



CITY COUNCIL MEETING

August 19, 2025

City Council Chamber

6:30 p.m.

AGENDA

CITY OF WINDOM, MN

444 Ninth Street, P. O. Box 38

Windom, MN 56101

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Call to Order

Pledge of Allegiance

1. Consent Agenda
 - Minutes
 - Council Minutes –August 5, 2025 & August 12, 2025
 - Community Center – August 11, 2025
 - EDA – August 11, 2025
 - HRA – August 8, 2025
 - Library – August 12, 2025
 - Planning Commission – August 12, 2025
 - Regular Bills
2. Public Comment – Fort Belmont Foundation – Ken Kruse & Craig Hakes
3. Department Heads
4. Public Hearing – Residential Tax Abatement – 1955 Bud Road
5. Federated Electric\Fiber – Proposal to Acquire WindomNet
6. Planning Commission Recommendation
 - Variance – Garage Construction – 2165 Cottonwood Lake Drive – Montgomery
7. First Reading – Ordinance No. 202, 2nd Series – Amending the Zoning Designation of Three Parcels
8. Airport – Taxiway Widening and Engineering Services Grant Authorization
9. Pool Discussion – FEMA Report
10. Personnel Recommendation – City Hall Office Hours
11. Mayor Appointments
 - Library Board
 - Park & Recreation Commission
12. New Business
13. Old Business
14. Council Comments
15. Adjourn

**Regular Council Meeting
City Hall, Council Chamber
August 5, 2025
6:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Hilary Mathis

2. Roll Call:

Council Present: Hilary Mathis, Dennis Esplan, Jenny Quade, James Nelson, Scott Benson and Jayesun Sherman

Council Absent: None.

City Staff Present: Steve Nasby, City Administrator; Scott Peterson, Police Chief; Jon Ketzenberg, Streets & Parks Superintendent; Donna Torkelson, Finance Director and Sonya Wilt, EDA Director

3. Pledge of Allegiance

4. Consent Agenda:

- Minutes
 - Council Minutes – July 15, 2025
 - Community Center Commission – July 14, 2025
 - Telecom Commission – July 21, 2025
- Amplification Permit – KDOM – September 4, 2025
- Exempt Gambling Permit – Windom Area Youth Football League – October 24, 2025
- Regular Bills

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

5. Resolution of Appreciation – Terry Glidden:

Council Member Benson introduced the Resolution No. 2025-37, entitled “RESOLUTION OF APPRECIATION” and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Nelson, Quade, Benson, Sherman and Esplan. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Benson thanked Glidden for his years of service and noted Terry was part of the initial start up of Windomnet.

6. Department Heads:

None.

7. 2024 City of Windom Audit Presentation:

Craig Poppenhagen and Sterling Shatek, CLA Auditors, said that their team completed the City’s audit for 2024 and is issuing an unmodified opinion which is a “clean” audit. Poppenhagen reviewed the findings consisting of Fiscal State Preparation and Year-end Journal Entries which are common internal control issues common with small cities and staff size. There were no legal findings. There were three funds in deficit which are the 2025 Street Project Capital Fund, Telecom Fund and River Bluff Townhomes Fund. The City’s General Fund revenues and expenditures were reviewed and are consistent with past years, noting a high capital expenditure for projects in 2020. He reviewed each

enterprise fund operation and noted they are operating within expectations and showed the five-year trends of revenue and expenses. Poppenhagen discussed the City's long-term debt, not including the hospital, and noted the debt is being steadily reduced each year through bond payments. The General Fund unassigned balance remains healthy at 53%. He reviewed the sources of revenue for the General Fund and expenses. The last couple years the biggest sources of funds was the \$13 million State grant the City got for support due to the pork plant closure and the use of these funds for the Windom Landing apartments and pork plant. The City's property tax per capita is very consistent and ranks in the middle of all cities with a 2,500 population and larger. There were no high-risk estimates.

Benson aside if the City is generally in good financial condition. Poppenhagen said that the City's finances are overall healthy.

Motion by Sherman second by Esplan to accept the 2024 audit. Motion carried 5 – 0.

8. 2025 Island Park Berm Grading Project:

Nasby said that in late 2024 the City Council voted to undertake preliminary engineering work to construct an earthen berm in Island Park as a means to help lessen or mitigate flooding in the neighborhood around South 4th Avenue and 7th Street and along Highway 62 (Park to Hwy 60/71). In Spring 2025 the Council approved moving ahead with engineering design and proceeding with the project. DGR Engineering completed the design work and the City has placed the project out for bids. Originally in 2024 the Council briefly discussed project funding, but did not identify a source. This was partly due to the local option sales tax question that was on the ballot for November 2024 and our on-going work with FEMA on flood recovery. The local option sales tax that was dedicated to flood mitigation failed at the general election, so that funding option is not available. He noted that should the Council vote to accept the bid for the Island Park Berm and park shelter pad, the two funding sources recommended by staff include funding the project (in whole or in part) with General Fund Reserve monies or to use General Obligation Bonds (debt financing). In the City Council packet is a resolution stating the City's Intent to Reimburse itself with the future issue of General Obligation Bonds. This resolution is what was done for the 2025 Street Project in that the City will initially use reserve funds to pay for the project and then reimburse itself in the future through a General Obligation Bond issue. If the Island Park Berm project is accepted, staff is recommending that the City Council approve the resolution of intent to reimburse itself with General Obligation Bonds as this gives the City the option to use this financing tool. The 2024 audit shows the City General Fund Reserve at 53% which is within the City's policy of 35-60%. As such, the City is able to finance this project from reserves in 2025. In 2026 when a General Obligation Bond is issued for the 2025 Street Project, and a potential 2026 Street Project, the Council can consider adding in reimbursement for the berm. Nasby referenced the letter from Dan Van Schepen, DGR Engineering, which said that the project had been bid and the low bid is from Mathiowetz Construction in the amount of \$299,932.43 for the berm and the alternate for construction of the pad needed for the Island Park shelter is \$27,830. The total for both is \$327,762.43 which is under the engineer's estimate.

Benson asked if a local option sales tax could be used to fund this project if it is approved and if sales tax funds could be used for a pool. Nasby replied that the State legislature sets the rules for eligibility of a local option sales tax, such as being a regional benefit, but both uses may be eligible.

Nelson said that budgeting is coming up and looking at a local option sales tax maybe something to do for the Council next year.

Council Member Benson introduced the Resolution No. 2025-38, entitled "A RESOLUTION AWARDING THE CONTRACT FOR A PROJECT ENTITLED "2025 ISLAND PARK BERM

GRADING PROJECT”” and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Sherman, Benson, Quade, Esplan and Nelson. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

Council Member Quade introduced the Resolution No. 2025-39, entitled “RESOLUTION DECLARING THE OFFICIAL INTENT OF CITY OF WINDOM TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE CITY” and moved its adoption. The Resolution was seconded by Esplan and on roll call vote: Aye: Benson, Esplan, Nelson, Quade and Sherman. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.

9. Resolution Calling for a Public Hearing for a Residential Tax Abatement – 1955 Bud Road:
Sonya Wilt, EDA Director, said that the request is for the City Council to set a public hearing on a proposed residential tax abatement for 1955 Bud Road. The hearing is scheduled for August 19th and the County and School have set hearing dates as well.

Council Member Benson introduced the Resolution No. 2025-40, entitled “RESOLUTION CALLING FOR A PUBLIC HEARING ON PROPOSED TAX ABATEMENT FOR NEW RESIDENTIAL PROJECT” and moved its adoption. The Resolution was seconded by Quade and on roll call vote: Aye: Esplan, Benson, Quade and Nelson. Nay: None. Absent: None. Abstain: Sherman. Resolution passed 4 – 0 - 1.

10. 2nd Reading Ordinance No. 201, 2nd Series:
Mathis said the City Council approved the 1st Reading of Ordinance 201, 2nd Series, at its last meeting related to the establishment of a moratorium on conditional use permits for billboards. This moratorium will allow the Planning Commission to research and consider changes to the City’s code. The second action is to authorize the publication of a Title and Summary.

Motion by Benson second by Sherman to approve the 2nd Reading of Ordinance #201, 2nd Series. Motion carried 5 – 0.

Motion by Benson second by Quade to authorize the publication of a Title and Summary of the ordinance. Motion carried 5 – 0.

11. New Business:
Nasby said that the City received the FEMA Determination letter regarding the pool on August 4th. The letter stated that FEMA would be recognizing damage in the amount of about \$287,000, but the large expense of the pool shell totaling about \$2 million was denied. This is not good news for the City, but not unexpected as the prior studies done on the pool showed it at the end of its economic life. He said that the letter and information will be on the next Council agenda for consideration as the City does have a 60-day window to appeal, but it would be advisable to get opinions from the pool consultants and civil engineers to see if there is a rationale basis for an appeal.
12. Old Business:
Mathis reminded the Council that the rescheduled facility tour of the liquor store, pool, Community Center and Arena is August 12th starting at 5:00 pm.
13. Council Comments:
Sherman said the KLOVE event last week went well and that it was a great event. Great to see people out enjoying activities and that a national artist/composer was in town. He added that Night to Unite this evening was also well attended and planned out. He thanked the public for attending.

Preliminary

Quade thanked everyone for coming out to Night to Unite and noted the pack the bus fundraiser did well. She thanked law enforcement, fire and EMTs along with the vendors for their participation. She said there has been a lot of tragic things in the community and is encouraged to see people come together.

Benson thanked Terry Glidden for his service to the community and the work of all City employees. He encouraged everyone to support one-another.

Benson said the attendance for Night to Unite was wonderful and the parking lot was full. She thanked Jenny Quade for all her work organizing the event and others involved with making the event a success. She noted the POET has contacted her about volunteer hours they have available to contribute and asked Council\staff for possible activities.

14. Adjournment:

Mayor Mathis adjourned the meeting by unanimous consent at 8:25 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

**Special Council Meeting
City Hall, Council Chamber
August 12, 2025
5:00 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Hilary Mathis

2. Roll Call:

Council Present: Hilary Mathis, Dennis Esplan, Jenny Quade, James Nelson,
Scott Benson and Jayesun Sherman

Council Absent: None.

City Staff Present: Steve Nasby, City Administrator; Tim Hogan, Recreation
Director; John Nelson, Liquor Store Manager and Tim Snyder,
Community Center Director

3. Facility Tours:

The City Council and staff carpooled with staff to the tour sites consisting of the Pool, Liquor Store, Arena and Community Center.

Swimming Pool

Tim Hogan, Recreation Director, showed the City Council the damages caused by the 2024 flood and the condition of the pool. FEMA has determined that some equipment totaling about \$250,000 will be covered but the pool shell, decking, bathrooms, etc. were at the end of its economic life so their will be no monies to the City for damages. Brief discussion on next steps for the pool and site.

Liquor Store

John Nelson, Manager, lead the City Council through the store highlighting the new landscaping, security systems, plans for removing the pole sign and a walk through of the store. Nelson said the remodeled store has been well received by customers and provides for increased selections.

Arena

Hogan walked the City Council members through the Arena noting the change over from horse shows to ice. They looked at the updated Community Room and rubber flooring that needs to be replaced in the main hallway. Hogan said he will have a couple capital request items for the 2026 budget.

Community Center

Tim Snyder, Community Center Director, discussed the new sound system in the Community Center and plans for a decorative wall in the patio area. He informed them of the plans for the new doors on the side entry for energy efficiency and other facility upgrades. Snyder said the roof will be replaced through an insurance claim and that project is currently out for bids with the work planned for October.

The City Council and staff then proceeded back to City Hall via carpool.

4. Adjournment:

At City Hall, Mayor Mathis adjourned the meeting by unanimous consent at 7:45 p.m.

Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

Community Center Commission Minutes

Monday August 11, 2025

1. Call to Order: Called to order by Linda Stuckenbroker at 5:30 p.m.
2. Present:
 - President: Linda Stuckenbroker
 - CC Director: Tim Snyder
 - Commission Members: Mitch Voehl
Jan Duscher - Absent
Al Baloun - Absent
William Hanson
 - Commission Liaisons: Scott Benson
Jim Nelson
 - City Administrator: Steve Nasby - Absent
3. Approval of Minutes: Minutes from July 14, 2025 reviewed, motion made by William Hansen; seconded by Mitch Voehl. Approved 3-0.
4. Director Report:
 - Personnel:
Staffing is currently good.
 - Financial Report:
Board to review MPC revenue/expense report.
5. Old Business:
 - A. Sound system installed and working great.
 - B. Inside vestibule at south entrance to be installed on 8/25 and 8/26 2025.
 - C. Nite to Unite was a success.
6. New Business:
 - A. Update to Wedding and Quinceanera package:
Staff to enforce people per package and additional fees when appropriate. If over 300 people additional charges to include bar setup, dumpster fee, and table and chair set-up.
 - B. Roofing specs:
City council approved specs and potential bidders looking at the roof to bid the package. Bidding will close on 8/22/2025.
 - C. Masters Landscaping:
He has been delayed by weather and now plans for the sight wall installation by 9/1/2025.

7. Commissioners Comments:

A. Discussed promoting Celebration of Life events with package pricing.

Next Meeting: September 8, 2025 at 5:30 pm.

Motion to adjourn by William Hanson, seconded by Mitch Voehl at 6:16 pm, motion approved 3-0.

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
August 11, 2025

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

2. Roll Call & Guest Introductions:

EDA Commissioners: Nancy Wepplo, Stacie Sanow, and James Nelson

Absent: Ryan McNamara and Jenny Quade

Also Present: EDA Staff – Sonya Wilt, EDA Director, and Admin. Asst. Mary Hensen; City Administrator Steve Nasby; Mayor Hilary Mathis; Kevin Stevens, Cottonwood County Liaison; and Brent Anderson and Tony Scott (Edward Jones Office).

3. Approval of Minutes: July 14, 2025

Motion by Commissioner Sanow, seconded by Commissioner Nelson, to approve the Minutes of the EDA Meeting held on July 14, 2025. Motion carried 3-0.

4. Cemstone Redevelopment Grant

A. DEED Monitoring Visit - Report: In the Spring of 2021, the City received a Redevelopment Grant from the Minnesota Department of Employment and Economic Development (“DEED”). The grant was for the purpose of demolition of the former Cemstone plant site. The grant was in the amount of \$424,905.00. The demolition activities have been completed on the site, the property was platted as a new residential subdivision (“South Cottonwood Lake Subdivision”), and the utility and street infrastructure have been installed.

On June 24th, City Admin. Nasby and Admin. Asst. Hensen, with the assistance of Finance Director Donna Torkelson, met with Erin Welle from DEED for the onsite monitoring visit. Staff reviewed the documentation and information concerning payments. Ms. Welle advised that she would be reviewing the report with her supervisor as to any additional paperwork needed to document compliance with the Grant Agreement between DEED and the City. Subsequently, on July 15th, City Admin. Nasby, EDA Director Wilt, and Admin. Asst. Hensen participated in a conference call with Bob Braun from DVK Diversified and Erin Welle and Kristin Lukes from DEED.

On July 31, 2025, Mayor Hilary Mathis, City Admin. Nasby, EDA Director Wilt, and Admin. Asst. Hensen received a letter, addressed to Mayor Mathis, detailing DEED’s recommendations and findings concerning the Site Monitoring Visit and subsequent communications. EDA Director Wilt discussed the findings with the Board. DEED is requesting that the City provide clarification of eligible expenses associated with the infrastructure installation by August 15, 2025, along with confirmation that the infrastructure materials were installed by June 30, 2024, (end of grant period).

5. Commercial Rehab Loan Program

A. Loan Application – 840 Fourth Avenue: The EDA has received an application from Bats, LLC (Property Owner of 840 Fourth Avenue) requesting a commercial rehab loan to assist with the costs for the complete overhaul of the HVAC system in this building. (Members of this LLC are Brent Anderson and Tony Scott.) The estimated total cost of the labor and materials for the HVAC portion of the project is \$31,323.33. The estimated total costs for the project are in the range of \$172,000. The loan from the EDA would be in the amount of \$10,000 (\$5,000 is forgivable and \$5,000 is repayable over a 5-year period and accrues 1 percent interest). The property owner will pay the balance of the costs. A building permit for the project has been issued. However, the HVAC portion of the project has not been started. Brent Anderson and Tony Scott acknowledged that this information is correct and they plan to move their Edward Jones business into this location after the renovation is completed. The building is located

just north of the Historical Society's parking lot and was formerly owned by Jim Holt. EDA Staff has reviewed the application and attachments and these documents comply with the EDA's program requirements. After a brief discussion concerning funds available in this program, the following action was taken.

Motion by Commissioner Nelson, seconded by Commissioner Sanow, to approve the loan for two-thirds of the eligible rehab costs, up to \$10,000, from the EDA's Commercial Rehab Loan Program to Bats, LLC for installation of a new HVAC system in the building at 840 Fourth Avenue. Motion carried 3-0.

6. New Business: EDA Director Wilt reported that she and City Admin. Nasby attended Farmfest on August 6th. They spoke with Governor Walz and representatives for Minnesota's Congressional delegation concerning FEMA reimbursement and child care funding.

EDA Director Wilt advised that on August 5th she, City Admin. Nasby, and others attended the Cottonwood County Commissioners' Meeting and discussed the potential for the County to institute a ½ cent local sales tax for transportation thus freeing up general appropriations to be allocated to subsidize child care in the County. Cottonwood County is one of only four Minnesota counties that does not currently utilize the option. The Commissioners indicated that their funding priorities currently are roads, bridges, and Des Moines Valley Health & Human Services' expansion. There may be a future discussion of this matter at budgeting time.

EDA Director Wilt provided information to the Board concerning a community visioning group composed of members from the School District, Hospital, local businesses, Steve Nasby, Rod Hamilton, and EDA Director Wilt. The purpose of the group is to discuss options for funding of child care within Cottonwood County. The School District would have space available at Highland School for day care.

EDA Director Wilt advised that an individual had contacted her looking for warehousing space of approximately 25,000 square feet for approximately 2 years beginning next March. She relayed options she had researched. At the present time all spaces of this size are rented for warehousing. There was a brief discussion concerning possible locations. EDA Director Wilt will continue to research available options including areas outside of Windom. She and City Admin. Nasby are also researching options for another firm looking for office space.

EDA Director Wilt reported that she and Chamber Director Darci Jones participated in an interview by a Star Tribune Reporter concerning Kastle Kingdom on August 8th. EDA Director Wilt had obtained information from Street Superintendent Jon Ketzenberg and also the Cottonwood County Historical Society prior to the interview.

EDA Director Wilt advised that a residential tax abatement application for another new home in Gove Acres is moving through the approval process with the three taxing entities—City, County, and School District.

7. Unfinished Business

A. Staff Report: EDA Director Wilt is working on final preparations of the pay request to DEED for disbursement of the \$1M funds in special appropriations funds which the City will be loaning to Premium Iowa Pork for eligible equipment expenses.

Cottonwood County Liaison Stevens reported that Nick Klisch is still working with FEMA concerning a reimbursement for the County for eligible expenses.

8. Miscellaneous Information

A. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial statements for the month of June 2025 provided by Van Binsbergen & Associates.

9. Adjourn: On consensus, President Wepplo adjourned the meeting at 12:30 p.m.

Attest: _____
Sonya Wilt, EDA Director

Stacie Sanow, EDA Secretary-Treasurer

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

August 13, 2025, at 8:30 a.m.

A regular meeting of the Board of Directors was held on August 13, 2025, at Hillside Manor. Board Members present: Tony Scott, Linda Jaakola, Nick Kulseth, Jean Fast and Heidi Hill. Also present was Executive Director Linda Loewen and Operations Manager Tami Wahdan. Absent: City Liaison Jim Nelson.

The Regular Board Meeting was called to order at 8:30 a.m.

The Consent Agenda was approved which included minutes from the July meeting, the Agenda, Balance Report and Bills Report. (Fast/Jaakola)

Scheduled Guests: none

Old Business consisted of:

1. The Executive Director gave an update on the HS Window Project. The windows arrived yesterday, and she will be meeting with Tri-State tomorrow to discuss a plan for installing and will get notice out to the residents of HS.
2. The Executive Director reported that the Annual Audit is nearing completion.
3. The Executive Director reported that Dennis Hall, maintenance staff, had surgery and will be out on short-term disability until approximately the end of October.
4. The Executive Director reported that she has signed a 12-week contract with Tony Hesel to assist with cleaning while Dennis is out, as per our conversation at last month's meeting. After some discussion a motion was made to allow up to 40 hours per week with no overtime, while we are completing unit turns. (Jaakola/Fast)

New Business consists of:

1. The Executive Director presented bad debt write-off in the amount of \$2,741.76 for 3 accounts. These three accounts were missing when we did the last write-off due to an update error with our software. After some discussion a motion was made to approve the write-off as presented. (Kulseth/Fast)
2. The Executive Director reported that our Annual PILOT payment was \$10,367.32. She asked about moving these funds from savings to the main account. After some discussion, a motion was made to move the funds from savings to the main account. (Jaakola/Hill)
3. The Executive Director reported that we received the final payment on the insurance claim from the water leak at RV and the claim has now been closed.
4. The Executive Director reported that we have received our Semi-Annual interest payment from the Gove Acres loan in the amount of \$136.40.
5. The Executive Director reported that the Annual Fall Conference in Duluth is September 23-26 and that all staff will be attending as in the past.
6. The regular meeting was closed to discuss a personnel issue at 8:45am (Fast/Jaakola). The closed meeting was opened at 8:46am (Fast/Kulseth). The closed meeting was closed at 9:10 am. The regular meeting was reopened at 9:10 am (Fast/Jaakola).
7. The Executive Director reviewed the August Overview.

Upcoming Board Meetings are scheduled for September 10th (RV) and October 9th (HS) at 8:30 a.m. Both Jean Fast and Linda Jaakola will be absent from the September meeting.

With no further business, the meeting was adjourned at 9:13 am. (Kulseth/Fast)

Tony Scott, Board Chairman

Linda Loewen, Executive Director

Windom Library Board Meeting
Tuesday, August 12, 2025
5:05 PM

Call to order – Called to order @ 5:05 PM by John Duscher

Roll Call –

Present – John Duscher, Steve Fresk, Anita Winkel, Fran Swenson

Absent – Wade Pfeiffer

Library Staff present – Kari Hanson

Agenda & Minutes – Motion to approve agenda and minutes by F. Swenson and second by S. Fresk.

Motion carried.

Financial Report – Motion to approve June 2025 and July 2025 Financial Report by S. Fresk and second by A. Winkel. Motion carried.

Librarians Report –

*Circulation Numbers: A total of 3,363 items were checked out in July. We sent out 531 items for delivery to other libraries and received 206 items. 51 items came from MNLINK.

*Summer Reading Program is going extremely well. We have all ages participating. We have had a lot of kids coming in to claim their prizes.

Motion by A. Winkel and second by F. Swenson to approve the Librarian's report. Motion carried.

Old Business –

Kari checked with Plum Creek regarding the cost of adding a few new hot spots to our library. After discussing the quote, we will continue with the hot spots that Plum Creek has provided us. We will do a better job of making the hot spots available to more people.

New Business - –

Two candidates have been found for the 2 vacant board positions. Names will be forwarded to Steve Nasby and Hilary Mathis for approval at the August 19th meeting.

Adjourn – Meeting adjourned by John Duscher at 5:35 PM

**CITY OF WINDOM
PLANNING COMMISSION
MINUTES
AUGUST 12, 2025**

1. Call to Order: The meeting was called to order by Chairman Mattson at 7:02 p.m.

2. Roll Call & Guest Introductions:

Planning Commission: Brett Mattson, Carol Hartman, Jared Baloun, Ben Byam, Lorri Cole, Matt Miller, Brandon Pletcher, and Tom Tegels.

Absent: None.

Also Present: B&Z Staff: Building & Zoning Official Matt Fast and Admin. Asst. Mary Hensen, and City Council Liaison Jayesun Sherman.

Public Present: None.

3. Approval of Minutes: July 8, 2025:

Motion by Commissioner Hartman, seconded by Commissioner Pletcher, to approve the Planning Commission Minutes for the Meeting held on July 8, 2025, as sent. Motion carried 8-0.

4. Public Hearings

A. Zoning Application – Rezoning – Rezone from I-1 to B-2
Parcel No. 25-164-0030 – 1755 First Avenue

Chairman Mattson introduced this agenda item. Zoning Admin. Fast provided the Commissioners with information concerning this application. The property included in this application is the site of the former Messer Machine business and is owned by Robert Messer and Bonny Messer. Robert Messer is currently attempting to sell the property. The Building & Zoning Office has received some inquiries about potential uses in the building. However, the building is zoned as I-1 and most commercial uses would not be allowed in the I-1 District. All of the businesses surrounding this property are zoned as B-2 “Highway Business”. Zoning Admin. Fast spoke with Bob and Bonny Messer and they have consented to the rezoning of this property to B-2. In addition to commercial uses, the B-2 District does allow for I-1 uses pursuant to a conditional use permit. Rezoning this property to B-2 will open up additional uses for this property.

Chairman Mattson opened the public hearing at 7:05 p.m. There being no comments from the public, Chairman Mattson closed the public hearing at 7:06 p.m.

Following a brief discussion concerning potential uses of the property, the following action was taken.

Motion by Commissioner Tegels, seconded by Commissioner Miller, to recommend that the City Council hold the required two readings of an Ordinance to rezone the property at 1755 First Avenue, owned by Robert Messer and Bonny Messer, from I-1 “Light Industrial” to B-2 “Highway Business”. Motion carried 8-0.

B. Zoning Application – Rezoning – Rezone from I-1 to R-2
Parcel No. 25-821-0050 – 164 12th Street

Chairman Mattson introduced this agenda item. Zoning Admin. Fast provided the Commissioners with information concerning this application. The property included in this application is a residential property owned by Jeffrey C. Wright that is located south of the Carl’s Repair property. This property was inadvertently zoned as I-1 “Light Industrial”. The residential property located in this block to the east of Mr. Wright’s property is all zoned as R-2 – “Urban 1 & 2 Family” District. Residential uses of property are not permitted uses in an I-1 District. Zoning Admin. Fast spoke with Jeffrey Wright and he has consented to the rezoning of this property to R-2.

Chairman Mattson opened the public hearing at 7:14 p.m. There being no comments from the public, Chairman Mattson closed the public hearing at 7:15 p.m.

Following a brief discussion concerning examples of residential uses not allowed in an I-1 District, the following action was taken.

Motion by Commissioner Hartman, seconded by Commissioner Tegels, to recommend that the City Council hold the required two readings of an Ordinance to rezone the property at 164 12th Street, owned by Jeffrey C. Wright, from I-1 "Light Industrial" to R-2 "Urban 1 & 2 Family". Motion carried 8-0.

C. Zoning Application – Rezoning – Rezone from I-1 to R-2
Parcel No. 25-821-0060 – 174 12th Street

Chairman Mattson introduced this agenda item. Zoning Admin. Fast provided the Commissioners with information concerning this application. The property included in this application is a residential property owned by Rachel A. Bjorklund that is located south of the Carl's Repair property. This property was inadvertently zoned as I-1 "Light Industrial". The residential property located in this block, other than Mr. Wright's property, is all zoned as R-2 – "Urban 1 & 2 Family" District. Residential uses of property are not permitted uses in an I-1 District. Zoning Admin. Fast spoke with Rachel Bjorklund and she has consented to the rezoning of this property to R-2.

Chairman Mattson opened the public hearing at 7:16 p.m. There being no comments from the public, Chairman Mattson closed the public hearing at 7:17 p.m.

Motion by Commissioner Pletcher, seconded by Commissioner Baloun, to recommend that the City Council hold the required two readings of an Ordinance to rezone the property at 174 12th Street, owned by Rachel A. Bjorklund, from I-1 "Light Industrial" to R-2 "Urban 1 & 2 Family". Motion carried 8-0.

5. Review, Discussion, and Recommendations

A. Zoning Application – Variance – Early Placement of Accessory Building – 2925 Matthew Drive
Applicants: Brent K. Anderson and Holly Jo Anderson

Chairman Mattson introduced the agenda item. Zoning Admin. Fast recapped that the Planning Commission held the public hearing on this variance application on July 8th. The Planning Commission discussed the application and the City Code provisions and provided suggested questions to be presented to the City Attorney for review. The Commissioners then approved a motion tabling their further discussion and recommendation concerning this variance application until the August 12th Meeting.

Since that time, B&Z Staff have been in contact with City Attorney Ron Schramel. He has thoroughly reviewed the City Code provisions for the A-O District and specifically permitted uses. Following said review, he advised B&Z Staff that he has changed his opinion concerning this application due to a provision in the A-O Code Sections relating to "storage and farm buildings" as permitted uses for lots in this district. The City Attorney advised that the proposed accessory building could be placed on the lot as requested pursuant to provisions in the City Code for permitted uses in the A-O District. He indicated that the City would not be setting a precedent because the lot is located in the A-O District and these permitted uses are only provided for in the A-O District. Brent and Holly Anderson signed a Withdrawal of their variance application. No further action is required by either the Planning Commission or the City Council. The Building & Zoning Office is authorized to issue a zoning permit for this proposed accessory building following submission of the permit application and fee by the property owners.

6. Other Business/Reports: None.

7. Unfinished Business: Zoning Admin. Fast updated the Commissioners concerning prior recommendations the Commission had made. At the Meeting on July 15th, the City Council denied the variance application submitted by Taylor and Emily Kremmin requesting a variance on the amount of their parking area. The

City Council held the first and second readings of Ordinance No. 201, 2nd Series on July 15th and August 5th, respectively, concerning a study on billboards and a moratorium on city action on applications for conditional use permits for billboards for a period of 6 months. On August 5th, the City Council adopted the ordinance and approved the Title and Summary for publication. The Title and Summary is scheduled for publication on August 13th and the six-month moratorium period would begin that date.

8. New Business: Admin. Asst. Hensen advised that there may be a public hearing concerning a new variance application at the September Planning Commission Meeting.
9. Planning Commission Comments, Concerns, Suggestions: Commissioner Hartman referenced an article in the Citizen by Rahn Larson concerning the condition of sidewalks in Windom. Admin. Asst. Hensen recalled prior history regarding the inspection of sidewalks in the City and repair letters sent when Al Purrington was Street Superintendent. Commissioner Tegels responded that he remembers the letters and that the City painted a mark on the sidewalk panels that needed to be replaced by the property owners. The City allowed a certain period of time for the property owners to replace the panels. If the panels were not replaced in that time period, the City would replace the panel(s) and invoice the property owners. Admin. Asst. Hensen said that there had been some discussion a few years ago about dividing the City up into zones for purposes of conducting sidewalk inspections and sending repair letters. She advised that Street Superintendent Jon Ketzenberg has sent letters concerning repair/replacement of specific sidewalks pursuant to complaints received by the City. As a follow-up to this discussion, B&Z Staff will discuss this subject with the Street Superintendent.

Commissioner Pletcher asked about the status of the variance application submitted by Joshua Montgomery. Zoning Admin. Fast reported that Josh Montgomery sent a letter to the City Councilmembers on July 15th just before the time of the City Council Meeting. The Councilmembers tabled their decision on this application until August 19th to allow for B&Z Staff to research Mr. Montgomery's questions and provide responses for the City Council.

Chairman Brett Mattson announced that this is his last Planning Commission Meeting as he and his family are moving to a home just outside of Windom. The Commissioners and City Staff thanked him for his service.

10. Adjourn: The meeting was adjourned by unanimous consent at 7:29 p.m.

Attest: _____
Matthew Fast, Building & Zoning Official

Carol Hartman, Vice Chairperson



Windom, MN

Expense Approval Report

By Fund

Payment Dates 8/2/2025 - 8/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
NINSON YAR	00009776-5	08/12/2025	CREDIT BALANCE REFUND	100-20191	35.24
GITSIT SOLUTIONS LLC	00015407-2	08/12/2025	CREDIT BALANCE REFUND	100-20191	1.00
BELINDA EREBIA	00023087-1	08/12/2025	CREDIT BALANCE REFUND	100-20191	8.01
MARCO A TINOCO RIVERA	00024878-0	08/12/2025	CREDIT BALANCE REFUND	100-20191	3.41
WINDOM MEDICAL CLINIC - T	00027413-5	08/12/2025	CREDIT BALANCE REFUND	100-20191	23.21
HOLT ELECTRIC	00050193-7	08/12/2025	CREDIT BALANCE REFUND	100-20191	13.48
JACOB DONALDSON	00056617-2	08/12/2025	CREDIT BALANCE REFUND	100-20191	36.74
SHAIANN MIKE	00061998-3	08/12/2025	CREDIT BALANCE REFUND	100-20191	0.11
MN REVENUE	JULY 2025	08/12/2025	SALES TAX	100-20202	99.00
MN REVENUE	JULY 2025	08/12/2025	SALES TAX	100-20202	54.00
MN REVENUE	JULY 2025	08/12/2025	SALES TAX	100-20202	5,674.00
MN REVENUE	JULY 2025	08/12/2025	SALES TAX	100-20202	31,025.23
					36,973.43
Activity: 41110 - Mayor & Council					
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-41110-326	27.40
HY-VEE, INC.	3954124	08/05/2025	EMPLOYEE APPRECIATION	100-41110-434	1,266.47
WINDOM COUNTRY CLUB	8/4/2025	08/05/2025	GOLF/ CLUB HOUSE RENTAL	100-41110-434	450.00
Activity 41110 - Mayor & Council Total:					1,743.87
Activity: 41310 - Administration					
INDOFF, INC	3811778	08/04/2025	CITY HALL-SUPPLIES	100-41310-200	159.99
INNOVATIVE SYSTEMS LLC	INV-26623	08/05/2025	INVOICE POSTAGE/ PROCESSI	100-41310-200	26.00
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	72861 Supplies & Maint	100-41310-200	3.59
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	100-41310-217	335.40
US BANK	US BANK JULY 2025	08/05/2025	Amazon - Supplies	100-41310-217	64.41
AGC NETWORKS, INC.	10/30/2025-10/29/2026	07/31/2025	ANNUAL MAINT. 10/30/2025-	100-41310-321	570.39
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-41310-321	67.11
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-41310-326	316.79
US BANK	US BANK JULY 2025	08/05/2025	ZOOM MEETING	100-41310-326	18.16
STEVE NASBY	8/6/2025	08/07/2025	ADIM/EDA/TRAVEL/MEALS	100-41310-331	32.20
STEVE NASBY	8/6/2025	08/07/2025	ADIM/EDA/TRAVEL/MEALS	100-41310-331	10.00
STEVE NASBY	8/6/2025	08/07/2025	ADIM/EDA/TRAVEL/MEALS	100-41310-334	15.00
US BANK	US BANK JULY 2025	08/05/2025	Authorized. Net	100-41310-433	25.00
US BANK	US BANK JULY 2025	08/05/2025	SITEGROUND	100-41310-444	149.97
Activity 41310 - Administration Total:					1,794.01
Activity: 41910 - Building & Zoning					
SCHRAMEL LAW OFFICE	JULY 2025	08/05/2025	LEGAL FEES	100-41910-304	750.00
AGC NETWORKS, INC.	10/30/2025-10/29/2026	07/31/2025	ANNUAL MAINT. 10/30/2025-	100-41910-321	95.07
VERIZON WIRELESS	6119335992	08/04/2025	Matthew Fast 822-1123	100-41910-321	41.40
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-41910-321	55.60
US BANK	US BANK JULY 2025	08/05/2025	int'l code council inc	100-41910-433	170.00
US BANK	US BANK JULY 2025	08/05/2025	MN Dept of Labor License Fee	100-41910-443	612.96
CITY OF WINDOM	25-164-0030	08/12/2025	BUILDING AND ZONING - APP	100-41910-480	200.00
CITY OF WINDOM	25-821-0050	08/12/2025	BULIDING & ZONING APPLICA	100-41910-480	200.00
CITY OF WINDOM	25-821-0060	08/12/2025	BUILDING & ZONING APPLICA	100-41910-480	200.00
Activity 41910 - Building & Zoning Total:					2,325.03
Activity: 41940 - City Hall					
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-41940-381	585.93
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-41940-382	72.68
MN ENERGY RESOURCES	5561214813	08/05/2025	444 9th Street	100-41940-383	45.00
HOMETOWN SANITATION SER	0000622972	08/05/2025	CITY HALL DISPOSAL	100-41940-384	124.98
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-41940-385	162.18
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Office	100-41940-406	37.99

Expense Approval Report

Payment Dates: 8/2/2025 - 8/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Office	100-41940-406	6.99
				Activity 41940 - City Hall Total:	1,035.75
Activity: 42120 - Crime Control					
INDOFF, INC	3809415	07/31/2025	POLICE- SUPPLIES	100-42120-200	64.90
KWIK TRIP INC & SUBSIDIARIE	JULY 2025	08/05/2025	POLICE/WCC/MOTOR FUEL	100-42120-212	1,464.39
WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	100-42120-212	-14.04
WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	100-42120-212	724.56
KWIK TRIP INC & SUBSIDIARIE	JULY 2025	08/05/2025	POLICE/WCC/MOTOR FUEL	100-42120-212	-132.23
STREICHER'S, INC	I1774810	07/31/2025	POLICE-UNIFORMS	100-42120-218	1,923.98
SCHRAMMEL LAW OFFICE	JULY 2025	08/05/2025	LEGAL FEES	100-42120-304	450.00
MN D.A.R.E. INC.	8182025	07/28/2025	POLICE-TRAINING & REGISTRA	100-42120-308	225.00
AT & T MOBILITY	287293102788X08032025	08/07/2025	POLICE- TELEPHONE	100-42120-321	695.32
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-42120-321	30.20
Midwest 911 Cars, Inc	1130A	07/31/2025	POLICE- RADIO UNITS	100-42120-323	2,500.00
ALPHA WIRELESS - MANKATO	30803	08/07/2025	POLICE-RADIO UNITS	100-42120-323	120.00
Midwest 911 Cars, Inc	RO # 1130	07/31/2025	POLICE-RADIO UNITS	100-42120-323	3,914.00
AMAZON CAPITAL SERVICES, I	1GYM-RRDH-7W97	07/31/2025	POLICE- DATA PROCESSING	100-42120-326	37.86
BAYCOM INC	EQUIPINV_056853	08/04/2025	POLICE- BODY CAMS & TASER	100-42120-326	6,232.00
ANDREW KINNETZ	7/21/2025-7/22/2025	08/04/2025	POLICE- MEALS	100-42120-334	21.79
AMBITEC, INC	INV2903	08/12/2025	POLICE-MAINTENANCE - OFFI	100-42120-404	3,059.96
EMERGENCY AUTOMOTIVE TE	TC072125-52	07/31/2025	POLICE-MAINTENANCE - OFFI	100-42120-404	601.62
PAUL MARSH	034904	07/31/2025	POLICE-MAINTENANCE - VEHI	100-42120-405	587.07
PAUL MARSH	034953	08/07/2025	POLICE-MAINTENANCE - VEHI	100-42120-405	583.38
CRYSTAL CLEAN CAR WASH LL	1206	08/07/2025	POLICE-MAINTENANCE - VEHI	100-42120-405	40.00
HIGLEY FORD	133784	08/07/2025	POLICE- MAINTENANCE - VEH	100-42120-405	9.00
ALEX HAUGLID	1456	07/31/2025	POLICE-MAINTENANCE - VEHI	100-42120-405	300.00
SMITH AUTOMOTIVE CO	1773	08/07/2025	POLICE-MAINTENANCE - VEHI	100-42120-405	40.00
AMAZON CAPITAL SERVICES, I	173K-T69N-4WQY	08/04/2025	POLICE- MISC	100-42120-480	26.94
AMAZON CAPITAL SERVICES, I	1CWD-FXXG-7YLH	07/31/2025	POLICE- MISC	100-42120-480	25.94
				Activity 42120 - Crime Control Total:	23,531.64
Activity: 42220 - Fire Fighting					
VESTIS GROUP, INC	2560408657	08/12/2025	AMBO- FIRE- SUPPLIES	100-42220-211	39.50
WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	100-42220-212	472.49
US BANK	US BANK JULY 2025	08/05/2025	amazon	100-42220-215	42.98
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	100-42220-217	107.00
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Fire	100-42220-217	31.98
US BANK	US BANK JULY 2025	08/05/2025	amazon	100-42220-217	59.76
US BANK	US BANK JULY 2025	08/05/2025	Amazon	100-42220-217	44.98
AGC NETWORKS, INC.	10/30/2025-10/29/2026	07/31/2025	ANNUAL MAINT. 10/30/2025-	100-42220-321	126.76
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-42220-321	42.90
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-42220-381	498.54
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-42220-382	15.80
MN ENERGY RESOURCES	5561214813	08/05/2025	938 5th - Fire 60%	100-42220-383	216.93
HOMETOWN SANITATION SER	0000623030	08/05/2025	EMS BUILDING DISPOSAL	100-42220-384	50.00
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-42220-385	38.42
HEIMAN FIRE EQUIP. CO	0945377-IN	08/12/2025	FIRE- MAINTENANCE - VEHICL	100-42220-405	687.75
SCOTT VEENKER	31611	08/04/2025	FIRE DEPT-MAINTENANCE - V	100-42220-405	135.75
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Fire	100-42220-405	8.52
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Fire	100-42220-405	83.53
US BANK	US BANK JULY 2025	08/05/2025	E-Bay- Unit 16	100-42220-405	73.36
US BANK	US BANK JULY 2025	08/05/2025	Fire Line Equipment Unit 24	100-42220-405	70.08
ADVANTAGE COLLECTION PR	8746157	08/07/2025	COLLECTION FEE ON FIRE CAL	100-42220-480	300.00
WINDOM FIRE RELIEF ASSOC.	7/31/2025	08/04/2025	SUPPLEMENTAL BENEFIT REI	100-42220-491	1,000.00
				Activity 42220 - Fire Fighting Total:	4,147.03
Activity: 42500 - Civil Defense					
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-42500-381	35.37
				Activity 42500 - Civil Defense Total:	35.37
Activity: 43100 - Streets					
WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	100-43100-212	1,215.08

Expense Approval Report

Payment Dates: 8/2/2025 - 8/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	100-43100-212	-23.55
MN MUNICIPAL UTILITIES ASS	66837	07/31/2025	SAFETY MANAGEMENT	100-43100-217	250.00
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-43100-217	70.00
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	100-43100-217	18.35
JEREMY JOHNSON	8/8/2025	08/12/2025	STREET- UNIFORMS	100-43100-218	200.00
COTTONWOOD CO SOLID WA	2572394	08/05/2025	STREET-STREET MAINTENANC	100-43100-224	10.00
COTTONWOOD CO SOLID WA	2572420	08/05/2025	STREET-STREET MAINTENANC	100-43100-224	10.00
COUNTRY PRIDE SERVICE	9044386	08/05/2025	STREET- MAINT. SUPPLIES	100-43100-224	90.00
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	street	100-43100-241	16.99
AGC NETWORKS, INC.	10/30/2025-10/29/2026	07/31/2025	ANNUAL MAINT. 10/30/2025-	100-43100-321	190.13
VERIZON WIRELESS	6119335992	08/04/2025	Jon Ketzenberg 822-0783	100-43100-321	42.23
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-43100-321	20.55
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-43100-381	275.41
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-43100-381	1,455.24
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-43100-382	21.39
MN ENERGY RESOURCES	5561214813	08/05/2025	80 Cty Rd 26	100-43100-383	46.49
HOMETOWN SANITATION SER	0000622973	08/05/2025	STREET- DISPOSAL	100-43100-384	126.98
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-43100-385	47.70
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Street	100-43100-404	2.19
Activity 43100 - Streets Total:					4,085.18

Activity: 45120 - Recreation

WINDOM AREA SCHOOLS	3205	08/05/2025	REC-SUPPLIES	100-45120-215	5,617.00
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	100-45120-217	19.25
US BANK	US BANK JULY 2025	08/05/2025	Playpass Business	100-45120-217	9.50
Activity 45120 - Recreation Total:					5,645.75

Activity: 45202 - Park Areas

SCHILLING SUPPLY COMPANY	1014691-00	08/04/2025	PARKS- CLEANING SUPPLIES	100-45202-211	145.04
COUNTRY PRIDE SERVICE	1804551	08/12/2025	PARKS- MOTOR FUEL	100-45202-212	849.36
WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	100-45202-212	162.22
MN MUNICIPAL UTILITIES ASS	66837	07/31/2025	SAFETY MANAGEMENT	100-45202-217	50.00
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-45202-326	266.67
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-45202-381	786.27
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-45202-382	1,182.92
HOMETOWN SANITATION SER	0000622974	08/05/2025	SQUARE- DISPOSAL	100-45202-384	74.99
HOMETOWN SANITATION SER	0000622991	08/05/2025	ISLAND PARK	100-45202-384	101.96
HOMETOWN SANITATION SER	0000622992	08/05/2025	TEGELS PARK DISPOSAL	100-45202-384	277.98
HOMETOWN SANITATION SER	0000622993	08/05/2025	WRA- DISPOSAL	100-45202-384	104.98
HOMETOWN SANITATION SER	0000622994	08/05/2025	KASTLE KINGDOM DISPOSAL	100-45202-384	89.98
HOMETOWN SANITATION SER	0000623007	08/05/2025	MAYFLOWER PARK DISPOSAL	100-45202-384	51.98
HOMETOWN SANITATION SER	0000623036	08/05/2025	ABBY PARK - DISPOSAL	100-45202-384	24.98
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	100-45202-385	151.56
ST CROIX RECREATION FUN PL	22348	08/05/2025	PARKS-MAINTENANCE - STRU	100-45202-402	212.99
JOHNSON HARDWARE	16152	08/04/2025	PARKS-MAINTENANCE - OFFIC	100-45202-404	30.74
JOHNSON HARDWARE	8/7/2025	08/12/2025	PARKS- MAINTENANCE - VEHI	100-45202-405	37.73

Activity 45202 - Park Areas Total: 4,602.35**Fund 100 - GENERAL Total: 85,919.41****Fund: 211 - LIBRARY****Activity: 45501 - Library**

SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Library	211-45501-211	92.30
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	211-45501-217	212.26
US BANK	US BANK JULY 2025	08/05/2025	Amazon	211-45501-217	75.61
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	211-45501-321	166.72
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	211-45501-326	70.00
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	211-45501-381	380.47
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	211-45501-382	20.94
MN ENERGY RESOURCES	5561214813	08/05/2025	904 4th Ave	211-45501-383	45.00
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	211-45501-385	46.20
LUCAN COMMUNITY TV INC	2163	07/31/2025	LIBRARY-MAINTENANCE - STR	211-45501-402	91.38
VESTIS GROUP, INC	2560406510	07/31/2025	LIBRARY-MAINTENANCE - STR	211-45501-402	44.65

Expense Approval Report

Payment Dates: 8/2/2025 - 8/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	US BANK JULY 2025	08/05/2025	Jk Windows	211-45501-402	50.00
US BANK	US BANK JULY 2025	08/05/2025	Birds & Bloom	211-45501-433	35.94
INGRAM INDUSTRIES	JULY 2025	08/04/2025	LIBRARY-BOOKS/PAMPHLETS	211-45501-435	1,152.91
US BANK	US BANK JULY 2025	08/05/2025	Amazon	211-45501-435	19.95
US BANK	US BANK JULY 2025	08/05/2025	Amazon	211-45501-435	22.38
Activity 45501 - Library Total:					2,526.71
Fund 211 - LIBRARY Total:					2,526.71

Fund: 225 - AIRPORT**Activity: 45127 - Airport**

RED ROCK RURAL WATER	8/1/2025 AIRPORT	08/04/2025	AIRPORT-SUPPLIES	225-45127-200	194.55
RED ROCK RURAL WATER	8/1/2025 AIRPORT	08/04/2025	METER FEE	225-45127-200	2.00
BEST OIL COMPANY	69721	08/07/2025	AIRPORT-MERCH FOR RESALE	225-45127-264	7,122.09
MIDSTATES EQUIPMENT & SU	225676	08/05/2025	AIRPORT-MAINTENANCE - GR	225-45127-406	17,879.76
MILLER SELLNER EQUIP	79152B	08/04/2025	AIRPORT-MAINTENANCE - GR	225-45127-406	45.32
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Airport	225-45127-406	-47.14
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Airport	225-45127-406	47.14
Activity 45127 - Airport Total:					25,243.72
Fund 225 - AIRPORT Total:					25,243.72

Fund: 230 - POOL

DYLAN HOVDET	10-8-2024	10/08/2024	POOL/REFUND	230-34720	70.00
KERI KOCH	8/12/2025	08/12/2025	POOL REFUND	230-34720	70.00
KATHERINE IHLER	10-9-2024	10/09/2024	POOL/REFUND	230-34721	35.00
					175.00

Activity: 45124 - Pool

ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	230-45124-217	133.33
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	230-45124-217	19.25
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	230-45124-381	35.00
MN ENERGY RESOURCES	5561214813	08/05/2025	Island Park 4th Ave	230-45124-383	48.09
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	230-45124-385	54.16
Activity 45124 - Pool Total:					289.83
Fund 230 - POOL Total:					464.83

Fund: 235 - AMBULANCE

ARROW MANUFACTURING IN	8491	08/07/2025	AMBO-MOTOR VEHICLES	235-16440	163,463.00
					163,463.00

Activity: 42153 - Ambulance

WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	235-42153-212	1,943.63
WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	235-42153-212	-37.68
ESPENSON GROUP LLC	1717	08/05/2025	AMBO- SUPPLIES	235-42153-217	300.00
AMAZON CAPITAL SERVICES, I	1MW1-XF6W-CHWM	08/12/2025	AMBO-SUPPLIES	235-42153-217	70.94
VESTIS GROUP, INC	2560408657	08/12/2025	AMBO- FIRE- SUPPLIES	235-42153-217	39.50
KRISTEN PORATH	7/24/2025-8/3/2025	08/05/2025	AMBO- MEALS- SUPPLIES-MIL	235-42153-217	10.14
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	235-42153-217	16.42
US BANK	US BANK JULY 2025	08/05/2025	amazon	235-42153-217	59.76
US BANK	US BANK JULY 2025	08/05/2025	amazon	235-42153-217	44.98
US BANK	US BANK JULY 2025	08/05/2025	aed superstore	235-42153-217	270.00
US BANK	US BANK JULY 2025	08/05/2025	Sensor Medic LLC	235-42153-217	439.99
US BANK	US BANK JULY 2025	08/05/2025	Amazon	235-42153-217	353.14
LEWIS FAMILY DRUG, LLC	JULY 2025	08/12/2025	AMBO - OTHER MERCH	235-42153-261	1,407.08
WINDOM AREA HEALTH	734-0024-07-2025-01	08/05/2025	AMBO-NURSING	235-42153-312	3,630.08
AGC NETWORKS, INC.	10/30/2025-10/29/2026	07/31/2025	ANNUAL MAINT. 10/30/2025-	235-42153-321	253.51
AT & T MOBILITY	287304392280X08032025	08/07/2025	AMBO- TELEPHONE	235-42153-321	375.51
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	235-42153-321	28.60
KRISTEN PORATH	7/24/2025-8/3/2025	08/05/2025	AMBO- MEALS- SUPPLIES-MIL	235-42153-331	74.52
LEESA ARNDT	7/24/2025-7/25/2025	08/05/2025	AMBO MEALS	235-42153-334	59.19
KRISTEN PORATH	7/24/2025-8/3/2025	08/05/2025	AMBO- MEALS- SUPPLIES-MIL	235-42153-334	535.32
CYNDI HANSEN	7/25/2025	08/05/2025	AMBO MEALS	235-42153-334	7.38
JODI JOHNSON	7/27/2025	08/05/2025	AMBO MEALS	235-42153-334	33.46
LANDON JOHNSON	7/30/2025	08/05/2025	AMBO MEALS	235-42153-334	43.04

Expense Approval Report

Payment Dates: 8/2/2025 - 8/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	US BANK JULY 2025	08/05/2025	HyVee	235-42153-334	42.08
LINDE GAS & EQUIPMENT INC	51297517	08/12/2025	AMBO- INSURANCE	235-42153-361	921.26
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	235-42153-381	332.36
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	235-42153-382	10.54
MN ENERGY RESOURCES	5561214813	08/05/2025	938 5th - Ambulance 40%	235-42153-383	144.62
HOMETOWN SANITATION SER	0000623030	08/05/2025	EMS BUILDING DISPOSAL	235-42153-384	49.99
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	235-42153-385	25.62

Activity 42153 - Ambulance Total: 11,484.98

Fund 235 - AMBULANCE Total: 174,947.98

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

WINDOM PRINTING LLC	S2538	08/07/2025	EDA- SUPPLIES	250-46520-200	58.50
CLIFTON-LARSON-ALLEN, LLP	L251463633	08/04/2025	EDA-CONSULTING & AUDITIN	250-46520-301	1,312.50
STEVE NASBY	8/6/2025	08/07/2025	ADIM/EDA/TRAVEL/MEALS	250-46520-308	10.00
AGC NETWORKS, INC.	10/30/2025-10/29/2026	07/31/2025	ANNUAL MAINT. 10/30/2025-	250-46520-321	95.07
VERIZON WIRELESS	6119335992	08/04/2025	EDA 822-5918	250-46520-321	41.40
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	250-46520-321	55.60
STEVE NASBY	8/6/2025	08/07/2025	ADIM/EDA/TRAVEL/MEALS	250-46520-331	32.20
STEVE NASBY	8/6/2025	08/07/2025	ADIM/EDA/TRAVEL/MEALS	250-46520-334	15.00
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	250-46520-381	56.69
COTTONWOOD CO RECORDE	P35267	08/05/2025	EDA-MISC	250-46520-480	46.00

Activity 46520 - EDA Total: 1,722.96

Fund 250 - EDA GENERAL Total: 1,722.96

Fund: 401 - GENERAL CAPITAL PROJECTS

Activity: 49950 - Capital Outlay

JONATHAN ENGSTROM	469	07/31/2025	TELECOM-INTERNET EXPENSE	401-49950-500	680.00
JONATHAN ENGSTROM	470	07/31/2025	TELECOM-CONSULTING/ CITY	401-49950-500	680.00
JONATHAN ENGSTROM	471	07/31/2025	TELECOM-CONSULTING/ CITY	401-49950-500	680.00
BAYCOM INC	EQUIPINV_056853	08/04/2025	POLICE- BODY CAMS & TASER	401-49950-501	8,648.00
AXON ENTERPRISE, INC	INUS367598	08/07/2025	POLICE- CAPITAL	401-49950-501	54.92
MES SERVICE COMPANY LLC	IN2304752	08/07/2025	FIRE DEPT- FEDERATED GRAN	401-49950-502	595.35
ELITE MECHANICAL SYSTEMS	33611	08/12/2025	ISLAND PARK SHELTER	401-49950-504	4,615.22

Activity 49950 - Capital Outlay Total: 15,953.49

Fund 401 - GENERAL CAPITAL PROJECTS Total: 15,953.49

Fund: 601 - WATER

Activity: 49400 - Water

WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	601-49400-212	252.99
MN MUNICIPAL UTILITIES ASS	66837	07/31/2025	SAFETY MANAGEMENT	601-49400-217	100.00
RED ROCK RURAL WATER	8/1/2025 WATER JOHNSON A	08/04/2025	WATER 104328 JOHNSON AU	601-49400-217	38.95
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	601-49400-217	79.95
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Water	601-49400-217	8.99
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Water	601-49400-217	471.99
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Water	601-49400-217	47.14
MN VALLEY TESTING	1318317	08/12/2025	WATER LAB TESTING	601-49400-310	77.50
CARQUEST - SMITH AUTO SUP	3434	08/05/2025	WATER-LAB TESTING	601-49400-310	16.37
CORE & MAIN LP	INV0019496	08/12/2025	WATER LAB TESTING	601-49400-310	288.62
AGC NETWORKS, INC.	10/30/2025-10/29/2026	07/31/2025	ANNUAL MAINT. 10/30/2025-	601-49400-321	190.13
VERIZON WIRELESS	6119335992	08/04/2025	Water Treatment 822-1854	601-49400-321	51.40
VERIZON WIRELESS	6119335992	08/04/2025	Water Treatment Ipad 822-43	601-49400-321	40.01
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	601-49400-321	51.46
INNOVATIVE SYSTEMS LLC	INV-26623	08/05/2025	INVOICE POSTAGE/ PROCESSI	601-49400-322	276.76
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	601-49400-326	70.00
INNOVATIVE SYSTEMS LLC	INV-26412	08/04/2025	BILLING SYSTEM	601-49400-326	517.50
INNOVATIVE SYSTEMS LLC	INV-26412	08/04/2025	BILLING SYSTEM	601-49400-326	1,102.50
INNOVATIVE SYSTEMS LLC	INV-26623	08/05/2025	INVOICE POSTAGE/ PROCESSI	601-49400-326	162.16
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	601-49400-381	3,928.22
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	601-49400-382	20.55
MN ENERGY RESOURCES	5561214813	08/05/2025	16th Street	601-49400-383	24.07

Expense Approval Report

Payment Dates: 8/2/2025 - 8/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN ENERGY RESOURCES	5561214813	08/05/2025	10 16th street	601-49400-383	75.88
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	601-49400-385	44.90
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	601-49400-386	1,285.90
THE INSULATORS LLC	4908	08/12/2025	WATER - SEWER - MAINTENA	601-49400-404	352.50
GOPHER STATE ONE CALL	5070850	08/12/2025	WATER/ SEWER / MAINTENA	601-49400-408	56.02
				Activity 49400 - Water Total:	9,632.46
				Fund 601 - WATER Total:	9,632.46

Fund: 602 - SEWER

Activity: 49450 - Sewer

WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	602-49450-212	178.76
MN MUNICIPAL UTILITIES ASS	66837	07/31/2025	SAFETY MANAGEMENT	602-49450-217	150.00
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	602-49450-217	95.93
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Sewer	602-49450-217	32.46
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Sewer	602-49450-217	59.86
MN VALLEY TESTING	1316801	08/05/2025	SEWER- LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1317015	08/05/2025	SEWER- LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1317423	08/05/2025	SEWER- LAB TESTING	602-49450-310	170.80
MN VALLEY TESTING	1317911	08/12/2025	SEWER LAB TESTING	602-49450-310	126.00
MN VALLEY TESTING	1318063	08/12/2025	SEWER LAB TESTING	602-49450-310	266.80
MN VALLEY TESTING	1318066	08/12/2025	SEWER LAB TESTING	602-49450-310	93.20
MN VALLEY TESTING	1318244	08/12/2025	SEWER LAB TESTING	602-49450-310	153.20
MN VALLEY TESTING	1318283	08/12/2025	SEWER LAB TESTING	602-49450-310	170.80
AGC NETWORKS, INC.	10/30/2025-10/29/2026	07/31/2025	ANNUAL MAINT. 10/30/2025-	602-49450-321	126.76
VERIZON WIRELESS	6119335992	08/04/2025	Waste Water 822-1674	602-49450-321	41.40
VERIZON WIRELESS	6119335992	08/04/2025	Waste Water IPAD 832-0222	602-49450-321	40.01
VERIZON WIRELESS	6119335992	08/04/2025	Waste Water IPAD 832-0212	602-49450-321	40.01
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	602-49450-321	177.07
INNOVATIVE SYSTEMS LLC	INV-26623	08/05/2025	INVOICE POSTAGE/ PROCESSI	602-49450-322	279.75
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	602-49450-326	70.00
INNOVATIVE SYSTEMS LLC	INV-26412	08/04/2025	BILLING SYSTEM	602-49450-326	517.50
INNOVATIVE SYSTEMS LLC	INV-26412	08/04/2025	BILLING SYSTEM	602-49450-326	1,102.51
INNOVATIVE SYSTEMS LLC	INV-26623	08/05/2025	INVOICE POSTAGE/ PROCESSI	602-49450-326	162.16
RYAN ANDERSON	7/21/2025-7/25/2025	08/04/2025	SEWER- TRAVEL	602-49450-331	408.80
ELECTRIC FUND	10296797	08/12/2025	SEWER- ELECTRIC UTILITY	602-49450-381	58.79
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	602-49450-381	8,870.99
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	602-49450-382	1,410.76
MN ENERGY RESOURCES	5561214813	08/05/2025	857 16th St	602-49450-383	22.56
MN ENERGY RESOURCES	5561214813	08/05/2025	400 Drake Ave	602-49450-383	346.56
MN ENERGY RESOURCES	5561214813	08/05/2025	585 Opportunity Dr	602-49450-383	19.24
MN ENERGY RESOURCES	5561214813	08/05/2025	621 Des Moine Dr	602-49450-383	18.91
HOMETOWN SANITATION SER	0000622976	08/05/2025	WASTEWATER DISPOSAL	602-49450-384	131.99
COTTONWOOD CO SOLID WA	2572236	08/05/2025	SEWER-MAINTENANCE - OFFI	602-49450-404	640.48
COTTONWOOD CO SOLID WA	2572246	08/05/2025	SEWER-MAINTENANCE - OFFI	602-49450-404	324.68
THE INSULATORS LLC	4908	08/12/2025	WATER - SEWER - MAINTENA	602-49450-404	352.50
US BANK	US BANK JULY 2025	08/05/2025	Battery Supply	602-49450-404	379.76
WENNER HOLDINGS LLC	4530	08/04/2025	SEWER-MAINTENANCE-DISTR	602-49450-408	3,173.00
GOPHER STATE ONE CALL	5070850	08/12/2025	WATER/ SEWER / MAINTENA	602-49450-408	56.03
				Activity 49450 - Sewer Total:	20,662.83
				Fund 602 - SEWER Total:	20,662.83

Fund: 604 - ELECTRIC

ELECTRIC FUND	# 676 RETURN	08/05/2025	ELECTRIC - INVENTORY	604-14200	0.89
ELECTRIC FUND	# 677 RETURN	08/12/2025	ELECTRIC INVENTORY	604-14200	203.81
ELECTRIC FUND	# 1071	08/04/2025	ELECTRIC- CAPITAL	604-16300	542.31
ELECTRIC FUND	# 1074	08/05/2025	ELECTRIC CAPITAL	604-16300	14.83
ELECTRIC FUND	# 1076	08/07/2025	ELECTRIC- CAPITAL	604-16300	13,612.67
ELECTRIC FUND	# 1077	08/12/2025	ELECTRIC CAPITAL	604-16300	81.60
ELECTRIC FUND	7/21/2025-8/3/2025	08/05/2025	ELECTRIC- CAPTIAL	604-16300	7,280.00
MN REVENUE	JULY 2025	08/12/2025	SALES TAX	604-20202	20.77
CLAUDIA VERGARA ZERMENO	00005679-9	08/12/2025	ELECTRIC PREPAYMENT REFU	604-22000	297.94

Expense Approval Report

Payment Dates: 8/2/2025 - 8/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ADJOA S ESSAH	00007984-3	08/12/2025	ELECTRIC PREPAYMENT REFU	604-22000	231.92
DENISE LAVALLE	00016898-7	08/12/2025	ELECTRIC PREPAYMENT REFU	604-22000	289.29
ENRIQUE MARTINEZ PRECIAD	00023342-1	08/12/2025	ELECTRIC PREPAYMENT REFU	604-22000	300.00
MARLIN MOHRMAN	00025647-3	08/12/2025	ELECTRIC PREPAYMENT REFU	604-22000	300.00
PATRICIA POWELL	00031534-0	08/12/2025	ELECTRIC PREPAYMENT REFU	604-22000	114.80
JUAN FRANCISCO GARCIA	00053037-4	08/12/2025	ELECTRIC PREPAYMENT REFU	604-22000	300.00
DARRIN HUNGATE	00064047-9	08/12/2025	ELECTRIC PREPAYMENT REFU	604-22000	160.38
BELINDA EREBIA	23087-1	08/12/2025	ELECTRIC PREPAYMENT REFU	604-22000	300.00
SHAIANN MIKE	61998-3	08/12/2025	ELECTRIC PREPAYMENT REFU	604-22000	300.00
NINSON YAR	9776-5	08/12/2025	ELECTRIC PREPAYMENT REFU	604-22000	300.00
					24,651.21

Activity: 49550 - Electric

AMAZON CAPITAL SERVICES, I	1CWH-FPT3-RCD7	08/05/2025	ELECTRIC -SUPPLIES	604-49550-200	31.81
AMAZON CAPITAL SERVICES, I	1MLN-XHG1-CQFR	08/05/2025	ELECTRIC- SUPPLIES	604-49550-200	49.87
US BANK	US BANK JULY 2025	08/05/2025	Dollar General	604-49550-200	6.41
WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	604-49550-212	601.96
MN MUNICIPAL UTILITIES ASS	66837	07/31/2025	SAFETY MANAGEMENT	604-49550-217	250.00
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Electric	604-49550-217	37.98
US BANK	US BANK JULY 2025	08/05/2025	HyVee	604-49550-217	11.73
AMARIL UNIFORM COMPANY	IV282556	08/12/2025	ELECTRIC- UNIFORM	604-49550-218	203.20
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Electric	604-49550-241	58.48
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Electric	604-49550-241	13.18
CMP - CENTRAL MUNICIPAL P	8026	08/12/2025	ELECTRIC- ENERGY - TRANSMI	604-49550-263	199,108.88
CMP - CENTRAL MUNICIPAL P	8026	08/12/2025	ELECTRIC- ENERGY - TRANSMI	604-49550-263	68,371.66
DEPARTMENT OF ENERGY	BFPB000800725	08/07/2025	ELECTRIC-MERCHANDISE FOR	604-49550-263	103,938.00
SCHRAMEL LAW OFFICE	JULY 2025	08/05/2025	LEGAL FEES	604-49550-304	240.00
AGC NETWORKS, INC.	10/30/2025-10/29/2026	07/31/2025	ANNUAL MAINT. 10/30/2025-	604-49550-321	316.89
VERIZON WIRELESS	6119335992	08/04/2025	Jason Sykora 822-7572	604-49550-321	40.01
VERIZON WIRELESS	6119335992	08/04/2025	Electric Phone 822-5140	604-49550-321	40.01
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	604-49550-321	51.52
INNOVATIVE SYSTEMS LLC	INV-26623	08/05/2025	INVOICE POSTAGE/ PROCESSI	604-49550-322	276.76
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	604-49550-326	90.00
INNOVATIVE SYSTEMS LLC	INV-26412	08/04/2025	BILLING SYSTEM	604-49550-326	2,198.40
INNOVATIVE SYSTEMS LLC	INV-26412	08/04/2025	BILLING SYSTEM	604-49550-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-26623	08/05/2025	INVOICE POSTAGE/ PROCESSI	604-49550-326	162.16
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	604-49550-381	128.86
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	604-49550-382	45.13
MN ENERGY RESOURCES	5561214813	08/05/2025	1105 1st Ave N	604-49550-383	48.09
HOMETOWN SANITATION SER	0000622977	08/05/2025	ELECTRIC DISPOSAL	604-49550-384	127.99
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	604-49550-385	93.92
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Electric	604-49550-402	4.95
EXTRA TOUCH AUTO SALES	6427	09/23/2024	EL/TIRE REPAIR	604-49550-404	20.00
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Electric	604-49550-406	22.99
ELECTRIC FUND	# 1072	08/04/2025	ELECTRIC- DISTRIBUTION	604-49550-408	0.48
ELECTRIC FUND	# 1073	08/04/2025	ELECTRIC INTERNAL ELECTRIC	604-49550-408	6.21
ELECTRIC FUND	# 1075	08/05/2025	ELECTRIC-MAINTENANCE - DI	604-49550-408	196.83
US LBM OPERATING CO 3009	16412080	08/07/2025	ELECTRIC-MAINTENANCE - DI	604-49550-408	5.57
J. H. LARSON	5103439274.001	08/07/2025	ELECTRIC-MAINTENANCE - DI	604-49550-408	124.80
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Electric	604-49550-409	76.47
AMAZON CAPITAL SERVICES, I	1QLF-QKVX-HDFJ	08/05/2025	ELECTRIC- MAINTENANCE - G	604-49550-410	317.75
AMAZON CAPITAL SERVICES, I	1RTX-6C9G-4NFY	08/05/2025	ELECTRIC-MAINTENANCE - GE	604-49550-410	1,228.97
WINDOM AREA SCHOOLS	7/24/2025	08/05/2025	ELECTRIC- REBATES	604-49550-450	2,156.90
CMP - CENTRAL MUNICIPAL P	8026	08/12/2025	ELECTRIC- ENERGY - TRANSMI	604-49550-450	3,815.92
MN REVENUE	JULY 2025	08/12/2025	SALES TAX	604-49550-460	471.00

Activity 49550 - Electric Total: 386,026.74

Fund 604 - ELECTRIC Total: 410,677.95

Fund: 609 - LIQUOR STORE

MN REVENUE	JULY 2025	08/12/2025	SALES TAX	609-20202	21,195.00
					21,195.00

Expense Approval Report

Payment Dates: 8/2/2025 - 8/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49751 - Liquor Store					
INDOFF, INC	3810463	08/04/2025	LIQUOR STORE- SUPPLIES	609-49751-200	159.99
VESTIS GROUP, INC	2560406512	08/04/2025	LIQUOR STORE- CLEANING SU	609-49751-211	57.05
US BANK	US BANK JULY 2025	08/05/2025	Sams Club/Amazon/HyVee	609-49751-211	37.71
US BANK	US BANK JULY 2025	08/05/2025	Amazon	609-49751-211	12.80
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	609-49751-217	37.14
BREAKTHRU BEVERAGE MN	122629983	08/04/2025	LIQUOR STORE-LIQUOR-WINE	609-49751-251	1,864.72
DOLL DISTRIBUTING, LLC	1818366	08/04/2025	LIQUOR STORE- LIQUOR	609-49751-251	83.00
DOLL DISTRIBUTING, LLC	1818367	08/04/2025	LIQUOR STORE- LIQUOR- BEE	609-49751-251	208.30
DOLL DISTRIBUTING, LLC	1818368	08/04/2025	LIQUOR STORE-LIQUOR-BEER	609-49751-251	-47.22
DOLL DISTRIBUTING, LLC	1823397	08/12/2025	LIQUOR STORE- LIQUOR- BEE	609-49751-251	-117.76
DOLL DISTRIBUTING, LLC	1823400	08/12/2025	LIQUOR STORE- LIQUOR-BEER	609-49751-251	1,691.05
NEW FRANCE WINE COMPAN	248739	07/31/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	396.00
SOUTHERN GLAZER'S OF MN	2642402	08/05/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-251	996.11
SOUTHERN GLAZER'S OF MN	2653488	08/12/2025	LIQUOR STORE- LIQUOR - FREI	609-49751-251	161.90
SOUTHERN GLAZER'S OF MN	2655421	08/12/2025	LIQUOR STORE- LIQUOR- FREI	609-49751-251	2,917.88
JOHNSON BROS.	2845556	08/04/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-251	1,843.45
JOHNSON BROS.	2850719	08/12/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-251	1,762.66
BEVERAGE WHOLESALERS	393294	08/04/2025	LIQUOR STORE- LIQUOR-BEER	609-49751-251	94.00
PHILLIPS WINE & SPIRITS	5020006	08/04/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-251	1,898.03
PHILLIPS WINE & SPIRITS	5023910	08/12/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-251	3,408.23
SOUTHERN GLAZER'S OF MN	5129003	08/12/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-251	1,147.35
SOUTHERN GLAZER'S OF MN	5129004	08/12/2025	LIQUOR STORE- LIQUOR- FREI	609-49751-251	2,767.91
SOUTHERN GLAZER'S OF MN	5129005	08/12/2025	LIQUOR STORE- LIQUOR- FREI	609-49751-251	247.50
BREAKTHRU BEVERAGE MINN	122629638	08/04/2025	LIQUOR STORE- BEER	609-49751-252	116.00
DOLL DISTRIBUTING, LLC	1818367	08/04/2025	LIQUOR STORE- LIQUOR- BEE	609-49751-252	4,575.35
DOLL DISTRIBUTING, LLC	1818368	08/04/2025	LIQUOR STORE-LIQUOR-BEER	609-49751-252	1,296.78
DOLL DISTRIBUTING, LLC	1823395	08/12/2025	LIQUOR STORE- BEER	609-49751-252	-18.45
DOLL DISTRIBUTING, LLC	1823397	08/12/2025	LIQUOR STORE- LIQUOR- BEE	609-49751-252	-48.44
DOLL DISTRIBUTING, LLC	1823400	08/12/2025	LIQUOR STORE- LIQUOR-BEER	609-49751-252	7,219.60
ARTISAN BEER COMPANY	3786040	08/04/2025	LIQUOR STORE-BEER	609-49751-252	133.00
ARTISAN BEER COMPANY	3787759	08/12/2025	LIQUOR STORE BEER	609-49751-252	125.80
BEVERAGE WHOLESALERS	393294	08/04/2025	LIQUOR STORE- LIQUOR-BEER	609-49751-252	17,049.50
BEVERAGE WHOLESALERS	394408	08/12/2025	LIQUOR STORE- BEER - N/A	609-49751-252	5,206.80
DOLL DISTRIBUTING, LLC	921070-2	08/12/2025	LIQUOR STORE- BEER	609-49751-252	-34.20
BREAKTHRU BEVERAGE MN	122629983	08/04/2025	LIQUOR STORE-LIQUOR-WINE	609-49751-253	1,456.00
DOLL DISTRIBUTING, LLC	1818367	08/04/2025	LIQUOR STORE- LIQUOR- BEE	609-49751-253	33.60
DOLL DISTRIBUTING, LLC	1823400	08/12/2025	LIQUOR STORE- LIQUOR-BEER	609-49751-253	33.60
ROLLING FORKS VINEYARDS, L	2273	08/12/2025	LIQUOR STORE- WINE	609-49751-253	528.00
SOUTHERN GLAZER'S OF MN	2566423	08/12/2025	LIQUOR STORE- WINE-FREIGH	609-49751-253	387.35
SOUTHERN GLAZER'S OF MN	2642403	08/05/2025	LIQUOR STORE- WINE-FREIGH	609-49751-253	68.00
PAUSTIS WINE COMPANY	271946	08/12/2025	LIQUOR SOTRE- WINE- FREIG	609-49751-253	192.00
JOHNSON BROS.	2845557	08/04/2025	LIQUOR STORE-WINE-SOFT D	609-49751-253	1,493.75
JOHNSON BROS.	2850720	08/12/2025	LIQUOR STORE- WINE- FREIG	609-49751-253	104.00
PHILLIPS WINE & SPIRITS	5020007	08/04/2025	LIQUOR STORE-WINE-FREIGH	609-49751-253	33.00
PHILLIPS WINE & SPIRITS	5023911	08/12/2025	LIQUOR STORE- WINE- FREIG	609-49751-253	253.00
SOUTHERN GLAZER'S OF MN	5129006	08/12/2025	LIQUOR STORE- WINE- FREIG	609-49751-253	78.40
AH HERMEL COMPANY	1079901	07/31/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-254	76.72
BREAKTHRU BEVERAGE MN	122629983	08/04/2025	LIQUOR STORE-LIQUOR-WINE	609-49751-254	84.22
JOHNSON BROS.	2845557	08/04/2025	LIQUOR STORE-WINE-SOFT D	609-49751-254	88.00
AH HERMEL COMPANY	1079901	07/31/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-256	128.07
HOME CITY ICE COMPANY	7511252353	08/12/2025	LIQUOR STORE- ICE- FREIGHT	609-49751-257	408.40
HOME CITY ICE COMPANY	8001250222	08/04/2025	LIQUOR STORE- ICE - FREIGHT	609-49751-257	130.40
JOHNSON BROS.	2850721	08/12/2025	LIQUOR STORE- THC	609-49751-258	342.60
PHILLIPS WINE & SPIRITS	5020008	08/04/2025	LIQUOR STORE- THC	609-49751-258	582.40
PHILLIPS WINE & SPIRITS	5023912	08/12/2025	LIQUOR STORE- THC	609-49751-258	392.00
DOLL DISTRIBUTING, LLC	1818367	08/04/2025	LIQUOR STORE- LIQUOR- BEE	609-49751-259	75.90
DOLL DISTRIBUTING, LLC	1823397	08/12/2025	LIQUOR STORE- LIQUOR- BEE	609-49751-259	18.13
DOLL DISTRIBUTING, LLC	1823400	08/12/2025	LIQUOR STORE- LIQUOR-BEER	609-49751-259	187.40
BEVERAGE WHOLESALERS	393294	08/04/2025	LIQUOR STORE- LIQUOR-BEER	609-49751-259	184.50

Expense Approval Report

Payment Dates: 8/2/2025 - 8/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BEVERAGE WHOLESALERS	394408	08/12/2025	LIQUOR STORE- BEER - N/A	609-49751-259	185.80
AH HERMEL COMPANY	1079901	07/31/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-261	5.83
AGC NETWORKS, INC.	10/30/2025-10/29/2026	07/31/2025	ANNUAL MAINT. 10/30/2025-	609-49751-321	190.13
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	609-49751-321	226.79
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	609-49751-326	129.00
AH HERMEL COMPANY	1079901	07/31/2025	LIQUOR STORE-FREIGHT-SOFT	609-49751-333	8.95
BREAKTHRU BEVERAGE MN	122629983	08/04/2025	LIQUOR STORE-LIQUOR-WINE	609-49751-333	59.36
DOLL DISTRIBUTING, LLC	1818367	08/04/2025	LIQUOR STORE- LIQUOR- BEE	609-49751-333	7.00
DOLL DISTRIBUTING, LLC	1823399	08/12/2025	LIQUOR STORE- FREIGHT	609-49751-333	7.00
NEW FRANCE WINE COMPAN	248739	07/31/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	6.00
SOUTHERN GLAZER'S OF MN	2566423	08/12/2025	LIQUOR STORE- WINE-FREIGH	609-49751-333	18.45
SOUTHERN GLAZER'S OF MN	2642402	08/05/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-333	28.70
SOUTHERN GLAZER'S OF MN	2642403	08/05/2025	LIQUOR STORE- WINE-FREIGH	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2653488	08/12/2025	LIQUOR STORE- LIQUOR - FREI	609-49751-333	2.05
SOUTHERN GLAZER'S OF MN	2655421	08/12/2025	LIQUOR STORE- LIQUOR- FREI	609-49751-333	33.31
SOUTHERN GLAZER'S OF MN	2655422	08/12/2025	LIQUOR STORE-FREIGHT	609-49751-333	4.10
PAUSTIS WINE COMPANY	271946	08/12/2025	LIQUOR SOTRE- WINE- FREIG	609-49751-333	8.00
JOHNSON BROS.	2845556	08/04/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-333	45.10
JOHNSON BROS.	2845557	08/04/2025	LIQUOR STORE-WINE-SOFT D	609-49751-333	45.10
JOHNSON BROS.	2850719	08/12/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-333	38.95
JOHNSON BROS.	2850720	08/12/2025	LIQUOR STORE- WINE- FREIG	609-49751-333	4.10
PHILLIPS WINE & SPIRITS	5020006	08/04/2025	LIQUOR STORE-LIQUOR-FREIG	609-49751-333	30.75
PHILLIPS WINE & SPIRITS	5020007	08/04/2025	LIQUOR STORE-WINE-FREIGH	609-49751-333	2.05
PHILLIPS WINE & SPIRITS	5023910	08/12/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-333	57.40
PHILLIPS WINE & SPIRITS	5023911	08/12/2025	LIQUOR STORE- WINE- FREIG	609-49751-333	12.30
SOUTHERN GLAZER'S OF MN	5129003	08/12/2025	LIQUOR STORE- LIQUOR-FREI	609-49751-333	14.86
SOUTHERN GLAZER'S OF MN	5129004	08/12/2025	LIQUOR STORE- LIQUOR- FREI	609-49751-333	65.26
SOUTHERN GLAZER'S OF MN	5129005	08/12/2025	LIQUOR STORE- LIQUOR- FREI	609-49751-333	12.30
SOUTHERN GLAZER'S OF MN	5129006	08/12/2025	LIQUOR STORE- WINE- FREIG	609-49751-333	2.73
HOME CITY ICE COMPANY	7511252353	08/12/2025	LIQUOR STORE- ICE- FREIGHT	609-49751-333	4.00
HOME CITY ICE COMPANY	8001250222	08/04/2025	LIQUOR STORE- ICE - FREIGHT	609-49751-333	4.00
NEXT STEP BROADCASTING IN	25070394	08/12/2025	LIQUOR STORE - ADVERTISIN	609-49751-340	51.00
NEXT STEP BROADCASTING IN	25070395	08/12/2025	LIQUOR STORE- ADVERTISING	609-49751-340	268.46
NEXT STEP BROADCASTING IN	25070396	08/12/2025	LIQUOR STORE- ADVERTISING	609-49751-340	61.20
US BANK	US BANK JULY 2025	08/05/2025	Meta	609-49751-340	9.93
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	609-49751-381	1,054.61
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	609-49751-382	69.04
MN ENERGY RESOURCES	5561214813	08/05/2025	575 2nd Ave	609-49751-383	97.04
HOMETOWN SANITATION SER	0000622975	08/05/2025	RIVERBEND LIQUOR-DISPOSA	609-49751-384	210.98
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	609-49751-385	113.52
CARLSON & STEWART REFRIG	70528	08/12/2025	LIQUOR STORE- MAINTENANC	609-49751-404	663.00
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Liquor	609-49751-406	79.97
US BANK	US BANK JULY 2025	08/05/2025	City Hive	609-49751-433	50.13
MN REVENUE	JULY 2025	08/12/2025	SALES TAX	609-49751-460	18.00
Activity 49751 - Liquor Store Total:					68,617.28
Fund 609 - LIQUOR STORE Total:					89,812.28

Fund: 614 - TELECOM

INTERNAL REVENUE SERVICE	AUGUST 2025	08/12/2025	TELECOM- EXCISE TAX POSTIN	614-20201	500.00
INTERNAL REVENUE SERVICE	JULY FINAL	08/12/2025	TELECOM- EXCISE TAX POSTIN	614-20201	192.08
MN 9-1-1 PROGRAM	JULY 2025	08/12/2025	911 SERVICES	614-20206	883.21
					1,575.29

Activity: 49870 - Telecom

AMAZON CAPITAL SERVICES, I	1J9X-DLWD-QHPR	07/31/2025	TELECOM-SUPPLIES	614-49870-200	89.03
AMAZON CAPITAL SERVICES, I	1XD7-KV96-JHTY	07/31/2025	TELECOM-SUPPLIES	614-49870-200	70.64
AMAZON CAPITAL SERVICES, I	1DLC-P93T-JKKH	08/07/2025	TELECOM- SUPPLIES	614-49870-211	229.49
CITY LAUNDERING CO.	2143956	08/04/2025	TELECOM-CLEANING SUPPLIE	614-49870-211	28.92
WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	614-49870-212	370.99
MN MUNICIPAL UTILITIES ASS	66837	07/31/2025	SAFETY MANAGEMENT	614-49870-217	200.00
HEARTLAND SECURITY SERVIC	838311	07/31/2025	TELECOM-OTHER OPERATING	614-49870-217	358.46

Expense Approval Report

Payment Dates: 8/2/2025 - 8/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	614-49870-217	60.12
US BANK	US BANK JULY 2025	08/05/2025	Specialized Products	614-49870-217	510.00
INTERSTATE ALL BATTERY CEN	1912903033977	07/31/2025	TELECOM-UTILITY SYSTEM	614-49870-227	473.91
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Telecom	614-49870-227	37.98
JONATHAN ENGSTROM	470	07/31/2025	TELECOM-CONSULTING/ CITY	614-49870-301	1,020.00
JONATHAN ENGSTROM	471	07/31/2025	TELECOM-CONSULTING/ CITY	614-49870-301	1,020.00
INTERSTATE TRS FUND	82580760091-0725	08/04/2025	ASSESSNEBT FIR 499-A FILING	614-49870-304	1.99
INTERSTATE TRS FUND	82580760091-0725	08/04/2025	ASSESSNEBT FIR 499-A FILING	614-49870-304	716.76
OLSEN THIELEN & CO.,LTD	96821	07/31/2025	TELECOM-LEGAL FEES	614-49870-304	222.50
OLSEN THIELEN & CO.,LTD	97176	08/07/2025	TELECOM- LEGAL FEES	614-49870-304	410.00
SCHRAMEL LAW OFFICE	JULY 2025	08/05/2025	LEGAL FEES	614-49870-304	525.00
AGC NETWORKS, INC.	10/30/2025-10/29/2026	07/31/2025	ANNUAL MAINT. 10/30/2025-	614-49870-321	507.03
VERIZON WIRELESS	6119335992	08/04/2025	Jordan Bussa 822-2807	614-49870-321	51.40
VERIZON WIRELESS	6119335992	08/04/2025	Telecom Extra 822-2806	614-49870-321	41.40
VERIZON WIRELESS	6119335992	08/04/2025	Brian Turner 822-2845	614-49870-321	51.40
VERIZON WIRELESS	6119335992	08/04/2025	Andrew Rossow 822-2868	614-49870-321	51.40
VERIZON WIRELESS	6119335992	08/04/2025	Jeff Dahna 822-2895	614-49870-321	51.40
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	614-49870-321	205.08
INNOVATIVE SYSTEMS LLC	INV-26623	08/05/2025	INVOICE POSTAGE/ PROCESSI	614-49870-322	279.76
INNOVATIVE SYSTEMS LLC	INV-26412	08/04/2025	BILLING SYSTEM	614-49870-326	1,035.00
INNOVATIVE SYSTEMS LLC	INV-26412	08/04/2025	BILLING SYSTEM	614-49870-326	2,198.40
INNOVATIVE SYSTEMS LLC	INV-26623	08/05/2025	INVOICE POSTAGE/ PROCESSI	614-49870-326	162.16
NEXT STEP BROADCASTING IN	25070465	08/04/2025	TELECOM- ADVERTISING	614-49870-340	75.99
NEXT STEP BROADCASTING IN	25070466	08/04/2025	TELECOM-ADVERTISING	614-49870-340	75.99
INNOVATIVE SYSTEMS LLC	INV-26623	08/05/2025	INVOICE POSTAGE/ PROCESSI	614-49870-350	186.06
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	614-49870-381	3,747.24
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	614-49870-382	21.57
MN ENERGY RESOURCES	5561214813	08/05/2025	443 10th Street	614-49870-383	12.11
HOMETOWN SANITATION SER	0000622978	08/05/2025	TELECOM	614-49870-384	115.98
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	614-49870-385	43.86
US BANK	US BANK JULY 2025	08/05/2025	Ebay	614-49870-401	165.00
US BANK	US BANK JULY 2025	08/05/2025	Ebay	614-49870-401	315.00
VIKING AUTOMATIC SPRINKLE	1025-F429433	07/31/2025	TELECOM-MAINTENANCE - O	614-49870-404	710.00
ELITE MECHANICAL SYSTEMS	33523	07/31/2025	TELECOM-MAINTENANCE - O	614-49870-404	200.00
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Telecom	614-49870-404	279.99
CARQUEST - SMITH AUTO SUP	4027	08/07/2025	TELECOM-MAINTENANCE - VE	614-49870-405	55.98
SMITH AUTOMOTIVE CO	47608	08/07/2025	TELECOM-MAINTENANCE - VE	614-49870-405	897.03
NATIONAL CABLE TV COOP	25070379	08/12/2025	TELECOM- SUBSCRIBER FEES	614-49870-442	48,421.19
DISPLAY SYSTEMS INTERNATI	259287	08/04/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	198.44
Diamond Sports Topco, LLC	28197	08/12/2025	TELECOM- SUBSCRIBER FEES	614-49870-442	3,682.77
ARVIG ENTERPRISES, INC	352341	07/31/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	290.00
BIG TEN NETWORK, LLC	420079	08/12/2025	TELECOM- SUBSCRIBER FEES	614-49870-442	1,245.00
FOX CORPORATION	420080	08/12/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	235.75
FOX CORPORATION	420081	08/12/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	3,105.00
NEXSTAR BROADCASTING GR	618017	08/12/2025	TELECOM- SUBSCRIBER FEES	614-49870-442	215.57
MLB MEDIA LLC	618488	08/12/2025	TELECOM SUBSCRIBER FEES	614-49870-442	3,004.40
MLB NETWORK	678767	08/12/2025	TELECOM- SUBSCRIBER FEES	614-49870-442	362.60
TECHNOLOGY PLANNERS, LLC	6938	07/31/2025	TELECOM-SUBSCRIBER FEES	614-49870-442	2,885.00
TECHNOLOGY PLANNERS, LLC	6939	08/07/2025	TELECOM-SUBSCRIBER FEE	614-49870-442	2,885.00
UNIVERSAL SERVICE ADMIN C	JULY 2025	08/12/2025	TELECOM- INTER GOVT FEES	614-49870-443	2,006.41
UNIVERSAL SERVICE ADMIN C	JULY 2025	08/12/2025	TELECOM- INTER GOVT FEES	614-49870-443	-27.70
FIBER MINNESOTA LLC	3389	07/31/2025	TELECOM-SWITCH FEES	614-49870-445	300.00
1623 FARNAM LLC	00011639	08/04/2025	TELECOM-INTERNET EXPENSE	614-49870-447	200.00
ZAYO GROUP, LLC	2025080045189	08/07/2025	TELECOM-INTERNET EXPENSE	614-49870-447	1,950.00
JONATHAN ENGSTROM	467	07/31/2025	TELECOM- INTERNET EXPENS	614-49870-447	1,700.00
JONATHAN ENGSTROM	469	07/31/2025	TELECOM-INTERNET EXPENSE	614-49870-447	1,020.00
HURRICANE ELECTRIC LLC	98553179-IN	08/04/2025	TELECOM-INTERNET EXPENSE	614-49870-447	4,100.00
US BANK	US BANK JULY 2025	08/05/2025	Dream Host Web Hosting	614-49870-447	139.00
GOLDEN WEST TECH & INT SO	250700050	08/04/2025	TELECOM-ON CALL SUPPORT	614-49870-448	125.23
ONVOY, LLC dba INTELIGENT	578575	08/07/2025	TELECOM-CALL COMPLETION	614-49870-451	504.25

Expense Approval Report

Payment Dates: 8/2/2025 - 8/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN REVENUE	JULY 2025	08/12/2025	SALES TAX	614-49870-460	384.00
				Activity 49870 - Telecom Total:	96,813.93
				Fund 614 - TELECOM Total:	98,389.22

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

JCL SOLUTIONS - JANITORS CL	2012675	08/05/2025	ARENA- SUPPLIES	615-49850-211	573.04
JCL SOLUTIONS - JANITORS CL	2012675-1	08/12/2025	ARENA- CLEANING SUPPLIES	615-49850-211	119.54
VESTIS GROUP, INC	2560353369	08/05/2025	ARENA- SUPPLIES	615-49850-211	63.47
VESTIS GROUP, INC	2560404374	08/05/2025	ARENA- SUPPLIES	615-49850-211	63.47
VESTIS GROUP, INC	7/31/2025	08/05/2025	ARENA- LATE FEES	615-49850-211	0.09
VESTIS GROUP, INC	7/31/2025	08/05/2025	ARENA- SUPPLIES	615-49850-211	3.97
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Arena	615-49850-211	44.35
WEX BANK	JULY 2025	08/06/2025	JULY 2025 MOTOR FUEL	615-49850-212	207.14
COTTONWOOD VET CLINIC	7126	07/31/2025	ARENA-SUPPLIES	615-49850-217	188.79
COTTONWOOD VET CLINIC	7127	07/31/2025	ARENA- SUPPLIES	615-49850-217	124.00
COTTONWOOD VET CLINIC	8236	07/31/2025	ARENA-SUPPLIES	615-49850-217	124.00
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	615-49850-217	38.50
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Arena	615-49850-217	27.48
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Arena	615-49850-217	597.60
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Arena	615-49850-217	58.14
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Arena	615-49850-217	16.99
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	Arena	615-49850-217	59.97
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	Arena	615-49850-217	25.77
VERIZON WIRELESS	6119335992	08/04/2025	Arena Staff 822-0096	615-49850-321	29.28
VERIZON WIRELESS	6119335992	08/04/2025	Tim Hogan 822-0514	615-49850-321	41.40
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	615-49850-321	127.32
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	615-49850-326	446.95
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	615-49850-381	2,325.24
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	615-49850-382	87.52
MN ENERGY RESOURCES	5561214813	08/05/2025	Fairgrounds	615-49850-383	179.05
HOMETOWN SANITATION SER	0000622979	08/05/2025	ARENA- DISPOSAL	615-49850-384	192.98
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	615-49850-385	95.39
CARQUEST - SMITH AUTO SUP	3851	07/31/2025	ARENA-MAINTENANCE - OFFI	615-49850-404	279.94
				Activity 49850 - Arena Total:	6,141.38
				Fund 615 - ARENA Total:	6,141.38

Fund: 617 - M/P CENTER

SEH	492576	08/12/2025	WCC/IMPROVEMENTS	617-16200	10,000.00
MN REVENUE	JULY 2025	08/12/2025	SALES TAX	617-20202	295.21
					10,295.21

Activity: 49860 - M/P Center

SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	M/P Building	617-49860-211	29.57
KWIK TRIP INC & SUBSIDIARIE	JULY 2025	08/05/2025	POLICE/WCC/MOTOR FUEL	617-49860-212	-4.09
KWIK TRIP INC & SUBSIDIARIE	JULY 2025	08/05/2025	POLICE/WCC/MOTOR FUEL	617-49860-212	50.00
A & B BUSINESS	IN1283690	08/05/2025	MAINTENANCE CONTRACT	617-49860-217	105.00
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	M/P Building	617-49860-217	5.99
JOHNSON BROS.	2845482	08/07/2025	WCC/LIQUOR/FREIGHT	617-49860-251	76.44
BEVERAGE WHOLESALERS	393293	07/31/2025	WCC/BEER/LIQUOR/FREIGHT	617-49860-251	64.60
PHILLIPS WINE & SPIRITS	5019926	08/07/2025	WCC/LIQUOR/FREIGHT	617-49860-251	177.70
BEVERAGE WHOLESALERS	393293	07/31/2025	WCC/BEER/LIQUOR/FREIGHT	617-49860-252	65.30
US BANK	US BANK JULY 2025	08/05/2025	Hyvee	617-49860-254	22.02
US BANK	US BANK JULY 2025	08/05/2025	sams club	617-49860-254	95.42
US BANK	US BANK JULY 2025	08/05/2025	hyvee	617-49860-254	70.78
US BANK	US BANK JULY 2025	08/05/2025	Amazon	617-49860-261	56.03
US BANK	US BANK JULY 2025	08/05/2025	Amazon	617-49860-261	86.54
US BANK	US BANK JULY 2025	08/05/2025	Amazon	617-49860-261	120.79
US BANK	US BANK JULY 2025	08/05/2025	Amazon	617-49860-261	-0.56
US BANK	US BANK JULY 2025	08/05/2025	Amazon	617-49860-261	-1.52
US BANK	US BANK JULY 2025	08/05/2025	Amazon	617-49860-261	-5.40
AGC NETWORKS, INC.	10/30/2025-10/29/2026	07/31/2025	ANNUAL MAINT. 10/30/2025-	617-49860-321	190.13

Expense Approval Report

Payment Dates: 8/2/2025 - 8/15/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	6119335992	08/04/2025	Tim Snyder 822-2843	617-49860-321	41.40
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	617-49860-321	60.29
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	617-49860-326	403.33
JOHNSON BROS.	2845482	08/07/2025	WCC/LIQUOR/FREIGHT	617-49860-333	6.48
BEVERAGE WHOLESALERS	393293	07/31/2025	WCC/BEER/LIQUOR/FREIGHT	617-49860-333	5.00
PHILLIPS WINE & SPIRITS	5019926	08/07/2025	WCC/LIQUOR/FREIGHT	617-49860-333	14.52
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	617-49860-381	1,666.50
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	617-49860-382	46.74
MN ENERGY RESOURCES	5561214813	08/05/2025	1750 Cottonwood Lake	617-49860-383	62.85
HOMETOWN SANITATION SER	0000622980	08/05/2025	COMMUNITY CENTER- DISPO	617-49860-384	189.98
ELECTRIC FUND	AUGUST 2025 CITY UTILITY	08/11/2025	MONTHLY UTILITY	617-49860-385	108.49
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	M/P Building	617-49860-402	7.29
SCHWICKERT'S TECTA AMERIC	S510140765	08/04/2025	WCC/MAINTENANCE- STRUCT	617-49860-402	6,276.32
SCHWICKERT'S TECTA AMERIC	S510143755	07/31/2025	WCC/MAINTENANCE - STRUC	617-49860-402	503.65
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	M/P maint/grounds	617-49860-402	10.74
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	M/P Building	617-49860-402	22.17
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	M/P Building	617-49860-402	17.18
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	M/P Building	617-49860-402	162.42
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	M/P Building	617-49860-402	19.16
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	M/P Building	617-49860-402	7.99
HIGLEY FORD	17115	08/05/2025	WCC/MAINTENANCE - OFFICE	617-49860-404	63.12
ELITE MECHANICAL SYSTEMS	33672	08/12/2025	WCC/ MAINTENANCE - OFFIC	617-49860-404	135.00
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	m/p building	617-49860-404	6.99
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	M/P Building	617-49860-404	25.98
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	m/p building	617-49860-406	59.98
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	M/P maint/grounds	617-49860-406	6.99
RUNNINGS SUPPLY, INC	RUNNINGS JULY 2025	08/05/2025	M/P maint/grounds	617-49860-406	24.99
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	M/P Building	617-49860-406	7.99
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	M/P maint/grounds	617-49860-406	39.58
SCHWALBACH HARDWARE	SCHWALBACHS JULY 2025	08/06/2025	m-p building	617-49860-409	27.96
MID STATES AUDIO INC	34229	08/12/2025	WCC/ SPECIAL PROJECTS	617-49860-439	8,904.35
MN REVENUE	JULY 2025	08/12/2025	SALES TAX	617-49860-460	255.79

Activity 49860 - M/P Center Total: 20,395.96

Fund 617 - M/P CENTER Total: 30,691.17

Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0002647	08/08/2025	Federal Tax Withholding	700-21701	12,132.93
MN Department of Revenue -	INV0002648	08/08/2025	State Withholding	700-21702	6,382.94
Internal Revenue Service-Payr	INV0002647	08/08/2025	Social Security	700-21703	15,123.54
MN Pera	INV0002645	08/08/2025	PERA	700-21704	992.54
MN Pera	INV0002645	08/08/2025	PERA	700-21704	10,869.42
MN Pera	INV0002645	08/08/2025	PERA	700-21704	16,514.14
MN State Deferred	INV0002646	08/08/2025	Deferred Roth	700-21705	902.00
MN State Deferred	INV0002646	08/08/2025	Deferred Compensation	700-21705	2,804.00
Internal Revenue Service-Payr	INV0002647	08/08/2025	Medicare Withholding	700-21711	4,534.74
WEX Health Inc	INV0002644	08/08/2025	HSA Employee Contribution	700-21723	1,156.14

71,412.39

Fund 700 - PAYROLL Total: 71,412.39

Grand Total: 1,044,198.78

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	85,919.41
211 - LIBRARY	2,526.71
225 - AIRPORT	25,243.72
230 - POOL	464.83
235 - AMBULANCE	174,947.98
250 - EDA GENERAL	1,722.96
401 - GENERAL CAPITAL PROJECTS	15,953.49
601 - WATER	9,632.46
602 - SEWER	20,662.83
604 - ELECTRIC	410,677.95
609 - LIQUOR STORE	89,812.28
614 - TELECOM	98,389.22
615 - ARENA	6,141.38
617 - M/P CENTER	30,691.17
700 - PAYROLL	71,412.39
Grand Total:	1,044,198.78

Account Summary

Account Number	Account Name	Payment Amount
100-20191	Unapplied Cash	121.20
100-20202	Sales Tax Payable	36,852.23
100-41110-326	Data Processing	27.40
100-41110-434	Employee Appreciation	1,716.47
100-41310-200	Office Supplies	189.58
100-41310-217	Other Operating Supplie	399.81
100-41310-321	Telephone	637.50
100-41310-326	Data Processing	334.95
100-41310-331	Travel Expense	42.20
100-41310-334	Meals/Lodging	15.00
100-41310-433	Dues & Subscriptions	25.00
100-41310-444	License Fees	149.97
100-41910-304	Legal Fees	750.00
100-41910-321	Telephone	192.07
100-41910-433	Dues & Subscriptions	170.00
100-41910-443	Intergovernmental Fees	612.96
100-41910-480	Other Miscellaneous	600.00
100-41940-381	Electric Utility	585.93
100-41940-382	Water Utility	72.68
100-41940-383	Gas Utility	45.00
100-41940-384	Refuse Disposal	124.98
100-41940-385	Sewer Utility	162.18
100-41940-406	Repairs & Maint - Groun	44.98
100-42120-200	Office Supplies	64.90
100-42120-212	Motor Fuels	2,042.68
100-42120-218	Uniforms	1,923.98
100-42120-304	Legal Fees	450.00
100-42120-308	Training & Registrations	225.00
100-42120-321	Telephone	725.52
100-42120-323	Radio Units	6,534.00
100-42120-326	Data Processing	6,269.86
100-42120-334	Meals/Lodging	21.79
100-42120-404	Repairs & Maint - M&E	3,661.58
100-42120-405	Repairs & Maint - Vehicl	1,559.45
100-42120-480	Other Miscellaneous	52.88
100-42220-211	Cleaning Supplies	39.50
100-42220-212	Motor Fuels	472.49
100-42220-215	Materials & Equipment	42.98

Account Summary

Account Number	Account Name	Payment Amount
100-42220-217	Other Operating Supplie	243.72
100-42220-321	Telephone	169.66
100-42220-381	Electric Utility	498.54
100-42220-382	Water Utility	15.80
100-42220-383	Gas Utility	216.93
100-42220-384	Refuse Disposal	50.00
100-42220-385	Sewer Utility	38.42
100-42220-405	Repairs & Maint - Vehicl	1,058.99
100-42220-480	Other Miscellaneous	300.00
100-42220-491	Payments to Other Orga	1,000.00
100-42500-381	Electric Utility	35.37
100-43100-212	Motor Fuels	1,191.53
100-43100-217	Other Operating Supplie	338.35
100-43100-218	Uniforms	200.00
100-43100-224	Street Maint Materials	110.00
100-43100-241	Small Tools	16.99
100-43100-321	Telephone	252.91
100-43100-381	Electric Utility	1,730.65
100-43100-382	Water Utility	21.39
100-43100-383	Gas Utility	46.49
100-43100-384	Refuse Disposal	126.98
100-43100-385	Sewer Utility	47.70
100-43100-404	Repairs & Maint - M&E	2.19
100-45120-215	Materials & Equipment	5,617.00
100-45120-217	Other Operating Supplie	28.75
100-45202-211	Cleaning Supplies	145.04
100-45202-212	Motor Fuels	1,011.58
100-45202-217	Other Operating Supplie	50.00
100-45202-326	Data Processing	266.67
100-45202-381	Electric Utility	786.27
100-45202-382	Water Utility	1,182.92
100-45202-384	Refuse Disposal	726.85
100-45202-385	Sewer Utility	151.56
100-45202-402	Repairs & Maint - Struct	212.99
100-45202-404	Repairs & Maint - M&E	30.74
100-45202-405	Repairs & Maint - Vehicl	37.73
211-45501-211	Cleaning Supplies	92.30
211-45501-217	Other Operating Supplie	287.87
211-45501-321	Telephone	166.72
211-45501-326	Data Processing	70.00
211-45501-381	Electric Utility	380.47
211-45501-382	Water Utility	20.94
211-45501-383	Gas Utility	45.00
211-45501-385	Sewer Utility	46.20
211-45501-402	Repairs & Maint - Struct	186.03
211-45501-433	Dues & Subscriptions	35.94
211-45501-435	Books and Pamphlets	1,195.24
225-45127-200	Office Supplies	196.55
225-45127-264	Merchandise For Resale	7,122.09
225-45127-406	Repairs & Maint - Groun	17,925.08
230-34720	Pool Admission	140.00
230-34721	Pool Instruction	35.00
230-45124-217	Other Operating Supplie	152.58
230-45124-381	Electric Utility	35.00
230-45124-383	Gas Utility	48.09
230-45124-385	Sewer Utility	54.16
235-16440	Motor Vehicles	163,463.00
235-42153-212	Motor Fuels	1,905.95

Account Summary

Account Number	Account Name	Payment Amount
235-42153-217	Other Operating Supplie	1,604.87
235-42153-261	Other Merchandise-Med	1,407.08
235-42153-312	Nursing	3,630.08
235-42153-321	Telephone	657.62
235-42153-331	Travel Expense	74.52
235-42153-334	Meals/Lodging	720.47
235-42153-361	Insurance - General Liabi	921.26
235-42153-381	Electric Utility	332.36
235-42153-382	Water Utility	10.54
235-42153-383	Gas Utility	144.62
235-42153-384	Refuse Disposal	49.99
235-42153-385	Sewer Utility	25.62
250-46520-200	Office Supplies	58.50
250-46520-301	Auditing & Consulting Se	1,312.50
250-46520-308	Training & Registrations	10.00
250-46520-321	Telephone	192.07
250-46520-331	Travel Expense	32.20
250-46520-334	Meals/Lodging	15.00
250-46520-381	Electric Utility	56.69
250-46520-480	Other Miscellaneous	46.00
401-49950-500	Capital Outlay - Office	2,040.00
401-49950-501	Capital Outlay - Police	8,702.92
401-49950-502	Capital Outlay - Fire	595.35
401-49950-504	Capital Outlay - Parks	4,615.22
601-49400-212	Motor Fuels	252.99
601-49400-217	Other Operating Supplie	747.02
601-49400-310	Lab Testing	382.49
601-49400-321	Telephone	333.00
601-49400-322	Postage	276.76
601-49400-326	Data Processing	1,852.16
601-49400-381	Electric Utility	3,928.22
601-49400-382	Water Utility	20.55
601-49400-383	Gas Utility	99.95
601-49400-385	Sewer Utility	44.90
601-49400-386	Landfill	1,285.90
601-49400-404	Repairs & Maint - M&E	352.50
601-49400-408	Repairs & Maint - Distrib	56.02
602-49450-212	Motor Fuels	178.76
602-49450-217	Other Operating Supplie	338.25
602-49450-310	Lab Testing	1,373.60
602-49450-321	Telephone	425.25
602-49450-322	Postage	279.75
602-49450-326	Data Processing	1,852.17
602-49450-331	Travel Expense	408.80
602-49450-381	Electric Utility	8,929.78
602-49450-382	Water Utility	1,410.76
602-49450-383	Gas Utility	407.27
602-49450-384	Refuse Disposal	131.99
602-49450-404	Repairs & Maint - M&E	1,697.42
602-49450-408	Repairs & Maint - Distrib	3,229.03
604-14200	Inventory	204.70
604-16300	Improvements Other Th	21,531.41
604-20202	Sales Tax Payable	20.77
604-22000	Prepayments	2,894.33
604-49550-200	Office Supplies	88.09
604-49550-212	Motor Fuels	601.96
604-49550-217	Other Operating Supplie	299.71
604-49550-218	Uniforms	203.20

Account Summary

Account Number	Account Name	Payment Amount
604-49550-241	Small Tools	71.66
604-49550-263	Merchandise for Resale -	371,418.54
604-49550-304	Legal Fees	240.00
604-49550-321	Telephone	448.43
604-49550-322	Postage	276.76
604-49550-326	Data Processing	3,485.56
604-49550-381	Electric Utility	128.86
604-49550-382	Water Utility	45.13
604-49550-383	Gas Utility	48.09
604-49550-384	Refuse Disposal	127.99
604-49550-385	Sewer Utility	93.92
604-49550-402	Repairs & Maint - Struct	4.95
604-49550-404	Repairs & Maint - M&E	20.00
604-49550-406	Repairs & Maint - Groun	22.99
604-49550-408	Repairs & Maint - Distrib	333.89
604-49550-409	Repairs & Maint - Utilitie	76.47
604-49550-410	Repairs & Maint - Gener	1,546.72
604-49550-450	Conservation	5,972.82
604-49550-460	Miscellaneous Taxes	471.00
609-20202	Sales Tax Payable	21,195.00
609-49751-200	Office Supplies	159.99
609-49751-211	Cleaning Supplies	107.56
609-49751-217	Other Operating Supplie	37.14
609-49751-251	Liquor	21,323.11
609-49751-252	Beer	35,621.74
609-49751-253	Wine	4,660.70
609-49751-254	Soft Drinks & Mix	248.94
609-49751-256	Tobacco Products	128.07
609-49751-257	Ice	538.80
609-49751-258	Liquor Store THC	1,317.00
609-49751-259	Non- Alcoholic	651.73
609-49751-261	Other Merchandise	5.83
609-49751-321	Telephone	416.92
609-49751-326	Data Processing	129.00
609-49751-333	Freight and Express	523.87
609-49751-340	Advertising & Promotion	390.59
609-49751-381	Electric Utility	1,054.61
609-49751-382	Water Utility	69.04
609-49751-383	Gas Utility	97.04
609-49751-384	Refuse Disposal	210.98
609-49751-385	Sewer Utility	113.52
609-49751-404	Repairs & Maint - M&E	663.00
609-49751-406	Repairs & Maint - Groun	79.97
609-49751-433	Dues & Subscriptions	50.13
609-49751-460	Miscellaneous Taxes	18.00
614-20201	Excise Tax Payable	692.08
614-20206	911 988 TAP & TACIP Fe	883.21
614-49870-200	Office Supplies	159.67
614-49870-211	Cleaning Supplies	258.41
614-49870-212	Motor Fuels	370.99
614-49870-217	Other Operating Supplie	1,128.58
614-49870-227	Utility System Maint Sup	511.89
614-49870-301	Auditing & Consulting Se	2,040.00
614-49870-304	Legal Fees	1,876.25
614-49870-321	Telephone	959.11
614-49870-322	Postage	279.76
614-49870-326	Data Processing	3,395.56
614-49870-340	Advertising & Promotion	151.98

Account Summary

Account Number	Account Name	Payment Amount
614-49870-350	Printing & Design	186.06
614-49870-381	Electric Utility	3,747.24
614-49870-382	Water Utility	21.57
614-49870-383	Gas Utility	12.11
614-49870-384	Refuse Disposal	115.98
614-49870-385	Sewer Utility	43.86
614-49870-401	Repairs & Maint - Buildi	480.00
614-49870-404	Repairs & Maint - M&E	1,189.99
614-49870-405	Repairs & Maint - Vehicl	953.01
614-49870-442	Subscriber Fees	66,530.72
614-49870-443	Intergovernmental Fees	1,978.71
614-49870-445	Switch Fees	300.00
614-49870-447	Internet Expense	9,109.00
614-49870-448	On-Call Support	125.23
614-49870-451	Call Completion	504.25
614-49870-460	Miscellaneous Taxes	384.00
615-49850-211	Cleaning Supplies	867.93
615-49850-212	Motor Fuels	207.14
615-49850-217	Other Operating Supplie	1,261.24
615-49850-321	Telephone	198.00
615-49850-326	Data Processing	446.95
615-49850-381	Electric Utility	2,325.24
615-49850-382	Water Utility	87.52
615-49850-383	Gas Utility	179.05
615-49850-384	Refuse Disposal	192.98
615-49850-385	Sewer Utility	95.39
615-49850-404	Repairs & Maint - M&E	279.94
617-16200	Buildings	10,000.00
617-20202	Sales Tax Payable	295.21
617-49860-211	Cleaning Supplies	29.57
617-49860-212	Motor Fuels	45.91
617-49860-217	Other Operating Supplie	110.99
617-49860-251	Liquor	318.74
617-49860-252	Beer	65.30
617-49860-254	Soft Drinks & Mix	188.22
617-49860-261	Other Merchandise	255.88
617-49860-321	Telephone	291.82
617-49860-326	Data Processing	403.33
617-49860-333	Freight and Express	26.00
617-49860-381	Electric Utility	1,666.50
617-49860-382	Water Utility	46.74
617-49860-383	Gas Utility	62.85
617-49860-384	Refuse Disposal	189.98
617-49860-385	Sewer Utility	108.49
617-49860-402	Repairs & Maint - Struct	7,026.92
617-49860-404	Repairs & Maint - M&E	231.09
617-49860-406	Repairs & Maint - Groun	139.53
617-49860-409	Repairs & Maint - Utilitie	27.96
617-49860-439	Special Projects	8,904.35
617-49860-460	Miscellaneous Taxes	255.79
700-21701	Federal Withholding	12,132.93
700-21702	State Withholding	6,382.94
700-21703	FICA Tax Withholding	15,123.54
700-21704	PERA Contributions	28,376.10
700-21705	Retirement	3,706.00
700-21711	Medicare Tax Withholdi	4,534.74
700-21723	HSA Employee Contribu	1,156.14
Grand Total:		1,044,198.78

Project Account Summary

Project Account Key
None

Grand Total:

Payment Amount
1,044,198.78

1,044,198.78

[Handwritten signature]
8-15-25



CITY COUNCIL AGENDA REQUEST

Name of Requestor Ken Kruse, Craig Hakes		Today's Date 08-08-25	
Name of Business, if applicable Fort Belmont Foundation/JCT Inc.		Phone Number 507.675.4277	
Email Address kenk1970@gmail.com			
Street Address 114 3rd St Ste B			
City Jackson		State MN	Zip Code 56143
Requested City Council Date August 19		Alternative Date	
Discussion Item Donation of log cabin in Island Park to Fort Belmont Foundation, Jackson MN.			
Handouts ☐ Yes ☒ No		Computer Hook Up Requested ☐ Yes ☒ No	
<i>By signing this form, I understand that:</i> • This format gives citizens an opportunity to express concerns to the council without expectation of discussion or action. • This form can be used only once a month by the same individual(s). • This is not a venue to bypass policies and procedures of the city commissions and committee's. • No more than 2 people can speak on the same topic at any one meeting. • Remarks should not exceed 5 minutes per person. • Remarks should be directed to the council as a whole and not to any individual member or department head. • Handouts and other materials, if any, must be provided to City Hall with the submission of this form (Limit 10 pages).			
Requester Signature Ken Kruse		Date & Time Received	
Received By			

Received 8/8/2025

10:55 AM

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: EDA
MEETING DATE: August 19, 2025
RE: Public Hearing – Residential Tax Abatement – 1955 Bud Road
DEPT: EDA
CONTACT: Sonya Wilt, EDA Director, at 832-8661 or sonya.wilt@windommn.com

Recommendations/Options/Action Requested

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

1. Hold Public Hearing on the proposed residential tax abatement.
 2. Adopt the attached RESOLUTION approving the tax abatement for a new home to be constructed at 1955 Bud Road, Windom, MN 56101.
-

Issue Summary/Background

On August 5, 2025, the Windom City Council adopted a resolution calling for a Public Hearing to be held on August 19, 2025, to discuss the Cottonwood County Home Initiative Application for a new single-family home to be constructed at 1955 Bud Road, Windom, MN 56101.

The Applicant has met all statutory requirements outlined in Minnesota Statutes §469.1813 and the County's Home Initiative Guidelines necessary for approval of the tax abatement request.

Background: Minnesota Statutes give authority to Cities to grant an abatement of taxes imposed by the City if certain criteria are met.

In 2022, Cottonwood County renewed its “home initiative program” which provides guidelines and a program through which the County, City, and School can grant abatement of real estate taxes for new residential housing. The purpose of this initiative is to provide incentives to encourage construction of new owner-occupied and rental residential housing units including single-family homes, duplexes, and multi-family complexes.

On December 20, 2022, the City of Windom adopted a resolution approving the revised Cottonwood County Home Initiative Guidelines, renewing its 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.

The program provides for a five-year abatement of property taxes on the increased market value of the property generated by the new home, duplex, or multi-family building. The abatement commences on the first year of taxes payable for the full assessed value of the new home, duplex or multi-family complex. The abatement does not include the property taxes on the land or any special assessments on the property.

Fiscal Impact

If the tax abatement is granted following the public hearing, the estimated abatement of property taxes by the City for this property for the five-year period is \$6,645.35. (However this is only an estimate because construction on the home has not yet begun and the tax rates will change each year.)

Attachments

1. Resolution Approving Tax Abatement for Certain Property Pursuant to Minn. Stat. §469.1813;
2. Public Hearing Notice;
3. Cottonwood County Home Initiative Application Packet – 1955 Bud Road, Windom, MN.

SW:mah

RESOLUTION #2025-

INTRODUCED:

SECONDED:

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

CITY OF WINDOM, MINNESOTA

**RESOLUTION APPROVING TAX ABATEMENT FOR
CERTAIN PROPERTY PURSUANT TO MINN. STAT. §469.1813**

WHEREAS, Minnesota Statutes §469.1813 gives authority to the City of Windom to grant an abatement of property 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 #: 25-320-1700

Address of Property: 1955 Bud Road, Windom, MN 56101

Legal Description of Property: Lot 7, Block 2 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 made application to the City of Windom (the "City") for the abatement of taxes as to the above-described parcel; and

WHEREAS, Preferred Choice has met the statutory requirements outlined under Minnesota Statutes §469.1813 Subdivision 1(1) and Subdivision 1(2)(i) as well as the Cottonwood County Home Initiative Guidelines for tax abatement; and

WHEREAS, the City of Windom expects the benefits to the City of the proposed abatement agreement to at least equal the costs to the City of the proposed agreement and finds that the proposed abatement is in the public interest because it will increase or preserve the tax base.

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

1. The City of Windom does hereby grant an abatement to **PREFERRED CHOICE HOMES, LLC, a Minnesota limited liability company**, of the City of Windom's share of property taxes upon the above-described parcel based on the proposed construction of a new single-family home on said parcel.
2. The tax abatement will be for no more than five (5) years commencing on the first year of taxes payable for the full assessed value related to the capital improvement (new home) as outlined in Cottonwood County Home Initiative Guidelines.
3. The City shall provide the awarded abatement payment following payment by the property owners of the property taxes due annually. One single payment of the City's share of the abatement shall be made to the property owner(s) of record by December 30th of that calendar year.
4. The tax abatement shall be for the residential capital improvements only. Land values and the current base value are not eligible and will not be abated.
5. The abatement shall be null and void if construction of the new home is not commenced within six (6) months of the approval of this resolution or if property taxes are not paid on or before the respective annual payment deadlines.

Adopted by the City Council this 19th day of August, 2025.

Hilary Mathis, Mayor

Attest: _____
Steven Nasby, City Administrator

PUBLIC HEARING NOTICE

CITY OF WINDOM, MINNESOTA

RESIDENTIAL PROPERTY TAX ABATEMENT

A Public Hearing will be held by the Windom City Council on Tuesday, August 19, 2025, at the City Council Meeting which begins at 6:30 P.M. in the City Council Chamber at the City Hall, 444 Ninth Street, Windom, Minnesota, to consider granting a residential property tax abatement pursuant to Minnesota Statutes §469.1813.

Request submitted by Preferred Choice Homes, LLC. Abatement period – 5 years commencing on first year of taxes payable for the full assessed value related to the new home. Based on 2025 tax rates, **estimated** total abatement could be approximately \$6,645.

Property Address: 1955 Bud Road, Windom, MN 56101

Legal Description of Property: Lot 7, Block 2 of Gove Acres Subdivision to the City of Windom, Cottonwood County, Minnesota;

Parcel No.: 25-320-1700

All parties interested in commenting on this proposed abatement may attend the public hearing or submit written comments to the address below prior to the hearing.

BY ORDER OF THE WINDOM CITY COUNCIL

Steven Nasby, City Administrator
444 Ninth Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129

Published: August 6, 2025
(COTTONWOOD COUNTY CITIZEN)

July 16, 2025

To: Cottonwood County Home Initiative Administrator

c/o Sonya Wilt, Executive Director
Economic Development Authority of Windom
444 Ninth Street
P. O. Box 38
Windom, MN 56101

Re: Request for Residential Tax Abatement

Dear Sonya:

We plan to construct a new single-family home on Lot 7, Block 2 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

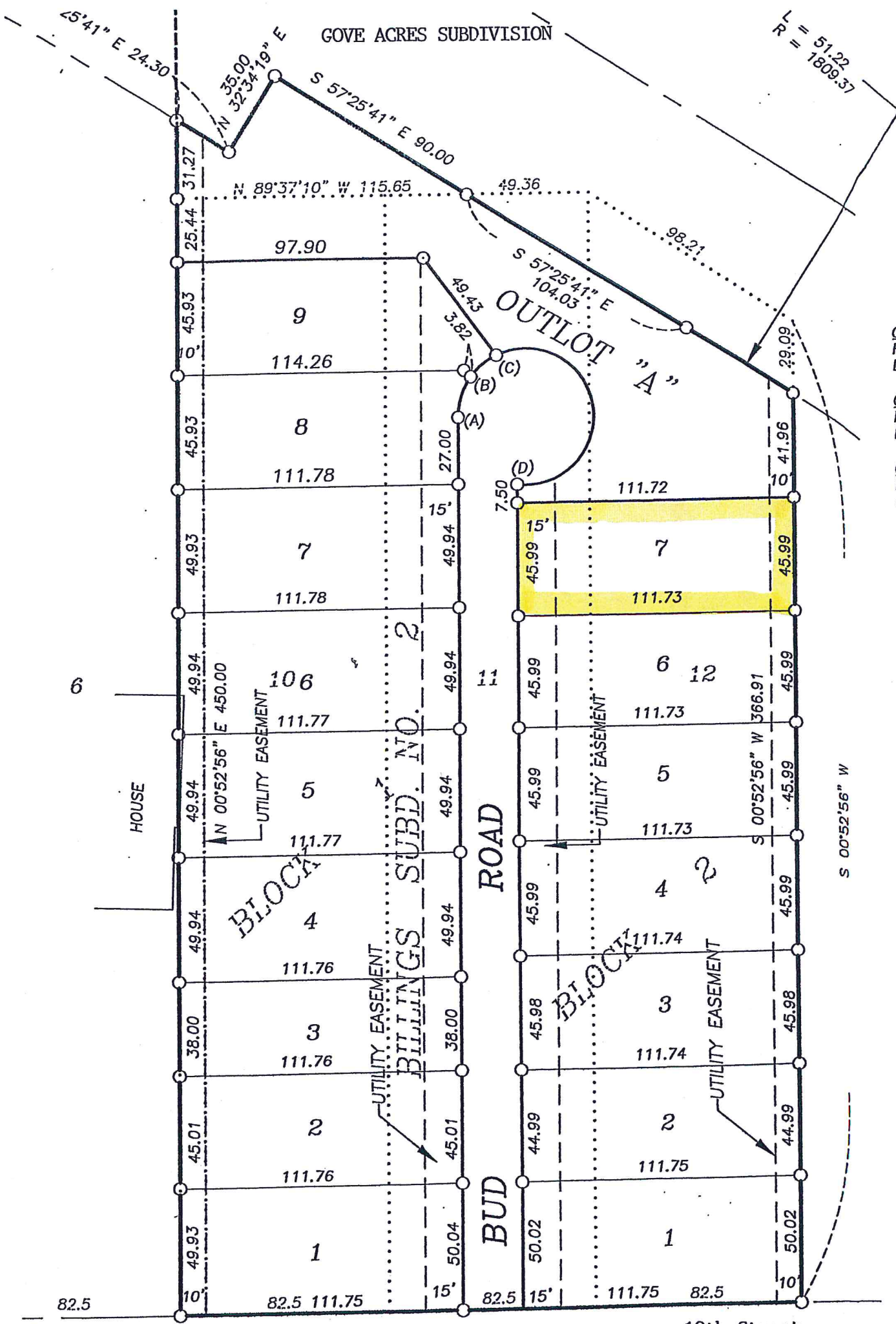
Applicant: Preferred Choice Homes, LLC

Parcel ID No.: 25.320.1700

Address of the Property: 1955 Bud Road, Windom, Minnesota 56101

Legal Description of the Property: Lot 7, Block 2 of Gove Acres Subdivision to the City of Windom,
Cottonwood County, Minnesota.

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



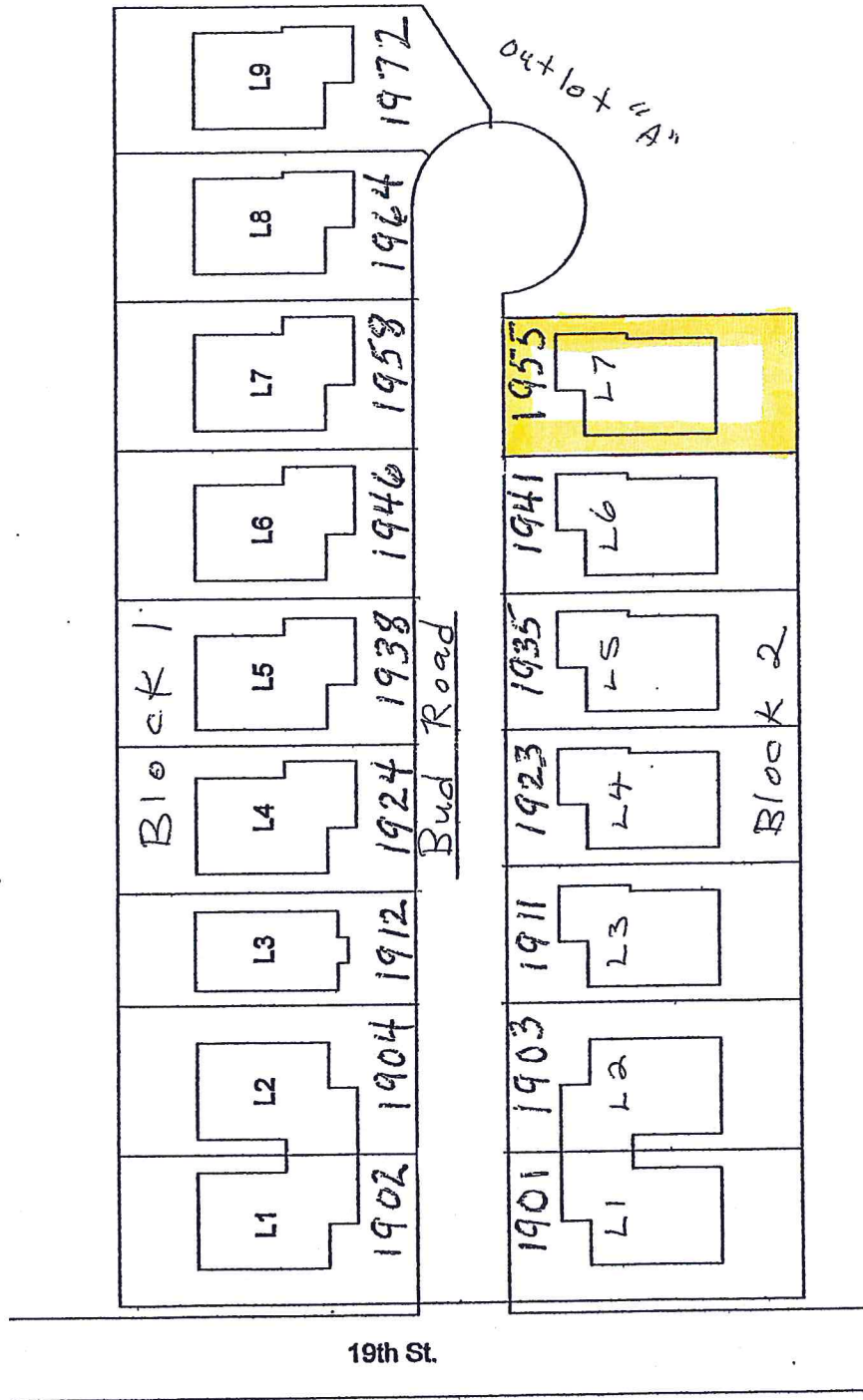
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 L = 17.46

CURVE (B)-(C)
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 L = 13.68

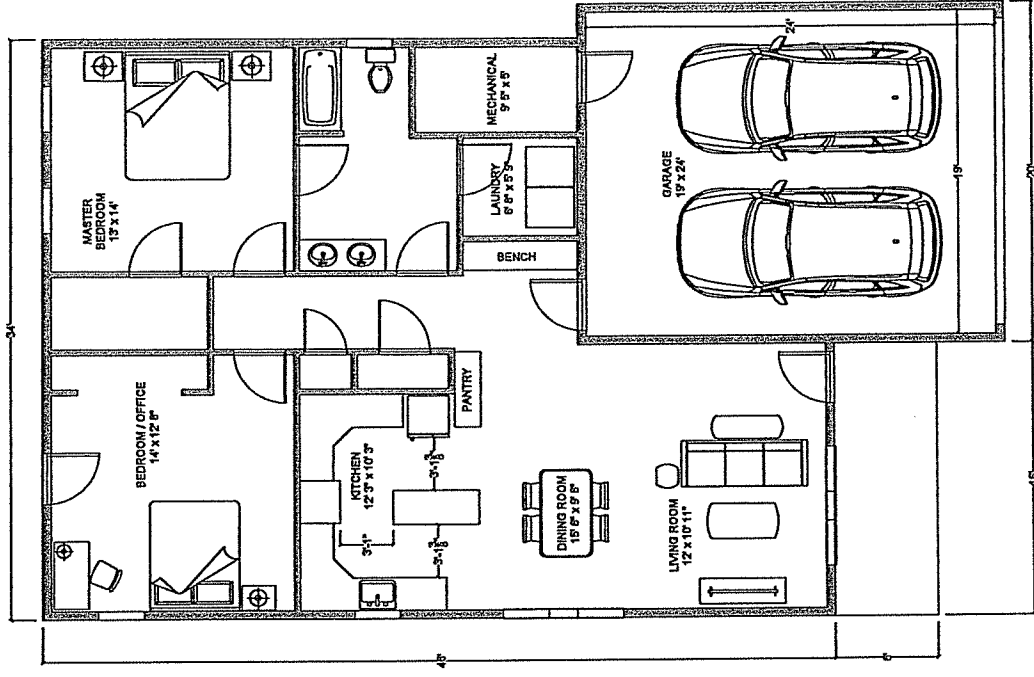
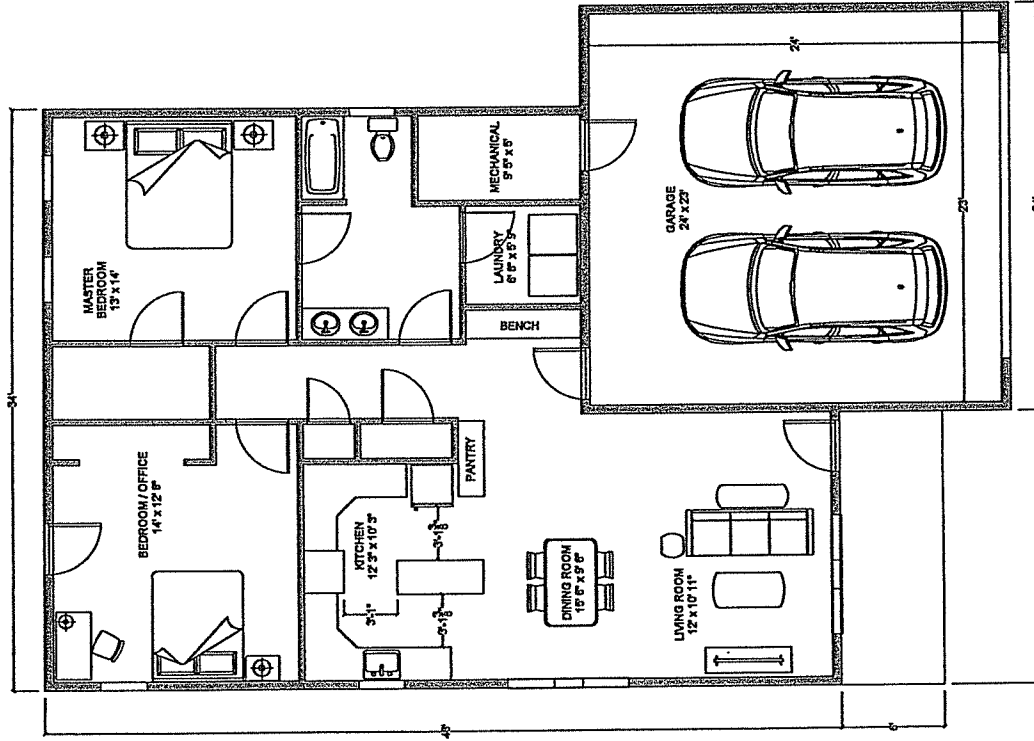
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50
 50
 50
 50

Addresses Gove Acres

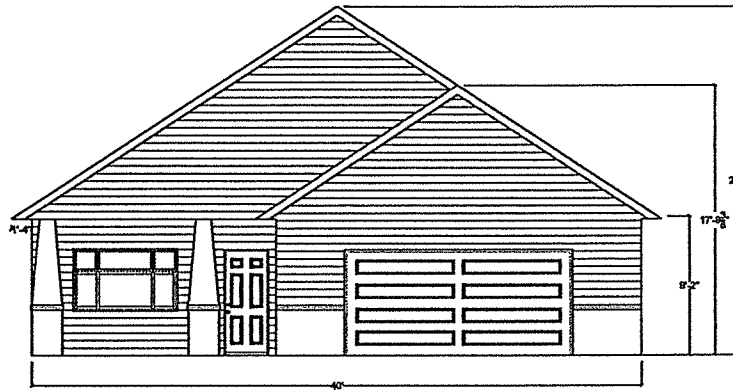


Approved By:	Issue Date:	Project: Senior Cottage PUD
	10-28-2020	Plant: Lot Layout
Contact: Lindsey Cartwright Phone: 507-530-1305		
Contact: Jerry Bauer Phone: 507-522-3700		
Set: Approval Set 2 Scale: 1/32" = 1'-0" Drawn By: MC Page: ---		
Sheet: LOT		

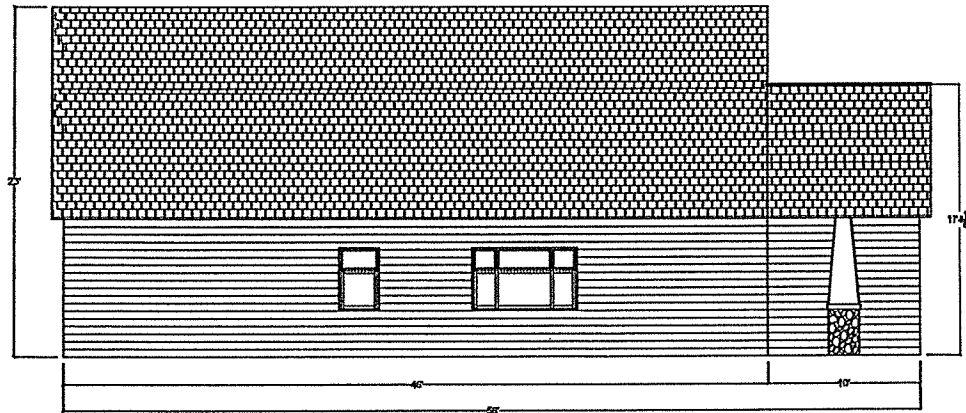


FURNITURE PLANS.
 SCALE: 3/16" = 1'-0"

Approved By:	Issue Date:	Project: Senior Cottage PUD
	10-25-2020	Plan: Furniture Plan
	Contact: Lindsey Cartwright	Set: Approval Set 2
	Phone: 507-330-1305	Scale: 3/16" = 1'-0"
	Contact: Jerry Bauer	Drawn By: MC
	Phone: 507-522-3700	Page: —
		Sheet: 0



⑧ ELEVATION
SCALE: 1/8" = 1'-0"



⑨ ELEVATION
SCALE: 1/8" = 1'-0"

Approved By:	Issue Date: 9-29-2020	Project: Senior Cottage PUD	
	Contact: Lindsey Cartwright Phone: 507-830-1305	Plan: Cottage Plan	
		Set: Preliminary 1	
	Contact: Jerry Bauer Phone: 507-822-3700	Scale: 3/16" = 1'-0"	Sheet:
		Drawn By: MC	B
		Page: 2 of 6	

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: City Administrator
DATE: August 13, 2025
RE: Federated Electric\Fiber – Proposal to Acquire Windomnet
DEPT: Administration
CONTACT: Steve.Nasby@windommn.com and Jeff.Dahna@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Should the City Council want to move forward with a consideration to sell the Windomnet system the City should engage a business valuation firm to appraise Windomnet.

Issue Summary/Background

On July 21, 2025 Federated Electric\Fiber of Jackson, MN presented a proposal to the Windom Telecommunications Commission in pursuit of their acquisition of the Windomnet system. The Telecommunications Commission recommended that this proposal be sent to the City Council for consideration.

Windomnet is a municipal utility wholly owned by the citizens of Windom providing internet, television and telephone services. As a component unit of the City the utility is operated by City employees with oversight provided by the Telecommunications Commission and City Council. Windomnet was created through a voter-approved referendum in 2020.

Fiscal Impact

Annually, Windomnet operates near breakeven for revenues and expenses including debt service payments. The Windomnet system was originally financed with bonds, of which about \$5.3 million is currently outstanding. Existing debt service (amounting to about \$820,000 per year until 2027 then approximately \$725,000 annually through 2032) is paid through Windomnet revenues.

If Windomnet were sold the City must use proceeds to pay-off all existing debt first, and then any residual balance could be used for other eligible municipal purposes.

The value of Windomnet (assets, customers, leases, etc.) needs to be determined by an independent party to ensure that the City can negotiate for the best price for the ratepayers should a sale to another party be considered.

Attachments

1. Federated Electric\Fiber Proposal to Windom Telecommunications Commission

City of Windom Telecommunications Commission

TO: Members; Tim Hiley, Dirk Abraham, Jake Voth, Josh Peterson, Kegean Hofferbert

FROM: Scott Reimer, CEO-General Manager, Federated Rural Electric Association

For: Meeting of July 21, 2025

Subject: Federated Rural Electric Association acquiring the assets of Windomnet from the City of Windom

Background: On November 6th, 2024, I sent the following to Mr. Nasby which started the conversation:

Dear Steve,

This is Scott Reimer, and I am the General Manager with Federated Rural Electric and Broadband in Jackson. We serve the rural areas of Jackson and parts of Martin Counties with electric service and in 2021 started serving FTTP to our members. We serve about 1800 accounts now in the three-county area and continue to build out utilizing grants as they are available. By now you have heard, we are in discussions with Cottonwood County regarding building fiber to the premise to the rural parts of the county. I am wondering if you would be willing to meet with me and our broadband operations manager to discuss broadband in general, leading into what opportunities might be available with Windom Net.

If you wouldn't mind, please drop me a note with your availability and we will find a date to meet.

Cooperatively,

Scott Reimer, CEO General Manager
Federated Rural Electric & Broadband
77100 Highway 71 PO Box 69
Jackson MN 56143
reimer@federatedrea.coop
507-849-7840 direct
507-841-4463 mobile

Mr. Nasby responded, and a series of discussions and meetings with representatives of the Telecom Commission and City staff took place over the next several months to get us to where we are today. Ultimately the discussions led Federated to the goal of acquiring the assets of the Windomnet telecommunications business from the City of Windom.

Analysis: Over the next several months Federated engaged in services from Olson Thielen CPAs and Advisors for a financial due diligence process and Finley Engineering for a technical review and analysis of Windomnet. Upon completion of these exercises, and proper review, it was determined that the Windomnet system would complement the Federated master plan which includes rural broadband service to Cottonwood County as well as the service areas of the Federated Electric System in Jackson and Martin Counties. Recently, we have met with members of the city of Windom including a member of the Windom telecommunications commission and City Attorney where we presented an asset purchase agreement for discussion.

After much discussion it was decided the next step was for Federated to present our concept to purchase Windomnet to the full telecommunications commission. At such times the City's Telecom Commission is able, they would then make a recommendation to the City Council on how to proceed. We fully anticipate that Windomnet and Federated will hold public meetings to answer questions from the public about the proposal and how their telecommunications services would be handled under new ownership.

Introduction

Federated Rural Electric Association is a cooperative business established under MN statutes and is a 501(c)(12) nonprofit organization. Federated now operates a separate broadband division under the cooperative business model as a like activity referred to as Federated Broadband.

Federated provides its electric operations within a service area boundary established by the MN PUC. The Federated Board of Directors has established a service area made up of Jackson and Martin Counties along with expansion into Cottonwood and a portion of Watonwan County south of Highway 60 as our target service areas. It is desirable to fully serve the rural areas with highspeed broadband similar to the rural electric coops starting in the mid 1930's with electric service.

The rural communities have suffered with the lack of adequate broadband service which was made evident during the Covid years with many having to work remotely and school aged youth forced to attend school remotely. The lack of adequate broadband became evident and the State of Minnesota along with the Office of Broadband Development set standards where every MN home or business would have at least one provider offering them access to 100mbps download and 20mbps upload service by the end of 2026. Our minimum offering with our fiber service is 100/100 symmetrical up to 1000/1000 symmetrical. Our system is designed to provide 10,000/10,000 symmetrical if needed.

Frequently asked questions:

- ***Why is Federated interested in the acquisition of Windomnet?***
Federated has been working with Cottonwood County for some time now and has engaged in an MOU to construct a fiber ring within the county which is currently underway. The City of Windom (Windomnet) sits within that scope of work and could be an integral part of a more regional plan. The assets of Windomnet fit into the master plan of providing a greater density, providing redundancy and facilitating the growth into the rural communities without jeopardizing anything currently available. This plan would enhance the economic viability of the area.
- ***Will the services currently provided to consumers in Windom be compromised if Federated acquires the assets?***

No. It would be the goal of Federated to enhance services where possible without losing any of the positive aspects currently received and without a price increase.

- ***How would customer service be handled for Windomnet customers? (signing up for services, changing service, paying bills, technical problems, etc.)***

-Customer service operations at Federated have been seen as very responsive and this service will continue and/ or be enhanced as needed to bring the Windomnet users on board.

-We want this to be a seamless and positive experience for the customer so special care will be taken to accomplish this.

-When signing up for new services or making changes to existing ones, consumers will have access to a support system that combines the best practices of both companies.

-Service plans, account modifications, and billing processes will be clearly outlined through updated communication channels such as the company website and call center.

-Dedicated member/customer service representatives are trained and assigned to specifically handle transitional inquiries related to the Windomnet accounts, ensuring that consumers experience minimal confusion or disruption during this period.

-In terms of technical support, Federated has talented staff in place now to take care of all issues and with the addition of existing Windomnet staff to bridge the transition we would expect this to be a very seamless process. Federated would like to retain the Windomnet staff as they know the Windom system, can provide valuable knowledge about the system and be beneficial to us as we grow into the Cottonwood County area.

-Windomnet users would see communications from Federated encouraging them to contact us to discuss any issues they have or foresee.

-Regarding billing and collections. On a date mutually agreed by both parties, Federated will integrate Windomnet users into the Federated system at a predetermined go live date.

-There will be added emphasis on member/consumer service and satisfaction throughout this process, and we want to assure users that we will do what is necessary to make this a smooth transaction.

-Consumers will be able to reach out via multiple platforms, including phone, email, as well as face to face, one on one, contact for assistance with payments, service interruptions, or troubleshooting.

-This support structure aims to maintain high satisfaction levels while adapting to the growing customer base.

-Federated's marketing team will create and perform a marketing campaign targeted at current and potential Windomnet consumers. This campaign's focus and intent would be to educate current consumers on the upcoming changes and help with the process the transition. This would include radio, newspaper, direct mailings and listening sessions.

Management Statement

Federated has prepared a business plan to provide fiber optic high-speed broadband services within the electric and surrounding service areas. In addition to the internet, Federated offers a streaming video option for television service, voice over IP to deliver telephone service. Bundling is available.

Mission Statement

"Federated Rural Electric is committed to providing safe, reliable and affordable energy and other essential services to our member-owners, while enhancing the lives of those we serve."

Vision Statement

To meet the needs of our membership and our rural communities, Federated will endeavor to meet or exceed the expectations of those we serve.

Federated Headquarters:

Federated Rural Electric Association-Federated Broadband
77100 Highway 71 South
PO Box 69
Jackson MN 54143

Next Steps: Following the Windom Telecom Commission's recommendation (assuming the decision is to move ahead) there would be public meetings with the City to provide information and answer questions from Windomnet customers. Then Federated anticipates the Windom City Council will be making a decision on the sale of the Windomnet utility. If that is approved, Federated, Windomnet and City staff would start working on a transition plan with the goal of having everything wrapped up before the end of 2025.

In conclusion: I hope I have given you a snapshot of the Federated Rural Electric Association and its Broadband division operations and have proven that we are worthy of being considered to take the telecommunications business of Windomnet into the future while providing services that meet or exceed your current standards. The broadband business, as we know it, is growing by leaps and bounds and we are well positioned and motivated to meet the challenges ahead.

Federated has several pillars of operation including Affordability, Reliability, Safety and of course member and patron service as paramount to our existence. In a recent American Customer Satisfaction Index (ACSI®) survey, which represent scores for energy utility services among all cooperatives participating in measurement of consumer satisfaction for Touchstone Energy in the first quarter of 2025, Federated received a score of 91 out of 100.

Federated asks that the City of Windom Telecommunications Commission review, discuss and ultimately decide to move this offer to the full City Council for further consideration related to the sale of the assets of Windomnet to Federated Rural Electric Association.

We look forward to any and all questions that you may have.

Cooperatively,

Scott Reimer

Scott Reimer, CEO-General Manager

Federated Rural Electric and Broadband

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Building & Zoning Office
DATE: August 19, 2025 (City Council Meeting Date)
RE: Planning Commission Recommendation – Variance Application – Timing of Garage Construction

DEPT: Building & Zoning
CONTACT: Matthew Fast, Building & Zoning Official, at 832-8660 or
matthew.fast@windommn.com

Recommendations/Options/Action Requested

Deny the Variance Application, submitted by Joshua W. Montgomery requesting a variance to delay the time for construction/placement of a garage on his residential property.

Issue Summary/Background

Variance Application:

Applicant: Joshua W. Montgomery
Address of Property: 2165 Cottonwood Lake Drive, Windom, MN
Description: North Half of Lot 10, Lot 11, Lot 12 Except Tract in Northeast Part of Lot 12 in the City of Windom, Cottonwood County, Minnesota. (abbreviated description)
Parcel ID#: 25-831-0061

The Applicant filed an Application requesting a variance to delay construction/placement of a garage on his property until sometime in the future. The Applicant purchased a vacant lot and a modular home to move on to the property. He obtained a building permit and contractors installed the foundation for the house.

The Planning Commission held a public hearing on this application on July 8, 2025. Following review of the application information and code requirements, the public hearing, comments from the property owner, and additional code information provided by Staff, the Planning Commission approved a motion to recommend that the City Council deny this variance application.

The reasons for this recommendation are set forth in the Minutes from the July 8th Meeting and include, but are not limited to, the following: City Code Section 152.495(B)(1) provides that all single-family homes built, assembled, or placed on residential lots must provide, at minimum, access to and space for off-street parking for two standard-sized vehicles. This requirement shall include sheltered, off-street parking for a minimum of one standard-sized vehicle. The minimum dimensions of the sheltered space shall be a depth of 20 feet and a width of 12 feet with a door height of 7 feet. Mr. Montgomery stated that he did not have a timeframe for construction or placement of a garage on the property. He also stated that his request to delay the garage is economically related as the money comes along. City Code Section 152.565 defines “practical difficulties” and further states that economic considerations alone do not constitute practical difficulties. The City Attorney has advised that this request for a variance does not meet the definition of practical difficulties (in the Code and Minnesota Statutes) or meet all of the requirements (criteria) for the granting of a variance. The granting of this variance could set a precedent. In its motion, the Planning Commission found that the Applicant has not established that there are practical difficulties, as defined by state statute, in complying with the ordinance and that the Applicant has not established that there are unique circumstances of the property.

The Minutes from the July 8th Meeting set forth the discussion, motion, and findings of fact concerning the Planning Commission's recommendation to deny this Variance Application.

In the afternoon of July 15th, just prior to the City Council Meeting, Mr. Montgomery e-mailed a letter to the City Councilmembers. The City Council discussed this application and the questions raised in Mr. Montgomery's letter and requested responses to these questions. The City Council then approved a motion to table the variance request for 2165 Cottonwood Lake Drive until the August 19th City Council Meeting.

Update: The house was moved on to the foundation on August 8, 2025.

B&Z Staff have reviewed the City Code provisions and have attached a response to Mr. Montgomery's letter together with a copy of the Site Plan that Mr. Montgomery submitted with his building permit application.

Also attached is a response to Mr. Montgomery's application and letter submitted by Brett Mattson, Chairman of the Planning Commission.

Fiscal Impact

There should be no fiscal impact for the City to deny this variance.

Attachments

1. Zoning Application for a Variance;
2. Planning Commission's Public Hearing Notice;
3. Site Plan showing proposed placement of house, garage, etc.;
4. Beacon aerial of the property;
5. Excerpt from Planning Commission Minutes – July 8, 2025;
6. Responses by Building & Zoning Office to questions raised in Mr. Montgomery's Letter;
7. Response by Brett Mattson, Chairman of the Planning Commission.

MF:mah

CITY OF WINDOM, MINNESOTA

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

APPLICATION FOR CONSIDERATION OF ZONING/SUBDIVISION REQUEST

Applicant(s): Name(s) Josh Montgomery

Address 2165 Cottonwood Lake Dr. 202 Ninth Avenue

City Windom Hopkins State MN Zip 56101 55343 (Phone: 507-350-9662)

Owner(s): (If other than Applicant)

Name(s) Same as above W. Joshua Montgomery

Address _____

City _____ State _____ Zip _____ (Phone: _____)

Property Address: 2165 Cottonwood Lake Dr., Windom, MN 56101

Legal Description of Property: Lot(s) _____ Block(s) _____ Addition Warren Beach

N 1/2 LOT 10; LOT 11, LOT 12 EX TR IN NE PART 12

Parcel No. 25-831-0061

(If metes and bounds, attach description.)

Existing Use of Property: Land

Present Zoning: R-2

152.069 (B) Garage Space - would like no garage for now

Action Requested: Conditional Use Permit Variance X

Subdivision (Sketch Plat) _____ Preliminary Plat _____ Final Plat _____

Planned Unit Development (PUD) _____

Amendment (Text, Rezoning, Comprehensive Plan) – SPECIFY: _____

Other (Specify): _____

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

1) Use is a single family residential vacation home, not full time use 2) Due to the recent flooding, adding a structure susceptible to damage seems counterproductive if not necessary. Also, the property has several large Cottonwood trees, I'd like to see how the property acts throughout the year prior to determining a garage location. 3) The house immediately across the street does not have a garage, next door to that has 1 stall garage, there are 9 other one stall garage houses on the block. Me not having a garage will not negatively alter the character of the locality, however it would block views to the lake.

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

X

[Signature]

X

[SIGNATURES OF APPLICANT(S)]

Date: 6/5/25

Fee: \$200.00

Paid: Ck. 136

Date: 6-9-2025

Upon receipt of the Application, all required supporting documents, and the filing fee, this APPLICATION IS ACCEPTED FOR FILING on this 10th day of June, 2025.

WINDOM BUILDING & ZONING OFFICIAL: [Signature]

Building & Zoning Office
City Hall, 444 9th Street, P.O. Box 38
Windom, MN 56101

CITY OF WINDOM PLANNING COMMISSION
PUBLIC HEARING NOTICE
VARIANCE APPLICATION – TIMING OF GARAGE CONSTRUCTION

Pursuant to City of Windom, City Code Sections 152.525-152.530 and 152.565-152.568, notice is hereby given that the Applicant and Owner, Joshua W. Montgomery of 202 Ninth Avenue North, Hopkins, Minnesota 55343, has submitted a zoning application for a variance for his property located at 2165 Cottonwood Lake Drive, Windom, Minnesota. This property is located in an R-2 (“Urban 1& 2 Family”) Residential District. The Applicant/Owner is moving a previously-constructed home to his property in Windom and requests a variance to delay the time for construction of a garage on the property. City Code Section 152.495(B)(1) requires that all single-family homes built or placed on residential lots must provide, at minimum, access to and space for off-street parking of two standard-sized vehicles. This requirement includes a sheltered space (garage) for, at minimum, one vehicle. The site plan for the property, including a proposed garage, is on file in the Building & Zoning Office in City Hall.

A public hearing to consider this application will be held before the Planning Commission in the **City Hall Council Chamber, 444 Ninth Street, Windom, Minnesota, on Tuesday, July 8, 2025, at the meeting which begins at 7:00 p.m.**

The application and other information may be reviewed in the Building & Zoning Office in City Hall prior to the Public Hearing. Members of the public may also contact the Building & Zoning Office, prior to the public hearing, by phone at 507-832-8660 or 507-832-8659 or by e-mail at matthew.fast@windommn.com to obtain information concerning the application.

Those persons wishing to be heard on this application for consideration of a variance on the delay of construction of a garage on residential property are requested to attend this public hearing.

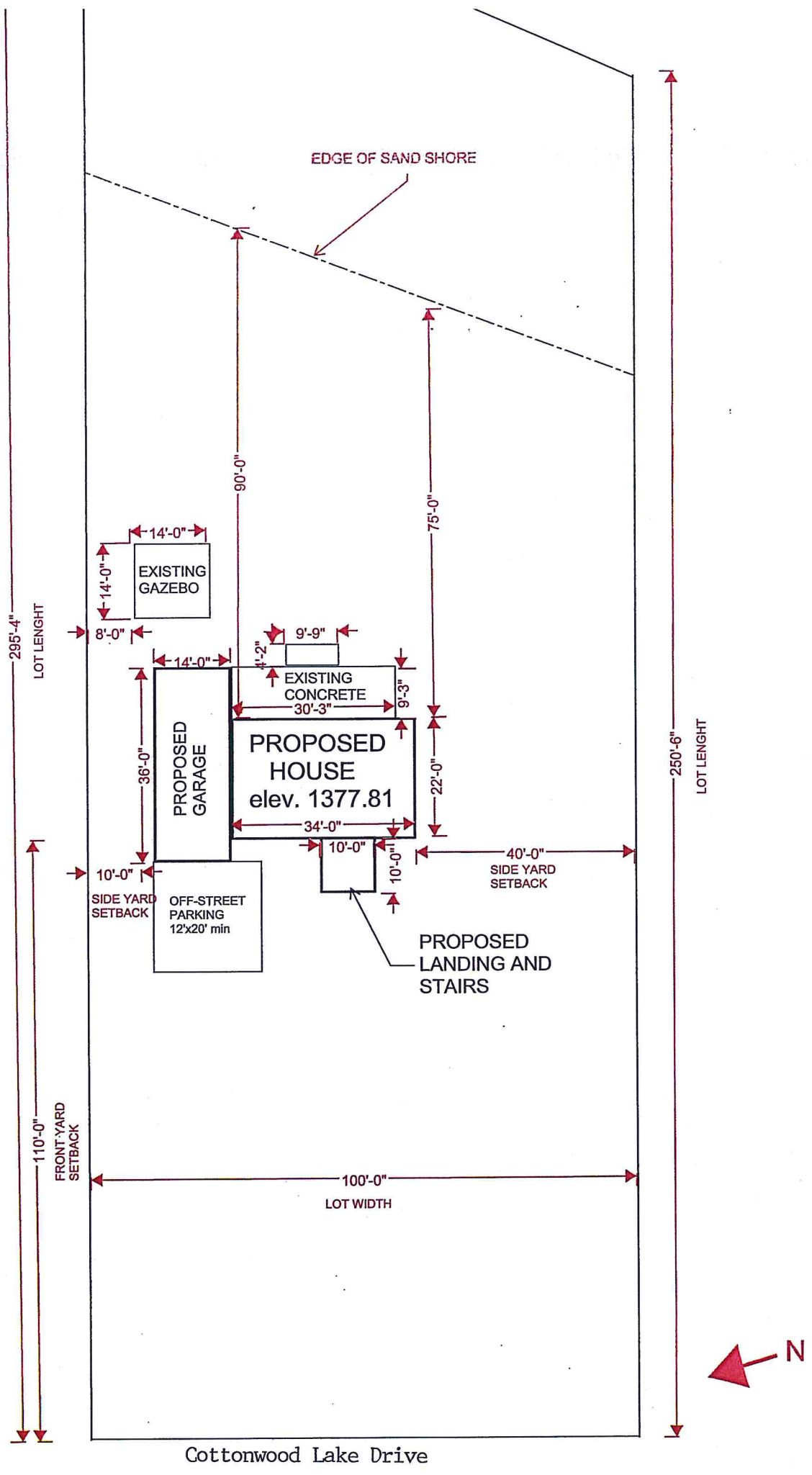
Legally described as follows: Part of Lot 10, all of Lot 11, and Part of Lot 12 of Warren Beach in the City of Windom, Cottonwood County, Minnesota.
(abbreviated description)

Parcel ID #: 25-831-0061

Address of the Property is: 2165 Cottonwood Lake Drive, Windom, MN 56101

By Order of the City of Windom, Minnesota
Matthew Fast, Zoning Administrator

Published: Cottonwood County Citizen (June 25, 2025)



 BeaconTM

Cottonwood County, MN



Parcel ID	258310061	Alternate ID	n/a	Owner Address	MONTGOMERY/JOSHUA W
Sec/Twp/Rng	0-0-0	Class	RESIDENTIAL\SINGLE UNIT		202 9TH AVE
Property Address	2165 COTTONWOOD LAKE DR	Acreage	n/a		HOPKINS MN 55343
	WINDOM				
District	n/a				
Brief Tax Description	N1/2 LOT 10; LOT 11; LOT 12 EX TR IN NE PART				
	(Note: Not to be used on legal documents)				

Date created: 8/13/2025
Last Data Uploaded: 8/13/2025 4:44:38 AM

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**EXCERPT
FROM
CITY OF WINDOM
PLANNING COMMISSION
MINUTES
JULY 8, 2025**

1. Call to Order: The meeting was called to order by Chairman Mattson at 7:01 p.m.

2. Roll Call & Guest Introductions:

Planning Commission: Brett Mattson, Carol Hartman, Jared Baloun, Ben Byam, Lorri Cole, Matt Miller, Brandon Pletcher, and Tom Tegels.

Absent: None.

Also Present: B&Z Staff: Building & Zoning Official Matt Fast and Admin. Asst. Mary Hensen, and City Council Liaison Jayesun Sherman, and Mayor Hilary Mathis.

Public Present: Taylor Kremmin, Joshua Montgomery (via Zoom), Kirk Odden, Brent Anderson, and Holly Anderson.

.....

Zoning Admin. Fast read the criteria for granting a variance and also the definition of “practical difficulties” from Minnesota Statutes:

City Code Section 152.565 (and Minnesota Statutes) provide that variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the terms of the variance are consistent with the comprehensive plan.

City Code provides that a variance may be permitted if all of the following requirements are met:

- (1) The landowner (applicant) proposes to use the property in a reasonable manner;
- (2) The applicant has established that there are practical difficulties, as defined by state statute, in complying with the ordinance;
- (3) The unique circumstances of the property were not created by the landowner;
- (4) The variance is in harmony with the general purposes and intent of this subchapter;
- (5) The variance is consistent with the comprehensive plan; and
- (6) The variance will not alter the essential character of the locality.

“Practical Difficulties”, as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by an official control; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.

.....

B. Zoning Application – Variance – Timing of Garage Construction – 2165 Cottonwood Lake Drive
Applicant: Joshua W. Montgomery

Chairman Mattson introduced the agenda item. Zoning Admin. Fast provided the background concerning the zoning application. He referenced the following City Code Sections: Sections 152.565-152.568 – “Variances”, Section 152.068 – “R-2 (Urban Residential District) – Yard and Lot Requirements”, and Section 152.495(B) – Residential (Parking) Standards.

Joshua W. Montgomery has filed a Zoning Application requesting a variance to delay the

construction/placement of a garage on his property. The property is situated in an R-2 Zoning District. The Commissioners received copies of the Zoning Application, Public Hearing Notice, site plan showing proposed placement of house, garage, etc.; and Beacon aerial of the property.

Mr. Montgomery purchased a vacant lot on Cottonwood Lake Drive. He has since purchased a modular home to move on to the property. He has obtained a building permit and contractors are currently installing the foundation to move the house onto the foundation this year. He is requesting that he be allowed to delay the construction/placement of a garage on the property until sometime in the future.

City Code Section 152.068 (*Yard and Lot Requirements for lots in the R-2 District*) provides for minimum off-street parking spaces as set forth in City Code Section 152.495(B).

City Code Section 152.495(B)(1) provides that all single-family homes built, assembled, or placed on residential lots must provide, at minimum, access to and space for off-street parking for two standard-sized vehicles. This requirement shall include sheltered, off-street parking for a minimum of one standard-sized vehicle. The minimum dimensions of the sheltered space shall be a depth of 20 feet and a width of 12 feet with a door height of 7 feet.

In addition to the question of whether the granting of this variance would set a precedent, B&Z Staff had questions as to whether this request complies with City Code requirements for the granting of a variance. The matter was referred to the City Attorney for review. After review of the City Code, the City Attorney has advised that this request for a variance of the timing for placement of a garage on the property does not meet the definition of practical difficulties or meet all of the requirements (criteria) for the granting of a variance.

Chairman Mattson opened the public hearing at 7:25 p.m. and asked if the Applicant, Joshua Montgomery, would like to make any comments. Mr. Montgomery thanked the Planning Commission for allowing him to participate by zoom. He advised that he bought a lot and a home to move on to that lot and would like to delay placement or construction of a garage on the property. He thinks that eventually he will put a garage on the property. He said that it flooded last summer and he thinks that's a practical difficulty. He has 7 large cottonwood trees that he doesn't think anyone wants to see cut down and he would like to let nature take care of that, he wants to get a lay of the land for the best placement of the garage for snow melt on the driveway, it's a seasonal cabin and not full-time living. If he is required to construct/place a garage on the property, he'll probably go to ProShed and put the smallest 12' X 20' building in place. He said that there is a property across the street that doesn't have a garage. He said that he has seen other single-car garages in that area and people don't park in them. They put stuff in them. He might want to put living quarters above the garage if he can do that. He doesn't think it's the right time for him to do the garage.

Chairman Mattson asked if there were any public comments. Kirk Odden of 2175 Cottonwood Lake Drive came up to speak. He said that he thinks that Josh is doing it the right way and that Josh didn't ask him to come. He said that the property has been an eyesore for years with RVs and junk on it and needs some help. He said that now there is someone who is willing to put money into it. He thinks it makes sense to grant the variance.

Chairman Mattson asked if the Planning Commission had any questions for Mr. Montgomery. Commissioner Pletcher asked if there was any sort of a site survey to determine proper elevation for the house and the garage. Zoning Admin. Fast advised that information is verified through the building permit process. City Code states that the house and garage need to be 3 feet above the high water mark.

In response to a question from Mr. Montgomery as to whether he would need to do that for a garage. Zoning Admin. replied yes, up to that elevation or flood proof the garage.

In response to a question from Commissioner Tegels as to whether the garage was included in the Building Permit, Zoning Admin. Fast responded that he and Mr. Montgomery talked about this and Mr. Montgomery wanted to get the water and sewer installed and get moving on the project, so his site plan does show a proposed garage. Commissioner Tegels asked whether the permit would have been granted unless the garage was there. Zoning Admin. Fast said that he has a building permit which included a garage on the site plan. He could put up a storage shed that would meet the code requirements for the size of a garage.

Commissioner Mattson asked what kind of building quality does the garage need to meet. Isn't there supposed to be some cohesion between the house and the garage? Zoning Admin. Fast said that a detached garage needs to be 6 feet from other structures. He read the standards for garages on residential properties stated in the City Code Section 152.495(B). Pursuant to those standards, the garage would be over 200 square feet and would need to be constructed to Minnesota State Building Code requirements and constructed similar to the primary residence. He said that the Minnesota State Building Code doesn't provide for carports over 200 square feet. It would need to be a manufactured structure with a seal from the State of Minnesota certifying the construction and would need a permanent foundation. In response to an additional question, Zoning Admin. Fast said that the building permit was issued based on Mr. Montgomery putting in the garage with his intent to attach the garage to the house. There was a question as to what recourse the City would have if the variance was granted and Mr. Montgomery did not construct/place a garage on the property.

Commissioner Pletcher asked Mr. Montgomery if he had a timeframe he could put in writing for the construction/placement of a garage on the property. Mr. Montgomery responded that "honestly, I don't have a timeframe". He said he put a bid on the house and his request to delay the garage is economically related as money comes along.

Chairman Mattson closed the public hearing at 7:41 p.m.

Commissioner Baloun said that I understand your situation, however statutes put it clearly that we can't consider economic reasons alone. Commissioner Hartman said that the City Attorney recommended not approving the variance.

Motion by Commissioner Hartman, seconded by Commissioner Cole, to recommend that the City Council deny the application, submitted by Joshua W. Montgomery, requesting a variance delaying the time for construction/placement of a garage on his property.

The property is located at 2165 Cottonwood Lake Drive in Windom and is briefly described as: North Half of Lot 10, Lot 11, Lot 12 Except Tract in Northeast Part of Lot 12 in the City of Windom, Cottonwood County, Minnesota. (Parcel No. 25-831-0061)

The motion also includes that the proposed variance does not comply with all of the criteria for approval of a variance set forth in City Code Section 152.565 recited above.

Findings of Fact concerning recommendation on variance application:

- 1. As stated in the narrative herein.**
- 2. The Applicant has not established that there are practical difficulties, as defined by state statute, in complying with the ordinance.**
- 3. The Applicant has not established that there are unique circumstances of the property.**

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

Motion carried 8-0. (Each Commissioner voted "deny".)

Commissioner Hartman said that the decisions are not about the people – not a judgment on them – but have to do with the City ordinance.

Chairman Mattson stated that this recommendation will go to the City Council next Tuesday for final decision on the variance application.

Kirk Odden spoke up and said that the Commissioners did not conduct the vote correctly and need to clarify their motion and vote.

Motion by Commissioner Hartman, seconded by Commissioner Baloun, to recommend that the City Council deny the application, submitted by Joshua W. Montgomery, requesting a variance delaying the time for construction/placement of a garage on his property.

(Same property description set forth above and same “Findings of Fact” set forth above.)

Motion carried 8-0. (Each Commissioner voted “aye”.)

My name is Josh Montgomery, I work for a catholic non-profit senior housing provider, serve on the planning commission of my hometown, and also serve on the board of our neighborhood association.

I bought an empty lot on Cottonwood Lake last year and many have asked why Windom. Simply put, I provide 32 units of affordable housing in Rock County Minnesota that I self-manage due to the limited resources in the area. I often find myself leaving home in the Twin Cities at 8am on a Saturday to conduct business at the apartments and end up returning home after midnight after a 7 hour round trip drive and as many hours of manual labor and problem solving that I can handle. I figured it would be beneficial to have a place closer to the apartments where I could break up the drive and / or bring the family with for part of the journey so we can enjoy what little time we have together. We've found that with the lot in Windom.

I decided I would put a travel trailer on the lot and build a garage or a shed to keep a mower and other water-oriented possessions necessary for maintenance and enjoyment of the lot. However, I was told that could not build a shed or garage or boathouse prior to a house per city code. Come to find out I'm the second person in as many months to get this request denied, (perhaps it's time for a code change to section 152.325.B).

Response: City Code Section 152.325(G) specifically states that no accessory building or structure may be constructed (installed) prior to the time of construction of the principal building or structure on the lot.

Then I stumbled across a house for sale that I could get moved onto the property, this seemed great, it was small but fits my needs and I figure I could add on in the future. But this time city code says I MUST put off street parking for two cars and a structure for one car, since it is a single-family residence.

Response: City Code Section 152.495(B)(1) states that all single-family homes built, assembled, or placed on residential lots must provide, at minimum, access to and space for off-street parking for two standard-sized vehicles. This requirement shall include sheltered, off-street parking for a minimum of one standard-sized vehicle. The minimum dimensions of the sheltered space shall be a depth of 20 feet and a width of 12 feet with a door height of 7 feet.

However, the house has taken all my resources and I don't have an extra \$16k - \$40K to add a car structure.

Response: Pursuant to City Code Section 152.566, economic considerations alone do not constitute practical difficulties.

In addition, I don't know where I want to put the garage, preferably it would go in the front by the street exactly similar to my next door neighbor.

But wait, City code says I cannot put a detached garage in the front of the property exactly

like my next door neighbor, as it needs to be “no further forward than the front of the house”. 152.326.A.

Response: Section 152.326(A) states that no accessory use, garage...or any other structure shall be placed in the required front yard setback of a property. Neither any detached garage nor accessory building shall extend farther than the front of the dwelling on the property.

Mr. Montgomery’s original site plan submitted with his building permit application shows an attached garage. Code provides that an attached garage can protrude further forward than the house if the setbacks are met. Review of the site plan indicates that the proposed attached garage would meet the required setbacks.

Now that limits me to putting the garage behind the house which is difficult to access because I have a long and narrow lot and several, likely 100+ year old, Cottonwood trees. However, in trying to fit within the boundaries of zoning, the Shoreline District says “to make cars and structures inconspicuous when viewed from the water”.

Response: If the garage is attached to the house as shown on the original site plan submitted with the Building Permit Application, these comments would not apply.

Additionally, Shoreline District 152.229 placement of ... driveways and parking areas, section A. reads “Parking areas MUST be designed to... achieve maximum screening from public waters”. And section B. “Driveways and parking areas must not be placed within shore impact zones when other reasonable and feasible placement alternatives exist”.

Response: If the garage is attached to the house, these provisions would be addressed.

Also per 152.226.C.2 Uses without water oriented needs (so other than a boathouse), “must be setback double the normal high water level setback or be substantially screened from view from the water by vegetation or topography. Vegetation in this instance.

Response: If the garage is attached to the house as shown in the site plan, these provisions would be addressed.

So I can’t put a garage in front period. But I can put it in back by the lake but will cost easily \$20k to run a driveway and provide vegetation for screening. I will likely need to cut down some trees for access (that I don’t want to do), to put a garage in the yard between the house and the lake interrupting my quiet enjoyment of the property. I’m not doing that and neither would you.

Response: If the garage is attached to the house, these comments would not apply.

I would also like to bring to your attention that putting a 120’ driveway to the back side of

the lot will require a lot of salt in the winter. Low salt design is the new catch phase in the public works and design realm. This is counterproductive to those efforts. I would also like to point out that 95% of the single family homes in the R-2 district are likely not 120' long. This is where the variance comes into play.

Variance Definition per City code:

Variance. Variance is authorized only for area, size or height of structure, size of yards, setback and sideyard requirements, and parking requirements.

152.237 Variances

(A) Variances may be granted by the Council upon application as required by this chapter in extraordinary cases, but only when the proposed use is determined to be in the public interest. When considering variance requests, the Council must consider whether property owners have reasonable use of the lands without the variances, whether existing sewage treatment systems on the properties need upgrading before additional development is approved. Whether properties are used seasonally or year- round, whether variances are being requested solely on the basis of economic considerations, and the characteristics of development on adjacent properties.

As per City Code I argue that I do not have reasonable use of the land if I cannot put an accessory structure without a principal structure, and if I am boxed into spending tens of thousands of dollars to poorly place an automobile structure when the intended current use is seasonal. This is not solely an economic decision, it is a design standard decision that is actually detrimental to the public good. I cannot place a garage exactly like my next door neighbor (detached garage in front), or the neighbor directly across the street (no garage at all). The plight of the owner is 100% due to circumstances unique to the property. And the property is in the Shoreline Overlay district which is unique to the R-2 zone. I did count the properties but I'm guessing less than 5% of the R-2 district falls in the shoreline overlay making any circumstance / requirement of R-2 unique to the property.

I beg of you to review the section on variances from the League of Minnesota Cities, this is a resource for exactly conditions like this. <https://www.lmc.org/resources/land-use-variances/>

I'm trying to NOT be forced to provide sheltered parking for one vehicle. To be blunt, I'm a little shocked that in rural Minnesota I am needing to push back against government regulation for this.

Just to lay out some facts of understanding.

Carport. A canopy constructed of metal or other materials supported by posts either ornamental or solid and completely open on three sides.

Dwelling – two-family. A two-family dwelling (duplex) with rooming unit(s) shall be considered multi-family.

Structure. Anything constructed or erected, the use of which requires a fixed location on the ground, including, but not limited to, buildings, billboards, carports, porches, decks and other building features, but not including sidewalks, drives, fences and patios.

Allowed – a carport is a structure in this capacity by definition. My least expensive route here is to put a carport that is enclosed on one side, 25' off the road, and it will be big enough to cover my travel trailer. I'm trying not to do this as I do not think this is what the people of the city want, but I may not have option.

RESPONSE: A carport does not meet the requirements of City Code Section 152.495(B)(1) which requires sheltered, off-street parking for a minimum of one standard-sized vehicle. The minimum dimensions of the sheltered space shall be a depth of 20 feet and a width of 12 feet with a door height of 7 feet.

Allowed – I could make the house a two-family structure and rent out rooms in the other side and NOT be required to have a one car vehicle structure.

RESPONSE: This is not correct because Section 152.493 requires 2 spaces per dwelling unit pursuant to City Code Section 152.495(B) for a two-family dwelling and City Code also provides the total area of garages and accessory buildings for a two-family dwelling.

Allowed – Multifamily does not require a structure.

RESPONSE: City Code Section 152.495(B)(5) provides that off-street parking for multi-family units of three or more shall be on a designated parking lot pursuant to the standards set forth in Section 152.495(A).

In fact, in the R-2 URBAN District, of the 8 permitted uses, and 20 additional conditional uses of the property, the only use that requires a parking structure is a single family home. Two family, not required. Multi-family, not required. Manufactured home, not required.

RESPONSE: Some of these comments do not correctly state the Code. Manufactured homes must comply with City Code Section 152.365. Manufactured homes that comply with this Code Section are permitted uses in R-1 and R-2 Districts and must comply with the parking requirements for single-family homes in these districts.

Perhaps it is just me unique to a unique situation, but perhaps this requirement really isn't written as intended in code, but maybe it is, and that is where the code allows and expects

changes to be made and variance granted.

Thank you for your consideration for the variance to not require a garage at this time. I firmly believe a garage is an amenity that most people including myself would like to have, but I would also like to not have one in this particular instance.

Sincerely,

Josh Montgomery

From: Brett Mattson
Sent: Friday, July 18, 2025 6:32 AM
To: Matthew Fast
Subject: Re: Letter from Josh Montgomery to Council

Matt,

I still fall back on the fact that most of these circumstances were created by the landowner. If it was in his site plan and he stated that he would abide by it (if no variance is granted), I believe he must do so. The fact that he is nearly threatening the city (of which he is not even a primary resident) that he may resort to poor workarounds is slightly appalling to me. The Planning Commission and Staff worked on updating this land use code for an extended length of time in 2022/2023 and had professional firm assistance. So it's not like this represents some old, outdated provisions of the comprehensive plan for our city. I think the following points still illustrate why the Applicant does not meet the requirements to be granted a variance.

1. Reasonable Use of the Property:

The proposed use of the property as a single-family residence is reasonable and permitted in the R-2 Urban District. However, the ordinance allows for such use provided it complies with off-street parking requirements, including sheltered parking for at least one vehicle (§ 152.495). The applicant has reasonable use of the land without the variance by constructing a compliant garage or parking structure, such as in the rear yard with appropriate screening from public waters as required by the Shoreline Overlay District (§§ 152.229 and 152.226(C)(2)). While rear placement may involve challenges like driveway extension and vegetation for screening, these are feasible alternatives that align with the code's intent to minimize visual impacts from the lake, protect water quality (e.g., through low-salt designs), and preserve shore impact zones. The code does not require tree removal if alternatives exist, and initial house placement could have been adjusted to facilitate better access. To claim denial of reasonable use, the applicant would need to show that compliance renders the property unusable for any permitted purpose, which is not the case here.

2. Unique Circumstances:

While the property's location in the Shoreline Overlay District (affecting a small percentage of R-2 zoned lots) and physical features (narrow lot, mature trees) present some unique challenges, these are not sufficiently extraordinary to warrant a variance. The Shoreline District standards—such as double setbacks for non-water-oriented structures, screening of parking areas and driveways from public waters, and prohibitions on front-yard detached garages (§§ 152.326(A), 152.229, and 152.226)—apply uniformly to all similarly situated properties to protect natural resources and scenic views. The neighbor's front-yard garage and the property across the street without a garage are likely nonconforming uses established before current code amendments. These older structures are grandfathered but do not set precedent for new development. The difficulties described (e.g., access issues and tree preservation) stem from standard application of the code rather than circumstances truly unique to the lot and not created by the Applicant (e.g., the choice of house size and placement).

3. Essential Character of the Locality:

Granting the variance could alter the essential character of the Shoreline District and surrounding R-2 area by undermining consistent enforcement of parking and screening

requirements. These standards ensure that structures and vehicles remain inconspicuous from the water, reduce environmental impacts, and maintain neighborhood aesthetics. Waiving the sheltered parking mandate for single-family homes—while not required for other uses like multi-family dwellings—could encourage similar requests, leading to inconsistent development and potential harm to the public interest in preserving lake views and water quality. The city’s comprehensive plan emphasizes these protections, and the variance would not align with that intent.

4. Economic Considerations and Public Interest:

A significant portion of the argument focuses on financial burdens (e.g., \$16,000–\$40,000 for a garage, \$20,000 for a rear driveway), tree removal costs, and salt usage concerns. While understandable, economic factors alone cannot justify a variance under state law.

Brett Mattson, Chairman – Windom Planning Commission

ACTION ITEM



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

TO: City Council
FROM: Building & Zoning Office
DATE: August 19, 2025 (City Council Meeting Date)
RE: Ordinance No. 202, 2nd Series – Rezoning 3 Parcels
DEPT: Building & Zoning
CONTACT: Matthew Fast, Building & Zoning Official, at 832-8660 or matthew.fast@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council review and approve the first reading of Ordinance No. 202, 2nd Series. This proposed Ordinance is an amendment of the Windom Zoning Map to rezone three parcels within the City of Windom.

Issue Summary/Background

The Messer Machine property at 1755 First Avenue is currently for sale and is zoned as I-1 “Light Industrial”. The Building & Zoning Office has been contacted concerning commercial use of this property. However, most commercial uses would not be allowed in the I-1 District. All of the businesses surrounding this property are zoned as B-2 “Highway Business”. The B-2 District which, in addition to allowing commercial uses of this property, could allow an I-1 use under a conditional use permit. Rezoning this property would open up additional uses for the property. I spoke with Bob and Bonny Messer and they have consented to the rezoning of this property to B-2. On August 12th, the Planning Commission held a public hearing and then recommended the proposed rezoning of this property to B-2.

The properties at 164 12th Street (owned by Jeffrey C. Wright) and 174 12th Street (owned by Rachel A. Bjorklund) are residential properties located south of Carl’s Repair. These two properties were inadvertently zoned as I-1 “Light Industrial”. All of the other residential properties in this block are zoned as R-2 “Urban 1 & 2 Family”. Residential uses of property are not permitted uses in an I-1 District. I spoke with both property owners and they have consented to the rezoning of their properties to R-2. On August 12th, the Planning Commission held a public hearing and then recommended the proposed rezoning of these properties to R-2.

Proposed Ordinance No. 202, 2nd Series was prepared to amend the Windom Zoning Map and rezone these properties as recommended by the Planning Commission. This ordinance has been reviewed and approved by the City Attorney.

Fiscal Impact

There should be no fiscal impact for the City to approve the first reading of Ordinance No. 202, 2nd Series.

Attachments

1. Ordinance No. 202, 2nd Series entitled: “An Ordinance of the City of Windom, Minnesota, Amending the ‘Zoning Map of Windom’ by Amending the Zoning Designation of Three Parcels”;
2. Aerials outlining properties proposed for rezoning.

ORDINANCE NO. 202, 2ND SERIES

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING THE
“ZONING MAP OF WINDOM” BY AMENDING
THE ZONING DESIGNATION OF THREE PARCELS**

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

WHEREAS, property owned by Robert S. Messer and Bonny L. Messer, located at 1755 First Avenue in Windom, Minnesota, and identified as **Parcel No. 25-164-0030** had been zoned as I-1 “Light Industrial”; and

WHEREAS, the Planning Commission, with the consent of the Property Owners, has recommended that the “Messer Property” briefly legally described as:

**“A tract in Lot 1 of County Auditor’s Subdivision 4 in the City of Windom,
Cottonwood County, Minnesota, with a 120-foot frontage lying east of Highways
60 and 71”,**

be rezoned as B-2 “Highway Business” which is the zoning designation of adjacent properties; and

WHEREAS, property owned by Jeffrey C. Wright, located at 164 12th Street in Windom, Minnesota, and identified as **Parcel No. 25-821-0050** had been zoned as I-1 “Light Industrial”; and

WHEREAS, the Planning Commission, with the consent of the Property Owner, has recommended that the “Wright Property” legally described as:

**“West 70 Feet of East 200 Feet of Lot 3 in Block 26 of Windom East Addition
to the City of Windom, Cottonwood County, Minnesota”,**

be rezoned as R-2 “Urban 1 & 2 Family” which is the zoning designation of other residential properties in that block; and

WHEREAS, property owned by Rachel A. Bjorklund, located at 174 12th Street in Windom, Minnesota, and identified as **Parcel No. 25-821-0060** had been zoned as I-1 “Light Industrial”; and

WHEREAS, the Planning Commission, with the consent of the Property Owner, has recommended that the “Bjorklund Property” legally described as:

**“West 87½ Feet of South 12 Feet of Lot 2 and West 87½ Feet of Lot 3 in Block 26
of Windom East Addition to the City of Windom, Cottonwood County, Minnesota”,**

be rezoned as R-2 “Urban 1 & 2 Family” which is the zoning designation of other residential properties in that block.

**NOW, THEREFORE, THE CITY OF WINDOM, MINNESOTA, HEREBY
ADOPTS AN ORDINANCE AMENDING THE ZONING MAP OF WINDOM BY
AMENDING THE ZONING DESIGNATION OF THREE PARCELS AS SET FORTH
HEREIN.**

*** * * * ***

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

**This ordinance, or an approved Title and Summary of this ordinance, shall be published in
the COTTONWOOD COUNTY CITIZEN and this ordinance shall be effective immediately
upon publication.**

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this
2nd day of September, 2025.

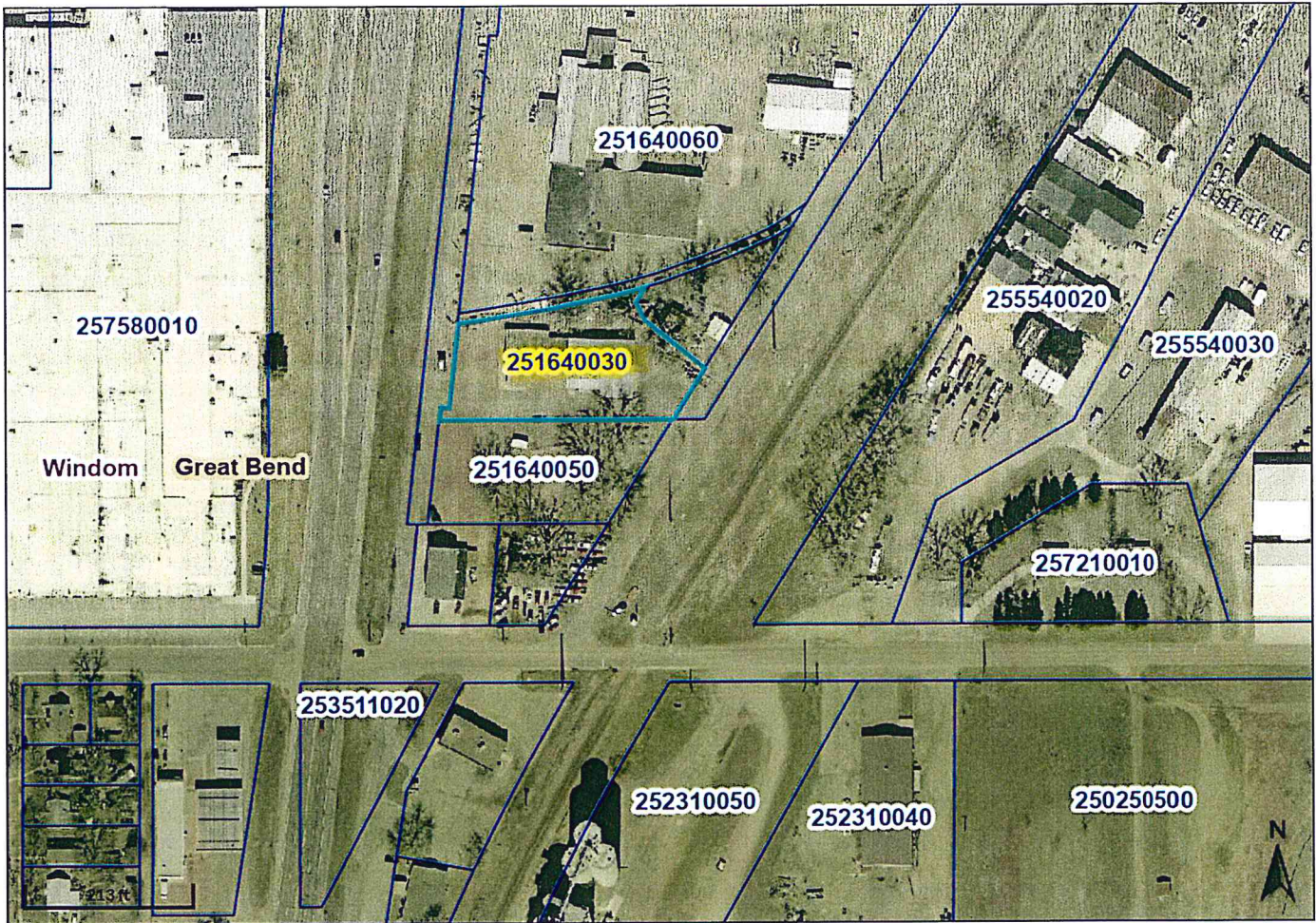
Hilary Mathis, Mayor

ATTEST:

Steven Nasby, City Administrator

1st Reading: August 19, 2025
2nd Reading: September 2, 2025
Adoption: September 2, 2025
Published: September 10, 2025

BeaconTM Cottonwood County, MN

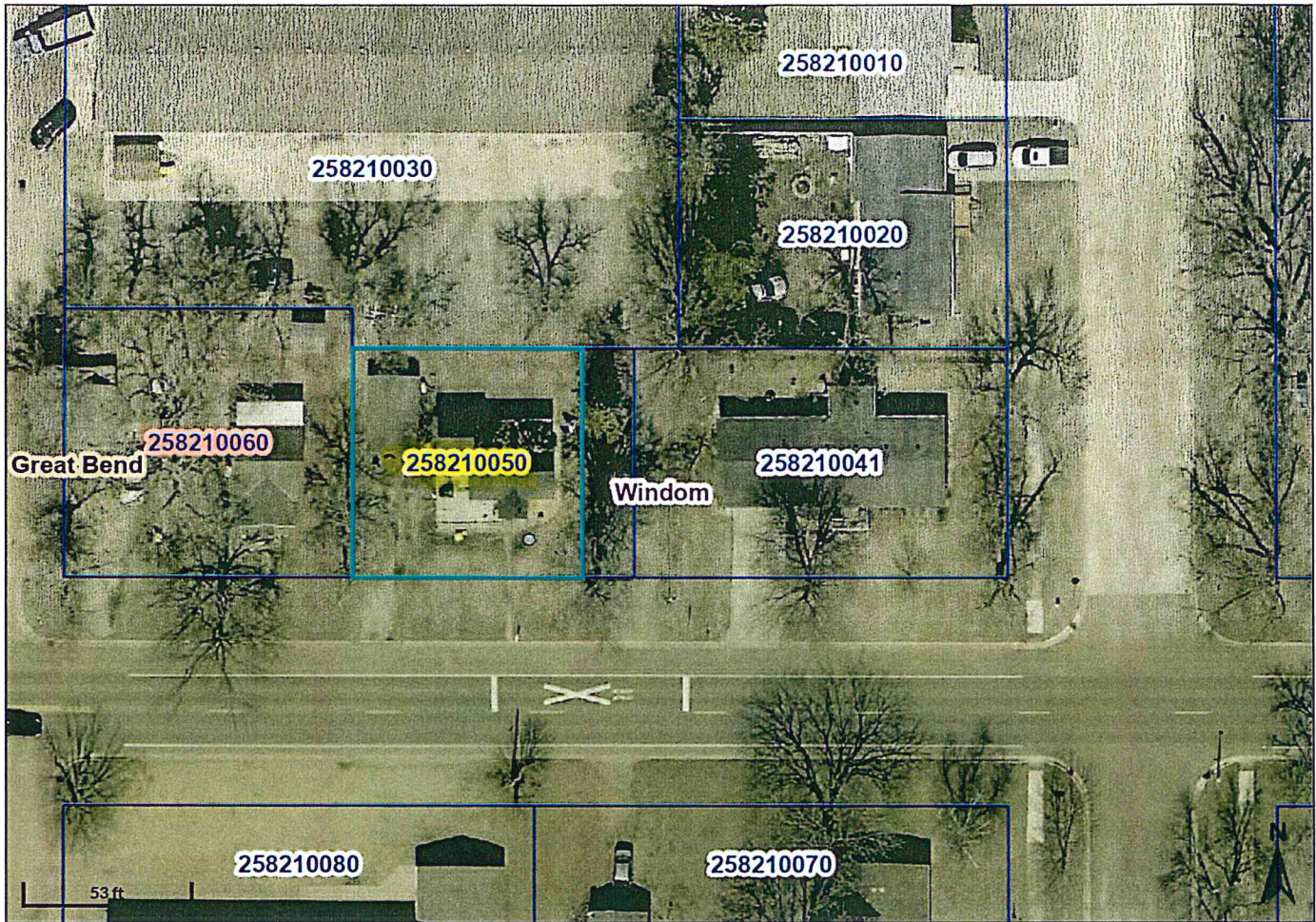


Parcel ID	251640030	Alternate ID	n/a	Owner Address	MESSER/ROBERT S & BONNY L
Sec/Twp/Rng	0-0-0	Class	COMM LAND/BLD		245 6TH ST
Property Address	1755 1ST AVE	Acreage	n/a		WINDOM MN 56101
	WINDOM				
District	n/a				
Brief Tax Description	TR 120' FRTGE OF HWY				
	(Note: Not to be used on legal documents)				

Date created: 8/14/2025
Last Data Uploaded: 8/14/2025 4:43:34 AM

Developed by  **SCHNEIDER**
GEOSPATIAL

Beacon™ Cottonwood County, MN



Parcel ID	258210050	Alternate ID	n/a	Owner Address	WRIGHT/JEFFREY C
Sec/Twp/Rng	0-0-0	Class	RESIDENTIAL\ SINGLE UNIT		164 12TH STREET
Property Address	164 12TH ST	Acreage	n/a		WINDOM MN 56101
	WINDOM				

District n/a
 Brief Tax Description W70' OF E200'
 (Note: Not to be used on legal documents)

Parcel ID	258210060	Alternate ID	n/a	Owner Address	BJORKLUND/RACHELA
Sec/Twp/Rng	0-0-0	Class	RESIDENTIAL\ SINGLE UNIT		174 12TH STREET
Property Address	174 12TH ST	Acreage	n/a		WINDOM MN 56101
	WINDOM				

District n/a
 Brief Tax Description W87 1/2' OF S12' LOT 2 & W87 1/2' OF LOT 3 BLK 26
 (Note: Not to be used on legal documents)

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: City Administrator 
DATE: August 13, 2025
RE: Airport – Taxiway Widening and Engineering Services Grant
DEPT: Airport
CONTACT: Steve.Nasby@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Authorize the City Administrator and Mayor to execute a grant agreement with the Minnesota Department of Transportation for a grant to fund the 2025 Taxilane Widening Project.

Issue Summary/Background

The City of Windom submitted the 2025 Taxilane Widening Project to the Minnesota Department of Transportation to consist of Federal FAA funds (95%), State funds (2.5%) and local match funds (2.5%) for this project. The City's share totals \$5,362.00 which will be paid through operational and/or capital funds.

Due to a tight turn-around on the grant timeline, MN DOT is requesting that the City Council authorize the execution of the grant agreement based on the approved application shown herein. Our Airport consultants are also working on getting the required certifications completed. Executed grants are due by September 12, 2025.

Fiscal Impact

The City's match is \$5,362.00 on this \$214,475.00 project and will be paid with Airport operational or capital funds.

Attachments

1. 2025 IJJA/AIG Federal and State Grant Request

June 3, 2025



RE: Windom Municipal Airport (MWM)
2025 IIJA/AIG Federal and State Grant Request

Travis Haskell
Regional Airport Engineer
Minnesota Department of Transportation
Office of Aeronautics
222 East Plato Blvd.
St. Paul, MN 55107

Dear Mr. Haskell:

The City of Windom is requesting an Infrastructure Investment and Jobs Act (IIJA) / Airport Infrastructure Grant (AIG - Allocated) grant from the Federal Aviation Administration (FAA) for Federal Fiscal Year 2025. The grant request is for the 2025 Taxilane Widening project at the Windom Municipal Airport (MWM) in Windom, Minnesota. Associated costs with this project are as follows:

ITEM DESCRIPTION	TOTAL	FAA	STATE	LOCAL
	COSTS	(95%)	(2.5%)	(2.5%)
Taxilane Widening (Svoboda Excavating)	\$172,875.00	\$164,231.25	\$4,321.88	\$4,321.88
Engineering Design and Construction				
Administration Services (SEH)	\$39,100.00	\$37,145.00	\$977.50	\$977.50
Administration (City of Windom)	\$2,500.00	\$2,375.00	\$62.50	\$62.50
TOTAL PROJECT COSTS:	\$214,475.00	\$203,751.00	\$5,362.00	\$5,362.00

The City of Windom is requesting federal participation for the federally eligible work elements of these projects at 95 percent with IIJA/AIG Program funding, for a total grant request of **\$203,751.00**. The City of Windom is also requesting state participation for the federally eligible work elements of the projects in the amount of 2.5 percent, which totals **\$5,362.00**. The remaining 2.5 percent, which totals **\$5,362.00**, will be funded by the City of Windom.

Thank you for your continued support of Windom Municipal Airport. Please contact me if you have any questions.

Sincerely,

Steve Nasby, City Administrator
City of Windom, Minnesota



ELIGIBILITY DETERMINATION MEMORANDUM

City of Windom

FEMA-4797-DR-MN

PA ID 033-70798-00

Applicant Type		☐ State Agency	☒ Local Government	☐ Tribe	☐ Private Nonprofit
Grants Manager:		EMMIE:			
Project No.	758193	EMMIE Project Worksheet No.	00379		
Version No.	Version No.				
Damage Inventory No.	1400038	EMMIE Project Cost	N/A		
		Total Amount Obligated	N/A		
Project Title		City of Windom Community Pool			
Project Size	☒ Large ☐ Small	Category of Work	G - Parks, Recreational Facilities, and Other Items		
Issue(s):					
Project Amount Requested:	\$2,385,171.25	Eligibility Issue Type(s)	☐ Applicant Eligibility		
Amount Denied:	\$2,100,000.00		☐ Facility Eligibility ☒ Work Eligibility ☐ Cost Eligibility		
Issue Keyword(s)	Result of the Declared Incident				

Project Description:

On June 28, 2024, the President issued a major disaster declaration (FEMA-4797-DR-MN) in response to severe storms that affected Minnesota from June 16, 2024, through July 4, 2024. On July 31, 2024, the City of Windom (Applicant) submitted a Request for Public Assistance (RPA) seeking funding under the Federal Emergency Management Agency's (FEMA) Public Assistance (PA) program. The Applicant claims that the disaster caused the community pool (Facility) to fail completely, rendering it unable to hold water. The Applicant specifically claims that lost patch material and cracking due to hydrostatic pressure caused more than 75% of the water to leak out of the pool vessel in a week.¹ Additionally, the Applicant reports damage to the pool sealer coating, pool deck, pool plumbing, two sand filters, three pool heaters, two bathhouse water heaters, a recirculation pump motor, and a pad-mounted transformer. The Applicant requests \$2,385,171.25 to replace the Facility and the associated components.

On November 12, 2024, FEMA conducted a site inspection to record and validate the claimed damages.² Site inspectors captured photos of significant cracks in the pool deck, pool vessel, and dirty water collecting in the deep end of the pool.³ The Applicant asserts that groundwater

¹ The Windom Swimming Pool Facility Condition Evaluation Final.pdf

² WO #100970 DI #1400038 - SIR.pdf

³ WO #100970 DI #1400038 – Photo Page.pdf

was seeping into this area of the Facility through cracks in the pool liner. Photos did not show any flood-related damage to the sand filters, and FEMA was unable to inspect the pool plumbing at the time of the inspection as it was buried beneath the soil and pool deck.

To establish disaster-related damage, the Applicant submitted a report from Burbach Aquatics, Inc., evaluating the flood damage and concluding that the Facility is damaged beyond repair.⁴ The report cites the Applicant's observation that the Facility was operational prior to the incident but was unable to hold water afterward. As evidence of disaster damage, the report includes a photo showing a missing chunk of concrete patch at the construction joint between the shallow and deep end. The report also describes flood damage to the three pool heaters, two bathhouse water heaters, recirculation pump motor, and pad-mounted transformer. However, the report states that there was no observable damage to the underground piping or sand filters based on its site visit and observations.⁵

The Applicant also hired a specialized contractor, Albertson Engineering Inc. (AEI), to perform a structural assessment and ground penetrating radar (GPR) analysis to evaluate the pool shell's condition following the incident.⁶ The resulting report references prior assessments conducted between 2007 and 2018, which reported "years of documented distress and deterioration."⁷ According to these reports, cracking in the deck and liner had been previously identified, and soil borings conducted in 2016 and 2018 found the subgrade to have limited bearing capacity, be very compressible, and susceptible to frost heave.⁸ In 2007, the Facility was described to be "at the end of its expected life", and in 2016 was characterized to be in "poor to failing condition."⁹ The 2016 USAquatics, Inc. report also refers to evidence of shifting at construction joints and concrete spalling, and specifically cites issues with prior repair work done to the construction joint between the shallow and deep end of the pool.¹⁰

The AEI engineering report also discusses its GPR findings, which found voids in the subgrade beneath the pool shell. The report partially attributes these voids to water leakage over time due to cracks in the pool shell, which can reduce subgrade support and in turn lead to further cracking and water loss.¹¹ The report also posits that hydrostatic pressure from the incident would have been strong enough to dislocate some concrete pieces at repaired joints. The incident could have resulted in additional voids, but the report states that the amount of new voids due to the incident may not be quantified since no pre-disaster GPR scanning information is available. The report also states the cracks in the deck were observed prior to the incident and notes delaminated concrete around previously patched joints in the shell.¹² Attached photos show vegetation growing up through uneven cracks in the deck and gutter concrete.¹³

⁴ The Windom Swimming Pool Facility Condition Evaluation Final.pdf, at 2.

⁵ *Id.* at 3-5.

⁶ Albertson Engineering Inc Report.pdf [hereinafter *AEI Report*].

⁷ *Id.* at 3.

⁸ *Id.* at 2-3.

⁹ *Id.* at 3; and Windom Pool Evaluation - Feisibility Study WTI.pdf, at 3; USAquatics Study.pdf, at 3.

¹⁰ USAquatics Study.pdf, at 7.

¹¹ *AEI Report*, at 6.

¹² *Id.* at 3-5.

¹³ *Id.* at 10-12.

As a result, on June 6, 2025, FEMA sent a Request for Information (RFI) to the Applicant requesting:

- Maintenance records or documents establishing the pool's condition at the start of the 2024 season; and
- A description of the actions taken to address the damages listed in the reports and, if actions were not taken, an explanation of why the repairs or maintenance were deferred.¹⁴

On June 10, 2025, the Applicant responded to FEMA's RFI by providing a financial report showing expenditures on pool supplies, general maintenance, and feasibility studies, inspection reports from 2014-2024, and state pool licenses.¹⁵ The Applicant asserts that the inspection reports identify items that needed to be addressed for pool operations to comply with code, and the state licenses confirm the city completed these items. It claims that the license would not have been issued if it had not taken necessary actions to address the pool's condition prior to the disaster. The inspection reports identify damage to the pool deck in 2022 and 2023 that had not been repaired by the time of the incident, but do not evaluate the other claimed Facility components.¹⁶

Issue:

Has the Applicant demonstrated that the work to replace the Facility is required as a result of the disaster?

Applicable Statutes, Regulations, and Policies in Effect as of the Declaration of the Emergency or Disaster:

- Robert T. Stafford Disaster Relief and Emergency Assistance (Stafford) Act, as amended, 42 U.S.C. § 5172 *et seq.*:

Stafford Act § 406(a)(1)

- Title 44 of the Code of Federal Regulations (44 C.F.R.):

44 C.F.R. § 206.223(a)(1)

- FEMA Policy:

Public Assistance Program and Policy Guide (PAPPG), FP 104-009-2 (June 2020).

PAPPG, at 51-52, 63-64, 169-170.

¹⁴ See FEMA Grants Manager, *Request for Information, RFI-PRJ-116400*, City of Windom (033-70798-00), DR-4797-MN, at Line Items Tab <https://pagrants.fema.gov/#ProjectRFI/116400/details>, (Last accessed on July 25, 2025, 10:32 a.m.).

¹⁵ *Id.*; Pool Repairs and Maintenance Financial Records.pdf; Pool License.pdf; and Pool Inspection, 2014-2024.pdf.

¹⁶ Pool Inspection, 2014-2024.pdf, at 20, 23, and 26.

Analysis:

Result of the Declared Incident

FEMA is authorized to provide assistance for the repair, restoration, reconstruction, or replacement of facilities damaged by a major disaster.¹⁷ To be eligible, work must be required as a result of the declared incident.¹⁸ FEMA does not provide PA funding for the repair of damage caused by deterioration, deferred maintenance, the Applicant's failure to take measures to protect a facility from further damage, or negligence.¹⁹ If a facility was functioning prior to the disaster and the disaster caused damage that rendered the facility non-functional, the facility may be eligible provided the pre-disaster condition was not a significant contributing factor in the cause of failure. It is the Applicant's responsibility to demonstrate that damage was caused directly by the declared incident, and where pre-existing damage exists, to distinguish that damage from disaster-related damage.²⁰ The documentation should also provide the "who, what, when, where, why, and how much" for each item claimed.²¹ If the Applicant does not provide documentation to support its claim as eligible, FEMA cannot provide PA funding for the work.

Here, the Applicant did not differentiate between pre-existing damage and disaster-related damage to the pool shell, sealer coating, or deck. Although the Applicant asserts that it maintained the pool according to code, the Applicant did not provide any documentation to demonstrate that it addressed any of the significant damage and subgrade deficiencies outlined in the pre-disaster engineering reports or the 2022 and 2023 inspections. These reports detail the cracking in the same locations in the pool shell and deck that the Applicant claims were damaged or made worse by the incident. The Applicant provides no information which may allow FEMA to differentiate the Facility's condition after the incident from its deteriorated and failing state as early as April 2007. The provided 2022-2024 inspection reports show that the deck cracking, noted in the 2007 engineering report, was left unaddressed by the time of the incident, and do not evaluate the pool shell's condition.²² Although the Applicant provided a financial report with general descriptions of pre-disaster maintenance and operation activities, the reports do not contain any detail showing the deteriorated Facility components were repaired at any point prior to the incident. Nothing in the record isolates any new damage to the pool shell, sealer coating, or deck which FEMA may determine was directly caused by the incident.

In addition, although the Applicant claims the pool shell and sealer were functional prior to the incident and failed due to incident-related damage, the AEI report acknowledges that pre-existing cracks caused voids which reduced subgrade support and structural stability, in turn causing additional cracking over time and during the incident.²³ The 2016 USAquatics report specifically identified ongoing issues with the construction joint where the Applicant claims new cracking and patch failure occurred during the incident.²⁴ Thus, the record shows that the pre-

¹⁷ Stafford Act § 406(a)(1).

¹⁸ 44 C.F.R. § 206.223(a)(1); *PAPPG*, at 51-52.

¹⁹ 44 C.F.R. § 206.223(e); *PAPPG*, at 52.

²⁰ *PAPPG*, at 51-52, 63, and 169-170.

²¹ *PAPPG*, at 63-64.

²² Pool Inspection, 2014-2024.pdf, at 20, 23, and 26; Windom Pool Evaluation - Feisibility Study WTI.pdf, at 7; noting that "the pool deck areas are in poor condition," "many areas of the deck are severely cracked, causing unsafe conditions for bare feet," and that the cracks needed repair as soon as possible to prevent "a hazard to the patrons."

²³ *AEI Report*, at 6.

²⁴ *USAquatics Study.pdf*, at 7.

existing voids in the subgrade and cracking in the pool shell was a significant contributing factor to its failure to hold water after the incident. Consequently, the Applicant has not substantiated the claimed damages to the pool shell and sealer were a direct result of the disaster rather than a result of pre-existing deficiencies.²⁵

Additionally, the Applicant did not identify or observe any specific damage to the sand filters or underground plumbing, or provide any documentation demonstrating that these components were damaged as a result of the disaster. Regarding the sand filters, the post-disaster evaluation from Burbach Aquatics Incorporation states, “the effect the flood had on the filters is minimal.”²⁶ The report likewise notes no observable damage to the underground pipes or drain outlet.

Eligibility Determination: ☒ Partially Approved ☐ Denied

Accordingly, the Applicant has not demonstrated that the work to replace the pool shell, sealer coating, pool deck, sand filters, or underground pipes is required as a direct result of the declared incident. Therefore, the Applicant’s request for an estimated \$2,100,000 to replace these components is denied. FEMA will continue to process the Applicant’s claim of disaster-related damage to the flooded pool heaters, bathhouse water heaters, recirculation pump motor, and pad-mounted transformer under Project 758193, with an associated estimated cost of \$285,171.25.

PA Management:

Signature: CATHERINE L WARREN Digitally signed by CATHERINE L WARREN
Date: 2025.08.01 18:58:02 -05'00'
Date: _____

Notice of Right to Appeal:

The Applicant may appeal this determination through the Recipient (and may do so via the FEMA Grants Portal/Grants Manager System (GM)), pursuant to Title 44 of the Code of Federal Regulations § 206.206, Appeals. If the Applicant elects to file an appeal, the appeal must: 1) contain documented justification supporting the Applicant’s position, 2) specify the monetary figure in dispute, and 3) cite the provisions in Federal law, regulation, or policy with which the Applicant believes the initial action was inconsistent.

The appeal must be submitted to the Recipient, Minnesota Homeland Security and Emergency Management (HSEM), by the Applicant within 60 days from the date of this FEMA eligibility determination. The Recipient must then electronically transmit the appeal to FEMA, through GM, with a written recommendation, within 120 days from the date of this determination. If you have any questions, please contact HSEM, Bill Hirte at bill.hirte@state.mn.gov.

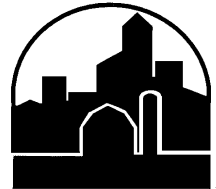
²⁵ See FEMA Second Appeal Analysis, *City of Baudette*, FEMA-4659-DR-MN, at 3 (Feb. 18, 2025); and FEMA Second Appeal Analysis, *Town of Goshen*, FEMA-4624-DR-NH, at 5 (Oct. 21, 2024).

²⁶ The Windom Swimming Pool Facility Condition Evaluation FInal.pdf, at 5.

Document Index:

Document Description	File Name
FEMA Site Inspection Report	WO #100970 DI #1400038 - SIR.pdf
FEMA Site Inspection Photo Page	WO #100970 DI #1400038 – Photo Page.pdf
Inspection Report	The Windom Swimming Pool Facility Condition Evaluation Flnal.pdf
Inspection Report	Windom Pool Evaluation - Feisibility Study WTI.pdf
Inspection Report	Albertson Engineering Inc Report.pdf
Inspection Report	Exisitng Pool Facility - Below Pool, Windom, MN (1).pdf
RFI	FEMA Grants Manager, <i>Request for Information, RFI-PRJ-116400</i> , City of Windom (033-70798-00), DR-4797-MN, at Line Items Tab https://pagrants.fema.gov/#ProjectRFI/116400/details
RFI	Pool Repairs and Maintenance Financial Records.pdf
RFI	Pool License.pdf
RFI	Pool Inspection, 2014-2024.pdf
Inspection Report	The Windom Swimming Pool Facility Condition Evaluation Flnal.pdf, at 5

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: Personnel Committee
DATE: August 15, 2025
RE: City Hall Office Hours
DEPT: Administration
CONTACT: Donna Torkelson: donna.torkelson@windommn.com

Recommendations/Options/Action Requested

It is recommended by the Personnel Committee that the City Council approve setting the City Hall Office hours as 8:00 am to 4:30 pm starting the Tuesday after Labor Day – September 2nd.

Issue Summary/Background

Donna Torkelson, Finance Director\Controller, met with Personnel Committee on Tuesday, August 12th with a suggestion of changing the regular hours for City Hall. The staff's working hours will remain the same as 8:00 am to 5:00 pm, but change the times the City Hall Office is open to the public to 8:00 am to 4:30pm. The change in hours will allow staff time to balance the daily receipts and finish any work before the end of the day. This change will also reduce the need for any overtime.

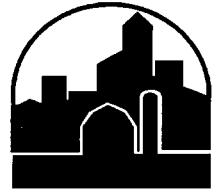
Fiscal Impact

The fiscal impact would be reducing the need for overtime. Any overtime worked would be on a case-by-case basis with prior approval from the Finance Director/Controller or City Administrator.

Attachments

None

ACTION ITEM



CITY OF WINDOM

444 9th Street

Windom, MN 56101

Phone: 507-831-6129

Fax: 507-831-6127

www.windom-mn.com

TO: City Council
FROM: Mayor
DATE: August 15, 2025
RE: Mayor Appointments – Parks & Recreation Commission and Library Board
DEPT: Mayor\Council
CONTACT: Hilary Mathis: Windommayor@windom-mn.com

Recommendations/Options/Action Requested

I recommend that the City Council take the following action:

1. Appoint Tom White to the Parks & Recreation Commission
2. Appoint Sarah Peterson and Diane Sykora to the Library Board

Issue Summary/Background

Tom White to fill JoAnn Ray's unexpired term on the Parks & Recreation Commission ending 12/31/2026.
Sarah Peterson to fill Wade Pfeiffer's unexpired term on the Library Board ending 12/31/2025 and Diane Sykora to fill Christina Wolf's unexpired term ending 12/31/2027.

Fiscal Impact

None.

Attachments

1. None.