CITY COUNCIL MEETING
October 6, 2026
City Council Chamber
6:30 p.m.

AGENDA

CITY OF WINDOM, MN
444 Ninth Street, P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129
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Call to Order
Pledge of Allegiance

1. Consent Agenda
   - Minutes
     - City Council Minutes – September 15, 2026
     - City Council Minutes (Special Meetings) – September 21, 2026 & September 22, 2026
     - Community Center Commission – September 14, 2026
     - Economic Development Authority – September 14, 2026
     - Utility Commission – August 27, 2026 & September 23, 2026
   - Exempt Gambling Permit – BARC – November 17, 2026
   - Regular Bills
2. Department Heads
3. Resolution – Accepting a Donation - Library
4. Ordinance #213, 2nd Series – Airport Zoning Ordinance
   - Second Reading
   - Title & Summary
5. Resolution – Approving Title & Summary of Emergency Ordinance #214, 2nd Series & Authorizing Publication
6. Street Closure Request –5K Turkey Trot – November 14, 2026
7. Liquor Store – Fire Department Promotional Fund Transfer
8. Personnel Hiring Recommendations
   - Community Center – Part-time Non-union On-Call
   - Library – Part-time Non-union On-Call
9. New Business
   - Halloween Trick-or-Treating Hours: October 31, 2026 from 4:00 PM to 8:00 PM
10. Old Business
    - FEMA – Denial of Second Appeal – Pool
11. Council Comments
12. Adjourn

Preliminary

Regular Council Meeting
City Hall, Council Chamber
September 15, 2026
6:30 p.m.

1. Call to Order:
   The meeting was called to order by Mayor Hilary Mathis at 6:30 pm.

2. Roll Call:

Council Present:	Mayor Hilary Mathis, Dennis Esplan, Jenny Quade, James Nelson, Jayesun Sherman and Scott Benson
Council Absent:	
City Staff Present:	Steve Nasby, City Administrator; Devin Kopperud, Assistant Police Chief; Jon Ketzenberg, Streets & Parks Superintendent; Donna Torkelson, Finance Director; Jason Sykora, Electric Utility Manager and Tim Hogan, Recreation Director

3. Pledge of Allegiance

4. Consent Agenda:

   - Minutes
     - City Council Minutes – Special Meeting – August 31, 2026
     - City Council Minutes – September 1, 2026
     - Housing & Redevelopment Authority – September 9, 2026
     - Library Board – September 8, 2026
     - Parks & Recreation Commission – September 9, 2026
   - Exempt Gambling Permit – MN Deer Hunters Association – February 20, 2027
   - Regular Bills

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

5. Department Heads:
   Devin Kopperud, Assistant Police Chief, said that Windom PD is continuing to explore options for animal impound services. They have short-term solutions, but nothing permanent yet. They will keep Council updated as options are discussed. Mathis said this is important and wanted to keep the discussions going.

6. Airport – Ordinance #213 – Zoning and Roof Replacement Project Bid:
   Benson said he is the Airport Manager and would be abstaining from voting on the airport items and excused himself from the Council dais.

   Nasby said that the Airport Zoning ordinance is an update of the 1979 zoning and that the Joint Zoning Board established for this has met, reviewed changes, held a public hearing and now has the ordinance for Council and County approval.

   Jacque Zirbes, SEH Engineering, introduced herself. She confirmed the Airport Zoning was done in 1979 and Minnesota Statute requires it. The City took on the project and has formed the Joint Airport Zoning Board (JAZB) with representatives from the City and County. Townships impacted were also invited to participate. The JAZB met to review and take public comments on the proposed new

Airport Zoning Ordinance. This new ordinance is less restrictive in terms of land area impacted as the 1979 plans called for a longer crosswind runway than what is being planned today. Zirbes reviewed the PowerPoint slides consisting of the process and maps. The JAZB met today and gave final approval for the new ordinance and it has also been approved by MN DOT Aviation. This step is for the City Council and then the County governing bodies to approve it.

Motion by Nelson second by Sherman to approve the 1st Reading of Ordinance #213 – Airport Zoning as presented. Motion carried 4 – 0 (Benson abstain).

Benson said that the second item is the Airport Re-roofing Project. In Spring 2026 there was a severe storm that produced hail which damaged the roofs of the Airport buildings which are all metal. An inspection was completed by the City's insurance carrier, League of Minnesota Cities Insurance Trust (LMCIT), which determined that there was hail damage. However, the hail damage did not cause any holes in the roofing material to cause leaking. Due to the damage the insurance claim would cover 70% of the cost of roof replacement on all of the buildings except for the north hanger (which had a different roof material and was not damaged). After obtaining input from the Airport Commission Chair and Airport leaseholders Benson said that their preference was to have the roofs replaced due to the damage and the age of the roofs.

The LMCIT concurred with moving the claim forward and they covered the cost of hiring a structural engineering firm to complete a scope of work, bid the project and oversee construction. The bids for the Airport Re-roofing Project were opened and seven bids were submitted. The lowest responsible bid was from APX Construction Group, LLC at a price of $254,420.00.

Nasby said the LMCIT will pay for the cost of engineering and 70% of the re-roofing work, which amounts to $178,094. This makes the City's cost $76,326. There are not sufficient funds in the Airport budget to cover this expense. If the City Council decides to move ahead with the project funds will be needed from the 2027 Capital Improvement Budget to complete the project.

Council Member Quade introduced the Resolution No. 2026-46, entitled "A RESOLUTION AWARDING THE CONTRACT FOR THE PROJECT ENTITLED AIRPORT BUILDING ROOF REPLACEMENT PROJECT" and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Quade, Nelson, Sherman and Esplan. Nay: None. Absent: None. Abstain: Benson. Resolution passed 4 – 0 - 1.

7. Ordinance #212, 2nd Series, - Second Reading – Enacting and Adopting a Codified Supplement:
Nasby said that the Council has passed some code changes over the last couple of years by way of ordinance changes. These need to be codified and have been by American Legal Corporation. He reviewed each of the sections modified and noted this action is to formally codify these code revisions.

Motion by Benson second by Nelson to approve the 2nd Reading of an ordinance enacting and adopting a codified supplement to the Code of Ordinances for the City of Windom. Motion carried 5 – 0.

8. Street Closure Request – Homecoming Parade – September 25, 2026:
Ketzenberg said that the school had requested that the City close a portion of 17th Street and a portion of 9th Avenue on September 25th from 8:30 am to 10:00 am for the homecoming parade.

Motion by Benson second by Esplan to approve closing a portion of 17th Street and a portion of 9th Avenue on September 25th from 8:30 am to 10:00 am for the homecoming parade. Motion carried 5 – 0.

9. 2027 Budget:
Nasby said that the Finance Director and Department Heads have been working on the budget preparation. The staff is recommending that the City Council set a budget levy for 2027 in the amount of $3,059,362 which is an increase of 9.67%. Nasby thanked the Finance Director and Department Heads for their work on the budget and noted the amount of the increase is higher than previous years. Contributing factors to this are the additional debt service of about $200,000 which is a result of the 2025 Alley Project and 2026 Street Project, inflation is running about 3.4% and this is a labor negotiation year so personnel costs have yet to be determined. Additionally, there has been no significant amount of increase in the State aid the City has gotten over the last two years. The City Council can always lower the property tax levy number but this is setting a maximum amount. The preliminary levy needs to be set by September 30th.

Benson noted that other cities have been setting some higher levies too.

Quade said there are unknowns this year as labor agreement is up, Council can set a higher levy number and always come down. She has heard of some health care costs going up 10-15%.

Nelson said there are a lot of things the City does not control for costs.

Mathis said that she too would like to see a higher levy due to unknowns, the market study showed we were behind and there could be costs with having IT support. She would like to see the levy at 13%.

Nelson concurred that the levy can come down and this preliminary levy is a maximum cap.

Sherman said his max is 10%.

Nasby said that the resolution needs a specific number for the levy and a 10% increase is $3,068,473. The 13% levy would be $3,152,159 and 11% would be $3,096,368.

Benson said that he is proposing setting the preliminary levy at 10% increase, Nelson seconded.

Council Member Benson introduced the Resolution No. 2026-47, entitled "RESOLUTION ADOPTING PROPOSED PROPERTY TAX LEVY" and moved its adoption. The Resolution was seconded by Nelson and on roll call vote: Aye: Sherman, Esplan, Benson and Nelson. Nay: Quade. Absent: None. Abstain: None. Resolution passed 4 – 1.

Nasby said the City Council usually has two or three meetings to hear from the Department Heads on their budgets and capital requests. The "off" Tuesday dates in October as possibilities include October 13 and 27. The budget workshop meetings are generally held at the Community Center, but can be at City Hall.

Motion by Quade second by Sherman to set Special City Council Meetings for October 13th at 5:00 pm and October 27th at 5:00 pm for 2027 Budget Workshops. These Special City Council Meetings for the 2027 Budget Workshops will be at Windom Community Center on October 13th and City Hall on October 27th. Motion carried 5 – 0.

10. Utility Billing Conversion:
Jason Sykora, Electric Utility Manager, said that the Council had previously been informed the Utility Commission is recommending the City switch billing systems to save costs and increase functionality, but that was on hold until the decision on Windomnet was made. With the sale moving ahead, the conversion to a new billing system for water, sewer and electric will take 6 – 8 months. This aligns with our current billing system contract which goes through May 2027. He said the cost will be $27,000 a year and be a savings of $56,000.

Motion by Benson second by Quade to approve moving ahead with conversion of the utility billing system from Elation to Tyler. Motion carried 5 – 0.

11. Parks & Recreation Commission Recommendation – Dynamite Park:
Tim Hogan, Recreation Director and Ketzenberg presented this item. Hogan said that the Commission recommendation is that the City discontinue with Dynamite Park as Jen's Park and Maple Park are close by and Dynamite Park is underutilized. Improvements at Dynamite Park would be significant to increase users. If Council approves, Dynamite Park would revert to the County through a clause in the deed. The County Board met this morning and the discussion is that they would very likely deed Dynamite Park to the Windom EDA for use as future residential development.

Benson asked about flooding. Ketzenberg said that is an area of the parcel by the golf course , but a not on a large part of the site.

Mathis asked about the snow-shoeing that was done out of that park. Hogan said that it was used the first year, but not much since. This is easily relocated to another area.

Motion by Benson second by Nelson to discontinue use of Dynamite Park as a City park and inform the County of the reversion to their ownership. Motion carried 5 – 0.

12. Personnel:
Nasby said the Library had lost one of their employees due to her moving out of town and the Library Director is recommending that Vonda Sellers, be hired for the union, part-time library assistant position at Step 2.

Motion by Esplan second by Quade to approve the hiring of Vonda Sellers, union, part-time library assistant at Step 2. Motion carried 5 – 0.

Hogan said that he is requesting the hiring of Randy Thompson for the union, part-time Arena maintenance position at Step 1. This position has been vacant as the previous employee was promoted to fill a vacant full-time position.

Motion by Benson second by Sherman to approve the hiring of Randy Thompson, union, part-time Arena Maintenance at Step 1. Motion carried 5 – 0.

13. Contractor Payment – 2026 Street Project – Pay Request #5:
Ketzenberg said that the 2026 Street Project project has is nearly completed and this is Pay Request #5, but not the final. The engineers are recommending payment of $315,615.65 to Svoboda Excavating.

Motion by Benson second by Quade to approve Pay Request #5 to Svoboda Excavating for the 2026 Street Project in the amount of $315,615.65. Motion carried 5 – 0.

14. Mayor Appointment – Planning and Zoning:
Mathis said she is recommending the appointment of Heidi Bergendahl for the unexpired term of Carol Hartman which runs through December 31, 2026. The appointment is Ward and Precinct specific and both the Building Official and Administrative Assistant are supportive.

Motion by Sherman second by Quade to approve the appointment of Heidi Bergendahl to the unexpired term on the Planning and Zoning Commission though December 31, 2026. Motion carried 5 – 0.

15. New Business:
Nasby ask the City Council if they would consider holding a Special Meeting on September 22, 2026 for presentation of the 2025 Audit and for the Purchase Agreement between the City and Federated for Windomnet.

Motion by Nelson second by Benson to set a Special City Council meeting for September 22, 2026 at 6:30 pm. Motion carried 5 – 0.

16. Old Business:
Quade asked about the DNR Outdoor Recreation Grant. Nasby replied that the denial letter was in the Council miscellaneous packet and the City had gotten feedback on the submission. The City was just outside the funding cut-off. Mathis noted that the DNR had over $20 million of requests and just over $4 million to award.

Mathis asked about the 18th Avenue Storm Sewer project. Nasby said the engineer just dropped off contracts and the City Attorney is reviewing it. The project is planned to start in fall according to the engineer. Esplan said he talked to the engineer and they are ready to start.

17. Council Comments:
Benson noted that harvest has started and to watch out for ag vehicles. Take care of your neighbors.

Quade said the Soaring Eagles Child Care Center has an open house on September 21st from 6 – 730 pm and encouraged the public to attend.

Mathis also mentioned the Soaring Eagles' open house. She noted the Liquor Store has a promotional on September 21st as well from 730 – 830 pm with Chad Greenway attending. She encouraged everyone to enjoy the great weather.

18. Adjournment:
Mayor Mathis adjourned the meeting by unanimous consent at 7:54 p.m.

_____
Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

Preliminary

Emergency Special City Council Meeting
City Hall, Council Chamber
September 21, 2026
4:30 p.m.

1. Call to Order:
   The meeting was called to order by Mayor Hilary Mathis at 6:30 pm.

2. Roll Call:

Council Present:	Mayor Hilary Mathis, Dennis Esplan, Jenny Quade, James Nelson, Jayesun Sherman and Scott Benson
Council Absent:	
City Staff Present:	Steve Nasby, City Administrator; Scott Peterson, Police Chief; Devin Kopperud, Assistant Police Chief; Jon Ketzenberg, Streets & Parks Superintendent; Donna Torkelson, Finance Director; Matt Fast, Building Official and Jordan Bussa, 1st Assistant Fire Chief

3. Pledge of Allegiance

4. Consider an Emergency Ordinance Regarding the Immediate Securing of 1048 Drake Avenue:
   Pam Whitmore, City Attorney, appearing via Zoom, said that this action is regarding a hazardous structure and securing the property. The Council is acting under City Charter Section 3.05 – Emergency Ordinance as the property is a threat or harm to human safety. Due to a public safety event at 1048 Drake Avenue the structure threat is imminent. There is another part, being a remaining nuisance, which will come under 463.251 abatement of nuisance proceedings.

   Scott Peterson, Police Chief and Devin Kopperud, Assistant Police Chief, provided a briefing on the event that started approximately 3:00 am on September 19th with a disturbance call with possible gunfire. The Department dispatched officers and a perimeter was established. Contact was made with neighboring properties. A PA was used to contact the suspect, but no responses were received. There was gunfire at law enforcement officers so the HEAT team was contacted. The HEAT team also attempted to establish contact with the person. After hours the HEAT team made entry into the home and the person was taken to the hospital and is being held in protective custody. Peterson said there was outstanding teamwork by the Windom PD, other law enforcement agencies, City departments and the HEAT team.

   Ben Derickson, Fire Chief, and Matt Fast, Building Official, introduced themselves. Derickson said that the Fire Department was paged about 3:50 am and staged at the Fire Hall. The Fire Department was called to the site at approximately 1:15 – 1:30 pm. Scene security was requested so he and the 1st Assistant inspected the property and determined it was unsafe. The house was damaged and structure compromised as parts of the front wall and rear wall was removed. Police officers collected evidence and he was concerned for their safety. The Building Official was requested to be on site.

   Fast said he was contacted and arrived on scene. He contacted the City Attorney and City Administrator. Fast said he inspected the site and took photos while assessing the structure. Part of th foundation was removed, floor structure lacking support, wall sections removed, a wall section rested on the gas meter and was off the foundation. The structure was missing lateral and horizontal supports which were either missing or compromised\damaged.

Sherman confirmed that the structure is now down and asked about the timeline for demolition\removal. Whitmore said the MN rules allow for the Building Official to make the determination of a hazard, state law and code permit an immediate abatement of the structure having imminent danger to the public. Sherman noted utilities were off but there could be damage to the lines. Fast said a local contractor was called to do the demolition of the structure.

Benson asked if the gas main was off. Fast said Minnesota Energy turned off what they could. Derickson added that they looked for exposures and hazards.

Whitmore said the next steps are the Chapter 463-abatement process. There are no mortgages, liens and the owner of record is deceased as of 2019. She has identified a personal representative and contact will be made with them regarding the abatement.

Benson asked about the garage. Whitmore said if it was not damaged, and not a current nuisance it can stay on the property.

Sherman asked about the removal of the debris. Whitmore said that there is a process and paperwork needed to move that forward which will be done with the personal representative.

Nelson asked about personal property in the downed structure. Whitmore said that is up to the owner\personal representative to give permission but the City would want a waiver signed for all liability and be present to observe.

Benson asked about the timeline for debris removal. Whitmore said a Council resolution is likely next step for the October 6 meeting. If approved then an order is served on the personal representative and they have 20 days to reply. If no reply, then it goes to the Court to set a hearing date. The Court has up to 90 days to give a ruling, but typically it is quicker in these cases.

Benson asked if there are any Police evidence restrictions. Peterson replied no.

Nelson said a family member is seeking more information. Mathis replied her understanding is that more information will be available after the County Attorney takes action and filings made.

Motion by Nelson second by Benson to approve "An Emergency Ordinance ratifying the emergency demolition of the unsafe structure and authorizing the immediate securing of the property at 1048 Drake Avenue". Motion carried 5 – 0.

Mathis thanked all the responders, including the Windom PD, HEAT team, Windom Fire, Windom Ambulance, Cottonwood County Sheriff Department, Street Department, Electric Department, Water\Wastewater Department, Building Official, Minnesota Energy Resources and SVE Contracting for all professionally handling the situation.

Benson asked if the City has any liability concerns. Whitmore said it was an active shooter situation. There is always liability for the City which is why we have insurance.

Sherman said he looked at statute and police powers are different than eminent domain and they have extensive powers to end a public safety event.

Nelson said he has faith in the Windom PD and believes they do a professional job, but he hears questions from the community.

Nasby thanked the Mayor for all the help on the scene.

5. Adjournment:
Mayor Mathis adjourned the meeting by unanimous consent at 5:05 p.m.

_____
Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

Special City Council Meeting
City Hall, Council Chamber
September 22, 2026
6:30 p.m.

1. Call to Order:
   The meeting was called to order by Mayor Hilary Mathis at 6:30 pm.

2. Roll Call:

Council Present:	Mayor Hilary Mathis, Dennis Esplan, Jenny Quade, James Nelson, Jayesun Sherman and Scott Benson
Council Absent:	
City Staff Present:	Steve Nasby, City Administrator; Donna Torkelson, Finance Director; Jon Ketzenberg, Streets & Parks Superintendent; Isaac Paulson, Sergeant and Brian Turner, Cable Tech

3. Pledge of Allegiance

4. 2025 City of Windom Audit Presentation:
   Craig Poppenhagen, Principal with CliftonLarsenAllen (CLA), participating by Zoom introduced himself. He said this is year two of doing the City audit. He said the City received an "unmodified" or clean opinion and the Minnesota Compliances were all good. Internal controls were cited as financial adjustments are prepared by CLA and year end entries, which is typical for an audit. Governance communications were reviewed and he noted some audit entries were not made, but are now recognized which were not material. General Fund Reserve balance is at 72% which is based on 2025 expenses which is a strong position. 2025 revenue was up due to the receipt of FEMA reimbursements from the 2024 flood. There was also a DEED pass through grant to Premium Iowa Pork of $1 million. The reserve at 72% is good but noted that 2026 expenses are up so that pushes the ration lower. He reviewed the General Fund Revenue chart and noted the $2.6 million in taxes and assessments collected is similar to the prior three years. Property tax per capita is in the middle of the pack for communities over 2,500 population and Windom has been consistent in that ranking as expenditures have been sable from the prior year. He reviewed the five-year charts for the Enterprise Funds and noted the dip in revenues and profit from the pork plant closure. Property taxes support the Arena, Community Center and other funds. Long-term debt was down as bond principal payments were made and no new debt was issued in 2025.

   Nasby thanked Donna Torkelson, Finance Director, for all her work in collecting the data and getting CLA the information needed. He also thanked the Department Heads for their help with the audit. Nasby noted this was a bit late to have the audit completed and that the goal is to have it done sooner next year. Poppenhagen agreed that the timing needs to be improved on their end.

   Motion by Sherman second by Benson to accept the 2025 City of Windom Audit. Motion carried 5 – 0.

5. Purchase Agreement Approval – Federated Rural Electric – Windomnet:
   Mathis said the next item is the purchase agreement for Council consideration.

   Nasby reviewed the purchase agreement sections covering the purchase price of $7.9 million at closing, descriptions of personal property, real property and titled property, contract rights, exclusions from the sale at time of closing (e.g. bond reserves, accounts receivable, cash, rack space in the NOC

and meta-switch), inventory date of October 30th and tentative closing date of December 18th, continued obligations of the parties, City assistance with billing timeline, insurance coverage, free internet service to the City, advisory board and Windomnet employees. He also noted the handout from the transition attorneys outlining a checklist of items to get completed prior to closing.

Quade noted the VOIP conversion deadline is closing and we will need to make sure this moves along to be completed. Nasby said that Windomnet had 103 customers moved out of 553 and that Federated had offered assistance which the Telecom Manager accepted. Quade asked how long it took to get the 103 customers converted? Brian Turner, Cable Tech, said about a month. Nasby added that the Telecom Manager, Federated and he have weekly check in calls scheduled for Fridays so that will be a point of emphasis.

Benson asked if customers keep their giga-centers after Federated acquires Windomnet. Nasby asked Troy Rasmussen, Federated, and he said yes, they would remain in use.

Mathis said that she had questions for Federated and asked them to come to the table. Mathis asked about the outreach and timeline for talking to Windomnet employees. Scott Reimer, Federated CEO, said that they have hired a third-party firm to do the outreach and they can start as soon as tomorrow and the language in #15 of the Purchase Agreement will be followed.

Mathis noted the Advisory Board seats had interest from people and she contacted Reimer about it and will be appointing herself and Councilmember Quade to the Advisory Board.

Benson asked if Federated is still planning on any construction in town. Rasmussen said they have enough routes, but may need some more routes and capacity depending on customer demand.

Motion by Quade second by Benson to Approve the Asset Purchase Agreement between the City of Windom and Federated Rural Electric Association. Roll Call vote: Nelson, Quade, Benson and Esplan were Aye and Sherman Nay. Motion carried 4 – 1.

6. Adjournment:
Mayor Mathis adjourned the meeting by unanimous consent at 7:15 p.m.

_____
Hilary Mathis, Mayor

Attest: _____
Steve Nasby, City Administrator

Community Center Commission

Monday, September 14, 2026

Community Center- 1750 Cottonwood Lake Drive

5:30 p.m.

Call to Order: 5:34pm

Members Present: Linda Stuckenbroker, William Hanson, Mitch Voehl, Tim Snyder, Scott Benson, Jim Nelson. Absent -- Brady Haugen, Al Baloun

- **Approval of Minutes:**
  Motion by M Voehl; 2nd by Wm Hanson; 3-0 vote to approve August 10th Minutes**.**

- **Director Report:**
  A. Personnel Report – Two on-call openings currently.
  B. Financial Report – August and September deposits reviewed.
  C. Facility – Kitchen garbage disposal is broken; replace at a reasonable cost.

- **Old Business:**
  1. Byers Bench repaired and finished.
  2. Patio project awaiting completion from Masters Landscaping.
  3. New City Website up and running as of September 1, 2026.
  4. Feedback forms; all positive, "excellent" so far.

- **New Business:**
  1. Wedding trends; Melissa Roll was unable to attend and is rescheduled for our October Commission Meeting.
  2. Comparison of other local venues for Weddings; pricing, catering, liquor pricing. Windom Community Center is one of the lowest in pricing.
  3. Discussion on minimum bar pricing; tabled to the October meeting.

- **Commissioners Comments:**
  LS – None
  MV – has a couple of people interested in the on-call positions
  WH – None
  SB – None
  JN – None

- **Adjourn:**
  @ 6:40 pm Motion by Linda Stuckenbroker; 2nd by William Hanson, 3-0 vote.

Next Meeting: October 12, 2026

ATTEST:

_____ _____

Linda Stuckenbroker, President Brady Haugen, Secretary

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
SEPTEMBER 14, 2026

1. Call to Order**:** The meeting was called to order by President Sanow at 12:01 p.m.

2. Roll Call & Guest Introductions:

   EDA Commissioners: Stacie Sanow, Nancy Wepplo, Heidi Hill, James Nelson, and Jenny Quade.

   Also Present: EDA Staff – EDA Director James Hanson and Admin. Asst. Mary Hensen; Mayor Hilary Mathis; City Administrator Steve Nasby; and Kevin Stevens, Cottonwood County Liaison. Guest: Tom White.

3. Approval of Minutes: August 10, 2026

   Motion by Commissioner Nelson, seconded by Commissioner Hill, to approve the Minutes of the EDA Meeting held on August 10, 2026. Motion carried 4-0. (Commissioner Quade arrived after the vote.)

4. River Bluff Townhomes

   A. Annual Report: Scott Burdorf from Van Binsbergen & Associates of Montevideo, Minnesota, joined the meeting by Zoom to provide the Annual Report on the EDA's River Bluff Townhomes. He said that the River Bluff Townhomes continue to do well. He reviewed the operating and reserve account balances from both 2025 and 2026. He advised that there were only 2 turnovers in leases all year. During the transition, they did some painting in one of the units. He reported that the townhomes remain full and there is a waiting list. Van Binsbergen recommends a small rent increase. As of January 1, 2026, the rental rates increased by $10/month for 2-bedroom units (rent of $715/month) and $15/month for 3-bedroom units (rent of $800/month). In response to a question, Mr. Burdorf advised that there are income guidelines (as to the maximum income of a renter) which determine eligibility to rent a unit and we want to be careful not to price someone out of a unit. There was a brief discussion concerning a potential rent increase. Mr. Burdorf advised that Van Binsbergen needs to provide 60 days' written notice to the tenants of any proposed rent increase. The Board's consensus was to discuss potential rent increases at the October Meeting.

5. Marketing Update

   A. Proposal - New Photos and Videos: Director Hanson reported that the EDA is one of the few Departments that doesn't have new images on the City's website. He has done some research concerning a source for new photos and videos of Windom for use in marketing the community on websites and other media. He spoke with Wyatt Haugen who takes standard professional photographs and also takes drone footage recorded in his cell phone. Director Hanson reviewed sample photographs that Wyatt has taken and said they were good quality. Wyatt works in Jackson and will be able to do photographs and videos after work. Director Hanson obtained a preliminary estimate which may vary depending on the extent of the project.

   Motion by Commissioner Nelson, seconded by Commissioner Quade, to approve the hiring of Wyatt Haugen to take photographs and drone videos for use by the EDA in marketing. Motion carried 5-0.

6. Roots to Wings Child Care Program

   A. Updates to Guidelines: At the August 10th EDA Meeting, the Board recommended modifications of some of the guidelines for the existing Child Care Provider loan option in this Program. The Board received copies of the Guidelines that have now been updated to include all of the recommended

modifications.

Motion by Commissioner Quade, seconded by Commissioner Wepplo, to accept the updated Guidelines for the "Roots to Wings Child Care Provider Program". Motion carried 5-0.

B. Loan Application – 40463 US Highway 71: Jean Wilder operates an in-home child care located northwest of the North Windom Industrial Park and just outside the Windom city limits. In a previous meeting, the Board approved a modification of the guidelines to include in-home daycare centers which are located within 2 miles of the Windom city limits.

Jean had previously submitted a grant application in this program. However, her project was not eligible for a grant; but would be eligible for a loan to an existing child care provider who is not expanding the number of children in her child care operation. She has submitted an application requesting a loan of $6,000. The purpose of the loan is to add spray insulation in her quad garage to allow gross motor activities by the children during inclement weather. Staff has reviewed her application which is complete and would comply with the modified guidelines.

Motion by Commissioner Quade, seconded by Commissioner Hill, to approve the application submitted by Jean Wilder in the "Child Care Provider Loan Program" for a loan in the amount of $6,000 for the garage insulation project set forth in her application. Motion carried 5-0.

7. Grant Update

A. SRDC Opportunity – Ash Tree Removal/Replacement: Director Hanson updated the Board concerning his meeting with Robin Weis from SRDC and Streets/Parks Superintendent Jon Ketzenberg. Their discussions included the loss of ash trees in Windom that needed to be removed due to the spread of emerald ash borer. They also discussed the possibility of a grant application for ash tree removal and replacement of these trees with new varieties of trees. The grant application would be made to the DNR. If awarded, information concerning options and potential tree varieties would be provided to the residents through door hangers and inserts in utility bills in multiple languages.

8. Dynamite Park

A. Park & Rec Commission Recommendation: Admin. Asst. Hensen provided a history concerning this agenda item. The Park & Rec Commission has been talking about Dynamite Park for some time. They are interested in divesting the City of some of the park areas that aren't used as frequently, would need additional equipment, or duplicate another park in the area. At the Commission Meeting on September 9th, the Commissioners made a recommendation that the City sell Dynamite Park to the EDA for $1.00 for potential development. Their thought was that the EDA could sell the land to adjoining landowners or to someone who wanted to build a house by the river. As was evidenced in the Summer of 2024, a portion of Dynamite Park by the golf course does flood. The Board received copies of a Beacon aerial of "Dynamite Park" which contains 3.06 acres pursuant to the Assessor's Office and a Google Maps aerial.

The original Quit Claim Deed from Cottonwood County to the City of Windom contains a reverter clause which reads "…except that if the real estate described on Exhibit "A" fails to be used as a park all right, title, and interest to the real estate described on Exhibit "A" shall revert back to Cottonwood County, a municipal corporation under the Laws of Minnesota".

To follow the Park & Rec Commission's recommendation, the City Council would need to adopt a Resolution to vacate Dynamite Park similar to their procedure with Witt Park in September 2016. The County would then need to take action as determined by their County Attorney.

If the County does subsequently convey the property to the City by quit claim deed, the City Charter requires that for the City to "dispose of any real property" (even to sell the property to the EDA for $1.00), an ordinance is required. The City Council would need to hold two readings of an ordinance to sell the property to the EDA. If approved, a Quit Claim Deed from the City to the EDA would need to be prepared by the City Attorney. A determination would need to be made as to who is responsible for costs if any survey is required and also for subsequent quit claim deed(s).

City Admin. Nasby asked if the County could quit claim deed the property directly to the EDA instead of the City. In response to a question by Commissioner Nelson, Commissioner Quade (who is a liaison to the Park and Rec Commission) said that no one is really using Dynamite Park; it would cost to update the equipment; and Jen's Park is across the road and already has equipment. It's an expense for the City to mow the park.

After permission to speak from the EDA President, Tom White said that Dynamite Park just doesn't get used and it's less than 1,000 feet to Jen's Park. He said that a good share of Dynamite Park is in the floodplain and that some of it does not flood, except the portion by the golf course. Liaison Stevens said that he will contact the County Attorney as to whether the County could quit claim deed the park property directly to the EDA.

9. New Business: Director Hanson reported that there is some interest in a potential thrift store in the Central Business District. He also met with the WADC concerning their potential sponsorship of a façade improvement program. The EDA does not currently have the money to fund this program and Director Hanson is not aware of any grants to provide additional funds for the program, but will research that matter. He will be attending a Southwest Minnesota Initiative Foundation Meeting in Mountain Lake this evening and the Community Venture Network Meeting in Lakeville on Friday.

10. Unfinished Business: None.

11. Miscellaneous Information
    A. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the July 2026 financial reports submitted by Van Binsbergen & Associates.

12. Adjourn: On consensus, President Sanow adjourned the meeting at 12:47 p.m.

Attest:_____ _____
James Hanson, EDA Director Heidi Hill, EDA Secretary-Treasurer

UTILITY COMMISSION MINUTES
Council Chambers
August 27, 2026

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

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Tom Riordan and Glen Francis
Members Absent: None
City Council Liaison: Scott Benson
City Staff Present: Jason Sykora, Electric Superintendent; Ryan Anderson, Water/Wastewater Superintendent; Steve Nasby, City Administrator and Leesa Arndt, Accounting & Administrative Support Specialist

Others Present: Travis Selby, Bolton & Menk Engineer; Travis Winter, Bolton & Menk Engineer

APPROVE MINUTES
Motion by Riordan, second by Francis to approve the July 23, 2026 Minutes. Motion carried 3 – 0.

WATER/WASTEWATER ITEMS

Bolton & Menk Capital Improvement Plan – Rates/Budget Discussion
Travis Selby and Travis Winter, Engineers from Bolton & Menk, handed out a summary from their water/wastewater rate study along with projected capital improvement project suggestions. Selby stated that they evaluated the current systems and conditions, using that information to position certain capital improvement suggestions for the next twenty years using a 3% general inflation rate for the capital projects.

Selby stated that the projections presented include depreciation costs. Anderson replied that the depreciation has not been used as a cash expense in previous budgets with the City Council. Selby replied that adjustments to their handouts will be made to reflect that input.

The presented report included four years of a 10% increase in the water rates, with a 3.2% increase afterwards. Wastewater rates were projected at 10% increase for five years, with a 1.5% increase afterwards. Selby explained the increases are to assist offsetting the projected water and wastewater capital improvements. Projected capital improvements include an updated water treatment plant, wells, valves, chemical pumps, heaters, general maintenance, along with water tower work. The larger projected projects are shown to be funded by a low interest PFA loan.

Anderson clarified that the funds are having a positive cash flow, sans the depreciation.

Nasby stated the net position of water service is $2.8 million and wastewater is $4.378 million.

Selby pointed out the rates the City of Windom currently has are below surrounding communities.

Anderson stated the current water meters were installed in 2015-2016 and has experienced some battery failure on the large meters.

The commission discussed projected rate increased of 3-5% on water services and 2-5% on wastewater services. Bolton & Menk are open to working with staff on adjusting the projections (removing depreciation as a funded expense).

120 Water Proposal – Lead and Copper Rule Revision
Anderson reviewed the state requirement of identifying water service lines. The projected deadline for completion is November 1, 2027. Staff will verify with Bolton and Menk the actual number of unknown service lines. Anderson estimated the count to be 1,000 connections.

According to the requirement, any lines that remain unidentified by the due date will be counted as lead lines with mandatory replacement.

120 Water is proposing assistance in identifying unknown lines using predictive modeling in target areas. They classify areas based on data (not line digs).

Schwalbach asked how many lines must be identified for compliance. Anderson replied 100%.

The commission discussed adding the Bolton & Menk information and adding it into the city mapping program. Combining information can better assist in line identification. Commission consensus is to evaluate the current data and assess needs of a future sourced vender.

Anderson noted replacement lines are estimated at $20,000 per connection.

Riordan asked for a realistic count of lines needing replacement. Anderson answered 50 or less.

Minnesota Environmental Science & Economic Review Board - Membership
Anderson requested annual renewal of the MESERB membership. MESERB advocates for utility services and has assisted greatly with Minnesota Pollution Control requirements.

Motion by Riordan, second by Francis to recommend approval of the MESERB membership. Motion carried 3 – 0.

Other Water/Wastewater Items
Anderson updated the commission on the 1st Avenue project. He said the manhole castings are being replaced along the street. The new castings are placed in the diamond cut area of the road and are at street level to prevent snow plow concerns. Valve shut offs have also been cemented around to prevent the same plow issues. Anderson is planning on having Empire jet the area that the Street Project effected.

Riordan asked if the recompacted areas that were disturbed by Minnesota Energy were tested. Staff concurred.

ELECTRIC ITEMS

Bucket Truck Repair – Tree Trimming
Sykora said the repairs for the old bucket truck were estimated at $23,504. This work included re-hosing the hydraulic lines and seals. Tires are an additional expense. Sykora stated that the Street Superintendent has grant monies available and would like to keep the truck for tree trimming and tree removal. He added, with the repairs completed, the truck can be certified. Keeping this truck in fleet would save wear on the new bucket truck.

Commission consensus was to repair the truck.

Sykora has room in the new Electric Truck Shed to store the truck.

1st Ave Update
Sykora said that all electric lines are in and energized with the exception of the railroad hut. He is planning on cutting over the Lewis Drug/6th Street line soon. Staff had an early morning outage (12:30 AM) to finish

cutover on the larger restaurant businesses adjacent to the project. One of the businesses had a minor setting that disabled service for approximately 15 minutes during the lunch hour the same day. Sykora stated the meter phases at this business meter became unbalanced and shut off (safety feature of the meters).

Rates/Budget Discussion
Sykora is budgeting the small bucket truck to be replaced in 2028. Replacement cost is estimated at $250,000. The truck cost would remain valid until January 1, 2027. He expects the truck cost and lead time to increase at that date.

Sykora overviewed additional CIP items. Burying service lines from Casey's to 4th Avenue, along with lines in and around Island Park. Underground electric lines are about 93% for the city. Sykora added that staff will begin to remove lines down 1st Avenue and along the recent alley project.

Other Electric Items
Sykora sought direction from the Utility Commission on the monthly power cost adjustment. The utility billing has been stagnant for several months, however, the recent energy costs increased significantly due to the higher demand and temperatures. He added the cost was approximately 2.5 cents per kWh. Schwalbach recommended using the true monthly numbers to recover the increased expense. The commission concurred.

Sykora is awaiting the arrival on the installation contractor to begin placement of solar panels on public buildings. RECs that are gained with the installation are expected to be sold at a decent price due to the "new" panels. Sykora added many companies but the RECs to promote their "Go-Green" footprint.

MISO is requesting a 30-minute response time to generate power if called upon. This allows more accreditation on capacity. Inability to commit to this time can result in being de-rated for any or all the engines that are needed for one year. Sykora states that the new engines would be able to automatically run, with staff arrival to inspect and insure generation. The older engines would have to be started manually with a lower capacity amount to provide to the MISO grid. Riordan inquired if MISO was running into capacity issues. Nasby answered that tighter margins are being implemented with more renewables being used for power. When renewables are not available (solar/wind/water), MISO will call for generation as needed. Sykora stated that maintenance and any foreseeable down time, such as oil changes or inspections, will strategically be during the year. Implementation of the 30-minute response time will begin the summer of 2028.

Regular Bills
Motion by Riordan, second by Francis to pay the regular bills. Motion passed 3 - 0.

Old Business
Sykora reminded commission members to sign up for the annual CMPAS meeting on September 16 in Chankaska.

New Business
Commission reviewed the MNDOT roundabout detour in the miscellaneous information.

The next Commission meeting was scheduled for September 23, 2026 at 10:00 a.m. in the Council Chambers.

Adjourn
Schwalbach adjourned the meeting by unanimous consent at 11:50a.m.

_____
Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

UTILITY COMMISSION MINUTES
Council Chambers
September 23, 2026

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

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Tom Riordan
Members Absent: Glen Francis
City Council Liaison: Scott Benson
City Staff Present: Jason Sykora, Electric Superintendent; Ryan Anderson, Water/Wastewater Superintendent; Leesa Arndt, Accounting & Administrative Support Specialist; Hilary Mathis, Mayor

APPROVE MINUTES
Motion by Riordan, second by Schwalbach to approve the August 27, 2026 Minutes. Motion carried 2 – 0.

ELECTRIC ITEMS

Wind Power – Assumption of Contract
Sykora told the Commission that CMPAS had reflected a shortage on wind contracts this summer season. Another nearby city has a current contract with a wind farm, but would like to sell part of this contract to Windom. Sykora explained the benefits of keeping the whole 20-year contract for this service. Sykora stated that Nasby has asked for power proposal requests for the megawatt shortage that the city had experienced. They noted a solar farm that is going up in a near city and an energy contract is a possibility in this location. Staff will follow up on the potential contracts.

CMPAS Power Purchase
Sykora explained that September billing (August usage) had a significant power cost adjustment of $0.0199 per kWh. He uses the JPZ transmission reimbursement in the calculation for the adjustment. Sykora added that the electric department was generating power in September due to power purchases not clearing in the day ahead market, and subsequently the MISO power grid had a significant drop in available power, allowing for any additional generated power to have financial benefit to the City of Windom. He is awaiting the CMPAS billing to reflect this credit, but anticipates another large power cost for September usages.

Billing System
Sykora said the City Council approved the Billing System contract with Tyler Technologies due to WindomNet purchase by Federated. Annual technology fees are approximately $27,000 with a one-time $46,000 set up fee. Staff expects a significant savings in technology fees. The new system will allow customer portal access. Tyler Technologies is 100% hosted and a six-to-eight-month rollout is anticipated with at least one shadow billing period.

Rates/Budget Discussion
Sykora reviewed the included budget items. He noted most of the increases are inflationary expenses. He noted the additional costs for 1st Avenue electric service boring as a contractor was hired to help expedite the process as the natural gas company was also working in the area during the street project. Future capital expenditures include replacing rusted switches, burying lines near Casey's and around the 4th Avenue area, new locator equipment with GPS capabilities, and a future bucket truck purchase for 2028 (smaller truck) with an extended lead time. He added the amount of power purchased was higher than expected due to the pork plant buying more power. The commission had no further questions.

Customer Added Load Cost

Sykora recently has had situations where residential customers are wanting more load. The additional load requests have included an on-demand water heater and a separate customer requesting electric service to charge their new vehicle. He asked the commission for direction on how to we accommodate the customer requests and to whose expense are these costs recovered from. The commission discussed that new homes are requesting base service accommodations of up to 200 amp, while most existing home are set for 60-100 amp services. Sykora informed the commission that the two separate requests are from actual neighbors and voiced concerns over having to upgrade the transformer in their service area. Sykora is continuing to monitor the accounts and watching the voltage warnings on their meters. Sykora stated that the city may be able to change to residential demand metering, off-setting the costs to upgrade distribution equipment in residential areas. He will research costs and inquire surrounding areas to see who is already billing residential demand.

1st Ave Update

Sykora said staff is finishing up on items for the project. The railroad crossings on 9th Street and 10th Street are complete. Two additional crossings have been scheduled.

Other Electric Items

Sykora mentioned that staff has also been working on cutting over power to customers from the alley project. He is working with Plaza Jalisco II and the USDA office to coordinate an outage with minimal business impact. Staff will then remove transformers in the alley and cut down poles (unable to remove due to CenturyLink service lines).

Sykora noted some issues while they were generating this month. The DEF tank regulator has a crack and ran at maximum PSI for the tank. The regulator is on warranty and will be addressed accordingly. DGR is also addressing airflow issues in the older portion of the generation building with Sykora. The generation plant project warranty period is expiring on October 23, 2026, as such staff is addressing any issues that are included in this warranty.

WATER/WASTEWATER ITEMS

2027 Budget

Anderson reviewed the water and wastewater budgets with the commission. He noted the increases in chemical costs, testing, and postage. Safe water and wastewater limits are continually changing at the state pollution control level. Anderson said the Bolton & Menk suggestions have been taken into consideration for future capital projects. Schwalbach asked if water consumption can be tied to chemical load requirements. Anderson replied that mains could be watched, but would require additional water testing costs. The new pre-treatment building uses a large amount of natural gas and sludge hauling continually has increased in price due to pollution control requirements and field availability increasing the wastewater expenses.

Schwickert's Inspection Report and Proposal

Anderson discussed the inspection report for the wastewater plant included in the packet. Staff will seek additional repair quotes.

Well #10 Discussion

Staff discovered approximately three weeks ago that well #10 did not have any water flow. Anderson stated that all backups were on and were unable to find anything mechanically wrong. Thein Well was contacted to assist in troubleshooting. It was discovered that the motor shaft had sheared off. A new pump and motor were ordered on September 17th. Staff expects the repair to cost up to $20,000.

Other Water/Wastewater Items

Anderson told the commission that the semi-annual WET testing was completed and passed. The sample test weight was low, but they are still testing against the control of lab water.

Anderson noted that there was a watermain break in River Road that was repaired. Staff discovered a seal had blown and a 54" piece of line was fixed. Leak detection services were in town working three weeks ago and did not notate any abnormalities in this area. The leak did lift the road bed approximately 2" and will require asphalt repairs. The damaged line was from 2012 and staff is uncovering what caused the break.

Leak detection services found a leaking service on the east side of the square. Staff is addressing the finding.

Anderson discussed the Bingham Lake manhole condition. Premium Iowa Pork is seeking to decommission their ponds; as such, their grey water will begin to flow through this manhole. The manhole has deteriorated and requires repairs to the liner. The pork plant is working with staff to potentially share the cost of re-line the manhole and reinstate the drops inside. Anderson has received quotes ranging from $10,000 to up to $200,000. Staff will present quotes at a future meeting.

Regular Bills
No bills were in the packet.

Old Business
Sykora is awaiting the solar vendor to begin placing the panels.

New Business
Benson reminded the commission that Council budget discussions are starting and to be mindful of any cuts possible.

The electric department will be conducting a rate study in 2027 to address future rate changes.

The next Commission meeting was scheduled for October 22, 2026 at 10:00 a.m. in the Council Chambers.

Adjourn
Schwalbach adjourned the meeting by unanimous consent at 11:45 a.m.

_____
Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Business, Arts and Recreation Center, Inc.

Previous Gambling Permit Number: X-[redacted]

Minnesota Tax ID Number, if any: [redacted]

Federal Employer ID Number (FEIN), if any: [redacted]

Mailing Address: PO BOX 123

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

Name of Chief Executive Officer (CEO): Loren Liepold

CEO Daytime Phone: [redacted] CEO Email: [redacted]

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

Email permit to (if other than the CEO): [redacted]

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☑ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☑ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

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

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

Check one:

☑ City: Windom Zip: 56101 County: Cottonwood

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): Nov. 17, 2026

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

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

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

LG220 Application for Exempt Permit

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

CITY APPROVAL for a gambling premises located within city limits

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

☐ The application is denied.

Print City Name: _____

Signature of City Personnel:

_____

Title: _____ Date: _____

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

COUNTY APPROVAL for a gambling premises located in a township

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

☐ The application is denied.

Print County Name: _____

Signature of County Personnel:

_____

Title: _____ Date: _____

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: _____ Date: 9/30/26
(Signature must be CEO's signature; designee may not sign)

Print Name: Loren Liepold

REQUIREMENTS

Complete a separate application for:
- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

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

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

____ a copy of your proof of nonprofit status; and

____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**. Make check payable to **State of Minnesota**.

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

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

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

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

Windom, MN

Expense Approval Report
By Fund

Payment Dates 9/12/2026 - 10/2/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
M R PAVING & EXCAVATING I...	DEL103	09/28/2026	DEED Funds	100-12900	80,800.00
Hometown Floors and More	I-1194	09/15/2026	Windom Apartments	100-12900	19,200.00
MN DEPT OF COMMERCE	10525	09/14/2026	Unclaimed Property	100-20191	343.91
MN REVENUE	August 2026	09/23/2026	Sales Tax	100-20202	3,238.00
MN REVENUE	August 2026	09/23/2026	Sales Tax	100-20202	79.00
MN REVENUE	August 2026	09/23/2026	Use Tax	100-20202	85.00
MN REVENUE	August 2026	09/23/2026	Sales Tax	100-20202	35,802.00
US BANK	Sept 2026 Rebate	09/16/2026	Sept 2026 Rebate	100-36200	-341.97
					139,205.94
Activity: 41110 - Mayor & Council					
SCHRAMEL LAW OFFICE	Sept 1 2026	09/03/2026	Civil Legal Fees	100-41110-304	330.00
KENNEDY & GRAVEN , CHART...	WIN210-00002	09/11/2026	Admin - Legal Fees	100-41110-304	444.00
KENNEDY & GRAVEN , CHART...	WIN210-00027	09/11/2026	Admin/ City Hall Legal Fees	100-41110-304	801.75
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-41110-326	22.17
CONVENT. & VISITOR BUREAU	September 2026	09/22/2026	Lodging Tax	100-41110-491	5,685.27
				Activity 41110 - Mayor & Council Total:	**7,283.19**
Activity: 41310 - Administration					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	100-41310-133	104.00
Rohn Industries, INC.	0079533	09/17/2026	Office - Paper Shred Service	100-41310-200	71.66
MN DEPT OF COMMERCE	10525	09/14/2026	Unclaimed Property	100-41310-200	1.00
INDOFF, INC	3880233	09/15/2026	City Hall - Office Supplies	100-41310-200	64.99
WEX Health Inc	0002455140-IN	09/10/2026	Participant Fee (Admin)	100-41310-217	91.25
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	100-41310-217	1,012.72
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	100-41310-301	194.45
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-41310-321	66.21
USPS-POC	9/29/2026	09/29/2026	Postage Machine	100-41310-322	-101.93
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-41310-326	328.98
US BANK	INV367629571	08/27/2026	City Admin - Zoom Charges	100-41310-326	18.16
STEVE NASBY	09/25/2026	09/28/2026	Admin - Travel Fees	100-41310-331	103.36
US BANK	07/31/2026	09/01/2026	City Hall - Authorize.Net	100-41310-433	30.00
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	100-41310-444	326.66
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	100-41310-444	326.66
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	100-41310-444	326.66
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	100-41310-444	326.66
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	100-41310-444	326.66
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	100-41310-444	326.66
				Activity 41310 - Administration Total:	**3,944.81**
Activity: 41410 - Elections					
USPS-POC	9/29/2026	09/29/2026	Postage Machine	100-41410-480	0.78
				Activity 41410 - Elections Total:	**0.78**
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	100-41910-133	24.00
KENNEDY & GRAVEN , CHART...	WIN210-00003	09/11/2026	Zoning Legal Fees	100-41910-304	572.50
KENNEDY & GRAVEN , CHART...	WIN210-00007	09/11/2026	Building & Zoning - Legal Fees	100-41910-304	635.50
US BANK	DLICRW001565502	08/24/2026	Exam Fee	100-41910-308	50.00
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-41910-321	55.00
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	100-41910-480	88.57
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	100-41910-480	88.57
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	100-41910-480	88.57
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	100-41910-480	88.57
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	100-41910-480	88.57
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	100-41910-480	88.57

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	100-41910-480	233.70
				Activity 41910 - Building & Zoning Total:	**2,102.12**
Activity: 41940 - City Hall					
US BANK	112-5582010-6326646	08/26/2026	Amazon - Office Supplies	100-41940-211	90.79
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-41940-381	668.56
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-41940-382	140.71
MN ENERGY RESOURCES	6047021871	08/28/2026	City Hall - Gas Utility	100-41940-383	107.70
HOMETOWN SANITATION SE...	0000675883	09/02/2026	City Hall - Disposal	100-41940-384	124.98
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-41940-385	249.54
CRISTINA MAZARIEGOS	08/01/2026 - 08/31/2026	09/14/2026	City Hall - Library - Cleaning	100-41940-406	975.00
DONNA TORKELSON	09/03/2026	09/23/2026	Air Freshener and Damp-Rid f...	100-41940-406	60.92
HOLT'S CLEANING SERVICE INC	5817	09/08/2026	Carpet Cleaning EDA	100-41940-406	511.60
HOLT'S CLEANING SERVICE INC	5817	09/08/2026	Carpet Cleaning P & Z	100-41940-406	511.59
				Activity 41940 - City Hall Total:	**3,441.39**
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	100-42120-133	176.00
INDOFF, INC	3879503	09/14/2026	Police Dept - Office Supplies	100-42120-200	95.78
WEX BANK	August 2026 Police	09/01/2026	Police - Fuel	100-42120-212	1,124.23
KENNEDY & GRAVEN , CHART...	WIN210-00005	09/11/2026	Police - Legal Fees	100-42120-304	133.25
WINDOM AREA HEALTH	329537266	09/14/2026	Police Dept - Medical Fees	100-42120-305	65.00
WINDOM AREA HEALTH	329556143	09/14/2026	Police Dept - Medical Fees	100-42120-305	1,689.50
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	100-42120-308	155.80
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-42120-321	30.21
USPS-POC	9/29/2026	09/29/2026	Postage Machine	100-42120-322	4.68
CRYSTAL CLEAN CAR WASH LLC	1325	09/14/2026	Police Dept- Vehicle Maint.	100-42120-405	120.00
COTTONWOOD CO AUD/TREAS	October 2026	09/15/2026	October Jail Rent	100-42120-412	2,152.50
ENTERPRISE FM TRUST	FBN5739482 Police	09/14/2026	Police Dept - Vehicle Lease	100-42120-419	-517.69
US BANK	33060104	08/31/2026	Police Dept- Galls - Commend...	100-42120-480	37.51
				Activity 42120 - Crime Control Total:	**5,266.77**
Activity: 42220 - Fire Fighting					
VESTIS GROUP, INC	2560524743	09/03/2026	EMS Cleaning Supplies	100-42220-211	44.28
WEX BANK	August 2026 Fire	09/01/2026	Fire -Fuel	100-42220-212	597.12
US BANK	111-4529548-8684240	08/24/2026	Captured Invoice from AP Aut...	100-42220-215	16.97
RUNNINGS SUPPLY, INC	4606133	08/25/2026	Fire Dept- Tools	100-42220-215	159.00
RUNNINGS SUPPLY, INC	4606132	08/25/2026	Fire Dept -Supplies	100-42220-217	62.82
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-42220-321	43.02
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-42220-381	602.05
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-42220-382	15.75
MN ENERGY RESOURCES	6037351201	08/28/2026	EMS-Gas Utility	100-42220-383	182.59
HOMETOWN SANITATION SE...	0000675928	09/02/2026	EMS Building - Disposal	100-42220-384	49.99
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-42220-385	38.00
MES SERVICE COMPANY LLC	IN2578178	09/09/2026	Fire Dept - Hanger Cylinder - S...	100-42220-404	419.20
JORDAN BUSSA	04 August	09/22/2026	August 2026 Lawn Mowing	100-42220-406	300.00
WW COMMUNICATIONS AND...	9851	09/21/2026	ANNUAL MONITORING RENE...	100-42220-406	150.00
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	100-42220-433	36.81
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	100-42220-433	36.81
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	100-42220-433	36.81
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	100-42220-433	36.81
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	100-42220-433	36.81
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	100-42220-433	36.81
				Activity 42220 - Fire Fighting Total:	**2,901.65**
Activity: 42500 - Civil Defense					
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-42500-381	39.14
				Activity 42500 - Civil Defense Total:	**39.14**
Activity: 43100 - Streets					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	100-43100-133	80.00
WEX BANK	August 2026 Street	09/01/2026	Street - Fuel	100-43100-212	1,280.84
ATCO INTERNATIONAL CO	10662364	09/21/2026	Street - Materials	100-43100-214	246.38
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	100-43100-217	779.01

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-43100-217	100.00
MASON ANDERSON	0049354	09/17/2026	Streets- Uniforms Work Shoe	100-43100-218	140.00
DUININCK	572310	09/21/2026	Street - Materials	100-43100-224	774.06
DUININCK	572420	09/21/2026	Street - Materials	100-43100-224	1,386.78
DUININCK	572499	09/28/2026	Street - Materials	100-43100-224	1,456.93
DUININCK	572521	09/28/2026	Street - Materials	100-43100-224	781.42
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-43100-321	20.55
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-43100-381	263.42
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-43100-381	2,157.98
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-43100-382	22.03
MN ENERGY RESOURCES	6036593631	08/31/2026	Street- Gas Utility	100-43100-383	46.60
HOMETOWN SANITATION SE...	0000675884	09/02/2026	Street - Disposal	100-43100-384	126.98
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-43100-385	49.38
WINDOM AUTO VALUE	34340116	09/17/2026	Streets- Repairs	100-43100-404	48.99
WINDOM AUTO VALUE	34340263	09/22/2026	Street - Maintenance	100-43100-404	158.99
RUNNINGS SUPPLY, INC	4607669	08/31/2026	Street - Supplies	100-43100-405	15.99
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	100-43100-444	52.91
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	100-43100-444	52.91
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	100-43100-444	52.91
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	100-43100-444	52.91
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	100-43100-444	52.91
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	100-43100-444	52.91
				Activity 43100 - Streets Total:	**10,253.79**
Activity: 45120 - Recreation					
AMAZON CAPITAL SERVICES, I...	11JM-KMJV-3CXX	09/28/2026	Rec - Maint. Grounds	100-45120-215	653.39
AMAZON CAPITAL SERVICES, I...	1KPJ-GQX1-9MQW	09/24/2026	Arena - Supplies	100-45120-215	17.71
DUSTIN MILLER	08/26/2026	08/26/2026	Baseball Umpire - 12 Games	100-45120-217	900.00
RUNNINGS SUPPLY, INC	4606441	08/25/2026	Arena - Supplies	100-45120-217	51.03
US BANK	DAS-193747	09/14/2026	Recreation - Decade Awards ...	100-45120-217	110.82
				Activity 45120 - Recreation Total:	**1,732.95**
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	100-45202-133	16.00
COUNTRY PRIDE SERVICE	1805687	09/17/2026	Street - Motor Fuel	100-45202-212	2,634.98
WEX BANK	August 2026 Street	09/01/2026	Parks - Fuel	100-45202-212	211.31
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-45202-326	266.67
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-45202-381	807.80
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-45202-382	7,616.58
HOMETOWN SANITATION SE...	0000675885	09/02/2026	Square - Disposal	100-45202-384	74.99
HOMETOWN SANITATION SE...	0000675898	09/02/2026	Island Park - Disposal	100-45202-384	101.96
HOMETOWN SANITATION SE...	0000675899	09/02/2026	Tegels Park - Disposal	100-45202-384	236.80
HOMETOWN SANITATION SE...	0000675900	09/02/2026	WRA - Disposal	100-45202-384	109.99
HOMETOWN SANITATION SE...	0000675901	09/02/2026	Kastle Kingdom - Disposal	100-45202-384	89.98
HOMETOWN SANITATION SE...	0000675910	09/02/2026	Mayflower Park - Disposal	100-45202-384	51.98
HOMETOWN SANITATION SE...	0000675934	09/02/2026	Abby Park - Disposal	100-45202-384	24.98
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	100-45202-385	185.94
SCHILLING SUPPLY COMPANY	1064046-02	09/10/2026	Parks Cleaning Supplies	100-45202-402	331.63
MTI DISTRIBUTING, INC	1540600-00	09/18/2026	Street - Materials	100-45202-404	679.12
RUNNINGS SUPPLY, INC	4600535	08/07/2026	FUEL HOSE-1"X14" HUSKY	100-45202-404	160.97
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	100-45202-480	155.80
				Activity 45202 - Park Areas Total:	**13,757.48**
				Fund 100 - GENERAL Total:	**189,930.01**
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	211-45501-133	16.00
US BANK	#111-1035113-1745863	08/24/2026	3 of: Avery Self-Adhesive Rem...	211-45501-200	35.20
US BANK	#111-5745533-1840212	09/01/2026	Amazon Snack Packs	211-45501-200	18.99
INDOFF, INC	3880506	09/18/2026	Library - Supplies	211-45501-200	7.58
US BANK	#111-7866004-9251469	08/24/2026	2 of: enMotion Georgia Pacific...	211-45501-211	48.00
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	211-45501-217	155.80

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	211-45501-321	167.42
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	211-45501-326	95.00
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	211-45501-381	411.90
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	211-45501-382	21.44
MN ENERGY RESOURCES	6043856116	08/28/2026	Library- Gas Utility	211-45501-383	45.00
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	211-45501-385	47.46
US BANK	#17305	08/24/2026	Captured Invoice from J & K W..	211-45501-402	50.00
CRISTINA MAZARIEGOS	08/01/2026 - 08/31/2026	09/14/2026	City Hall - Library - Cleaning	211-45501-402	600.00
CRISTINA MAZARIEGOS	08/01/2026 - 08/31/2026	09/14/2026	City Hall - Library - Cleaning	211-45501-402	50.00
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	211-45501-433	62.11
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	211-45501-433	62.11
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	211-45501-433	62.11
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	211-45501-433	62.11
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	211-45501-433	62.11
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	211-45501-433	62.11
US BANK	06/24/2026	09/01/2026	Library - National Geographic ...	211-45501-433	89.00
US BANK	07/08/2026 Garden Gate	09/01/2026	Library - Garden Gate Subscrip...	211-45501-433	36.00
US BANK	08/03/2026	08/24/2026	Captured Invoice from AP Aut...	211-45501-433	40.94
US BANK	08/31/2026 BHG	09/01/2026	Library - Better Homes & Gard...	211-45501-433	32.95
US BANK	08062026	09/02/2026	Library - Consumer Reports - ...	211-45501-433	39.00
US BANK	2621882091650	09/01/2026	Library - Womans Day Subscri...	211-45501-433	39.97
US BANK	337382110	08/24/2026	Library- MN Monthly Subscript..	211-45501-433	17.00
US BANK	Ta	09/01/2026	Taste of Home Renewal	211-45501-433	39.98
US BANK	#111-1035113-1745863	08/24/2026	The Super Mario Galaxy Movie	211-45501-435	19.95
US BANK	#111-6593815-1963404-2	08/31/2026	Amazon Library Books	211-45501-435	39.45
INGRAM INDUSTRIES	98208204	09/29/2026	Library - Books	211-45501-435	105.16
INGRAM INDUSTRIES	99160080	09/10/2026	Library- Books	211-45501-435	41.21
INGRAM INDUSTRIES	99160081	09/10/2026	Library - Books	211-45501-435	26.92
INGRAM INDUSTRIES	99191535	09/11/2026	Library- Books	211-45501-435	25.80
INGRAM INDUSTRIES	99464946	09/23/2026	Library-Books	211-45501-435	439.76
INGRAM INDUSTRIES	99574739	09/25/2026	Library-Books	211-45501-435	90.75
INGRAM INDUSTRIES	99574740	09/25/2026	Library-Books	211-45501-435	40.47
INGRAM INDUSTRIES	99593466	09/25/2026	Library - Books	211-45501-435	136.94
INGRAM INDUSTRIES	99689704	09/30/2026	Library - Books	211-45501-435	20.19
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	211-45501-480	66.84
				Activity 45501 - Library Total:	**3,530.73**
				Fund 211 - LIBRARY Total:	**3,530.73**
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
USPS-POC	9/29/2026	09/29/2026	Postage Machine	225-45127-217	0.78
SEH	515095	09/15/2026	Airport Roof Project	225-45127-303	3,572.00
SOUTHWEST MN BROADBAND..	09/15/2026 Airport	09/18/2026	Airport - Telephone	225-45127-321	31.23
SOUTH CENTRAL ELECTRIC	August 1 - August 31 (367400)	09/24/2026	Airport - Electric Utility	225-45127-381	251.00
SOUTH CENTRAL ELECTRIC	August 1 - August 31 (367406)	09/24/2026	Airport - Electric Utility	225-45127-381	164.06
CITY OF WINDOM	INV02599	09/18/2026	Airport - ELECTRIC UTILITY	225-45127-381	63.00
SPRINGFIELD ELECTRIC SUPPLY..	S012327442.001	09/10/2026	Airport - Services	225-45127-401	118.52
US BANK	113-7763750-3936206	08/24/2026	Airport Supplies	225-45127-402	32.86
WESTMOR INDUSTRIES, LLC	2521443 RI	09/29/2026	Airport - Maint.	225-45127-404	1,013.57
MIDSTATES EQUIPMENT & SU...	226847	09/24/2026	Airport - REPAIRS & MAINT - ...	225-45127-406	1,732.87
ENTERPRISE FM TRUST	613153-090326 Airport	09/14/2026	Airport - Vehicle Lease	225-45127-419	297.74
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	Airport Parcel 08-012-0600	225-45127-460	660.82
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	Airport Hay Land Parcel 08-95...	225-45127-460	140.00
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	Farmland Parcel 08-012-0500	225-45127-462	331.36
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	225-45127-480	66.84
				Activity 45127 - Airport Total:	**8,476.65**
Activity: 49950 - Capital Outlay					
SEH	514879	09/10/2026	Airport - CIP (Apron Reconstru...	225-49950-500	18,800.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BRIDGETOWER OPCO LLC	745895437	09/10/2026	Airport Roof Project	225-49950-500	368.22
				Activity 49950 - Capital Outlay Total:	**19,168.22**
				Fund 225 - AIRPORT Total:	**27,644.87**
Fund: 230 - POOL					
Activity: 45124 - Pool					
USPS-POC	9/29/2026	09/29/2026	Postage Machine	230-45124-322	3.90
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	230-45124-480	66.84
				Activity 45124 - Pool Total:	**70.74**
				Fund 230 - POOL Total:	**70.74**
Fund: 235 - AMBULANCE					
JODI VOLLAN	26-E2106404	09/23/2026	Ambulance Overpayment Ref...	235-34205	200.00
JODI VOLLAN	26-E2127432	09/23/2026	Ambulance Overpayment Ref...	235-34205	200.00
JODI VOLLAN	26-E2142126	09/23/2026	Ambulance Overpayment Ref...	235-34205	200.00
JUDITH KIRLIN	26-E2325789	09/29/2026	Ambulance Refund	235-34205	580.00
					1,180.00
Activity: 42153 - Ambulance					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	235-42153-133	16.00
WEX BANK	August 2026 Ambulance	09/01/2026	Ambulance - Fuel	235-42153-212	3,499.89
LEESA ARNDT	09/06/2026-09/09/2026	09/14/2026	Ambulance Registration	235-42153-217	1.89
AMAZON CAPITAL SERVICES, I...	11F4-HVMY-GN7Q	09/10/2026	Ambulance - Medical Supplies	235-42153-217	83.06
VESTIS GROUP, INC	2560524743	09/03/2026	EMS Cleaning Supplies	235-42153-217	44.28
KENNEDY & GRAVEN , CHART...	WN210-00015	09/11/2026	Ambulance - Legal Fees	235-42153-304	1,004.50
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	235-42153-321	28.68
USPS-POC	9/29/2026	09/29/2026	Postage Machine	235-42153-322	26.52
EMS MANAGEMENT &CONSU...	EMS-029494	09/14/2026	Ambulance Data Processing	235-42153-326	4,631.67
EMS MANAGEMENT &CONSU...	LQ-013710	09/14/2026	Ambulance - Services	235-42153-326	832.30
MEGAN BRAMSTEDT	09/02/2026-09/03/2026	09/14/2026	Ambulance Meals	235-42153-334	55.07
DAN MESNER	09/03/2026 - 09/04/2026	09/14/2026	Ambulance Meals	235-42153-334	39.01
DONNA WINKER	09/04/2026	09/14/2026	Ambulance Meals	235-42153-334	27.21
LEESA ARNDT	09/06/2026-09/09/2026	09/14/2026	Ambulance Meals	235-42153-334	66.35
JODI JOHNSON	09/07/2026 - 09/09/2026	09/14/2026	Ambulance Meals	235-42153-334	41.20
KRISTEN PORATH	09/08/2026	09/14/2026	Ambulance Meals	235-42153-334	19.30
REBEKAH ELLINGSON	09/11/2026-09/12/2026	09/14/2026	Ambulance Meals	235-42153-334	36.49
REBEKAH ELLINGSON	8901	09/29/2026	Ambulance - Meals	235-42153-334	47.53
MEGAN BRAMSTEDT	9/15/2026 - 9/24/2026	09/29/2026	Ambulance Meals	235-42153-334	140.75
JACOB ALSDURF	9/25/2026 - 9/27/2026	09/29/2026	Ambulance Meals	235-42153-334	66.25
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	235-42153-381	401.37
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	235-42153-382	10.50
MN ENERGY RESOURCES	6037351201	08/28/2026	EMS-Gas Utility	235-42153-383	121.73
HOMETOWN SANITATION SE...	0000675928	09/02/2026	EMS Building - Disposal	235-42153-384	50.00
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	235-42153-385	25.33
PAUL MARSH	38168	09/24/2026	Ambulance - Vehicle Maint. U...	235-42153-405	212.81
PAUL MARSH	38201	09/24/2026	Ambulance- Vehicle Maint Uni...	235-42153-405	114.70
JORDAN BUSSA	04 August	09/22/2026	August 2026 Lawn Mowing	235-42153-406	300.00
WW COMMUNICATIONS AND...	9851	09/21/2026	ANNUAL MONITORING RENE...	235-42153-406	150.00
MN WEST COLLEGE	00281440	09/11/2026	Books - EMS course	235-42153-435	1,952.02
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	235-42153-480	71.31
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	235-42153-480	71.31
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	235-42153-480	71.31
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	235-42153-480	71.31
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	235-42153-480	71.31
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	235-42153-480	71.31
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	235-42153-480	66.84
				Activity 42153 - Ambulance Total:	**14,541.11**
Activity: 49950 - Capital Outlay					
ZOLL MEDICAL CORPORATION	91008529	09/28/2026	Ambulance - Zenix PM	235-49950-500	6,500.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ARROW MANUFACTURING INC	9230	09/24/2026	40% Down Payment Unit 30	235-49950-500	31,156.80
				Activity 49950 - Capital Outlay Total:	**37,656.80**
				Fund 235 - AMBULANCE Total:	**53,377.91**
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	250-46520-133	56.00
US BANK	113-7377831-1693041	08/24/2026	EDA Director Computer Suppli...	250-46520-200	39.52
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	250-46520-301	360.40
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	250-46520-321	55.00
USPS-POC	9/29/2026	09/29/2026	Postage Machine	250-46520-322	7.02
JAMES HANSON	9/18/26	09/22/2026	EDA - Travel Expense	250-46520-331	121.60
SOUTH CENTRAL ELECTRIC	August 1 - August 31 (367404)	09/24/2026	EDA- Electric Utility	250-46520-381	142.51
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	250-46520-381	62.03
KULSETH LAWN LANDSCAPE &...	7010	09/21/2026	EMPTY LOT ONLY May - July 2...	250-46520-406	245.00
KULSETH LAWN LANDSCAPE &...	7011	09/21/2026	NORTH INDUSTRIAL July 26	250-46520-406	250.00
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	EDA River Bluff Estates Parcel ...	250-46520-462	143.00
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	1407 Cottonwood Lake Drive ...	250-46520-462	226.00
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	250-46520-480	88.56
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	250-46520-480	88.56
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	250-46520-480	88.56
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	250-46520-480	88.56
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	250-46520-480	88.56
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	250-46520-480	88.56
COTTONWOOD CO RECORDER	132948	09/17/2026	EDA -SATISFACTION MECHANI...	250-46520-480	46.00
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	250-46520-480	233.70
				Activity 46520 - EDA Total:	**2,519.14**
				Fund 250 - EDA GENERAL Total:	**2,519.14**
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	NWIP Parcel 25-556-0010	254-46520-462	447.00
				Activity 46520 - EDA Total:	**447.00**
				Fund 254 - NORTH IND PARK Total:	**447.00**
Fund: 260 - TIF 1-13 RIVER BLUFF					
Activity: 46530 - TIF Districts					
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	260-46530-480	194.45
				Activity 46530 - TIF Districts Total:	**194.45**
				Fund 260 - TIF 1-13 RIVER BLUFF Total:	**194.45**
Fund: 274 - TIF 1-19 NWIP II					
Activity: 46530 - TIF Districts					
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	Trotter Prop - Ag Land Parcel ...	274-46530-462	2,266.00
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	NWIP Parcel 25-556-0100	274-46530-462	416.00
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	NWIP Parcel 25-556-0070	274-46530-462	98.00
				Activity 46530 - TIF Districts Total:	**2,780.00**
				Fund 274 - TIF 1-19 NWIP II Total:	**2,780.00**
Fund: 308 - 2020 STREET PROJECT					
Activity: 41000 - General Government					
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	Alley Behind DQ Parcel 25-822...	308-41000-480	98.13
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	Kastle Kingdom Parcel 25-025...	308-41000-480	1,835.21
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	TH 60 Parcel 25-351-0470	308-41000-480	76.59
COTTONWOOD CO AUD/TREAS	Oct. 2026	09/18/2026	Middle of Hwy Parcel 25-351-...	308-41000-480	105.31
				Activity 41000 - General Government Total:	**2,115.24**
				Fund 308 - 2020 STREET PROJECT Total:	**2,115.24**
Fund: 313 - 2026 1ST AVENUE PROJECT					
Activity: 41000 - General Government					
DGR ENGINEERING	00285897	09/25/2026	2026 Street Improvements	313-41000-303	31,041.03
GEOTEK ENGINEERING & TEST...	0090726	09/22/2026	Street - Service	313-41000-303	322.30

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SVOBODA EXCAVATING, INC	08/13/2026 - 09/10/2026	09/16/2026	2026 Street Project	313-41000-303	315,615.65
				Activity 41000 - General Government Total:	**346,978.98**
				Fund 313 - 2026 1ST AVENUE PROJECT Total:	**346,978.98**
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
ABDO LLP	528911	09/09/2026	2026 Compensation Study	401-49950-500	4,815.00
US BANK	15755933	08/31/2026	Police - UPrinting Backdrop - ...	401-49950-501	313.72
				Activity 49950 - Capital Outlay Total:	**5,128.72**
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	**5,128.72**
Fund: 601 - WATER					
Activity: 49400 - Water					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	601-49400-133	48.00
WEX BANK	August 2026 Water	09/01/2026	Water - Fuel	601-49400-212	359.25
HAWKINS, INC	7560243	09/10/2026	Water- Wastewater Chemicals	601-49400-216	723.56
HAWKINS, INC	7565699	09/15/2026	Water / Wastewater- Chemica...	601-49400-216	20.00
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	601-49400-217	467.40
BARR ENGINEERING CO.	23171011.00 6 -	09/28/2026	WATER-CONSULTING & AUDIT...	601-49400-301	8,034.00
BARR ENGINEERING CO.	23171011.005	09/28/2026	WATER-CONSULTING & AUDIT...	601-49400-301	3,913.50
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	601-49400-301	194.45
BOLTON & MENK, INC.	0406210	09/14/2026	WATER/SEWER / ENG/SURVEY..	601-49400-303	285.00
MN VALLEY TESTING	1375458	09/09/2026	Water - Wastewater Lab Testi...	601-49400-310	77.50
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	601-49400-321	51.66
USPS-POC	9/29/2026	09/29/2026	Postage Machine	601-49400-322	120.05
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	601-49400-326	95.00
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	601-49400-381	7,232.06
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	601-49400-382	21.06
MN ENERGY RESOURCES	6043384293	08/28/2026	Water - Gas Utility	601-49400-383	1,407.23
MN ENERGY RESOURCES	6045895274	08/28/2026	Water - Gas Utility	601-49400-383	26.76
HOMETOWN SANITATION SE...	0000675887	09/02/2026	Wastewater - Disposal	601-49400-384	131.99
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	601-49400-385	46.20
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	601-49400-386	960.51
US BANK	#1593265129	08/24/2026	Captured Invoice from GRAIN...	601-49400-408	60.85
CORE & MAIN LP	Z767248	09/24/2026	WATER - MAINTENANCE - DIS...	601-49400-408	322.42
FLAHERTY & HOOD, P.A.	10955	09/23/2026	Water- DUES & SUBSCRIPTIO...	601-49400-433	1,153.35
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	601-49400-444	88.56
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	601-49400-444	88.56
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	601-49400-444	88.56
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	601-49400-444	88.56
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	601-49400-444	88.56
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	601-49400-444	88.56
				Activity 49400 - Water Total:	**26,283.16**
				Fund 601 - WATER Total:	**26,283.16**
Fund: 602 - SEWER					
Activity: 49450 - Sewer					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	602-49450-133	32.00
WEX BANK	August 2026 Sewer	09/01/2026	Sewer - Fuel	602-49450-212	344.38
HAWKINS, INC	7560145	09/10/2026	Water Wastewater - Chemicals	602-49450-216	1,121.50
HAWKINS, INC	7565977	09/15/2026	Water/ Wastewater- Chemicals	602-49450-216	40.00
HAWKINS, INC	7569635	09/17/2026	Water / Wastewater - Chemi...	602-49450-216	1,469.81
HAWKINS, INC	7576356	09/24/2026	Water Wastewater - Chemicals	602-49450-216	1,118.00
RUNNINGS SUPPLY, INC	4605449	08/24/2026	Water - Supplies	602-49450-217	14.97
RUNNINGS SUPPLY, INC	4605531	08/24/2026	Water - Supplies	602-49450-217	22.31
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	602-49450-217	311.60
RICHARD BARNETT	#880	09/25/2026	Water/Wastewater - Service	602-49450-227	103.00
RUNNINGS SUPPLY, INC	4600597	08/07/2026	STIHL PARTS ONLY -	602-49450-241	33.98
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	602-49450-301	194.45
BOLTON & MENK, INC.	0406210	09/14/2026	WATER/SEWER / ENG/SURVEY..	602-49450-303	285.00
MN VALLEY TESTING	1375398	09/09/2026	Water - Wastewater Lab Testi...	602-49450-310	15.20

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN VALLEY TESTING	1375459	09/09/2026	Water Wastewater - Lab Testi...	602-49450-310	247.20
MN VALLEY TESTING	1375812	09/10/2026	Water Wastewater Lab Testing	602-49450-310	250.80
MN VALLEY TESTING	1375813	09/10/2026	Water- Wastewater Lab Testi...	602-49450-310	134.00
MN VALLEY TESTING	1375815	09/10/2026	Water- Wastewater Lab Testi...	602-49450-310	146.80
MN VALLEY TESTING	1375843	09/10/2026	Water-Wastewater Lab Testing	602-49450-310	142.00
MN VALLEY TESTING	1376002	09/11/2026	Water/ Wastewater Lab Testi...	602-49450-310	141.60
MN VALLEY TESTING	1376212	09/14/2026	Water - Wastewater Lab Testi...	602-49450-310	153.20
MN VALLEY TESTING	1376864	09/17/2026	Water/Wastewater - Lab Testi...	602-49450-310	186.80
MN VALLEY TESTING	1376877	09/17/2026	Water/Wastewater - Lab Testi...	602-49450-310	170.80
MN VALLEY TESTING	1376936	09/17/2026	Water/Wastewater - Lab Testi...	602-49450-310	142.00
MN VALLEY TESTING	1377089	09/18/2026	Water Wastewater - Lab Testi...	602-49450-310	266.80
MN VALLEY TESTING	1378008	09/24/2026	Water/Wastewater - Lab Testi...	602-49450-310	15.20
MN VALLEY TESTING	1378024	09/24/2026	Water/Wastewater - Lab Testi...	602-49450-310	158.00
MN VALLEY TESTING	1378203	09/25/2026	Water/Wastewater -Lab Testi...	602-49450-310	266.80
MN VALLEY TESTING	1378430	09/28/2026	Water/Wastewater - Lab Testi...	602-49450-310	170.80
RMB ENVIRONMENTAL LABO...	E001362	09/18/2026	Water/Wastewater - Lab Testi...	602-49450-310	1,540.00
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	602-49450-321	174.50
USPS-POC	9/29/2026	09/29/2026	Postage Machine	602-49450-322	120.05
USPS-POC	9/29/2026	09/29/2026	Postage Machine	602-49450-322	566.84
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	602-49450-326	95.00
US BANK	13378276	08/31/2026	Cenex Fuel Charge	602-49450-331	69.79
US BANK	07/28/2026 - 07/31/2026	08/31/2026	Country Inn & Suites - Ryan Tr...	602-49450-334	417.66
US BANK	AABEGNTJACCT	08/31/2026	A & W - Ryan Training Meals	602-49450-334	15.25
SOUTH CENTRAL ELECTRIC	August 1 - August 31(367405)	09/24/2026	Water/Wastewater Electric Uti..	602-49450-381	109.89
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	602-49450-381	12,326.09
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	602-49450-382	47.11
MN ENERGY RESOURCES	6037375722	08/28/2026	Sewer - Gas Utility	602-49450-383	23.54
MN ENERGY RESOURCES	6039685113	08/28/2026	Sewer- Gas Utility	602-49450-383	87.03
MN ENERGY RESOURCES	6040203159	08/28/2026	Sewer - Gas Utility	602-49450-383	20.96
MN ENERGY RESOURCES	6041036167	08/28/2026	Sewer - Gas Utility	602-49450-383	20.95
NATHAN WILLIAM DYKES	#12945	09/24/2026	Water - Repairs - Maint.	602-49450-408	848.93
CORE & MAIN LP	Z697793	09/15/2026	Water - Wastewater - R1642 S...	602-49450-408	397.18
FLAHERTY & HOOD, P.A.	10955	09/23/2026	Wastewater - DUES & SUBSCR...	602-49450-433	1,153.35
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	602-49450-444	88.57
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	602-49450-444	88.57
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	602-49450-444	88.57
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	602-49450-444	88.57
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	602-49450-444	88.57
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	602-49450-444	88.57
				Activity 49450 - Sewer Total:	**26,264.54**
				Fund 602 - SEWER Total:	**26,264.54**
Fund: 604 - ELECTRIC					
ELECTRIC FUND	# 822 Return	09/22/2026	Electric - Inventory	604-14200	186.79
INNOPLAST INC	#INV258005	09/16/2026	Electric - Inventory	604-14200	700.20
RESCO - RURAL ELECTRIC SUP...	3129473	09/17/2026	Electric - Inventory	604-14200	487.00
BORDER STATES	933155279	09/17/2026	Electric - Inventory	604-14200	559.98
BORDER STATES	933216437	09/28/2026	Electric - Inventory	604-14200	8,991.00
J. H. LARSON	S103693595.001	09/11/2026	Electric - Inventory	604-14200	22.59
J. H. LARSON	S103697612.001	09/15/2026	Electric - Inventory	604-14200	49.97
J. H. LARSON	S103702176.001	09/23/2026	Electric - Inventory	604-14200	2,439.81
ELECTRIC FUND	# 1227	09/11/2026	Electric - Capital (1st Ave Proj...	604-16300	5,044.69
ELECTRIC FUND	1232	09/24/2026	Electric - EL 1ST Ave Project	604-16300	247.33
ELECTRIC FUND	1233	09/24/2026	Electric - EL Alleyway Capital P...	604-16300	209.02
M R PAVING & EXCAVATING I...	64075	09/15/2026	Electric - 1st Ave Patch	604-16300	12,500.00
MN DEPT OF COMMERCE	10525	09/14/2026	Unclaimed Property	604-22000	736.48
					32,174.86
Activity: 49550 - Electric					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	604-49550-133	88.00
AMAZON CAPITAL SERVICES, I...	1L4M-WY4W-3JLC	09/22/2026	Electric - Office Supplies	604-49550-200	237.49

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	359896	08/24/2026	Electric Fuel Charge	604-49550-212	59.89
RUNNINGS SUPPLY, INC	4600453	08/07/2026	MOTOMIX GALLON	604-49550-212	38.99
RUNNINGS SUPPLY, INC	4600621	08/07/2026	MOTOMIX GALLON	604-49550-212	38.99
COUNTRY PRIDE SERVICE	9052977	09/14/2026	Electric - Fuel	604-49550-212	30.00
WEX BANK	August 2026 Electric	09/01/2026	Electric - Fuel	604-49550-212	565.76
GENERAL TRAFFIC CONTROLS, ..	28102	09/16/2026	Electric - Supplies	604-49550-217	230.00
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	604-49550-217	856.91
AMAZON CAPITAL SERVICES, I...	1FQ1-3TWW-4Q7J	09/23/2026	Electric - Uniforms	604-49550-218	199.99
RUNNINGS SUPPLY, INC	4599817	08/05/2026	HELMET SYSTEM BASIC	604-49550-218	127.98
AMARIL UNIFORM COMPANY	IV304325	09/23/2026	Electric - Uniforms	604-49550-218	1,369.57
RUNNINGS SUPPLY, INC	4599828	08/05/2026	CHAIN 14" 63PM3 50 3/8"SP/....	604-49550-241	26.99
RUNNINGS SUPPLY, INC	4603145	08/17/2026	Electric- Supplies	604-49550-241	171.96
CMP - CENTRAL MUNICIPAL P...	8338	09/09/2026	ELECTRIC- ENERGY-TRANSMIS...	604-49550-263	96,216.02
CMP - CENTRAL MUNICIPAL P...	8338	09/09/2026	ELECTRIC- ENERGY-TRANSMIS...	604-49550-263	203,932.46
DGR ENGINEERING	00286005	09/22/2026	Generation Plant Warranty	604-49550-303	647.50
CMP - CENTRAL MUNICIPAL P...	8338	09/09/2026	ELECTRIC- ENERGY-TRANSMIS...	604-49550-303	1,099.50
MN MUNICIPAL UTILITIES ASS...	69596	09/25/2026	Electric-registration(Cody Mis...	604-49550-308	1,660.00
MN MUNICIPAL UTILITIES ASS...	69597	09/25/2026	Electric - Training (Cody, Trist...	604-49550-308	320.00
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Job Training Safety	604-49550-308	1,282.50
SKARSHAUG TESTING LAB	300313	09/17/2026	Electric - Lab Testing	604-49550-310	77.63
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	604-49550-321	1.96
USPS-POC	9/29/2026	09/29/2026	Postage Machine	604-49550-322	8.87
USPS-POC	9/29/2026	09/29/2026	Postage Machine	604-49550-322	120.05
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	604-49550-326	114.66
STEVE NASBY	09/16/2026	09/22/2026	Electric - Travel Expense	604-49550-331	116.28
STEVE NASBY	9/23/2026	09/28/2026	Electric Travel Expense	604-49550-331	112.48
CARQUEST - SMITH AUTO SUP...	005833	09/21/2026	Electric - Shipping	604-49550-333	90.66
US BANK	8/4/2026 - 8/6/2026	08/24/2026	Room Charge	604-49550-334	471.96
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	604-49550-381	146.13
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	604-49550-382	118.34
MN ENERGY RESOURCES	6042274854	08/28/2026	Electric - Gas Utility	604-49550-383	49.02
HOMETOWN SANITATION SE...	0000675888	09/02/2026	Electric - Disposal	604-49550-384	127.99
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	604-49550-385	186.03
RUNNINGS SUPPLY, INC	4599463	08/04/2026	BOLTS GRADE 2 BULK	604-49550-402	4.92
RUNNINGS SUPPLY, INC	4605094	08/24/2026	Electric Materials (Concrete M...	604-49550-402	86.24
RUNNINGS SUPPLY, INC	4599503	08/04/2026	LID 5GAL PLASTIC W/GASKET -	604-49550-406	25.20
KULSETH LAWN LANDSCAPE &...	7012	09/21/2026	Electric Dept - Mowing July 20...	604-49550-406	530.00
ELECTRIC FUND	# 1230	09/17/2026	Electric - Distribution	604-49550-408	278.27
ELECTRIC FUND	# 821 Return	09/22/2026	Electric - 1st Ave Project Capit...	604-49550-408	1,187.76
INNOPLAST INC	#INV258005	09/16/2026	Electric - Inventory	604-49550-408	514.80
ELECTRIC FUND	1231	09/24/2026	Electric - EL Truck Stock	604-49550-408	36.36
RUNNINGS SUPPLY, INC	4602234	08/13/2026	Electric- Supplies	604-49550-408	5.39
US BANK	#1593434840	08/31/2026	Grainger Pressure Regulator	604-49550-410	857.33
DEPARTMENT OF ENERGY	1028770	09/21/2026	Electric - REPAIRS & MAINT - ...	604-49550-411	3,100.00
MN DEPT OF COMMERCE	#1000055844	09/10/2026	CIP Facilities Energy Efficiency	604-49550-433	364.12
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	604-49550-444	124.22
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	604-49550-444	124.22
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	604-49550-444	124.22
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	604-49550-444	124.22
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	604-49550-444	124.22
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	604-49550-444	124.22
MN DEPT OF COMMERCE	#1000055844	09/10/2026	CIP Facilities Energy Efficiency	604-49550-450	778.49
CMP - CENTRAL MUNICIPAL P...	8338	09/09/2026	ELECTRIC- ENERGY-TRANSMIS...	604-49550-450	3,819.16
MN REVENUE	August 2026	09/23/2026	Use Tax	604-49550-460	356.00
				Activity 49550 - Electric Total:	**323,631.92**
				Fund 604 - ELECTRIC Total:	**355,806.78**
Fund: 609 - LIQUOR STORE					
MN REVENUE	August 2026	09/23/2026	Sales Tax	609-20202	19,269.00
					19,269.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 49751 - Liquor Store					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	609-49751-133	32.00
US BANK	INV0002865	08/26/2026	Sam's Club Paper	609-49751-200	105.59
AH HERMEL COMPANY	1134917/1134917	09/22/2026	Liquor Store - Tobacco & Soft ...	609-49751-211	73.71
VESTIS GROUP, INC	2560526695	09/11/2026	Liquor Store - Cleaning Suppli...	609-49751-211	71.15
VESTIS GROUP, INC	2560530640	09/24/2026	Liquor Store - Supplies	609-49751-211	71.15
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	609-49751-217	311.60
BREAKTHRU BEVERAGE MN W...	#128993603	09/25/2026	Liquor Store - Liquor	609-49751-251	2,818.04
BELLBOY CORP	0212608000	09/15/2026	Liquor Store - Liquor	609-49751-251	655.00
VINOCOPIA, INC	0401740-IN	09/22/2026	Liquor Store - Wine - Freight	609-49751-251	467.75
JOHNSON BROS.	1130138	09/11/2026	Liquor Store - Liquor	609-49751-251	3,375.00
JOHNSON BROS.	1136838	09/10/2026	Liquor Store - Liquor	609-49751-251	387.00
JOHNSON BROS.	1136839	09/10/2026	Liquor Store - Liquor	609-49751-251	1,238.46
JOHNSON BROS.	1141939	09/17/2026	Liquor Store - Liquor - Freight	609-49751-251	3,065.81
JOHNSON BROS.	1146741	09/24/2026	Liquor Store- Liquor	609-49751-251	1,955.81
BREAKTHRU BEVERAGE MN W...	128783850	09/11/2026	Liquor Store- Wine	609-49751-251	438.90
BREAKTHRU BEVERAGE MINN...	128784375	09/11/2026	Liquor Store - Liquor	609-49751-251	139.50
DOLL DISTRIBUTING, LLC	2141799	09/09/2026	Liquor Store - Beer	609-49751-251	46.30
DOLL DISTRIBUTING, LLC	2141801	09/09/2026	Liquor Store - Liquor	609-49751-251	-195.00
DOLL DISTRIBUTING, LLC	2147490	09/17/2026	Liquor Store - N/A - Beer- Frei...	609-49751-251	1,727.50
DOLL DISTRIBUTING, LLC	2147498	09/17/2026	Liquor Store - Beer & Freight	609-49751-251	-21.92
SOUTHERN GLAZER'S OF MN	2802679	09/10/2026	Liquor Store - Liquor	609-49751-251	3,790.80
SOUTHERN GLAZER'S OF MN	2802681	09/10/2026	Liquor Store - Liquor	609-49751-251	0.01
SOUTHERN GLAZER'S OF MN	2802681	09/10/2026	Liquor Store - Liquor	609-49751-251	-0.01
SOUTHERN GLAZER'S OF MN	2805333	09/17/2026	Liquor Store - Liquor - Freight	609-49751-251	1,926.46
SOUTHERN GLAZER'S OF MN	2807867	09/24/2026	Liquor Store - Liquor	609-49751-251	1,433.94
BEVERAGE WHOLESALERS	453154	09/09/2026	Liquor Store- Beer	609-49751-251	1,871.54
PHILLIPS WINE & SPIRITS	5234560	09/10/2026	Liquor Store - Liquor	609-49751-251	2,651.25
PHILLIPS WINE & SPIRITS	5238505	09/17/2026	Liquor Store - Liquor - Freight	609-49751-251	682.61
PHILLIPS WINE & SPIRITS	5242074	09/24/2026	Liquor Store - Liquor	609-49751-251	3,026.38
PHILLIPS WINE & SPIRITS	593784	09/22/2026	Liquor Store - Liquor	609-49751-251	-21.06
PHILLIPS WINE & SPIRITS	593785	09/22/2026	Liquor Store - Liquor	609-49751-251	-221.30
GLOBAL RESERVE LLC	ORD-30312	09/22/2026	Liquor Store - Liquor	609-49751-251	380.00
LUVERNE BREW PARTNERS, L...	104927	09/21/2026	Liquor Store - Beer	609-49751-252	184.00
BREAKTHRU BEVERAGE MINN...	128784374	09/11/2026	Liquor Store-Beer	609-49751-252	61.60
DOLL DISTRIBUTING, LLC	2141799	09/09/2026	Liquor Store - Beer	609-49751-252	4,725.50
DOLL DISTRIBUTING, LLC	2141802	09/09/2026	Liquor Store - Beer	609-49751-252	253.75
DOLL DISTRIBUTING, LLC	2147490	09/17/2026	Liquor Store - N/A - Beer- Frei...	609-49751-252	3,840.90
DOLL DISTRIBUTING, LLC	2147498	09/17/2026	Liquor Store - Beer & Freight	609-49751-252	-26.47
DOLL DISTRIBUTING, LLC	2153098	09/24/2026	Liquor Store -Beer	609-49751-252	10,994.10
ARTISAN BEER COMPANY	3887437	09/10/2026	Liquor Store - Beer	609-49751-252	89.25
ARTISAN BEER COMPANY	3891030	09/24/2026	Liquor Store - Beer	609-49751-252	120.00
BEVERAGE WHOLESALERS	453154	09/09/2026	Liquor Store- Beer	609-49751-252	10,351.78
BEVERAGE WHOLESALERS	454298	09/16/2026	Liquor Store- Beer	609-49751-252	4,135.15
BEVERAGE WHOLESALERS	454300	09/16/2026	Liquor Store - Beer	609-49751-252	156.00
BEVERAGE WHOLESALERS	455281	09/24/2026	Liquor Store - Beer - Wine - Li...	609-49751-252	9,342.64
ARTISAN BEER COMPANY	461279	09/15/2026	Liquor Store - Liquor	609-49751-252	-144.00
DOLL DISTRIBUTING, LLC	921261	09/17/2026	Liquor Store - Beer	609-49751-252	35.25
BREAKTHRU BEVERAGE MN W...	#128993603	09/25/2026	Liquor Store - Liquor	609-49751-253	494.35
VINOCOPIA, INC	0401740-IN	09/22/2026	Liquor Store - Wine - Freight	609-49751-253	240.00
JOHNSON BROS.	1136840	09/10/2026	Liquor Store - Wine	609-49751-253	244.00
JOHNSON BROS.	1141940	09/17/2026	Liquor Store - Wine- Freight	609-49751-253	443.66
JOHNSON BROS.	1144084	09/24/2026	Liquor Store - Wine	609-49751-253	407.64
JOHNSON BROS.	1146742	09/24/2026	Liquor Store - Wine	609-49751-253	2,567.85
BREAKTHRU BEVERAGE MN W...	128782646	09/11/2026	Liquor Store - Wine	609-49751-253	168.00
BREAKTHRU BEVERAGE MN W...	128783850	09/11/2026	Liquor Store- Wine	609-49751-253	368.00
DOLL DISTRIBUTING, LLC	2141799	09/09/2026	Liquor Store - Beer	609-49751-253	359.60
SOUTHERN GLAZER'S OF MN	2802680	09/10/2026	Liquor Store - Wine	609-49751-253	471.96
SOUTHERN GLAZER'S OF MN	2805334	09/17/2026	Liquor Store - Wine - Freight	609-49751-253	243.84
PAUSTIS WINE COMPANY	304007	09/15/2026	Liquor Store - Wine	609-49751-253	351.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ROUND LAKE VINEYARDS & W...	4801	09/11/2026	Liquor Store - Wine	609-49751-253	350.00
ROUND LAKE VINEYARDS & W...	4803	09/11/2026	Liquor Store - Wine	609-49751-253	100.00
ROUND LAKE VINEYARDS & W...	4806	09/15/2026	Liquor Store - Wine	609-49751-253	600.00
PHILLIPS WINE & SPIRITS	5234561	09/10/2026	Liquor Store - liquor	609-49751-253	612.55
PHILLIPS WINE & SPIRITS	5238506	09/17/2026	Liquor Store - Wine - Freight	609-49751-253	315.53
PHILLIPS WINE & SPIRITS	5242075	09/24/2026	Liquor Store - Mixes	609-49751-253	91.00
BREAKTHRU BEVERAGE MN W...	#128993603	09/25/2026	Liquor Store - Liquor	609-49751-254	156.00
ATLANTIC COCA-COLA	1000270217	09/17/2026	Liquor Store - Soft Drinks & Mi...	609-49751-254	392.40
AH HERMEL COMPANY	1134917/1134917	09/22/2026	Liquor Store - Tobacco & Soft ...	609-49751-254	50.76
JOHNSON BROS.	1141940	09/17/2026	Liquor Store - Wine- Freight	609-49751-254	37.00
BREAKTHRU BEVERAGE MN W...	128783850	09/11/2026	Liquor Store- Wine	609-49751-254	20.20
BEVERAGE WHOLESALERS	453154	09/09/2026	Liquor Store- Beer	609-49751-254	43.50
RED BULL DISTRIBUTION CO, I...	5025416292	09/24/2026	Liquor Store - Mixes	609-49751-254	372.90
PHILLIPS WINE & SPIRITS	5234561	09/10/2026	Liquor Store - liquor	609-49751-254	52.15
PHILLIPS WINE & SPIRITS	5238506	09/17/2026	Liquor Store - Wine - Freight	609-49751-254	88.00
PHILLIPS WINE & SPIRITS	5242075	09/24/2026	Liquor Store - Mixes	609-49751-254	56.10
AH HERMEL COMPANY	1134917/1134917	09/22/2026	Liquor Store - Tobacco & Soft ...	609-49751-256	138.19
BELLBOY CORP	0301350300	09/15/2026	Liquor Store - Liquor	609-49751-258	252.00
ARTISAN BEER COMPANY	3891031	09/24/2026	Liquor Store -THC Drinks	609-49751-258	330.42
NUTRITION EXCELLENCE LLC	invoice-3178	09/15/2026	Liquor Store - THC	609-49751-258	156.25
GLOBAL RESERVE LLC	ORD-30310	09/22/2026	Liquor Store - Soft Drinks	609-49751-258	296.00
DOLL DISTRIBUTING, LLC	2141799	09/09/2026	Liquor Store - Beer	609-49751-259	183.00
DOLL DISTRIBUTING, LLC	2147490	09/17/2026	Liquor Store - N/A - Beer- Frei...	609-49751-259	255.50
DOLL DISTRIBUTING, LLC	2147498	09/17/2026	Liquor Store - Beer & Freight	609-49751-259	-16.56
DOLL DISTRIBUTING, LLC	2153098	09/24/2026	Liquor Store -Beer	609-49751-259	28.50
BEVERAGE WHOLESALERS	453154	09/09/2026	Liquor Store- Beer	609-49751-259	88.60
BEVERAGE WHOLESALERS	455281	09/24/2026	Liquor Store - Beer - Wine - Li...	609-49751-259	32.65
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	609-49751-301	194.45
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	609-49751-321	226.90
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	609-49751-326	94.66
BREAKTHRU BEVERAGE MN W...	#128993603	09/25/2026	Liquor Store - Liquor	609-49751-333	83.25
BELLBOY CORP	0212608000	09/15/2026	Liquor Store - Liquor	609-49751-333	13.00
BELLBOY CORP	0301350300	09/15/2026	Liquor Store - Liquor	609-49751-333	6.00
VINOCOPIA, INC	0401740-IN	09/22/2026	Liquor Store - Wine - Freight	609-49751-333	12.50
JOHNSON BROS.	1130138	09/11/2026	Liquor Store - Liquor	609-49751-333	130.82
AH HERMEL COMPANY	1134917/1134917	09/22/2026	Liquor Store - Tobacco & Soft ...	609-49751-333	9.95
JOHNSON BROS.	1136838	09/10/2026	Liquor Store - Liquor	609-49751-333	4.22
JOHNSON BROS.	1136839	09/10/2026	Liquor Store - Liquor	609-49751-333	21.10
JOHNSON BROS.	1136840	09/10/2026	Liquor Store - Wine	609-49751-333	8.79
JOHNSON BROS.	1141939	09/17/2026	Liquor Store - Liquor - Freight	609-49751-333	67.36
JOHNSON BROS.	1141940	09/17/2026	Liquor Store - Wine- Freight	609-49751-333	17.24
JOHNSON BROS.	1144084	09/24/2026	Liquor Store - Wine	609-49751-333	2.11
JOHNSON BROS.	1146741	09/24/2026	Liquor Store- Liquor	609-49751-333	33.06
JOHNSON BROS.	1146742	09/24/2026	Liquor Store - Wine	609-49751-333	61.72
BREAKTHRU BEVERAGE MN W...	128782646	09/11/2026	Liquor Store - Wine	609-49751-333	1.85
BREAKTHRU BEVERAGE MN W...	128783850	09/11/2026	Liquor Store- Wine	609-49751-333	14.80
DOLL DISTRIBUTING, LLC	2141799	09/09/2026	Liquor Store - Beer	609-49751-333	7.00
DOLL DISTRIBUTING, LLC	2147490	09/17/2026	Liquor Store - N/A - Beer- Frei...	609-49751-333	7.00
DOLL DISTRIBUTING, LLC	2153098	09/24/2026	Liquor Store -Beer	609-49751-333	7.00
SOUTHERN GLAZER'S OF MN	2802679	09/10/2026	Liquor Store - Liquor	609-49751-333	86.44
SOUTHERN GLAZER'S OF MN	2802680	09/10/2026	Liquor Store - Wine	609-49751-333	14.35
SOUTHERN GLAZER'S OF MN	2802681	09/10/2026	Liquor Store - Liquor	609-49751-333	1.02
SOUTHERN GLAZER'S OF MN	2805333	09/17/2026	Liquor Store - Liquor - Freight	609-49751-333	29.72
SOUTHERN GLAZER'S OF MN	2805334	09/17/2026	Liquor Store - Wine - Freight	609-49751-333	8.20
SOUTHERN GLAZER'S OF MN	2807867	09/24/2026	Liquor Store - Liquor	609-49751-333	26.65
PAUSTIS WINE COMPANY	304007	09/15/2026	Liquor Store - Wine	609-49751-333	7.50
BEVERAGE WHOLESALERS	453154	09/09/2026	Liquor Store- Beer	609-49751-333	5.00
BEVERAGE WHOLESALERS	454300	09/16/2026	Liquor Store - Beer	609-49751-333	5.00
BEVERAGE WHOLESALERS	455281	09/24/2026	Liquor Store - Beer - Wine - Li...	609-49751-333	5.00
PHILLIPS WINE & SPIRITS	5234560	09/10/2026	Liquor Store - Liquor	609-49751-333	33.76

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PHILLIPS WINE & SPIRITS	5234561	09/10/2026	Liquor Store - liquor	609-49751-333	27.43
PHILLIPS WINE & SPIRITS	5238505	09/17/2026	Liquor Store - Liquor - Freight	609-49751-333	12.95
PHILLIPS WINE & SPIRITS	5238506	09/17/2026	Liquor Store - Wine - Freight	609-49751-333	16.88
PHILLIPS WINE & SPIRITS	5242074	09/24/2026	Liquor Store - Liquor	609-49751-333	45.37
PHILLIPS WINE & SPIRITS	5242075	09/24/2026	Liquor Store - Mixes	609-49751-333	4.22
PHILLIPS WINE & SPIRITS	593785	09/22/2026	Liquor Store - Liquor	609-49751-333	-2.11
NUTRITION EXCELLENCE LLC	invoice-3178	09/15/2026	Liquor Store - THC	609-49751-333	12.00
WINDOM PRINTING LLC	T26298	09/21/2026	Liquor Store - Printing	609-49751-350	122.00
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	609-49751-381	1,185.47
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	609-49751-382	22.96
MN ENERGY RESOURCES	6042416667	08/28/2026	Liquor Store- Gas Utility	609-49751-383	72.19
HOMETOWN SANITATION SE...	0000675886	09/02/2026	Liquor Store - Disposal	609-49751-384	210.98
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	609-49751-385	47.79
CONTROL INSTALLATION OF I...	186178	09/17/2026	Liquor Store - Building Maint.	609-49751-402	856.33
US BANK	6a6e007b32	08/24/2026	Subscription Fee Adjustment	609-49751-433	49.68
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	609-49751-444	105.82
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	609-49751-444	105.82
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	609-49751-444	105.82
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	609-49751-444	105.82
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	609-49751-444	105.82
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	609-49751-444	105.82
MN REVENUE	August 2026	09/23/2026	Use Tax	609-49751-460	7.00
US BANK	112-3874363-5832220	08/26/2026	Amazon - 3" Party Light Flashi...	609-49751-480	21.36
				Activity 49751 - Liquor Store Total:	**92,440.80**
				Fund 609 - LIQUOR STORE Total:	**111,709.80**
Fund: 614 - TELECOM					
INTERNAL REVENUE SERVICE	Aug 26 Final	09/18/2026	Excise Tax Posting	614-20201	294.55
INTERNAL REVENUE SERVICE	Sep 2026	09/18/2026	Excise Tax Posting	614-20201	250.00
MN 9-1-1 PROGRAM	August 2026	09/11/2026	911 Services	614-20206	690.83
					1,235.38
Activity: 49870 - Telecom					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	614-49870-133	64.00
CITY LAUNDERING CO.	2274638	09/14/2026	Telecom - Cleaning Supplies	614-49870-211	30.67
CITY LAUNDERING CO.	2279034	09/25/2026	Telecom - Supplies	614-49870-211	31.10
WEX BANK	August 2026 Windomnet	09/01/2026	Telecom - Fuel	614-49870-212	108.88
US BANK	157736000	08/17/2026	Telecom - New Egg Refund	614-49870-217	-57.55
US BANK	220212695	09/02/2026	Telecom - New Egg - Battery B...	614-49870-217	80.11
US BANK	220214658	09/02/2026	Telecom- New Egg - Mounting..	614-49870-217	34.85
US BANK	412941079	08/24/2026	Battery Replacement for LSI ...	614-49870-217	57.55
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	614-49870-217	623.21
JORDAN BUSSA	#3780969	09/10/2026	Telecom - Safety Boots J. Bussa	614-49870-218	155.49
US BANK	IN102608050154	08/31/2026	Telecom- FS.com Fiber Optic ...	614-49870-227	188.10
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	614-49870-301	194.45
INTERSTATE TRS FUND	82580760105-0926	09/22/2026	Assessment for 499 - A Filing ...	614-49870-304	729.28
SCHRAMEL LAW OFFICE	9/1/2026 Telecom	09/03/2026	Telecom - Legal Fees	614-49870-304	1,710.00
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	614-49870-321	193.35
USPS-POC	9/29/2026	09/29/2026	Postage Machine	614-49870-322	120.05
JORDAN BUSSA	Jan 2026 - Aug 2026	09/17/2026	Telecom - On Call Expense	614-49870-326	340.00
JEFFREY DAHNA	Jan 2026 - Sept 2026	09/17/2026	Telecom -On Call Expense	614-49870-326	358.47
NEUSTAR INFORMATION SERV...	L-0000055432	09/18/2026	Telecom - Data Processing	614-49870-326	102.50
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	614-49870-381	2,848.73
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	614-49870-382	21.81
MN ENERGY RESOURCES	6038824979	08/28/2026	Telecom - Gas Utility	614-49870-383	13.37
HOMETOWN SANITATION SE...	0000675889	09/02/2026	Telecom - Disposal	614-49870-384	115.98
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	614-49870-385	44.20
TITAN ENERGY SYSTEMS INC	#INV8041	09/04/2026	Telecom - Maint.	614-49870-404	1,151.85
KULSETH LAWN LANDSCAPE &...	6974	09/09/2026	Telecom- Grounds 07/03/2026..	614-49870-406	359.10
KULSETH LAWN LANDSCAPE &...	7058	09/28/2026	Lawn Mowing 8/12/26 & 8/16...	614-49870-406	196.65
ENTERPRISE FM TRUST	FBN5739482 Telecom	09/14/2026	Telecom - Vehicle Lease	614-49870-419	537.16

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CENTURY LINK	LX01782026265	09/28/2026	Directory Listings	614-49870-441	491.00
CONSOLIDATED COMMUNICA...	09/01/2026 - 09/30/2026	09/14/2026	Telecom- Subscriber Fees	614-49870-442	1,459.95
SOUTHWEST MN BROADBAND..	09/15/2026 Telecom	09/18/2026	Streaming Video Subs August	614-49870-442	1,665.00
MN DEPT OF COMMERCE	#1000055568	09/10/2026	Telephone	614-49870-443	310.14
UNIVERSAL SERVICE ADMIN CO	September 2026	09/22/2026	499A Contribution	614-49870-443	522.17
NORTH AMERICAN NUMBERI...	IN144201	09/14/2026	Telecom - Licensing Fees	614-49870-444	43.52
FIBER MINNESOTA LLC	4333	09/10/2026	Telecom - Switch Fees	614-49870-445	300.00
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	614-49870-447	345.06
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	614-49870-447	345.06
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	614-49870-447	345.06
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	614-49870-447	345.06
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	614-49870-447	345.06
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	614-49870-447	345.06
US BANK	1473097-2026-07-25	08/31/2026	Telecom- Dreamhost Web Hos..	614-49870-447	208.50
MANKATO NETWORKS, LLC	390789	09/11/2026	Telecom - Internet Expense	614-49870-447	1,342.42
MANKATO NETWORKS, LLC	390805	09/11/2026	Telecom - Internet Expense	614-49870-447	195.00
CENTURY LINK	507-831-1075 Sept 16 - Oct 15	09/21/2026	614-49870-451	614-49870-451	97.65
MN REVENUE	August 2026	09/23/2026	Use Tax	614-49870-460	691.00
				Activity 49870 - Telecom Total:	**19,750.07**
				Fund 614 - TELECOM Total:	**20,985.45**
Fund: 615 - ARENA					
Activity: 49850 - Arena					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	615-49850-133	32.00
AMAZON CAPITAL SERVICES, I...	1PQ9-YMCF-6RN1	09/28/2026	Arena - Cleaning Supplies	615-49850-211	173.89
JCL SOLUTIONS - JANITORS CL...	2045189	09/08/2026	Arena - Cleaning Supplies	615-49850-211	640.23
VESTIS GROUP, INC	2560504963	09/08/2026	Arena - Cleaning Supplies	615-49850-211	66.00
VESTIS GROUP, INC	2560508917	09/08/2026	Arena - Cleaning Supplies	615-49850-211	66.00
VESTIS GROUP, INC	2560512890	09/08/2026	Arena - Cleaning Supplies	615-49850-211	66.00
VESTIS GROUP, INC	2560516836	09/08/2026	Arena - Cleaning Supplies	615-49850-211	66.00
VESTIS GROUP, INC	2560520808	09/08/2026	Arena - Cleaning Supplies	615-49850-211	66.00
VESTIS GROUP, INC	2560524754	09/08/2026	Arena - Cleaning Supplies	615-49850-211	66.00
WEX BANK	August 2026 Arena	09/01/2026	Arena - Fuel	615-49850-212	62.89
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	615-49850-217	311.60
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	615-49850-301	66.84
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	615-49850-321	127.72
US BANK	840-55530621-1-4828432-2	09/14/2026	Arena - USPS Package Shipme...	615-49850-322	12.20
USPS-POC	9/29/2026	09/29/2026	Postage Machine	615-49850-322	2.34
US BANK	1920293	09/14/2026	Arena - Dynamic Media Inter...	615-49850-326	448.23
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	615-49850-326	395.00
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	615-49850-381	3,400.11
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	615-49850-382	199.95
MN ENERGY RESOURCES	6043202748	08/28/2026	Arena - Gas Utility	615-49850-383	132.08
HOMETOWN SANITATION SE...	0000675890	09/02/2026	Arena - Disposal	615-49850-384	192.98
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	615-49850-385	97.12
ROYAL GLASS LLC	3639	09/21/2026	Commercial Double Doors 76...	615-49850-402	4,878.39
ELITE MECHANICAL SYSTEMS ...	41300	09/28/2026	Arena - Maint Grounds	615-49850-402	1,789.48
OVERHEAD DOOR COMPANY ...	74208	08/28/2026	Arena - Repairs & Maint.	615-49850-402	533.62
COTTONWOOD CO AGRICULT...	9/28/2026	09/28/2026	Building Rental Fall Winter 20...	615-49850-412	5,000.00
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	615-49850-480	62.11
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	615-49850-480	62.11
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	615-49850-480	62.11
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	615-49850-480	62.11
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	615-49850-480	62.11
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	615-49850-480	62.11
				Activity 49850 - Arena Total:	**19,265.33**
				Fund 615 - ARENA Total:	**19,265.33**
Fund: 617 - M/P CENTER					
Activity: 49860 - M/P Center					
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	617-49860-133	48.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INDOFF, INC	3880236	09/15/2026	WCC - Office Supplies	617-49860-200	41.99
US BANK	9095	08/31/2026	WCC- Sams Club (office suppli...	617-49860-200	39.98
VESTIS GROUP, INC	2560510886	09/08/2026	Community Center - Cleaning ...	617-49860-211	20.54
INDOFF, INC	3881225	09/21/2026	Community Center - Cleaning ...	617-49860-211	125.98
US BANK	e3a0e92884f6dfr7	08/31/2026	WCC - Menards (cleaning sup...	617-49860-211	19.37
TIMOTHY F SNYDER	03043	09/28/2026	WCC- Halloween Inflatables	617-49860-217	80.59
US BANK	112-3396802-5774649	08/31/2026	WCC- Amazon (paper towels)	617-49860-217	189.21
MN MUNICIPAL UTILITIES ASS...	69718	09/29/2026	Safety Management Program...	617-49860-217	467.40
JOHNSON BROS.	1146665	09/28/2026	WCC - Liquor -	617-49860-251	47.05
JOHNSON BROS.	1146666	09/28/2026	WCC - Wine	617-49860-251	36.00
DOLL DISTRIBUTING, LLC	2147505	09/17/2026	WCC- Liquor	617-49860-251	116.15
DOLL DISTRIBUTING, LLC	2153110	09/23/2026	Community Center - Liquor	617-49860-251	101.35
PHILLIPS WINE & SPIRITS	5242014	09/28/2026	WCC - Liquor - Freight	617-49860-251	234.21
DOLL DISTRIBUTING, LLC	2147505	09/17/2026	WCC- Beer	617-49860-252	53.40
DOLL DISTRIBUTING, LLC	2153110	09/23/2026	Community Center - Beer	617-49860-252	63.20
BEVERAGE WHOLESALERS	455280	09/23/2026	Community Center - Beer & Li...	617-49860-252	116.30
US BANK	058564	08/31/2026	WCC- HyVee 07/22/2026 (pop...	617-49860-254	67.15
US BANK	9095	08/31/2026	WCC- Sams Club (Pop/Water)	617-49860-254	55.74
US BANK	083461	08/31/2026	WCC- Hyvee 07/25/2026	617-49860-261	31.54
US BANK	38474459	08/31/2026	WCC - Bomgaars Nylon Rope	617-49860-261	29.19
US BANK	e3a0e92884f6dfr7	08/31/2026	WCC - Menards (other merch...	617-49860-261	8.82
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	617-49860-301	66.84
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	617-49860-321	64.26
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	617-49860-326	543.33
US BANK	039146	08/31/2026	WCC- Hyvee 08/16/2026	617-49860-333	3.30
JOHNSON BROS.	1146665	09/28/2026	WCC - Liquor - Freight	617-49860-333	8.06
JOHNSON BROS.	1146666	09/28/2026	WCC - Wine-freight	617-49860-333	2.11
DOLL DISTRIBUTING, LLC	2147505	09/17/2026	WCC- Freight	617-49860-333	7.00
DOLL DISTRIBUTING, LLC	2153110	09/23/2026	Community Center - Beer - Liq...	617-49860-333	7.00
US BANK	38474459	08/31/2026	WCC - Bomgaars (tax)	617-49860-333	2.04
BEVERAGE WHOLESALERS	455280	09/23/2026	Community Center - Beer & Li...	617-49860-333	10.00
PHILLIPS WINE & SPIRITS	5242014	09/28/2026	WCC - Liquor - Freight	617-49860-333	10.83
US BANK	9095	08/31/2026	WCC- Sams Club(tax)	617-49860-333	5.15
US BANK	e3a0e92884f6dfr7	08/31/2026	WCC - Menards (tax)	617-49860-333	2.22
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	617-49860-381	1,797.54
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	617-49860-382	53.60
MN ENERGY RESOURCES	6038606993	08/28/2026	WCC- Gas Utility	617-49860-383	73.81
HOMETOWN SANITATION SE...	0000675891	09/02/2026	WCC - Disposal	617-49860-384	288.96
ELECTRIC FUND	City Utilities Sept. 2026	09/16/2026	MONTHLY UTILITY	617-49860-385	125.07
US BANK	039146	08/31/2026	WCC- Hyvee 08/16/2026	617-49860-404	47.94
US BANK	055081	08/31/2026	WCC- Hyvee 08/19/2026 (salt ...	617-49860-404	47.94
RUNNINGS SUPPLY, INC	4600975	08/10/2026	EZ SEED PATCH & REPAIR 3.75...	617-49860-406	19.99
RUNNINGS SUPPLY, INC	4602967	08/14/2026	Community Center- Grounds	617-49860-406	32.99
RUNNINGS SUPPLY, INC	4606540	08/25/2026	Community Center- Supplies	617-49860-406	53.98
US BANK	50877721	08/31/2026	WCC- Zola	617-49860-433	54.00
MN REVENUE	August 2026	09/23/2026	Sales Tax	617-49860-460	486.00
JONATHAN ENGSTROM	#567	09/14/2026	Telecom - Internet Expense	617-49860-480	158.73
JONATHAN ENGSTROM	#568	09/14/2026	Telecom - Internet Expense	617-49860-480	158.73
JONATHAN ENGSTROM	#571	09/14/2026	Telecom - Internet Expense	617-49860-480	158.73
JONATHAN ENGSTROM	#572	09/14/2026	Telecom - Internet Expense	617-49860-480	158.73
JONATHAN ENGSTROM	#573	09/14/2026	Telecom - Internet Expense	617-49860-480	158.73
JONATHAN ENGSTROM	#574	09/14/2026	Telecom - Internet Expense	617-49860-480	158.73
				Activity 49860 - M/P Center Total:	**6,759.50**
				Fund 617 - M/P CENTER Total:	**6,759.50**
Fund: 651 - RIVERLBUFF TOWNHOMES					
Activity: 46520 - EDA					
KULSETH LAWN LANDSCAPE &...	7009	09/22/2026	RIVERBLUFF TOWNHOMES M...	651-46520-406	2,250.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CLIFTON-LARSON-ALLEN, LLP	L261572899	09/18/2026	Audit Services 12/31/2025	651-46520-480	66.86
				Activity 46520 - EDA Total:	**2,316.86**
				Fund 651 - RIVERLBUFF TOWNHOMES Total:	**2,316.86**
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr...	INV0002876	09/18/2026	Federal Tax Withholding	700-21701	13,023.32
Internal Revenue Service-Payr...	INV0002879	09/18/2026	Federal Tax Withholding	700-21701	373.65
Internal Revenue Service-Payr...	INV0002884	10/02/2026	Federal Tax Withholding	700-21701	13,077.47
MN Department of Revenue - ...	INV0002877	09/18/2026	State Withholding	700-21702	6,974.38
MN Department of Revenue - ...	INV0002880	09/18/2026	State Withholding	700-21702	277.83
MN Department of Revenue - ...	INV0002885	10/02/2026	State Withholding	700-21702	7,113.18
Internal Revenue Service-Payr...	INV0002876	09/18/2026	Social Security	700-21703	15,681.76
Internal Revenue Service-Payr...	INV0002879	09/18/2026	Social Security	700-21703	1,235.82
Internal Revenue Service-Payr...	INV0002884	10/02/2026	Social Security	700-21703	15,749.12
MN Pera	INV0002874	09/18/2026	PERA	700-21704	11,624.70
MN Pera	INV0002874	09/18/2026	PERA	700-21704	1,017.58
MN Pera	INV0002874	09/18/2026	PERA	700-21704	17,758.52
MN Pera	INV0002878	09/18/2026	PERA	700-21704	475.14
MN Pera	INV0002882	10/02/2026	PERA	700-21704	17,688.22
MN Pera	INV0002882	10/02/2026	PERA	700-21704	12,298.42
MN Pera	INV0002882	10/02/2026	PERA	700-21704	1,130.42
MN State Deferred	INV0002875	09/18/2026	Deferred Compensation	700-21705	3,055.00
MN State Deferred	INV0002875	09/18/2026	Deferred Roth	700-21705	1,272.00
MN State Deferred	INV0002883	10/02/2026	Deferred Roth	700-21705	1,272.00
MN State Deferred	INV0002883	10/02/2026	Deferred Compensation	700-21705	3,055.00
Internal Revenue Service-Payr...	INV0002876	09/18/2026	Medicare Withholding	700-21711	4,755.14
Internal Revenue Service-Payr...	INV0002879	09/18/2026	Medicare Withholding	700-21711	289.06
Internal Revenue Service-Payr...	INV0002884	10/02/2026	Medicare Withholding	700-21711	4,839.06
WEX Health Inc	09/08/2026	09/09/2026	Flex Spending	700-21712	315.00
WEX Health Inc	09/21/2026	09/23/2026	Flex Spending	700-21712	1,291.50
WEX Health Inc	09/22/2026	09/23/2026	Flex Spending	700-21712	50.00
AFLAC	139431	09/15/2026	Insurance Sept. 2026	700-21715	499.73
AFLAC	139431	09/15/2026	Insurance Sept. 2026	700-21716	526.79
NCPERS MINNESOTA	844600102026	09/10/2026	Insurance	700-21718	16.00
MN BENEFIT ASSOCIATION	2026-0408276	09/15/2026	Oct. 2026	700-21719	765.35
WEX Health Inc	INV0002873	09/18/2026	VEBA Employer Contribution	700-21720	4,875.05
WEX Health Inc	INV0002872	09/18/2026	HSA Employer Contribution	700-21722	3,250.05
WEX Health Inc	INV0002871	09/18/2026	HSA Employee Contribution	700-21723	952.71
WEX Health Inc	INV0002881	10/02/2026	HSA Employee Contribution	700-21723	952.71
BLUE CROSS/BLUE SHIELD	260901381392	09/03/2026	August 2026 Vision Insurance	700-21726	176.43
					167,708.11
				Fund 700 - PAYROLL Total:	**167,708.11**
				Grand Total:	**1,371,817.32**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	189,930.01
211 - LIBRARY	3,530.73
225 - AIRPORT	27,644.87
230 - POOL	70.74
235 - AMBULANCE	53,377.91
250 - EDA GENERAL	2,519.14
254 - NORTH IND PARK	447.00
260 - TIF 1-13 RIVER BLUFF	194.45
274 - TIF 1-19 NWIP II	2,780.00
308 - 2020 STREET PROJECT	2,115.24
313 - 2026 1ST AVENUE PROJECT	346,978.98
401 - GENERAL CAPITAL PROJECTS	5,128.72
601 - WATER	26,283.16
602 - SEWER	26,264.54
604 - ELECTRIC	355,806.78
609 - LIQUOR STORE	111,709.80
614 - TELECOM	20,985.45
615 - ARENA	19,265.33
617 - M/P CENTER	6,759.50
651 - RIVERLBUFF TOWNHOMES	2,316.86
700 - PAYROLL	167,708.11
Grand Total:	**1,371,817.32**

Account Summary

Account Number	Account Name	Payment Amount
100-12900	Loans Receivable	100,000.00
100-20191	Unapplied Cash	343.91
100-20202	Sales Tax Payable	39,204.00
100-36200	Other Income	-341.97
100-41110-304	Legal Fees	1,575.75
100-41110-326	Data Processing	22.17
100-41110-491	Payments to Other Orga...	5,685.27
100-41310-133	Employer Paid Insurance...	104.00
100-41310-200	Office Supplies	137.65
100-41310-217	Other Operating Supplies	1,103.97
100-41310-301	Auditing & Consulting Se...	194.45
100-41310-321	Telephone	66.21
100-41310-322	Postage	-101.93
100-41310-326	Data Processing	347.14
100-41310-331	Travel Expense	103.36
100-41310-433	Dues & Subscriptions	30.00
100-41310-444	License Fees	1,959.96
100-41410-480	Other Miscellaneous	0.78
100-41910-133	Employer Paid Insurance...	24.00
100-41910-304	Legal Fees	1,208.00
100-41910-308	Training & Registrations	50.00
100-41910-321	Telephone	55.00
100-41910-480	Other Miscellaneous	765.12
100-41940-211	Cleaning Supplies	90.79
100-41940-381	Electric Utility	668.56
100-41940-382	Water Utility	140.71
100-41940-383	Gas Utility	107.70
100-41940-384	Refuse Disposal	124.98
100-41940-385	Sewer Utility	249.54
100-41940-406	Repairs & Maint - Groun...	2,059.11
100-42120-133	Employer Paid Insurance...	176.00
100-42120-200	Office Supplies	95.78

Account Summary

Account Number	Account Name	Payment Amount
100-42120-212	Motor Fuels	1,124.23
100-42120-304	Legal Fees	133.25
100-42120-305	Medical & Dental Fees	1,754.50
100-42120-308	Training & Registrations	155.80
100-42120-321	Telephone	30.21
100-42120-322	Postage	4.68
100-42120-405	Repairs & Maint - Vehicle	120.00
100-42120-412	Rentals - Building	2,152.50
100-42120-419	Vehicle Lease	-517.69
100-42120-480	Other Miscellaneous	37.51
100-42220-211	Cleaning Supplies	44.28
100-42220-212	Motor Fuels	597.12
100-42220-215	Materials & Equipment	175.97
100-42220-217	Other Operating Supplies	62.82
100-42220-321	Telephone	43.02
100-42220-381	Electric Utility	602.05
100-42220-382	Water Utility	15.75
100-42220-383	Gas Utility	182.59
100-42220-384	Refuse Disposal	49.99
100-42220-385	Sewer Utility	38.00
100-42220-404	Repairs & Maint - M&E	419.20
100-42220-406	Repairs & Maint - Groun…	450.00
100-42220-433	Dues & Subscriptions	220.86
100-42500-381	Electric Utility	39.14
100-43100-133	Employer Paid Insurance…	80.00
100-43100-212	Motor Fuels	1,280.84
100-43100-214	Pest Control	246.38
100-43100-217	Other Operating Supplies	879.01
100-43100-218	Uniforms	140.00
100-43100-224	Street Maint Materials	4,399.19
100-43100-321	Telephone	20.55
100-43100-381	Electric Utility	2,421.40
100-43100-382	Water Utility	22.03
100-43100-383	Gas Utility	46.60
100-43100-384	Refuse Disposal	126.98
100-43100-385	Sewer Utility	49.38
100-43100-404	Repairs & Maint - M&E	207.98
100-43100-405	Repairs & Maint - Vehicle	15.99
100-43100-444	License Fees	317.46
100-45120-215	Materials & Equipment	671.10
100-45120-217	Other Operating Supplies	1,061.85
100-45202-133	Employer Paid Insurance…	16.00
100-45202-212	Motor Fuels	2,846.29
100-45202-326	Data Processing	266.67
100-45202-381	Electric Utility	807.80
100-45202-382	Water Utility	7,616.58
100-45202-384	Refuse Disposal	690.68
100-45202-385	Sewer Utility	185.94
100-45202-402	Repairs & Maint - Struct…	331.63
100-45202-404	Repairs & Maint - M&E	840.09
100-45202-480	Other Miscellaneous	155.80
211-45501-133	Employer Paid Insurance…	16.00
211-45501-200	Office Supplies	61.77
211-45501-211	Cleaning Supplies	48.00
211-45501-217	Other Operating Supplies	155.80
211-45501-321	Telephone	167.42
211-45501-326	Data Processing	95.00
211-45501-381	Electric Utility	411.90

Account Summary

Account Number	Account Name	Payment Amount
211-45501-382	Water Utility	21.44
211-45501-383	Gas Utility	45.00
211-45501-385	Sewer Utility	47.46
211-45501-402	Repairs & Maint - Struct...	700.00
211-45501-433	Dues & Subscriptions	707.50
211-45501-435	Books and Pamphlets	986.60
211-45501-480	Other Miscellaneous	66.84
225-45127-217	Other Operating Supplies	0.78
225-45127-303	Engineering and Surveyi...	3,572.00
225-45127-321	Telephone	31.23
225-45127-381	Electric Utility	478.06
225-45127-401	Repairs & Maint - Buildi...	118.52
225-45127-402	Repairs & Maint - Struct...	32.86
225-45127-404	Repairs & Maint - M&E	1,013.57
225-45127-406	Repairs & Maint - Groun...	1,732.87
225-45127-419	Vehicle Lease	297.74
225-45127-460	Miscellaneous Taxes	800.82
225-45127-462	Real Estate Taxes	331.36
225-45127-480	Other Miscellaneous	66.84
225-49950-500	Capital Outlay	19,168.22
230-45124-322	Postage	3.90
230-45124-480	Other Miscellaneous	66.84
235-34205	Ambulance Revenues - U...	1,180.00
235-42153-133	Employer Paid Insurance...	16.00
235-42153-212	Motor Fuels	3,499.89
235-42153-217	Other Operating Supplies	129.23
235-42153-304	Legal Fees	1,004.50
235-42153-321	Telephone	28.68
235-42153-322	Postage	26.52
235-42153-326	Data Processing	5,463.97
235-42153-334	Meals/Lodging	539.16
235-42153-381	Electric Utility	401.37
235-42153-382	Water Utility	10.50
235-42153-383	Gas Utility	121.73
235-42153-384	Refuse Disposal	50.00
235-42153-385	Sewer Utility	25.33
235-42153-405	Repairs & Maint - Vehicle	327.51
235-42153-406	Repairs & Maint - Groun...	450.00
235-42153-435	Books and Pamphlets	1,952.02
235-42153-480	Other Miscellaneous	494.70
235-49950-500	Capital Outlay	37,656.80
250-46520-133	Employer Paid Insurance...	56.00
250-46520-200	Office Supplies	39.52
250-46520-301	Auditing & Consulting Se...	360.40
250-46520-321	Telephone	55.00
250-46520-322	Postage	7.02
250-46520-331	Travel Expense	121.60
250-46520-381	Electric Utility	204.54
250-46520-406	Repairs & Maint - Groun...	495.00
250-46520-462	Real Estate Taxes	369.00
250-46520-480	Other Miscellaneous	811.06
254-46520-462	Real Estate Taxes	447.00
260-46530-480	Other Miscellaneous	194.45
274-46530-462	Real Estate Taxes	2,780.00
308-41000-480	Other Miscellaneous	2,115.24
313-41000-303	Engineering and Surveyi...	346,978.98
401-49950-500	Capital Outlay - Office	4,815.00
401-49950-501	Capital Outlay - Police	313.72

Account Summary

Account Number	Account Name	Payment Amount
601-49400-133	Employer Paid Insurance...	48.00
601-49400-212	Motor Fuels	359.25
601-49400-216	Chemicals and Chemical ...	743.56
601-49400-217	Other Operating Supplies	467.40
601-49400-301	Auditing & Consulting Se...	12,141.95
601-49400-303	Engineering and Surveyi...	285.00
601-49400-310	Lab Testing	77.50
601-49400-321	Telephone	51.66
601-49400-322	Postage	120.05
601-49400-326	Data Processing	95.00
601-49400-381	Electric Utility	7,232.06
601-49400-382	Water Utility	21.06
601-49400-383	Gas Utility	1,433.99
601-49400-384	Refuse Disposal	131.99
601-49400-385	Sewer Utility	46.20
601-49400-386	Landfill	960.51
601-49400-408	Repairs & Maint - Distrib...	383.27
601-49400-433	Dues & Subscriptions	1,153.35
601-49400-444	License Fees	531.36
602-49450-133	Employer Paid Insurance...	32.00
602-49450-212	Motor Fuels	344.38
602-49450-216	Chemicals and Chemical ...	3,749.31
602-49450-217	Other Operating Supplies	348.88
602-49450-227	Utility System Maint Sup...	103.00
602-49450-241	Small Tools	33.98
602-49450-301	Auditing & Consulting Se...	194.45
602-49450-303	Engineering and Surveyi...	285.00
602-49450-310	Lab Testing	4,148.00
602-49450-321	Telephone	174.50
602-49450-322	Postage	686.89
602-49450-326	Data Processing	95.00
602-49450-331	Travel Expense	69.79
602-49450-334	Meals/Lodging	432.91
602-49450-381	Electric Utility	12,435.98
602-49450-382	Water Utility	47.11
602-49450-383	Gas Utility	152.48
602-49450-408	Repairs & Maint - Distrib...	1,246.11
602-49450-433	Dues & Subscriptions	1,153.35
602-49450-444	License Fees	531.42
604-14200	Inventory	13,437.34
604-16300	Improvements Other Th...	18,001.04
604-22000	Prepayments	736.48
604-49550-133	Employer Paid Insurance...	88.00
604-49550-200	Office Supplies	237.49
604-49550-212	Motor Fuels	733.63
604-49550-217	Other Operating Supplies	1,086.91
604-49550-218	Uniforms	1,697.54
604-49550-241	Small Tools	198.95
604-49550-263	Merchandise for Resale -...	300,148.48
604-49550-303	Engineering and Surveyi...	1,747.00
604-49550-308	Training & Registrations	3,262.50
604-49550-310	Lab Testing	77.63
604-49550-321	Telephone	1.96
604-49550-322	Postage	128.92
604-49550-326	Data Processing	114.66
604-49550-331	Travel Expense	228.76
604-49550-333	Freight and Express	90.66
604-49550-334	Meals/Lodging	471.96

Account Summary

Account Number	Account Name	Payment Amount
604-49550-381	Electric Utility	146.13
604-49550-382	Water Utility	118.34
604-49550-383	Gas Utility	49.02
604-49550-384	Refuse Disposal	127.99
604-49550-385	Sewer Utility	186.03
604-49550-402	Repairs & Maint - Struct…	91.16
604-49550-406	Repairs & Maint - Groun…	555.20
604-49550-408	Repairs & Maint - Distrib…	2,022.58
604-49550-410	Repairs & Maint - Gener…	857.33
604-49550-411	Repairs & Maint - Sub St…	3,100.00
604-49550-433	Dues & Subscriptions	364.12
604-49550-444	License Fees	745.32
604-49550-450	Conservation	4,597.65
604-49550-460	Miscellaneous Taxes	356.00
609-20202	Sales Tax Payable	19,269.00
609-49751-133	Employer Paid Insurance…	32.00
609-49751-200	Office Supplies	105.59
609-49751-211	Cleaning Supplies	216.01
609-49751-217	Other Operating Supplies	311.60
609-49751-251	Liquor	31,618.77
609-49751-252	Beer	44,119.45
609-49751-253	Wine	8,428.98
609-49751-254	Soft Drinks & Mix	1,269.01
609-49751-256	Tobacco Products	138.19
609-49751-258	Liquor Store THC	1,034.67
609-49751-259	Non- Alcholic	571.69
609-49751-301	Auditing & Consulting Se…	194.45
609-49751-321	Telephone	226.90
609-49751-326	Data Processing	94.66
609-49751-333	Freight and Express	848.15
609-49751-350	Printing & Design	122.00
609-49751-381	Electric Utility	1,185.47
609-49751-382	Water Utility	22.96
609-49751-383	Gas Utility	72.19
609-49751-384	Refuse Disposal	210.98
609-49751-385	Sewer Utility	47.79
609-49751-402	Repairs & Maint - Struct…	856.33
609-49751-433	Dues & Subscriptions	49.68
609-49751-444	License Fees	634.92
609-49751-460	Miscellaneous Taxes	7.00
609-49751-480	Other Miscellaneous	21.36
614-20201	Excise Tax Payable	544.55
614-20206	911 988 TAP & TACIP Fe…	690.83
614-49870-133	Employer Paid Insurance…	64.00
614-49870-211	Cleaning Supplies	61.77
614-49870-212	Motor Fuels	108.88
614-49870-217	Other Operating Supplies	738.17
614-49870-218	Uniforms	155.49
614-49870-227	Utility System Maint Sup…	188.10
614-49870-301	Auditing & Consulting Se…	194.45
614-49870-304	Legal Fees	2,439.28
614-49870-321	Telephone	193.35
614-49870-322	Postage	120.05
614-49870-326	Data Processing	800.97
614-49870-381	Electric Utility	2,848.73
614-49870-382	Water Utility	21.81
614-49870-383	Gas Utility	13.37
614-49870-384	Refuse Disposal	115.98

Account Summary

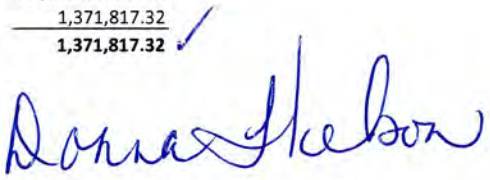
Account Number	Account Name	Payment Amount
614-49870-385	Sewer Utility	44.20
614-49870-404	Repairs & Maint - M&E	1,151.85
614-49870-406	Repairs & Maint - Groun…	555.75
614-49870-419	Vehicle Lease	537.16
614-49870-441	Transmission Fees	491.00
614-49870-442	Subscriber Fees	3,124.95
614-49870-443	Intergovernmental Fees	832.31
614-49870-444	License Fees	43.52
614-49870-445	Switch Fees	300.00
614-49870-447	Internet Expense	3,816.28
614-49870-451	Call Completion	97.65
614-49870-460	Miscellaneous Taxes	691.00
615-49850-133	Employer Paid Insurance…	32.00
615-49850-211	Cleaning Supplies	1,210.12
615-49850-212	Motor Fuels	62.89
615-49850-217	Other Operating Supplies	311.60
615-49850-301	Auditing & Consulting Se…	66.84
615-49850-321	Telephone	127.72
615-49850-322	Postage	14.54
615-49850-326	Data Processing	843.23
615-49850-381	Electric Utility	3,400.11
615-49850-382	Water Utility	199.95
615-49850-383	Gas Utility	132.08
615-49850-384	Refuse Disposal	192.98
615-49850-385	Sewer Utility	97.12
615-49850-402	Repairs & Maint - Struct…	7,201.49
615-49850-412	Rentals - Building	5,000.00
615-49850-480	Other Miscellaneous	372.66
617-49860-133	Employer Paid Insurance…	48.00
617-49860-200	Office Supplies	81.97
617-49860-211	Cleaning Supplies	165.89
617-49860-217	Other Operating Supplies	737.20
617-49860-251	Liquor	534.76
617-49860-252	Beer	232.90
617-49860-254	Soft Drinks & Mix	122.89
617-49860-261	Other Merchandise	69.55
617-49860-301	Auditing & Consulting Se…	66.84
617-49860-321	Telephone	64.26
617-49860-326	Data Processing	543.33
617-49860-333	Freight and Express	57.71
617-49860-381	Electric Utility	1,797.54
617-49860-382	Water Utility	53.60
617-49860-383	Gas Utility	73.81
617-49860-384	Refuse Disposal	288.96
617-49860-385	Sewer Utility	125.07
617-49860-404	Repairs & Maint - M&E	95.88
617-49860-406	Repairs & Maint - Groun…	106.96
617-49860-433	Dues & Subscriptions	54.00
617-49860-460	Miscellaneous Taxes	486.00
617-49860-480	Other Miscellaneous	952.38
651-46520-406	Repairs & Maint - Groun…	2,250.00
651-46520-480	Other Miscellaneous	66.86
700-21701	Federal Withholding	26,474.44
700-21702	State Withholding	14,365.39
700-21703	FICA Tax Withholding	32,666.70
700-21704	PERA Contributions	61,993.00
700-21705	Retirement	8,654.00
700-21711	Medicare Tax Withholdi…	9,883.26

Account Summary

Account Number	Account Name	Payment Amount
700-21712	Flex Account	1,656.50
700-21715	Individual Insurance-Afla...	499.73
700-21716	Individual Insurance-Afla...	526.79
700-21718	Individual Insurance-NC...	16.00
700-21719	Individual Insurance-MB...	765.35
700-21720	VEBA Contributions	4,875.05
700-21722	HSA Contribution	3,250.05
700-21723	HSA Employee Contribut...	1,905.42
700-21726	Vision Insurance	176.43
	Grand Total:	**1,371,817.32**

Project Account Summary

Project Account Key	Payment Amount
None	1,371,817.32
Grand Total:	**1,371,817.32**



RESOLUTION #2026-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM FRIENDS OF THE LIBRARY TO THE WINDOM PUBLIC LIBRARY

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

WHEREAS, the Friends of the Library are supporters of the City of Windom and specifically the Windom Public Library; and

WHEREAS, the City of Windom has received a donation of $330.91 from the Friends of the Library for the Windom Public Library; and

WHEREAS, the Donor requests that the donation be used for the purchase of craft supplies and STEM activities.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of $330.91 offered by the Friends of the Library to be used for craft supplies and STEM activities.

Adopted by the Council this 6th day of October, 2026.

_____
Hilary Mathis, Mayor

Attest:_____
Steven Nasby, City Administrator

ACTION ITEM

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

TO: CITY COUNCIL

FROM: MATTHEW FAST, JOINT AIRPORT ZONING BOARD
CC MEETING DATE: SEPTEMBER 15, 2026
RE: ORDINANCE AMENDING & REPLACING AIRPORT ZONING ORDINANCE
DEPT: JOINT AIRPORT ZONING BOARD
CONTACT: MATTHEW FAST (matthew.fast@windommn.com) (507-832-8660)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action regarding a proposed new ordinance:

1. Approve the second reading of Ordinance No. 213, 2nd Series, amending and replacing the Windom Municipal Airport Zoning Ordinance from March 1979.
2. Approve the proposed Title and Summary for Ordinance No. 213, 2nd Series for publication in lieu of publishing the entire ordinance, **by at least a 4/5 vote of the Council.**

Issue Summary/Background

Earlier this year, the City Council adopted Resolution #2026-05 authorizing the creation of a Joint Airport Zoning Board with Cottonwood County and in cooperation with surrounding county townships located in the Windom Municipal Airport Safety Zones. The Board worked closely with SEH Engineering to update the Windom Airport Zoning Ordinance from 1979. The State of Minnesota requires airport zoning to reflect existing, future, and ultimate runway conditions. An approved airport plan includes a crosswind runway, that was included in the 1979 Ordinance, with slight changes in the crosswind path and length requirements. Failure to stay in compliance with the airport's planned development would jeopardize State funding.

A public hearing was held on June 23, 2026. Properties included in the three defined zoning areas (Zone A and Zone B restrict incompatible land uses; Zone C is aimed at height restrictions) were asked to attend and voice any questions and concerns over the zoning changes. SEH assisted in addressing any zoning questions. The Joint Airport Zoning Board approved the proposed ordinance at that meeting.

The proposed ordinance was submitted to the Minnesota Department of Transportation's Office of Aeronautics for approval. The City of Windom received the Department of Transportation's Commissioner Approval on September 2, 2026 without any further recommended changes.

Fiscal Impact

There should be no fiscal impact to the City to adopt this ordinance.

Attachments

1. Ordinance No. 213, 2nd Series.
2. Title and Summary of Ordinance No. 213, 2nd Series

ORDINANCE #213, 2ND SERIES

AIRPORT SAFETY ZONING ORDINANCE

FOR

WINDOM MUNICIPAL AIRPORT

September 15, 2026

THIS ORDINANCE AMENDS AND REPLACES

Windom Municipal Airport Zoning Ordinance

Adopted March 1979

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TITLE AND INTRODUCTION

WINDOM MUNICIPAL AIRPORT ZONING ORDINANCE
CITY OF WINDOM – COUNTY OF COTTONWOOD JOINT AIRPORT ZONING BOARD

AN ORDINANCE REGULATING AND RESTRICTING THE HEIGHT OF STRUCTURES AND OBJECTS OF NATURAL GROWTH, AND OTHERWISE REGULATING THE USE OF PROPERTY, IN THE VICINITY OF THE WINDOM MUNICIPAL AIRPORT BY CREATING THE APPROPRIATE ZONES AND ESTABLISHING THE BOUNDARIES THEREOF; PROVIDING FOR CHANGES IN THE RESTRICTIONS AND BOUNDARIES OF SUCH ZONES; DEFINING CERTAIN TERMS USED HEREIN; REFERRING TO THE WINDOM MUNICIPAL AIRPORT ZONING MAP WHICH IS INCORPORATED IN AND MADE A PART OF THIS ORDINANCE; PROVIDING FOR ENFORCEMENT; ESTABLISHING A BOARD OF ADJUSTMENT; AND IMPOSING PENALTIES.

IT IS HEREBY ORDAINED BY THE CITY OF WINDOM – COUNTY OF COTTONWOOD JOINT AIRPORT ZONING BOARD PURSUANT TO THE AUTHORITY CONFERRED BY MINNESOTA STATUTES SECTION 360.061 THROUGH 360.074, AS FOLLOWS:

SECTION I: PURPOSE AND AUTHORITY

The City of Windom – County of Cottonwood Joint Airport Zoning Board, created and established by joint action of the City Council of Windom and the Board of Commissioners of Cottonwood County pursuant to the provisions and authority of Minnesota Statutes Section 360.063, hereby finds and declares that:

A. An airport hazard endangers the lives and property of users of the Windom Municipal Airport, and property or occupants of land in its vicinity; and also if of the obstructive type, in effect reduces the size of the area available for the landing, takeoff, and maneuvering of aircraft, thus tending to destroy or impair the utility of said Airport and the public investment therein.
B. The creation or establishment of an airport hazard is a public nuisance and an injury to the region served by the Windom Municipal Airport.
C. For the protection of the public health, safety, order, convenience, prosperity, and general welfare, and for the promotion of the most appropriate use of land, it is necessary to prevent the creation or establishment of airport hazards.
D. The prevention of these airport hazards should be accomplished, to the extent legally possible, by the exercise of the police power without compensation.
E. The prevention of the creation or establishment of airport hazards, and the elimination, removal, alteration, mitigation, or marking and lighting of existing airport hazards are public purposes for which political subdivisions may raise and expend public funds.
F. The Windom Municipal Airport is an essential public facility that serves an important public transportation role and provides a public good.

SECTION II: SHORT TITLE

This Ordinance shall be known as the Windom Municipal Airport Zoning Ordinance." Those sections of land affected by this Ordinance are indicated in Exhibit "A", which is attached to this Ordinance.

SECTION III: DEFINITIONS

As used in this Ordinance, unless the context otherwise requires:

"*AIRPORT*" means Windom Municipal Airport located in Section 12, T 105 N, R 36 W in Cottonwood County, Minnesota.

"*AIRPORT ELEVATION*" means the established elevation of the highest point on the usable landing area which elevation is established to be 1,410.8 feet above mean sea level.

"*AIRPORT HAZARD"* means any structure, tree, or use of land which obstructs the air space required for, or is otherwise hazardous to, the flight of aircraft in landing or taking off at the airport; and any use of land which is hazardous to persons or property because of its proximity to the airport.

"*COMMISSIONER*" means the Commissioner of the Minnesota Department of Transportation.

"CONFORMING USE" means any structure, tree, or object of natural growth, or use of land that complies with all the applicable provisions of this Ordinance or any amendment to this ordinance.

"*DWELLING*" means any building or portion thereof designed or used as a residence or sleeping place of one or more persons.

"*EXISTING LAND USE*" means land uses which were in existence at the time of the adoption of this ordinance and continues the land use as it existed at the time of adoption. These land uses are exempted so long as the use continues as it existed at the time of the adoption of this ordinance except as provided below in SECTION V B 5, EXEMPTIONS EXISTING LAND USE.

"*HEIGHT*," for the purpose of determining the height limits in all zones set forth in this Ordinance and shown on the zoning map, the datum shall be mean sea level elevation unless otherwise specified.

"*LANDING AREA*" means the area of the airport used for the landing, taking off, or taxiing of aircraft.

"*LOW DENSITY RESIDENTIAL STRUCTURE*" means a single-family or two-family home.

"*LOW DENSITY RESIDENTIAL LOT*" means a single lot located in an area which is zoned for single-family or two-family residences and in which the predominant land use is such type of residences.

"*NONCONFORMING USE*" means any pre-existing structure, tree, natural growth, or land use which is inconsistent with the provisions of this Ordinance or an amendment hereto.

"*NONPRECISION INSTRUMENT RUNWAY*" means a runway having an existing or planned straight-in instrument approach procedure utilizing air navigation facilities with only horizontal guidance, and for which no precision approach facilities are planned or indicated on an approved planning document.

"OTHER THAN UTILITY RUNWAY" means a runway that is constructed for and intended to be used by jet aircraft or aircraft of more than 12,500 pounds maximum gross weight; or is 4,900 feet or more in length.

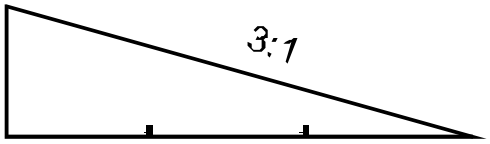
"*PERSON*" means an individual, firm, partnership, corporation, company, association, joint stock association, or body politic, and includes a trustee, receiver, assignee, administrator, executor, guardian, or other representative.

"*PLANNED*," as used in this Ordinance, refers only to those proposed future airport developments that are so indicated on a planning document having the approval of the Federal Aviation Administration, Minnesota Department of Transportation Office of Aeronautics, and City of Windom.

"*PRECISION INSTRUMENT RUNWAY*" means a runway having an existing instrument approach procedure utilizing an Instrument Landing System (ILS), a Microwave Landing System (MLS), or a Precision Approach Radar (PAR), a Transponder Landing System (TLS), or a satellite-based system capable of operating to the same level of precision guidance provided by the other included systems. Also, a runway for which a precision instrument approach system is planned and is so indicated on an approved planning document.

RUNWAY" means any existing or planned paved surface or turf covered area of the airport which is specifically designated and used or planned to be used for the landing and/or taking off of aircraft.

SLOPE" means an incline from the horizontal expressed in an arithmetic ratio of horizontal magnitude to vertical magnitude.



Slope = 3:1 = 3 feet horizontal to 1 foot vertical

"*STRUCTURE*" means an object constructed or installed by man, including, but without limitations, buildings, towers, smokestacks, earth formations, and overhead transmission lines.

"*TRAVERSE WAYS*," for the purpose of determining height limits as set forth in this Ordinance, shall be increased in height by 17 feet for interstate highways; 15 feet for all other public roadways; 10 feet or the height of the highest mobile object that would normally traverse the road, whichever is greater, for private roads; 23 feet for railroads; and for waterways and all other traverse ways not previously mentioned, an amount equal to the height of the highest mobile object that would normally traverse it.

"*TREE*" means any object of natural growth.

"*UTILITY RUNWAY*" means a runway that is constructed for, and intended to be used by propeller-driven aircraft of 12,500 pounds maximum gross weight and less; and is less than 4,900 feet in length.

"*VISUAL RUNWAY*" means a runway intended solely for the operation of aircraft using visual approach procedures, with no straight-in instrument approach procedure and no instrument designation indicated on an approved planning document.
"*WATER SURFACES*" for the purpose of this ordinance, shall have the same meaning as land for the establishment of protected zones.

SECTION IV: AIR SPACE OBSTRUCTION ZONING

A. AIR SPACE ZONES: In order to carry out the purpose of this Ordinance, as set forth above, the following air space zones are hereby established: Primary Zone, Horizontal Zone, Conical Zone, Approach Zone, Precision Instrument Approach Zone, and Transitional Zone, and whose locations and dimensions are as follows:
   1. PRIMARY ZONE: All that land which lies directly under an imaginary primary surface longitudinally centered on a runway and extending 200 feet beyond each end of Runway 17/35 and coinciding with each end of Runway 12/30.
      The elevation of any point on the primary surface is the same as the elevation of the nearest point on the runway centerline.
      The width of the primary surface is 500 feet for Runway 17/35 and 250 feet for Runway 12/30.
   2. HORIZONTAL ZONE: All that land which lies directly under an imaginary horizontal surface 150 feet above the established airport elevation, or a height of 1,560.8 feet above mean sea level, the perimeter of which is constructed by swinging arcs of specified radii from the center of each end of the primary surface of each runway and connecting the adjacent arcs by lines tangent to those arcs. The radius of each arc is 5000 feet for Runway 17/35 and Runway 12/30.
      When a 5000-foot arc is encompassed by tangents connecting two adjacent 10,000-foot arcs, the 5000-foot arc shall be disregarded in the construction of the perimeter of the horizontal surface.
   3. CONICAL ZONE: All that land which lies directly under an imaginary conical surface extending upward and outward from the periphery of the horizontal surface at a slope of 20:1 for a horizontal distance of 4,000 feet as measured outward from the periphery of the horizontal surface.
   4. APPROACH ZONE: All that land which lies directly under an imaginary approach surface longitudinally centered on the extended centerline at each end of a runway. The inner edge of the approach surface is at the same width and elevation as, and coincides with, the end of the primary surface. The approach surface inclines upward and outward at a slope of 20:1 for Runway 17/35, a non-precision utility runways, and 20:1 for Runway 12/30, a visual utility runway.

The approach surface expands uniformly to a width of 2,000 feet for Runway 17/35 at a distance of 5,000 feet, then continues at the same rate of divergence to the periphery of the conical surface. The approach surface expands uniformly to a width of 1,250 feet for Runway 12/30 at a distance of 5,000 feet, then continues at the same rate of divergence to the periphery of the conical surface.

5. TRANSITIONAL ZONE: All that land which lies directly under an imaginary surface extending upward and outward at right angles to the runway centerline and centerline extended at a slope of 7:1 from the sides of the primary surfaces and from the sides of the approach surfaces until they intersect the horizontal surface or the conical surface. Transitional surfaces for those portions of the precision instrument approach surface which project through and beyond the limits of the conical surface, extend a distance of 5,000 feet measured horizontally from the edge of the precision instrument approach surface and at right angles to the extended precision instrument runway centerline.

B. HEIGHT RESTRICTIONS: Except as otherwise provided in this Ordinance, and except as necessary and incidental to airport operations, no structure or tree shall be constructed, altered, maintained, or allowed to grow in any air space zone created in SECTION IV A so as to project above any of the imaginary air space surfaces described in said SECTION IV A hereof. Where an area is covered by more than one height limitation, the more restrictive limitation shall prevail.

SECTION V: LAND USE SAFETY ZONING

A. SAFETY ZONE BOUNDARIES: In order to carry out the purpose of this Ordinance, as set forth above, to restrict those uses which may be hazardous to the operational safety of aircraft operating to and from the Windom Municipal Airport, and, furthermore, to limit population and building density in the runway approach areas, thereby creating sufficient open space to protect life and property in case of an accident, there are hereby created and established the following land use safety zones:

1. SAFETY ZONE A: All land in that portion of the approach zones of a runway, as defined in SECTION IV A hereof, which extends outward from the end of the primary surface a distance equal to two-thirds of the planned length of the runway, which distance shall be 2,933 feet for Runway 17/35 and 1,667 feet for Runway 12/30.
2. SAFETY ZONE B: All land in that portion of the approach zones of a runway, as defined in SECTION IV A hereof, which extends outward from Safety Zone A a distance equal to one-third of the planned length of the runway, which distance shall be 1,467 feet for Runway 17/35 and 833 feet for Runway 12/30.

3. SAFETY ZONE C: All land which is enclosed within the perimeter of the horizontal zone, as defined in SUBSECTION IV A hereof, and which is not included in Safety Zone A or Safety Zone B.
4. EXCEPTIONS – EXISTING LAND USES: The following described properties are designated as Existing Land Uses that do not present an airport hazard so severe that public safety considerations outweigh the public interest in continuing the existing land use as outlined by MN Statutes 360.0655 Subd. 2 (Protection of Existing Land Uses). The following existing land uses were in existence at the time of adoption of this ordinance and are exempt from the USE RESTRICTIONS of SECTIONS V B 2 and V B 3 below and are subject to the provisions of SECTION V B 5 below.

Table 4 - Runway 30 Approach

Parcel ID	Acres	Safety Zone	Existing Land Use	Note
100070100	14.56	B	1-3 Unit Dwelling	Ward, Eric & Laura

B. USE RESTRICTIONS:

1. GENERAL: Subject at all times to the height restrictions set forth in SECTION IV B, no use shall be made of any land in any of the safety zones defined in SECTION V A which creates or causes interference with the operations of radio or electronic facilities on the airport or with radio or electronic communications between the airport and aircraft, make it difficult for pilots to distinguish between airport lights and other lights, results in glare in the eyes of pilots using the airport, impairs visibility in the vicinity of the airport, or otherwise endangers the landing, taking off, or maneuvering of aircraft.

2. ZONE A: Subject at all times to the height restrictions set forth in Subsection IV B and to the general restrictions contained in Subsection V B 1, areas designated as Zone A shall contain no buildings, temporary structures, exposed transmission lines, or other similar above-ground land use structural hazards, and shall be restricted to those uses which will not create, attract, or bring together an assembly of persons thereon. Permitted uses may include, but are not limited to, such uses as agriculture (seasonal crops), horticulture, animal husbandry, raising of livestock, wildlife habitat, light outdoor recreation (non-spectator), cemeteries, and automobile parking.

3. ZONE B: Subject at all times to the height restrictions set forth in Subsection IV B, and to the general restrictions contained in Subsection V B 1, areas designated as Zone B shall be restricted in use as follows:
    a. Each use shall be on a site whose area shall not be less than three acres.

b. Each use shall not create, attract, or bring together a site population that would exceed 15 times that of the site acreage

c. Each site shall have no more than one building plot upon which any number of structures may be erected.

d. A building plot shall be a single, uniform, and non-contrived area, whose shape is uncomplicated and whose area shall not exceed the following minimum ratios with respect to the total site area:

Site Area		**Ratio of Site Area to Bldg. Plot Area**	**Building Plot Area (sq. ft.)**	**Max. Site Population (15 persons/Acre) At least (Acres)**
At least (Acres)	**But Less Than (Acres)**			
3	4	12:1	10,900	45
4	6	10:1	17,400	60
6	10	8:1	32,600	90
10	20	6:1	72,500	150
20	and up	4:1	218,000	300

e. The following uses are specifically prohibited in Zone B:
Churches, hospitals, schools, theaters, stadiums, hotels, motels, trailer courts, campgrounds, and other places of frequent public or semi-public assembly.

4. ZONE C: Zone C is subject only to height restrictions set forth in SECTION V B, and to the general restrictions contained in SECTION V B 1.

5. EXEMPTIONS – EXISTING LAND USES

a. Existing Land Uses which existed at the time of the adoption of this ordinance, and as set forth in SECTION V A 4 above, and as shown on the zoning map, are subject to the height restrictions of SECTION IV B and the general restrictions of SECTION V B 1.

b. Existing Land Uses which violate any of the following restrictions are prohibited as safety hazards and must be acquired, altered or removed at public expense. Those conditions are as follows:

(1) The following land uses if they exist in Safety Zones A or B are considered by the Commissioner to constitute airport safety hazards so severe, either to persons on the ground or to the air-traveling public, or both, that they must be prohibited under local airport zoning ordinances;

(a) Any structure which a person or persons customarily use as a principal residence and which is located entirely inside Safety Zone A within 1000 feet of the end of the primary zone;

(b) Any structure which a person or persons customarily use as a principal residence and which is located entirely within Safety Zone A or B and which penetrates an imaginary approach surface as defined by SECTION IV A;

(c) Any land use in Safety Zone A or B which violates any of the following standards:

(i) the land use must not create or cause interference with the operation of radio or electronic facilities on the airport or with radio or electronic communication between the airport and aircraft;

(ii) the land use must not make it difficult for pilots to distinguish between airport lights and other lights;

(iii) the land use must not result in glare in the eyes of pilots using the airport or impair visibility in the vicinity of the airport.

(d) Any isolated residential building lot zoned for single-family or two-family residences on which any structure, if built, would be prohibited by subparagraphs b.(1)(a), (b) or (c) above. An “isolated” residential building lot is one located in an area in which the predominant land use is single-family or two-family residential structures; and

(e) Any other land use which presents, in the opinion of the Commissioner, a material danger to the landing, taking off, or maneuvering of aircraft or to the safety of persons on the ground. In making such a determination, the Commissioner shall consider the following factors:

(i) possibility that the land use may contribute to or cause a collision of two or more aircraft or an aircraft and some other object;

(ii) possibility that the land use may, in case of an aircraft accident, cause an explosion, fire, or the release of harmful or noxious fumes, gases, or substances;

(iii) tendency of the land use to increase the number of persons that would be injured in case of an aircraft accident;

(iv) effect of the land use on availability of clear areas for emergency landings;

(v) flight patterns around the airport, the extent of use of the runway in question, the type of aircraft using the airport, whether the runways are lighted, whether the airport is controlled, and other similar factors.

c. Since the existing land uses either predate this zoning ordinance or are otherwise exempted by MN Statutes 360.0655 Subd 2, the properties as identified and alterations thereof shall be exempted from the conditions and restrictions of this zoning ordinance provided the primary land use of the property remains as-is as of the time of adopting this ordinance. It is the opinion of the JAZB that the continued use of the existing subject parcels in the manner that they are currently used does not present an airport hazard so severe that public safety considerations outweigh the public interest in continuing the existing land use, preventing disruption to that land use. Exemption of these parcels from the conditions and restrictions of this zoning ordinance shall remain in effect so long as the primary use and zoning of the properties remains unchanged.

SECTION VI: AIRPORT MAP

The several zones herein established are shown on the Windom Municipal Airport Zoning Map consisting of 7 sheets, prepared by SEH, Inc., and dated May 1, 2025, attached hereto and made a part hereof, which map, together with such amendments thereto as may from time to time be made, and all notations, references, elevations, data, zone boundaries, and other information thereon, shall be and the same is hereby adopted as part of this Ordinance. A list of the sheets of the Airport Zoning Maps are shown below:

1. Sheet 1: Title Sheet
2. Sheet 2: Airport Airspace Height Zoning Map
3. Sheet 3: Airport Land Use Zoning Plan
4. Sheet 4: Runway 17 MnDOT Safety Zones
5. Sheet 5: Runway 35 MnDOT Safety Zones
6. Sheet 6: Runway 12 MnDOT Safety Zones
7. Sheet 7: Runway 30 MnDOT Safety Zones

SECTION VII: NONCONFORMING USES

Regulations not retroactive. The regulations prescribed by this Ordinance shall not be construed to require the removal, lowering, or other changes or alteration of any structure or tree not conforming to the regulations as of the effective date of this Ordinance, or otherwise interfere with the continuance of any nonconforming use. Nothing herein contained shall require any change in the construction, alteration, or intended use of any structure, the construction or alteration of which was begun prior to the effective date of this Ordinance, and is diligently prosecuted and completed within two years thereof.

SECTION VIII: PERMITS

A. FUTURE USES: Except as specifically provided in Paragraphs 1 and 2 hereunder, no material change shall be made in the use of land and no structure shall be erected, altered, or otherwise established in any zone hereby created unless a permit therefore shall have been applied for and granted by the zoning administrator, hereinafter, provided for. Each application for a permit shall indicate the purpose for which the permit is desired, with sufficient particularity to permit it to conform to the regulations herein prescribed. If such determination is in the affirmative, the permit shall be granted.

1. However, a permit for a tree or structure of less than 75 feet of vertical height above the ground shall not be required in the horizontal and conical zones or in any approach and transitional zones beyond a horizontal distance of 4,200 feet from each end of the runway except when such tree or structure, because of terrain, land contour, or topographic features, would extend the height or land use limit prescribed for the respective zone.
2. Nothing contained in this foregoing exception shall be construed as permitting or intending to permit any construction, alteration, or growth of any structure or tree in excess of any of the height limitations established by this ordinance as set forth in SECTION IV and the land use limitations set forth in SECTION V.

B. EXISTING USES: Before any existing use or structure may be replaced, substantially altered or repaired, or rebuilt within any zone established herein, a permit must be secured authorizing such replacement, change, or repair. No permit shall be granted that would allow the establishment or creation of an airport hazard or permit a nonconforming use, structure, or tree to become a greater hazard to air navigation than it was on the effective date of this Ordinance or any amendments thereto, or than it is when the application for a permit is made. Except as indicated, all applications for such a permit shall be granted.

C. NONCONFORMING USES ABANDONED OR DESTROYED: Whenever the zoning administrator determines that a nonconforming structure or tree has been abandoned or more than 80% torn down, deteriorated, or decayed, no permit shall be granted that would allow such structure or tree to exceed the applicable height limit or otherwise deviate from the zoning regulations. Whether application is made for a permit under this paragraph or not, the zoning administrator may order the owner of the abandoned or partially destroyed nonconforming structure, at his own expense, to lower, remove, reconstruct, or equip the same in the manner necessary to conform to the provisions of this Ordinance. In the event the owner of the nonconforming structure shall neglect or refuse to comply with such order for ten days after receipt of written notice of such order, the zoning administrator may, by appropriate legal action, proceed to have the abandoned or partially destroyed

nonconforming structure lowered, removed, reconstructed, or equipped and assess the cost and expense thereof against the land on which the structure is or was located. Unless such an assessment is paid within ninety days from the service of notice thereof on the owner of the land, the sum shall bear interest at the rate of eight percent per annum from the date the cost and expense is incurred until paid, and shall be collected in the same manner as are general taxes.

SECTION IX: VARIANCES

Any person desiring to erect or increase the height of any structure, permit the growth of any tree, or use his property not in accordance with the regulations prescribed in this Ordinance may apply to the Board of Adjustment, hereinafter provided for, for a variance from such regulations. If a person submits an application for a variance by certified mail to the members of the Board and the Board fails to grant or deny the variance within four months after the last member receives the application, the variance shall be deemed to be granted by the Board. When the variance is granted by reason of the failure of the Board to act on the variance, the person receiving the variance shall notify the Board and the Commissioner, by certified mail, that the variance has been granted. The applicant shall include a copy of the original application for the variance with this notice to the Commissioner. The variance shall be effective sixty days after this notice is received by the Commissioner subject to any action taken by the Commissioner pursuant to Minnesota Statutes Section 360.063, Subdivision 6a. Such variances shall be allowed where it is duly found that a literal application or enforcement of the regulations would result in practical difficulty or unnecessary hardship, and relief granted would not be contrary to the public interest but do substantial justice and be in accordance with the spirit of this Ordinance provided any variance so allowed may be subject to any reasonable conditions that the Board or Commissioner may deem necessary to effectuate the purpose of this Ordinance.

The Board of Adjustment may request review of a variance application by the Mn/DOT Airport Zoning Director prior to making a decision.

SECTION X: HAZARD MARKING AND LIGHTING

A. NONCONFORMING USES: The owner of any nonconforming structure or tree is hereby required to permit the installation, operation, and maintenance thereon of such markers and lights as shall be deemed necessary by the zoning administrator, to indicate to the operators of aircraft in the vicinity of the airport the presence of such airport hazards. Such markers and lights shall be installed, operated, and maintained at the expense of the City of Windom.

B. PERMITS AND VARIANCES: Any permit or variance deemed advisable to effectuate the purpose of this Ordinance and be reasonable in the circumstances, and granted by the zoning administrator or Board, shall require the owner of the structure or tree in question, at his own expense, to install, operate, and maintain thereon such markers and lights as may be necessary to indicate to pilots the presence of an airport hazard.

SECTION XI: AIRPORT ZONING ADMINISTRATOR

It shall be the duty of City of Windom Building Official to administer and enforce the regulations prescribed herein. Applications for permits and variances shall be made to City of Windom Building Official upon a form furnished by them. Permit applications shall be promptly considered and granted or denied by them in accordance with the regulations prescribed herein. Variance applications shall be forthwith transmitted by City of Windom Building Official for action by the Board, hereinafter provided for.

SECTION XII: BOARD OF ADJUSTMENT

A. ESTABLISHMENT: The Cottonwood County Board of Adjustment shall serve as the Board of Adjustment for the Windom Municipal Airport Zoning Ordinance.

B. POWERS: The Board of Adjustment shall have and exercise the following powers:
   1. Hear and decide appeals from any order, requirement, decision, or determination made by the administrator in the enforcement of this Ordinance.
   2. Hear and decide special exceptions to the terms of this Ordinance upon which such Board of Adjustment under such regulations may be required to pass.
   3. Hear and decide specific variances.

C. PROCEDURES:
   1. The Board of Adjustment shall adopt rules for its governance and procedure in harmony with the provisions of this Ordinance. Meetings of the Board of Adjustment shall be held at the call of the chairperson and at such other times as the Board of Adjustment may determine. The chairperson, or in his absence the acting chairperson, may administer oaths and compel the attendance of witnesses. All hearings of the Board of Adjustment shall be public. The Board of Adjustment shall keep minutes of its proceedings showing the vote of each member upon each question or, if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall immediately be filed in the office of the zoning administrator and shall be a public record.
   2. The Board of Adjustment shall make written findings of facts and conclusions of law giving the facts upon which it acted and its legal conclusions from such facts in reversing,

affirming, or modifying any order, requirement, decision, or determination which comes before it under the provisions of this ordinance.

3. The concurring vote of a majority of the members of the Board of Adjustment shall be sufficient to reverse any order, requirement, decision, or determination of the zoning administrator or to decide in favor of the applicant on any matter upon which it is required to pass under this Ordinance, or to effect any variation in this Ordinance.

SECTION XIII: APPEALS

A. Any person aggrieved, or any taxpayer affected by any decision of the zoning administrator made in his administration of this Ordinance may appeal to the Board of Adjustment. Such appeals may also be made by any governing body of a municipality, county, or airport zoning board, which is of the opinion that a decision of the zoning administrator is an improper application of this Ordinance as it concerns such governing body or board.

B. All appeals hereunder must be commenced within 30 days of the zoning administrator's decision, by filing with the zoning administrator a notice of appeal specifying the grounds thereof. The zoning administrator shall forthwith transmit to the Board of Adjustment all the papers constituting the record upon which the action appealed from was taken. In addition, any person aggrieved, or any taxpayer affected by any decisions of the zoning administrator made in his administration of this Ordinance who desires to appeal such decision shall submit an application for a variance, by certified mail, to the members of the Board of Adjustment in the manner set forth in Minnesota Statutes Section 360.068, Subdivision 2.

C. An appeal shall stay all proceedings in furtherance of the action appealed from, unless the zoning administrator certifies to the Board of Adjustment after the notice of appeal has been filed with it, that by reason of the facts stated in the certificate a stay would, in his opinion, cause imminent peril to life or property. In such case, proceedings shall not be stayed except by order of the Board of Adjustment on notice to the zoning administrator and on due cause shown.

D. The Board of Adjustment shall fix a reasonable time for hearing appeals, give public notice and due notice to the parties in interest, and decide the same within a reasonable time. Upon the hearing, any party may appear in person, by agent, or by attorney.

E. The Board of Adjustment may, in conformity with the provisions of this ordinance, reverse or affirm, in whole or in part, or modify the order, requirement, decision or determination appealed from and may make such order, requirement, decision or determination, as may be appropriate under the circumstances, and to that end shall have all the powers of the zoning administrator.

SECTION XIV: JUDICIAL REVIEW

Any person aggrieved, or taxpayer affected, by any decision of a board of adjustment, or of any action of the commissioner taken under section 360.063, subdivisions 6 or 6a, or any governing body of a municipality or county, or any joint airport zoning board, which believes that a decision of a board of adjustment or action of the commissioner is illegal may appeal in accordance with Minnesota Statutes Chapter 14.

SECTION XV: PENALTIES

Every person who shall construct, establish, substantially change, alter or repair any existing structure or use, or permit the growth of any tree without having complied with the provision of this Ordinance or who, having been granted a permit or variance under the provisions of this Ordinance, shall construct, establish, substantially change or substantially alter or repair any existing growth or structure or permit the growth of any tree, except as permitted by such permit or variance, shall be guilty of a misdemeanor and shall be punished by a fine of not more than $1,000 or imprisonment for not more than 90 days or by both. Each day a violation continues to exist shall constitute a separate offense. The airport zoning administrator may enforce all provisions of this Ordinance through such proceedings for injunctive relief and other relief as may be proper under the laws of Minnesota Statutes Section 360.073 and other applicable law.

SECTION XVI: CONFLICTS

Where there exists a conflict between any of the regulations or limitations prescribed in this Ordinance and any other regulations applicable to the same area, whether the conflict be with respect to the height of structures or trees, the use of land, or any other matter, the more stringent limitation or regulation shall govern and prevail.

SECTION XVII: SEVERABILITY

A. In any case in which the provision of this Ordinance, although generally reasonable, is held by a court to interfere with the use or enjoyment of a particular structure or parcel of land to such an extent, or to be so onerous in their application to such a structure or parcel of land, as to constitute a taking or deprivation of that property in violation of the constitution of this state or the constitution of the United States, such holding shall not affect the application of this Ordinance as to other structures and parcels of land, and to this end the provisions of this Ordinance are declared to be severable.

B. Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the parts so declared to be unconstitutional or invalid.

SECTION XVIII: EFFECTIVE DATE

This ordinance shall take effect on the 14th day of October, 2026.

Copies thereof shall be filed with the Commissioner through the Office of Aeronautics, State of Minnesota, and the Register of Deeds, Cottonwood County, Minnesota.

Passed and adopted after meeting held by the City of Windom – County of Cottonwood Joint Airport Zoning Board this 15th day of September, 2026.

_____
Chairperson

_____
Member

_____
Member

_____
Member

EXHIBIT A

WINDOM MUNICIPAL AIRPORT ZONING ORDINANCE

This Ordinance affects all or a portion of the following sections of land:

NAME AND NUMBER OF TOWNSHIP	AIR SPACE OBSTRUCTION ZONING: Section IV of Ordinance; Page 2 of Zoning Map.	LAND USE SAFETY ZONING: Section V of Ordinance; Page 3 of Zoning Map.
Lakeside Township T105N R35W	Sections: 5, 6, 7, 8, 17, 18, 19, 20	Sections: 6, 7, 8, 18
Great Bend Township T105N R36W	Sections: 1, 2, 3, 10, 11, 12, 13, 14, 15, 23, 24	Sections: 1, 2, 10, 11, 12, 13, 14
Carson Township T106N R35W	Sections: 31, 32	Sections:
Dale Township T106N R36W	Sections: 34, 35, 36	Sections: 36

Airport Zoning Ordinance Maps

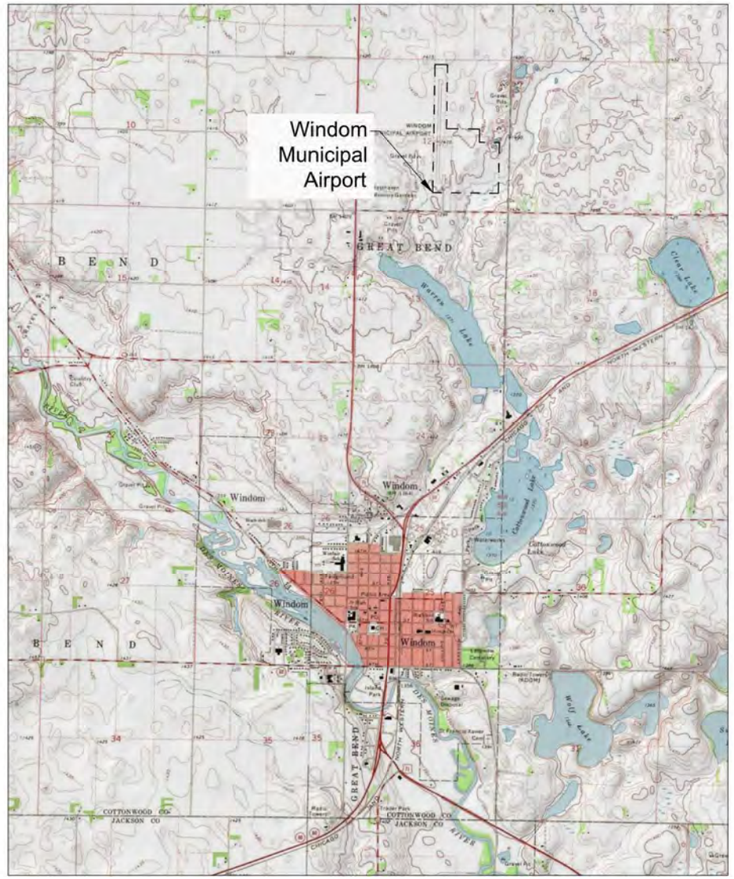
Windom Municipal Airport (MWM)

Windom, Minnesota

May 1, 2026

Index of Sheets

1. Title Sheet
2. Airport Airspace Height Zoning Plan
3. Airport Land Use Zoning Plan
4. Runway 17 MNDOT Safety Zones
5. Runway 35 MNDOT Safety Zones
6. Runway 12 MNDOT Safety Zones
7. Runway 30 MNDOT Safety Zones



Location Map



County Map

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3535 Vadnais Center Drive
St. Paul, MN 55110-3507
651.490.2000
800.325.2055
651.490.2150 fax
www.sehinc.com

Windom Municipal Airport
Windom, Minnesota
Airport Zoning Ordinance Maps

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No.	Mark	Date	Description

Revisions

Designer: KAK
Drawn By: KAK
QA/QC: JMZ
Design Team

AIP No. GRANT NUMBER

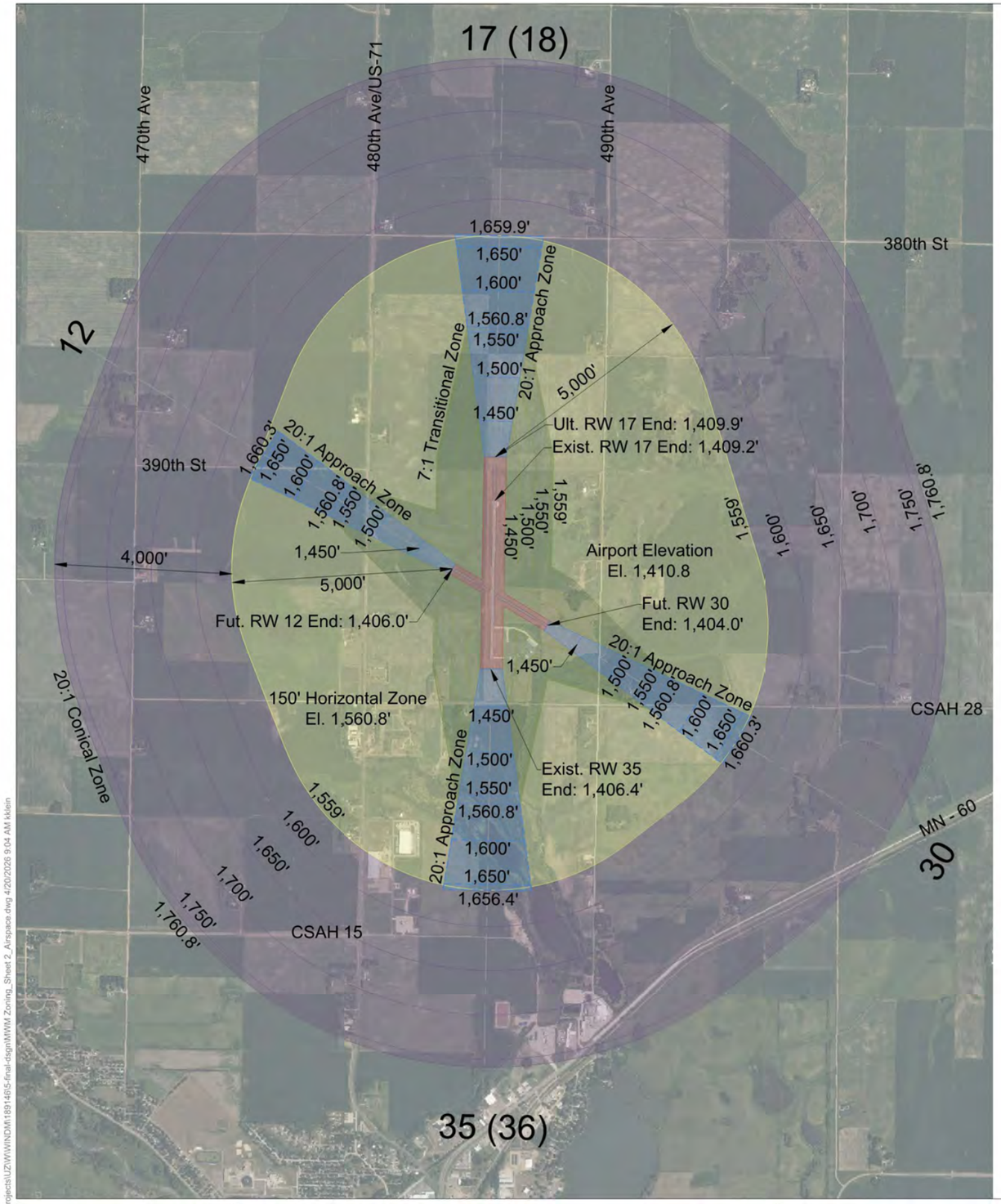
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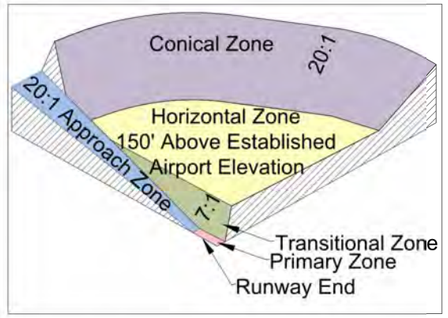
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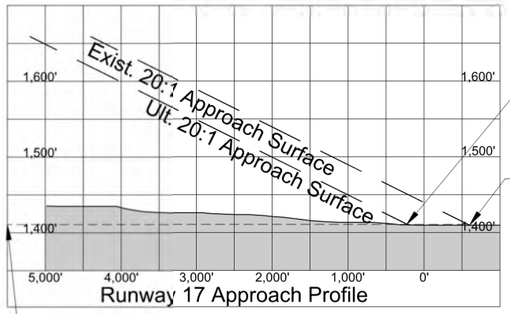
SEH File No. WINDM 189146

Date: May 1, 2026

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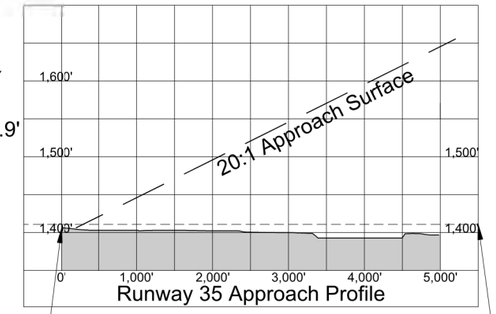






Ult. RWY
17 End
El: 1,409.9'

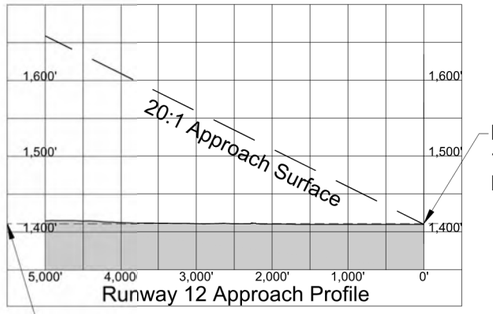
Exist. RWY
17 End
El: 1,409.2'



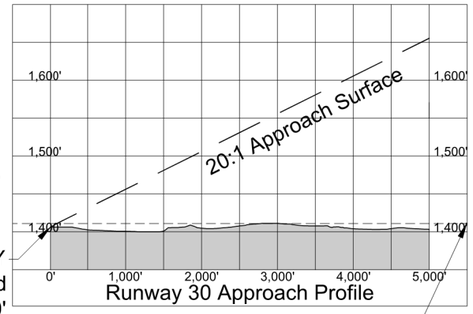
Airport
Elevation
1,410.8'

Exist. RWY
35 End
EL: 1,406.4'

Airport
Elevation
1,410.8'



Fut. RWY
12 End
El: 1,406.0'



Fut. RWY
30 End
El: 1,404.0'

Airport
Elevation
1,410.8'

Airport
Elevation
1,410.8'

FAA Approach Surface Dimensions (Part 77)

Runway	Inner Width	Length	Outer Width	Slope
17	500'	5,000'	2,000'	20:1
35	500'	5,000'	2,000'	20:1
12	250'	5,000'	1,250'	20:1
30	250'	5,000'	1,250'	20:1

N

0' 1400 2800

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Windom Municipal Airport

Windom, Minnesota

Airport Zoning Ordinance Maps

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No.	Mark	Date	Description

Revisions

Designer: KAK
Drawn By: KAK
QA/QC: JMZ
Design Team

Airport Airspace Height Zoning Plan

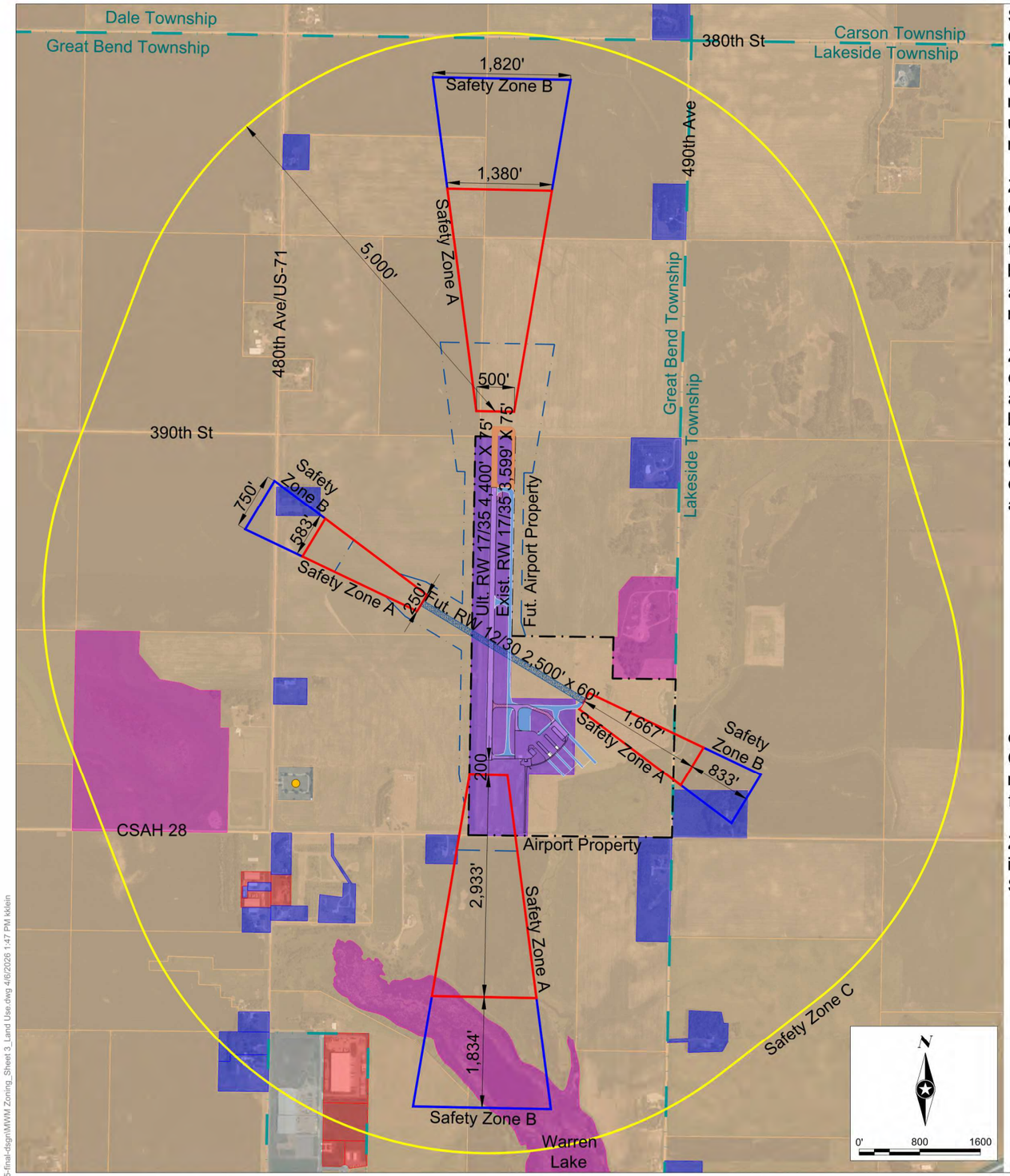
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AIP No. GRANT NUMBER SEH File No. WINDM 189146 Date: May 1, 2026

Sheet No.

2 of 7

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Safety Zone Use Restrictions:

General: Subject at all times to the height restrictions set forth in SECTION IV B, no use shall be made of any land in any of the safety zones defined in SECTION V A which creates or causes interference with the operations of radio or electronic facilities on the airport or with radio or electronic communications between the airport and aircraft, make it difficult for pilots to distinguish between airport lights and other lights, results in glare in the eyes of pilots using the airport, impairs visibility in the vicinity of the airport, or otherwise endangers the landing, taking off, or maneuvering of aircraft.

Zone A: Subject at all times to the height restrictions set forth in Subsection IV B and to the general restrictions contained in Subsection V B 1, areas designated as Zone A shall contain no buildings, temporary structures, exposed transmission lines, or other similar above ground land use structural hazards, and shall be restricted to those uses which will not create, attract, or
bring together an assembly of persons thereon. Permitted uses may include, but are not limited to, such uses as agriculture (seasonal crops), horticulture, animal husbandry, raising of livestock, wildlife habitat, light outdoor recreation (non-spectator), cemeteries, and automobile parking.

Zone B: Subject at all times to the height restrictions set forth in Subsection IV B, and to the general restrictions contained in Subsection V B 1, areas designated as Zone B shall be restricted in use as follows:

a. Each use shall be on a site whose area shall not be less than three acres.
b. Each use shall not create, attract, or bring together a site population that would exceed 15 times that of the site acreage
c. Each site shall have no more than one building plot upon which any number of structures may be erected.
d. A building plot shall be a single, uniform, and non-contrived area, whose shape is uncomplicated and whose area shall not exceed the following minimum ratios with respect to the total site area:

Site Area		Ratio of Site Area to Bldg. Plot Area	Building Plot Area (sq. ft.)	Max. Site Population (15 persons/A)
At least (Acres)	But Less than (Acres)			
3	4	12:1	10,900	45
4	6	10:1	17,400	60
6	10	8:1	32,600	90
10	20	6:1	72,500	150
20	20 & up	4:1	218,000	300

e. The following uses are specifically prohibited in Zone B: Churches, hospitals, schools, theaters, stadiums, hotels, motels, trailer courts, campgrounds, and other places of frequent public or semi-public assembly.

Zone C: Zone C is subject only to height restrictions set forth in SECTION V B, and to the general restrictions contained in SECTION V B 1.

Cottonwood County Property Classification

- Agriculture
- Commerical
- County/Public Service
- Forest/Parks/Wildlife
- Cemetery
- Industrial
- Municipal
- Residential
- State Property
- Church

Source: Cottonwood County GIS
*Note: Some layers classifications simplified/combined for viewing purposes

Runway Data		
Item	Existing	Future
Runway 17/35	3,599' x 75'	4,400' x 75'
	Paved	Paved
	Utility Non-Precision	Utility Non-Precision
Runway 12/30	N/A	2,500' x 60'
		Turf
		Utility Visual

Runway Coordinates		
Item	Existing	Future
Runway 17	Lat: 43° 55' 06.05" N	Lat: 43° 55' 13.96" N
	Long: 95° 06' 33.69" W	Long: 95° 06' 33.62" W
	El: 1,409.2'	El: 1,409.9'
Runway 35	Lat: 43° 54' 30.52" N	Same
	Long: 95° 06' 33.99" W	
	El: 1,406.4'	
Runway 12	N/A	Lat: 43° 54' 50.81" N
		Long: 95° 06' 46.48" W
		El: 1,406.0'
Runway 30	N/A	Lat: 43° 54' 38.33" N
		Long: 95° 06' 17.01" W
		El: 1,404.0'

Legend		
Existing	Future	
		Airport Property
	None	Municipal Boundary
	None	Parcel Boundary
Photo		Pavement
Photo		Ultimate Paved Runway
N/A		Future Turf Runway
	None	Safety Zone A
	None	Safety Zone B
	None	Safety Zone C

Short Elliott Hendrickson Inc.
3535 Vadnais Center Drive
St. Paul, MN 55110-3507
651.490.2000
800.325.2055
651.490.2150 fax
www.sehinc.com

Windom Municipal Airport

Windom, Minnesota

Airport Zoning Ordinance Maps

© 2026 Short Elliott Hendrickson Inc.

No.	Mark	Date	Description

Revisions

Designer: KAK
Drawn By: KAK
QA/QC: JMZ
Design Team

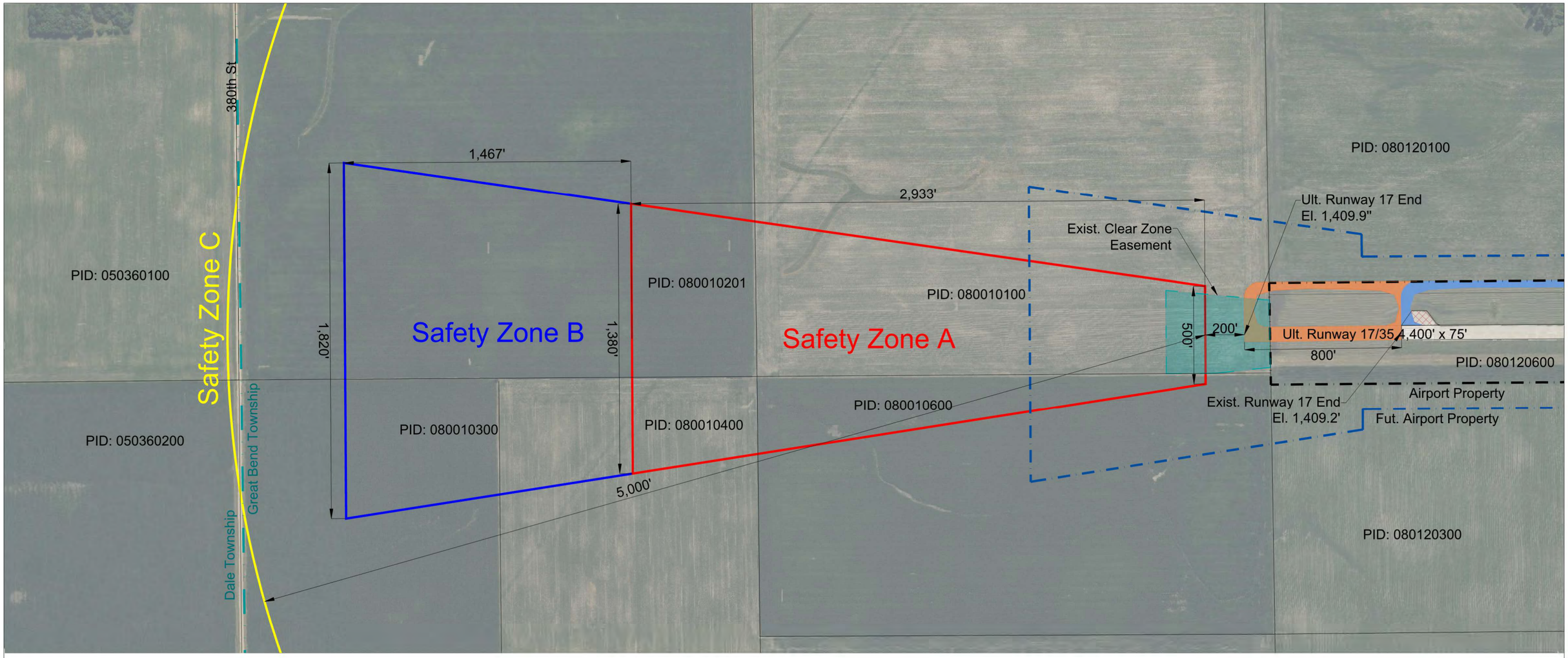
Airport Land Use Zoning Plan

DRAFT

AIP No. GRANT NUMBER SEH File No. WINDM 189146 Date: May 1, 2026

Sheet No. 3 of 7

X:\UZ\WI\WINDM\189146\5-final-dsgn\MWM Zoning_Sheet 3_Land Use.dwg 4/6/2026 1:47 PM kklein



Runway Coordinates		
Item	Existing	Future
Runway 17	Lat: 43° 55' 06.05" N	Lat: 43° 55' 13.96" N
	Long: 95° 06' 33.69" W	Long: 95° 06' 33.62" W
	El: 1,409.2'	El: 1,409.9'

Legend		
Existing	Future	
		Airport Property
	None	Municipal Boundary
	None	Parcel Boundary
Photo		Pavement
Photo		Ultimate Paved Runway
N/A		Future Turf Runway
	None	Safety Zone A
	None	Safety Zone B
	None	Safety Zone C
	None	Existing Clear Zone Easements

N

0' 250 500

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Windom Municipal Airport

Windom, Minnesota

Airport Zoning Ordinance Maps

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No. Mark Date Description

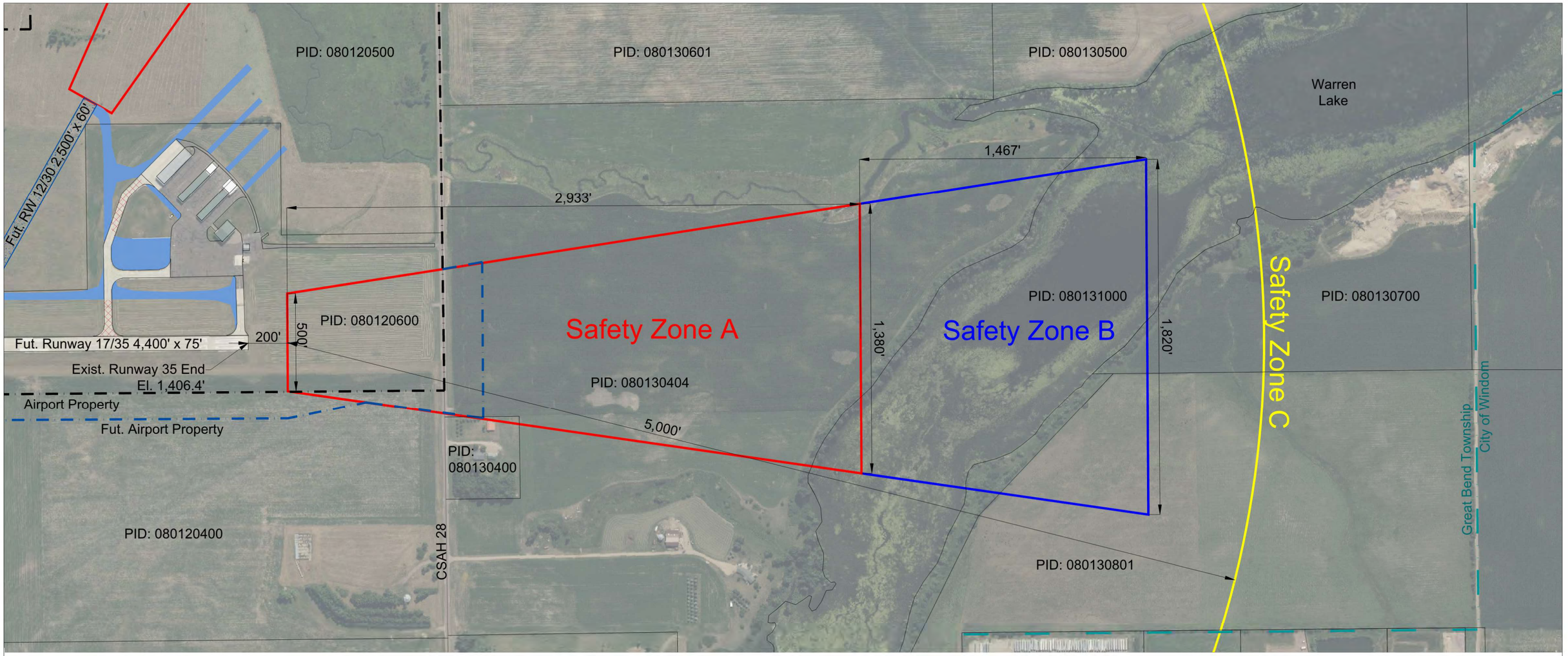
Revisions

Designer: KAK
Drawn By: KAK
QA/QC: JMZ
Design Team

Runway 17 MNDOT Safety Zones

DRAFT

AIP No. GRANT NUMBER SEH File No. WINDM 189146 Date: May 1, 2026



Runway Coordinates		
Item	Existing	Future
Runway 35	Lat: 43° 54' 30.52" N	Same
	Long: 95° 06' 33.99" W	
	El: 1,406.4'	

Legend		
Existing	Future	
		Airport Property
	None	Municipal Boundary
	None	Parcel Boundary
Photo		Pavement
Photo		Ultimate Paved Runway
N/A		Future Turf Runway
	None	Safety Zone A
	None	Safety Zone B
	None	Safety Zone C

0' 250 500

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Windom Municipal Airport

Windom, Minnesota

Airport Zoning Ordinance Maps

© 2026 Short Elliott Hendrickson Inc.

No.	Mark	Date	Description

Revisions

Designer: KAK
Drawn By: KAK
QA/QC: JMZ
Design Team

Runway 35 MNDOT Safety Zones

DRAFT

AIP No. GRANT NUMBER SEH File No. WINDM 189146 Date: May 1, 2026



Runway Coordinates		
Item	Existing	Future
Runway 12	N/A	Lat: 43° 54' 50.81" N
		Long: 95° 06' 46.48" W
		El: 1,406.0'

Legend		
Existing	Future	
		Airport Property
	None	Municipal Boundary
	None	Parcel Boundary
Photo		Pavement
Photo		Ultimate Paved Runway
N/A		Future Turf Runway
	None	Safety Zone A
	None	Safety Zone B
	None	Safety Zone C

0' 250 500

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Windom Municipal Airport

Windom, Minnesota

Airport Zoning Ordinance Maps

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No.	Mark	Date	Description

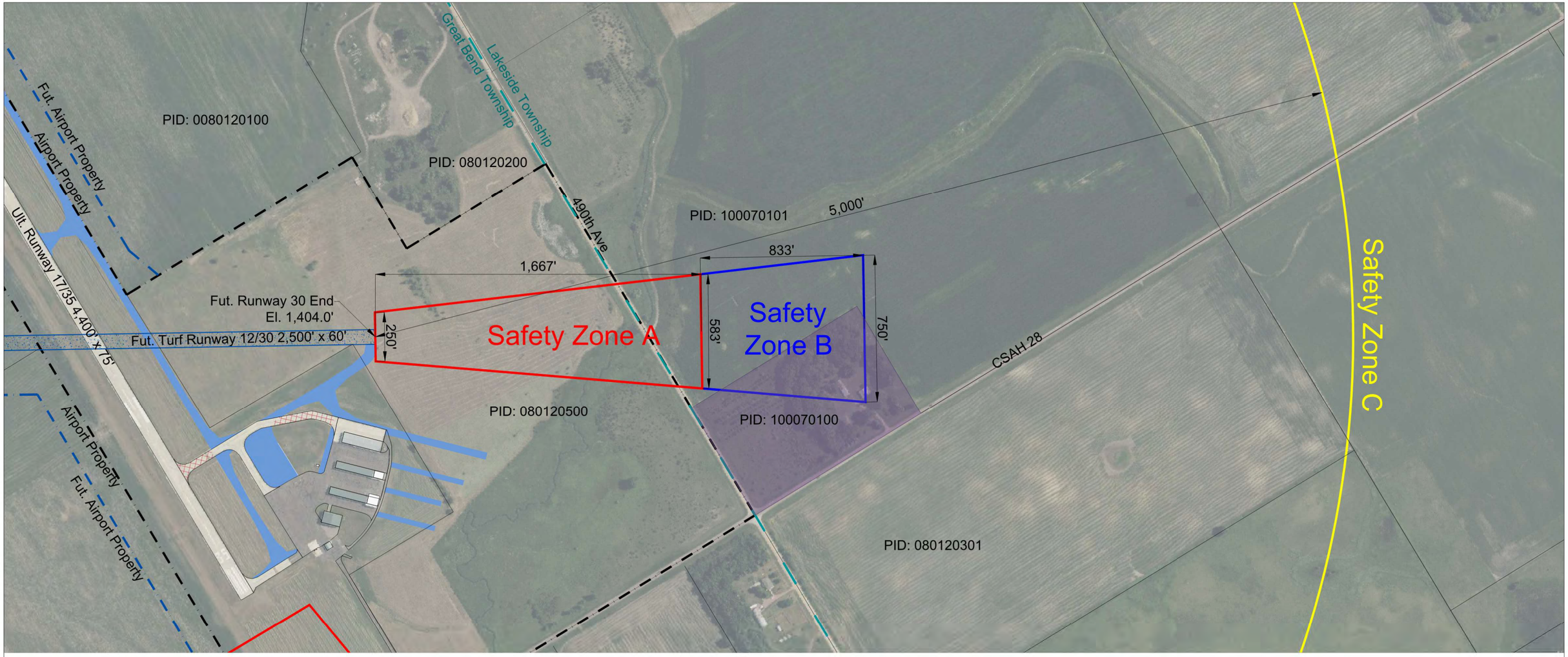
Revisions

Designer: KAK
Drawn By: KAK
QA/QC: JMZ
Design Team

Runway 12 MNDOT Safety Zones

DRAFT

AIP No. GRANT NUMBER SEH File No. WINDM 189146 Date: May 1, 2026



Runway Coordinates		
Item	Existing	Future
Runway 30	N/A	Lat: 43° 54' 38.33" N
		Long: 95° 06' 17.01" W
		El: 1,404.0'

Legend		
Existing	Future	
		Airport Property
	None	Municipal Boundary
	None	Parcel Boundary
Photo		Pavement
Photo		Ultimate Paved Runway
N/A		Future Turf Runway
	None	Safety Zone A
	None	Safety Zone B
	None	Safety Zone C
	None	Section V: Existing Land Use Exemption

0' 250 500

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Windom Municipal Airport

Windom, Minnesota

Airport Zoning Ordinance Maps

© 2026 Short Elliott Hendrickson Inc.

No.	Mark	Date	Description

Revisions

Designer: KAK
Drawn By: KAK
QA/QC: JMZ
Design Team

Runway 30 MNDOT Safety Zones

DRAFT

AIP No. GRANT NUMBER SEH File No. WINDM 189146 Date: May 1, 2026

TITLE AND SUMMARY

OF

ORDINANCE NO. 213, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM AND COTTONWOOD COUNTY JOINT AIRPORT ZONING BOARD ADOPTING AN UPDATED AIRPORT ZONING ORDINANCE FOR THE WINDOM MUNICIPAL AIRPORT

THE CITY OF WINDOM-COTTONWOOD COUNTY JOINT AIRPORT ZONING BOARD ORDAINS:

WHEREAS, the existing Windom Municipal Airport Zoning Ordinance was adopted in March 1979 and no longer reflects current airport facilities, runway configurations, land use conditions, and zoning standards; and

WHEREAS, Minnesota Statutes Sections 360.061 through 360.074 authorize municipalities and counties to adopt airport zoning regulations to protect the public health, safety, and welfare and to prevent the creation of airport hazards; and

WHEREAS, the Windom Municipal Airport is an essential public transportation facility that serves the City of Windom, Cottonwood County, and the surrounding region; and

WHEREAS, the City of Windom and Cottonwood County have completed an update to the Airport Zoning Ordinance and Airport Zoning Maps to establish current airspace protection surfaces, land use safety zones, height restrictions, and administrative procedures consistent with State of Minnesota airport zoning requirements.

NOW, THEREFORE, THE CITY OF WINDOM-COTTONWOOD COUNTY JOINT AIRPORT ZONING BOARD HEREBY AMENDS THE CITY CODE BY ADOPTING THE FOLLOWING UPDATED AIRPORT ZONING ORDINANCE:

Purpose and Authority (Section I): Establishes the purpose of protecting public health, safety, and welfare by preventing airport hazards and preserving the utility of Windom Municipal Airport.

Definitions (Section III): Updates airport-related definitions and terminology to comply with current Minnesota airport zoning standards and FAA planning criteria.

Air Space Obstruction Zoning (Section IV): Establishes updated airspace protection zones, including Primary, Horizontal, Conical, Approach, and Transitional Zones, and applies height restrictions to structures and vegetation within those areas.

Land Use Safety Zoning (Section V): Establishes Safety Zones A, B, and C and identifies permitted and prohibited land uses to minimize risks associated with aircraft operations. The ordinance also recognizes and protects qualifying existing land uses consistent with Minnesota Statutes.

Airport Zoning Maps (Section VI): Adopts updated Airport Zoning Maps prepared by SEH, Inc., dated May 1, 2025, depicting airspace protection surfaces and land use safety zones surrounding the airport.

Nonconforming Uses and Permits (Sections VII and VIII): Establishes procedures for existing nonconforming uses and identifies permit requirements for future development and modifications within airport zoning areas.

Variances, Administration, and Appeals (Sections IX through XIII): Establishes procedures for variances, administration of the ordinance, appeals, and Board of Adjustment responsibilities. The Cottonwood County Board of Adjustment is designated as the Board of Adjustment for the ordinance.

Enforcement and Effective Date (Sections XIV through XVIII): Establishes penalties, conflict provisions, severability clauses, and an effective date for the ordinance upon adoption. The ordinance repeals and replaces the previous airport zoning ordinance adopted in March 1979.

THE CITY OF WINDOM-COTTONWOOD COUNTY JOINT AIRPORT ZONING BOARD FURTHER ORDAINS THAT THIS ORDINANCE SHALL TAKE EFFECT UPON ITS ADOPTION AND THE FILING OF COPIES WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION OFFICE OF AERONAUTICS AND COTTONWOOD COUNTY AS REQUIRED BY STATE LAW.

A COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 213, 2nd SERIES IS AVAILABLE ON THE CITY'S WEBSITE AT www.windom-mn.gov OR PRINTED COPIES

ARE AVAILABLE FOR INSPECTION BY ANY PERSON AT:

Windom City Hall
444 9th Street
Windom, MN 56101
During regular office hours (Monday thru Friday – 8:00 a.m. to 4:30 p.m.)

- -

WINDOM MUNICIPAL AIRPORT ZONING ORDINANCE:
1st Joint Airport Zoning Board Meeting: May 18, 2026
Public Hearing: June 23, 2026
2nd Joint Airport Zoning Board Meeting/Adoption: September 15, 2026
First Reading: September 15, 2026

Second Reading: October 6, 2026

Publication of Title and Summary & Effective Date: October 14, 2026

This “Title and Summary” approved for publication by the Windom City Council on October 6, 2026.

CITY OF WINDOM, MINNESOTA

By Hilary Mathis, Mayor Attest: Steven Nasby, City Administrator

ACTION ITEM

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

TO: CITY COUNCIL
FROM: MATTHEW FAST, BUILDING & ZONING OFFICIAL
CC MEETING DATE: OCTOBER 6, 2026
RE: TITLE & SUMMARY OF EMERGENCY ORDINANCE (For Publication)
DEPT: BUILDING & ZONING
CONTACT: MATTHEW FAST (matthew.fast@windommn.com) (507-832-8660)

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action regarding a proposed Title & Summary:

1. Approve, by Resolution, the proposed **Title and Summary for Emergency Ordinance No. 214, 2nd Series** for publication, in lieu of publishing the entire ordinance, **by at least a 4/5 vote of the Council**.

Issue Summary/Background

The City Council adopted Emergency Ordinance No. 214, 2nd Series on September 21, 2026. Pursuant to the Emergency Ordinance, the Ordinance took effect immediately upon adoption by the City Council.

The Emergency Ordinance also provided for publication. After discussions with City Attorney Pamela Whitmore, she advised that a Title and Summary could be published in lieu of the Emergency Ordinance itself. She also recommended that the proposed Title and Summary be approved by Resolution. ***Approval of the Title and Summary requires a 4/5 vote of the Council.***

City Attorney Whitmore has reviewed the proposed Title and Summary and her edits have been incorporated in the final version which is attached. She has also approved the proposed Resolution to approve the Title and Summary and authorize its publication.

Fiscal Impact

There should be no fiscal impact to the City to adopt this Resolution.

Attachments

1. Title and Summary of Emergency Ordinance No. 214, 2nd Series;
2. Resolution Approving Title and Summary of Emergency Ordinance No. 214, 2nd Series and Authorizing Publication.

MF:mah

TITLE AND SUMMARY
OF
EMERGENCY ORDINANCE NO. 214, 2ND SERIES

AN **EMERGENCY ORDINANCE** RATIFYING THE EMERGENCY DEMOLITION OF THE UNSAFE STRUCTURE AND AUTHORIZING THE IMMEDIATE SECURING OF THE PROPERTY AT 1048 DRAKE AVENUE

BE IT ORDAINED BY THE CITY OF WINDOM, MINNESOTA, AS FOLLOWS:

SECTION 1. PURPOSE AND AUTHORITY.
Emergency Ordinance adopted pursuant to Section 3.05 of the Windom City Charter, Section 90.07(E) of the Windom City Code and Section 463.251 of Minnesota Statutes, to ratify the emergency demolition of the unsafe single-level principal structure formerly located at 1048 Drake Avenue, Windom, Minnesota (the "Property"), and to authorize the immediate securing and abatement of remaining emergency conditions on the Property. This emergency ordinance is necessary for the immediate preservation of the public peace, health, morals, safety and welfare of the City and its residents.

SECTION 2. FINDINGS.
The City Council finds as follows:
Nos. 1-11: On September 19, 2026, at approximately 3:50 a.m., Windom Fire Chief Ben Derickson and First Assistant Chief Jordan Bussa responded to assist with an active-shooter incident, remained on standby until approximately 1:30 p.m., and inspected the residence to assist in securing it and identified substantial damage. Building Official Matthew Fast was contacted to do an assessment of the stability of the remaining structure and the risk to the public. After inspection, he prepared his September 20, 2026, Report of Condition of Structure. Both fire officials and Building Official Fast, pursuant to his authority under Minn. Rules 1300.0180, determined that the structure, as it then stood, presented an immediate danger to public safety, health, and welfare.

The front of the structure was heavily damaged, north half of the front wall assembly was missing, remainder of front wall assembly had shifted off the foundation and was resting on the natural-gas service line to the structure; approximately one-third of the rear wall assembly was torn from the structure and supporting foundation was missing in that area; ceiling was damaged and exposed in the north portion of the structure; roof assembly and roof trusses sustained substantial damage. Because of the condition of these walls, the damaged rafter and truss assemblies could not reliably support the required dead loads for the roof.

The loss and displacement of wall assemblies and the compromise of shear-wall support rendered the structure unstable and unsafe for occupancy or entry. A collapse could damage the natural-gas service line, cause a natural-gas leak, and damage or compromise the neighboring residence to the north, thereby endangering occupants, emergency responders, adjoining property, and members of the public.

Delay of removal of this unsafe and dangerous structure would have unreasonably endangered persons or property and would have increased the risk of injury, death, fire, collapse, vandalism, trespass or other harm to the public.

The person occupying the Property at the time of the incident was not the record fee owner. The property tax record identifies Joyce Carey, previously deceased, as the listed owner.

SECTION 3. DECLARATION OF EMERGENCY.

Based on the foregoing findings, the City Council affirms the determination of city officials that the condition of the structure constituted a public emergency and an imminent and serious hazard to

human life and safety within the meaning of City Charter and City Code Section set forth above and in the Ordinance. Immediate action was necessary to prevent unauthorized entry, collapse, fire, explosion, utility damage, injury, death, and damage to adjoining property. Because delay would have materially increased those risks, demolition of the structure as an emergency abatement measure appropriately proceeded without prior notice or other process as permitted by Section 90.07(E), and the City Council ratifies that emergency demolition. The City Council further declares that the conditions remaining on the Property following demolition, including unsecured access, debris, possible exposed or damaged utilities, and other hazards resulting from the incident and demolition, constitute a continuing public emergency and an imminent and serious hazard to human life and safety under the same authorities. Immediate securing of the Property is therefore necessary to prevent unauthorized entry, injury, utility damage, and damage to adjoining property, and the City Council authorizes the securing measures set forth herein.

SECTION 4. ORDER AND AUTHORIZATION TO FURTHER SECURE.
The City Council orders and authorizes the City Administrator, Building Official, Fire Chief, City Attorney, and their respective designees to enter the Property and take the following actions, using reasonable means and limiting the work to measures reasonably necessary to eliminate or control the remaining emergency conditions:

1. Establish and maintain a safe exclusion zone around the property by fencing, barricades, warning signs, or other access-control measures.
2. Remove persons from the unsafe area except by authorized emergency personnel, inspectors, utility personnel, contractors, or other persons authorized by the City.
3. Coordinate the shutoff, disconnection, protection, or relocation of natural gas, electric, water, sewer, and other utility services as necessary to eliminate immediate hazards.
4. Remove or control loose debris or building components that present an immediate risk of falling, displacement, ignition, or interference with emergency operations.
5. Take any other temporary and proportionate measure the Building Official determines is immediately necessary to protect human life or safety, adjoining property, or public infrastructure.
6. Pursue abatement of the remaining nuisance conditions under otherwise applicable law.

SECTION 5. IMPLEMENTATION, DOCUMENTATION, AND COSTS.
City personnel shall document the condition of the Property and emergency work performed. The City may seek recovery of its costs from the appropriate responsible person, and may assess, certify, or otherwise collect those costs, only as authorized by applicable law.

SECTION 6. SEVERABILITY.
If any provision of this ordinance is held invalid, the invalidity does not affect any other provision that can be given effect without the invalid provision.

SECTION 7. EFFECTIVE DATE.
The City Council finds that this ordinance is immediately necessary for the preservation of public health and safety. This ordinance takes effect immediately upon adoption and shall be signed, recorded, and published as required by the Charter and applicable law. This ordinance shall automatically expire when the City Administrator or Building Official determines that the nuisance and hazardous conditions on the Property have been abated through City action or voluntary remediation by the property owner.

Exhibits: A–Building Office Report of Condition of Structure, B–Photographs, C–Fire Chief Report, D–Property Tax Record, and E–Obituary of Joyce Carey.

- -

Adoption of Emergency Ordinance by City Council & Effective Date: September 21, 2026

Approval of Title & Summary by City Council: October 6, 2026 Publication: October 14, 2026

- -

NOTICE: A COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 214, 2ND SERIES IS AVAILABLE ON THE CITY'S WEBSITE AT www.windommn.gov OR PRINTED COPIES ARE AVAILABLE FOR INSPECTION BY ANY PERSON AT:

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

During regular office hours (Monday thru Friday – 8:00 a.m. to 4:30 p.m.)

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

During regular library hours: Monday – 9:00 a.m. to 7:00 p.m.
Tuesday thru Friday – 9:00 a.m. to 5:30 p.m.
Saturday – 9:00 a.m. to 12:00 p.m.

CITY OF WINDOM, MINNESOTA
By Hilary Mathis, Mayor Attest: Steven Nasby, City Administrator

RESOLUTION #2026-

INTRODUCED:

SECONDED:

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

RESOLUTION APPROVING TITLE AND SUMMARY OF EMERGENCY ORDINANCE NO. 214, 2ND SERIES AND AUTHORIZING PUBLICATION

WHEREAS, at an Emergency Meeting on Monday, September 21, 2026, the Windom City Council adopted Emergency Ordinance No. 214, 2nd Series, entitled "An Emergency Ordinance Ratifying the Emergency Demolition of the Unsafe Structure and Authorizing the Immediate Securing of the Property at 1048 Drake Avenue"; and

WHEREAS, Minnesota Statutes Section 412.191, Subdivision 4 provides that in the case of lengthy ordinances, a title and summary of an ordinance may be published in lieu of the ordinance itself if the title and summary conforms to the provisions of said Section; and

WHEREAS, due to the length of Emergency Ordinance No. 214, 2nd Series, it is appropriate to publish a title and summary in lieu of the entire ordinance; and

WHEREAS, a proposed Title and Summary of Emergency Ordinance No. 214, 2nd Series has been prepared, reviewed by the City Attorney, and presented for review by the City Council.

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

1. The text of the proposed Title and Summary of Emergency Ordinance No. 214, 2nd Series is hereby approved and the City Council has determined that said text clearly informs the public of the intent and effect of the ordinance.

2. The Title and Summary includes the required notice that a copy of the Emergency Ordinance will be available for inspection by any person at the Building & Zoning Office in City Hall and at the Public Library during normal business hours and provides addresses for these locations.

3. The City Council directs that only the Title and Summary of Ordinance No. 214, 2nd Series, conforming to Minnesota Statutes, Section 331A.01, Subdivision 10, is required to be published.

Adopted this 6th day of October, 2026.

_____
Hilary Mathis, Mayor

ATTEST:_____
Steven Nasby, City Administrator

ACTION ITEM

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

TO: Steve Nasby and the City Council
FROM: Jon Ketzenberg, Street and Parks Superintendent
DATE: **September 18th 2026**
RE: Street Closure
DEPT: Street & Parks Department
CONTACT: Jon.ketzenberg@windommn.com

Recommendations/Options/Action Requested:

Windom Area Health has requested that the city close 17th street starting at the High School to 9th Ave, 9th Ave to 19th street, 19th street to 6th Ave, 6th Ave to 11th street, 11th street to 4th Ave, 4th Ave to 9th street, 9th street to 3rd Ave, 3rd Ave to 10th street, 10th street to 4th Ave around the square. For a 5K Turkey Trot November 14th 2026 from 7am to 12pm. See attached map. The Street Superintendent and Police Chief both approve of the street closure.

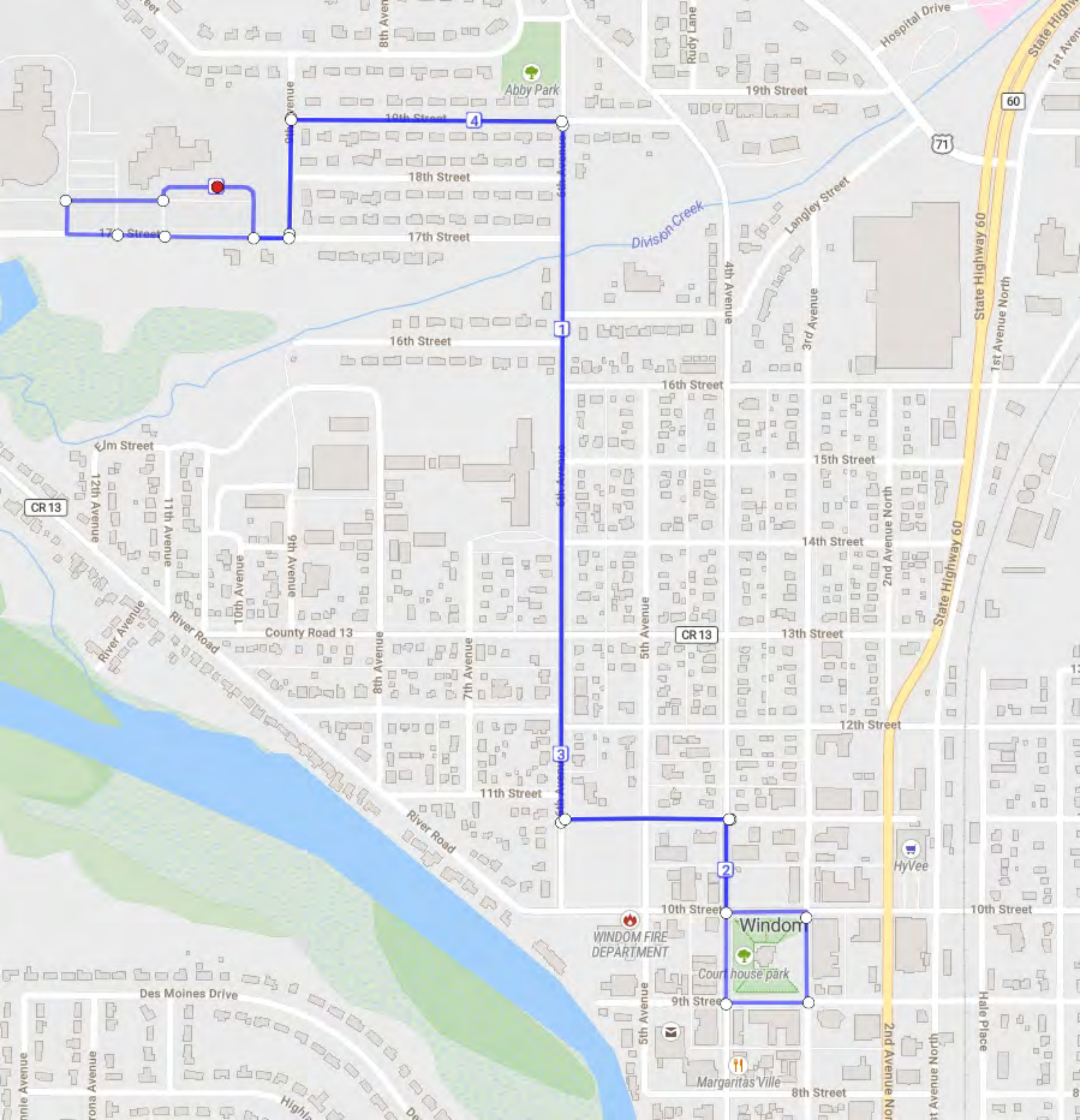
Issue Summary/Background:

Windom Area Health has approval from the school to utilize their elementary lot and building. They are hoping to encourage business to sponsor and be able to utilize the storefronts around the square. The plan is to have volunteers at each intersection on the route to allow for cars to cross during breaks in the runners and make sure to help keep runners safe. The Street Department will bring barricades up for them and pick them up.

Fiscal Impact:

None.

Attachments


Abby Park
19th Street
18th Street
17th Street
16th Street
Langley Street
Division Creek
4th Avenue
3rd Avenue
1st Avenue North
State Highway 60
Hospital Drive
Rudy Lane
71
60
4
1
Elm Street
12th Avenue
11th Avenue
9th Avenue
CR 13
15th Street
14th Street
2nd Avenue North
County Road 13
8th Avenue
7th Avenue
5th Avenue
13th Street
12th Street
11th Street
3
2
River Avenue
River Road
HyVee
10th Street
WINDOM FIRE DEPARTMENT
Windom
Court house park
9th Street
Margaritas Ville
8th Street
Des Moines Drive
Hale Place

ACTION MEMO

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: John Nelson, Liquor Store Manager
DATE: September 17, 2026
RE: 8th Annual MN Municipal Beverage Association (MMBA) Fire Department Fundraiser

In an effort to help cities promote the community value of their municipal liquor store operations, the Minnesota Municipal Beverage Association (MMBA), in partnership with MolsonCoors, coordinated the 8th annual fundraiser benefiting local fire departments.

This event ran from August 1st to September 11th. The event helps to raise additional money for local fire departments as many are running on very tight budgets. The following are results from the promotion.

Pallet Raffle: This is still ongoing, but a good majority of the raffle tickets are out in the public or already turned in. By the end of the promotion, all tickets will be sold out with 1,000 tickets printed. All the remaining tickets are left with our local firefighters to sell before the winner will be drawn at the end of the Fire Prevention Week Pancake Breakfast on October 11th at 1p.m. at the Windom Emergency Services Facility.

Boot Donation: Molson/Coors has printed special fire boots for displays, we placed our as the register and collected $93 cash, which has been turned over to the Windom Fire Department Relief Association.

Bourbon Fundraiser: On September 12th we did a Rare/Allocated Bourbon release drawing in which attendees all got a free registration ticket. They were able to make a donation to the fire department for additional registrations, and the Windom Fire Department Relief Association collected $740 over an hours' time and helped with the drawing.

Fund Transfer/Donation: On July 7th, the city council approved a fund transfer/donation based on a portion of sales of Coors Banquet & Coors Light from August 1st to September 11th. The transfer/donation was broken down as the following:

- $1 for every 24pk Package Sold
- $0.75 for every 15pk/18pk Package Sold
- $0.50 for every 9pk/12pk Package Sold
- $0.25 for every 6pk Package Sold

I am pleased to announce that this resulted in a transfer of $566.50, which will be transferred from the Liquor Store Fund to the Fire Department General Fund to be used to offset equipment purchases. Previous years transfers were $573.00 in 2025, $692.50 in 2024 and $607.50 in 2023.

A motion will be needed to approve the transfer of $566.50 from the Liquor Store Fund to the Fire Department General Fund.

2026 8th Annual MMBA Fire Department Fundraiser
Coors Sales & Transfer Total

PLU #	Description	Qty	Transfer	Total Transfer
00007199017037	COORS BANQUET 12PK BTLS	46	$0.50	$23.00
00007199000047	COORS BANQUET 12PK CANS	36	$0.50	$18.00
00007199038642	COORS BANQUET 15pk-16oz Alum	6	$0.75	$4.50
00071989017030	COORS BANQUET 24PK BTLS	23	$1.00	$23.00
00007199011600	COORS BANQUET 24PK CAN	35	$1.00	$35.00
00000719907028	COORS BANQUET 6PK BTLS	20	$0.25	$5.00
00007199000529	COORS BANQUET 6PK-16oz CAN	12	$0.25	$3.00
00007199077008	COORS EDGE N/A 12PK CAN	6	$0.50	$3.00
00007199077005	COORS EDGE N/A 6PK BTL	11	$0.25	$2.75
00007199030069	COORS LT 12PK BTL	15	$0.50	$7.50
00007199000048	COORS LT 12PK CANS	75	$0.50	$37.50
00007199009527	COORS LT 15pk-16oz Alum	40	$0.75	$30.00
00007199030078	COORS LT 18NR	1	$0.75	$0.75
00007199030017	COORS LT 18PK CAN	16	$0.75	$12.00
00007199030079	COORS LT 24PK BTLS	4	$1.00	$4.00
00007199031600	COORS LT 24PK CAN	174	$1.00	$174.00
00007199030128	COORS LT 24PK-16oz CANS	163	$1.00	$163.00
00007199030005	COORS LT 6PK BTLS	12	$0.25	$3.00
00007199032000	COORS LT 6PK-16oz CANS	43	$0.25	$10.75
00007199030009	COORS LT 6PK-7oz BTLS	7	$0.25	$1.75
00007199030104	COORS LT 9PK-16oz ALUM	10	$0.50	$5.00
	Totals:	**755**		**$566.50**

ACTION ITEM

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

TO: City Council
FROM: Tim Snyder, Community Center Director
DATE: 10/1/26
RE: Community Center –Hiring On-Call Part-Time Maintenance Asst.
DEPT: Community Center
CONTACT: Tim.Snyder@windommn.com

Recommendations/Options/Action Requested

Director of Community Center recommends that the City Council approve the hiring of Evan Kish and Mitchell Palm-Fisher for the On-Call part-time maintenance position for events at a starting wage of $14.25 per hour.

Issue Summary/Background

The Community Center is replacing 2 of our On-Call Part-time Maintenance positions for events. We have had 3 of our on-call employees move away to attend college and with post event cleanup and set-up needed over the next 6 months we are happy to fill these limited hour positions. One of them will also be helping at the Arena in an on-call part-time position as well due to an unexpected retirement/opening as needed.

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Fiscal Impact

No fiscal impact to the budget as these people are replacements for previously budgeted positions.

Attachments

1. No attachments

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: Kari Hanson, Director, Windom Public Library
DATE: October 6, 2026
RE: **Library** Non-Union On-Call Library Clerk
DPT: Library
CONTACT: Kari Hanson Kari.Hanson@windommn.com

Recommendations/Options/Action Requested

It is recommended that the City Council approve the hiring of Jana Banico as an on-call Non-Union Library Clerk.

Issue Summary/Background

We advertised for an on-call position due to an on-call staff resignation in August. We interviewed those we thought were qualified applicants. We extended an offer to one candidate, Jana Banico, and she accepted.

With that, it is my recommendation to hire Jana Banico at a rate of $13.00. This wage is in accordance with the Non-Union Part-Time Wage Scale approved at the Windom City Council Meeting on January 9, 2026.

Fiscal Impact

The fiscal impact is minimal as these hours are already budgeted hours during normal operations, but will require some training time.

Attachments

None

MEMORANDUM

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: October 1, 2026
RE: Swimming Pool – FEMA Appeal
CONTACT: Steve.Nasby@windommn.com

The City was informed by FEMA and the Minnesota office of Homeland Security and Emergency Management (HSEM) that our 2nd Appeal for the Windom Pool has been denied. A copy of the letter from FEMA is attached.

This essentially ends the appeal process with FEMA as 44 CFR Part 206, Subpart G 206.206 (b) (3) states that either path of a 2nd Appeal or Arbitration is available after a 1st Appeal.

When the City Council decided to file the 2nd Appeal it also directed staff to file for an Alternate Project to use the $85,171 for demolition costs of the existing pool instead of using those funds for repair costs. HSEM was provided with the Alternative Project request and informed the City that was not available until FEMA's decision on the 2nd Appeal was received. Since that FEMA decision is now known, HSEM is processing the City's request for the Alternative Project.

If the Council decides to move ahead with demolition of the existing pool structure, a hazardous materials determination needs to be made for the possible presence of lead, asbestos or other toxic substances. Pending receipt of the hazardous materials study the specifications for demolition can be developed as required by the State and bids\quotes can be obtained as the demolition work.

U.S. Department of Homeland Security
Washington, DC 20472

FEMA

September 23, 2026

Allison Farole, Director
Minnesota Department of Public Safety
Homeland Security and Emergency Management
3925 Pheasant Ridge Drive NE
Blaine, MN 55449

Hilary Mathis, Mayor
City of Windom
444 9th Street
Windom, MN 56101

Re: Second Appeal – City of Windom, PA ID: 033-70798-00, FEMA-4797-DR-MN, Grants Manager Project (GMP) 758193, Result of the Declared Incident

Dear Director Farole and Mayor Mathis:

This is in response to the July 30, 2026 letter from the Minnesota Department of Public Safety (Recipient), which forwarded the referenced second appeal on behalf of the City of Windom (Applicant). The Applicant is appealing the U.S. Department of Homeland Security's Federal Emergency Management Agency's (FEMA) denial of funding for the replacement of its community swimming pool and associated components.

As explained in the enclosed analysis, I have determined that the Applicant has not demonstrated that the replacement of the swimming pool shell, sealer coating, swimming pool deck, sand filters, or underground piping is required as a direct result of the declared incident. Accordingly, I am denying this appeal.

This determination is the final decision on this matter pursuant to 44 C.F.R. § 206.206.

Sincerely,

Robert Pesapane

Robert M. Pesapane
Director, Public Assistance

Enclosure
Second Appeal Analysis

cc: Frederic Kaehler
Acting Regional Administrator
FEMA Region 5

SECOND APPEAL ANALYSIS
City of Windom, PA ID 033-70798-00
FEMA-4797-DR-MN, Grants Manager Project 758193
Result of the Declared Incident

Background

As a result of severe storms and flooding, on June 28, 2024, the President declared a major disaster (FEMA-4797-DR-MN) in the state of Minnesota, with an incident period of June 16, 2024, through July 4, 2024. The City of Windom (Applicant) claimed the flood caused its community swimming pool (Facility) to fail completely, rendering it unable to hold water, due to the loss of patch material and damage to the swimming pool sealer coating, deck plumbing, filters, heaters, pump motor, and pad-mounted transformer. The Applicant requested Public Assistance (PA) funding to replace the swimming pool and associated components. FEMA created Grants Manager Project (GMP) 758193 to document the Applicant's claim of $2,385,171.25.

The Facility was constructed in 1965 and last substantially renovated in 1980. Post-disaster reports from Albertson Engineering, Inc. (AEI) and Burbach Aquatics, Inc. (BAI) found the swimming pool was functional prior to the disaster but in poor condition; BAI also assessed the pool's remaining useful life.[1] AEI identified voids under the swimming pool shell and stated the voids were likely caused by a combination of long-term water leakage through the swimming pool shell and floodwater pressure. However, AEI stated the number of voids caused by flood hydrostatic pressure could not be quantified because no predisaster ground-penetrating radar (GPR) data existed.[2] AEI also summarized predisaster technical reports from 2007, 2016, and 2018, concluding that they documented years of deterioration, including poor swimming pool and deck condition, cracking, shifting at construction joints, concrete spalling, poor soil support, compressible soils, and frost-heave susceptibility.[3]

On November 7, 2025, FEMA issued a revised Determination Memorandum (DM), partially approving the project and denying $2,300,000.00 for replacement of the swimming pool shell, sealer coating, swimming pool deck, sand filters, and underground pipes because the Applicant had not demonstrated the work was required as a direct result of the declared incident. FEMA approved $85,171.25 for damage to the swimming pool heaters, pump motor, and a pad-mounted transformer.[4]

First Appeal

The Applicant appealed FEMA's determination, acknowledging the swimming pool was near the end of its economic life but arguing it was operational, passed State inspections, and was licensed in 2024 when the declared flooding occurred. The Applicant requested approval of one of three funding options: $520,947.92 based on BAI's remaining useful life estimate;

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[1] Albertson Eng'g Inc., *Windom Swimming Pool Assessment Report*, at 3, 6 (Jan. 22, 2025) [hereinafter *AEI Report*], at 3, 6; Burbach Aquatics, Inc., *Windom Swimming Pool Facility Condition Evaluation*, at 2 (Mar. 24, 2025) [hereinafter *BAI Report*].
[2] *AEI Report*, at 6.
[3] *Id.* at 1-3.
[4] FEMA originally issued the DM on August 1, 2025 (DM 36401); however, the DM contained an inadvertent error, incorrectly listing the amount denied as $2,100,000.00. Accordingly, FEMA issued a corrected DM on November 7, 2025. The Applicant timely appealed the first DM and then again appealed the DM after it was reissued.

$227,500.00 for demolition costs if, consistent with the DM, FEMA determined the swimming pool had no remaining economic life; or $2,385,171.25 in total, based on AEI's GPR analysis and the Applicant's position regarding eligible flood-related damage.

On January 29, 2026, the Recipient transmitted the first appeal, supporting the Applicant's request and stating that the swimming pool was operational, maintained, repeatedly passed state of Minnesota inspections, and was licensed prior to the disaster.

On May 28, 2026, the Region 5 Acting Regional Administrator denied the appeal. FEMA found that the Applicant had not demonstrated the claimed damage was a direct result of the declared disaster. FEMA concluded that the record showed extensive predisaster deterioration, poor soil support, prior cracking, and prior leakage, and did not distinguish preexisting damage from disaster-related damage.

Second Appeal

On July 23, 2026, the Applicant submitted a second appeal, again asserting that FEMA's denial was incorrect because the swimming pool was operating, functioning, and State-permitted before the 2024 flooding disaster. The Applicant relies on State license and inspection information from 2019 through 2024, BAI's March 24, 2025 facility condition evaluation, and AEI's January 22, 2025 assessment report. The Applicant contends that these documents show the swimming pool was operational before the flood and that flood-related hydrostatic pressure caused the swimming pool's loss of function. The Applicant also asserts that hydraulic pressure ruptured underground piping and that the swimming pool vessel and piping should be included in eligible flood-related damage. The Applicant requests that FEMA approve funding based on either BAI's remaining life estimate of $520,947.92 or the claimed replacement cost of $2,885,000.00 identified in the BAI report

On July 30, 2026, the Recipient transmitted the second appeal, supporting the Applicant's request and stating that the Facility was fully functional before the disaster and would still be in use but for the storm event.

Discussion

FEMA may provide Public Assistance funding for the repair, restoration, reconstruction, or replacement of a public facility damaged by a major disaster.[5] To be eligible, the work must be required as a result of the declared incident.[6] FEMA does not provide PA funding for the repair of damage caused by deterioration, deferred maintenance, negligence, or an applicant's failure to take measures to protect a facility from further damage.[7] The Applicant is responsible for

[5] Robert T. Stafford Disaster Relief and Emergency Assistance Act § 406(a)(1), Title 42, United States Code (U.S.C.) § 5172(a)(1) (2018).
[6] Title 44 of the Code of Federal Regulations (C.F.R.) § 206.223(a)(1) (2024); *Public Assistance Program and Policy Guide*, FP 104-009-2, at 51-52 (June 1, 2020) [hereinafter *PAPPG*].
[7] *PAPPG,* at 52.

demonstrating that damage was caused directly by the declared incident and, where pre-existing damage exists, distinguishing disaster-related damage from preexisting damage.[8]

Here, the Applicant requests PA assistance to replace the swimming pool and associated components. Although the record shows the main swimming pool was licensed and operational shortly before the flood, these operational records do not establish the predisaster structural integrity of the facility.[9] The State's inspection records primarily address operational safety, water chemistry, signage, and deck compliance.[10] Consequently, they do not provide a structural baseline showing that the swimming pool shell, subgrade, construction joints, sealer coating, or underground piping were sound immediately before the incident. Instead, the overall record documents substantial preexisting deterioration.

Historical reports from 2007 and 2016 described the swimming pool facility as being in poor or failing condition, noting severe deck cracking, shifting at construction joints, concrete spalling, prior repair issues, and deterioration expected to continue.[11] Geotechnical reports from 2016 and 2018 also identified chronically poor subsurface conditions, including limited bearing capacity, compressible soils, and frost-heave susceptibility.[12] These conditions confirm that severe structural vulnerabilities long predated the disaster.

Moreover, post-disaster engineering assessments failed to differentiate disaster-caused damage from preexisting conditions. While AEI identified voids beneath much of the swimming pool area it concluded that they likely resulted from a combination of long-term moisture leakage and floodwater pressure.[13] AEI also noted that the specific volume of voids caused by flood-related hydrostatic pressure could not be quantified because no predisaster GPR data existed.[14] The lack of baseline data supports FEMA's determination that the record does not distinguish preexisting subsurface voids or structural distress from incident-related damage.

BAI's report similarly does not establish eligibility for the claimed replacement work. Although BAI stated that the swimming pool was operational before the flood and estimated that it had 10 years of remaining useful life, it also acknowledged that the swimming pool was under distress, experiencing deterioration, and had voids beneath much of the swimming pool floor.[15] BAI's remaining useful life estimate is an asset valuation opinion and does not demonstrate that replacement of the swimming pool vessel, deck, sealer coating, sand filters, or underground piping was required due to the declared incident.[16]

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[8] *Id.* at 51-52, 63-64; FEMA Second Appeal Analysis, *Charlotte Cnty.*, FEMA-4734-DR-FL, at 2 (Nov. 24, 2025).
[9] Brown-Nicollet Env't Health, License No. 3058, City of Windom Pool (expires Dec. 31, 2024); Brown-Nicollet Env't Health, Swimming Pool/Spa Inspection Report, City of Windom Pool, at 1 (June 11, 2024) [hereinafter *2024 Inspection Report*].
[10] *2024 Inspection Report*, at 1-2; Brown-Nicollet Env't Health, Swimming Pool/Spa Inspection Report, City of Windom Pool, at 1 (June 12, 2023); Brown-Nicollet Env't Health, Swimming Pool/Spa Inspection Report, City of Windom Pool, at 1 (June 14, 2022).
[11] *AEI Report*, at 2-3.
[12] *Id.*
[13] *Id.* at 6.
[14] *Id.*
[15] *BAI Report*, at 2.
[16] *Id.* at 2, 8-9.

The Applicant's second appeal does not provide any new technical analysis, predisaster structural documentation, repair records, leak testing, piping inspection results, or engineering calculations sufficient to establish distinct, quantifiable disaster-related damage. While, on second appeal, the Applicant newly asserts that hydrostatic pressure ruptured underground piping, the record does not include testing, excavation, inspection, repair documentation, or engineering analysis identifying a rupture, its location, its extent, or how it was caused by the declared incident. In fact, BAI stated that the underground piping was not observable during its site visit.[17] FEMA likewise could not inspect the buried plumbing in its site inspection.

Consequently, the Applicant has not demonstrated that replacing the swimming pool shell, deck, sealer coating, sand filters, or underground piping is required as a direct result of the declared disaster. Without documentation distinguishing incident-caused damage from pre-existing deficiencies, the claimed rupture of the underground piping remains unsubstantiated.

Conclusion

The Applicant has not demonstrated that the replacement of the swimming pool shell, sealer coating, swimming pool deck, sand filters, or underground piping is required as a result of the declared incident. Therefore, this appeal is denied.

[17] *BAI Report*, at 3.

additional information. If discrepancies in the claim cannot be resolved through a field review, a Federal audit may be conducted. If the Regional Administrator determines that eligible costs exceed the initial approval, he/she will obligate additional funds as necessary.

[55 FR 2304, Jan. 23, 1990, as amended at 64 FR 55161, Oct. 12, 1999; 79 FR 76086, Dec. 19, 2014; 82 FR 43, Jan. 3, 2017]

§ 206.206 Appeals and arbitrations.

(a) ***Definitions.*** The following definitions apply to this section:

Administrator means the Administrator of the Federal Emergency Management Agency.

Amount in dispute means the difference between the amount of financial assistance sought for a Public Assistance project and the amount of financial assistance for which FEMA has determined such Public Assistance project is eligible.

Applicant has the same meaning as the definition at § 206.201(a).

Final agency determination means:

(1) The decision of FEMA, if the applicant or recipient does not submit a first appeal within the time limits provided for in paragraph (b)(1)(ii)(A) of this section; or

(2) The decision of FEMA, if the applicant or recipient withdraws the pending appeal and does not file a request for arbitration within 30 calendar days of the withdrawal of the pending appeal; or

(3) The decision of the FEMA Regional Administrator, if the applicant or recipient does not submit a second appeal within the time limits provided for in paragraph (b)(2)(ii)(A) of this section.

Recipient has the same meaning as the definition at § 206.201(m).

Regional Administrator means an administrator of a regional office of FEMA, or his/her designated representative.

Rural area means an area with a population of less than 200,000 outside an urbanized area.

Urbanized area means an area that consists of densely settled territory that contains 50,000 or more people.

(b) ***Appeals and arbitrations.*** An eligible applicant or recipient may appeal any determination previously made related to an application for or the provision of Public Assistance according to the procedures of this section. An eligible applicant may request arbitration to dispute the eligibility for assistance or repayment of assistance.

(1) ***First appeal.*** The applicant must make a first appeal in writing and submit it electronically through the recipient to the Regional Administrator. The recipient must include a written recommendation on the applicant's appeal with the electronic submission of the applicant's first appeal to the Regional Administrator. The recipient may make recipient-related appeals to the Regional Administrator.

(i) ***Content.*** A first appeal must:

(A) Contain all documented justification supporting the applicant or recipient's position;

(B) Specify the amount in dispute, as applicable; and

(C) Specify the provisions in Federal law, regulation, or policy with which the applicant or recipient believes the FEMA determination was inconsistent.

(ii) *Time limits.*

(A) The applicant may make a first appeal through the recipient within 60 calendar days from the date of the FEMA determination that is the subject of the appeal and the recipient must electronically forward to the Regional Administrator the applicant's first appeal with a recommendation within 120 calendar days from the date of the FEMA determination that is the subject of the appeal. If the applicant or the recipient do not meet their respective 60-calendar day and 120-calendar day deadlines, FEMA will deny the appeal. A recipient may make a recipient-related first appeal within 60 calendar days from the date of the FEMA determination that is the subject of the appeal and must electronically submit their first appeal to the Regional Administrator.

(B) Within 90 calendar days following receipt of a first appeal, if there is a need for additional information, the Regional Administrator will provide electronic notice to the recipient and applicant. If there is no need for additional information, then FEMA will not provide notification. The Regional Administrator will generally allow the recipient 30 calendar days to provide any additional information.

(C) The Regional Administrator will provide electronic notice of the disposition of the appeal to the applicant and recipient within 90 calendar days of receipt of the appeal or within 90 calendar days following the receipt of additional information or following expiration of the period for providing the information.

(iii) *Technical advice.* In appeals involving highly technical issues, the Regional Administrator may, at his or her discretion, submit the appeal to an independent scientific or technical person or group having expertise in the subject matter of the appeal for advice or recommendation. The period for this technical review may be in addition to other allotted time periods. Within 90 calendar days of receipt of the report, the Regional Administrator will provide electronic notice of the disposition of the appeal to the recipient and applicant.

(iv) *Effect of an appeal.*

(A) FEMA will take no action to implement any determination pending an appeal decision from the Regional Administrator, subject to the exceptions in paragraph (b)(1)(iv)(B) of this section.

(B) Notwithstanding paragraph (b)(1)(iv)(A) of this section, FEMA may:

(*1*) Suspend funding (see 2 CFR 200.339);

(*2*) Defer or disallow other claims questioned for reasons also disputed in the pending appeal; or

(*3*) Take other action to recover, withhold, or offset funds if specifically authorized by statute or regulation.

(v) *Implementation.* If the Regional Administrator grants an appeal, the Regional Administrator will take appropriate implementing action(s).

(vi) *Guidance.* FEMA may issue separate guidance as necessary to supplement paragraph (b)(1) of this section.

(2) ***Second appeal.*** If the Regional Administrator denies a first appeal in whole or in part, the applicant may make a second appeal in writing and submit it electronically through the recipient to the Assistant Administrator for the Recovery Directorate. The recipient must include a written recommendation on the applicant's appeal with the electronic submission of the applicant's second appeal to the Assistant Administrator for the Recovery Directorate. The recipient may make recipient-related second appeals to the Assistant Administrator for the Recovery Directorate.

(i) ***Content.*** A second appeal must:

(A) Contain all documented justification supporting the applicant or recipient's position;

(B) Specify the amount in dispute, as applicable; and

(C) Specify the provisions in Federal law, regulation, or policy with which the applicant or recipient believes the FEMA determination was inconsistent.

(ii) ***Time limits.***

(A) If the Regional Administrator denies a first appeal in whole or in part, the applicant may make a second appeal through the recipient within 60 calendar days from the date of the Regional Administrator's first appeal decision and the recipient must electronically forward to the Assistant Administrator for the Recovery Directorate the applicant's second appeal with a recommendation within 120 calendar days from the date of the Regional Administrator's first appeal decision. If the applicant or the recipient do not meet their respective 60-calendar day and 120-calendar day deadlines, FEMA will deny the appeal. If the Regional Administrator denies a recipient-related first appeal in whole or in part, the recipient may make a recipient-related second appeal within 60 calendar days from the date of the Regional Administrator's first appeal decision and the recipient must electronically submit their second appeal to the Assistant Administrator for the Recovery Directorate.

(B) Within 90 calendar days following receipt of a second appeal, if there is a need for additional information, the Assistant Administrator for the Recovery Directorate will provide electronic notice to the recipient and applicant. If there is no need for additional information, then FEMA will not provide notification. The Assistant Administrator for the Recovery Directorate will generally allow the recipient 30 calendar days to provide any additional information.

(C) The Assistant Administrator for the Recovery Directorate will provide electronic notice of the disposition of the appeal to the recipient and applicant within 90 calendar days of receipt of the appeal or within 90 calendar days following the receipt of additional information or following expiration of the period for providing the information.

(iii) ***Technical advice.*** In appeals involving highly technical issues, the Assistant Administrator for the Recovery Directorate may, at his or her discretion, submit the appeal to an independent scientific or technical person or group having expertise in the subject matter of the appeal for advice or recommendation. The period for this technical review may be in addition to other allotted time periods. Within 90 calendar days of receipt of the report, the Assistant Administrator for the Recovery Directorate will provide electronic notice of the disposition of the appeal to the recipient and applicant.

(iv) ***Effect of an appeal.***

(A) FEMA will take no action to implement any determination pending an appeal decision from the Assistant Administrator for the Recovery Directorate, subject to the exceptions in paragraph (b)(2)(iv)(B) of this section.

(B) Notwithstanding paragraph (b)(2)(iv)(A) of this section, FEMA may:

(*1*) Suspend funding (see 2 CFR 200.339);

(*2*) Defer or disallow other claims questioned for reasons also disputed in the pending appeal; or

(*3*) Take other action to recover, withhold, or offset funds if specifically authorized by statute or regulation.

(v) ***Implementation.*** If the Assistant Administrator for the Recovery Directorate grants an appeal, the Assistant Administrator for the Recovery Directorate will direct the Regional Administrator to take appropriate implementing action(s).

(vi) ***Guidance.*** FEMA may issue separate guidance as necessary to supplement paragraph (b)(2) of this section.

(3) ***Arbitration —***

(i) ***Applicability.*** An applicant may request arbitration from the Civilian Board of Contract Appeals (CBCA) if:

(A) There is a dispute of the eligibility for assistance or of the repayment of assistance arising from a major disaster declared on or after January 1, 2016; and

(B) The amount in dispute is greater than $500,000, or greater than $100,000 for an applicant for assistance in a rural area; and

(C) The Regional Administrator has denied a first appeal decision or received a first appeal but not rendered a decision within 180 calendar days of receipt.

(ii) ***Limitations.*** A request for arbitration is in lieu of a second appeal.

(iii) ***Request for arbitration.***

(A) An applicant may initiate arbitration by submitting an electronic request simultaneously to the recipient, the CBCA, and FEMA. See 48 CFR part 6106.

(B) ***Time limits.***

(*1*) An applicant must submit a request for arbitration within 60 calendar days from the date of the Regional Administrator's first appeal decision; or

(*2*) If the first appeal was timely submitted, and the Regional Administrator has not rendered a decision within 180 calendar days of receiving the appeal, an applicant may arbitrate the decision of FEMA. To request arbitration, the applicant must first electronically submit a withdrawal of the pending appeal simultaneously to the recipient and the FEMA Regional Administrator. The applicant must then submit a request for arbitration to the recipient, the CBCA, and FEMA within 30 calendar days from the date of the withdrawal of the pending appeal.