% of the traffic is heavy traffic (trucks). Grunig asked the trooper if they work the highway to modify driver behavior? Leuer said it is not an enforcement issue by State or local, but what people feel comfortable with in driving. Tess said that speeds are 68-78 pre-merge and over 50% of traffic is going 62-72 post-merge so the three-lane configuration slows people down.

Quade said speeds into town are very concerning. MN DOT says the round-about would greatly reduce the speeds and acknowledges there are a number of accidents on the current road. So why not move ahead with the round-about sooner. This should be done ASAP. Twelve crashes with the former four-lane configure and now 24 crashes with the three-lane configuration shown in the study, but serious injuries used as a benchmark. Potential would appear to exist in any crash so having an increase in the number of crashes on the three-lane is concerning.

Jones said he agrees with getting the round-about sooner than later. Tess said there are some Highway Safety Improvement Funds that can be applied for at this time, application deadline is November 28th. This would be a MN DOT and City joint project with costs divided. If these funds were obtained then a round-about could be done in 2027 or 2028.

Benson said that the study shows about 13,000 cars a day traveling through town. Pushing all of those cars into three lanes instead of using four lanes is just asking for problems. The three-lane was to be temporary. The public and the Council want the four-lane back. Vehicles trying to cross the highway are having problems as the vehicles stack up all the way through town and you cannot cross. Tess said that the traffic studies usually look at five-to-ten-year data and trends as better data leads to better

decisions. Leuer said that three lanes are generally safer and have lower speeds. Traffic patterns can also change due to commercial development.

Ous said that MN DOT wants to impact traffic but not limit development. Tess agreed the study shows 11,000 to 13,000 vehicles per day in Windom. MN DOT did provide examples of three-lane configurations and they do have examples of roadways that have more vehicles per day and it works.

Jones said there is a lot of semis and truck traffic. Those coming from Highway 62 making a right on to the single lane going south is problematic and really causes issues. When there was the four-lane the trucks could make that right turn and there is still a lane for cars to continue south. Tess said that the truck traffic is 22-25% of all traffic.

Esplan said that the three-lane is a total failure. The vast majority of people want the four-lane restored. If a vehicle is coming out of Kwik Trip it has to turn into the single lane. If there were the four-lane configuration they would have an additional lane to make that turn without having on-coming traffic. He asked what was the cost of the study MN DOT just did?

Nelson said that cars cannot pull onto the three-lanes due to the number of trucks. He said that drivers cannot see the striping in heavy rain or snow-covered so it does not do much good. The Co-op station was previously on the Kwik Trip site and he sees no difference as to why the change was needed.

Jones asked the State Patrol if there were more close calls they noticed as the study only counts accidents. Lt. Struntz said that is unknown and he does not work in this area. Jones said that he has spoken to the Windom Police Chief and the City needs the radar speed signs and they do work traffic on the highway but cannot spend all day patrolling it.

Esplan said that Fire and Ambulance have both noted longer response times since the three-lane was installed as they have to wait to pull out onto the highway.

Senator Weber asked MN DOT to confirm that the switch from four-lane to three-lane was supposed to be temporary and could it be changed back. Tess said that this was an opportunity and a trial. Weber noted that in the last year there was a reduction of trucks and traffic from Hylife as it closed So would that have an impact. Tess replied that the data shows that the current truck traffic was 22% and prior to 2023 it may have been a bit higher, but generally is 22-25%. Weber said that Highway 75 in Luverne was converted to three-lane several years ago and he guesses that everyone would like to have it back to four-lanes. Weber asked if the City were to request the highway back to four-lanes how soon could that happen? Tess said MN DOT is concerned with the speeds and crashes and for MN DOT to make a change it would go against the goals of lowering speeds and reducing crashes. Ous said that "friction" causes drivers to go at lower speeds. He agrees with brining speeds down and working on intersection modifications.

Jones asked if a new round-about would be double lanes. Tess said MN DOT would want to wait and review all the options. Jones said that the double lane round-about would lower the speeds and maintain a four-lane highway. Leuer said MN DOT would need to look at this along with single lane and multi-modal use. More lanes equal more problems so they prefer single lanes. Tess said that prior to the highway reconstruction there probably would not be any turn lanes added in town.

Jones said that MN DOT stated the three-lanes were a "opportunity and trial" so who decides on the outcome. Tess said that MN DOT has municipal input as a key but MN DOT also sees the speed concerns and the crashes which are contrary to their goals. Ous said their biggest concern is the speed and getting those down. Working together to apply for highway safety funds to do the round-about

sooner is an action that can be done now. Jones asked for Council consensus to participate with MN DOT on a Highway Safety Improvement Grant application and there would be discussion later on the local match and design.

Grunig said that he agrees with the round-about and the design needs an exit for Kwik Trip.

Motion by Grunig second by Quade to authorize staff to work with MN DOT to prepare a Highway Safety Improvement Grant application for the construction of a round-about on the south end of Highway 60/71. Motion carried 5 – 0.

Jones said that the City still wants to continue with a four-lane restoration. It was to be temporary and now return it as the public wants the four-lanes back. Ous said MN DOT still sees the speed issues.

Esplan said he sees the round-about concept would be similar to the one on Highway 14 in New Ulm as they have a four-lane highway going into a one-lane round-about.

Ous said something needs to be done with the speeds now and the new City signs will have an impact. MN DOT will look to partner with the City on a more sustainable solution. Jones asked about other traffic calming such as rumble strips. Tess said they would look at options.

Nelson said that the speed limit coming into town could be lowered from 45 to 30. Ous said that MN DOT will deploy “Your Speed Is” signs.

Traffic Lights – Tess said that MN DOT may not have been as transparent on the costs and designs. It would benefit both parties to have more data on costs so they are okay with delaying the project a year or so. MN DOT would not support installing two-way stop signs.

Esplan said that MN DOT went away from stoplights at Highway 71 and Highway 14 which seems to work well with stop signs. Tess said that Windom meets 6 of 8 warrants for traffic lights which shows the need for lights. Esplan said the City agreed to \$177,000 which was very generous and he was even against that amount as MN DOT has ten times more traffic on its sections.

Jones said when the lights came up in May 2024 the City was given a price, Council agreed and the cost escalation to \$420,000 was shocking. Leuer said that MN DOT signal design changes were implemented as required by the Federal government and that the timing of this implantation was unfortunate for the City. He said they are trying to be proactive and letting people know what they expect for prices and the cost could go up. He hopes the prices come down but the signals are in bad shape and need to be replaced.

Quade said that in May 2024 the cost conveyed was \$177,000 and then in June 2024 the City applied for and got a carbon-reduction grant for \$141,600 that was going to be used for the lights. MN DOT qualified that grant on the condition that the City accept a three-lane concept all through town. In June the City passed the resolution on municipal consent. On August 6, 2024 the City was told the price was \$420,000. That caused frustration on Council, staff and the public. She does not feel MN DOT honored their word on the traffic signal cost.

Esplan said the City would need a 16.5% tax levy increase to pay for the traffic signals.

Grunig said that he felt intimidated by MN DOT with the signal cost and their statement about putting in a two-way stop sign when the City turned down the three-lane concept all through town.

Jones asked if the carbon grant program still existed. Tess replied that it does.

Jones recognized Representative Fogelman arrived. Fogelman said that she was here to listen and hopes that MN DOT can do something for the community as they asked.

Benson asked if MN DOT would cover the traffic light cost if the City agreed to three-lanes?

Grunig said the study results showed a two-way stop sign would not work. City residents could have told that to MN DOT thus saving the study cost.

Weber asked about the carbon reduction contribution with three-lanes? Tess said that he would have to look at the numbers but with left turn lanes the traffic moves through town quicker without delays.

Jones said that MN DOT can give updated traffic signal cost information to City staff. Tess said they would but noted costs can go up.

Weber thanked the City and MN DOT for the discussion. Jones concurred and noted that the community had worked to get the four-lanes for decades and now it is being taken away.

Ous thanked the Council and State elected officials for the discussion. He said that MN DOT wants to reduce speeds before opening the highway up to four-lanes and after the round-about it can be re-evaluated.

Council recessed for a five-minute break at 8:25 pm. Council reconvened at 8:30 pm

9. Public Hearing Miscellaneous Special Assessments:

Nasby said that these are mainly for unpaid fire calls, lawn mowing and snow removal. Notices were sent to the impacted property owners.

Jones opened the public hearing and asked for comments. Nasby noted no written comments were received. Jones closed the public hearing.

Council Member Grunig introduced the Resolution No. 2024-48, entitled “RESOLUTION ADOPTING AN ASSESSMENT ROLL FOR THE 2024 MISCELLANEOUS SPECIAL ASSESSMENTS” and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Esplan, Benson, Quade, Nelson and Grunig. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

10. Resolution Designating Annual Polling Place:

Council Member Esplan introduced the Resolution No. 2024-49, entitled “RESOLUTION DESIGNATING ANNUAL POLLING PLACE” and moved its adoption. 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.

11. Resolutions Accepting Donations – Library:

Council Member Esplan introduced the Resolution No. 2024-50, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM BARB ELSTON TO THE WINDOM PUBLIC LIBRARY” and moved its adoption. 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.

Council Member Grunig introduced the Resolution No. 2024-51, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM LINDA EBELING AND SUSAN EBELING IN THE MEMORY OF WANDA TURNER TO THE WINDOM PUBLIC LIBRARY” and moved its

adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Benson, Esplan, Nelson, Quade and Grunig. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Jones and the Council thanked the donors for their generous gifts.

12. Island Park – Flooding Items:

Nasby said the first item on the agenda is a swimming pool inspection proposal. This will be needed to pursue additional FEMA funds for potential re-location. A FEMA representative was in town today and noted that he would like to get approval from his superiors prior to the City undertaking this inspection. The inspection cost is \$97,620 and is FEMA eligible but it may not be reimbursable so FEMA was advising to wait until the next Council meeting to act so the City knows who will pay for the inspection.

Motion by Benson second by Nelson to table the Burbach Aquatics pool inspection proposal to the December 3, 2024 City Council meeting. Motion carried 5 – 0.

Jones said the second item are levee concepts and floodplain study costs. Nasby said that the Council had previously asked for some options on a levee. DGR Engineering has done two concepts. Concept #1 shows an earthen levee running from the Highway 62 right-of-way to the Highway 60/71 right-of-way and along the rear of the homes facing Highway 62. This levee concept is located outside of the floodway (but is in the floodplain) and is estimated to require 10,000 cubic yards of fill to complete. The MN DNR issued a general permit for flood related work but advised that the City will need to follow the floodplain ordinance and should have documentation on the hydraulic impacts of a levee construction. A project specific permit will be needed from the MN DNR if the project were to proceed. The City has gotten a quote from SEH Engineering to do the necessary floodplain study for Concept #1 at a cost of \$10,000 and the City Council has included this study in its preliminary 2025 budget. Once the study is completed, that data, engineering information, and an application for a conditional use permit would be submitted to the City's Planning Commission for review. A Conditional Use Permit is required by the floodplain ordinance as the amount of fill in the floodplain would be in excess of 1,000 cubic yards. If a Conditional Use Permit for the levee is approved by the City Planning Commission and City Council then action would be needed to obtain quotes to construct the levee. Due to the anticipated price to construct the Concept #1 levee, the City would need to obtain quotes (a local contractor estimated the cost to be under \$175,000).

Concept #2 shows an earthen levee running along the Des Moines River bank from the Highway 62 bridge to the bridge on Highway 60/71. The primary purpose of this concept is to protect the park from direct river flooding and current. This levee is entirely in the floodway and would require extensive studies and permits from MN DNR, US Army Corps of Engineers and considerable engineering design. Due to the complex nature of this concept and likely years of work on permitting, only a very rough estimate was done; but it shows that 68,000 cubic yards of material would be needed to construct this levee at an estimated cost of \$4.5 million.

He said that additional discussions with DGR Engineers show that without more of an assurance that the materials making up the large sand bags would hold up, DGR would not recommend using the sandbags as a segment of the levee. The clay stockpiled on the site is 650 – 750 cubic yards and can be used for levee construction. Staff is requesting Council direction to keep the process moving ahead or leaving the situation status quo and removing the sand bags and clay pile.

Jones said that the cost will need to come from somewhere if Council wants to see it built.

Grunig noted that if Concept #1 is done a conditional use permit is needed and that would include a public hearing on the levee. Nasby said that is correct.

Benson asked if FEMA would pay for the levee. Nasby said they told him no as it is a local levee.

Quade asked how long a conditional use permit is good for and the time to build a levee. Jones said that a conditional use permit is good for one year. Nasby said that the thought is to get the levee built as soon as possible before spring or it would need to be later in the year.

Jones said the Council needs to act on approving the start of the engineering floodplain study.

Motion by Benson second by Grunig to authorize staff to engage SEH Engineering to move ahead with the flood plain study needed for concept #1. Motion carried 5 – 0.

13. Personnel:

Grunig said that the Personnel Committee had interviewed candidates for the Building Official position and are recommending the hiring of Matthew Fast. He has years of construction experience and feels he is a go-getter who will do very well. Terms of employment are in the Council packet.

Motion by Grunig second by Quade to hire Matthew Fast for the Building Official position according to the terms outlined. Motion carried 5 – 0.

14. New Business:

None.

15. Old Business:

None.

16. Council Comments:

Nelson said he was concerned with the local option sales tax not passing and maybe more information could have been advertised. Ward II failed it and Ward I passed it. These funds would have been used for flood mitigation. Jones said the local newspaper did a great story on it and encouraged the Council to have a legislative ask in the 2025 session so the issue can be put on the 2026 general election ballot as the funds are needed for flood projects.

Grunig said the MN DOT discussion was good, but what is the direction now.

Benson thanked citizens for coming to the meeting, MN DOT and the elected officials. He asked everyone to be kind and help out their neighbors.

Quade wished everyone a Happy Thanksgiving holiday and encouraged everyone to shop local.

Nasby thanked the Council and MN DOT for the discussion and felt MN DOT needs to be pressed for an answer on the four-lanes.

17. Adjournment:

Mayor Jones adjourned the meeting by unanimous consent at 9:01 p.m.

Dominic Jones, Mayor

Attest:

Steve Nasby, City Administrator

Community Center Commission Minutes

Monday, November 18, 2024

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

Jan Duscher

Al Baloun

Commission Liaisons: Scott Benson

Jim Nelson

City Administrator: Steve Nasby – Absent

3. Approval of Minutes: **Minutes from October 14, 2024, Meeting reviewed and approved. Motion made by Jan Duscher; seconded by Lenny Thiner. Approved 5-0.**

4. Director Report:

Personnel

Fully Staffed

- Hiring two on-call students due to others leaving area

Financial Report

- We expect decent revenues by the end of the year in a slower economy

5. Old Business:

A. Apply for \$3,000 grant towards replacing freezer or refrigerator.

B. Discussed Capital Improvement Plan

C. Looking to get quotes to replace spray foam on gym ceiling.

D. Discussion of use of the Byers donation to upgrade items in 2025.

E. Event Policies for 2025

i. Wedding and Quinceanera Package prices

(1) \$2,000 Full Gym Wedding Package

(2) \$2,500 Quinceanera Package

(3) Researching security packages.

(4) Motion Al Baloun, Seconded Lenny Thiner 5-0

ii. Hours

(1) 11:00am-11:00pm and clean-up completed by 12:00am

(2) Motion Jan Duscher, seconded Lenny Thiner 5-0

6. New Business:

A. Grant application possible of \$20,000 for exterior doors from SWIF.

B. Reviewed and graded four Capital Improvement categories:

i. New sound system

- ii. New Platform for events
- iii. Exterior barrier wall
- iv. Senior Center Carpet replacement

C. Motions

- i. Motion to solicit bids to upgrade the sound system
 - (1) Motioned by Mitch Voehl, seconded by Lenny Thiner
 - Approved 5-0
- ii. Motion to solicit bids for new platform
 - (1) Motioned by Lenny Thiner, seconded by Mitch Voehl
 - Approved 5-0
- iii. Motion to solicit bids for exterior decorative patio wall
 - (1) Motioned by Jan Duscher, seconded by Lenny Thiner
 - Approved 5-0
- iv. Table vote for carpet replacement until 2025

7. Commissioners Comments:

- A. Decent turnout for 25th anniversary coffee today.
- B. Discussed potential Holiday Event

Motion by Lenny Thiner, seconded by Jan Duscher, to adjourn meeting at 6:50 p.m.
Motion approved 5-0.

Next Meeting: Tuesday, December 9th, 2024

ATTEST:

Linda Stuckenbroker

Mitch Voehl, Secretary

REGULAR MEETING OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF WINDOM, MN
November 13, 2024 at 8:30 a.m.

A regular meeting of the Board of Directors was held on November 13, 2024 at Riverview. Board Members present: Jean Fast (VIA phone), Linda Jaakola, Margaret McDonald and Joel LaCanne. Also present was Executive Director Linda Loewen and Operations Manager Tami Wahdan. Absent: Tony Scott-excused and City Liaison Jim Nelson.

The Regular Board Meeting was called to order at 8:32 a.m. with the consent agenda which included minutes from the October meeting, the Agenda, Balance Report and Bills Report. (McDonald/LaCanne)

Scheduled Guests: none

Old Business consisted of:

1. The Executive Director reported Dennis did not pass his boiler test and will be scheduled to retest in 30 days.
2. The Executive Director reported Devin Nielson completed the reconstruction of the riverbank behind the Riverview Apartment building.
3. The Executive Director reported Riverview the women's public restroom has been completed at Riverview.

New Business consists of:

1. The Executive Director reported Margaret McDonald has resigned as a board member effective December 31,2024.
2. The Executive Director presented 2 bids for the HS window replacement. After some discussion a motion was made to accept the bid from Tri-State General Contracting for the Hillside window replacement in the amount of \$231,910.00. This project will be paid with capital funds. (LaCanne/McDonald)
3. The Executive Director presented information on the utility usage at Hillside Manor. After some discussion a motion was made to stay with the 3 year rolling average of a \$19.00 utility allowance for 2025. (McDonald/LaCanne)
4. The Executive Director presented annual contract information. After some discussion a motion was made to award the annual contract to the following: Scott Olsem Construction-Carpentry \$70/hour-\$80/hour after hours, Ron's Electric- Electrical \$62/hour-\$93/hour after hours, Elite Mechanical-Plumbing & HVAC \$115/hour-\$175/hour after hours, and Scott's Snow Removal- Snow Removal, parking lot\$10.1 ft. of blade/hour, Salt/Sand \$200/ton-\$50 minimum, Snow hauling \$60/load, Snow Blowing \$290/hour. (McDonald/LaCanne)
5. The Executive Director reported on the insurance for 2025 with the deductible increased \$200.00. She also presented information for vision and dental add-ons. After some discussion a motion was made approve the 2025 insurance as presented and to keep the HSA at \$300.00 per month as well as approved adding optical and dental insurance at the employee's expense. (LaCanne/McDonald)
6. The Executive Director reported the main water gate valve at Riverview needs to be replaced. This will be a CFP21 project. After some discussion a motion was made to approve the bid from Elite Mechanical in the amount of \$3,420.00. (McDonald/LaCanne)
9. The Executive Director reported the Staff/Board Christmas meal will be on December 3, 2024 at Dudley's in Lakefield at 5:00pm.
10. The Executive Director reported on the Tenant Holiday schedule as follows: November 27th Trim the Tree, December 4th Crafts, December 9th Door/Window Decorating, December 18th Bingo, December 20th Delivering gifts for kids and to all tenants.
11. The Executive Director reported she will be off December 5-9.
12. The Executive Director reviewed the November overview.

Regular meeting was closed at 9:26 a.m. (LaCanne/McDonald)

Regular meeting was reopened at 9:26 a.m. (LaCanne/McDonald)

7. The Executive Director discussed comp time. After some discussion a motion was made to end all comp time at the end of the next pay period and update the Personnel Policy. (LaCanne/McDonald)
8. The Executive Director discussed changing the Operations Manager to a salaried position. After some discussion a motion was made to change Tami to Salary starting January 1, 2025. (LaCanne/McDonald)
13. The Executive Director discussed Staff Holiday gift cards. After some discussion a motion was made to purchase holiday gift cards for all staff from the Laundry Account in the amount of \$800.00. (LaCanne/McDonald)

Upcoming Board Meetings are scheduled for December 11th (HS) at 8:30 a.m. and January 8th (RV) at 8:30 a.m.

With no further business, the meeting was adjourned at 9:27 a.m. (LaCanne/McDonald)

Linda Jaakola, Vice Chairman

Linda Loewen, Executive Director

2025 License Applications

Cigarette License \$20.00

Casey's General Store
Janu-6 Freedom Super Value Center
Hy-Vee
Riverbend Liquor
ExpressWay - Windom - Staples
United Fuels Midwest LLC - Speedway
Dollar General
Kwik Trip
Nash Nash Tobacco

Game of Skill \$50 first game \$15.00 each additional game

Phat Pheasant
Godfathers Pizza
C & N Sales - Phat Pheasant
C & N Sales - Windom Country Club
Kyle Pillatzki - Arena

Theatre \$25.00

Windom Theater Inc.

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: <u>Des Moines River Ducks Unlimited Chapter 045</u>	Previous Gambling Permit Number: X- <u>17002-24-023</u>
Minnesota Tax ID Number, if any: <u>3358833</u>	Federal Employer ID Number (FEIN), if any: _____
Mailing Address: <u>PO Box 142</u>	
City: <u>Windom</u>	State: <u>MN</u> Zip: <u>56101</u> County: <u>Cottonwood</u>
Name of Chief Executive Officer (CEO): <u>Jason Kloss</u>	
CEO Daytime Phone: <u>507-822-1529</u>	CEO Email: <u>jascin4@gmail.com</u> (permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): _____	

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- ☐ Fraternal
 ☐ Religious
 ☐ Veterans
 ☒ Other Nonprofit Organization

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

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

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

GAMBLING PREMISES INFORMATION

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

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

Check one:

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

Date(s) of activity (for raffles, indicate the date of the drawing): April 12th, 2025

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.)

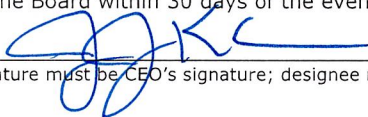
Print Township Name: _____

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:  Date: 11/22/2024
(Signature must be CEO's signature; designee may not sign)

Print Name: Jason Kloss

REQUIREMENTS

Complete a separate application for:

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

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

Questions?

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

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

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

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



Windom, MN

Expense Approval Report

By Fund

Payment Dates 11/16/2024 - 11/29/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MN REVENUE	OCT 2024	11/21/2024	SALES TAX	100-20202	918.00
MN REVENUE	OCT 2024	11/21/2024	SALES TAX	100-20202	-699.00
MN REVENUE	OCT 2024	11/21/2024	SALES TAX	100-20202	28.00
MN REVENUE	OCT 2024	11/21/2024	SALES TAX	100-20202	5,567.00
MN REVENUE	OCT 2024	11/21/2024	SALES TAX	100-20202	18,945.00
					24,759.00
Activity: 41110 - Mayor & Council					
STEVE NASBY	11/21-11/22	11/25/2024	ADMIN/MAYOR/COUNCIL/MI	100-41110-331	103.85
STEVE NASBY	11/21-11/22	11/25/2024	ADMIN/MAYOR/COUNCIL/ME	100-41110-334	14.17
CITIZEN PUBLISHING CO	OCTOBER 2024	11/07/2024	FINANCIALS AND BUDGET	100-41110-350	1,331.50
CITIZEN PUBLISHING CO	OCTOBER 2024	11/07/2024	HALLOWEEN	100-41110-350	261.90
CITIZEN PUBLISHING CO	OCTOBER 2024	11/07/2024	DID YOU KNOW ADS	100-41110-350	490.20
J. P. COOKE CO	858775	11/15/2024	CITY HALL/DOG TAGS	100-41110-480	83.50
Activity 41110 - Mayor & Council Total:					2,285.12
Activity: 41310 - Administration					
SW/WC SERVICE COOPERATIV	DEC 2024	11/21/2024	DECMEBER 2024 HEALTH INS	100-41310-131	3.60
INDOFF, INC	3765426	11/26/2024	CITY HALL/SUPPLIES	100-41310-200	14.16
STOREY KENWORTHY	PINV1215739	11/08/2024	CITY HALL/SUPPLIES	100-41310-200	972.09
WEX Health Inc	10-31-2024	11/18/2024	OTHER OPERATIONG SUPPLIE	100-41310-217	153.50
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	100-41310-322	1.80
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	100-41310-322	58.85
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	100-41310-322	0.90
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	100-41310-322	0.90
STEVE NASBY	11/21-11/22	11/25/2024	ADMIN/MAYOR/COUNCIL/MI	100-41310-331	103.85
STEVE NASBY	11/21-11/22	11/25/2024	ADMIN/MAYOR/COUNCIL/ME	100-41310-334	14.17
CITIZEN PUBLISHING CO	OCTOBER 2024	11/07/2024	FINANCE & ADMIN ASSISTANT	100-41310-350	403.20
COTTONWOOD CO SOLID WA	2467075	11/19/2024	CITY HALL/DISPOSAL	100-41310-480	90.00
Activity 41310 - Administration Total:					1,817.02
Activity: 41910 - Building & Zoning					
INDOFF, INC	3762615	11/15/2024	EDA/PZ/SUPPLIES (SUPPLIES)	100-41910-200	34.09
INDOFF, INC	3765427	11/26/2024	EDA/P&Z/SUPPLIES (SUPPLIES)	100-41910-200	32.45
CITIZEN PUBLISHING CO	OCTOBER 2024	11/07/2024	PLANNING AND ZONING	100-41910-350	1,254.70
Activity 41910 - Building & Zoning Total:					1,321.24
Activity: 41940 - City Hall					
CRISTINA MAZARIEGOS	NOV4-NOV23	11/25/2024	CITY HALL/LIBRARY CLEANING	100-41940-406	600.00
Activity 41940 - City Hall Total:					600.00
Activity: 42120 - Crime Control					
SW/WC SERVICE COOPERATIV	DEC 2024	11/21/2024	DECMEBER 2024 HEALTH INS	100-42120-131	16.20
AMAZON CAPITAL SERVICES, I	1GXF-FC6C-1GLK	11/07/2024	POLICE/SUPPLIES	100-42120-200	498.24
INDOFF, INC	3763920	11/19/2024	POLICE/SUPPLIES	100-42120-200	134.48
KWIK TRIP INC & SUBSIDIARIE	AUG 2024	11/19/2024	POLICE/ARENA/MOTOR FUEL	100-42120-212	1,405.92
WEX BANK	OCT 2024	11/19/2024	FUEL	100-42120-212	477.10
WEX BANK	OCT 2024	11/19/2024	FUEL	100-42120-212	-8.08
STREICHER'S, INC	1727089	11/15/2024	POLICE/UNIFORMS	100-42120-218	87.97
WINDOM AREA HEALTH	323015107	11/15/2024	POLICE/MEDICAL FEES	100-42120-305	65.00
AMAZON CAPITAL SERVICES, I	1DKT-RXLC-3MTR	11/07/2024	POLICE/ TELEPHONE	100-42120-321	33.85
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	100-42120-322	12.40
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	100-42120-322	27.00
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	100-42120-322	5.50
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	100-42120-322	5.80
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	100-42120-322	5.80
AMAZON CAPITAL SERVICES, I	1YT3-MYGQ-3TG6	11/19/2024	POLICE/RADIO UNITS	100-42120-323	50.06

Expense Approval Report

Payment Dates: 11/16/2024 - 11/29/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AMAZON CAPITAL SERVICES, I	19N9-P4VX-9VW7	11/01/2024	POLICE/DATA PROCESSING	100-42120-326	34.59
ISAAK PAULSON	11/3-11/8	11/15/2024	POLICE/MEALS/LODGING	100-42120-334	910.81
DONNA MARCY	11-13-2024	11/19/2024	POLICE/MEALS/LODGING	100-42120-334	13.39
AMAZON CAPITAL SERVICES, I	16KQ-FV9N-47WJ	11/07/2024	POLICE/MAINTENANCE - OFFI	100-42120-404	43.46
AMAZON CAPITAL SERVICES, I	1YLF-1MCG-J16Y	11/07/2024	POLICE/MAINTENANCE - OFFI	100-42120-404	86.92
WINDOM TOWING LLC	13711	11/15/2024	POLICE/VEHICLE MAINT.	100-42120-405	252.47
COTTONWOOD CO AUD/TREA	NOV-24	11/18/2024	POLICE/RENTALS/BUILDINGS	100-42120-412	2,050.00
FLEET SERVICES DIVISION	20250400001	11/19/2024	POLICE/VEHICLE LEASE	100-42120-419	2,933.59
ENTERPRISE FM TRUST	OCT 2024	11/19/2024	TELECOM/POLICE/VEHICLE LE	100-42120-419	274.09
ENTERPRISE FM TRUST	OCT 2024	11/19/2024	TELECOM/POLICE/VEHICLE LE	100-42120-419	517.69
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	100-42120-480	5.80
Activity 42120 - Crime Control Total:					9,940.05

Activity: 42220 - Fire Fighting

WEX BANK	OCT 2024	11/19/2024	FUEL	100-42220-212	292.70
GALLS, LLC	029636846	11/25/2024	FIRE/UNIFORMS	100-42220-218	96.19
GALLS, LLC	029636848	11/25/2024	FIRE/UNIFORMS	100-42220-218	476.00
CITIZEN PUBLISHING CO	OCTOBER 2024	11/07/2024	FD SHOPPER & CITIZEN	100-42220-350	1,082.00
WDR - DEPUTY REGISTRAR #5	6368CTJ 2024	11/25/2024	FIRE/VEHCILE	100-42220-404	25.25
PAUL MARSH	32840	11/18/2024	FIRE/MAINTENANCE - VEHICL	100-42220-405	589.29
NCI - NORTH CENTRAL INT'L I	R211000080	11/15/2024	FIRE/MAINTENANCE - VEHICL	100-42220-405	1,425.27
JORDAN BUSSA	11-12-2024	11/15/2024	FIRE/AMBO/MAINTENANCE -	100-42220-406	1,200.00
BUILDING SPRINKLER INC.	97155	11/21/2024	FIRE/MAINTENANCE - GROUN	100-42220-406	153.00
Activity 42220 - Fire Fighting Total:					5,339.70

Activity: 43100 - Streets

SW/WC SERVICE COOPERATIV	DEC 2024	11/21/2024	DECMEBER 2024 HEALTH INS	100-43100-131	1.80
WEX BANK	OCT 2024	11/19/2024	FUEL	100-43100-212	-26.75
WEX BANK	OCT 2024	11/19/2024	FUEL	100-43100-212	1,579.16
LINDE GAS & EQUIPMENT INC	43139263	11/15/2024	STREET/MATERIALS	100-43100-215	265.28
Activity 43100 - Streets Total:					1,819.49

Activity: 45202 - Park Areas

COTTONWOOD CO SOLID WA	2467074	11/21/2024	STREET/DISPOSAL	100-45202-384	30.00
BAUER BUILT	830166987	11/15/2024	STREET/MAINTENANCE - OFFI	100-45202-404	255.36
MARLON ZINKE	166454	11/18/2024	STREET/MAINTENANCE - GRO	100-45202-406	70.00
COTTONWOOD CO SOLID WA	2465290	11/26/2024	STREET/MAINTENANCE - GRO	100-45202-406	10.00
COTTONWOOD CO SOLID WA	2465296	11/26/2024	STREET/MAINTENANCE - GRO	100-45202-406	10.00
COTTONWOOD CO SOLID WA	2465300	11/26/2024	STREET/ MAINTENANCE - GR	100-45202-406	10.00
COTTONWOOD CO SOLID WA	2465313	11/26/2024	STREET/MAINTENANCE - GRO	100-45202-406	10.00
COTTONWOOD CO SOLID WA	2465315	11/26/2024	STREET/ MAINTENANCE - GR	100-45202-406	10.00
COTTONWOOD CO SOLID WA	2465319	11/26/2024	STREET/MAINTENANCE - GRO	100-45202-406	10.00
COTTONWOOD CO SOLID WA	2465323	11/26/2024	STREET/MAINTENANCE - GRO	100-45202-406	10.00
Activity 45202 - Park Areas Total:					425.36
Fund 100 - GENERAL Total:					48,306.98

Fund: 211 - LIBRARY

Activity: 45501 - Library

INDOFF, INC	3762840	11/15/2024	LIBRARY/SUPPLIES	211-45501-200	64.90
DEMCO INC	7524779	11/26/2024	LIBRARY/	211-45501-217	358.05
VESTIS GROUP, INC	2560322222	11/21/2024	LIBRARY/MAINTENANCE - STR	211-45501-402	44.65
CRISTINA MAZARIEGOS	NOV4-NOV23	11/25/2024	CITY HALL/LIBRARY CLEANING	211-45501-402	675.00
Activity 45501 - Library Total:					1,142.60

Activity: 49950 - Capital Outlay

DELL MARKETING L.P.	10769139660	11/15/2024	LIBRARY/CAPITAL OUTLAY	211-49950-500	1,681.02
Activity 49950 - Capital Outlay Total:					1,681.02

Fund 211 - LIBRARY Total: 2,823.62

Fund: 225 - AIRPORT

Activity: 45127 - Airport

SOUTHWEST MN BROADBAN	OCT/NOV 24	11/18/2024	AIRPORT/TELEPHONE OCT LA	225-45127-321	36.14
SOUTHWEST MN BROADBAN	OCT/NOV 24	11/18/2024	AIRPORT/TELEPHONE NOV	225-45127-321	31.14

Expense Approval Report

Payment Dates: 11/16/2024 - 11/29/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	225-45127-402	11.49
				Activity 45127 - Airport Total:	78.77
Activity: 49950 - Capital Outlay					
SEH	476842	11/26/2024	AIRPORT/	225-49950-500	19,920.00
				Activity 49950 - Capital Outlay Total:	19,920.00
				Fund 225 - AIRPORT Total:	19,998.77
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
SW/WC SERVICE COOPERATIV	DEC 2024	11/21/2024	DECMEBER 2024 HEALTH INS	235-42153-131	1.80
WEX BANK	OCT 2024	11/19/2024	FUEL	235-42153-212	-40.12
WEX BANK	OCT 2024	11/19/2024	FUEL	235-42153-212	2,368.39
BOUND TREE MEDICAL, LLC	85553049	11/15/2024	AMBO/OPERATING SUPPLIES	235-42153-217	376.20
LINDE GAS & EQUIPMENT INC	46153229	11/15/2024	AMBO/MISC	235-42153-261	613.16
WINDOM AREA HEALTH	734-0024-11-2024-01	11/15/2024	AMBO/NURSING	235-42153-312	3,626.91
EXPERT BILLING LLC	12874	11/26/2024	AMBO/DATA PROCESSING	235-42153-326	2,233.00
CYNDI HANSEN	11/12-11/14	11/25/2024	AMBO/MEALS	235-42153-334	83.28
APRIL PETERSON	11/17/2024	11/25/2024	AMBO/MEALS	235-42153-334	34.20
KRISTEN PORATH	11/18-11/22	11/25/2024	AMBO/MEALS	235-42153-334	158.10
LANDON JOHNSON	11/24-11/25	11/25/2024	AMBO/MEALS	235-42153-334	78.61
REBEKAH ELLINGSON	11/25/2024	11/25/2024	AMBO/MEALS	235-42153-334	26.03
ARROW MANUFACTURING IN	8407	11/18/2024	AMBO/MAINTENANCE - VEHI	235-42153-405	2,644.00
JORDAN BUSSA	11-12-2024	11/15/2024	FIRE/AMBO/MAINTENANCE -	235-42153-406	1,200.00
BUILDING SPRINKLER INC.	97155	11/21/2024	FIRE/AMBO/MAINTENANCE -	235-42153-406	102.00
				Activity 42153 - Ambulance Total:	13,505.56
				Fund 235 - AMBULANCE Total:	13,505.56
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
INDOFF, INC	3762615	11/15/2024	EDA/PZ/SUPPLIES (SUPPLIES)	250-46520-200	34.09
INDOFF, INC	3765427	11/26/2024	EDA/P&Z/SUPPLIES (SUPPLIES)	250-46520-200	32.45
CITIZEN PUBLISHING CO	OCTOBER 2024	11/07/2024	TAX ABATEMENTS	250-46520-350	639.75
ALLEN RAHN	878198	11/15/2024	EDA/MAINTENANCE - GROUN	250-46520-406	420.00
ALLEN RAHN	878199	11/15/2024	EDA/ MAINTENANCE - GROU	250-46520-406	150.00
DGR ENGINEERING	00271744	11/15/2024	EDA/SPECIAL PROJECTS	250-46520-439	3,195.08
				Activity 46520 - EDA Total:	4,471.37
				Fund 250 - EDA GENERAL Total:	4,471.37
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
KULSETH LAWN LANDSCAPE	5123	11/15/2024	EDA/MAINTENANCE - GROUN	254-46520-406	218.00
				Activity 46520 - EDA Total:	218.00
				Fund 254 - NORTH IND PARK Total:	218.00
Fund: 309 - 2025 STREET PROJECT					
Activity: 41000 - General Government					
DGR ENGINEERING	00271735	11/18/2024	STREET/ENG/SURVEYING FEES	309-41000-303	714.00
				Activity 41000 - General Government Total:	714.00
				Fund 309 - 2025 STREET PROJECT Total:	714.00
Fund: 601 - WATER					
Activity: 49400 - Water					
SW/WC SERVICE COOPERATIV	DEC 2024	11/21/2024	DECMEBER 2024 HEALTH INS	601-49400-131	1.80
WEX BANK	OCT 2024	11/19/2024	FUEL	601-49400-212	270.81
HAWKINS, INC	6903571	11/04/2024	WATER/CHEMICALS	601-49400-216	939.08
HAWKINS, INC	6915565	11/18/2024	WATER/CHEMICALS	601-49400-216	20.00
MN VALLEY TESTING	1279682	11/07/2024	SEWER/ LAB TESTING	601-49400-310	126.00
MN VALLEY TESTING	1280140	11/13/2024	WATER/ LAB TESTING	601-49400-310	77.50
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	601-49400-322	6.20
INNOVATIVE SYSTEMS LLC	INV-21076	11/06/2024	DATA PROCESSING	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	INV-21076	11/06/2024	DATA PROCESSING	601-49400-326	868.36
CITIZEN PUBLISHING CO	OCTOBER 2024	11/07/2024	HYDRANT FLUSHING	601-49400-350	105.60

Expense Approval Report

Payment Dates: 11/16/2024 - 11/29/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN VALLEY TESTING	1279789	11/07/2024	WATER/ LANDFILL	601-49400-386	1,530.00
STANTEC CONSULTING SERVIC	2263074	11/18/2024	WATER/LANDFILL	601-49400-386	4,588.50
NEXT STEP BROADCASTING IN	24100247	11/07/2024	WATER/MAINTENANCE - DIST	601-49400-408	98.00
NEXT STEP BROADCASTING IN	24100248	11/07/2024	WATER/MAINTENANCE - DIST	601-49400-408	98.00
SCOTT VEENKER	31005	11/07/2024	WATER/MAINTENANCE - DIST	601-49400-408	1,131.80
DUININCK	563333	11/18/2024	WATER/MAINTENANCE - DIST	601-49400-408	795.18
M R PAVING & EXCAVATING I	57944A	11/21/2024	ELECTRIC/WATER MAINTENCE	601-49400-408	23,691.11
SW/WC SERVICE COOPERATIV	DEC 2024	11/21/2024	DECMEBER 2024 HEALTH INS	601-49400-480	1.80
SW/WC SERVICE COOPERATIV	DECEMBER 2024	11/21/2024	DECEMBER 2024 HEALTH INS	601-49400-480	944.96
Activity 49400 - Water Total:					35,812.20
Fund 601 - WATER Total:					35,812.20

Fund: 602 - SEWER

DOUG BERGENDAHL	9631	11/18/2024	SEWER/CIP	602-16300	4,180.08
					4,180.08

Activity: 49450 - Sewer

WEX BANK	OCT 2024	11/19/2024	FUEL	602-49450-212	301.05
HAWKINS, INC	6915852	11/18/2024	SEWER/CHEMICALS	602-49450-216	100.00
MN VALLEY TESTING	1278511	10/31/2024	SEWER/LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1278678	11/04/2024	SEWER/LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1278758	11/04/2024	SEWER/LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1279855	11/07/2024	SEWER/LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1280326	11/18/2024	SEWER/LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1280850	11/18/2024	SEWER/LAB TESTING	602-49450-310	110.40
MN VALLEY TESTING	1281075	11/18/2024	SEWER/LAB TESTING	602-49450-310	251.20
MN VALLEY TESTING	1281262	11/18/2024	SEWER/LAB TESTING	602-49450-310	155.20
INNOVATIVE SYSTEMS LLC	INV-21076	11/06/2024	DATA PROCESSING	602-49450-326	868.36
INNOVATIVE SYSTEMS LLC	INV-21076	11/06/2024	DATA PROCESSING	602-49450-326	517.50
CITIZEN PUBLISHING CO	OCTOBER 2024	11/07/2024	HYDRANT FLUSHING	602-49450-350	105.60
Activity 49450 - Sewer Total:					3,410.51
Fund 602 - SEWER Total:					7,590.59

Fund: 604 - ELECTRIC

ELECTRIC FUND	# 615 RETURN	11/15/2024	ELECTRIC/INVENTORY	604-14200	582.50
ELECTRIC FUND	# 616 RETURN	11/21/2024	ELECTRIC/INVENTORY	604-14200	257.20
IRBY ELECTRICAL DISTRIBUTO	10-28-2024	11/01/2024	ELECTRIC/	604-14200	1,026.90
WESCO DISTRIBUTION, INC	469264	11/05/2024	ELECTRIC/INVENTORY	604-14200	1,259.99
DAKOTA SUPPLY GROUP	S104187678.001	11/01/2024	ELECTRIC/INVENTORY	604-14200	513.42
ELECTRIC FUND	9/30-10/13	11/21/2024	ELECTRIC	604-16300	20,075.61
AMERICAN ENGINEERING TES	INV-223975	11/12/2024	ELEC/GENERATION ADDITION	604-16480	1,030.00
					24,745.62

Activity: 49550 - Electric

SW/WC SERVICE COOPERATIV	DEC 2024	11/21/2024	DECMEBER 2024 HEALTH INS	604-49550-131	1.80
WEX BANK	OCT 2024	11/19/2024	FUEL	604-49550-212	967.86
CMP - CENTRAL MUNICIPAL P	7813	11/12/2024	ELECTRIC/MERCHANDISE FOR	604-49550-263	92,066.77
CMP - CENTRAL MUNICIPAL P	7813	11/12/2024	ELECTRIC/MERCHANDISE FOR	604-49550-263	45,402.32
DEPARTMENT OF ENERGY	OCT 2024	11/12/2024	ELC/MERCHANDISE FOR RESA	604-49550-263	74,797.66
SECR REV FUND/CITY OF WD	11/26/2024	11/26/2024	CITY OFFICE/PETTY CASH REF	604-49550-322	11.40
INNOVATIVE SYSTEMS LLC	INV-21076	11/06/2024	DATA PROCESSING	604-49550-326	1,731.52
INNOVATIVE SYSTEMS LLC	INV-21076	11/06/2024	DATA PROCESSING	604-49550-326	1,035.00
STEVE NASBY	11/19/2024	11/21/2024	ELECTRIC/TRAVEL EXPENSE	604-49550-331	173.53
COTTONWOOD CO SOLID WA	2466760	11/15/2024	ELECTRIC/REFUSE DISPOSAL	604-49550-384	45.23
WINDOM TOWING LLC	13731	11/12/2024	ELECTRIC/MAINTENANCE - VE	604-49550-405	9,037.26
WINDOM TOWING LLC	13881	11/26/2024	ELECTRIC/MAINTENANCE - VE	604-49550-405	1,167.30
WINDOM TOWING LLC	13882	11/26/2024	ELECTRIC/MAINTENANCE - VE	604-49550-405	86.00
ELECTRIC FUND	# 990	11/15/2024	ELECTRIC/MAINTENANCE - DI	604-49550-408	12.93
ELECTRIC FUND	# 991	11/19/2024	ELECTRIC/MAINTENANCE - DI	604-49550-408	14.83
ELECTRIC FUND	# 992	11/19/2024	ELECTRIC/MAINTENANCE - DI	604-49550-408	36.96
ELECTRIC FUND	# 994	11/21/2024	ELECTRIC/MAINT.	604-49550-408	182.00
M R PAVING & EXCAVATING I	57944A	11/21/2024	ELECTRIC/WATER MAINTENCE	604-49550-408	2,908.70

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HIGH VOLTAGE EQUIP DIAG. I	24111306	11/19/2024	ELECTRIC/REPAIRS & MAINT. S	604-49550-411	3,361.33
WDR - DEPUTY REGISTRAR #5	437OCTR 2024	11/25/2024	ELECTRIC/VEHICLE	604-49550-444	43.25
WDR - DEPUTY REGISTRAR #5	CSF5201 2024	11/25/2024	ELECTRIC/VEHICLE	604-49550-444	43.25
DAVID STROM	11-15-2024	11/15/2024	ELEC/CONSERVATION - ENERG	604-49550-450	350.00
CMP - CENTRAL MUNICIPAL P	7813	11/12/2024	ELEC/ ENERGY REBATES	604-49550-450	3,599.92
MN REVENUE	OCT 2024	11/21/2024	SALES TAX	604-49550-460	241.00

Activity 49550 - Electric Total: 237,317.82

Fund 604 - ELECTRIC Total: 262,063.44

Fund: 609 - LIQUOR STORE

MN REVENUE	OCT 2024	11/21/2024	SALES TAX	609-20202	17,836.00
					17,836.00

Activity: 49751 - Liquor Store

SW/WC SERVICE COOPERATIV	DEC 2024	11/21/2024	DECMEBER 2024 HEALTH INS	609-49751-131	1.80
VESTIS GROUP, INC	2560322224	11/25/2024	LIQUOR STORE/CLEANING	609-49751-211	69.07
BELLBOY CORP	0109147700	11/21/2024	LIQUOR STORE/SUPPLIES/FRE	609-49751-217	57.00
AH HERMEL COMPANY	1043716	11/06/2024	LIQUOR STORE/SUPPLIES	609-49751-217	68.69
O'MALLEY'S STORAGE AND RE	4201	11/25/2024	LIQUOR STORE/OPERATING S	609-49751-217	100.00
BELLBOY CORP	0205811600	11/21/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-251	1,278.33
BREAKTHRU BEVERAGE MN	118438794	11/01/2024	LIQUOR STORE/LIQUOR	609-49751-251	1,671.82
BREAKTHRU BEVERAGE MN	118557908	11/13/2024	LIQUOR STORE/WINE/BEER/LI	609-49751-251	3,617.33
DOLL DISTRIBUTING, LLC	1637569	11/18/2024	LIQUOR STORE/BEER/LIQUOR	609-49751-251	92.60
PAUSTIS WINE COMPANY	250322	11/01/2024	LIQUOR STORE/LIQUOR	609-49751-251	164.00
PAUSTIS WINE COMPANY	250544	11/01/2024	LIQUOR STORE/LIQUOR	609-49751-251	-27.33
SOUTHERN GLAZER'S OF MN	2553913	11/15/2024	LIQUOR STORE/	609-49751-251	2,088.01
SOUTHERN GLAZER'S OF MN	2556809	11/25/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-251	2,484.39
SOUTHERN GLAZER'S OF MN	258880	11/26/2024	LIQUOR STORE/LIQUOR	609-49751-251	1,210.92
JOHNSON BROS.	2656538	11/01/2024	LIQUOR STORE/LIQUOR	609-49751-251	1,589.21
JOHNSON BROS.	2661583	11/13/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-251	5,128.13
JOHNSON BROS.	2666223	11/15/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-251	4,397.14
JOHNSON BROS.	2667397	11/15/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-251	702.00
BEVERAGE WHOLESALERS	354821	11/13/2024	LIQUOR STORE/LIQUOR/BEER	609-49751-251	235.00
BEVERAGE WHOLESALERS	355830	11/18/2024	LIQUOR STORE/ LIQUOR/BEE	609-49751-251	585.60
BEVERAGE WHOLESALERS	356760	11/25/2024	LIQUOR STORE/BEER/LIQUOR	609-49751-251	105.20
BEVERAGE WHOLESALERS	357755	11/26/2024	LIQUOR STORE/STOCK	609-49751-251	304.40
PHILLIPS WINE & SPIRITS	534222	11/25/2024	LIQUOR STORE/LIQUOR	609-49751-251	-10.08
PHILLIPS WINE & SPIRITS	6872832	11/01/2024	LIQUOR STORE/LIQUOR	609-49751-251	3,210.62
PHILLIPS WINE & SPIRITS	6876691	11/13/2024	LIQUOR STORE/ LIQUOR	609-49751-251	3,536.84
PHILLIPS WINE & SPIRITS	6880531	11/15/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-251	534.78
PHILLIPS WINE & SPIRITS	6884383	11/25/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-251	1,152.45
PHILLIPS WINE & SPIRITS	6887084	11/26/2024	LIQUOR STORE/LIQUOR	609-49751-251	1,429.02
BREAKTHRU BEVERAGE MINN	118437325	11/01/2024	LIQUOR STORE/BEER	609-49751-252	142.50
DOLL DISTRIBUTING, LLC	1637569	11/18/2024	LIQUOR STORE/BEER/LIQUOR	609-49751-252	6,288.15
DOLL DISTRIBUTING, LLC	1637577	11/18/2024	LIQUOR STORE/BEER	609-49751-252	43.47
BRAU BROTHERS BREWING C	33178605	11/15/2024	LIQUOR STORE/WINE	609-49751-252	141.00
BEVERAGE WHOLESALERS	353831	11/01/2024	LIQUOR STORE/BEER	609-49751-252	5,249.55
BEVERAGE WHOLESALERS	354821	11/13/2024	LIQUOR STORE/LIQUOR/BEER	609-49751-252	12,386.80
BEVERAGE WHOLESALERS	355830	11/18/2024	LIQUOR STORE/ LIQUOR/BEE	609-49751-252	8,557.51
BEVERAGE WHOLESALERS	356760	11/25/2024	LIQUOR STORE/BEER/LIQUOR	609-49751-252	7,014.55
BEVERAGE WHOLESALERS	357755	11/26/2024	LIQUOR STORE/STOCK	609-49751-252	9,448.80
ARTISAN BEER COMPANY	3723187	11/01/2024	LIQUOR STORE/BEER	609-49751-252	65.95
ARTISAN BEER COMPANY	3724833	11/13/2024	LIQUOR STORE/BEER	609-49751-252	307.85
ARTISAN BEER COMPANY	3726418	11/15/2024	LIQUOR STORE/BEER	609-49751-252	763.95
ARTISAN BEER COMPANY	3728122	11/25/2024	LIQUOR STORE/BEER	609-49751-252	243.00
ARTISAN BEER COMPANY	3729498	11/26/2024	LIQUOR STORE/BEER	609-49751-252	153.75
ARTISAN BEER COMPANY	3729499	11/26/2024	LIQUOR STPRE/BEER	609-49751-252	61.50
BEVERAGE WHOLESALERS	733097	11/18/2024	LIQUOR STORE/	609-49751-252	-61.05
BEVERAGE WHOLESALERS	C256760	11/25/2024	LIQUOR STORE/BEER	609-49751-252	-13.00
PAINTED PRAIRIE VINEYARD	0000262	11/26/2024	LIQUOR STORE/WINE	609-49751-253	516.00
BREAKTHRU BEVERAGE MN	118438794	11/01/2024	LIQUOR STORE/WINE	609-49751-253	1,040.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BREAKTHRU BEVERAGE MN	118557908	11/13/2024	LIQUOR STORE/WINE/BEER/LI	609-49751-253	196.00
PAUSTIS WINE COMPANY	250322	11/01/2024	LIQUOR STORE/WINE	609-49751-253	1,156.00
PAUSTIS WINE COMPANY	252752	11/26/2024	LIQUOR STORE/WINE	609-49751-253	454.00
SOUTHERN GLAZER'S OF MN	2553914	11/15/2024	LIQUOR STORE/WINE/FREIGH	609-49751-253	597.16
SOUTHERN GLAZER'S OF MN	2556811	11/25/2024	LIQUOR STORE/WINE/FREIGH	609-49751-253	378.40
SOUTHERN GLAZER'S OF MN	2558881	11/26/2024	LIQUOR STORE/WINE	609-49751-253	860.34
JOHNSON BROS.	2656539	11/01/2024	LIQUOR STORE/WINE	609-49751-253	1,767.00
JOHNSON BROS.	2661584	11/13/2024	LIQUOR STORE/WINE/FREIGH	609-49751-253	1,188.00
JOHNSON BROS.	2666224	11/14/2024	LIQUOR STORE/WINE/SOFT D	609-49751-253	1,140.50
JOHNSON BROS.	2667398	11/15/2024	2667398	609-49751-253	80.00
ROUND LAKE VINEYARDS & W	4333	11/13/2024	LIQUOR STORE/WINE	609-49751-253	1,250.00
ROUND LAKE VINEYARDS & W	4349	11/26/2024	LIQUOR STORE/WINE	609-49751-253	175.00
INDIAN ISLAND WINERY	5714	11/25/2024	LIQUOR STORE/WINE	609-49751-253	310.08
PHILLIPS WINE & SPIRITS	6872833	11/01/2024	LIQUOR STORE/WINE	609-49751-253	649.96
PHILLIPS WINE & SPIRITS	6872833C	10/31/2024	LIQUOR STORE/WINE	609-49751-253	-4.00
PHILLIPS WINE & SPIRITS	6876692	11/13/2024	LIQUOR STORE/WINE	609-49751-253	150.15
PHILLIPS WINE & SPIRITS	6880532	11/15/2024	LIQUOR STORE/WINE/FREIGH	609-49751-253	25.41
PHILLIPS WINE & SPIRITS	6884384	11/25/2024	LIQUOR STORE/WINE/FREIGH	609-49751-253	863.34
PHILLIPS WINE & SPIRITS	6887085	11/26/2024	LIQUOR STORE/STOK	609-49751-253	514.84
MORGAN CREEK VINEYARDS	7274	11/13/2024	LIQUOR STORE/WINE	609-49751-253	339.60
MORGAN CREEK VINEYARDS	7295	11/25/2024	LIQUOR STORE/WINE	609-49751-253	440.40
WINE MERCHANTS	7495523	11/13/2024	LIQUOR STORE/WINE	609-49751-253	216.74
AH HERMEL COMPANY	1043716	11/06/2024	LIQUOR STORE/SOFT DRINKS/	609-49751-254	96.90
BREAKTHRU BEVERAGE MN	118557908	11/13/2024	LIQUOR STORE/WINE/BEER/LI	609-49751-254	24.00
SOUTHERN GLAZER'S OF MN	2556810	11/25/2024	LIQUOR STORE/SOFT DRINKS	609-49751-254	27.00
JOHNSON BROS.	2656539	11/01/2024	LIQUOR STORE/SOFT DRINKS	609-49751-254	77.00
JOHNSON BROS.	2666224	11/14/2024	LIQUOR STORE/WINE/SOFT D	609-49751-254	65.31
BEVERAGE WHOLESALERS	357755	11/26/2024	LIQUOR STORE/STOCK	609-49751-254	88.95
ATLANTIC COCA-COLA	4906835	11/18/2024	LIQUOR STORE/SOFT DRINKS	609-49751-254	411.00
RED BULL DISTRIBUTION CO, I	5013796262	11/06/2024	LIQUOR STORE/SOFT DRINKS	609-49751-254	168.00
PBC - PEPSI BEVERAGES COM	98930858	11/01/2024	LIQUOR STORE/SOFT DRINKS	609-49751-254	386.27
AH HERMEL COMPANY	C91864	11/13/2024	LIQUOR STORE/SOFT DRINKS	609-49751-254	-46.48
AH HERMEL COMPANY	1043716	11/06/2024	LIQUOR STORE/TOBACCO	609-49751-256	233.82
BRAU BROTHERS BREWING C	33178605	11/15/2024	LIQUOR STORE/WINE	609-49751-258	100.50
PHILLIPS WINE & SPIRITS	6876693	11/13/2024	LIQUOR STORE/THC	609-49751-258	308.00
BREAKTHRU BEVERAGE MN	118557908	11/13/2024	LIQUOR STORE/WINE/BEER/LI	609-49751-259	336.00
DOLL DISTRIBUTING, LLC	1637569	11/18/2024	LIQUOR STORE/BEER/LIQUOR	609-49751-259	127.20
BEVERAGE WHOLESALERS	353831	11/01/2024	LIQUOR STORE/NON-ALCHOLI	609-49751-259	70.20
BEVERAGE WHOLESALERS	354821	11/13/2024	LIQUOR STORE/LIQUOR/BEER	609-49751-259	62.05
BEVERAGE WHOLESALERS	355830	11/18/2024	LIQUOR STORE/ LIQUOR/BEE	609-49751-259	61.95
BEVERAGE WHOLESALERS	356760	11/25/2024	LIQUOR STORE/BEER/LIQUOR	609-49751-259	56.05
BEVERAGE WHOLESALERS	357755	11/26/2024	LIQUOR STORE/STOCK	609-49751-259	93.90
PHILLIPS WINE & SPIRITS	6887085	11/26/2024	LIQUOR STORE/STOCK	609-49751-259	76.00
BELLBOY CORP	0109147700	11/21/2024	LIQUOR STORE/SUPPLIES/FRE	609-49751-261	47.00
AH HERMEL COMPANY	1043716	11/06/2024	LIQUOR STOR/ OTHER MERCH	609-49751-261	30.85
BELLBOY CORP	0109147700	11/21/2024	LIQUOR STORE/SUPPLIES/FRE	609-49751-333	6.50
BELLBOY CORP	0205811600	11/21/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-333	31.00
AH HERMEL COMPANY	1043716	11/06/2024	LIQUOR STORE/FREIGHT	609-49751-333	8.95
BREAKTHRU BEVERAGE MN	118438794	11/01/2024	LIQUOR STORE/FREIGHT	609-49751-333	43.32
BREAKTHRU BEVERAGE MN	118557908	11/13/2024	LIQUOR STORE/WINE/BEER/LI	609-49751-333	53.65
PAUSTIS WINE COMPANY	250322	11/01/2024	LIQUOR STORE/WINE/BEER/LI	609-49751-333	19.50
PAUSTIS WINE COMPANY	252752	11/26/2024	LIQUOR STORE/WINE	609-49751-333	10.00
SOUTHERN GLAZER'S OF MN	2553912	11/15/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-333	9.01
SOUTHERN GLAZER'S OF MN	2553913	11/15/2024	LIQUOR STORE/	609-49751-333	33.31
SOUTHERN GLAZER'S OF MN	2553914	11/15/2024	LIQUOR STORE/WINE/FREIGH	609-49751-333	18.45
SOUTHERN GLAZER'S OF MN	2553915	11/15/2024	LIQUOR STORE/FREIGHT	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2553916	11/15/2024	LIQUOR STORE/FREIGHT	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2556809	11/25/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-333	44.19
SOUTHERN GLAZER'S OF MN	2556810	11/25/2024	LIQUOR STORE/SOFT DRINKS	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2556811	11/25/2024	LIQUOR STORE/WINE/FREIGH	609-49751-333	14.35

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOUTHERN GLAZER'S OF MN	2558881	11/26/2024	LIQUOR STORE/WINE	609-49751-333	8.71
SOUTHERN GLAZER'S OF MN	258880	11/26/2024	LIQUOR STORE/LIQUOR	609-49751-333	11.10
JOHNSON BROS.	2656538	11/01/2024	LIQUOR STORE/LREIGHT	609-49751-333	29.27
JOHNSON BROS.	2656539	11/01/2024	LIQUOR STORE/FREIGHT	609-49751-333	70.04
JOHNSON BROS.	2661583	11/13/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-333	89.84
JOHNSON BROS.	2661584	11/13/2024	LIQUOR STORE/FREIGHT	609-49751-333	34.51
JOHNSON BROS.	2666223	11/15/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-333	102.53
JOHNSON BROS.	2666224	11/14/2024	LIQUOR STORE/WINE/SOFT D	609-49751-333	25.72
JOHNSON BROS.	2667397	11/15/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-333	15.75
JOHNSON BROS.	2667398	11/15/2024	2667398	609-49751-333	5.25
PHILLIPS WINE & SPIRITS	6872832	11/01/2024	LIQUOR STORE/FREIGHT	609-49751-333	34.51
PHILLIPS WINE & SPIRITS	6872833	11/01/2024	LIQUOR STORE/FREIGHT	609-49751-333	18.61
PHILLIPS WINE & SPIRITS	6876691	11/13/2024	LIQUOR STORE/ FREIGHT	609-49751-333	41.84
PHILLIPS WINE & SPIRITS	6876692	11/13/2024	LIQUOR STORE/FREIGHT	609-49751-333	4.06
PHILLIPS WINE & SPIRITS	6880531	11/15/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-333	8.63
PHILLIPS WINE & SPIRITS	6880532	11/15/2024	LIQUOR STORE/WINE/FREIGH	609-49751-333	0.51
PHILLIPS WINE & SPIRITS	6884383	11/25/2024	LIQUOR STORE/LIQUOR/FREI	609-49751-333	13.55
PHILLIPS WINE & SPIRITS	6884384	11/25/2024	LIQUOR STORE/WINE/FREIGH	609-49751-333	28.76
PHILLIPS WINE & SPIRITS	6887084	11/26/2024	LIQUOR STORE/LIQUOR	609-49751-333	12.86
PHILLIPS WINE & SPIRITS	6887085	11/26/2024	LIQUOR STORE/STOCK	609-49751-333	16.92
WINE MERCHANTS	7495523	11/13/2024	LIQUOR STORE/FREIGHT	609-49751-333	2.54
NEXT STEP BROADCASTING IN	10-31-2024	11/01/2024	LIQUOR STORE/ADVERTISING	609-49751-340	523.46
CITIZEN PUBLISHING CO	OCT 2024	11/13/2024	LIQUOR STORE/ADVERTISING	609-49751-340	404.00
WINDOM PRINTING LLC	24335	11/13/2024	LIQUOR STORE/PRINTING	609-49751-350	322.50
CARLSON & STEWART REFRIG	64134	11/26/2024	LIQUOR STORE/MAINTENANC	609-49751-404	763.50
JAMIE BAH	003070	11/13/2024	LIQUOR STORE/DUES	609-49751-433	1,425.71
MN REVENUE	OCT 2024	11/21/2024	SALES TAX	609-49751-460	11.00
VESTIS GROUP, INC	256006486	11/25/2024	LIQUOR STORE/MISC	609-49751-480	-23.85
KRISTIN KETZENBERG	44	11/21/2024	LIQUOR STORE/MISC	609-49751-480	2,000.00
Activity 49751 - Liquor Store Total:					110,077.82
Fund 609 - LIQUOR STORE Total:					127,913.82

Fund: 614 - TELECOM

INTERNAL REVENUE SERVICE	NOV-24	11/21/2024	EXCISE TAX POSTING	614-20201	500.00
INTERNAL REVENUE SERVICE	OCT-24 FINAL	11/21/2024	EXCISE TAX POSTING	614-20201	250.96
MN 9-1-1 PROGRAM	OCT 2024	11/19/2024	OCTOBER 911 SERVICES	614-20206	955.06
					1,706.02

Activity: 49870 - Telecom

SW/WC SERVICE COOPERATIV	DEC 2024	11/21/2024	DECMEBER 2024 HEALTH INS	614-49870-131	1.80
CITY LAUNDERING CO.	2066984	11/21/2024	TELECOM/SUPPLIES	614-49870-211	21.91
WEX BANK	OCT 2024	11/19/2024	FUEL	614-49870-212	228.95
INTERSTATE TRS FUND	PAYMENT 5	11/19/2024	ASSESSMENT FOR 499-A FILIN	614-49870-304	698.26
INNOVATIVE SYSTEMS LLC	INV-21076	11/06/2024	DATA PROCESSING	614-49870-326	1,731.52
INNOVATIVE SYSTEMS LLC	INV-21076	11/06/2024	DATA PROCESSING	614-49870-326	997.11
INNOVATIVE SYSTEMS LLC	INV-21076	11/06/2024	DATA PROCESSING	614-49870-326	1,035.00
NEUSTAR, INC.	L-0000048488	11/15/2024	TELECOM/DATA PROCESSING	614-49870-326	61.75
NEXT STEP BROADCASTING IN	24100526	11/05/2024	WCC/ADVERTISING	614-49870-340	56.10
NEXT STEP BROADCASTING IN	24100531	11/01/2024	TELECOM/ADVERTISING	614-49870-340	75.99
NEXT STEP BROADCASTING IN	24100532	11/01/2024	TELECOM/ADVERTISING	614-49870-340	75.99
KULSETH LAWN LANDSCAPE	5122	11/21/2024	TELECOM/GROUNDS MAINT.	614-49870-406	88.00
ENTERPRISE FM TRUST	OCT 2024	11/19/2024	TELECOM/POLICE/VEHICLE LE	614-49870-419	537.16
CENTURY LINK	7242105D-D-24322	11/26/2024	TELECOM/TRANSMISSION FEE	614-49870-441	39.72
CENTURY LINK	LX017082024327	11/26/2024	TELECOM/TRANSMISSION FEE	614-49870-441	262.91
CONSOLIDATED COMMUNICA	11-1-24	11/12/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	1,444.95
NATIONAL CABLE TV COOP	24100430	11/18/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	46,635.14
BIG TEN NETWORK, LLC	343194	11/13/2024	TELECOM/SUPPLIES (SUPPLIE	614-49870-442	1,344.60
FOX CORPORATION	343195	11/13/2024	TELECOM/SUPPLIES (SUPPLIE	614-49870-442	236.73
FOX CORPORATION	343196	11/13/2024	TELECOM/SUPPLIES (SUPPLIE	614-49870-442	3,035.00
NEXSTAR BROADCASTING GR	589067	11/13/2024	TELECOM/SUPPLIES (SUPPLIE	614-49870-442	213.20
MLB NETWORK	589973	11/13/2024	TELECOM/SUPPLIES (SUPPLIE	614-49870-442	356.40

Expense Approval Report

Payment Dates: 11/16/2024 - 11/29/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SHOWTIME NETWORKS INC	86904	11/13/2024	TELECOM/SUBSCRIBER FEES	614-49870-442	163.20
UNIVERSAL SERVICE ADMIN C	OCT-24	11/18/2024	TELECOM/INTER GOVT FEES	614-49870-443	2,114.51
CONSOLIDATED CALL CENTER	26134	11/01/2024	TELECOM/SWITCH FEES	614-49870-445	105.89
RELAY NETWORKS, INC.	33009	11/21/2024	TELECOM/SWITCH FEES	614-49870-445	8,015.63
1623 FARNAM LLC	00010111	11/12/2024	TELECOM/INTERNET EXPENSE	614-49870-447	200.00
ZAYO GROUP, LLC	2024110027696	11/12/2024	TELECOM/INTERNET EXPENSE	614-49870-447	1,950.00
MANKATO NETWORKS, LLC	390309	11/15/2024	TELECOM/INTERNET EXPENSE	614-49870-447	1,242.46
SWWC - SOUTHWEST WEST C	77346	11/12/2024	TELECOM/ON CALL SUPPORT	614-49870-448	950.00
JEFFREY DAHNA	JUNE24-OCT24	11/25/2024	TELECOM/ON CALL SUPPORT	614-49870-448	150.00
ZAYO GROUP, LLC	2024110002376	11/12/2024	TELECOM/CALL COMPLETION	614-49870-451	5,633.17
ONVOY, LLC dba INTELIGENT	500540	11/12/2024	TELECOM/CALL COMPLETION	614-49870-451	4,329.64
ONVOY, LLC dba INTELIGENT	500604	11/12/2024	TELECOM/CALL COMPLETION	614-49870-451	356.21
MN REVENUE	OCT 2024	11/21/2024	SALES TAX	614-49870-460	395.00
Activity 49870 - Telecom Total:					84,783.90

Activity: 49980 - Debt Service

TRUIST GOVERNMENTAL FINA	11-18-2024	11/18/2024	2020A TELECOMMINUCATION	614-49980-611	52,874.24
Activity 49980 - Debt Service Total:					52,874.24
Fund 614 - TELECOM Total:					139,364.16

Fund: 615 - ARENA**Activity: 49850 - Arena**

SW/WC SERVICE COOPERATIV	DEC 2024	11/21/2024	DECMEBER 2024 HEALTH INS	615-49850-131	1.80
VESTIS GROUP, INC	2560319912	11/19/2024	ARENA/SUPPLIES	615-49850-211	63.47
COUNTRY PRIDE SERVICE	9038181	11/19/2024	ARENA/MOTOR FUELS	615-49850-212	120.00
COUNTRY PRIDE SERVICE	9038420	11/19/2024	ARENA/MOTOR FUELS	615-49850-212	60.00
KWIK TRIP INC & SUBSIDIARIE	AUG 2024	11/19/2024	POLICE/ARENA/MOTOR FUEL	615-49850-212	81.10
R & R SPECIALTIES	0083639-IN	11/19/2024	ARENA/MAINTENANCE - OFFI	615-49850-404	14,232.08
MN REVENUE	OCT 2024	11/21/2024	SALES TAX	615-49850-460	682.00
SW/WC SERVICE COOPERATIV	DEC 2024	11/21/2024	DECMEBER 2024 HEALTH INS	615-49850-480	1.80
SW/WC SERVICE COOPERATIV	DECEMBER 2024	11/21/2024	DECEMBER 2024 HEALTH INS	615-49850-480	944.96
Activity 49850 - Arena Total:					16,187.21
Fund 615 - ARENA Total:					16,187.21

Fund: 617 - M/P CENTER**Activity: 49860 - M/P Center**

SW/WC SERVICE COOPERATIV	DEC 2024	11/21/2024	DECMEBER 2024 HEALTH INS	617-49860-131	1.80
DOLL DISTRIBUTING, LLC	1632648	11/15/2024	WCC/WINE	617-49860-251	158.65
DOLL DISTRIBUTING, LLC	1632649	11/15/2024	WCC/LIQUOR/BEER	617-49860-251	59.50
DOLL DISTRIBUTING, LLC	1637584	11/15/2024	WCC/LIQUOR	617-49860-251	166.65
BEVERAGE WHOLESALERS	354820	11/15/2024	WCC/LIQUOR/BEER	617-49860-251	61.35
DOLL DISTRIBUTING, LLC	1632649	11/15/2024	WCC/LIQUOR/BEER	617-49860-252	165.85
DOLL DISTRIBUTING, LLC	1632650	11/15/2024	WCC/BEER	617-49860-252	25.50
DOLL DISTRIBUTING, LLC	1637585	11/15/2024	WCC/BEER	617-49860-252	74.50
BEVERAGE WHOLESALERS	354820	11/15/2024	WCC/LIQUOR/BEER	617-49860-252	190.90
BEVERAGE WHOLESALERS	355829	11/15/2024	WCC/BEER	617-49860-252	118.20
NEXT STEP BROADCASTING IN	24100525	11/05/2024	WCC/ADVERTISING	617-49860-340	5.10
CITIZEN PUBLISHING CO	OCTOBER 2024	11/07/2024	WCC DIGITAL & ONLINE	617-49860-340	255.00
RON'S ELECTRIC INC	153468	11/25/2024	WCC/MAINTENANCE - STRUC	617-49860-402	15.00
INDOFF, INC	3763917	11/21/2024	WCC/MAINTENANCE - STRUC	617-49860-402	145.98
BUILDING SPRINKLER INC.	97154	11/21/2024	WCC/MAINTENANCE - STRUC	617-49860-402	280.00
WINDOM FIRE & SAFETY, LLC	0008719	11/06/2024	WCC/MAINTENANCE - OFFICE	617-49860-404	150.00
MN DEPT OF HEALTH	11/25/2024	11/25/2024	WCC/DUES	617-49860-433	315.00
MN REVENUE	OCT 2024	11/21/2024	SALES TAX	617-49860-460	362.00
Activity 49860 - M/P Center Total:					2,550.98
Fund 617 - M/P CENTER Total:					2,550.98

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0002520	11/22/2024	Federal Tax Withholding	700-21701	6,283.27
MN Department of Revenue -	INV0002521	11/22/2024	State Withholding	700-21702	2,925.51
Internal Revenue Service-Payr	INV0002520	11/22/2024	Social Security	700-21703	8,098.70
SW/WC SERVICE COOPERATIV	DECEMBER 2024	11/21/2024	DECEMBER 2024 HEALTH INS	700-21706	33,905.06

Expense Approval Report

Payment Dates: 11/16/2024 - 11/29/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LOCAL UNION #949	NOV-24	11/21/2024	UNION DUES- NOVEMBER 20	700-21707	1,796.22
LAW ENFORCEMENT LABOR S	NOV 2024	11/18/2024	NOVEMBER UNION DUES	700-21708	564.00
Internal Revenue Service-Payr	INV0002520	11/22/2024	Medicare Withholding	700-21711	1,899.80
WEX Health Inc	10/29-11/19	11/21/2024	FLEX SPENDING	700-21712	35.63
AFLAC	063576	11/18/2024	INSURANCE NOVEMBER	700-21715	499.73
AFLAC	063576	11/18/2024	INSURANCE NOVEMBER	700-21716	613.75
MN BENEFIT ASSOCIATION	2024-0297131	11/18/2024	INDIVIDUAL INSURANCE	700-21719	743.61
					57,365.28
Fund 700 - PAYROLL Total:					57,365.28
Grand Total:					738,885.98

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	48,306.98
211 - LIBRARY	2,823.62
225 - AIRPORT	19,998.77
235 - AMBULANCE	13,505.56
250 - EDA GENERAL	4,471.37
254 - NORTH IND PARK	218.00
309 - 2025 STREET PROJECT	714.00
601 - WATER	35,812.20
602 - SEWER	7,590.59
604 - ELECTRIC	262,063.44
609 - LIQUOR STORE	127,913.82
614 - TELECOM	139,364.16
615 - ARENA	16,187.21
617 - M/P CENTER	2,550.98
700 - PAYROLL	57,365.28
Grand Total:	738,885.98

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	24,759.00
100-41110-331	Travel Expense	103.85
100-41110-334	Meals/Lodging	14.17
100-41110-350	Printing & Design	2,083.60
100-41110-480	Other Miscellaneous	83.50
100-41310-131	Employer Paid Insurance	3.60
100-41310-200	Office Supplies	986.25
100-41310-217	Other Operating Supplie	153.50
100-41310-322	Postage	62.45
100-41310-331	Travel Expense	103.85
100-41310-334	Meals/Lodging	14.17
100-41310-350	Printing & Design	403.20
100-41310-480	Other Miscellaneous	90.00
100-41910-200	Office Supplies	66.54
100-41910-350	Printing & Design	1,254.70
100-41940-406	Repairs & Maint - Groun	600.00
100-42120-131	Employer Paid Insurance	16.20
100-42120-200	Office Supplies	632.72
100-42120-212	Motor Fuels	1,874.94
100-42120-218	Uniforms	87.97
100-42120-305	Medical & Dental Fees	65.00
100-42120-321	Telephone	33.85
100-42120-322	Postage	56.50
100-42120-323	Radio Units	50.06
100-42120-326	Data Processing	34.59
100-42120-334	Meals/Lodging	924.20
100-42120-404	Repairs & Maint - M&E	130.38
100-42120-405	Repairs & Maint - Vehicl	252.47
100-42120-412	Rentals - Building	2,050.00
100-42120-419	Vehicle Lease	3,725.37
100-42120-480	Other Miscellaneous	5.80
100-42220-212	Motor Fuels	292.70
100-42220-218	Uniforms	572.19
100-42220-350	Printing & Design	1,082.00
100-42220-404	Repairs & Maint - M&E	25.25
100-42220-405	Repairs & Maint - Vehicl	2,014.56
100-42220-406	Repairs & Maint - Groun	1,353.00
100-43100-131	Employer Paid Insurance	1.80

Account Summary

Account Number	Account Name	Payment Amount
100-43100-212	Motor Fuels	1,552.41
100-43100-215	Materials & Equipment	265.28
100-45202-384	Refuse Disposal	30.00
100-45202-404	Repairs & Maint - M&E	255.36
100-45202-406	Repairs & Maint - Groun	140.00
211-45501-200	Office Supplies	64.90
211-45501-217	Other Operating Supplie	358.05
211-45501-402	Repairs & Maint - Struct	719.65
211-49950-500	Capital Outlay	1,681.02
225-45127-321	Telephone	67.28
225-45127-402	Repairs & Maint - Struct	11.49
225-49950-500	Capital Outlay	19,920.00
235-42153-131	Employer Paid Insurance	1.80
235-42153-212	Motor Fuels	2,328.27
235-42153-217	Other Operating Supplie	376.20
235-42153-261	Other Merchandise-Med	613.16
235-42153-312	Nursing	3,626.91
235-42153-326	Data Processing	2,233.00
235-42153-334	Meals/Lodging	380.22
235-42153-405	Repairs & Maint - Vehicl	2,644.00
235-42153-406	Repairs & Maint - Groun	1,302.00
250-46520-200	Office Supplies	66.54
250-46520-350	Printing & Design	639.75
250-46520-406	Repairs & Maint - Groun	570.00
250-46520-439	Special Projects	3,195.08
254-46520-406	Repairs & Maint - Groun	218.00
309-41000-303	Engineering and Surveyi	714.00
601-49400-131	Employer Paid Insurance	1.80
601-49400-212	Motor Fuels	270.81
601-49400-216	Chemicals and Chemical	959.08
601-49400-310	Lab Testing	203.50
601-49400-322	Postage	6.20
601-49400-326	Data Processing	1,385.86
601-49400-350	Printing & Design	105.60
601-49400-386	Landfill	6,118.50
601-49400-408	Repairs & Maint - Distrib	25,814.09
601-49400-480	Other Miscellaneous	946.76
602-16300	Improvements Other Th	4,180.08
602-49450-212	Motor Fuels	301.05
602-49450-216	Chemicals and Chemical	100.00
602-49450-310	Lab Testing	1,518.00
602-49450-326	Data Processing	1,385.86
602-49450-350	Printing & Design	105.60
604-14200	Inventory	3,640.01
604-16300	Improvements Other Th	20,075.61
604-16480	CIP-Const in Progress	1,030.00
604-49550-131	Employer Paid Insurance	1.80
604-49550-212	Motor Fuels	967.86
604-49550-263	Merchandise for Resale -	212,266.75
604-49550-322	Postage	11.40
604-49550-326	Data Processing	2,766.52
604-49550-331	Travel Expense	173.53
604-49550-384	Refuse Disposal	45.23
604-49550-405	Repairs & Maint - Vehicl	10,290.56
604-49550-408	Repairs & Maint - Distrib	3,155.42
604-49550-411	Repairs & Maint - Sub St	3,361.33
604-49550-444	License Fees	86.50
604-49550-450	Conservation	3,949.92

Account Summary

Account Number	Account Name	Payment Amount
604-49550-460	Miscellaneous Taxes	241.00
609-20202	Sales Tax Payable	17,836.00
609-49751-131	Employer Paid Insurance	1.80
609-49751-211	Cleaning Supplies	69.07
609-49751-217	Other Operating Supplie	225.69
609-49751-251	Liquor	35,480.38
609-49751-252	Beer	50,794.28
609-49751-253	Wine	14,304.92
609-49751-254	Soft Drinks & Mix	1,297.95
609-49751-256	Tobacco Products	233.82
609-49751-258	Liquor Store THC	408.50
609-49751-259	Non- Alcoholic	883.35
609-49751-261	Other Merchandise	77.85
609-49751-333	Freight and Express	873.89
609-49751-340	Advertising & Promotion	927.46
609-49751-350	Printing & Design	322.50
609-49751-404	Repairs & Maint - M&E	763.50
609-49751-433	Dues & Subscriptions	1,425.71
609-49751-460	Miscellaneous Taxes	11.00
609-49751-480	Other Miscellaneous	1,976.15
614-20201	Excise Tax Payable	750.96
614-20206	911 988 TAP & TACIP Fe	955.06
614-49870-131	Employer Paid Insurance	1.80
614-49870-211	Cleaning Supplies	21.91
614-49870-212	Motor Fuels	228.95
614-49870-304	Legal Fees	698.26
614-49870-326	Data Processing	3,825.38
614-49870-340	Advertising & Promotion	208.08
614-49870-406	Repairs & Maint - Groun	88.00
614-49870-419	Vehicle Lease	537.16
614-49870-441	Transmission Fees	302.63
614-49870-442	Subscriber Fees	53,429.22
614-49870-443	Intergovernmental Fees	2,114.51
614-49870-445	Switch Fees	8,121.52
614-49870-447	Internet Expense	3,392.46
614-49870-448	On-Call Support	1,100.00
614-49870-451	Call Completion	10,319.02
614-49870-460	Miscellaneous Taxes	395.00
614-49980-611	Bond Interest	52,874.24
615-49850-131	Employer Paid Insurance	1.80
615-49850-211	Cleaning Supplies	63.47
615-49850-212	Motor Fuels	261.10
615-49850-404	Repairs & Maint - M&E	14,232.08
615-49850-460	Miscellaneous Taxes	682.00
615-49850-480	Other Miscellaneous	946.76
617-49860-131	Employer Paid Insurance	1.80
617-49860-251	Liquor	446.15
617-49860-252	Beer	574.95
617-49860-340	Advertising & Promotion	260.10
617-49860-402	Repairs & Maint - Struct	440.98
617-49860-404	Repairs & Maint - M&E	150.00
617-49860-433	Dues & Subscriptions	315.00
617-49860-460	Miscellaneous Taxes	362.00
700-21701	Federal Withholding	6,283.27
700-21702	State Withholding	2,925.51
700-21703	FICA Tax Withholding	8,098.70
700-21706	Medical Insurance	33,905.06
700-21707	Union Dues	1,796.22

Account Summary

Account Number	Account Name	Payment Amount
700-21708	PD Union Dues	564.00
700-21711	Medicare Tax Withholdi	1,899.80
700-21712	Flex Account	35.63
700-21715	Individual Insurance-Afla	499.73
700-21716	Individual Insurance-Afla	613.75
700-21719	Individual Insurance-MB	743.61
Grand Total:		738,885.98

Project Account Summary

Project Account Key	Payment Amount
None	738,885.98
Grand Total:	738,885.98

Donna Keaton
11/27/24

Date/Time received: 11/12/2024
12/3/2024

Agenda Request Form

(This form can be used only once a month by the same individual(s). It is not a venue to bypass policies and procedures of city commissions and committees.)

Name: WAYNE MAU Telephone No: 507-822-8955

Address: 1945 4TH AVE WINDOM MN 56101

Date of Council Meeting: 12/3/2024 (Agenda item must be turned into the city office by Friday noon preceding the Tuesday meeting.)

Subject: ~~DISCUSS~~ CONSIDER DISPLAYING U.S. AMERICAN
Flags on The Street Electric Poles on HOLIDAYS
By The City of Windom Department

Have you brought this to the attention of the appropriate department head? No
Committee? No

Hand-outs, audio-visual materials (These must be simple and set up directly before you speak and taken down directly afterward): _____

This format gives citizens an opportunity to express concerns to the council without expectation of discussion or action. No more than two (2) people should speak on the same topic at one meeting. Remarks should not exceed five (5) minutes per person. They should be directed to the council as a whole and not to any individual member or department head.

Wayne L. Mau
Signature

2025 BUDGET



CITY OF WINDOM

2025 Budget

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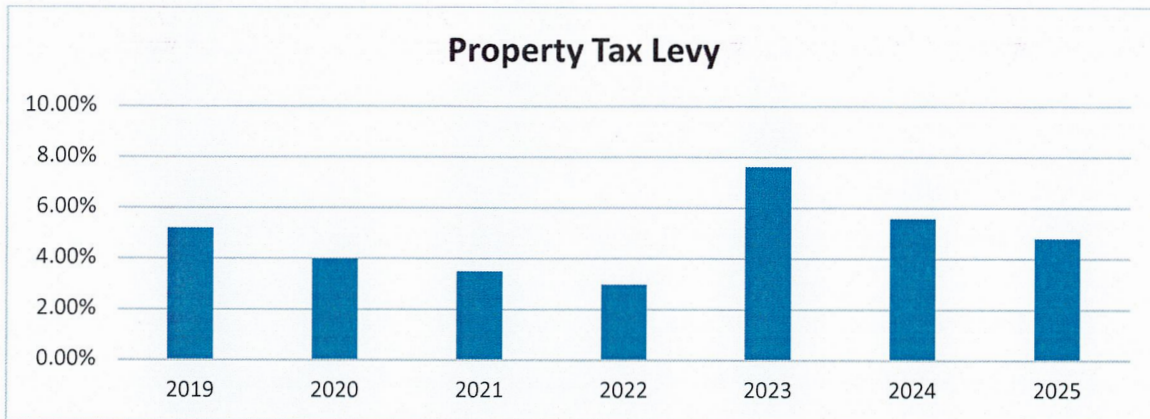
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2025 Budget Summary

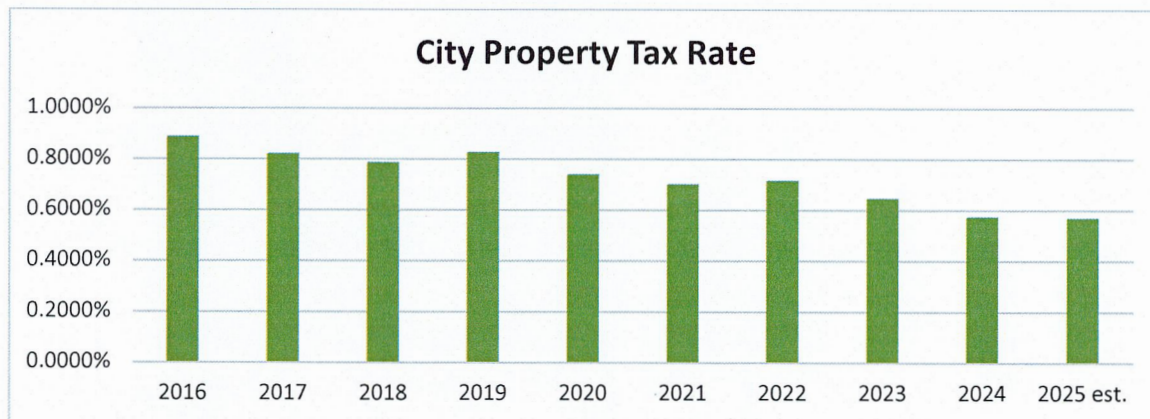
The 2025 City of Windom budget is herein presented for the General Fund and Enterprise Funds (water, wastewater, electric, telecom and liquor). Also included are budgets for Special Revenue Funds (Community Center, Arena, Library, Economic Development Authority, Pool, Ambulance and Airport) and Miscellaneous Funds. Capital expenditures for new facilities and equipment are also shown within the budgets and can be viewed in the Capital Improvement Plan.

Budget Decisions

In September 2024, the City Council set the 2025 preliminary budget levy for an increase of 4.81%. Costs for on-going operating expenses and debt service for past projects were calculated for Council's review and discussion. Then Capital projects and priorities for 2024 were put into the preliminary budget.



While the City's property tax levies have risen the amount of increase is lower than the rise in tax valuations of our community. In 2024 (for 2025 payable) the taxable valuation grew again meaning there is a larger tax base of which to spread the tax burden. By having growth in our tax base, **the City's tax rate has decreased** over the last ten years even with the increases in the amount of property tax levied.



Following the City Council's budget work sessions and discussion, the total 2025 proposed Property Tax Levy for the City of Windom is \$2,682,501. **This budget is based upon a 4.71% property tax increase** considering tax abatement reimbursements and funding for operations and capital spending. Last year the City had a property tax levy increase of 5.59%.

Human Resources

Staffing levels within the City are anticipated to hold at status quo for the coming year. Again for 2025 costs relating to health care benefits are up, which is a trend nationwide.

Revenues

The City relies heavily on property taxes of \$2,682,501 and user fees to fund the General Fund and Special Revenue Funds.

In 2024 there was a significant change in State aid (known as Local Government Aid – LGA) as the State surplus allowed for an increase in funding for this program. The funding level from 2024 to 2025 is basically flat with no new funding.

Enterprise Funds (public utilities and liquor store) are funded entirely through user fees. Balances in these funds overall remains stable.

There will be a residential \$1\meter\month increase in Electric for 2025 and 2026 which was part of the recommendations of a rate study that was conducted. This Electric rate study also recommended the inclusion of a five percent rate increase in 2025 and 2026 to off-set higher costs for goods, services and transmission. In 2024 the Electric Department wrapped up about \$16 million of multi-year improvements which included a new truck shed, re-build of the transmission line, completion of a new generation building housing two new cleaner-burning CAT diesel generators. In the Water and Wastewater Funds an inflationary increase of four percent has been budgeted to keep up with operating expenses.

Expenses

The City maintains consistent assumptions for expenditures based on three years of history and two years of future projections. Department budget requests typically account for inflationary increases to maintain current service levels. Service level adjustments and notable budget changes are reflected in the budget at their expected or estimated cost. General Funds and Special Revenue Funds (Library, Community Center, Pool, Arena, EDA and Airport) account for the majority of the uses for property tax. Below are two charts showing the amount of budgeted funds for the General Fund Operations and Special Revenue Fund Operations.

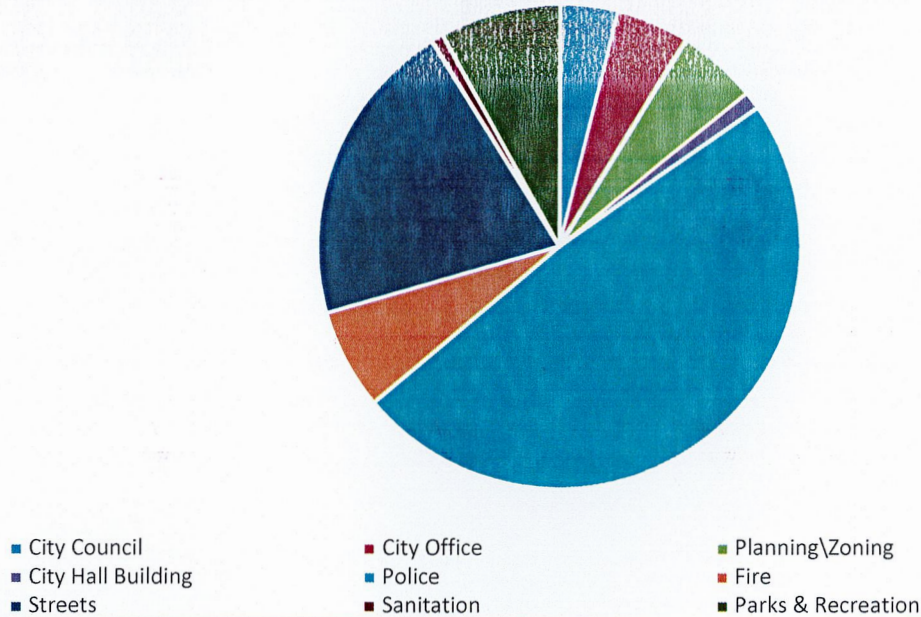
Debt Service

These funds are repayments of General Obligation Bonds for prior purchases or projects. In 2025 the repayments for debt service will be \$586,000. Debt service on General Obligation Bonds typically runs 20 years for projects like Streets and 10 years for purchases such as Fire Trucks or Street Equipment. Our Standard and Poor's Bond rating of A+ with a positive outlook remains the same as in prior years and is an example of our community's financial strength.

Tax Supported Operational Costs

The General Fund and Special Revenue Fund departments shown in the following charts are those that are supported by property tax revenue. The General Fund activities are typically funded entirely through tax revenue and\or Local Government Aid. Special Fund activities are quasi-business like wherein that they generate some revenues from their operations but not enough to be self-supporting. The charts show the percentage of each Fund budget these individual activities consume. In the General Fund the Police Department\Animal Control are about 50% of that budget whereas in the Special Revenue Fund the Arena, Community Center and Library use over 70% of that budget.

Percent Use of \$3,458,690 General Fund Operational Budget



Police\Animal Control 48.5%

Streets 20.5%

Parks & Recreation 8.1%

Fire\Emergency Mgmt. 6.7%

Planning\Zoning 5.3%

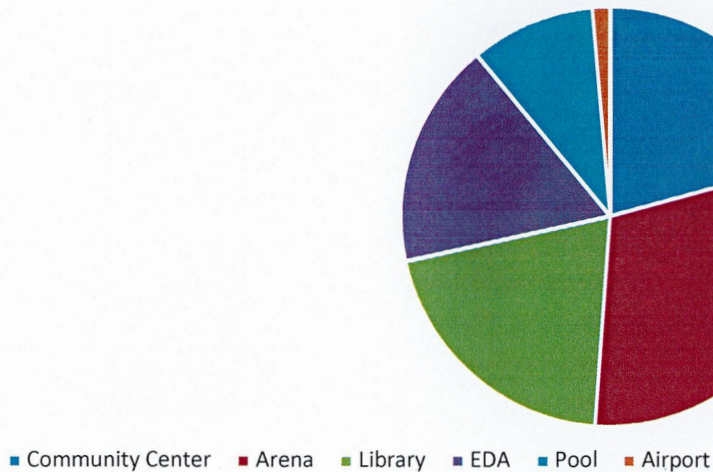
City Office 4.9%

Council, Elections & CVB 3.9%

City Hall Building 1.2%

Sanitation 0.8%

Percent Use of \$1,024,960 Special Revenue Fund Operational Budget



Community Center 20.9%

Arena 30.0%

Library 20.5%

Economic Dev Authority 17.5%

Pool 9.7%

Airport 1.4%

Truth in Taxation\Public Input

The City provided budget information to citizen boards and commissions, held public meetings prior to adopting each budget and has notified the public regarding budget workshops. In addition, budget and audit information is available within the financial section of the City's website (www.windom-

mn.com). As required by State law, the City also notifies residents through their property tax statements about the public budget input meeting on December 3, 2024. The formal budget and corresponding property tax levy will be adopted by the City Council on December 17, 2024.

Future Budget Considerations

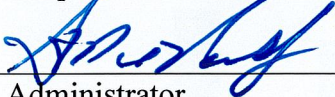
As stated in previous budget messages, continued growth within the community (residential, commercial and industrial) will be key to keeping City finances stable and the tax rate steady or slightly declining. In 2024 the 60 apartments under construction and with State assistance these units were substantially complete (5 of 6 buildings with Certificates of Occupancy). Also, in 2024 the redevelopment of the former Cemstone property was completed. This development will bring in a mix of housing types consisting of 50+ units.

There were no new bonds issued in 2024. The City is applied for a Local Road Improvement Program grant for the reconstruction of 10th Street, but that was not funded.

In the first half of 2025 it is expected that the new Premium Iowa Pork plant will be in operation. This facility will add jobs to the community and strengthen our commercial/industrial tax base.

Recognition

The Administrative staff is appreciative of the work of all our employees and to the elected leadership for their vision and dedication to our community.



City Administrator

**BUDGET
CITY OF WINDOM
2025 BUDGET YEAR**

REVENUE BUDGET

	<u>2025</u>	<u>2024</u>	<u>Change</u>
<u>General Fund</u>			
Local Government Aid	\$ 1,838,914	\$ 1,836,232	0.15%
Small Cities Assistance	\$ -	\$ -	0.00%
Fees, Fines and Permits	\$ 810,877	\$ 685,270	18.33%
Transfers from Enterprise & Arena Recapture	\$ 245,000	\$ 245,000	0.00%
Tax Levy (Operations)	\$ 563,899	\$ 585,049	-3.62%
Tax Levy/ Reserves (Capital Outlay)	\$ 412,648	\$ 319,800	29.03%
Bonds (Capital Outlay)	\$ -	\$ -	0.00%
	\$ 3,871,338	\$ 3,671,351	5.45%
<u>Special Revenue/Levy Funds</u>			
User Fees	\$ 1,478,564	\$ 1,339,239	10.40%
Federal/State Aids	\$ 149,196	\$ 90,346	65.14%
Tax Levy (Operations)	\$ 1,024,990	\$ 938,801	9.18%
Tax Levy (Capital Outlay)	\$ 42,464	\$ 98,120	0.00%
Grants/Donations (Capital Outlay)	\$ -	\$ -	0.00%
Ambulance Reserve Funds (Capital Outlay)	\$ 135,849	\$ -	0.00%
	\$ 2,831,063	\$ 2,466,506	14.78%
<u>Enterprise Funds</u>			
User Fees	\$ 14,339,904	\$ 13,738,537	4.38%
Cost Sharing Fund	\$ -	\$ -	0.00%
Grants/Donations (Capital Outlay)	\$ -	\$ -	0.00%
Reserves used for Capital Projects (Electric)	\$ 1,064,517	\$ 9,321,523	0.00%
Special Assessments	\$ 1,468	\$ 1,468	0.00%
	\$ 15,405,889	\$ 23,061,528	-33.20%
<u>Debt Service</u>			
Special Assessments	\$ 199,571	\$ 199,571	0.00%
Other Revenues - Hospital PILOT	\$ 10,000	\$ 10,000	0.00%
Interfund Transfers for Debt Service	\$ 658,397	\$ 733,269	-10.21%
Tax Levy - Bonded Projects	\$ 405,108	\$ 583,072	-30.52%
Tax Levy - Intra-Fund Repayment	\$ -	\$ -	0
	\$ 1,273,076	\$ 1,525,912	-16.57%
<u>Special Projects</u>			
TIF Revenues & Revolving Loan Funds	\$ 863,553	\$ 863,553	0.00%
Dilapidated Housing Program	\$ 20,000	\$ 20,000	0.00%
	\$ 883,553	\$ 883,553	0.00%
Grand Total	\$ 24,264,919	\$ 31,608,850	-23.23%

**BUDGET
CITY OF WINDOM
2025 BUDGET YEAR**

EXPENSE BUDGET

	<u>2025</u>	<u>2024</u>	<u>Change</u>	<u>Change</u>
<u>General Fund</u>				
Operational Expenses	\$ 3,458,690	\$ 3,351,551	3.20%	\$ 107,139
Capital Outlay	\$ 412,648	\$ 319,800	29.03%	\$ 92,848
State Police Aid from Reserves & Projects	\$ 0	\$ 0	249.87%	\$ 0
Transfers	\$ -	\$ -	0.00%	\$ -
	<u>\$ 3,871,338</u>	<u>\$ 3,671,351</u>	5.45%	\$ 199,987
<u>Special Revenue/Levy Funds</u>				
Operational Expenses	\$ 2,204,135	\$ 2,179,085	1.15%	\$ 25,050
Capital Outlay	\$ 550,464	\$ 98,120	461.01%	\$ 452,344
Debt Service	\$ 76,409	\$ 72,084	6.00%	\$ 4,325
Depreciation	\$ 147,000	\$ 147,000	0.00%	\$ -
	<u>\$ 2,978,008</u>	<u>\$ 2,496,289</u>	19.30%	\$ 481,719
<u>Enterprise Funds</u>				
Operational Expenses	\$ 11,468,941	\$ 10,241,541	11.98%	\$ 1,227,401
Capital Outlay	\$ 1,817,000	\$ 10,063,500	-81.94%	\$ (8,246,500)
Debt Service	\$ 2,117,787	\$ 2,269,068	-6.67%	\$ (151,281)
Transfers	\$ 304,500	\$ 304,500	0.00%	\$ -
Depreciation	\$ 2,729,270	\$ 2,842,270	-3.98%	\$ (113,000)
	<u>\$ 18,437,498</u>	<u>\$ 25,720,879</u>	-28.32%	\$ (7,283,380)
<u>Debt Service</u>				
Bond/Loan Payments & Fees	\$ 1,339,529	\$ 1,152,092	16.27%	\$ 187,437
Tax Levy - Intra-Fund Repayment			0.00%	\$ -
	<u>\$ 1,339,529</u>	<u>\$ 1,152,092</u>	16.27%	\$ 187,437
<u>Special Projects</u>				
TIF Funds & Revolving Loan Funds	\$ 745,632	\$ 745,632	0.00%	\$ -
Dilapidated Housing Program	\$ 20,000	\$ 20,000	0.00%	\$ -
	<u>\$ 765,632</u>	<u>\$ 765,632</u>	0.00%	\$ -
Grand Total	<u>\$ 27,392,005</u>	<u>\$ 33,806,243</u>	-18.97%	\$ (6,414,238)
Non-Cash Depreciation	\$ 2,876,270	\$ 2,989,270	-3.78%	\$ (113,000)
Total Net of Non-cash items	<u>\$ 24,515,735</u>	<u>\$ 30,816,973</u>	-20.45%	\$ (6,301,238)

**BUDGET
CITY OF WINDOM
2025 BUDGET YEAR**

GENERAL FUND

Operational Revenue and Expenses

<u>Revenue</u>	<u>2025</u>	<u>2024</u>	<u>% Change</u>
Local Govt Aid (LGA)	\$ 1,838,914	\$ 1,836,232	0.15%
Operational Tax Levy	\$ 563,899	\$ 585,049	-3.62%
Interfund Transfers	\$ 245,000	\$ 245,000	0.00%
Misc. Revenue	\$ 810,877	\$ 685,270	18.33%
TOTAL	\$ 3,458,690	\$ 3,351,551	3.20%

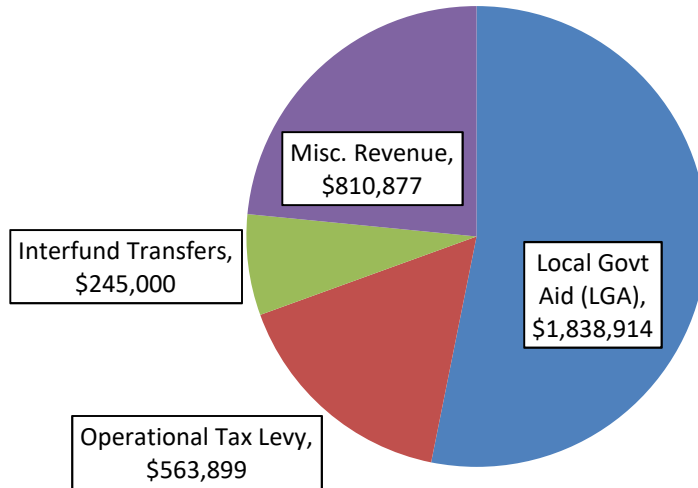
<u>Expenses</u>	<u>2025</u>	<u>2024</u>	<u>% Change</u>
Mayor & Council	\$ 135,501	\$ 134,465	0.77%
Elections	\$ -	\$ 9,000	0.00%
City Office	\$ 167,974	\$ 158,372	6.06%
Planning & Zoning	\$ 180,235	\$ 180,861	-0.35%
City Hall	\$ 41,324	\$ 40,922	0.98%
Police Department	\$ 1,679,180	\$ 1,657,666	1.30%
Fire Department	\$ 225,230	\$ 219,174	2.76%
Emergency Mgmt	\$ 6,803	\$ 6,941	-1.99%
Animal Control	\$ 2,200	\$ 2,200	0.00%
Street Department	\$ 712,037	\$ 641,496	11.00%
Health/Sanitation	\$ 29,000	\$ 29,000	0.00%
Recreation	\$ 55,497	\$ 53,357	4.01%
Parks	\$ 223,709	\$ 218,099	2.57%
TOTAL	\$ 3,458,690	\$ 3,351,551	3.20%

<u>General Fund Capital</u>	\$ 412,648	\$ 319,800	29.03%
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2025 General Fund

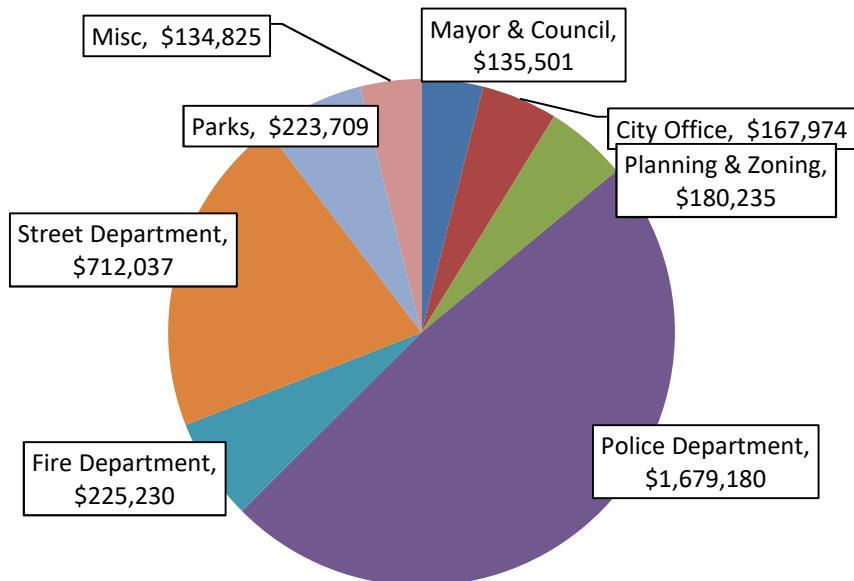
Operational Revenues

Budgeted Revenue \$3,458,690



Operational Expenses

Budgeted Expenses \$3,458,690



**BUDGET
CITY OF WINDOM
2025 CAPITAL OUTLAY
(General Fund)**

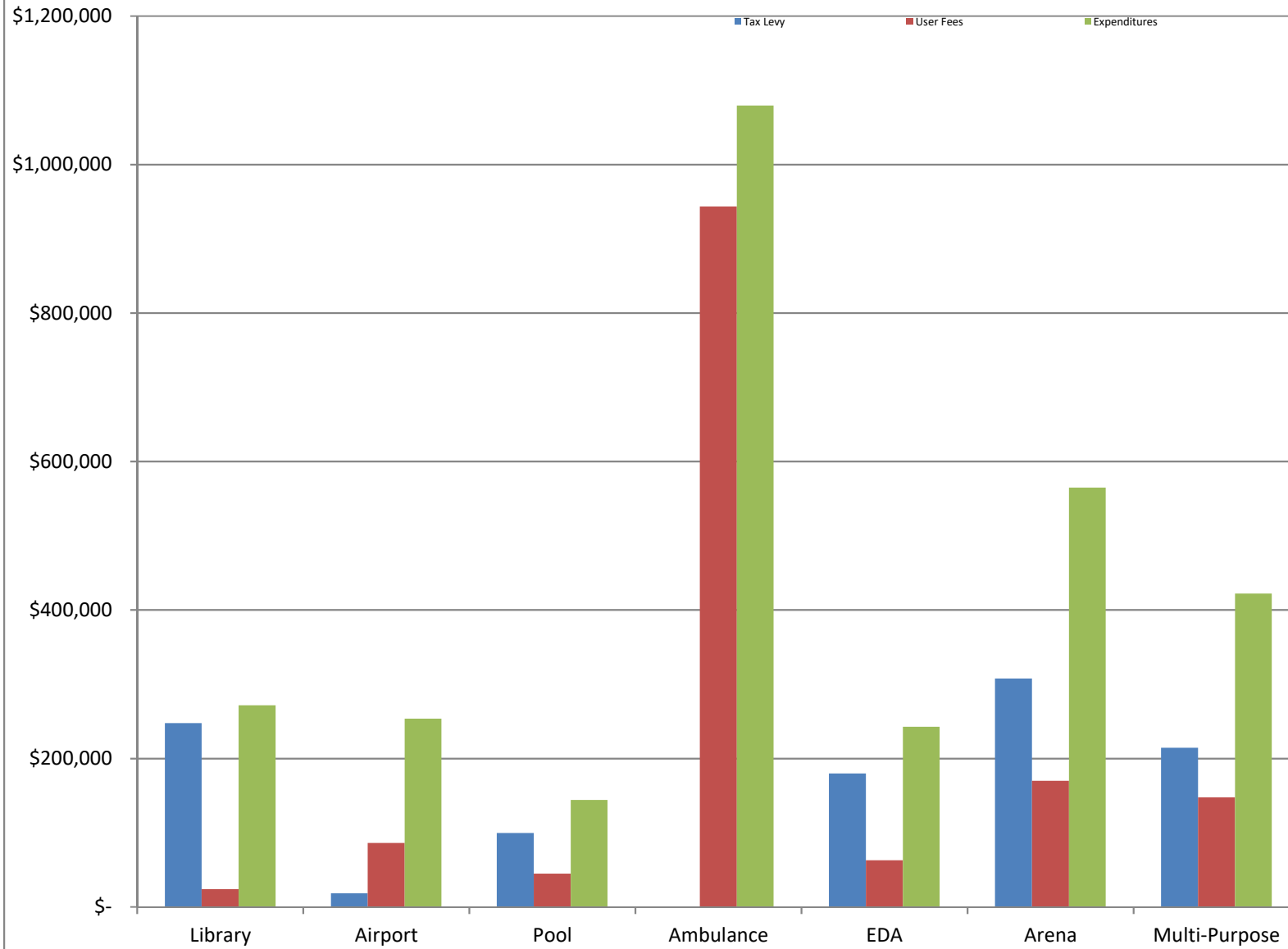
<u>CAPITAL\EQUIPMENT FUND - Tax Funded</u>	<u>Amount</u>	<u>Reserves/ Tax Levy</u>
City Hall & Multiple Depts		
City Hall - Administration Computer Upgrade	\$ 1,500	
City Hall - Administration - Finance Director Desk	\$ 2,000	
City Hall - Window Replacement (EDA & Bldg Office)	\$ 7,500	
Multiple Dept Server & City Website	\$ 15,000	
Multiple Dept Server & Network Upgrade	\$ 1,500	
<i>Sub-total</i>	\$ 27,500	\$ 27,500
Recreation		
Storage Building at Windom Recreation Area	\$ 12,500	\$ 12,500
Fire:		
Fire - Unit 65 Tanker Truck	\$ 120,000	
<i>Sub-total</i>	\$ 120,000	\$ 120,000
Police:		
Police - Speed Trailer Replacement	\$ 8,800	
Police - Body Camera & Tasers (2025-2029)	\$ 8,648	
<i>Sub-total</i>	\$ 17,448	\$ 17,448
Parks:		
Park - Island Park Levee Floodplain Study	\$ 10,000	
Park - Building Improvement/Maintenance	\$ 5,000	
<i>Sub-total</i>	\$ 15,000	\$ 15,000
Streets:		
Streets - Equipment Fund	\$ 25,000	
Streets - Highway 60/71 Traffic Light Replacement	\$ 177,000	
Streets - Highway 60/71 Radar Speed Signs (4)	\$ 18,200	
<i>Sub-total</i>	\$ 220,200	\$ 220,200
TOTAL CAPITAL FUND		\$ 412,648
Less: Enterprise Transfers		\$ -
General Fund Capital Subject to Levy		\$ 412,648

**BUDGET
CITY OF WINDOM
2025 BUDGET YEAR**

SPECIAL REVENUE/LEVY FUNDS

<u>Library</u>	<u>2025</u>	<u>2024</u>	<u>Change</u>
+ Tax Levy	\$ 247,674	\$ 206,057	20.20%
+ Other Revenue	\$ 24,000	\$ 24,000	0.00%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (234,210)	\$ (226,057)	3.61%
- Capital Outlay	\$ (37,464)	\$ (4,000)	0.00%
- Debt Service	\$ -	\$ -	0.00%
	\$ (0)	\$ (0)	
<u>Airport</u>			
+ Tax Levy	\$ 18,403	\$ 15,580	18.12%
+ Federal State Grants/Aids	\$ 149,196	\$ 90,346	65.14%
+ Other Revenue	\$ 86,100	\$ 86,100	0.00%
- Expenses	\$ (115,699)	\$ (113,276)	2.14%
- Capital Outlay	\$ (138,000)	\$ (78,750)	75.24%
- Debt Service	\$ -	\$ -	0.00%
	\$ 0	\$ 0	
<u>Pool</u>			
+ Tax Levy	\$ 99,456	\$ 110,918	-10.33%
+ Other Revenue	\$ 44,700	\$ 44,700	0.00%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (144,101)	\$ (142,748)	0.95%
- Capital Outlay	\$ -	\$ (12,870)	0.00%
- Debt Service	\$ -	\$ -	0.00%
	\$ 55	\$ (0)	
<u>Ambulance</u>			
+ Tax Levy	\$ -	\$ -	0.00%
+ Other Revenue	\$ 943,500	\$ 810,500	16.41%
+ Reserves	\$ 135,849	\$ -	0.00%
- Expenses	\$ (704,349)	\$ (693,283)	1.60%
- Capital Outlay	\$ (375,000)	\$ -	0.00%
- Debt Service	\$ -	\$ -	0.00%
	\$ 0	\$ 117,217	
<u>EDA</u>			
+ Tax Levy	\$ 179,826	\$ 171,580	4.81%
+ Other Revenue	\$ 62,735	\$ 62,735	0.00%
+ Reserves	\$ -	\$ -	0.00%
+ Interfund Loan Receipts	\$ -	\$ -	0.00%
- Expenses	\$ (242,561)	\$ (234,315)	3.52%
+ Non Cash Exp	\$ -	\$ -	0.00%
- Capital Outlay	\$ -	\$ -	0.00%
- Debt Service	\$ -	\$ -	0.00%
	\$ (0)	\$ (0)	
<u>Arena</u>			
+ Tax Levy	\$ 307,676	\$ 296,092	3.91%
+ Other Revenue	\$ 170,009	\$ 165,684	2.61%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (488,276)	\$ (476,692)	2.43%
- Capital Outlay	\$ -	\$ -	
- Debt Service	\$ (76,409)	\$ (72,084)	0.00%
+ Depreciation	\$ 87,000	\$ 87,000	
	\$ 0	\$ 0	
<u>Multi-Purpose</u>			
+ Tax Levy	\$ 214,419	\$ 236,694	-9.41%
+ Other Revenue	\$ 147,520	\$ 145,520	1.37%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (421,939)	\$ (439,714)	-4.04%
- Capital Outlay	\$ -	\$ (2,500)	0.00%
- Debt Service	\$ -	\$ -	0.00%
+ Depreciation	\$ 60,000	\$ 60,000	0.00%
	\$ (0)	\$ (0)	
Total Levy	\$ 1,067,454	\$ 1,036,921	2.94%

2025 Special Revenue Funds



**BUDGET
CITY OF WINDOM
2025 CAPITAL OUTLAY**

SPECIAL REVENUE/LEVY FUNDS

<u>Fund</u>	<u>Description</u>	<u>Amount</u>		
Library:	Roof and Sidewalk Repair	\$35,464		
	Computer Replacements	<u>\$2,000</u>		
			Sub-total	\$37,464
Ambulance	Ambulance Replacement	\$250,000		
	Radio Replacement	<u>\$125,000</u>		
			Sub-total	\$375,000
Airport:	Crosswind Runway Environmental Re	\$133,000		
	Crosswind Runway Design	<u>\$5,000</u>		
			Sub-total	\$138,000
Pool:		<u>\$0</u>		
			Sub-total	\$0
	Less: Reserve/Grant Funds	<u>\$ (508,000)</u>		
Total Subject to Levy		<u><u>\$42,464</u></u>		

**BUDGET
CITY OF WINDOM
2025 BUDGET YEAR**

ENTERPRISE FUNDS

Telecom

	<u>2025</u>	<u>2024</u>	<u>Change</u>
+ Revenue	\$ 2,803,970	\$ 2,818,370	-0.51%
+ Special Assessments	\$ -	\$ -	
+ Reserves	\$ -	\$ -	
- Expenses	\$ (2,371,784)	\$ (2,421,743)	-2.06%
- Capital Outlay	\$ -	\$ -	
- Debt Service	\$ (841,284)	\$ (841,284)	0.00%
- Transfer to General/CIP	\$ (2,250)	\$ (2,250)	
+ Depreciation	\$ 352,050	\$ 352,050	0.00%
Cash Flow	\$ (59,298)	\$ (94,857)	

Water

+ Revenue	\$ 1,294,550	\$ 1,259,150	2.81%
+ Special Assessments	\$ 1,028	\$ 1,028	0.00%
+ Reserves	\$ -	\$ -	0.00%
- Expenses	\$ (1,251,011)	\$ (1,212,565)	3.17%
- Capital Outlay	\$ (30,000)	\$ (97,500)	-69.23%
- Debt Service	\$ (223,648)	\$ (223,648)	0.00%
- Transfer to General/CIP	\$ (750)	\$ (750)	
+ Depreciation	\$ 440,000	\$ 440,000	0.00%
Cash Flow	\$ 230,169	\$ 165,715	

Sewer

+ Revenue	\$ 1,719,750	\$ 1,671,300	2.90%
+ Cost Sharing Funds	\$ -	\$ -	0.00%
+ Special Assessments	\$ 440	\$ 440	0.00%
+ Reserves	\$ -	\$ -	
- Expenses	\$ (1,959,028)	\$ (1,870,633)	4.73%
- Capital Outlay	\$ (40,000)	\$ (40,000)	0.00%
- Debt Service	\$ (645,515)	\$ (645,515)	0.00%
- Transfer to General/CIP	\$ (750)	\$ (750)	
+ Depreciation/Amortization	\$ 997,220	\$ 997,220	0.00%
Cash Flow	\$ 72,117	\$ 112,062	

Electric

+ Revenue	\$ 6,009,384	\$ 5,522,017	8.83%
+ Special Assessments	\$ -	\$ -	
+ Reserves	\$ 1,064,517	\$ 8,518,826	
- Expenses	\$ (6,273,503)	\$ (5,226,497)	20.03%
- Capital Outlay	\$ (1,740,000)	\$ (9,100,000)	-80.88%
- Transfer to Debt Service	\$ (362,415)	\$ (513,596)	
- Transfer to General/CIP	\$ (200,750)	\$ (200,750)	0.00%
+ Depreciation	\$ 900,000	\$ 1,000,000	-10.00%
Cash Flow	\$ (0)	\$ (0)	

Liquor

+ Revenue	\$ 2,512,250	\$ 2,467,700	1.81%
+ Special Assessments	\$ -	\$ -	
+ Reserves	\$ -	\$ 802,697	
- Expenses	\$ (2,342,886)	\$ (2,352,372)	-0.40%
- Capital Outlay	\$ (7,000)	\$ (826,000)	-99.15%
- Transfer to Debt Service	\$ (44,925)	\$ (45,025)	
- Transfer to General	\$ (100,000)	\$ (100,000)	0.00%
+ Depreciation	\$ 40,000	\$ 53,000	-24.53%
Cash Flow	\$ 57,439	\$ (0)	

**BUDGET
CITY OF WINDOM
2025 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

City of Windom, Minnesota
City of Windom -- Capital Improvement Plan
 2025 thru 2029

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2025	2026	2027	2028	2029	Total
Administration								
Computer Replacement	ADMIN 002	1	2,000	3,000		3,000		8,000
Finance Director Desk	ADMIN 007	2	2,000					2,000
Administration Total			4,000	3,000		3,000		10,000
Airport								
Instrument Landing Equipment	AIRPORT 005	1		150,000				150,000
Runway Environmental Review & Extension Design	AIRPORT 006	1				100,000	150,000	250,000
Crosswind Runway Design	AIRPORT 007	2	150,000					150,000
Crosswind Runway Land Acquisition	AIRPORT 008	2			600,000			600,000
Crosswind Runway Construction	AIRPORT 012	1				2,000,000		2,000,000
New 4 Bay Hanger & Site Prep	AIRPORT 014	2			525,000			525,000
Unit 46A Replacement - Snow Plow	AIRPORT 015	1			130,000			130,000
AWOS Tower Rehab	AIRPORT 018	1		78,500				78,500
Airport Total			150,000	228,500	1,255,000	2,100,000	150,000	3,883,500
Ambulance								
Defibrulators	AMB 002	1		120,000				120,000
Unit 27 - Ambulance Replacement	AMB 005	1				235,000		235,000
Radio & Pager Equipment	AMB 006	1	125,000					125,000
Unit 28 - Ambulance Replacement	AMB 007	1	250,000					250,000
Unit 29 - Ambulance Replacement	AMB 010	1		265,000				265,000
Unit 30 - Ambulance Replacement	AMB 011	1			235,000			235,000
Ambulance Total			375,000	385,000	235,000	235,000		1,230,000
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	20,000	100,000
Building\Zoning Total			20,000	20,000	20,000	20,000	20,000	100,000
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	7,500					7,500
City Hall Total			7,500	100,000	50,000			157,500
Community Center								
Dance Floor Replacement	COMM 002	3		20,000				20,000

Department	Project #	Priority	2025	2026	2027	2028	2029	Total
Sound System	COMM 003	3		60,000				60,000
Platform Stage	COMM 006	3		8,500				8,500
Equipment Replacement\Upgrades	COMM 007	1	0	10,000	10,000	10,000	10,000	40,000
Mechanical Systems	COMM 009	1	0					0
Garage Doors w\ Openers	COMM 011	2		9,800				9,800
Gym Renovation	COMM 012	2		85,000				85,000
Community Center Total			0	193,300	10,000	10,000	10,000	223,300
EDA								
NWIP South 80 Addition of Utilities	EDA 003	2	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	650,000					650,000
55' Bucket Truck - Unit #320	ELE 030	1	250,000					250,000
New\Refurbished 28MVA Sub-station Transformer	ELE 035	1			625,000			625,000
35' Bucket Truck - Unit #350	ELE 036	1			200,000			200,000
Switchgear Improvements	ELE 037	1	450,000					450,000
Electric Total			1,740,000	390,000	1,215,000	390,000	390,000	4,125,000
Fire								
First Response Truck - Unit 24	FIRE 005	3		240,000				240,000
Engine\Pumper - Unit 23	FIRE 006	1		400,000				400,000
Tanker Truck - Unit 26	FIRE 016	1	285,000					285,000
Fire Total			285,000	640,000				925,000
Library								
Computer Replacement	LIB 007	1	2,000	2,000	2,000			6,000
Roof Repair & Sidewalk Maintenance	LIB 011	1	35,464					35,464
Library Total			37,464	2,000	2,000			41,464
Liquor								
Computer Replacement	LIQUOR 015	1	1,200	3,500				4,700
Equipment Replacement Fund	LIQUOR 016	2	5,000	5,000	5,000			15,000
Liquor Total			6,200	8,500	5,000			19,700
Multiple Depts								
City-wide Network & Server Upgrades	MULTI 003	1	6,850	6,650	6,650	6,650	6,650	33,450
New City Website	MULTI 004	2	50,000					50,000
Citizen Notification & Alert System	MULTI 005	2		3,900	3,900	3,900	3,900	15,600
Multiple Depts Total			56,850	10,550	10,550	10,550	10,550	99,050
Parks								
Buildings CIP	PARK 021	1	5,000	5,000	5,000	5,000	5,000	25,000
Tractor	PARK 024	2		60,000				60,000
Levee Hydraulic Study - Concept 1	PARK 027	1	10,000					10,000
Parks Total			15,000	65,000	5,000	5,000	5,000	95,000

Department	Project #	Priority	2025	2026	2027	2028	2029	Total
Police								
Computer Replacement - Mobile Units	POLICE 006	2	5,000					5,000
Bolo Wraps	POLICE 020	3		10,000				10,000
Lidar Unit	POLICE 026	1	3,000					3,000
Axon Body Camera System & Tasers	POLICE 027	1	185,744					185,744
Speed Trailer - Replacement	POLICE 028	1	8,800					8,800
Police Total			202,544	10,000				212,544
Pool								
New or Renovated Pool	POOL 003	2			7,000,000			7,000,000
Equipment\Furnishing Replacement	POOL 006	1		5,000				5,000
Pool Total				5,000	7,000,000			7,005,000
Recreation								
Storage Shed	REC 004	2	12,500					12,500
Recreation Total			12,500					12,500
Streets								
Equipment Fund Reserve	STR 005	2	25,000	25,000	25,000	25,000	25,000	125,000
Pick-up Replacement (Unit 41)	STR 009	1					47,500	47,500
Sno-Go Snow Blower Replacement	STR 013	1		220,000				220,000
2025 Street Project	STR 019	1	4,000,000					4,000,000
Traffic Signal Lights	STR 025	2	177,000					177,000
Front-end Loader	STR 029	2		250,000				250,000
2028 Street Project	STR 031	2				4,000,000		4,000,000
Highway Radar Signs	STR 032	2	18,200					18,200
Streets Total			4,220,200	495,000	25,000	4,025,000	72,500	8,837,700
Telecom								
Transport Project - CO Fiber Trunk South	TEL 029	2		75,000				75,000
Transport Project - CO Fiber Trunk North	TEL 030	3		42,000				42,000
Co Rd 13/15 North Expansion	TEL 034	2	125,000					125,000
NOC 48V DC Power System Battery String	TEL 038	1	65,000					65,000
NOC DC to AC Inverter Power System	TEL 039	2	40,000					40,000
NOC HVAC System	TEL 040	1	62,000					62,000
Metaswitch Voicemail System Replacement	TEL 041	1	28,000					28,000
Telecom Total			320,000	117,000				437,000
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

Department	Project #	Priority	2025	2026	2027	2028	2029	Total
Hydrants	WATER 008	2	5,000	5,000	5,000	5,000	5,000	25,000
Unit #61 Vehicle & Box Replacement	WATER 017	2	70,000					70,000
Water Total			100,000	30,000	30,000	30,000	30,000	220,000
GRAND TOTAL			8,017,258	2,942,850	9,902,550	6,868,550	728,050	28,459,258

**BUDGET
CITY OF WINDOM
2025 BUDGET YEAR**

	<u>2025</u> Levy Uses	Percent Of Levy
General Fund Operational	\$ 563,899	21.02%
Reserve Funded Projects:		
	\$ -	
	\$ -	
General Fund Capital	\$ 408,148	15.22%
Less: Use of Reserves:		0.00%
	\$ -	0.00%
Dilapidated Housing Program	\$ 20,000	0.75%
Special Revenue Fund Operational	\$ 1,024,990	38.21%
Special Revenue Fund Capital	<u>\$ 42,464</u>	1.58%
 <i>Sub Total</i>	 <i>\$ 2,059,501</i>	
 Tax Abatement	 \$ 37,000	 1.38%
Plus Debt Service	<u>\$ 586,000</u>	21.85%
 Levy Total	 \$ 2,682,501	 100.00%

<i>2024 Levy Total</i>	\$ 2,561,842	95.50%
<i>City Operation & Capital Levy Addition</i>	\$ 120,659	4.71%
<i>Use of Reserve Funds</i>	\$ -	0.00%
2024 Levy Total	\$ 2,682,501	
 Total Levy Increase	 \$ 120,659	 4.71%

Debt Service Levy

402 Capital - ESF Loan	\$ 56,290
401 Ice System Replacement Project (2018A)	\$ 76,409
305 2009 Street Project (2017C Refi)	\$ 87,825
306 2013 Street Project (2020D Refi)	\$ 111,415
307 2017A Street Project	\$ 92,344
308 2020 B&C Street Project	\$ 161,717
310 2023B Electric Generation Project	\$ -
311 2023B Liquor Remodel Project	<u>\$ -</u>
Total	\$ 586,000

**BUDGET
CITY OF WINDOM
2025 BUDGET YEAR**

Debt Service Levy	2025 Levy	2026 Levy	2027 Levy	2028 Levy	2029 Levy
402 Capital ESF Loan	56,290.00	59,340.00	57,340.00	60,290.00	55,190.00
401 Ice System Replacement Project (2018A)	76,409.00	74,910.00	73,409.00	76,909.00	75,259.00
305 2009 Street Project (2017C Refinanced)	87,825.00	-	-	-	-
306 2013 Street Project (2020D Refinanced)	111,415.00	110,522.00	114,510.00	118,528.00	98,149.00
307 2017A Street Project	92,344.00	95,663.00	93,875.00	96,982.00	85,085.87
308 2020 B & C Street Project	161,717.00	161,612.00	161,349.00	160,929.00	160,352.00
310 2023B Electric Generation Project					
311 2023B Liquor Remodel Project					
TOTAL	586,000.00	502,047.00	500,483.00	513,638.00	474,035.87

ESF Loan Funding

	2025	2026	2027	2028	2029
Debt Service	\$ (120,190.00)	\$ (118,290.00)	\$ (121,340.00)	\$ (119,340.00)	\$ (122,290.00)
Hospital Transfer	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Electric Transfer	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Liquor Transfer	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Levy	\$ 56,290.00	\$ 59,340.00	\$ 57,340.00	\$ 60,290.00	\$ 58,390.00
Total Funds	\$ 121,290.00	\$ 124,340.00	\$ 122,340.00	\$ 125,290.00	\$ 123,390.00
	1,100	6,050	1,000	5,950	1,100
Levy Offset (Project Contingency Funds)					
Net Levy	\$ 56,290.00	\$ 59,340.00	\$ 57,340.00	\$ 60,290.00	\$ 58,390.00

General Fund Reserve Estimates

		<u>Available Funds</u>
2025 Budgeted Expense	\$ 4,526,144.00	
2023 Audited Reserve	\$ 2,540,043.00	56.12%
Less: Prior General Fund Commitments		
Perkins Creek Flood Plaine Study - 2023 expense	\$ (5,000.00)	
Estimate of Close-out 2009 Street Improvement	\$ (71,030.00)	
Estimate of Close-out 2007 Street Improvement	\$ (283,632.00)	
Cul-de-sac from Reserves moved to 2023	\$ (161,450.00)	
Park Shelter Cameras Tegel 2023	\$ (8,000.00)	
Street Snow Plows Contract Overage	\$ -	
	<u>\$ (529,112.00)</u>	
Remaining General Fund Reserve	\$ 2,010,931.00	44.43%
35% Required Minimum	\$ 1,584,150.40	\$ 426,780.60
40% Reserve Amount	\$ 1,810,457.60	\$ 200,473.40
45% Reserve Amount	\$ 2,036,764.80	\$ (25,833.80)
50% Reserve Amount	\$ 2,263,072.00	\$ (252,141.00)
60% Reserve Amount	\$ 2,715,686.40	\$ (704,755.40)

Reserve calculation changed in Budget 2023 to Office of the State Auditors Note:

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

CITY OF WINDOM
DEBT SCHEDULE/STATEMENT OF BOND INDEBTEDNESS
YEAR ENDING DECEMBER 31, 2024

		Issue Date	Maturity Date	Interest Rate	Original Issue	New Issue	Outstanding 12/31/2023	2024 Principal Payment	2024 Interest Payment	Outstanding 12/31/2024
<u>GENERAL OBLIGATION BONDS</u>										
BTS	GO Improvement Bonds Series 2017C (2009A Refunding)	2017	2025	2.00%	830,000.00	0.00	250,000.00	125,000.00	3,750.00	125,000.00
31 BTS	GO Crossover Refunding Bonds, Series 2012A (2005A & 2007B)	2012	2023	.55-2.2	620,000.00	0.00	-	0.00	0.00	-
BTS	GO Improvement Bonds Series 2017A	2017	2039	1.15-3.40%	2,870,000.00	0.00	2,360,000.00	135,000.00	70,870.00	2,225,000.00
BTS	GO Improvement Bonds Series 2020B	2020	2041	2.25-3%	3,135,000.00	0.00	2,860,000.00	145,000.00	71,825.00	2,715,000.00
BTS	GO Improvement Bonds Series 2020C	2020	2041	2.0-3%	345,000.00	0.00	315,000.00	15,000.00	8,100.00	300,000.00
BTS	GO Improvement Bonds Series 2020D(2013A Refund)	2020	2034	1.35-2%	1,600,000.00	0.00	1,315,000.00	140,000.00	22,670.00	1,175,000.00
BTS	GO Improvement Bonds Series 2020D(2016 Lease Refund)	2020	2037	1.35-2%	1,680,000.00	0.00	1,500,000.00	95,000.00	25,190.00	1,405,000.00
TOTAL GENERAL OBLIGATION BONDS						0.00	8,600,000.00	655,000.00	202,405.00	7,945,000.00
<u>GENERAL OBLIGATION EQUIPMENT CERTIFICATES</u>										
34 bts	GO Equipment Bonds, Series 2013B	2013	2023	1.60%	425,000.00	0.00	-	0.00	0.00	-
BTS	GO Bond Series 2023B Equipment - Electric	2023	2043	5%-4.375%	3,425,000.00	3,425,000.00	3,425,000.00	0.00	108,926.98	3,425,000.00
TOTAL GENERAL EQUIPMENT CERTIFICATES						3,425,000.00	3,425,000.00	0.00	108,926.98	3,425,000.00
<u>EDA/HOUSING DEVELOPMENT TAX INCREMENT BONDS</u>										
34 BTS	GO Improvement NWIP 2013B	2013	2023	1.60%	190,000.00	0.00	-	0.00	0.00	-
BTS	GO Improvement NWIPI 2018A	2018	2026	3-3.4%	1,015,000.00	0.00	465,000.00	150,000.00	11,700.00	315,000.00
TOTAL EDA/HOUSING DEVELOPMENT BONDS						0.00	465,000.00	150,000.00	11,700.00	315,000.00
<u>GENERAL OBLIGATION TAX ABATEMENT BOND</u>										
BTS	GO Bond Series 2023B Tax Abatement Electric	2023	2043	5%-4.375%	2,940,000.00	2,940,000.00	2,940,000.00	0.00	93,487.92	2,940,000.00
BTS	GO Bond Series 2023B Tax Abatement Liquor	2023	2043	5%-4.375%	540,000.00	540,000.00	540,000.00	0.00	17,187.99	540,000.00
TOTAL TAX ABATEMENT BONDS						3,480,000.00	3,480,000.00	0.00	110,675.91	3,480,000.00
<u>GENERAL OBLIGATION REVENUE BONDS</u>										
31 BTS	GO Crossover Refunding Bonds, Series 2012A (2005A & 2007B) - Water	2012	2023	.55-2.2	382,200.00	0.00	0.00	0.00	0.00	-
31 BTS	GO Crossover Refunding Bonds, Series 2012A (2005A & 2007B) - Sewer	2012	2023	.55-2.2	277,800.00	0.00	0.00	0.00	0.00	-
BTS	GO Improvement Bonds Series 2017A - Sewer Hwy 60 Line	2017	2039	1.15-3.40%	555,000.00	0.00	445,000.00	25,000.00	13,435.00	420,000.00
BTS	GO Improvement Bonds Series 2017A - Water Tower	2017	2039	1.15-3.40%	595,000.00	0.00	475,000.00	25,000.00	14,375.00	450,000.00
BTS	GO Equipment Certificates, Series 2017B (Core Upgrade)	2017	2027	3.00%	855,000.00	0.00	400,000.00	100,000.00	10,500.00	300,000.00
BTS	GO Equipment Certificates, Series 2018A (Ice Project)	2018	2038	3-3.4%	1,095,000.00	0.00	875,000.00	45,000.00	27,083.76	830,000.00
PFA	CWRF Wastewater Treatment Plant MN PFA	2019	2038	1.00%	9,624,333.00	0.00	3,908,842.89	218,462.89	29,859.21	3,690,380.00
BTS	GO Improvement Bonds Series 2020B - Sewer	2020	2041	2.25-3%	465,000.00	0.00	425,000.00	20,000.00	10,618.76	405,000.00
BTS	GO Improvement Bonds Series 2020B - Water	2020	2041	2.25-3%	640,000.00	0.00	590,000.00	25,000.00	14,756.26	565,000.00
BTS	Communication System Appropriation Bonds 2020A (Refund 2012B) BB & T	2020	2032	1.95%	7,820,000.00	0.00	6,042,000.00	619,000.00	111,783.75	5,423,000.00
BTS	GO Improvement Bonds Series 2020D (Refund 2011A Sewer)	2020	2029	1.35-2%	1,570,350.00	0.00	1,187,550.00	200,100.00	21,750.00	987,450.00
BTS	GO Improvement Bonds Series 2020D -(Refund 2011A Water)	2020	2029	1.35-2%	234,650.00	0.00	177,450.00	29,900.00	3,250.00	147,550.00
BTS	GO Improvement Bonds Series 2020D (Refund 2013A Sewer)	2020	2034	1.35-2%	570,000.00	0.00	490,000.00	40,000.00	8,065.00	450,000.00
BTS	GO Improvement Bonds Series 2020D -(Refund 2013A Water)	2020	2034	1.35-2%	660,000.00	0.00	570,000.00	45,000.00	9,442.50	525,000.00
TOTAL GENERAL OBLIGATION REVENUE BONDS						0.00	15,585,842.89	1,392,462.89	274,919.24	14,193,380.00

WINDOM FIRE DEPARTMENT

938 5TH Avenue
WINDOM MN.56101

To the Windom Mayor and City Council:

We would like your approval to sign the contract with Heiman Fire for the purchase of a new tanker for the Windom Fire Department.

The Windom Fire Department Truck Committee has done there due diligence on this project. They have researched the needs of the department for this truck and discussed with other departments that have different brands of truck to see if they were happy with their trucks after having them for a few years and if they had any problems with them, and if so how was the company good to work and did they stand behind their product. We then contacted three different truck builders about getting bids for our truck. The quotes came back with price ranging from \$290,000 - \$362,000. After receiving the quotes back we then picked Heiman Fire as the company we would like to work with on this project. We then went though their spec's and made a few more changes to better suit our needs and came to a final cost of \$283,688.00. Unfortunately they did have a price increase the first week of November of about 3% - 4% bring the price to \$293,968.00.

As you are all aware last year you set aside \$160,000 for this project and in your proposed budget for 2025 you have \$120,000 assign to this project. You also set aside \$34,500.00 last year to finish the build out of the new Wildland Truck. We are 95% done with that build. We do have most of the bills in for that project just waiting in a few bills to come in yet. I'm estimating that we will be at about \$16,000.00 of the \$34,500.00. We would like to use the balance of these dollar about \$18,500.00 to cover the rest of the cost of the new tanker.

We are asking to move forward with this project before our cost increases anymore. As of now they only have three chassis that they have ordered that are not spoken for yet. Also in the contract we will need to pay for the chassis once it arrives at Heiman Fire and the rest of the purchase at final inspection and pick up of truck.

I come to you on behalf of the Windom Fire Department Truck Committee is asking for your approval to sign the contract with Heiman Fire for the purchase of a new Heiman Fire Water King 2000 Gallon Tanker for the Windom Fire Department.

If you have any questions in regards to this feel free to contact me.
Ben Derickson
Windom Fire Chief
507-832-8688
507-920-9003
WFD55@windommn.com



Fire Dept: Windom Fire Department

Date: 11/25/2024

Address: 938 5th Ave

City: Windom

State: MN

Zip Code: 56101

We hereby agree to sell and you agree to purchase, Heiman Fire WaterKing apperatus with a 2000-gallon tank and Hale 300 pump and Honda engine, to installed on a 2025 Freightliner M2-106 chassis.
Upon your acceptance of this proposal and proper execution by Windom Fire Department and an authorized employee of Heiman Fire Inc., the follow apperatus and equipment will be sold:

Heiman Fire's WaterKing Body per Specifications

\$185,634.00

2025 Freightliner M2-106 Chassis per Specifications

\$108,334.00

*The chassis is only available with the purchase of Heiman Fire's Body.

TOTAL

\$293,968.00

Payment Term: *Full chassis payment due upon or before receipt of chassis, remainder due upon customer pickup of completed apparatus at Heiman Fire facility.

Completion to be approximate 24 months. *To achieve completion time, chassis must be at the Heiman facility within 12 months of contracted date above. This proposal expires 30 days from the above date*

Respectfully submitted,

Heiman Fire Inc. 25814 Rudolph Ave, Sioux Falls, SD 57107

General Manager: Jon Larsen

Date:

11-25-24

Sales Person: Dave Brunette

We agree to accept the above Proposal and enter into a contract with singatures below.

Name:

Title:

Windom Fire Department

Date:

ACTION ITEM



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

TO: CITY COUNCIL
FROM: TIFFANY LAMB, EDA DIRECTOR
CC MEETING DATE: DECEMBER 3, 2024
RE: CALL FOR PUBLIC HEARING – RESIDENTIAL TAX ABATEMENT
DEPT: EDA
CONTACT: Tiffany Lamb, EDA Director, at 832-8661 or tiffany.lamb@windommn.com

Recommendations/Options/Action Requested

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

1. Adopt attached RESOLUTION setting the public hearing on an application for residential tax abatement.
-

Issue Summary/Background

Background: Minnesota Statutes gives authority to cities to grant an abatement of property taxes imposed by the City if certain criteria are met. In December 2022, the City Council approved the updated Guidelines and renewal of the City's participation in the Cottonwood County Home Initiative Program for another 3-year period. The City Council also approved a cap of \$320,000 as the maximum valuation of a new single-family home eligible for tax abatement. This cap aligns with the cap approved by the County Commissioners and the Windom School Board. The program provides for a five-year abatement of property taxes on the increased market value of the property generated by the construction of a new home, duplex, or multi-family building. The abatement commences on the first year of taxes payable on the full assessed value related to the new home. The abatement does not include the property taxes on the land or any detached buildings on the property.

Current Application: The EDA received a request for abatement of the City's property taxes on a proposed new home to be constructed on property at **1946 Bud Road**.

Pursuant to Minnesota Statutes, it is necessary to hold a public hearing on any proposed abatement of property taxes. Attached is a proposed Resolution calling for a public hearing to be held at the next City Council Meeting.

Fiscal Impact

There is no fiscal impact to the City to call for a public hearing on this application. If after the public hearing the City Council approves the requested abatement, the potential impact is as follows:

Based on estimated value of \$210,000 (submitted by Property Owner) and the 2024 tax rates, the estimated tax abatement for the City would be approximately \$1,210.15 per year. The total estimated tax abatement by the City of Windom for the five-year period is approximately \$6,050.75. (The market value for the project is only an estimate, since the new home has not yet been constructed. The tax rates will also change each year.)

Attachments

1. Resolution Calling for Public Hearing on Proposed Tax Abatement for New Residential Project.

2. Application Letter, 1 attachment, and Plat map. (*Full Application will be provided in packet for 12-17-24 Meeting.*)

TL:mah

RESOLUTION #2024-

INTRODUCED:

SECONDED:

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

CITY OF WINDOM

RESOLUTION CALLING FOR PUBLIC HEARING ON PROPOSED TAX ABATEMENT FOR NEW RESIDENTIAL PROJECT

WHEREAS, Minnesota Statutes §469.1813 gives authority to the City of Windom to grant an abatement of taxes imposed by the City if certain criteria are met; and

WHEREAS, in addition to the statutory requirements, on December 20, 2022, the City Council of the City of Windom adopted Resolution #2022-77 approving the updated Cottonwood County Home Initiative Guidelines (for 2023-2025 application period), renewing the City's participation in the Cottonwood County Home Initiative Program, and establishing a cap of \$320,000 as the maximum value per new single-family home on which the City may grant tax abatement; and

WHEREAS, Preferred Choice Homes, LLC, a Minnesota limited liability company, ("Preferred Choice") is the owner of the following described real estate within Cottonwood County, Minnesota:

Parcel #: 25-320-0600

Address of Property: 1946 Bud Road, Windom, MN 56101

Legal Description of Property: Lot 6, Block 1 of Gove Acres Subdivision to the City of Windom, Cottonwood County, Minnesota; and

WHEREAS, Preferred Choice proposes to construct a new home on this property; and

WHEREAS, Preferred Choice has requested tax abatement on this property pursuant to the Guidelines; and

WHEREAS, the abatement of taxes on the above-described parcel would be for the period of five (5) years commencing on the first year of taxes payable for the full assessed value related to the capital improvements as outlined in Cottonwood County Home Initiative Guidelines; and

WHEREAS, the estimated market value of the new home, submitted by the Applicant, is \$210,000; and

WHEREAS, based on the Estimated Market Value for the new home and based on 2024 tax rates, the estimated tax abatement for the City of Windom for this property would be approximately \$1,210.15 per year. The total estimated tax abatement by the City of Windom for the five-year period is approximately \$6,050.75. (These figures were calculated using 2024 tax rates. The market value for the project is only an estimate, since the building has not yet been constructed. The tax rates will also change each year.)

WHEREAS, Minnesota Statutes require that a public hearing be held prior to the approval of the proposed tax abatement.

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

1. Public Hearing. A public hearing to consider the proposed tax abatement, as set forth above, shall be held on Tuesday, December 17, 2024, in the Windom City Hall Council Chamber during the regular City Council Meeting which begins at 6:30 p.m.

2. Notice of Public Hearing. The City Administrator is authorized and directed to cause notice of the hearing to be published once in the official newspaper of the City at least ten (10) days prior to the date of hearing. The public hearing notice shall include a description of the property for which the abatement is being considered and the total estimated amount of the proposed tax abatement based on current information.

Adopted by the City Council this 3rd day of December, 2024.

Dominic Jones, Mayor

Attest: _____
Steven Nasby, City Administrator

November 20, 2024

To: Cottonwood County Home Initiative Administrator
c/o Tiffany Lamb, Executive Director
Economic Development Authority of Windom
444 Ninth Street
P. O. Box 38
Windom, MN 56101

Re: Request for Residential Tax Abatement

Dear Tiffany:

We plan to construct a new single-family home on Lot 6, Block 1 of Gove Acres Subdivision in Windom. On behalf of "Preferred Choice Homes, LLC" (the property owner), we are requesting residential tax abatement for the new home pursuant to the Cottonwood County Home Initiative Program. Our plans are to begin construction of the new home this year.

Our application includes:

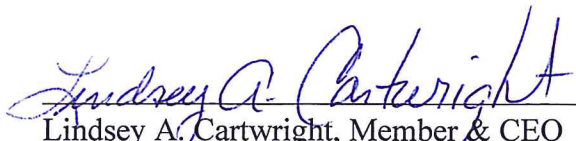
1. This letter requesting abatement;
2. Legal description, address, and Parcel ID No. of the property;
3. Aerial or plat map showing the lot lines of the property;
4. A site plan showing the proposed location and dimensions of the new home on the property;
5. Floor plans for the new home;
6. Estimated market value of the new home.

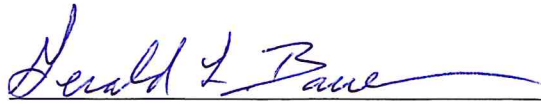
A copy of the Building Permit issued by the Windom Building & Zoning Office will be provided when available.

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

Sincerely,

PREFERRED CHOICE HOMES, LLC


Lindsey A. Cartwright, Member & CEO


Gerald L. Bauer, Member & CFO

Applicant: Preferred Choice Homes, LLC

Contact Address: 247 Buckwheat Ave, Windom, MN 56101

Contact Phone Nos.: Cartwright - 507-830-1305

Bauer - 507-822-3700

ATTACHMENT
to
COTTONWOOD COUNTY HOME INITIATIVE APPLICATION

Applicant: Preferred Choice Homes, LLC

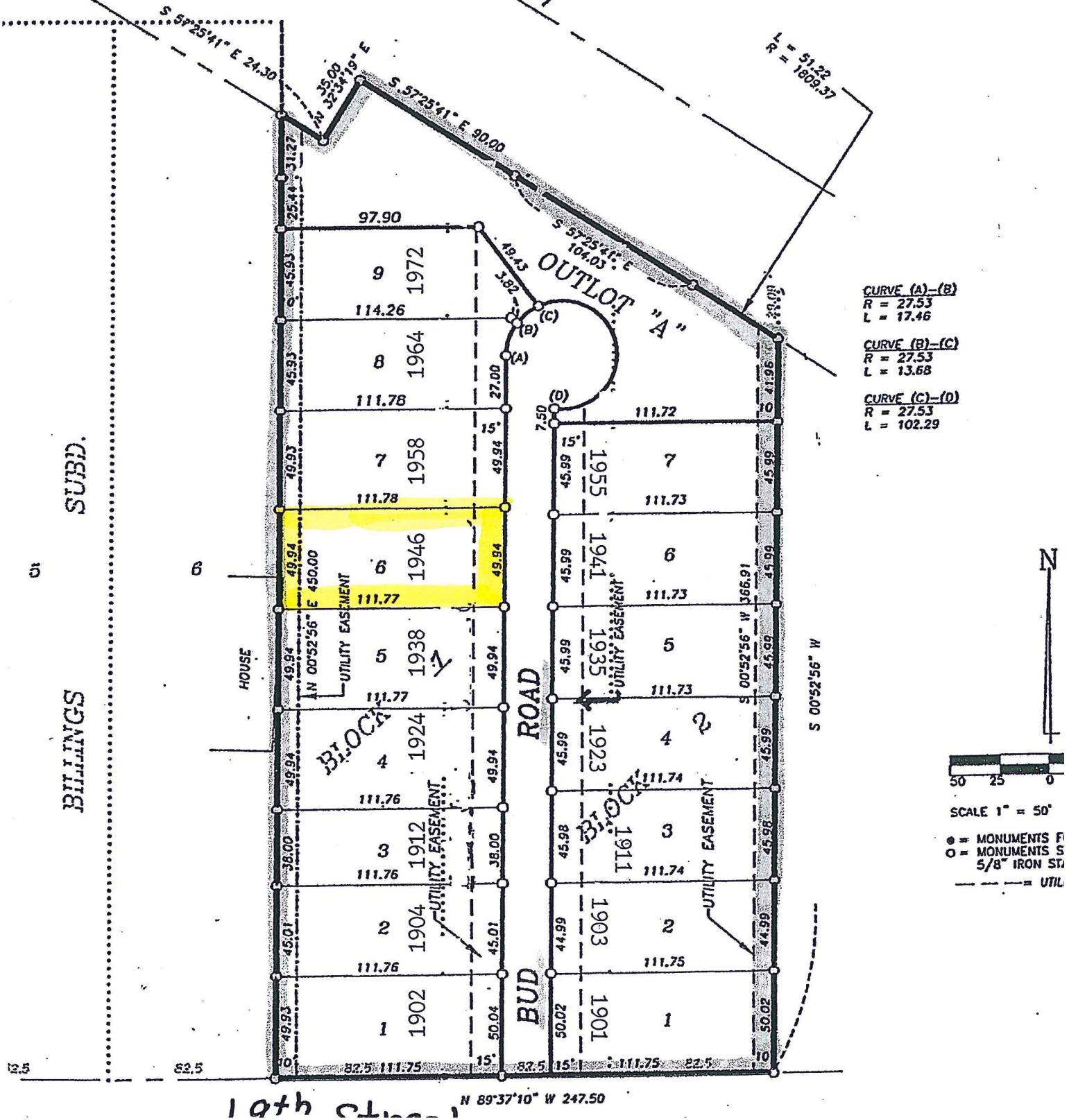
Parcel ID No.: 25.320.0600

Address of the Property: 1946 Bud Road, Windom, Minnesota 56101

Legal Description of the Property: Lot 6, Block 1 of Gove Acres Subdivision to the City of Windom,
Cottonwood County, Minnesota.

Estimated Market Value of the New Home: \$210,000

U.S. Highway 71



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: Jon Ketzenberg, Street and Parks Superintendent
DATE: **November 20, 2024**
RE: Street Closure on Prospect between 9th Street & 10th Street
DEPT: Street & Parks Department
CONTACT: Jon.ketzenberg@windommn.com

Recommendations/Options/Action Requested:

The ALC church has requested that the city close Prospect Avenue between 9th Street & 10th Street from 5:00 pm to 7:30 pm on Dec 11th for their Living Nativity. The Street Superintendent and Police Chief both approve of the street closure.

Issue Summary/Background:

The ALC will have carriage rides, animals & nativity scenes on Prospect Avenue. The Street Department will bring barricades up for them and pick them up.

Fiscal Impact:

None.

Attachments

None.

Due Nov. 27, 2024

Greater Minnesota, Local HSIP Solicitation

Application for Federal Safety Funds

1. Contact Information Details

Lead Agency	Contact Name
MnDOT District 7	Scott Thompson

2. Funding Details

Federal Funds	+	Local Match	=	Total Cost
\$500,000	+	\$50,000	=	\$550,000

NOTE: maximum of \$750,000 in federal funds per agency per project.

Preferred Funding Year(s)
FY 2027

Funding Notes
MnDOT is applying for FY 2028 funds advanced to construction year 2027.

3. Project Description

Project Description
Roundabout solution for the intersection of MN 60 and the South Junction of US 71.

ATP	County or Counties	MPO	Tribal Government
ATP 7	Cottonwood County	None	None

NOTE: if any portion of the project is located within MPO boundaries, a letter of support / priority from the MPO is needed.

Estimated Output	Units
0.0	Miles
1	Intersections
0	Curves

NOTE: estimate output for one of three metric: number of miles, number of intersections, or number of curves.

3. Selection Criteria

Describe how project was identified.

MnDOT identified this intersection as high risk through the District Safety Plan (2016 and draft 2025), a TH 60 corridor study, and poor crash performance.

Is this project in partnership with another agency?

Yes, MnDOT District 7 partnership.

4. Crash Data for Reactive Projects ONLY: Jan. 1, 2019 through Dec. 31, 2023

Number of Crashes	K	A	B	C	PDO	Total
All Crash Types	0	1	3	4	7	15

NOTE: set filters to 2019 through 2023 in MnCMAT if you submit an Intersection Report or Section Report.

OPTIONAL: Crashes by Basic Type	K	A	B	C	PDO	Total
Pedestrian	0	0	0	0	0	0
Bicyclist	0	0	0	0	0	0
Single Vehicle Run-off-road	0	0	0	0	0	0
Single Vehicle Other	0	0	0	0	0	0
Sideswipe Same Direction	0	0	0	1	3	4
Sideswipe Opposing Direction	0	0	0	0	0	0
Rear End	0	0	0	0	0	0
Head On	0	0	0	0	0	0
Left Turn	0	0	1	0	0	1
Angle	0	1	3	2	4	10
Other	0	0	0	0	0	0

OPTIONAL: Description of any unique characteristics.

None.

Reactive projects must have a benefit-cost ratio greater than 1.00; to simplify this analysis, OTE will conduct the calculation. An electronic copy of the analysis output will be available upon request.

6. OPTIONAL: Additional Notes

Additional Notes for Selection Committee

There was an additional angle crash, fatal severity, that occurred at this intersection on 11/7/2024. Please see attached document for additional details.

7. Submission Information

Submit this application via PDF to SafetyProject.DOT@state.mn.us by November 27, 2024.

Please include the following as necessary:

- Map of project location(s)
- County Road Safety Plan project sheet(s)
- Letters of support
 - a. Metropolitan Planning Organization (MPO) if within borders
 - b. MnDOT District Traffic Engineer if work performed in MnDOT right-of-way

Proposed Project, Background Information

This project, with the support of the City of Windom, proposes to address the sustained right-angle crash pattern present at the intersection of MN 60 and the south junction of US 71/Cindy St. in Windom. Recently, this pattern of crashes has resulted in fatal and serious injury crashes at the intersection.

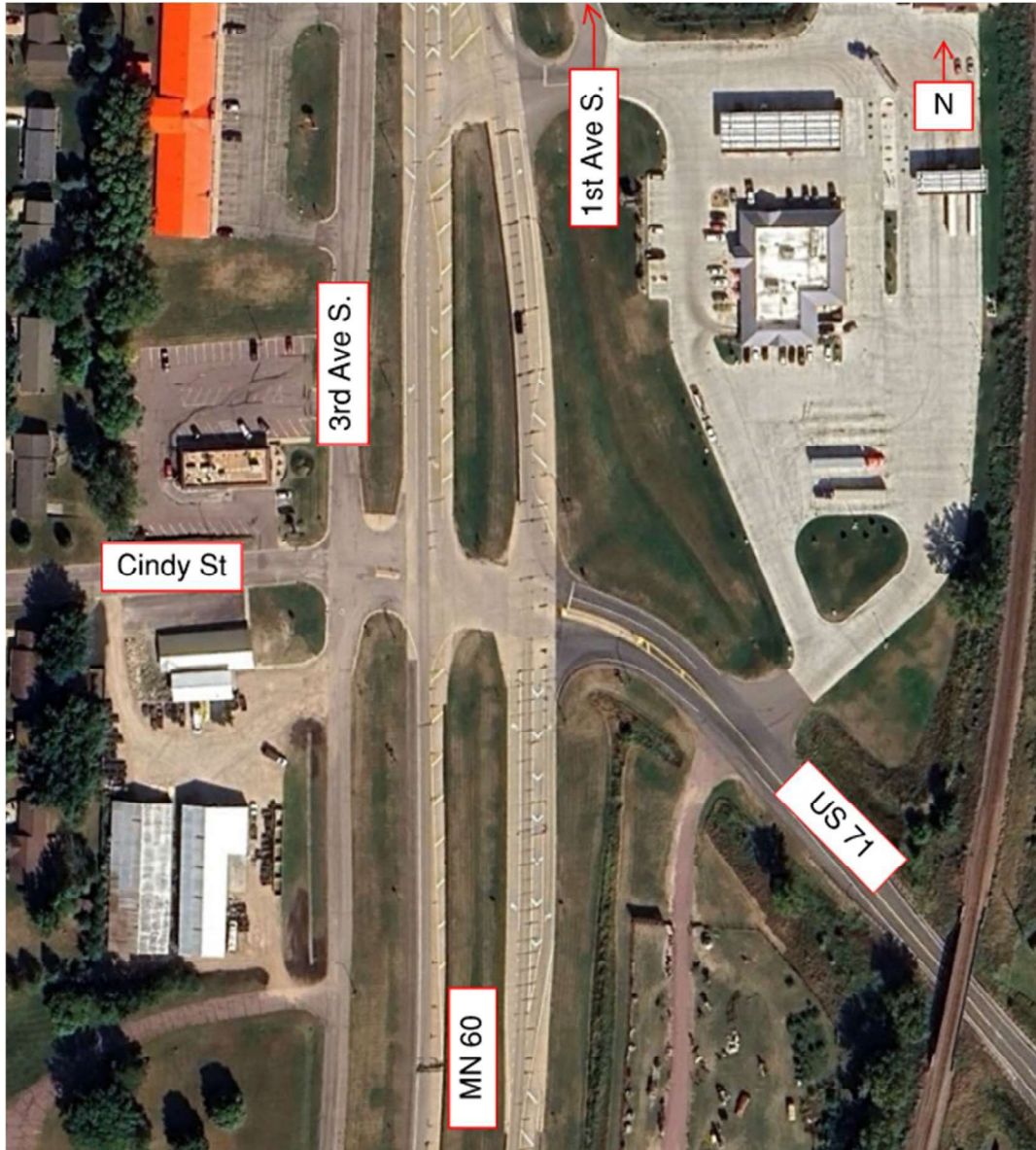


Figure 1: MN 60 and US 71/Cindy St Existing Intersection

As recommended by the 2022 Corridor Study, and its accompanying Intersection Control Evaluation, District 7 and the City of Windom are proposing a roundabout (either single lane or unbalanced (2 lane x 1 lane)) to address the safety issues present at this intersection. Figures 2 and 3, draft concept drawings for each roundabout alternative, are included below. The final roundabout configuration will be selected after engagement efforts with the community are completed. Access modifications will also be pursued for the frontage road connection, 1st Ave. S, to the northeast of the MN 60 / US 71 intersection, as well as potential pavement width modifications to improve user understanding.

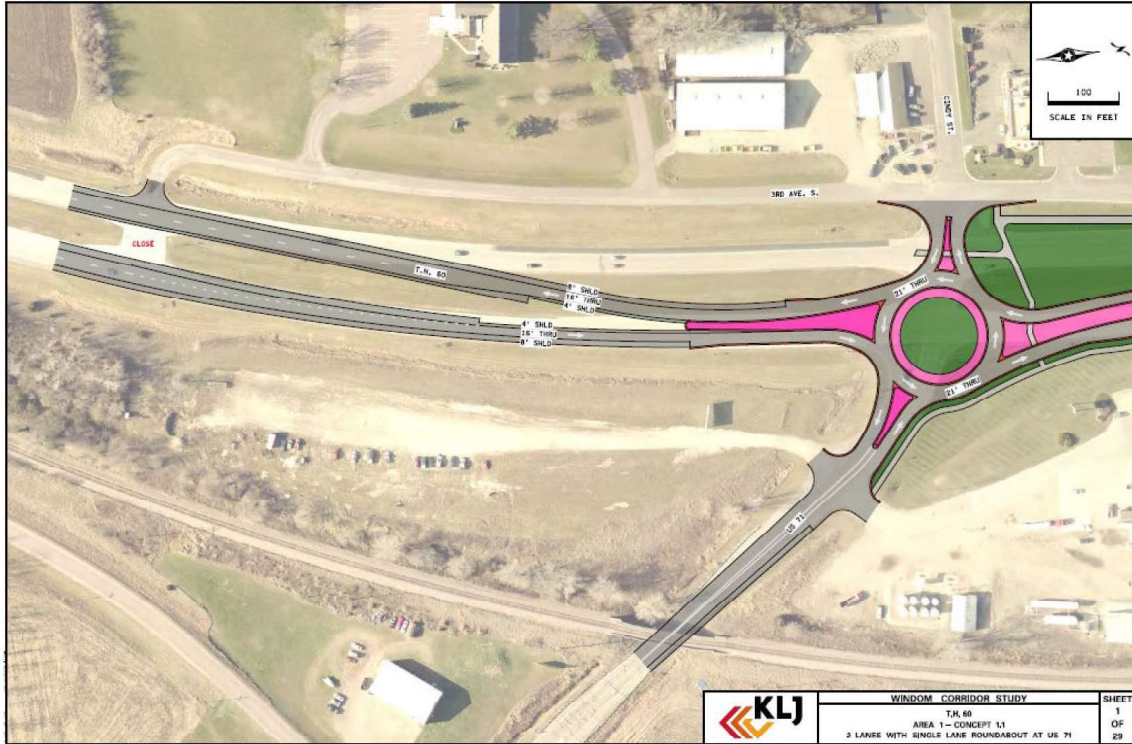


Figure 2: Single Lane Roundabout Alternative from Corridor Study

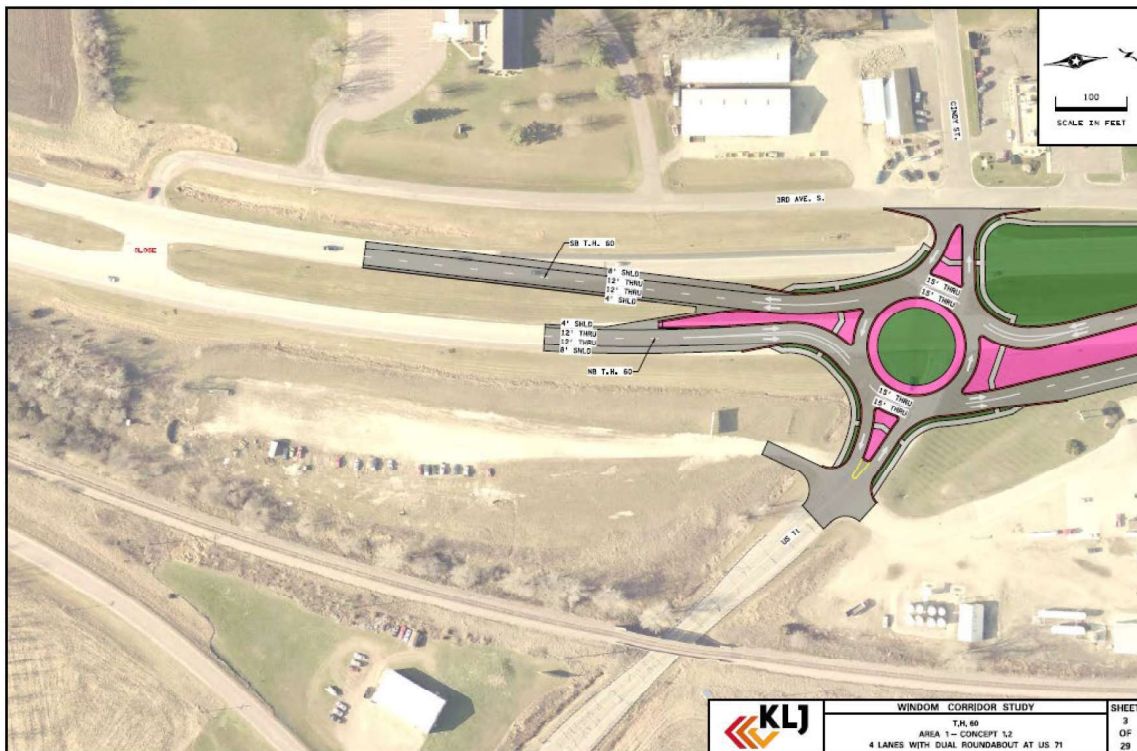


Figure 3: 2x1 Roundabout Alternative from Corridor Study

MN 60 is a principal arterial that runs between Worthington and Mankato. The southern portion of US 71 is a principal arterial and runs between Jackson and Windom. Cindy St. is a local road that serves both residential and commercial land uses. MN 60 is a two-lane divided section (60 ft median) with dedicated left and right turn lanes in both directions. US 71 is a two-lane two-way section, that has a raised median at the intersection, and has a shared thru/left and a dedicated right turn lane. Cindy St is a short segment (35 ft) between MN 60 and the 3rd Ave S. frontage road. Cindy St. does not have dedicated turn lanes.

The AADT for MN 60 south was 9,333 in 2023 (1,503 HCAADT) and north was 11,921 in 2023 (2,894 HCAADT). The AADT for US 71 was 2,128 in 2023 (448 HCAADT) and the AADT/HCAADT for Cindy St have not been recorded previously. However, 24-hour turning movement counts were collected on September 12, 2024, and identify an approximate daily traffic volume of 644 vehicles.

The speed limits are: 45 MPH on MN 60, 60 MPH on US 71, and 30 MPH on Cindy St. The surrounding land use is a mix of suburban residential and commercial, but buildings have a wide setback from the intersection. US 71 and Cindy St are stop controlled.

Safety Plans

This intersection is listed as the #4 urban intersection – right angle ranking in the 2016 District Safety Plan with a five-star risk rating. There were no project recommendations listed.

District 7
Urban Intersections - Right Angle Ranking

#	Intersection ID	Route System	Route No.	Description	Speed Limit	Cross Product	Traffic Control	Major Corridor Speed	Skew	On/Near Curve	Primary Land Use	Severe RA Crash Density	Total Stars	Crash Cost
1	7.013.020	MN	13	STATE ST/22ND AVE WASECA	55	★	★	★	★		★	★	★★★★★	\$10,395,800
2	7.015.018	MN	15	TORGERSONDR M295/FAIRMONT	45	★	★	★	★	★	★	★	★★★★★	\$732,800
3	7.060.013	MN	60	CSAH 33 RT	50	★		★		★	★	★	★★★★★	\$1,713,400
4	7.071.018	US	71	S JCT TH 60/WINDOM	60	★		★	★	★	★		★★★★★	\$1,251,400

Table 1: 2016 District 7 Safety Plan, Urban Intersections – Right Angle Ranking

A draft spreadsheet of the 2025 District Safety Plan shows the intersection has 8 of the 10 risk factors present for urban stop-controlled intersections.

Intersection_ID	District	Intersection Desc	Cross Product ADT	On/Near Hcurve Maj/Min	Configuration	Maj/Min Approach Speed Limit	Major Max Thru Lanes	Maj Min LR Lanes	Skew	SPACE	Primary Land Use	Severe RA Crash	Total Risk Factors Present
7.071.046	7	MN 60 and US 71	X	X	X	X	0	X	X	X	X	0	XXXXXXX

Table 2: Excerpt of the Draft 2025 District 7 Safety Plan – Urban Stop Control Risk Ratings

The MN 60 corridor study for Windom was completed in 2022. The study also included an intersection control evaluation (ICE) of the MN 60 and US 71 south intersection. At the time the analysis was completed, MN 60 was a four-lane undivided section. Since then, MN 60 has been converted to a two-lane section with turn lanes. As a result, the ICE report has recommendations that no longer apply to the current configuration. The ICE report recommended a four-lane J-Turn for this intersection (which isn’t feasible for the current two-lane section), but it also noted that a single lane roundabout would provide a safety benefit outweighing the additional cost of that alternative. Relevant excerpts of the corridor study are included in the appendix for reference.

Both roundabout configurations would provide operations benefits over the no-build condition out to the year 2040.

Delay / LOS		No Build		1 x 1 Roundabout		2 x 1 Roundabout	
		AM	PM	AM	PM	AM	PM
2019 Results	Delay (secs)	2/12	2/18	2	3	1	1
	LOS	B	C	A	A	A	A
2040 Results	Delay (secs)	3/16	3/20	2	4	2	2
	LOS	C	C	A	A	A	A

Table 3: ICE Delay/LOS for No-Build & Roundabout Treatment Options

The intersection also has a MnDOT PAWS (Priority Areas for Walking Score) value of 14 and is a Tier 1 location for District 7 as shown in Figure 4 below. Both of the proposed roundabout solutions would include pedestrian accommodations and would be a significant bicycle and pedestrian safety improvement over the existing condition.

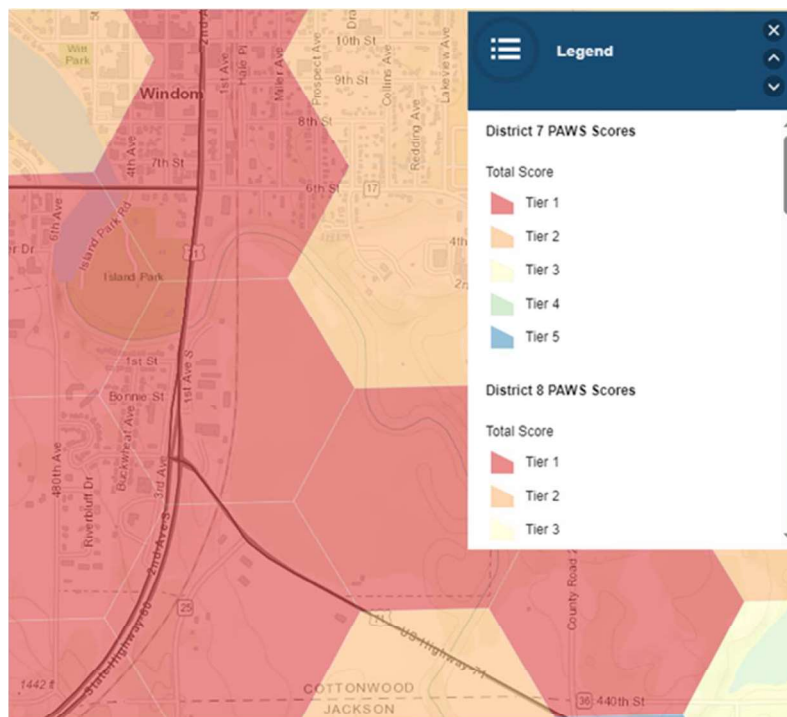


Figure 4: Windom PAWS Scores (South Side)

Crash History

As mentioned above, MN 60 was restriped from a four-lane to two-lane section in September 2022. A simple before/after crash analysis was performed, showing a 17% reduction in injury crashes and an overwhelming concentration of crashes (23 of 24) at the corridor's intersections – including eight crashes at the MN 60 / US 71 intersection. While crash volumes doubled at the MN 60 / US 71 intersection between the before/after periods, the standard five-year crash period will be used for this application. From 2019 through 2023 the intersection has experienced the following crash frequencies:

- One Serious Injury Crash (A)
- Three Minor Injury Crashes (B)
- Four Possible Injury Crashes (C)
- Seven Property Damage Only Crashes (PDO)

The results are Total Crash and Fatal & Serious Injury Crash Rates that exceed the State's critical rates. **The Total Crash Rate Critical Index is 1.80 and the Fatal & Serious Injury Crash Rate Critical Index is 1.02.**

Eleven of the fifteen crashes that occurred at the intersection, including all but one injury crash, were angle or left turn type crashes.

There was an additional fatal crash that occurred at this intersection on November 7, 2024. It was an angle crash, and while the crash is still under review, it appears that a car travelling from Cindy St. failed to stop at the stop sign and was hit by a southbound semi. A copy of this crash report is included in the appendix.

There were also twelve crashes at this intersection from 2014 through 2018 (4 B, 2 C, 6 PDO). Seven of the twelve crashes in this period also involved angle or left turn type crashes showing a sustained crash trend in need of mitigation.

A printout of the 2019-2023 crash rate calculator is included in the appendix.

Benefit Cost Analysis

The Benefit/Cost worksheet (revised July 2023) from the MnDOT Traffic Engineering website was used to calculate benefit to cost ratios based on the 2019-2023 crash data. District 7's Project Management unit provided construction estimates based on similar projects built in the 2024 construction season, inflated to 2027 prices.

Crash Reduction Percentages were obtained from the MnDOT "A Study of the Traffic Safety at Roundabouts in Minnesota" report revised September 15, 2021. Copies of the Study's relevant crash findings are included in the appendix.

Single lane roundabout

After applying the crash reduction percentages to the observed crash data, the crash reduction savings for a single lane roundabout would be \$12.1M. A single lane roundabout is estimated to cost around \$2.7M, 2027 dollars, providing a **Benefit/Cost Ratio of 4.50**.

2x1 roundabout

After applying the crash reduction percentages to the observed crash data, the crash reduction savings for a 2x1 roundabout would be \$8.1M. A 2x1 roundabout is estimated to cost around \$3.3M, 2027 dollars, providing a **Benefit/Cost Ratio of 2.45**.

Including the proposed access modifications, potential removal of additional pavement width from the old four-lane section, and tie in work, the total project cost is estimated to be around \$4.25M (2027 dollars). A benefit/cost calculation was not performed for the total project cost because access modifications and potential pavement width modifications have not been finalized. Accordingly, a safety benefit could not be determined.

The benefit/cost ratio worksheets are included in the appendix.

Delivery & Funding Strategies

Delivery

District 7 would anticipate the utilization of the MnDOT General Engineering Consultant (GEC) contract for the completion of preliminary and final design efforts. Construction administration for the proposed project would be completed by the MnDOT District 7 Windom Resident Office. Costs associated with these delivery strategies would be fully covered by District 7 and are not included in the funding assumptions below.

Additionally, as the City is not a State Aid city, Cottonwood County would be required to sponsor the City of Windom in its application for, acceptance, and administration of any received HSIP funds. As shown in the email correspondence included within this application’s appendix, Cottonwood County has established a precedent for sponsoring local governments’ HSIP requests. Due to timing, the Cottonwood County Board will not be able to take full, formal, action until their next meeting on December 3rd, 2024. However, the County Board Chair has authorized the County Public Works Director to agree to the sponsorship request and has directed the Public Works Director to prepare the formal request for the December 3rd Board meeting. A copy of the executed resolution will be submitted when received in December.

Funding

Currently, District 7 has \$1,800,000 of HSIP target funding identified in 2028. While the preferred roundabout configuration is still being determined, either type (single lane or 2x1) would consume the entirety of the District’s 2028 HSIP target. Either option is anticipated to result in the same level of cost participation for the City of Windom as MnDOT is responsible for funding the costs associated with the circulatory roadway.

To fully fund the contemplated project, District 7 proposes the following:

- 2028* District 7 HSIP Request: \$1.80M
- District 7 HSIP Match: \$0.18M
- 2027* Local HSIP Request by the City of Windom: \$0.50M
- Local HSIP Match, furnished by the City of Windom: \$0.05M
- Additional Funding**:
- Total: \$1.72M
- \$4.25M

*District 7 would propose advancing their 2028 HSIP funding request to 2027 to allow for the earliest feasible delivery of the improvement.

**Additional funding would come from alternate funding solicitations (e.g.: MnDOT Freight Solicitation) or if necessary from the District 7 SRC target.

Appendix

Incident ID
1212999

Crash Date and Time
11/7/2024 6:30:00PM

Report Status
Amended Draft - NA

DPS ID 243120149	Local Case Number 24302199	MnDOT District	County	City/Township	Tribal Reservation NA	Link to Web Map Lat: Lon:			
LRS ROUTE ID	LRS Route Measure	Reference Point		Roadway Name	Route Direction West	Officer Location Description			
Crash Severity 1 - Fatal Crash	Number Killed 1	Number of Vehicles 2	Basic Crash Type 10-ANGLE	Manner of Collision Angle	First Harmful Event Motor Vehicle in Transport	Relative to Trafficway Trafficway, On Road	Relative to Intersection Four-Way Intersection	Lighting Condition Dark (Street Lights On)	
Surface Condition Dry	Weather Clear,	Roadway Factor(s) None - None	School Bus No	Hit and Run NO	On Bridge No	In Work Zone No	Workers Present	Work Zone Type NOT APPLICABLE	Work Zone Location

	Unit 1	Unit 2
Vehicle Type:	Passenger Car	Passenger Car
Vehicle Direction:	Westbound	Eastbound
Pre-Crash Maneuver:	Moving Forward	Moving Forward
Position/Location:	Driver (Include Motorcycle Driver)	Driver (Include Motorcycle Driver)
Sequence of Events:	1-Motor Vehicle In Transport	1-Other Non-Collision 2-Motor Vehicle In Transport
Most Harmful Event:	Motor Vehicle In Transport	Motor Vehicle In Transport
Contributing Factors:	1-No Clear Contributing Action	1-Disregard Other Traffic Signs 2-Ran Stop Sign
Posted Speed Limit:	45	30
Traffic Control Device:		STPSGN-ALL APPRS
Trafficway Description:	2 - Two-Way, Divided, Unprotected Median - Straight - Level	2 - Two-Way, Divided, Unprotected Median - Straight - Level
Age and Sex:	30 - M	76 - M
Physical Condition:	Apparently Normal (Including No Drugs/Alcohol)	Unknown
Safety Equipment:	Lap and Shoulder Belt Used	Lap and Shoulder Belt Used
Injury Severity:	No Apparent Injury	Killed

Officer Narrative

V1 was traveling west bound on hwy 60 at approximately 30 mph when D1 noticed that V2 was traveling East bound and had went through a stop sign causing V1 to hit V2 directly in the drivers door. D1 stated that by the time he saw V2 go through the intersection it was to late and he was unable to hit his brakes to avoid the crash.



SHSP Focus Areas

Bicyclists N	Commercial Vehicles Y	Impairment N	Inattention N	Intersections Y	Lane Departure HOSSO N	Lane Departure SVROR N	Motorcyclists N
Older Drivers Y	Pedestrians N	Speed N	Trains N	Unbelted Occupants N	Unlicensed Drivers N	Work Zones N	Younger Drivers N

Thompson, Scott (DOT)

From: Nick Klisch <Nick.Klisch@co.cottonwood.mn.us>
Sent: Thursday, November 21, 2024 12:37 PM
To: Thompson, Scott (DOT); Feyissa, Girma (DOT); Steve Nasby (Steve.Nasby@windommn.com)
Cc: Rabenberg, Willy (DOT)
Subject: Fw: CS 1703(60) S JCT 60/71 HSIP Application

This message may be from an external email source.

Do not select links or open attachments unless verified. Report all suspicious emails to Minnesota IT Services Security Operations Center.

See below commitment from the County Board chair. We will get a County Resolution approving sponsorship of the project on December 3rd. If example resolution language is available that would be appreciated.

Thanks!

Nick Klisch
Cottonwood County Public Works Director

From: Norm Holmen <Norm.Holmen@co.cottonwood.mn.us>
Sent: Thursday, November 21, 2024 12:32 PM
To: Nick Klisch <Nick.Klisch@co.cottonwood.mn.us>
Subject: Re: CS 1703(60) S JCT 60/71 HSIP Application

Nick,

As we discussed on the phone I will say go ahead and agree to the MnDOT request with the city of Windom so the November deadline can be met. Also, will you prepare the board request for the December 3rd board meeting on this? Thanks.

Norm

From: Nick Klisch <Nick.Klisch@co.cottonwood.mn.us>
Sent: Thursday, November 21, 2024 11:06 AM
To: Thompson, Scott (DOT) <scott.m.thompson@state.mn.us>
Cc: Steve Nasby (Steve.Nasby@windommn.com) <Steve.Nasby@windommn.com>; Kelly Thongvivong <Kelly.Thongvivong@co.cottonwood.mn.us>; Norm Holmen <Norm.Holmen@co.cottonwood.mn.us>; Kevin Stevens <Kevin.Stevens@co.cottonwood.mn.us>
Subject: RE: CS 1703(60) S JCT 60/71 HSIP Application

Thanks Scott. I can say the County Board has set a precedent to sponsor all projects that have been brought forward by local governments when they aren't asking for County funding or engineering services. Since MnDOT would be supplying the engineering and the City of Windom is in agreement with this can't imagine the County Board would have any issue sponsoring the project.

Our next scheduled Board Meeting is December 3rd, but I can inquire on the possibility of a special meeting November 26th. If the County Board Resolution could be submitted December 4th following the December 3rd meeting, that would best.

Nick Klisch, PE

Cottonwood County Engineer/Public Works Director
1355 9th Ave, Windom, MN 56101
Direct: 507-832-8811

From: Thompson, Scott (DOT) <scott.m.thompson@state.mn.us>
Sent: Thursday, November 21, 2024 10:55 AM
To: Nick Klisch <Nick.Klisch@co.cottonwood.mn.us>
Subject: CS 1703(60) S JCT 60/71 HSIP Application

External message alert: This message originated from outside the Cottonwood County email system. Use caution when clicking hyperlinks, downloading pictures or opening attachments.

Hi, Nick-

As we discussed, given the recent disconcerting safety performance of the south junction of TH 60 & US 71, MnDOT has proposed, to the City of Windom, the pursuit of HSIP funding for the construction of a roundabout at the intersection. This proposal was made at Tuesday evening's (11/19/24) Windom City Council meeting and was received with strong support from the Council.

Accordingly, MnDOT and the City will be submitting HSIP applications for the current solicitation, with the target of construction in 2027. MnDOT will be completing applications for both the MnDOT and Local solicitations, with the City directly submitting their local application.

Due to the City not being a State Aid City, and given the MnDOT State Aid Office position of requiring county sponsorship in that circumstance, would Cottonwood County be willing to sponsor the City of Windom's HSIP application and administration of any awarded HSIP funding?

Thank you in advance for your consideration, Nick!

SMT

Scott M. Thompson
Traffic Engineer
[MnDOT - District 7](#)
2151 Bassett Drive
Mankato, MN 56001-6888
Cell: 507-316-9326
E-Mail: scott.m.thompson@state.mn.us



TH 60 CORRIDOR STUDY

Final Report
August 2022



Summary

The purpose of this report is to inform recommendations for final design and construction of the TH 60 project in Windom, MN. The evaluation criteria were developed through a value profile exercise that resulted in the selection of access, efficiency, safety, livability, and cost/impacts as analysis categories. The analysis was divided into two stages to evaluate intersections and then segment alternatives.

Intersection Evaluation

- » The results of the intersection evaluation concluded the following:
- » Six Intersections are expected to experience unacceptable delay and LOS by 2040. The intersections of TH 60 with 1st St, 8th St, 9th St, 12th St, 13th St, and 16th St.
- » Access modification/closure is recommended at the intersections of TH 60 with 3rd Ave S, and 1st St.
- » Access modification/reduction were recommended at the intersections of TH 60 with 6th Ave S, 1st Ave S, 7th St, 8th St, 9th St, 13th St, 14th St, and 15th St.
- » Intersection traffic control upgrades were recommended at four intersections. The following two signal upgrade recommendations are in addition to the two signals that are already located at 6th Ave S and 10th St, which should also be upgraded:
 - Intersection traffic control upgrades with traffic signals were recommended at the intersections of TH 60 with 12th St and 16th St.
 - Roundabouts, when warranted, were recommended at the intersections of TH 60 with US 71.

Segment Evaluation

Alternatives that received highest technical scores in the area are summarized below:

- » **Study Area 1:** Two-lane roadway with single-lane roundabout at the intersection of TH 60 and US 71 S received the highest technical score.
- » **Study Area 2:** The urban core section with a two-lane roadway with TWLTL to maintain access received the highest score. Traffic signals at the four intersections with TH 60 at TH 62, 10th Street, 12th Street, and 16th Street is the preferred intersection control. Roundabouts at the same intersections may be an alternative.
- » **Study Area 3:** Two-lane roadway with a TWLTL received the highest score. This alternative provides lane continuity with Study Area 2 and would improve driver expectations in the study area with the similar configuration throughout. This alternative will also maintain full access through study area 3.
- » **Study Area 4:** No technical scoring was provided for the area since no segment related improvements were needed.
- » **Study Area 5:** Two-lane with TWLTL roadway with a single lane roundabout at the intersection of TH 60 and US 71 N received the highest score.
- » **Study Area 6:** No technical scoring was provided for the area since no segment related improvements were needed. However, an RRFB and bump outs are recommended at 4th Avenue to provide adequate safety to pedestrians along MN 62.

Next Steps

The TAC evaluated the overall technical scores documented in this report and selected the most preferred alternatives in the next section of this study. During the most preferred alternative selection process, a combination of the value profile, the segment cross-section evaluations, the intersection analysis results, and public engagement feedback was used by the TAC.

FINAL CONCEPT SCORING

Evaluation and Ranking of Alternatives

Intersection and segment-type improvement alternatives were evaluated in terms of each of the elements that were prioritized by the TAC. For each of the evaluation elements, a score between zero and one hundred was assigned. A score of zero indicates the alternative performs poorly in each category and a score of one hundred indicates a significant improvement (or no consequences if conditions are already good). Note that alternative scores are not intended to serve as recommendations, they are meant to be a metric to help the TAC better understand how different alternatives address the existing issues at each location.

Criteria Scoring Methods

Alternatives were scored and ranked using the following scoring categories:

- » Study Criteria Development, and
- » Technical Advisory Committee (TAC) Score

Safety

Safety score was assigned based on the amount of expected crash potential associated with each alternative. Note that if a do-nothing condition has minimal to no safety issue, a high score can be achieved.

Vehicular Efficiency

The vehicular efficiency score was assigned based on the amount of expected traffic congestion associated with each alternative under 2045 condition. Note that if a do-nothing condition operates with minor delay, a high score can be achieved.

Access

The access score was based on the degree of public and private property impacts (i.e., buildings, driveways, or other infrastructure), access density, and right-of-way acquisition needs.

Livability

The livability score was based on quality of service for roadway users which is inclusive of bicyclists and pedestrians in addition to vehicular traffic (i.e., convenience, accessibility, or transportation alternatives).

Estimated Cost

The cost score was based on planning level cost estimates for improvements, with all alternatives developed to minimize cost and impacts to the extent possible.

Overall Score

An overall average score considering all categories described above was calculated using the Technical Advisory Committee (TAC) input as the weighting criteria.

Example, the overall score is a weighted score that was calculated as follows:

$$\text{Overall Score} = \frac{\sum (TAC \text{ Score}_i \times \text{Criteria Weight}_i)}{\sum \text{Criteria Weight}_i}$$

The following weightings were given to the value profile for each element: Safety (30%), Efficiency (24%), Access (19%), Livability (19%), and Cost (8%). The TAC Scores are discussed in the next section.

Technical Advisory Committee (TAC) Score

The TAC consisted of two City, two County, and four MnDOT members. The TAC was requested to review and score the alternatives for each location in order of most preferred to least preferred. This was also an opportunity for TAC members to suggest refinements to alternatives. The scoring sheets were shared via e-mail to the TAC members in early December 2021 who responded and returned their scoresheet by mid-December 2021. High rankings resulted in higher scores and low rankings resulted in lower scores. The maximum TAC score varied by the number of alternatives under consideration.

The purpose of this analysis was to concisely summarize the different evaluation techniques to allow decision makers to make informed decisions. In other words, the summary scores are not recommendations. Rather, they are merely a tool to summarize complex information from varying sources. Within the study area, the alternatives that were developed and evaluated are discussed below. The TAC scores assigned for each criterion in the study areas are included in **Appendix C**.

Area 1 – South of TH 62

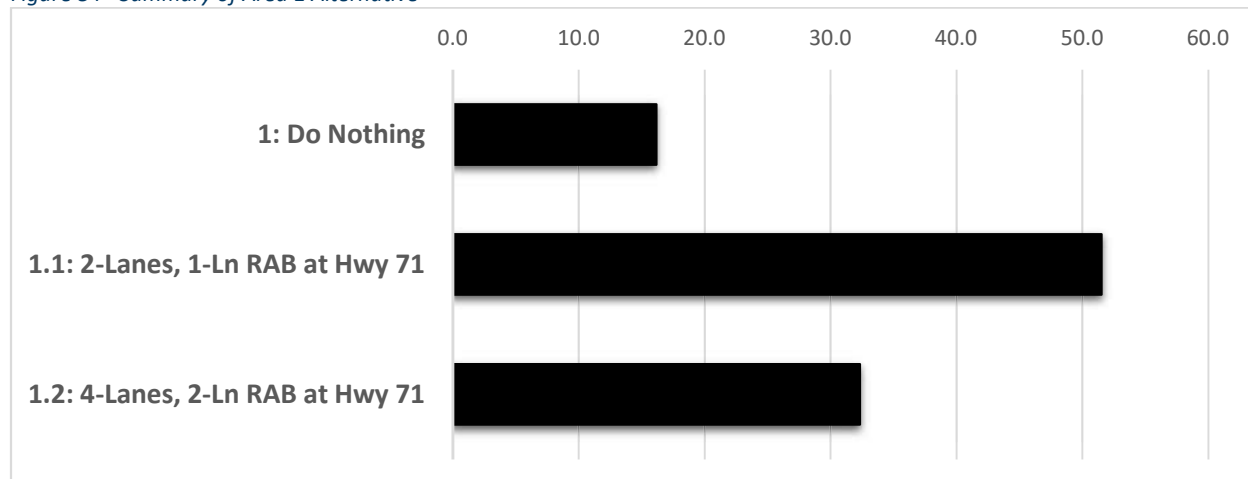
1 Do nothing

1.1 Two-Lanes, One-lane Roundabout at US 71 S

1.2 Four-Lanes, Two-lane Roundabout at US 71 S

The summary of the three considered alternatives in Area 1 is shown in Figure 84.

Figure 84 - Summary of Area 1 Alternative



The City indicated strong preference towards Alternative 1.0. However, Alternative 1.1 received the highest overall score in Area 1.

As part of redevelopment activities in the northeast quadrant of TH 60 at US 71 S, TH 60 will be restriped from four-lanes to two-lanes for the area between just south of TH 62, and just south of US 71 S for the Summer of 2022. The new cross section will be consistent with Alternative 1.1. This work will be used as a "demonstration or pilot project" ahead of the 2031 urban reconstruction project.

The intersection of TH 60 with US 71 S experienced crash rates greater than critical rates for similar facilities. Angle crashes were the most prominent type crashes at the intersection. The skewed approach of the intersection contributes to less than desirable sight distance that may contribute to angle crashes at this intersection. The conversion of the existing four-lane roadway to two-lanes and a well-designed single lane roundabout at US 71 S is expected to mitigate the angle crashes at the intersection and improve traffic flow in the segment. For these reasons, **Alternative 1.1 – Two-lanes with one-lane roundabout at US 71 S** is the **most preferred and viable option in Area 1**.

Area 2 – TH 60 Urban Core

- 2 Do nothing
- 2.1 Two-Lanes with Two-way-left-turn-lane (TWLTL)
 - I. Roundabouts
 - II. Signals
- 2.2 Two-Lanes with Center Median
 - I. Roundabouts
 - II. Signals
- 2.3 Two-Lanes with Center Median and additional Restrictions
 - I. Roundabouts
 - II. Signals

The summary of the three considered alternatives in Area 2 is shown in Figure 85.

Figure 85 - Summary of Area 2 Alternatives

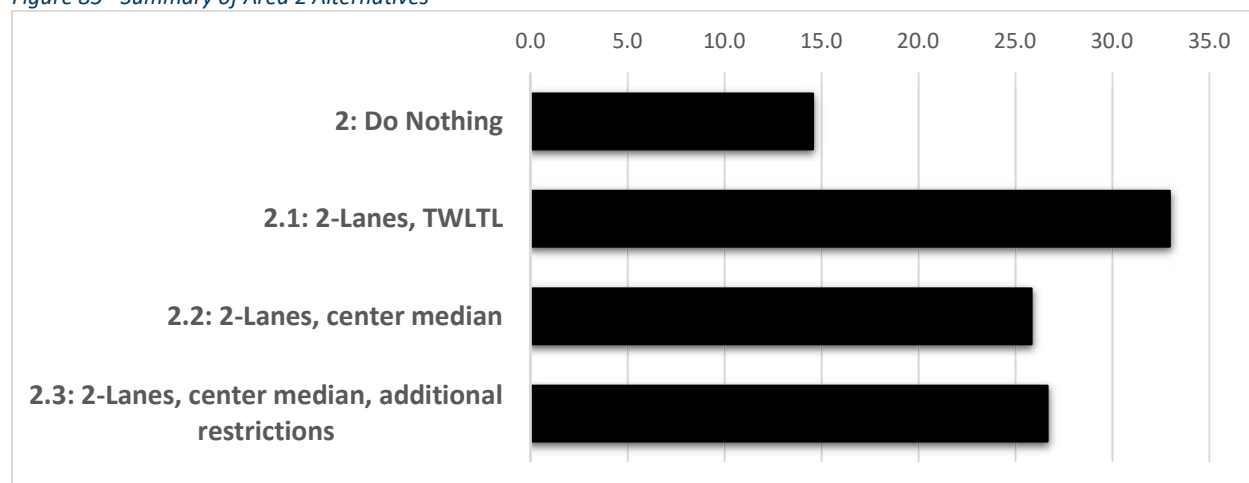
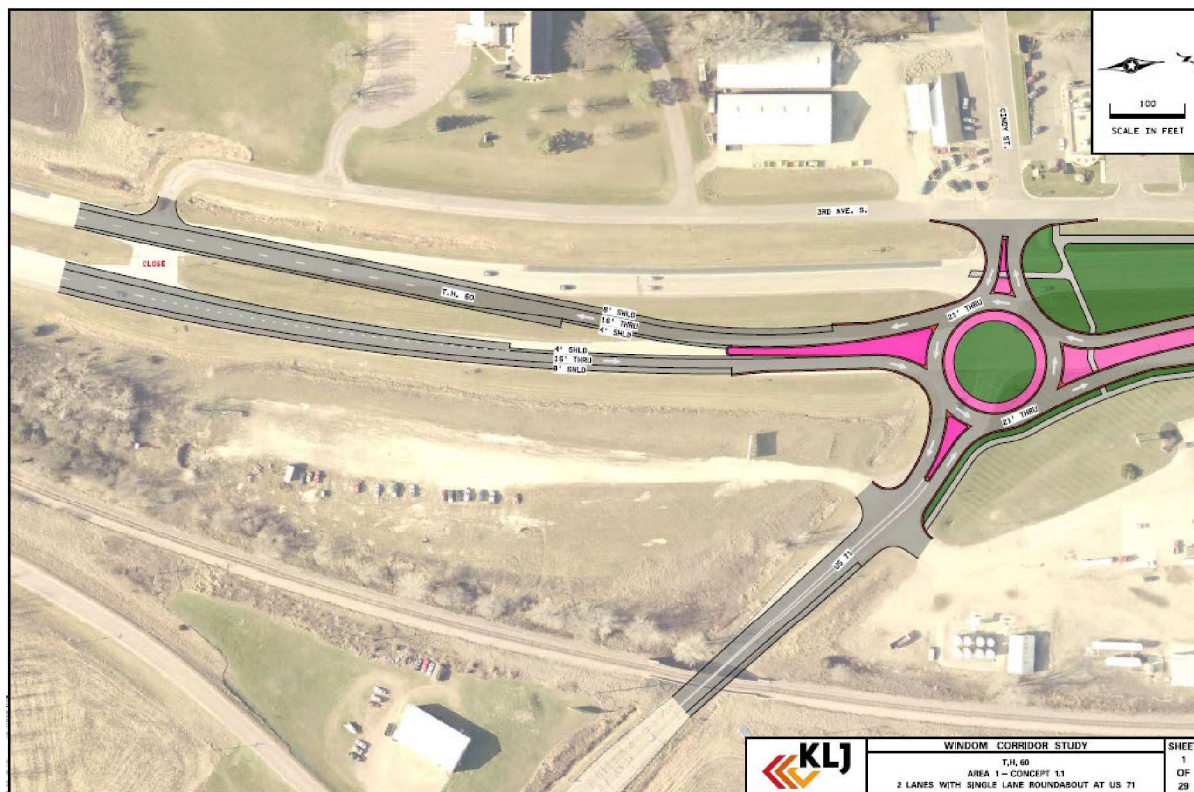


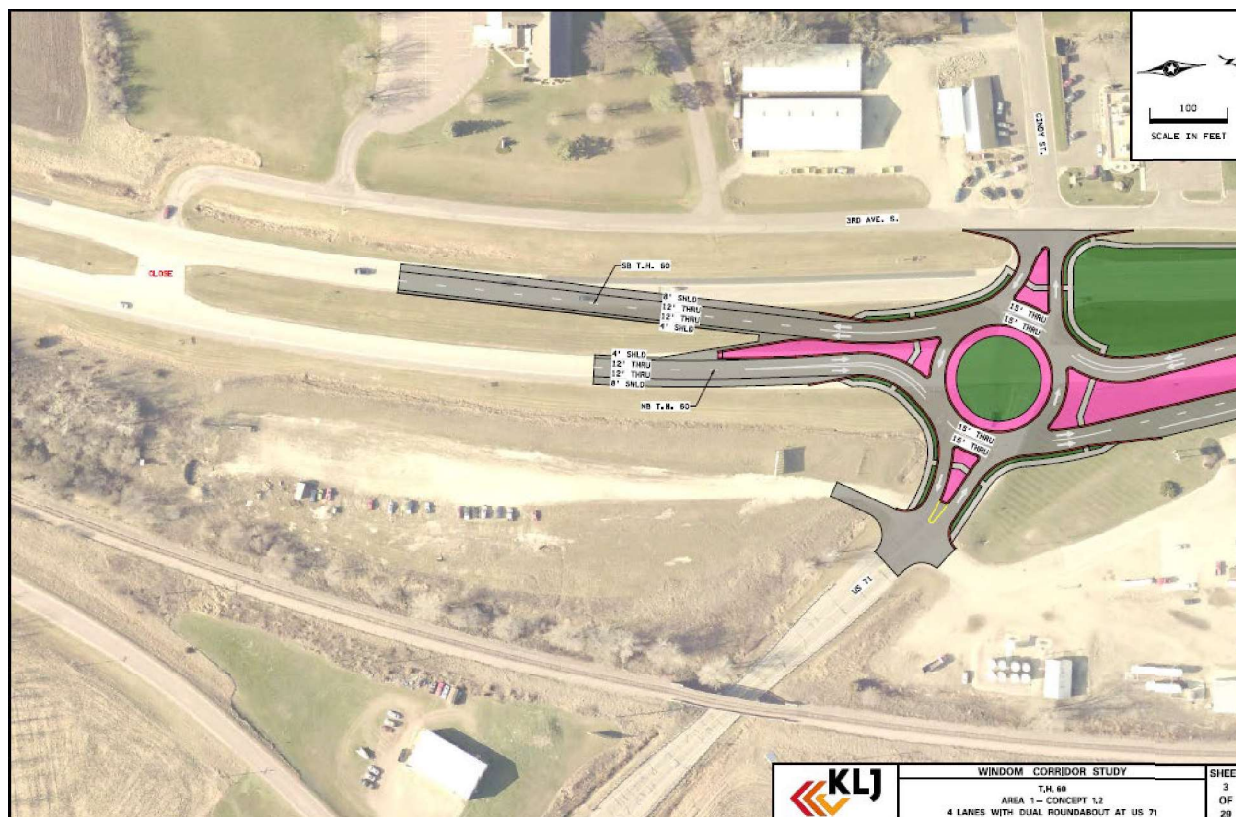
Figure 55: Alternative 1.1 – Two-Lane Segment with Single-Lane Roundabout at US 71 S



[illegible]

This alternative would add medians from the south approach of US 71 S to just north of 1st Ave S and convert the existing two-way stop intersection at US 71 S to a two-by-one roundabout (Figures 57 and 58). The medians are expected to be safer between US 71 S and MN 62. Two-by-one roundabouts are generally less safe than a single lane roundabout due to the ability of drivers to change lanes inside the roundabout. While the roundabout option will reduce non-motorized crossing distances, it is expected to increase travel time in the study area by 20-25 seconds.

Figure 57: Alternative 1.2 – Four-Lane Segment with Two-by-one Roundabout at US 71 S



Intersection Safety Screening

Intersection: MN 60 & US 71/Cindy St

Statewide Averages based on 2019-2023 crashes

Crashes by Crash Severity		Intersection Characteristics	
Fatal (K)	0	Entering Volume	11,991
Incapacitating Injury (A)	1	Environment	Urban
Minor Injury (B)	3	Lighting	Lit
Possible Injury (C)	4	Traffic Control	Thru-Stop
Property Damage (PDO)	7		
Total Crashes	15		

Annual crash cost = \$737,200

Statewide comparison = Thru/STOP, Urban

Total Crash Rate		Fatal & Serious Injury Crash Rate	
Observed	0.685	Observed	4.567
Statewide Average	0.145	Statewide Average	0.414
Critical Rate	0.380	Critical Rate	4.460
Critical Index	1.80	Critical Index	1.02

The observed crash rate is the number of crashes per million entering vehicles (MEV). The critical rate is a statistical comparison based on similar intersections statewide. An observed crash rate greater than the critical rate indicates that the intersection operates outside the expected, normal range. The critical index reports the magnitude of this difference (i.e. observed crash rate ÷ critical crash rate).

The observed total crash rate for this period is 0.69 per MEV; this is 1.8 times the critical rate. If crashes were reduced by 7 over five years, this intersection would perform within normal range.

The observed fatal and serious injury crash rate for this period is 4.57 per 100 MEV; this is 1.0 times the critical rate. This site may be a sustained severe crash location.

Thompson, Scott (DOT)

From: Degenstein, Doris (DOT)
Sent: Thursday, November 21, 2024 3:00 PM
To: Tess, Zachary (DOT); Ous, Greg (DOT); Thompson, Scott (DOT); Wolff, Anne (DOT); Hasty, Forrest (DOT)
Cc: Loeffler, Mary (DOT)
Subject: Cottonwood County Citizen: MnDOT, council to seek round-about near Hardee's

MnDOT, council to seek round-about near Hardee's

November 20, 2024



Nothing is set in stone, but the Windom city council and four MnDOT officials agreed, at Tuesday night's council meeting, to jointly seek a round-about on Highway 60-71, near Hardee's.

Plans are to seek federal highway funds that have already been allocated to the state, but do not yet have a specific designation. The city council agreed to write a letter of support for MnDOT's District 7 to use the funds on a new roundabout.

Officials said the local round-about, which was previously expected to be many years away, is still not a sure thing, but it is an opportunity. The recent fatal accident could be a factor in accelerating the effort, according to MnDOT staff.

Officials said they are unsure when it will be known as to whether the round-about effort is successful. For much more on this story, watch windomnews.com and see the Nov. 27 Cottonwood County Citizen and Citizen eEdition.

Doris Degenstein, Public Engagement Coordinator

Minnesota Department of Transportation | 2151 Bassett Drive | Mankato, MN 56001

T: 507-304-6107 | Email: doris.degenstein@state.mn.us | www.dot.state.mn.us

Single Lane Roundabouts

Single lane roundabouts were the first roundabouts built in Minnesota. They tend to be considered the basic roundabout and likely the default option for most engineers and transportation officials. Only as traffic volumes increase are more complex and multi-lane roundabouts considered.

Based on the before-after analysis shown here, single lane roundabouts are showing a remarkable performance and decrease in the number of fatal, serious, and injury-related crashes. In fact, the total crash reduction at single lane roundabouts comes completely from the reduction in injury crashes, as property damage crashes remain at the same rate.

Table 12: Crash data from Single Lane Roundabouts with before construction and after construction crash data based on Severity

Description	Vehicles Entering	Total Crashes	K	A	B	C	PDO
Before Crashes	1,129,275,675	499	7	17	61	140	274
Before Crash Rate	NA	0.442	0.0062	0.015	0.054	0.124	0.243
After Crashes	1,604,841,825	518	1	4	35	87	391
After Crash Rate	NA	0.323	0.001	0.0025	0.022	0.054	0.244
Percent Increase/Decrease (By Rate)	+42.1%	-27.0%	-89.9%	-83.4%	-60.9%	-56.3%	+0.4%

Table 13: Crash data from Single Lane Roundabouts with before construction and after construction crash data based on the crash diagram

Description	Rear End	Sideswipe Same Dir	Left Turn	Ran-off-Road Left	Right Angle	Ran-off-Road Rt.	Head On	Sideswipe Opp
Before Crashes	137	15	45	10	197	14	19	13
Before Rate	0.121	0.013	0.040	0.009	0.174	0.012	0.017	0.012
After Crashes	132	42	11	31	89	69	28	5
After Rate	0.082	0.026	0.007	0.019	0.055	0.043	0.017	0.003
Percent Increase/Decr	-32.2%	+97.0%	-82.8%	+118.1%	-68.2%	+246.8%	+3.7%	-72.9%

Table 14: Crash data from Single Lane Roundabouts with before construction and after construction crash data based on the crash diagram/type

Description	Other	Not Applicable	Unknown	Blank/Right-Turn	Multi-Vehicle
Before Crashes	38	2	3	6	455
Before Crash Rate	0.034	0.002	0.003	0.005	0.403
After Crashes	73	18	2	18	313
After Crash Rate	0.045	0.011	0.001	0.011	0.195
Percent Increase/Decrease	+35.2%	+533.3%	-53.1%	+111.1%	-51.6%

Unbalanced (2x1 Lane) Roundabouts

Unbalanced roundabouts, or those that have a different number of circulating lanes on different approaches, are typically used in locations where there is a significant traffic volume on the main road and a much smaller volume on the minor road. Typically with the traffic patterns at these locations, certain legs will only need one lane within the circulatory roadway, while other will need additional (typically two) lanes in the circulatory roadway.

Based on the before-after analysis, unbalanced roundabouts are not having the same success as the single lane roundabouts. Many of the sites have seen an *increase* in the frequency of crashes, and the overall total crash rates. However, unbalanced roundabouts are achieving a noticeable reduction in fatal, serious injury, and other injury crashes.

Table 15: Crash data from Unbalanced Roundabouts with before construction and after construction crash data based on Severity

Description	Vehicles Entering	Total Crashes	K	A	B	C	PDO
Before Crashes	998,943,195	524	0	7	42	124	351
Before Crash Rate	NA	0.525	0.000	0.007	0.042	0.124	0.351
After Crashes	664,905,712	502	0	1	18	74	409
After Crash Rate	NA	0.755	0.000	0.002	0.027	0.111	0.615
Percent Increase/ Decrease (By Rate)	-33.4%	+43.9%	0.0%	-78.5%	-35.6%	-10.3%	+75.1%

Table 16: Crash data from Unbalanced Roundabouts with before construction and after construction crash data based on the crash diagram

Description	Rear End	Sideswipe Same Dir	Left Turn	Ran-off-Road Left	Right Angle	Ran-off-Road Rt.	Head On	Sideswipe Opp
Before Crashes	221	28	43	5	158	10	19	6
Before Rate	0.221	0.028	0.043	0.005	0.158	0.010	0.019	0.006
After Crashes	112	163	5	20	79	40	13	6
After Rate	0.168	0.245	0.008	0.030	0.119	0.060	0.020	0.009
Percent Increase/Decr	-23.9%	+774.6%	-82.5%	+501.0%	-24.9%	+501.0%	+2.8%	+50.2%

Table 17: Crash data from Unbalanced Roundabouts with before construction and after construction crash data based on the crash diagram/type

Description	Other	Not Applicable	Unknown	Blank/Right-Turn	Multi-Vehicle
Before Crashes	20	6	1	7	491
Before Crash Rate	0.020	0.006	0.001	0.007	0.492
After Crashes	33	15	1	15	399
After Crash Rate	0.050	0.023	0.002	0.023	0.600
Percent Increase/ Decrease	+147.9%	+275.6%	0.0%	+221.9%	+22.1%

Traffic Safety Benefit-Cost Calculation

Highway Safety Improvement Program (HSIP) Reactive Project

**A. Roadway Description**

Route	MN 60	District	7	County	Cottonwood
Begin RP	027+0.512	End RP	N/A	Miles	N/A
Location	Intersection of MN 60 and US 71 South Junction				

B. Project Description

Proposed Work	Single Lane Roundabout				
Project Cost*	\$2,700,000	Installation Year	2027		
Project Service Life	20 years	Traffic Growth Factor	1.0%		

* exclude Right of Way from Project Cost

C. Crash Modification Factor

0.10	Fatal (K) Crashes	Reference	MnDOT Roundabout Report
0.17	Serious Injury (A) Crashes		
0.39	Moderate Injury (B) Crashes	Crash Type	
0.44	Possible Injury (C) Crashes		
1.00	Property Damage Only Crashes		

www.CMFclearinghouse.org

D. Crash Modification Factor (optional second CMF)

	Fatal (K) Crashes	Reference	
	Serious Injury (A) Crashes		
	Moderate Injury (B) Crashes	Crash Type	
	Possible Injury (C) Crashes		
	Property Damage Only Crashes		www.CMFclearinghouse.org

E. Crash Data

Begin Date	1/1/2019	End Date	12/31/2023	5 years
Data Source				
Crash Severity	< enter target crashes >		< optional 2nd CMF >	
K crashes	0			
A crashes	1			
B crashes	5			
C crashes	4			
PDO crashes	8			

F. Benefit-Cost Calculation

\$12,146,092	Benefit (present value)	B/C Ratio = 4.50
\$2,700,000	Cost	

Proposed project expected to reduce 2 crashes annually, 1 of which involving fatality or serious injury.

F. Analysis Assumptions

Crash Severity	Crash Cost
K crashes	\$3,400,000
A crashes	\$1,700,000
B crashes	\$380,000
C crashes	\$180,000
PDO crashes	\$18,000

Link: mndot.gov/planning/program/appendix_a.html

Real Discount Rate: 0.8% Default

Traffic Growth Rate: 1.0% Revised

Project Service Life: 20 years Revised

G. Annual Benefit

Crash Severity	Crash Reduction	Annual Reduction	Annual Benefit
K crashes	0.00	0.00	\$0
A crashes	0.83	0.17	\$283,560
B crashes	3.05	0.61	\$231,420
C crashes	2.25	0.45	\$81,072
PDO crashes	-0.03	-0.01	-\$115

\$595,937

H. Amortized Benefit

Year	Crash Benefits	Present Value
2027	\$595,937	\$595,937
2028	\$601,896	\$597,119
2029	\$607,915	\$598,304
2030	\$613,994	\$599,491
2031	\$620,134	\$600,681
2032	\$626,336	\$601,872
2033	\$632,599	\$603,067
2034	\$638,925	\$604,263
2035	\$645,314	\$605,462
2036	\$651,767	\$606,663
2037	\$658,285	\$607,867
2038	\$664,868	\$609,073
2039	\$671,517	\$610,282
2040	\$678,232	\$611,493
2041	\$685,014	\$612,706
2042	\$691,864	\$613,921
2043	\$698,783	\$615,140
2044	\$705,771	\$616,360
2045	\$712,828	\$617,583
2046	\$719,957	\$618,808
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0

Total = \$12,146,092

NOTE:

This calculation relies on the real discount rate, which accounts for inflation. No further discounting is necessary.

Traffic Safety Benefit-Cost Calculation

Highway Safety Improvement Program (HSIP) Reactive Project

**A. Roadway Description**

Route	MN 60	District	7	County	Cottonwood
Begin RP	027+0.512	End RP	N/A	Miles	N/A
Location	Intersection of MN 60 and US 71 South Junction				

B. Project Description

Proposed Work	2x1 Roundabout		
Project Cost*	\$3,300,000	Installation Year	2027
Project Service Life	20 years	Traffic Growth Factor	1.0%
* exclude Right of Way from Project Cost			

C. Crash Modification Factor

0.00	Fatal (K) Crashes	Reference	MnDOT Roundabout Report
0.22	Serious Injury (A) Crashes		
0.64	Moderate Injury (B) Crashes	Crash Type	
0.90	Possible Injury (C) Crashes		
1.75	Property Damage Only Crashes		www.CMFclearinghouse.org

D. Crash Modification Factor (optional second CMF)

	Fatal (K) Crashes	Reference	
	Serious Injury (A) Crashes		
	Moderate Injury (B) Crashes	Crash Type	
	Possible Injury (C) Crashes		
	Property Damage Only Crashes		www.CMFclearinghouse.org

E. Crash Data

Begin Date	1/1/2019	End Date	12/31/2023	5 years
Data Source				
Crash Severity	< enter target crashes >		< optional 2nd CMF >	
K crashes	0			
A crashes	1			
B crashes	5			
C crashes	4			
PDO crashes	8			

F. Benefit-Cost Calculation

\$8,058,507	Benefit (present value)	B/C Ratio = 2.45
\$3,300,000	Cost	
Proposed project expected to reduce -1 crashes annually, 1 of which involving fatality or serious injury.		

F. Analysis Assumptions

Crash Severity	Crash Cost
K crashes	\$3,400,000
A crashes	\$1,700,000
B crashes	\$380,000
C crashes	\$180,000
PDO crashes	\$18,000

Link: mndot.gov/planning/program/appendix_a.html

Real Discount Rate: 0.8% Default

Traffic Growth Rate: 1.0% Revised

Project Service Life: 20 years Revised

G. Annual Benefit

Crash Severity	Crash Reduction	Annual Reduction	Annual Benefit
K crashes	0.00	0.00	\$0
A crashes	0.79	0.16	\$266,900
B crashes	1.78	0.36	\$135,280
C crashes	0.41	0.08	\$14,832
PDO crashes	-6.01	-1.20	-\$21,629

\$395,383

H. Amortized Benefit

Year	Crash Benefits	Present Value
2027	\$395,383	\$395,383
2028	\$399,337	\$396,168
2029	\$403,330	\$396,954
2030	\$407,364	\$397,741
2031	\$411,437	\$398,531
2032	\$415,552	\$399,321
2033	\$419,707	\$400,114
2034	\$423,904	\$400,907
2035	\$428,143	\$401,703
2036	\$432,425	\$402,500
2037	\$436,749	\$403,299
2038	\$441,117	\$404,099
2039	\$445,528	\$404,900
2040	\$449,983	\$405,704
2041	\$454,483	\$406,509
2042	\$459,028	\$407,315
2043	\$463,618	\$408,124
2044	\$468,254	\$408,933
2045	\$472,937	\$409,745
2046	\$477,666	\$410,558
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0
0	\$0	\$0

Total = \$8,058,507

NOTE:

This calculation relies on the real discount rate, which accounts for inflation. No further discounting is necessary.

COTTONWOOD COUNTY

Board Meeting Request

Requested Board Date: 12-3-2024	Preferred 2 nd Date:
Discussion Item: Windom HSIP Application	Presenter: Nick Klisch
	Estimated Time Needed: 10 minutes
Board Action: ☒ Yes, action required ☐ No, informational only	
Background Information: The City of Windom would like to submit an application for federal Highway Safety Investment Funds to cover their local share of a roundabout at Cindy Street and Highways 60&71. Because Windom is under 5,000 population, Cottonwood County needs to sponsor their application. Cottonwood County would be a fiscal host only and will not be participating in the cost or providing engineering services for the potential project.	
Fiscal Impact: N/A	
Recommendation: Approve attached Resolution agreeing to act as the project sponsor for City of Windom.	
If Action, Board Motion Requested: Approve attached Resolution agreeing to act as the project sponsor for City of Windom.	
Attachments: ☒ Yes ☐ No	Computer Hook Up Needed: ☐ Yes ☒ No
County Attorney Reviewed Information: ☐ Completed ☐ In Progress ☒ Not Applicable	
Notations:	

****The deadline for submitting items is 4:30 p.m. Wednesday prior to a Tuesday board day.****

Resolution of Sponsorship for Sponsoring Agency

The following Resolution was offered by Commissioner _____ and moved for adoption at a Regular Meeting held on December 3, 2024 at the Cottonwood County Courthouse, Windom, MN:

WHEREAS, the City of Windom is a city with a population under 5,000; and

WHEREAS, the City of Windom would like to submit a project for Highway Safety Improvement Program Funds; and

WHEREAS, the City of Windom has requested Cottonwood County be the sponsoring agency; and

WHEREAS, the City of Windom will engage with the Minnesota Department of Transportation to prepare plans, specifications, bids and construction management services;

NOW THEREFORE BE IT RESOLVED, that Cottonwood County, Minnesota agrees to act as sponsoring agency for a Highway Safety Improvement Program Project identified as Cindy Street and Highway 60/71 Roundabout Construction in the City of Windom and has reviewed and approved the project as proposed. Sponsorship includes a willingness to act as fiscal agent. City of Windom will secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules, and regulations;

BE IT FURTHER RESOLVED, that the Cottonwood County Highway Engineer is hereby authorized to act as agent on behalf of this applicant.

Seconded by Commissioner _____ and the same being put to a vote was duly carried. This Resolution shall be effective immediately and without publication.

Adopted by the following vote: Ayes ____ Nays ____

Dated this 3rd day of December, 2024

Board Chair, Cottonwood County

ATTEST:

Coordinator, Cottonwood County

BURBACH AQUATICS, INC.

5974 HIGHWAY 80 SOUTH* P.O. BOX 721* PLATTEVILLE, WI 53818

608-348-3262

FAX:608-348-4970

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Visit us on the web at burbachaquatics.com

November 25, 2024

Dominic Jones, Mayor
City of Windom - City Hall
444 9th Street - Box 38
Windom, Minnesota 56101

Sent: Windommayor@windommn.com

RE: City of Windom Swimming Pool, Windom Minnesota
Flood Damage Evaluation Proposal - Revised Professional Service Scope

Please take this letter as a follow-up to Burbach Aquatics, Inc. (BAI)'s telephone conversation with Recreation Director, Tim Hogan. Per said conversation BAI is offering the following revised Professional Scope of Service for the evaluation of the flood damage at the City of Windom's Swimming Pool.

BAI's evaluation will include the existing bathhouse, mechanicals and the pool's structural integrity. For this evaluation, BAI's sub-consultant, Albertson Engineering, Inc., will assist with the vessel integrity utilizing penetrative radar (GPR) to check for voids under the pool and behind the pool walls.

BAI's services will include one (1) trip and the following items:

- 1) Perform on-site visual condition assessment of the existing bathhouse, mechanical building and pool vessels;
- 2) During said on-site visit, BAI will coordinate with Albertson Engineering to perform penetrative radar (GPR) scanning for any voids under the pool and behind the pool walls;
- 3) An assessment report will be provided in letter format, including a summary of findings and any repair recommendations;
- 4) Repair recommendations, if needed, will be provided in narrative format only. This does not include production of construction documents.

Basic Service Compensation for the above Scope of Services to complete the initial evaluation fieldwork and report is a stipulated amount of \$19,250.00, including basic service reimbursables and Albertson Engineering Inc.'s structural evaluation.

Should you have any questions, please feel free to contact our office. To initiate BAI's services, please place the attached initiation letter on City letterhead, sign and return to our office to

amend the Scope of Services in our original Agreement for Professional Services.

Sincerely,
BURBACH AQUATICS, INC.
Duane C. Wepking, P.E. (WI), M.P.
Director of Aquatic Services

DCW:jmw
w/att.

CC: Tim Hogan, Recreation Director

Sent via: Tim.Hogan@windommn.com

(PLEASE PLACE ON CITY OF WINDOM, MINNESOTA LETTERHEAD)

December _____, 2024

Julie Westemeier, Corporate Officer
Burbach Aquatics, Inc.
5974 Highway 80 South - P.O. Box 721
Platteville, Wisconsin 53818

Re: City of Windom Swimming Pool, Windom Minnesota
Flood Damage Evaluation Proposal - Revised Professional Service Scope

Dear Ms. Westemeier:

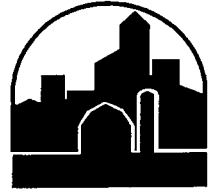
The City of Windom, Minnesota, through their duly elected City Council, having previously entered into a Professional Services Agreement (PSA) with Burbach Aquatics, Inc., hereby directs Burbach Aquatics, Inc. to initiate and perform the additional Professional Scope of Service for the Flood Damage Evaluation, at this time. We understand the scope of services and fees are as outlined and include the General Conditions from our previously executed PSA.

Please contact the City of Windom official representative, _____, for the execution of this service.

Sincerely,
City of Windom, Minnesota

Dominic Jones, Mayor

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: Tim Snyder, Community Center Director
DATE: November 27, 2025
RE: Part-time, On-call Hiring Recommendation
DEPT: Community Center
CONTACT: Tim.Snyder@windommn.com

Recommendations/Options/Action Requested

The Community Center recommends hiring Kerri Oltmans as an on-call, non-union helper. The rate will be \$12.50/hour per the current seasonal and part-time pay schedule.

Issue Summary/Background

The Community Center needs to keep a list of persons available for on-call help at times the staff needs assistance turning over the Center for events or filling in for events.

Fiscal Impact

Funds will come from the Community Center operational budget.

Attachments

1. None.

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

PHONE
FAX

507-375-5464
507-375-4707

NAME OF PROJECT: Windom Diesel Generation Plant			
PROPOSAL REQUEST #: 12		DATE 10/14/2024	
DESCRIPTION OF CHANGE: Day Tank Room Closer			
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	0.5	\$95.00	47.50
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	377.85	0%	0.00
ELECTRICITY	377.85	0.00%	0.00
WATER	377.85	0%	0.00
DUMPSTER	377.85	0.00%	0.00
HEAT	377.85	0%	0.00
TELEPHONE	377.85	0%	0.00
TOTAL INDIRECT COSTS			100.00
WCS Labor			95
Wheeler Hardware			182.85
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
TOTAL FROM DIVISIONS			277.85
TOTAL GC COSTS			\$ 100.00
TOTAL FROM SUBCONTRACTORS			\$ 277.85
TOTAL COST			\$ 377.85
CO MARKUP ON SUBCONTRACTOR COSTS			1.05
TOTAL FOR CHANGE ORDER			\$397
WILCON CONSTRUCTION SERVICES			
Approved			
Owner / Architect			

SUMMARY

VALUE OF WORK COMPLETED TO DATE \$5,453,804.48
LESS RETAINAGE...(5%)..... \$272,690.22
TOTAL AMOUNT DUE INCLUDING THIS PAYMENT..... \$5,181,114.26
LESS ESTIMATES PREVIOUSLY APPROVED.....
 Pay Estimate No. 1..... \$218,220.30
 Pay Estimate No. 2..... \$265,352.04
 Pay Estimate No. 3..... \$164,064.76
 Pay Estimate No. 4..... \$140,030.00
 Pay Estimate No. 5..... \$818,756.17
 Pay Estimate No. 6..... \$640,015.00
 Pay Estimate No. 7..... \$735,836.75
 Pay Estimate No. 8..... \$450,844.35
 Pay Estimate No. 9..... \$510,921.45
 Pay Estimate No. 10..... \$704,094.31
 Pay Estimate No. 11..... \$310,356.89
 Pay Estimate No. 12..... \$194,122.24
 Pay Estimate No. 13.....
 Pay Estimate No. 14.....
TOTAL AMOUNT DUE THIS ESTIMATE..... \$28,500.00

ORIGINAL CONTRACT PRICE..... \$5,563,762.48
EXPECTED FINAL CONTRACT COST (w/C.O.s, Additions & Deletions)..... \$5,453,804.48
LESS TOTAL PAYMENTS, INCLUDING THIS PAYMENT..... \$5,181,114.26
EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT..... \$272,690.22
% OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT..... 95%

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.

By WILCON CONSTRUCTION SERVICES, LLC, Contractor

By John Hoffman Date 11.15.24

CERTIFICATE

THE AMOUNT OF \$28,500.00 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 11/15/2024

PAY ESTIMATE No. 13

CONSTRUCTION OF A GENERATION PLANT
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425305

For Period From: 10/1/2024 To: 10/31/2024
Contractor: Wilcon Construction Services LLC
Bid Date: August 9, 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
D1	Removal of the existing vehicle storage building above grade (as req'd)	1	\$ 25,912.00	\$ 12,088.00	\$ 38,000.00	\$ 38,000.00	1	100%	\$ 38,000.00			\$ -
D2	Removal of existing concrete, including vehicle storage slab and fdtns (cu. yd.) (refer to drawing S1)	320	\$ 65.87	\$ 65.87	\$ 131.74	\$ 42,156.80	320	100%	\$ 42,156.80			\$ -
C1	Embankment Borrow (cu. yd.)	2,200	\$ 28.83	\$ 28.83	\$ 57.66	\$ 126,852.00	2,200	100%	\$ 126,852.00			\$ -
C2	Building Subsoils Core-out & Disposal (cu. yd.)	1,880	\$ 22.65	\$ 22.65	\$ 45.30	\$ 85,164.00	1,880	100%	\$ 85,164.00			\$ -
C3	12" Subgrade Preparation (sq. yd.)	620	\$ 2.94	\$ 2.94	\$ 5.88	\$ 3,645.60	620	100%	\$ 3,645.60			\$ -
C4	Class 5 Base (tons)	100	\$ 17.65	\$ 17.65	\$ 35.30	\$ 3,530.00	100	100%	\$ 3,530.00			\$ -
C5	7" PCC Surfacing (sq. yd.)	620	\$ 36.22	\$ 49.28	\$ 85.50	\$ 53,010.00	620	100%	\$ 53,010.00			\$ -
C6	6" PCC Sidewalk (sq. yd.)	30	\$ 36.22	\$ 49.28	\$ 85.50	\$ 2,565.00	30	100%	\$ 2,565.00			\$ -
C7	Landscaping Rock (tons)	15	\$ 103.00	\$ 103.00	\$ 206.00	\$ 3,090.00	15	100%	\$ 3,090.00			\$ -
C8	Crushed Substation Rock (tons)	15	\$ 75.30	\$ 75.30	\$ 150.60	\$ 2,259.00	15	100%	\$ 2,259.00			\$ -
C9	Pavement Removal (sq. yd.)	790	\$ 4.70	\$ 4.70	\$ 9.40	\$ 7,426.00	790	100%	\$ 7,426.00			\$ -
C10	Sanitary Sewer Service (ln. ft.)	50	\$ 76.47	\$ 76.47	\$ 152.94	\$ 7,647.00	50	100%	\$ 7,647.00			\$ -
C11	Roof Drainline (ln. ft.)	160	\$ 55.88	\$ 55.88	\$ 111.76	\$ 17,881.60	160	100%	\$ 17,881.60			\$ -
C12	4" Perforated Subdrain (ln. ft.)	100	\$ 17.65	\$ 17.65	\$ 35.30	\$ 3,530.00	100	100%	\$ 3,530.00			\$ -
C13	Sanitary Sewer Cleanout (ea.)	1	\$ 835.29	\$ 835.29	\$ 1,670.58	\$ 1,670.58	1	100%	\$ 1,670.58			\$ -
C14	Storm Sewer Cleanout (ea.)	3	\$ 1,175.88	\$ 1,175.88	\$ 2,351.76	\$ 7,055.28	3	100%	\$ 7,055.28			\$ -
C15	Connect to Existing Sanitary Sewer (ea.)	1	\$ 2,344.70	\$ 2,344.70	\$ 4,689.40	\$ 4,689.40	1	100%	\$ 4,689.40			\$ -
C16	Connect to Existing Storm Sewer (ea.)	1	\$ 1,877.00	\$ 1,877.00	\$ 3,754.00	\$ 3,754.00	1	100%	\$ 3,754.00			\$ -
C17	Pipe Bollard (ea.)	14	\$ 506.25	\$ 1,125.00	\$ 1,631.25	\$ 22,837.50	14	100%	\$ 22,837.50			\$ -
C18	PCC Stairs with Railings (ea.)	1	\$ 5,760.00	\$ 5,850.00	\$ 11,610.00	\$ 11,610.00	1	100%	\$ 11,610.00			\$ -
C19	Silt fence/wattles/rock socks (ln. ft.)	50	\$ 7.06	\$ 7.06	\$ 14.12	\$ 706.00	50	100%	\$ 706.00			\$ -
C20	SWPPP management (ea.)	1	\$ 5,441.76	\$ 5,441.76	\$ 10,883.52	\$ 10,883.52	1	100%	\$ 10,883.52			\$ -
C21	Seeding, Fertilizing and Mulching (as req.)	1	\$ 4,275.00	\$ 2,018.75	\$ 6,293.75	\$ 6,293.75	1	100%	\$ 6,293.75			\$ -

PAY ESTIMATE No. 13

CONSTRUCTION OF A GENERATION PLANT
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425305

For Period From: 10/1/2024 To: 10/31/2024
Contractor: Wilcon Construction Services LLC
Bid Date: August 9, 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
C22	Clearing and Grubbing (as req.)	1	\$ 735.30	\$ 735.30	\$ 1,470.60	\$ 1,470.60	1	100%	\$ 1,470.60			\$ -
A1	Building envelope components (as req'd)	1	\$ 141,072.00	\$ 261,990.00	\$ 403,062.00	\$ 403,062.00	1	100%	\$ 403,062.00			\$ -
A2	Interior components (as req'd)	1	\$ 375,172.00	\$ 202,015.00	\$ 577,187.00	\$ 577,187.00	1.00	100%	\$ 577,187.00	0.01	1%	\$ 5,000.00
A3	Temporary Enclosure (as req'd)	1	\$ 14,117.00	\$ 9,822.00	\$ 23,939.00	\$ 23,939.00	1	100%	\$ 23,939.00			\$ -
S1	Foundation, bldg footings, fdtn walls, trenches, slab, and engine fdtns (as req'd.)	1	\$ 26,065.00	\$ 26,065.00	\$ 52,130.00	\$ 52,130.00	1	100%	\$ 52,130.00			\$ -
S2	Foundation, Transformer Manhole (as req'd)	1	\$ 26,065.00	\$ 26,065.00	\$ 52,130.00	\$ 52,130.00	1	100%	\$ 52,130.00			\$ -
S3	Foundation, Exhaust Stacks (as req'd)	2	\$ 13,032.00	\$ 13,032.00	\$ 26,064.00	\$ 52,128.00	2	100%	\$ 52,128.00			\$ -
S4	Trench covers and associated steel supports (as req'd)	2	\$ 13,032.00	\$ 13,032.00	\$ 26,064.00	\$ 52,128.00	2	100%	\$ 52,128.00			\$ -
S5	Concrete masonry walls and masonry wall modification (as req'd)	1	\$ 34,100.00	\$ 34,100.00	\$ 68,200.00	\$ 68,200.00	1	100%	\$ 68,200.00			\$ -
S6	Installation of the floor opening, hoist, and hoist support structure (as req'd)	1	\$ 8,823.00	\$ 12,352.00	\$ 21,175.00	\$ 21,175.00	1	100%	\$ 21,175.00			\$ -
S7	Structural Steel and metal deck (as req'd)	1	\$ 241,334.00	\$ 606,373.00	\$ 847,707.00	\$ 847,707.00	1	100%	\$ 847,707.00			\$ -
M1	Plumbing System (as req'd)	1	\$ 111,705.00	\$ 208,811.00	\$ 320,516.00	\$ 320,516.00	1	100%	\$ 320,516.00			\$ -
M2	HVAC System, Office Area (as req'd)	1	\$ 87,799.00	\$ 154,176.00	\$ 241,975.00	\$ 241,975.00	1	100%	\$ 241,975.00			\$ -
M3	Building Ventilation System, Generation Plant (as req'd)	1	\$ 40,000.00	\$ 467,694.00	\$ 507,694.00	\$ 507,694.00	1	100%	\$ 507,694.00			\$ -
M4	Compressed Air System (as req'd)	1	\$ 15,588.00	\$ 38,235.00	\$ 53,823.00	\$ 53,823.00	1	100%	\$ 53,823.00			\$ -
M5	Engine Cooling System (as req'd)	2	\$ 36,170.00	\$ 61,323.00	\$ 97,493.00	\$ 194,986.00	2	100%	\$ 194,986.00			\$ -
M6	Engine Exhaust System (as req'd)	2	\$ 23,294.00	\$ 32,776.00	\$ 56,070.00	\$ 112,140.00	2	100%	\$ 112,140.00			\$ -
M7	Fuel System (as req'd)	1	\$ 32,352.00	\$ 21,470.00	\$ 53,822.00	\$ 53,822.00	1	100%	\$ 53,822.00			\$ -
M8	Urea System (as req'd)	1	\$ 19,505.00	\$ 26,176.00	\$ 45,681.00	\$ 45,681.00	1	100%	\$ 45,681.00			\$ -
E1	Control Panel Modifications (as req'd)	1	\$ 3,529.00	\$ 8,824.00	\$ 12,353.00	\$ 12,353.00	1	100%	\$ 12,353.00			\$ -
E2	Station service transformer installation (each)	1	\$ 22,059.00	\$ 20,588.00	\$ 42,647.00	\$ 42,647.00	1	100%	\$ 42,647.00			\$ -
E3	Switchgear room electrical equipment (as req'd)	1	\$ 7,294.00	\$ 22,941.00	\$ 30,235.00	\$ 30,235.00	1	100%	\$ 30,235.00			\$ -
E4	Generator room and roof electrical equipment (as req'd)	1	\$ 17,647.00	\$ 32,352.00	\$ 49,999.00	\$ 49,999.00	1	100%	\$ 49,999.00			\$ -
E5	Existing generation plant modifications (as req'd)	1	\$ 5,882.00	\$ 5,647.00	\$ 11,529.00	\$ 11,529.00	1	100%	\$ 11,529.00			\$ -

PAY ESTIMATE No. 13

CONSTRUCTION OF A GENERATION PLANT
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425305

For Period From: 10/1/2024 To: 10/31/2024
Contractor: Wilcon Construction Services LLC
Bid Date: August 9, 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
E6	Office building modifications (as req'd)	1	\$ 23,529.00	\$ 11,176.00	\$ 34,705.00	\$ 34,705.00	1	100%	\$ 34,705.00			\$ -
E7	Substation fence modifications (as req'd)	1	\$ 5,294.00	\$ 8,235.00	\$ 13,529.00	\$ 13,529.00	1	100%	\$ 13,529.00			\$ -
E8	Generation plant lighting and power (as req'd)	1	\$ 66,176.00	\$ 34,000.00	\$ 100,176.00	\$ 100,176.00	1	100%	\$ 100,176.00			\$ -
E9	Cable tray additions (as req'd)	1	\$ 52,941.00	\$ 26,471.00	\$ 79,412.00	\$ 79,412.00	1	100%	\$ 79,412.00			\$ -
E10	Grounding additions (as req'd)	1	\$ 20,588.00	\$ 10,118.00	\$ 30,706.00	\$ 30,706.00	1	100%	\$ 30,706.00			\$ -
E11	Neutral grounding reactors (each)	2	\$ 7,353.00	\$ 16,706.00	\$ 24,059.00	\$ 48,118.00	2	100%	\$ 48,118.00			\$ -
E12	Generator power cable 15 kV (3) 1/0 AWG Cu. (ft.)	380	\$ 12.35	\$ 42.35	\$ 54.70	\$ 20,786.00	380	100%	\$ 20,786.00			\$ -
E13	Generator neutral cable 15 kV (1) 1/0 AWG Cu. (ft.)	50	\$ 10.00	\$ 22.65	\$ 32.65	\$ 1,632.50	50	100%	\$ 1,632.50			\$ -
E14	Generator neutral cable 600 V (1) 1/0 AWG Cu. (ft.)	360	\$ 5.60	\$ 22.65	\$ 28.25	\$ 10,170.00	360	100%	\$ 10,170.00			\$ -
E15	Primary station service cable, 15 kV, (3) 1/0 Str. Al. (ft.)	210	\$ 16.18	\$ 47.35	\$ 63.53	\$ 13,341.30	210	100%	\$ 13,341.30			\$ -
E16	Secondary station service cable, 600 V, (4) #350 Str. Cu. (ft.)	150	\$ 17.65	\$ 48.82	\$ 66.47	\$ 9,970.50	150	100%	\$ 9,970.50			\$ -
E17	Secondary station service cable, 600 V, (4) #4/0 Str. Cu. (ft.)	75	\$ 16.47	\$ 46.77	\$ 63.24	\$ 4,743.00	75	100%	\$ 4,743.00			\$ -
E18	(4) Conductor #4/0, 4/C-4/0 (ft.)	60	\$ 16.47	\$ 46.77	\$ 63.24	\$ 3,794.40	60	100%	\$ 3,794.40			\$ -
E19	(4) Conductor #2/0, 4/C-2/0 (ft.)	60	\$ 14.12	\$ 43.00	\$ 57.12	\$ 3,427.20	60	100%	\$ 3,427.20			\$ -
E20	(4) Conductor #1/0, 4/C-1/0 (ft.)	60	\$ 12.94	\$ 41.00	\$ 53.94	\$ 3,236.40	60	100%	\$ 3,236.40			\$ -
E21	(4) Conductor #2, 4/C-2 VFD (ft.)	700	\$ 7.06	\$ 14.71	\$ 21.77	\$ 15,239.00	700	100%	\$ 15,239.00			\$ -
E22	(4) Conductor #4, 4/C-4 (ft.)	260	\$ 5.88	\$ 17.35	\$ 23.23	\$ 6,039.80	260	100%	\$ 6,039.80			\$ -
E23	(4) Conductor #4, 4/C-4 VFD (ft.)	380	\$ 5.88	\$ 17.35	\$ 23.23	\$ 8,827.40	380	100%	\$ 8,827.40			\$ -
E24	(4) Conductor #6, 4/C-6 (ft.)	120	\$ 5.88	\$ 16.30	\$ 22.18	\$ 2,661.60	120	100%	\$ 2,661.60			\$ -
E25	(4) Conductor #6, 4/C-6 VFD (ft.)	640	\$ 5.88	\$ 16.30	\$ 22.18	\$ 14,195.20	640	100%	\$ 14,195.20			\$ -
E26	(2) Conductor #8, 2/C-8 (ft.)	170	\$ 3.53	\$ 15.00	\$ 18.53	\$ 3,150.10	170	100%	\$ 3,150.10			\$ -
E27	(4) Conductor #8, 4/C-8 (ft.)	215	\$ 4.71	\$ 15.00	\$ 19.71	\$ 4,237.65	215	100%	\$ 4,237.65			\$ -
E28	(2) Conductor #12, 2/C-12 (ft.)	680	\$ 3.53	\$ 12.00	\$ 15.53	\$ 10,560.40	680	100%	\$ 10,560.40			\$ -
E29	(3) Conductor #12, 3/C-12 (ft.)	5,685	\$ 3.53	\$ 14.71	\$ 18.24	\$ 103,694.40	5,685	100%	\$ 103,694.40			\$ -

PAY ESTIMATE No. 13

CONSTRUCTION OF A GENERATION PLANT
CITY OF WINDOM ELECTRIC DEPARTMENT
DGR Project Number 425305

For Period From: 10/1/2024 To: 10/31/2024
Contractor: Wilcon Construction Services LLC
Bid Date: August 9, 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
E30	(4) Conductor #12, 4/C-12 (ft.)	450	\$ 4.71	\$ 16.71	\$ 21.42	\$ 9,639.00	450	100%	\$ 9,639.00			\$ -
E31	(2) Conductor #14, 2/C-14 (ft.)	3,810	\$ 2.36	\$ 12.06	\$ 14.42	\$ 54,940.20	3,810	100%	\$ 54,940.20			\$ -
E32	(12) Conductor #14, 12/C-14 (ft.)	1,420	\$ 8.24	\$ 12.06	\$ 20.30	\$ 28,826.00	1,420	100%	\$ 28,826.00			\$ -
E33	(2) Conductor #16 Shielded, 2/C-16S (ft.)	780	\$ 2.36	\$ 9.65	\$ 12.01	\$ 9,367.80	780	100%	\$ 9,367.80			\$ -
E34	(3) Conductor #16 Shielded, 3/C-16S (ft.)	640	\$ 2.95	\$ 3.35	\$ 6.30	\$ 4,032.00	640	100%	\$ 4,032.00			\$ -
E35	Cat 6 cables (as req'd)	1	\$ 206.00	\$ 2,530.00	\$ 2,736.00	\$ 2,736.00	1	100%	\$ 2,736.00			\$ -
G1	General conditions (as req'd)	1	\$ 438,812.00		\$ 438,812.00	\$ 438,812.00	1.00	100%	\$ 438,812.00	0.06	6%	\$ 25,000.00
G2	Mobilization (as req'd)	1	\$ 74,143.00		\$ 74,143.00	\$ 74,143.00	1	100%	\$ 74,143.00			\$ -
G3	General construction allowance (as req'd.)	1	\$ 100,000.00		\$ 100,000.00	\$ 100,000.00	-0.10	-10%	\$ (9,958.00)			\$ -

		CONTRACT TOTAL	
TOTAL CONTRACT PRICE:	<u>\$5,563,762.48</u>	TOTAL TO DATE:	<u>\$5,453,804.48</u>
		THIS PERIOD:	<u>\$30,000.00</u>