CITY COUNCIL MEETING
July 7, 2026
City Council Chamber
6:30 p.m.

CITY OF WINDOM, MN
444 Ninth Street, P. O. Box 38
Windom, MN 56101
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AGENDA

Call to Order
Pledge of Allegiance

1. Consent Agenda
   - Minutes
     - Council Minutes – June 16, 2026
     - Community Center Commission – June 15, 2026
     - Joint Airport Zoning Board – June 23, 2026
     - Joint Government Meeting – June 29, 2026
     - Utility Commission – June 25, 2026
   - Amplification Permit – Windom Area Chamber of Commerce – July 16, 2026
   - Exempt Gambling Permit – Friends of Windom Parks – July 16, 2026
   - Regular Bills

2. Department Heads

3. 2025 Alley Project
   - Public Hearing
   - Resolution – Adopting an Assessment Roll

4. Ordinance No. 207, 2nd Series – Minor Code Revisions Recommendations
   - Title & Summary

5. Ordinance No. 208, 2nd Series – Crematories and Pet Crematories
   - Second Reading
   - Title & Summary

6. Ordinance No. 209, 2nd Series – Granting a Nonexclusive Franchise – Minnesota Energy Resources
   - Second Reading
   - Title & Summary

7. Ordinance No. 210, 2nd Series – Implementing a Franchise Fee – Gas Energy Providers
   - Second Reading
   - Title & Summary

8. Cottonwood County Fair – Cowboy Mounted Shooting Association – Hold Harmless Agreement

9. Windom Apartments LLC – Letter of Agreement for PACE Loan

10. River Bend Liquor – Fire Department Fundraiser – Fund Transfer

11. Street Closure Request – July 16th – Windom Chamber Hot Dog Night

12. New Business

13. Old Business
    - FEMA Appeal Discussion
14. Council Comments
15. Adjourn

Preliminary

Regular Council Meeting
City Hall, Council Chamber
June 16, 2026
6:30 p.m.

1. Call to Order:
   The meeting was called to order by Mayor Hilary Mathis

2. Roll Call:

Council Present:	Mayor Hilary Mathis, Jenny Quade, James Nelson and Scott Benson
Council Absent:	Dennis Esplan and Jayesun Sherman
City Staff Present:	Steve Nasby, City Administrator; Jon Ketzenberg, Streets & Parks Superintendent; Matt Fast, Building Official; Tim Snyder, Community Center Director and Devin Kopperud, Assistant Police Chief

3. Pledge of Allegiance

4. Consent Agenda:

   - Minutes
     - Council Minutes – June 2, 2026
     - Joint Airport Zoning Board – May 18, 2026
     - Library Board – June 9, 2026
     - Planning Commission – June 9, 2026
   - Business Solicitation Permits
     - Marleen Must – Southwestern Advantage
   - Amplification Permit – Windom Methodist Church – October 4, 2026
   - Regular Bills

Motion by Nelson second by Benson to approve the Consent Agenda. Motion carried 3 – 0.

5. Department Heads:
   None.

6. Windom Area School District – Soaring Eagles Child Care Center:
   Nasby said that the City had been awarded the State DEED grant for $100,000 to be used for the Soaring Eagles Child Care Center at Highland. The school is the building owner and will be doing all the renovation work and operation of the Child Care Center. The City is acting as a pass-though for the State funds and the School is the subrecipient. The Memorandum of Understanding lays out basis guidelines and notifies the school of the State DEED regulations that need to be followed along with noting the City would not be financially liable for the local match. Council approval is needed for the MOU and also to ratify the Mayor and City Administrator's execution of the DEED grant which the Council authorized at the June 2, 2026 meeting.

   Motion by Nelson second by Quade to approve the MOU between the City and School District for the Soaring Eagles Child Care Center Motion carried 3 – 0.

Nasby said the DEED grant is for the renovation of the Highland Building for Child Care and the school as the owner has lined up the architect and contractor. They will be responsible for the renovation and work with the City on the DEED grant draws. The total DEED grant project is $275,000 which includes furnishings and equipment. The School will draw from the donated funds as the required match for the project and all of those funds have been secured.

Motion by Benson second by Quade to ratify the DEED grant agreement for the Soaring Eagles Child Care Center for $100,000. Motion carried 3 – 0.

7. EDA TIF 1-22 Assignment – Lakeside Apartments -
Nasby said that the owners of Lakeside Apartments are in the process of selling the property. The owners and the purchaser, Premier Windom MN LLC, have requested that the City approve the assignment of the TIF Note which has a remaining balance of $470,785.94 as of December 2025. The new owners would be taking on the development agreement and the restrictions thereof. As part of the assignment the deferred payment of $75,000 due to the City for the sale of the land would be paid to the City. The EDA Board has recommended the assignment of the TIF contingent on the land payment being made.

Motion by Benson second by Nelson to approve the assignment of the TIF Note and remaining tax increment on Lakeside Apartments' property in TIF 1-22 to Premier Windom MN LLC contingent on Premier's assumption of Contract and Covenants and the payment of $75,000 to the City of Windom. Motion carried 3 – 0.

8. 2nd Reading – Ordinance No. 207 – 2nd Series – Minor Code Revisions:
Matt Fast, Building Official, said that this ordinance contains some clean-up language for parking language, clarification as to classifications and to add a footnote that was missed when Chapter 152 was amended in 2023. If this is passed, they are requesting approval to publish a title and summary.

Motion by Benson second by Quade to approve the 2nd Reading of Ordinance No. 207, 2nd Series as presented. Motion carried 3 – 0.

Nasby said that the title and summary requires a 4/5 vote of the Council and due to the absence of members this cannot be considered. The city will either have to publish the ordinance as required by statute or bring back the approval for title and summary publication at the next Council meeting, but staff would check with the City Attorney for the preferred action needed.

9. 1st Reading – Ordinance No. 208, 2nd Series – Adding New Sections and Subsections to City Code:
Fast said that there had been a request to look at additions to the I-1 Light Industrial Zoning District for crematories and pet crematories. The Planning Commission reviewed the potential land use in this zone and are recommending the addition of crematories as a conditional use.

Benson asked if there is a business interested in this type of use. Fast said they did have an inquiry.

Quade asked where the I-1 is for this type of use. Fast replied the North Windom Industrial Park.

Motion by Benson second by Quade to approve the 1st Reading of Ordinance No. 208, 2nd Series for a new sections and subsections to City Code, I-1 as presented. Motion carried 3 – 0.

10. 1st Reading – Ordinance No. 209, 2nd Series – Granting a Nonexclusive Franchise - MERC:
Nasby said that the City has had a franchise agreement with Minnesota Energy Resources Company (MERC) and their predecessors with the most recent franchise agreement expiring later this year. The City Council has discussed the renewal of the franchise agreement and the document has been

reviewed by both the City Attorney and MERC. This ordinance is simply renewing the franchise agreement, whereas the next item on the agenda considers adding a franchise fee.
Motion by Quade second by Benson to approve the 1st Reading of Ordinance No. 209, 2nd Series as presented. Motion carried 3 – 0.

11. 1st Reading – Ordinance No. 210, 2nd Series – Implementing a Franchise Fee - MERC:
Nasby said the Council previously had information regarding the ability to consider a franchise fee, customer information from MERC and held a work session. At the work session there was a consensus of the Council to consider adding a franchise fee of $2.50/meter per month for residential; $15.00/meter per month for commercial businesses and $30.00/meter per month for industrial users as shown by MERC customer classifications. There was also discussion that funds raised through this franchise fee would be used for street seal-coating and street repairs. This ordinance is the implementation of the franchise fee, which if passed would need to be submitted to the Minnesota Public Utilities Commission for approval which is a 90-day process and then MERC would need a little time to build it into their rate structure.

Quade said that the Street Committee discussed the cycle of street maintenance and seal-coating to help preservation. It is an additional cost to people but we need to maintain the streets and it benefits the whole community. If not this fee then where does the money come from? It would be increasing the tax levy and the Council tries hard to keep that as low as possible. This is a 25-year franchise agreement so that is why this is being looked at now versus not having an option later.

Nelson said he is not sure how people will accept the new fee, as it is an additional tax and cost. He would only vote yes if the funds were assured to go to the streets.

Mathis said that the Council had a productive work session and a lot of blocks of seal-coating can be done with some new revenue. The points raised are all valid, but she would like to see some additional monies for streets.

Motion by Benson second by Quade to approve the 1st Reading of Ordinance No. 210, 2nd Series as presented. Motion carried 2 – 1 (Nelson).

12. Contractor Payments:
Jon Ketzenberg, Streets & Parks Superintendent, said that DGR Engineering and city staff are recommending approval of Payment #2 to Svoboda Excavating, Inc for the 2026 Street Project in the amount of $442,379.85

Motion by Nelson second by Benson to approve pay request #2 to Svoboda Excavating in the amount of $442,379.85 for the 2026 Street Project. Motion carried 3 – 0.

13. Personnel Recommendations:
Nasby said the Personnel Committee and EDA Board President Stacie Sanow interviewed four candidates for the EDA Director position and are recommending the hiring of James Hanson according to the employment terms outlined in the Council packet. Mr. Hanson is present this evening.

Motion by Benson second by Quade to approve the hiring of James Hanson as EDA Director according to the employment terms agreed upon. Motion carried 3 – 0.

James Hanson introduced himself and said he is excited to start the position in Windom. He is familiar with the community as he did some work with Hylife Foods when he was at South Central College's workforce office.

Quade, Benson, Nelson and Mathis welcomed Mr. Hanson to the community.

Tim Snyder, Community Center Director, said that Sharon Erpestad had retired after about 15 years of service to the Community Center and thanked her. As such, he is recommending the hiring of Delaney Smith for an on-call bartender position.

Motion by Benson second by Nelson to hire Delaney Smith as an on-call bartender for the Community Center. Motion carried 3 – 0.

14. New Business:
Nasby asked if the Council would consider action on a contract with GigTel for Windomnet, which is the phone service switch conversion from Meta Switch to VoIP. Nasby said that the Telecom Commission had approved the move earlier this year and that the compliance issues with the Meta Switch and cost savings are driving the move to VoIP. Ron Schramel, had reviewed the contact and the city has a 90-day termination clause so it can be ended early if needed. He said that GigTel is used by both SMBS and Federated.

Motion by Benson second by Nelson to approve the GigTel agreement for Windomnet. Motion carried 3 – 0.

15. Old Business:
Nasby said the Council requested some information on the FEMA Appeal denial. In the Council packet is information on the City's options. The FEMA representative in Chicago has been emailed the questions about the disaster funds received and if those can be used for demolition, if the City can appeal the FEMA decision and request demolition\clean-up funding. As of the Council meeting there has been no reply from FEMA. The State HSEM office has offered their help and support in whatever path the City decides to undertake. Also, the question about how the demolition must be conducted was answered via MPCA who stated that the demolition must include testing for asbestos, obtain a State permit and all materials including in-ground items such as the shell and plumbing must be removed from the site. These regulations will make the demolition more expensive than burying it in place. Since there are still some answers pending and the appeal deadline is a little way out, he recommended pushing any action to the July 7th City Council meeting.

Council concurred and will have this item on the next meeting agenda for possible action.

16. Council Comments:
Benson said that people are jumping off the dock at the lake and that is a dangerous activity and safety concern. There are signs posted saying jumping off the dock is prohibited. The Police Department has also put out a social media post. Riverfest was a great event.

Quade thanked the Riverfest Committee, volunteers and the parade entries. It was good to see so many people out and enjoying the community.

Mathis said it was an excellent Riverfest, well attended and well received by the public. She thanked the city departments that put in additional work and time. The new management company from Windom Landing contacted her so that was positive and looks forward to changes. She wished everyone a Happy July 4th.

17. Adjournment:
Mayor Mathis adjourned the meeting by unanimous consent at 7:21 p.m.

______________________________ Attest: ______________________________

Hilary Mathis, Mayor Steve Nasby, City Administrator

Community Center Commission

Monday June 15, 2026

Community Center- 1750 Cottonwood Lake Drive

5:30 p.m.

AGENDA

Call to Order @ 5:31pm

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

- **Approval of minutes from May 11th meeting. Motion by Voehl, 2nd by Hanson.**

- **Director Report**
    1. Personnel Report-

Delaney Smith is a new hire; she will be an on-call bartender. Replacing Sharon Erpestad who has retired. Sharon has worked for over 14 years in various roles at the Windom Community Center; Thank You for everything you have done at the WCC.

2. Financial Report – May

Above average profit April/May. City financials not available.

- **Old Business**
    1. Update on Bob Byers Bench and Wall projects.

Wall project is still getting completed by Matt Masters; addition of more paver stones. Completion date TBA. Bench has been installed on old Girl Scout concrete slab. Flowers have been eaten twice by rabbits / deer; bushes or tree may be solution.

2. Indoor Garage Sale form.

Operator Certificate of Compliance form will need to be filled out with all future Indoor Garage Sales; SD-19 form for businesses or non-business form.

- **New Business**
    1. Senior Center temperature concerns.

Andrea Nerhuis and Caroline Torkelson joined the meeting to discuss concerns about the temperature in the senior room. They would like to see it adjusted from 72 degrees to 73 degrees; was their recommendation.

Discussion was held: Board appointed Hanson to investigate possibly redirecting the air so it does not blow onto the table they are sitting at. Building Policy is 72 degrees; all year long. HVAC's also control humidity throughout the facility, no change in policy. This policy was developed over 20 years ago. Director surveyed other Community Centers (Springfield, New Ulm, Heron Lake, Lakefield); all set their building temperatures at 70 degrees.

Solutions offered: 1) bring a sweater/coat 2) use Sr. Dining room, 3) move table from under AC vent, 4) turn off AC in the morning, turn on at 4:00pm,5) diverter placed on AC vents.

Motion by William Hanson, 2nd by Mitch Voehl , to Contact Ace Hardware to check on a diverter for AC vents. Senior Center Board will pay for diverter per William Hanson suggestion. Also approving that the air be shut off from 7:30 am – 4:00 pm as has been tested for the last two week. Temperatures rise in the afternoon to 73-75 degrees in the Sr. Center. Vote:3-0 passed.

2. Patio's Green Concrete.
    a. Cover
    b. Removal

Board discussion on concrete covering versus full cutout and pour new. Action taken: Mitch Voehl is going to look into concrete grinding and determine if coating would work vs replacing partial section options.

    c. Thank you to Windom Manufacturing Class (bench) and Landscaping Class for patio (bushes) and entrances (flowers).
3. Fire alarm Monitoring System
    a. Two recent false pulls
    b. Damage

Damaged Pull from a false alarm will be paid by customer.

4. Recent Security Concerns.

Police calls on the outdoor of the property. Was addressed and secured with local PD.

5. Indoor Garage Sale Form and Feedback Form

Discussion : Feedback from was discussed. Action : No critiques were given on the form created by Tim Snyder; City attorney was involved and clarification of SD-19 form for businesses and non-business form will be kept on file.

6. Addition to Wedding Package.

Discussion : Bridal Shower as a possible package addition; could be included into the wedding package for a dollar amount to stimulate more weddings. Board Members liked this idea.

No action taken; will be discussed at July meeting as to cost addition.

Addition to notes: Fire department is looking for a Knox box for the outside of the building for access. Will be discussed again in July. Cost would be $705.00 for Knox box, price of new door is under this. Also would be part of the insurance claim. No action taken.

- **Commissioner Comments: Jim N.-none, Scott B.-none, Mitch V.-none, Linda S.-none, William H.-none, Brady H.-none, Tim S.- none.**
-
- **Adjourn @ 6:37pm**

1. Next Meeting: July 13, 2026 Meeting moved to July 20, 2026

Motion to approve minutes by Mitch Voehl and Seconded by Brady Haugen

JOINT AIRPORT ZONING BOARD
PUBLIC HEARING – ZONING UPDATE
Council Chambers
June 23, 2026

Call Meeting to Order: The Joint Airport Zoning Board meeting was called to order at 6:00 P.M.

Members Present: Members Present: Jared Baloun (Chair), Matthew Fast (Secretary), Wayne Maras and Kevin Stevens
Members Absent: None
Airport Commission Members: Scott Benson
City Staff Present: Leesa Arndt, Accounting and Administrative Support Specialist; Steve Nasby, City Administrator; Tayler Lehmann, Accountant
Others: Jacque Zirbes, Sr. Aviation Planner SEH; Anna Wegener, Aviation Planning Intern SEH; Bruce Nagorske; Cody Klassen; Stan Klassen

I. **AGENDA APPROVAL**

Motion by Maras, second by Stevens to approve the meeting agenda. Motion carried 4 – 0.

II. **DISCUSSION / BUSINESS ITEMS**

A. SEH presentation:
Zirbes explained that airport zoning is a requirement of the State of Minnesota, adding the FAA is not involved. The zoning process is broken into six steps. The JAZB is on Step 3, holding the first public hearing. Once the JAZB approves the Resolution for the Proposed Airport Zoning Ordinance, SEH will submit the documentation for the MNDOT Commissioner's official order.

Procedural Statutes Chapter 360, Section 360.061 through 360.074 along with zoning rules noted in Minnesota Administrative Rules Chapter 8800 that are used to regulate the process and requirements. Zoning is intended to restrict hazardous land uses to the operation safety of aircrafts using the airport, along with the safety of property on the ground and in the air near the airport. Zirbes emphasized that zoning must reflect existing, future, and ultimate runway conditions. Failure to stay in compliance with the airport's planned development would jeopardize State funding.

Zirbes showed pictorial diagrams to the board. The noted changes are listed as:

1979 Ordinance	Proposed Ordinance
Runway 11/29 = 3,600'	Runway 17/35 = Ultimate Length 4,400'
Runway 10/28 = 4,200'	Runway 12/30 = Future Length 2,500'
Safety Zone = 6,000' Radius	Safety Zone = 5,000' Radius

The proposed changes reflect the 2014 Approved Airport Plan and ultimate planned conditions.

Zirbes stated that there are separate air space zoning requirements (height) and land use zoning requirements for the airport. Airspace standards are defined in Federal Aviation Administration (FAA) 14 CFR Part 77 and applies to any proposed construction or alteration of structures in the zoned areas. Land use safety zoning has three defined zones. Zone A and Zone B restrict incompatible land uses, where Zone C is aimed at height restrictions. Zirbes stated existing land uses at the time of the Zoning Ordinance (Section V.B.5) do not present an airport hazard (as long as they remain unchanged). The updated Zoning Ordinance is not retroactive (Section VII). Zirbes added that nothing is required to change in the construction or alteration of any structure if work began prior to and is completed within two years of the effective date of the Ordinance.

B. Baloun opened the Public Hearing at 6:11 P.M.

Bruce Nagorske, 38280 County Road 2, Bingham Lake, stated that he is currently constructing a cattle yard building and if this is an acceptable use. Zirbes and Nagorske further looked at the location based on the new zoning map. The location is outside of zoned areas. Any new construction within the orange Zone C, would have a 150' height limit requirement and abstain from any reflective materials (i.e., solar panels). Nagorske further asked the processes required to obtain a variance. Zirbes stated that an application would be processed through the Cottonwood County Zoning Department and would also need MNDOT approval before construction can commence. Nagorske asked what type of crosswind runway would be built and the "approximate" time frame. Zirbes replied that it would be a grass runway and it is projected within the next five years according to the airport master plan.

Cody Klassen and Stanley Klassen, 48328 County Road 28, Windom, expressed their concerns about the crosswind runway. They noted the angle of the runway is not conducive for farming along with the potential flooding of the northwest area, the devaluation of land, and the new tile that was placed in the area that would be affected. Klassen is also considering adding irrigation in this area. Nasby replied that the 2014 Approved Airport Plan conducted a public hearing and concerns about the runway were heard at that time. The meeting in 2014 determined that the crosswind was necessary. Zirbes added that any flooding potential on the grass runway would be addressed by engineers when the runway project is constructed. She also noted lands within Zones A & B would not be able to be "row" farmed due to the runway zoning requirements. Klassen asked if the crosswind runway is designed for smaller planes, is there an actual use. Zirbes responded that the FAA determines justification at 95% coverage and Windom would need additional crosswind usability to meet the necessary percentage. Windom is one of the few airports needing a crosswind runway to cover small planes unable to aviate through the Northwest/Southeast winds. Stevens gave an example of smaller medical planes that have had to land at surrounding airports (Worthington or Jackson) with medical staff to be transported further distances. Klassen asked if the crosswind runway could move further East. Nasby explained that the engineering firm used as much of city owned property as possible along with complying with public roadways and landing requirements. Maras mentioned a title inquiry on land may have documentation of airport zoning. Klassen further asked about drainage issues. Zirbes stated if the tiling is owned by the County, SEH would have documentation of the tiling and property easements. Baloun added that property owners should be protected by the State Statute in regards to drainage law protection.

Baloun asked if there were any other attendees wishing to speak. Hearing none, Baloun closed the Public Hearing at 6:34 P.M.

III. **<u>RESOLUTION – JAZB 2026-02 – PROPOSED ZONING ORDINANCE SUBMISSION TO DOT</u>**

Board Member Maras introduced the JAZB Resolution No. 2026-02, entitled "RESOLUTION #JAZB 2026-02 OF THE CITY OF WINDOM – COUNTY OF COTTONWOOD JOINT AIRPORT ZONING BOARD AS TO A PROPOSED ZONING ORDINANCE" and moved its adoption. The Resolution was seconded by Fast and on roll call vote: Aye: Maras, Baloun, Stevens and Fast. Nay: None. Absent: None. Abstain: None. Resolution passed 4 - 0.

IV. **<u>ADJOURN</u>**

Baloun adjourned the meeting by unanimous consent at 6:38 P.M.

____
Jared Baloun, Chairperson Date

Attest: ______________________________
Matthew Fast, Secretary Date

I hereby certify that the foregoing minutes are a true and correct copy of the original minutes.

SEAL OR
NOTARY STAMP

____
Accounting and Administrative Support Specialist

My Commission Expires on __________________________

Joint Government Meeting Minutes
June 29, 2026
City of Mountain Lake – City Hall
5:30 p.m.

1. **Call to Order**: City of Mountain Lake – Mayor Mike Nelson

2. **Roll Call**: James Westerman (City of Storden)
Jamie Frank (Windom Area Schools)
Hilary Mathis and Steve Nasby (City of Windom)
Donna Gravley, Tom Appel and Kelly Thongvivong (Cottonwood County)
Mike Nelson (Mountain Lake)
Ryan Sokolofsky (Bingham Lake)

3. **Brief Updates from Schools - County – Municipalities:**

Nasby said that Windom has hired a new EDA Director starting July 6th. Work continues on 1st Avenue and the traffic lights will be done this fall. Still discussing how to approach FEMA with the swimming pool appeal. Toro and Premium Iowa Pork have recently hired. Windom Apartments have been completed and still hoping for new housing at the former Cemstone site.

Sokolofsky said that they have removed 35 trees. Working on a storm sewer lines and tile cleaning\repairs. Hail damage to City buildings and will be re-building their lift station.

Nelson said that the new power plant is well underway and a new 12-unit apartment building is starting this week. Pow Wow event was excellent. The hotel will be opening in July. Work progressing on the fire and ambulance hall.

Westerman said that they are seeing tree removals by residents all around town. They have Storden's 125th Anni8versary in 2027 and have started a volunteer committee. Their Farm and City Day event is upcoming.

Thongvivong said that they have made an offer to a Public Works Director. An insurance broker is being hired to look at health insurance options and pricing. Courthouse maintenance is mostly done. Working on plans for moving Public Health and Family Services to the building on N. Highway 71 so maybe annexing that property into the City for utility services. Labor negotiations are up this year too.

Frank said the school has the track re-surfacing project going and is replacing some flooring in the high school. They are doing well with teacher and para hirings but still need food service. The legislature had bills for the MN Permanent School Fund which would increase the school assistance from 2.5% of the fund to 4.5%, which means about $89,000 more to the Windom school. This will be an amendment to the MN Constitution that will be on the ballot in November 2026.

4. **Soaring Eagles Child Care Center - Update:**
   Frank said that the funds for the renovation have been raised, including the $100,000 DEED grant, and construction is starting. The anticipated opening date is September 1st and they have a sign-up form on-line. There are over 25 children signed up so far. She acknowledged all of the funding partners and their contributions.

5. **2026 General Election Overview and Legislative Candidates:**
   Cottonwood County Commissioners have three seats up and filing closed with only the incumbents filing. Storden, Mountain Lake and Bingham Lake have two council seats open and the Mayor spot as the Mayors have 2-year terms. Windom has three council seats up. None of the filing periods for the cities has started yet.

   Nasby noted that Representative Fogelman had been invited to the meeting and asked if the candidates should be invited to the August meeting. Consensus of the group was to wait until after the elections and invite whomever is elected to future meetings.

6. **Old Business – Experiences with MN Paid Leave Program:**
   Discussion on how the State is behind with approving and paying the applications. All found it hard to hire for temporary positions which can be 2 – 12 weeks in duration. All agreed that the State will have to raise the payroll tax amount due to high use.

7. **New Business:**
   None.

8. **Next Meeting Date and Host:**
   The next meeting scheduled for August 31, 2026 at 68 10th Street, Windom which is the new Soaring Eagles Child Care Center with a tour to be included.

9. **Adjourn:**
   Meeting adjourned at 6:20 pm.

Minnesota's Permanent School Fund (PSF) Could See Major Update Increasing Revenue to Schools

MINNESOTA SCHOOL BOARDS ASSOCIATION
Where School Boards Learn to Lead

Minnesota policymakers are considering a constitutional amendment that would change how the state distributes money from the Permanent School Fund (PSF) to public schools — a move that could significantly increase and stabilize annual funding.

The Permanent School Fund is not new. It dates back to Minnesota's statehood in 1858, when land and natural resource revenues were set aside in a trust specifically to support public education. This concept goes even further back to early federal land policies during westward expansion, when proceeds from public lands were designated to fund schools in new states.

Today, that fund has grown into a substantial financial asset — valued at approximately $2.3 billion. It is managed by the State Board of Investment and supported by revenue from school trust lands, including timber harvesting, mining activity, and land leases.

The Issue

Despite the fund's growth, how money is distributed to schools is tightly restricted by the Minnesota Constitution. Currently, only interest and dividend earnings can be paid out each year.

That approach creates two key challenges:

- **Lower returns to schools** compared to modern investment practices
- **Unpredictable funding**, since interest and dividend income can fluctuate year to year

As a result, despite the size of the fund, annual distributions to school districts remain relatively modest—approximately $58 million statewide, or about $68 per pupil in the most recent year. Moving to a 4.5% POMV distribution model would significantly increase those payments, nearly doubling the revenue delivered to schools.

What's Being Proposed

Legislation moving through the 2026 session — HF3900 and SF3593 — would ask voters to amend the Constitution. If passed by the Legislature, the question would appear on the November ballot.

The proposal would shift Minnesota to a **Percent of Market Value (POMV)** model, a standard approach used by most large endowments.

Under this model:

- Schools would receive **4.5% of the fund's average value**, calculated over three years
- This replaces the current system, which distributes roughly **2.5% based on interest and dividends only**
- Annual distributions to schools could almost double

Why It Matters

Supporters argue this change would:

- **Increase annual funding to schools**, potentially nearly doubling distributions in the near term
- **Stabilize payments**, making funding more predictable year to year
- **Align Minnesota with modern investment practices**, used by universities and other long-term funds
- **Provide additional school funding without raising taxes**

The proposal is based on recommendations from a bipartisan task force convened in 2024, which concluded that the current structure unnecessarily limits the fund's effectiveness.

Current Context

The timing of this proposal is notable. School districts across Minnesota are under increasing financial strain, with many projecting budget shortfalls in the coming years. Because the Permanent School Fund is an existing, constitutionally established asset, this proposal is framed as a way to better leverage resources already dedicated to public education—rather than introducing new taxes or revenue streams.

What Happens Next

For the proposal to take effect, three steps are required:

1. The Legislature must pass the constitutional amendment proposal.
2. Minnesota voters must approve the amendment in the November 2026 election.
3. Education stakeholders will need to execute a coordinated, statewide public information and media strategy to support voter understanding and passage.

UTILITY COMMISSION MINUTES
Council Chambers
June 25, 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 (10:03 A.M.)
Members Absent: None
City Council Liaison: Scott Benson
City Staff Present: Jason Sykora, Electric Superintendent; Ryan Anderson, Water/Wastewater Superintendent and Leesa Arndt, Accounting & Administrative Support Specialist
Others: Tom Appel, County Commissioner; Kevin Stevens, County Commissioner

APPROVE MINUTES

Motion by Riordan, second by Francis to approve the May 28, 2026 Minutes. Motion carried 2 – 0.

COTTONWOOD COUNTY – POTENTIAL ANNEXATION DISCUSSION

Tom Appel and Kevin Stevens approached the Commission with questions about annexing the County's building on North 71 into the city limits. Appel stated that the county had installed a septic in 2012, but it was built for the number of users currently using the facility. They County is exploring options to combine some departments into their Highway 71 property. He added that the abandoned church south of their building has no sewer services, and the Seventh Day Adventist Church would also be interested in annexation. Appel asked Commission members for options to connect to the city's sewer main. Connection options were discussed, along with costs for manholes, and a potential lift station. Anderson will ask the City's Engineer for more rough pricing on the options discussed. Each sewer connection would cost $10,000 and water connection costs are included in the service permits. Appel and Stevens thanked the Commission for their input and will continue to explore the annexation options when basic pricing comes in.

ELECTRIC ITEMS

Solar Power Discussion

Sykora stated CMPAS is encouraging more clean energy purchases by its constituents. Solar power is being presented more and CMPAS states that smaller companies are willing to buy renewable energy credits (RECs) power (2,500 REC at $10.00-$12.00 per REC, per year). The potential purchase prices would be good for only 10 years out of the 30-year solar panel lifespan. Sykora added that the power generated after the initial time frame would be at a higher kWh rate than the city currently pays. A solar field at the old landfill location would be a costly as the panels would have to be placed on ballasts. Sykora approached a landowner that would have 10 acres of flatter land, and a rough purchase price would be $350,000.

Schwalbach asked if the City has to build the infrastructure, what would happen if the purchase contracts would fail due to the higher cost of power. Sykora answered the city would hold enough panels for shortfalls (building REC that will be placed on various city owned properties).

Current markets for wind generation are $20-30 per MW and solar costs are around $60 per MW.

Staff will continue to work with the interested parties and provide information/updates to commission.

1st Ave Update
Sykora said that all electric piping is in the ground and switches are set. Staff will begin to pull wire. He noted that while boring pipes, there was a pressure lock that occurred in the Duffy's parking lot. Sykora had a contractor come in to dig the area to release the pressure lock. The area disturbed was filled back in with four loads of clean rock and fill material.

Sykora stated that the contractor on 1st Avenue was rough on the department's concrete aprons. The contractor cut the edging of the aprons, but further damaged six panels while attempting to remove the cut areas. New panels were getting poured today.

AMI Meter Update
Sykora told the commission that all AMI meters are communicating except for one. He is awaiting some additional repeaters to assist in better connections to meters with lower gateway connectivity. Integration with the billing system is going well.

Other
Sykora informed the commission that a delinquent customer had contacted the State Attorney General, claiming the city was unwilling to complete a payment arrangement for their account. He added the Attorney General then contacted the city's attorney to clarify the situation, including city staff on the resolution. City staff will handle any future issues as they have backup documentation needed for the State.

Wash bay panels have arrived at the Electric Plant. Staff will install the panels during the winter months.

Sykora stated the two-year warranty on the Generation Plant Addition expires on July 1st. He added that they recently had and electric heater fixed by a contractor under the warranty.

Sykora is expecting the first reimbursement for solar panels soon ($14,000 for safe harboring and $57,000 for the panels). Installation is projected soon.

Sykora ended with mentioning that three new service installs are completed. Two are brand new service connections and one was previously destroyed by gophers.

WATER/WASTEWATER ITEMS

MNDOT-Sewer Under HWY 60
Anderson received an email from MNDOT stating that they are replacing the 36" storm sewer for the round-about project. They are requiring the city to drop the water main to avoid interference with the storm sewer. Anderson has reviewed their plans with DGR and confirmed that there is not sufficient clearance between city and MNDOT services. Schwalbach inquired if there is a r utility easement, can MNDOT force the service to be moved. Anderson will continue to research the request. Sykora added that electric services are affected as well.

1st Ave Construction Progress Update
Anderson shared that all the service tie-ins are completed by Hair with Flair. Currently customers are still being served on the old service and will be switched online to the new service in the near future.

Other Water/Wastewater Items
None

Regular Bills
None.

Old Business
None.

New Business
None

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

Adjourn
Schwalbach adjourned the meeting by unanimous consent at 11:30a.m.

____
Mike Schwalbach, Chairperson

Attest: ______________________________
Leesa Arndt, Accounting & Administrative Support Specialist

Permit Application for use of Amplification Equipment in Public : Entry # 8070

Date of Event

07/16/2026

Location of Event

Courthouse Square

Start Time

05:00 pm

End Time

07:00 pm

Type of Event

Chamber Event

Applicant Information

Applicant Name

Windom Area Chamber of Commerce

Address

303 9th Street
Windom, Minnesota 56101
United States
Map It

Phone

(507) 822-9521

Federal ID # - FEIN # or SSN #

[redacted]

MN ID #

1234

Email

windomareachamber@gmail.com

Would you like a copy of this form?

- Yes

License Fee - None $0.00

Recommends

☑ Approval ☐ Denial

Street/Park Superintendent

Recommends

☑ Approval ☐ Denial

Asst. Police Chief

Notes

Admin Notification (ID: 51c04db03948c)
added June 23, 2026 at 3:03 pm

WordPress successfully passed the notification email to the sending server.

(ID: 537cd5b32b5ae)
added June 23, 2026 at 3:03 pm

WordPress successfully passed the notification email to the sending server.

MINNESOTA LAWFUL GAMBLING

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: Friends of Windom Parks, Inc   Previous Gambling Permit Number: X-

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

Mailing Address: 41843 440th Ave

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

Name of Chief Executive Officer (CEO): Stephanie Peterson

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

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

Email permit to (if other than the CEO):

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal   ☐ Religious   ☐ Veterans   ☒ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

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

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

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Hot Dog Night - 3rd Ave on Square

Physical Address (do not use P.O. box): - unknown at this time, 3rd Ave, Windom

Check one:

☒ City: Windom   Zip: 56101   County: Cottonwood

☐ Township: Zip: County:

Date(s) of activity (for raffles, indicate the date of the drawing): July 16, 2016

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: 7·2·26
(Signature must be CEO's signature; designee may not sign)

Print Name: Stephanie Peterson

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.

Expense Approval Report
By Fund

Windom, MN

CITY OF WINDOM

Payment Dates 6/13/2026 - 7/3/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
WAYNE & DEBORAH MAU	July 18 2026	06/09/2026	Sales Tax Refund	100-20202	11.26
MN REVENUE	May 2026	06/22/2026	SALES TAX -	100-20202	25,961.00
MN REVENUE	May 2026	06/22/2026	SALES TAX -	100-20202	80.00
MN REVENUE	May 2026	06/22/2026	SALES TAX -	100-20202	3,358.00
MN REVENUE	May 2026	06/22/2026	SALES TAX -	100-20202	227.00
US BANK	May 2026 Rebate	06/16/2026	Quarterly Purchasing Rebate	100-36200	-420.17
					29,217.09
Activity: 41110 - Mayor & Council					
SCHRAMEL LAW OFFICE	4-15-26 to 6-17-26	06/30/2026	Filing fees paid by Schramel L…	100-41110-304	6,293.10
KENNEDY & GRAVEN , CHART…	WN210-00002	06/16/2026	Legal Services - Administration	100-41110-304	1,199.25
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-41110-326	27.51
US BANK	1/A-541159	06/04/2026	Custom Snd Platter	100-41110-334	76.61
US BANK	1405603991	06/04/2026	Embroidered Garment Bag-40…	100-41110-434	689.79
CONVENT. & VISITOR BUREAU	June 2026	06/30/2026	June Lodging Tax	100-41110-491	4,090.15
			Activity 41110 - Mayor & Council Total:		**12,376.41**
Activity: 41310 - Administration					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	100-41310-133	104.00
US BANK	113-4077946-7188204	06/04/2026	Captured Invoice from US BA…	100-41310-200	15.77
INDOFF, INC	3865848	06/16/2026	Acroprint Black Ribbon Cartrid…	100-41310-200	17.99
ULINE SHIPPING SUPPLY SPEC…	209472980	06/22/2026	VERTICAL FILE CABINET-4 DR…	100-41310-217	859.77
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	100-41310-217	1,012.71
US BANK	6/3/2026	06/04/2026	Webinar	100-41310-308	50.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-41310-321	75.76
US BANK	INV355753522	06/04/2026	Zoom Workplace Pro Monthly…	100-41310-326	18.16
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-41310-326	318.88
STEVE NASBY	June 24 - June 26 2026	06/30/2026	Milage/Travel/Meals LMC	100-41310-331	218.23
STEVE NASBY	June 24 - June 26 2026	06/30/2026	Milage/Travel/Meals LMC	100-41310-334	36.04
US BANK	5/31/2026	05/31/2026	Credit Card Payment	100-41310-433	30.00
			Activity 41310 - Administration Total:		**2,757.31**
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	100-41910-133	24.00
KENNEDY & GRAVEN , CHART…	WN210-00003	06/16/2026	Legal Services PZ	100-41910-304	348.50
KENNEDY & GRAVEN , CHART…	WN210-00007	06/16/2026	Legal Services PZ	100-41910-304	225.50
US BANK	0001189200	06/04/2026	Captured Invoice from INTER…	100-41910-308	50.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-41910-321	59.77
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	100-41910-480	233.70
			Activity 41910 - Building & Zoning Total:		**941.47**
Activity: 41940 - City Hall					
US BANK	112-7608033-5973830	06/04/2026	Captured Invoice from US BA…	100-41940-211	62.42
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-41940-381	388.60
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-41940-382	83.92
MN ENERGY RESOURCES	5926184533	05/28/2026	Monthly Customer Charge	100-41940-383	372.94
HOMETOWN SANITATION SE…	0000663583	05/29/2026	Monthly Bill	100-41940-384	124.98
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-41940-385	183.47
PLUNKETT'S PEST CONTROL	#10598978	06/16/2026	General Pest Control Program …	100-41940-406	654.75
FREEDOM SECURITY & SURVEI…	2663	06/10/2026	Standard Labor	100-41940-406	437.50
			Activity 41940 - City Hall Total:		**2,308.58**
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	100-42120-133	176.00
INDOFF, INC	3865545	06/16/2026	BSN01908 Business Source Th…	100-42120-200	42.99
RITA HACKER -CREATIVE DESI…	888	06/26/2026	C865 Black cap with Windom …	100-42120-218	216.00
STREICHER'S, INC	I1331938	06/16/2026	NTC-12N.WV EA Name tag clo…	100-42120-218	23.98

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
KENNEDY & GRAVEN , CHART…	WN210-00005	06/16/2026	Legal Services - PD	100-42120-304	164.00
WINDOM AREA HEALTH	328744948	06/26/2026	COMPUTED TOMOGRAPHIC (…	100-42120-305	934.54
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	100-42120-308	155.80
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-42120-321	28.88
Midwest 911 Cars, Inc	INV-2600012	06/26/2026	911 CIRCUIT FUSE LAYOUT	100-42120-323	3,700.00
Midwest 911 Cars, Inc	INV-2600014	06/26/2026	New Build / New Build / Wind…	100-42120-323	3,777.66
DANA WALLACE	0189253	06/26/2026	6-14-2026 to 6-17-2026	100-42120-334	501.88
DONNA WINKER	6-16-2026	06/18/2026	Police Dept- Meals	100-42120-334	14.01
PAUL MARSH	37408	06/24/2026	Tire Plug Patch Size: 1 250UL …	100-42120-405	29.58
COTTONWOOD CO AUD/TREAS	July 2026	06/16/2026	Windom PD Office Lease	100-42120-412	2,152.50
ENTERPRISE FM TRUST	613153-060326 Police	06/11/2026	Lease Charge (Full Month): Re…	100-42120-419	517.69
				Activity 42120 - Crime Control Total:	**12,435.51**
Activity: 42220 - Fire Fighting					
VESTIS GROUP, INC	2560492983	06/08/2026	CE0120XXXX BAG STAND TALL	100-42220-211	43.43
VESTIS GROUP, INC	2560500989	06/12/2026	BAG STAND TALL	100-42220-211	43.85
US BANK	#112-3092870-0281003	06/11/2026	Fire Dept - Training Smoke / Fl…	100-42220-308	143.44
US LBM OPERATING CO 3009 …	24178548-019	06/16/2026	OSB716 OSB 7/16X4X8 - CON…	100-42220-308	177.98
US LBM OPERATING CO 3009 …	399026-019	06/16/2026	OSB716 OSB 7/16X4X8 - RETU…	100-42220-308	-78.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-42220-321	43.02
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-42220-381	376.99
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-42220-382	20.01
MN ENERGY RESOURCES	5925174421	06/04/2026	Monthly Customer Charge	100-42220-383	224.91
HOMETOWN SANITATION SE…	0000663630	06/09/2026	Fire Dept - Ambulance Disposal	100-42220-384	119.98
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-42220-385	45.17
CARQUEST - SMITH AUTO SUP…	3080	06/16/2026	Vehicle Cleaning Suppies	100-42220-404	148.90
JORDAN BUSSA	01 5-29-26	06/04/2026	Lawn Mowing of Emergency S…	100-42220-406	350.00
				Activity 42220 - Fire Fighting Total:	**1,659.68**
Activity: 42500 - Civil Defense					
US GEOLOGICAL SURVEY	90186082	06/18/2026	STREAMGAGES DES MOINES R…	100-42500-215	5,785.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-42500-381	37.34
				Activity 42500 - Civil Defense Total:	**5,822.34**
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	#3091	06/29/2026	3091	100-42700-300	82.83
				Activity 42700 - Animal Control Total:	**82.83**
Activity: 43100 - Streets					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	100-43100-133	80.00
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	100-43100-217	779.01
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-43100-217	100.00
US LBM OPERATING CO 3009 …	24243109-019	06/16/2026	Mailbox from Lakeview	100-43100-224	110.50
KULSETH LAWN LANDSCAPE &…	6619	06/22/2026	06/18/2026 STREET DEPART…	100-43100-224	1,500.00
COUNTRY PRIDE SERVICE	9050940	06/26/2026	LP 30 LB STREET DEPARTMENT	100-43100-224	60.00
US LBM OPERATING CO 3009 …	24232746-019	06/09/2026	GRK 2.5" BULK CARTON - -	100-43100-225	125.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-43100-321	20.55
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-43100-381	282.71
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-43100-381	1,757.66
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-43100-382	23.39
MN ENERGY RESOURCES	5921651043	05/28/2026	Monthly Customer Charge	100-43100-383	169.73
HOMETOWN SANITATION SE…	0000663584	05/29/2026	Monthly Bill	100-43100-384	126.98
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-43100-385	53.90
SEED CENTER	12199	06/16/2026	QUALITY GREEN MIX	100-43100-406	100.00
US LBM OPERATING CO 3009 …	24246291-019	06/16/2026	Fencing Replacement	100-43100-406	59.88
COTTONWOOD CO SWCD	126-26	06/10/2026	BLVD Trees and Stakes	100-43100-439	790.00
				Activity 43100 - Streets Total:	**6,139.31**
Activity: 43210 - Sanitation					
HOMETOWN SANITATION SE…	0000665353	06/08/2026	City Wide Clean Up	100-43210-384	9,712.66
				Activity 43210 - Sanitation Total:	**9,712.66**
Activity: 45120 - Recreation					
US BANK	8870330	06/15/2026	Epic Sports - White Aerosol Fie…	100-45120-215	603.94

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
US BANK	8882819	06/15/2026	Epic Sports - NFHS Baseballs (...	100-45120-215	631.97
J. H. LARSON	S103636329.001	06/16/2026	RAB X34XLT X34 LED FLOOD T...	100-45120-404	180.39
			Activity 45120 - Recreation Total:		**1,416.30**
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	100-45202-133	16.00
COUNTRY PRIDE SERVICE	1805459	06/10/2026	FIELDMASTER DIESEL Discount...	100-45202-212	1,330.56
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-45202-326	266.67
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-45202-381	767.07
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-45202-382	48.22
HOMETOWN SANITATION SE...	0000663585	05/29/2026	Monthly Bill	100-45202-384	74.99
HOMETOWN SANITATION SE...	0000663601	05/29/2026	Monthly Service Fee Comm.	100-45202-384	101.96
HOMETOWN SANITATION SE...	0000663602	05/29/2026	Monthly Bill	100-45202-384	236.80
HOMETOWN SANITATION SE...	0000663603	05/29/2026	Monthly Bill	100-45202-384	109.99
HOMETOWN SANITATION SE...	0000663604	05/29/2026	Monthly Service Fee Comm.	100-45202-384	89.98
HOMETOWN SANITATION SE...	0000663615	05/29/2026	Monthly Bill	100-45202-384	51.98
HOMETOWN SANITATION SE...	0000663636	05/29/2026	Monthly Bill	100-45202-384	24.98
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	100-45202-385	55.24
BRENT HANSON	12126	06/16/2026	Tegels Park	100-45202-402	121.00
GOPHER	IN522748	06/24/2026	56-131 PaddlePro Elite Portab...	100-45202-402	1,142.61
ELITE MECHANICAL SYSTEMS ...	39478	06/12/2026	Tegels Park Shelter Refrigerat...	100-45202-404	859.99
COTTONWOOD CO SOLID WA...	2681036	06/29/2026	Medium Brush	100-45202-406	10.00
MN MUNICIPAL UTILITIES ASS...	69179	06/30/2026	Safety Management Program...	100-45202-480	155.80
WAYNE & DEBORAH MAU	July 18 2026	06/09/2026	SHELTER - REFUND RESERVAT...	100-45202-480	163.74
			Activity 45202 - Park Areas Total:		**5,627.58**
			Fund 100 - GENERAL Total:		**90,497.07**
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	211-45501-133	16.00
PLUM CREEK LIBRARY	000221	06/30/2026	Bacodes X 2000	211-45501-200	56.40
US BANK	May 2026	06/08/2026	US Bank	211-45501-200	20.99
US BANK	May 2026	06/08/2026	US Bank	211-45501-200	35.22
US BANK	May 2026	06/08/2026	US Bank	211-45501-200	5.99
US BANK	May 2026	06/08/2026	US Bank	211-45501-211	103.02
MN MUNICIPAL UTILITIES ASS...	69179	06/30/2026	Safety Management Program...	211-45501-217	155.80
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	211-45501-321	167.56
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	211-45501-326	95.00
WINDOM AREA SCHOOLS	3414	06/16/2026	CE CATALOG AD HALF PAGE -	211-45501-350	60.00
US BANK	May 2026	06/08/2026	US Bank	211-45501-350	119.99
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	211-45501-381	175.65
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	211-45501-382	21.08
MN ENERGY RESOURCES	5929638143	06/02/2026	LIBRARY-GAS UTILITY	211-45501-383	172.22
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	211-45501-385	46.26
VESTIS GROUP, INC	2560502944	06/18/2026	DL6000LOGO LOGO MAT	211-45501-402	49.12
US BANK	May 2026	06/08/2026	US Bank	211-45501-402	50.00
US BANK	May 2026	06/08/2026	US Bank	211-45501-433	35.00
US BANK	May 2026	06/08/2026	US Bank	211-45501-433	33.95
US BANK	May 2026	06/08/2026	US Bank	211-45501-433	29.97
INGRAM INDUSTRIES	96562258	06/30/2026	CONNELLY IRONWOOD	211-45501-435	43.72
INGRAM INDUSTRIES	96562259	06/30/2026	1 DAY YOU WERE MY HUSBA...	211-45501-435	25.80
INGRAM INDUSTRIES	96591949	06/30/2026	WILKINSO BRAVEPAW & THE ...	211-45501-435	112.67
INGRAM INDUSTRIES	96692946	06/30/2026	ACROSS THE USA W/THE VERY...	211-45501-435	254.87
INGRAM INDUSTRIES	96723179	06/30/2026	MCFADDEN	211-45501-435	48.59
INGRAM INDUSTRIES	96723180	06/30/2026	SWANN R IN CASE I GO MISSI...	211-45501-435	37.55
INGRAM INDUSTRIES	96739499	06/30/2026	MCCREIGH BUT ART IS AWFUL	211-45501-435	78.95
INGRAM INDUSTRIES	96751700	06/30/2026	Captured Invoice from INGR...	211-45501-435	25.80
INGRAM INDUSTRIES	96780495	06/30/2026	Captured Invoice from INGR...	211-45501-435	20.24
INGRAM INDUSTRIES	96921345	06/30/2026	MOORE ME DOWN W/THE SH...	211-45501-435	58.83
INGRAM INDUSTRIES	96921346	06/30/2026	BELOW FROM	211-45501-435	78.52
INGRAM INDUSTRIES	97061239	06/11/2026	PETRIE N DARK TIME	211-45501-435	294.34

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INGRAM INDUSTRIES	97192236	06/11/2026	THOR BRA CHOKE POINT	211-45501-435	25.80
INGRAM INDUSTRIES	97313686	06/18/2026	KELCE JA NO DUMB QUES	211-45501-435	59.93
INGRAM INDUSTRIES	97514498	06/30/2026	DOIRON P STORM TIDE	211-45501-435	25.24
US BANK	May 2026	06/08/2026	US Bank	211-45501-435	7.49
US BANK	May 2026	06/08/2026	US Bank	211-45501-435	19.96
US BANK	May 2026	06/08/2026	US Bank	211-45501-480	42.30
US BANK	May 2026	06/08/2026	US Bank	211-45501-480	16.99
US BANK	May 2026	06/08/2026	US Bank	211-45501-480	44.98
US BANK	May 2026	06/08/2026	US Bank	211-45501-480	28.68
US BANK	May 2026	06/08/2026	US Bank	211-45501-480	23.76
US BANK	May 2026	06/08/2026	US Bank	211-45501-480	12.48
US BANK	May 2026	06/08/2026	US Bank	211-45501-480	383.79
US BANK	May 2026	06/08/2026	US Bank	211-45501-480	47.98
US BANK	May 2026	06/08/2026	US Bank	211-45501-480	31.67
				Activity 45501 - Library Total:	**3,300.15**
				Fund 211 - LIBRARY Total:	**3,300.15**
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
DOOLEY'S PETROLEUM, INC	# 890925	06/30/2026	Jet Fuel	225-45127-264	15,403.85
SOUTHWEST MN BROADBAND...	6/15/2026 Airport	06/16/2026	TELEPHONE	225-45127-321	31.31
LUCAN COMMUNITY TV INC	2415	06/23/2026	Amcrest Dome Camera	225-45127-402	377.50
ELITE MECHANICAL SYSTEMS ...	39276	06/12/2026	AC Repairs	225-45127-402	849.24
COTTONWOOD CO SOLID WA...	2680165	06/04/2026	MSW Public	225-45127-406	77.54
ENTERPRISE FM TRUST	613153-060326 Airport	06/16/2026	Lease Charge (Full Month): Re...	225-45127-419	274.09
				Activity 45127 - Airport Total:	**17,013.53**
Activity: 49950 - Capital Outlay					
SEH	509601	06/09/2026	(100% of $72,600.00) less prev...	225-49950-500	7,260.00
SEH	509603	06/09/2026	(50% of $48,000.00) less previ...	225-49950-500	14,400.00
				Activity 49950 - Capital Outlay Total:	**21,660.00**
				Fund 225 - AIRPORT Total:	**38,673.53**
Fund: 235 - AMBULANCE					
DEPT OF HUMAN SERVICES	00000933135	06/29/2026	2026 Ambulance Supp Pmt N...	235-33436	4,764.00
MACHINIFY	25E1374042	06/30/2026	Refund	235-34205	815.99
					5,579.99
Activity: 42153 - Ambulance					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	235-42153-133	16.00
ESPENSON GROUP LLC	1804	06/26/2026	Windom Ambulance	235-42153-217	310.50
AMAZON CAPITAL SERVICES, I...	1KPF-7TXR-G436	06/16/2026	ReadyLance, Pressure Activat...	235-42153-217	48.59
VESTIS GROUP, INC	2560492983	06/08/2026	CE0120XXXX BAG STAND TALL	235-42153-217	43.42
VESTIS GROUP, INC	2560500989	06/12/2026	BAG STAND TALL	235-42153-217	43.85
BOUND TREE MEDICAL, LLC	86245901	07/01/2026	Curaplex Hot Pack - Small - 5in...	235-42153-217	103.71
WINDOM AREA HEALTH	734-0024-06-2026-02	06/17/2026	1 Level 1QC	235-42153-261	71.30
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	235-42153-321	28.68
EMS MANAGEMENT &CONSU...	EMS-027087	06/12/2026	Total collections and A/R man...	235-42153-326	3,183.02
MEGAN BRAMSTEDT	06/8/2026	06/30/2026	Ambulance Meal Refund	235-42153-334	43.28
KRISTEN PORATH	06-08-2026 to 06-15-2026	06/30/2026	Ambulance Meal Refunds	235-42153-334	24.85
DAN MESNER	06-09-2026	06/30/2026	Ambulance Meal Refund	235-42153-334	11.81
CYNDI HANSEN	06-13-2026	06/30/2026	Ambulance Meal Refund	235-42153-334	31.70
LEESA ARNDT	06-13-2026 TO 06-14-2026	06/30/2026	Ambulance Meal Refund	235-42153-334	147.76
JENNA VACHUSKA	06-17-2026 to 06-19-2026	06/30/2026	Ambulance Meal Refund	235-42153-334	67.72
AMBER SVOBODA	06-17-26 to 06-25-2026	06/30/2026	Ambulance Meal Refund	235-42153-334	97.02
BREANNA WAGNER	06-19-2026 to 06-21-2026	06/30/2026	Ambulance Meal Refund	235-42153-334	116.28
REBEKAH ELLINGSON	06262026	06/30/2026	Ambulance Meal Refund	235-42153-334	28.75
KELLY BUCKENTIN	6/18/2026	06/30/2026	Ambulance Meal Refund	235-42153-334	20.63
ROB VISKER	6/25/2026	06/30/2026	Ambulance Meal Refund	235-42153-334	18.26
APRIL PETERSON	6-26-2026	06/30/2026	Ambulance Meal Refund	235-42153-334	40.37
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	235-42153-381	251.33
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	235-42153-382	13.34

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN ENERGY RESOURCES	5925174421	06/04/2026	Monthly Customer Charge	235-42153-383	149.94
HOMETOWN SANITATION SE…	0000663630	06/09/2026	Fire Dept - Ambulance Disposal	235-42153-384	50.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	235-42153-385	30.11
JORDAN BUSSA	01 5-29-26	06/04/2026	Lawn Mowing of Emergency S…	235-42153-406	350.00
				Activity 42153 - Ambulance Total:	**5,342.22**
				Fund 235 - AMBULANCE Total:	**10,922.21**
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	250-46520-133	8.00
KENNEDY & GRAVEN , CHART…	WN210-00024	06/16/2026	Legal Services - Windom Landi…	250-46520-304	3,813.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	250-46520-321	59.77
COTTONWOOD CO AUD/TREAS	131414	06/22/2026	A304481/SATISFACTION OF …	250-46520-326	92.00
FEDERATED RURAL ELECTRIC	4/30/2026 -5/31/2026 112954	06/08/2026	Rate A Base Charge	250-46520-381	49.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	250-46520-381	59.08
KULSETH LAWN LANDSCAPE &…	6678	06/29/2026	05-12-2026 to 06/15/2026	250-46520-406	1,575.00
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	250-46520-480	233.70
				Activity 46520 - EDA Total:	**5,889.55**
				Fund 250 - EDA GENERAL Total:	**5,889.55**
Fund: 266 - TIF 1-10 RUNNINGS					
Activity: 46530 - TIF Districts					
J R & R PARTNERSHIP	June 26	06/16/2026	First Half TIF Payment 2026	266-46530-482	20,130.86
				Activity 46530 - TIF Districts Total:	**20,130.86**
				Fund 266 - TIF 1-10 RUNNINGS Total:	**20,130.86**
Fund: 277 - TIF 1-22 CEMSTONE					
Activity: 46530 - TIF Districts					
FRYBERGER, BUCHANAN, SMI…	12336.000033.12606	06/25/2026	Prepare for and attend workin…	277-46530-304	1,050.00
LAKESIDE APARTMENTS OF W…	06-12-2026	06/16/2026	June Payment	277-46530-482	23,581.22
				Activity 46530 - TIF Districts Total:	**24,631.22**
				Fund 277 - TIF 1-22 CEMSTONE Total:	**24,631.22**
Fund: 313 - 2026 1ST AVENUE PROJECT					
Activity: 41000 - General Government					
DGR ENGINEERING	00283942	06/22/2026	2026 Street Improvements	313-41000-303	31,405.61
SVOBODA EXCAVATING, INC	5/16/2026 to 6/12/2026	06/17/2026	Payment # 2 2026 Street Imp…	313-41000-480	442,379.85
				Activity 41000 - General Government Total:	**473,785.46**
				Fund 313 - 2026 1ST AVENUE PROJECT Total:	**473,785.46**
Fund: 401 - GENERAL CAPITAL PROJECTS					
Activity: 49950 - Capital Outlay					
NEGEN CONSTRUCTION LLC	6-27-2026	06/30/2026	POUR ADA WALK AT SHELTER …	401-49950-504	11,232.50
BECKEL'S CHEAPSCAPES LLC	06-26-2026	07/01/2026	Hydroseeding shelter house at…	401-49950-508	1,500.00
BURBACH AQUATICS, INC.	#09064	06/11/2026	Swimming Pool Study	401-49950-509	445.00
BURBACH AQUATICS, INC.	#09066-2	06/11/2026	Swimming Pool Study	401-49950-509	19,250.00
ZIEGLER, INC.	5328	06/22/2026	Community Center Solar Proje…	401-49950-512	57,887.20
				Activity 49950 - Capital Outlay Total:	**90,314.70**
				Fund 401 - GENERAL CAPITAL PROJECTS Total:	**90,314.70**
Fund: 601 - WATER					
ZIEGLER, INC.	5331	06/22/2026	Water Treatment - Solar Proje…	601-16480	57,887.20
ZIEGLER, INC.	5332	06/22/2026	Well 8 Solar Project	601-16480	57,887.20
ZIEGLER, INC.	5333	06/22/2026	Well 8 New Meter - Solar Proj…	601-16480	57,887.20
					173,661.60
Activity: 49400 - Water					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	601-49400-133	48.00
HAWKINS, INC	7459052	06/16/2026	150 LB Chlorine Cylinder BAR…	601-49400-216	10.00
HAWKINS, INC	7470868	06/25/2026	Chlorine EPA 7870-2 150 LB CY…	601-49400-216	714.56
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	601-49400-217	467.40
BARR ENGINEERING CO.	23171011.00 - 3	06/10/2026	PCSI Dataset WHPP	601-49400-301	1,221.00
BARR ENGINEERING CO.	23171011.00 2 -	06/11/2026	Compile GIS Information WH…	601-49400-301	2,603.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	601-49400-321	51.66
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	601-49400-326	95.00
FEDERATED RURAL ELECTRIC	04/30/2026 to 5/31/2026 112…	06/08/2026	Rate A Base Charge	601-49400-381	58.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	601-49400-381	5,717.63
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	601-49400-382	20.82
MN ENERGY RESOURCES	5924196091	05/28/2026	Monthly Customer Charge	601-49400-383	360.94
MN ENERGY RESOURCES	5932274646	05/28/2026	Monthly Customer Charge	601-49400-383	26.05
HOMETOWN SANITATION SE…	0000663587	05/29/2026	Monthly Bill	601-49400-384	131.99
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	601-49400-385	45.40
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	601-49400-386	1,120.50
ELITE MECHANICAL SYSTEMS …	39750	06/29/2026	Labor Custom Build Duct	601-49400-402	150.17
US BANK	#66453	06/04/2026	Battery for Seametrics AG2000…	601-49400-408	67.21
LOCATORS & SUPPLIES, INC	0327596-IN	06/16/2026	Construction Marking Paint	601-49400-408	242.57
				Activity 49400 - Water Total:	**13,151.90**
				Fund 601 - WATER Total:	**186,813.50**

Fund: 602 - SEWER

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ZIEGLER, INC.	5329	06/22/2026	Main Lift - Solar Project	602-16480	57,887.20
ZIEGLER, INC.	5330	06/22/2026	Waste Water - Solar Project	602-16480	57,887.20
					115,774.40

Activity: 49450 - Sewer

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	602-49450-133	32.00
HAWKINS, INC	7463468	06/18/2026	Chlorine EPA 7870-2 150 LB CY…	602-49450-216	1,422.49
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	602-49450-217	311.60
MN VALLEY TESTING	1361698	06/10/2026	BOD CARBONACEOUS	602-49450-310	146.80
MN VALLEY TESTING	1361701	06/10/2026	BICARBONATE	602-49450-310	141.60
MN VALLEY TESTING	1361731	06/10/2026	BOD CARBONACEOUS	602-49450-310	126.00
MN VALLEY TESTING	1361861	06/11/2026	BOD CARBONACEOUS	602-49450-310	153.20
MN VALLEY TESTING	1361862	06/11/2026	BOD CARBONACEOUS	602-49450-310	134.00
MN VALLEY TESTING	1361863	06/11/2026	COPPER	602-49450-310	15.20
MN VALLEY TESTING	1361864	06/11/2026	BOD CARBONACEOUS	602-49450-310	266.80
MN VALLEY TESTING	1362114	06/12/2026	BOD CARBONACEOUS	602-49450-310	186.80
MN VALLEY TESTING	1363067	06/18/2026	BOD CARBONACEOUS	602-49450-310	266.80
MN VALLEY TESTING	1363091	06/18/2026	BOD CARBONACEOUS	602-49450-310	126.00
MN VALLEY TESTING	1363281	06/22/2026	BOD CARBONACEOUS	602-49450-310	186.80
MN VALLEY TESTING	1363986	06/24/2026	COPPER	602-49450-310	15.20
MN VALLEY TESTING	1364011	06/24/2026	BOD CARBONACEOUS	602-49450-310	126.00
MN VALLEY TESTING	1364227	06/25/2026	BOD CARBONACEOUS	602-49450-310	282.80
MN VALLEY TESTING	1364282	06/25/2026	BOD CARBONACEOUS	602-49450-310	170.80
RMB ENVIRONMENTAL LABO…	E001047	06/10/2026	(ETC)_CHRONIC_2 SPECIES	602-49450-310	1,540.00
CORE & MAIN LP	INV0031424	06/22/2026	700163 Hach Phosphorus (Re…	602-49450-310	119.68
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	602-49450-321	175.26
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	602-49450-326	95.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	602-49450-381	9,930.78
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	602-49450-382	39.89
MN ENERGY RESOURCES	5924334130	05/28/2026	Monthly Customer Charge	602-49450-383	23.84
MN ENERGY RESOURCES	5926265117	05/28/2026	Monthly Customer Charge	602-49450-383	20.11
MN ENERGY RESOURCES	5926809207	05/28/2026	Monthly Customer Charge	602-49450-383	763.02
MN ENERGY RESOURCES	5928275734	05/28/2026	Monthly Customer Charge	602-49450-383	44.51
LOCATORS & SUPPLIES, INC	0327596-IN	06/16/2026	Construction Marking Paint	602-49450-408	242.58
WENNER HOLDINGS LLC	4787	06/08/2026	Sanitary Sewer Maint	602-49450-408	18,286.00
				Activity 49450 - Sewer Total:	**35,391.56**
				Fund 602 - SEWER Total:	**151,165.96**

Fund: 604 - ELECTRIC

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	# 782 Return	06/16/2026	GROUNDING PROTECTIVE CAP…	604-14200	158.02
INNOPLAST INC	#SO113996	06/29/2026	4" X 52" Bollardgard Yellow w/…	604-14200	504.75
RESCO - RURAL ELECTRIC SUP…	3118935	06/24/2026	10x10x46" SEC PED w/ STAKE …	604-14200	495.80
ELECTRIC FUND	783 RETURN	06/18/2026	GUY GUARD 8' ONE PIECE PLA…	604-14200	9.75
BORDER STATES	932532027	06/24/2026	DURL 20000172 2-1/2IN SHUR…	604-14200	1,061.67
BORDER STATES	932596486	06/11/2026	2840645 3 EA 3 TSTM A60030…	604-14200	2,765.10

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BORDER STATES	932645188	06/22/2026	FE312266EZMXXX PADMNT …	604-14200	42,019.02
ELECTRIC FUND	1181	06/16/2026	First Avenue Project	604-16300	2,756.88
ELECTRIC FUND	5/11/2026-5/24/2026	06/08/2026	1st Ave Project	604-16300	13,130.00
ELECTRIC FUND	5/25/2026-6/7/2026	06/08/2026	1st Ave Project	604-16300	14,755.00
ELECTRIC FUND	6/8/2026 thru 6/21/2026	06/23/2026	1st Ave Project	604-16300	13,195.00
JULIE PHILLIP	00001583-6	06/30/2026	Electric Prepayments Refund …	604-22000	300.00
KEVIN DEFRIES	00004099-5	06/30/2026	Electric Prepayments Refund …	604-22000	300.00
BRENDA M GABRIEL FELIX	00004143-0	06/30/2026	Electric Prepayments Refund …	604-22000	300.00
TABITHA BOSIRE	00005935-0	06/30/2026	Electric Prepayments Refund …	604-22000	300.00
LOOK FORWARD WELLBEING …	00007727-2	06/30/2026	Electric Prepayments Refund …	604-22000	300.00
JILL ENDERSON	00010287-6	06/30/2026	Electric Prepayments Refund …	604-22000	300.00
ALEX G MARTIN CHILEL	00016688-3	06/17/2026	Electric Prepayment Refund	604-22000	300.00
ANGELINA BERNAL	00020014-8	06/30/2026	Electric Prepayments Refund …	604-22000	300.00
JEFFREY GARCIA	00022315-6	06/17/2026	Electric Assistance Refund	604-22000	22.34
Santos Ezequel Ramos-Romos	00029744-9	06/17/2026	Electric Prepayment Refund	604-22000	300.00
MITCHELL E. STUEUBER	00036399-5	06/17/2026	Electric Prepayment Refund	604-22000	300.00
MARIA DE LOURDES HURTADO	00037935-7	06/17/2026	Electric Prepayment Refund	604-22000	300.00
TRINA & ZERMAINE RENGUUL	00039214-9	06/30/2026	Electric Prepayments Refund …	604-22000	300.00
FOSTER E. CHOKAI	00044590-5	06/17/2026	Electric Prepayment Refund	604-22000	118.79
MELISSA GRAVLEY	00048169-2	06/30/2026	Electric Prepayments Refund …	604-22000	300.00
LAWRENCE HINTON	00055854-7	06/30/2026	Electric Prepayments Refund …	604-22000	300.00
TAMARA C TECHITONG	00063022-8	06/30/2026	Electric Prepayments Refund …	604-22000	300.00
KAELYNN E PIETSCH	009519-4	06/30/2026	Electric Prepayments Refund …	604-22000	300.00
CHAD T KIENHOLZ	028207-7	06/17/2026	Electric Assistance Refund	604-22000	300.00
DANIEL GARDINER	53551-7	06/17/2026	Electric Prepayment Refund	604-22000	300.00
					96,392.12
Activity: 49550 - Electric					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	604-49550-133	88.00
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	604-49550-211	856.91
AMAZON CAPITAL SERVICES, I…	1R7T-VQXX-7CVN	06/02/2026	Milton Industries 1638 Industr…	604-49550-241	103.40
CMP - CENTRAL MUNICIPAL P…	8280	06/10/2026	ENERGY ENERGY SUPPLY	604-49550-263	-74,630.87
CMP - CENTRAL MUNICIPAL P…	8280	06/10/2026	ENERGY ENERGY SUPPLY	604-49550-263	214,976.23
DGR ENGINEERING	00284232	06/22/2026	Engineer 7 Schueler, Dylan 4.…	604-49550-303	776.00
CMP - CENTRAL MUNICIPAL P…	8280	06/10/2026	ENERGY ENERGY SUPPLY	604-49550-303	1,099.50
BOARDMAN & CLARK LLP	319101	06/16/2026	Professional Services - WAPA	604-49550-304	977.50
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	604-49550-308	1,282.50
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	604-49550-321	51.63
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	604-49550-326	114.66
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	604-49550-381	101.46
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	604-49550-382	46.49
MN ENERGY RESOURCES	5927780660	05/28/2026	Monthly Customer Charge	604-49550-383	103.70
HOMETOWN SANITATION SE…	0000663588	05/29/2026	Monthly Bill	604-49550-384	127.99
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	604-49550-385	97.34
US LBM OPERATING CO 3009 …	24206738-019	06/16/2026	H2812SS HEM FIR 2X8X12 SEL…	604-49550-402	62.90
KULSETH LAWN LANDSCAPE &…	6677	06/29/2026	05-20-2026 to 06-05-2026	604-49550-406	1,200.00
ELECTRIC FUND	1182	06/18/2026	BRENAU series 8000 1/0-2-1/0…	604-49550-408	364.68
ELECTRIC FUND	1184	06/26/2026	DUCT 2" RED 13.5 No Tape / …	604-49550-408	133.49
KWIK TRIP INC & SUBSIDIARIES	6-15-2026	06/16/2026	Energy Rebate	604-49550-450	812.97
COTTONWOOD CO HWY DEPT	6-15-2026	06/16/2026	REABTE	604-49550-450	6,541.06
CMP - CENTRAL MUNICIPAL P…	8280	06/10/2026	ENERGY ENERGY SUPPLY	604-49550-450	3,819.16
MN REVENUE	May 2026	06/22/2026	SALES TAX -	604-49550-460	727.00
				Activity 49550 - Electric Total:	**159,833.70**
				Fund 604 - ELECTRIC Total:	**256,225.82**
Fund: 609 - LIQUOR STORE					
MN REVENUE	May 2026	06/22/2026	SALES TAX -	609-20202	20,294.00
					20,294.00
Activity: 49751 - Liquor Store					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	609-49751-133	32.00
US BANK	113-6629810-5556231	06/04/2026	Amazon - Vacuum	609-49751-211	137.29

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VESTIS GROUP, INC	2560502946	06/18/2026	BAG STAND TALL	609-49751-211	78.76
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	609-49751-211	311.60
AH HERMEL COMPANY	1121792/1121792	06/16/2026	DROP CHARGE 1-EACH/51001	609-49751-217	31.35
AH HERMEL COMPANY	1123830/1123830	07/01/2026	MN MARLBORO GOLD KING B…	609-49751-217	73.56
BELLBOY CORP	0211262600	06/16/2026	EAGLE RARE 10YR 6PK 750 ALT…	609-49751-251	596.00
BELLBOY CORP	0211406000	06/16/2026	LORD CALVERT 1.75 (PET)	609-49751-251	462.50
VINOCOPIA, INC	0397134-IN	07/01/2026	Cedar Ridge Straight 86 Bourb…	609-49751-251	135.00
JOHNSON BROS.	1036506	06/22/2026	1800 Tequila Silver 6pk 1.01/6	609-49751-251	1,613.23
JOHNSON BROS.	1070485	06/11/2026	Isle of Skye 12Yr Scotch Whi	609-49751-251	162.78
JOHNSON BROS.	1073030	06/11/2026	1800 Tequila Silver 6pk 1.01/6	609-49751-251	2,588.27
JOHNSON BROS.	1078173	06/18/2026	Casamigos Lime Margarita 37…	609-49751-251	1,414.48
JOHNSON BROS.	1083468	06/25/2026	1800 Rtd Ult Straw 1.75l/6	609-49751-251	2,485.13
BREAKTHRU BEVERAGE MN W…	127421306	06/12/2026	LICOR 43	609-49751-251	1,419.51
BREAKTHRU BEVERAGE MINN…	127422280	06/12/2026	MONACO STRAWBERRY HARD…	609-49751-251	267.00
BREAKTHRU BEVERAGE MINN…	127528651	06/22/2026	MONACO STRAWBERRY HARD…	609-49751-251	267.00
BREAKTHRU BEVERAGE MN W…	127529381	06/22/2026	BIRD DOG PEANUT BUTTER …	609-49751-251	1,952.95
DOLL DISTRIBUTING, LLC	2065144	06/11/2026	BIG GRV EDDY VP14 12P	609-49751-251	2,950.88
DOLL DISTRIBUTING, LLC	2071553	06/18/2026	BEATBOX PINK LEMN 500	609-49751-251	378.00
DOLL DISTRIBUTING, LLC	2077617	06/25/2026	BEATBOX PEACH PCH 500	609-49751-251	3,305.57
SOUTHERN GLAZER'S OF MN	2765906	06/04/2026	ABSOLUT VODKA 80	609-49751-251	0.01
SOUTHERN GLAZER'S OF MN	2765906	06/04/2026	ABSOLUT VODKA 80	609-49751-251	-0.01
SOUTHERN GLAZER'S OF MN	2765907-2	06/11/2026	Delivery Fee!	609-49751-251	15.03
SOUTHERN GLAZER'S OF MN	2768632	06/11/2026	FLETSCHMANNS VODKA 80 PE…	609-49751-251	2,121.08
SOUTHERN GLAZER'S OF MN	2771312	06/18/2026	-196 CKTL VOD A(LL/LR/SW/SP…	609-49751-251	3,691.85
SOUTHERN GLAZER'S OF MN	2773875	06/25/2026	BACARDI RUM LIMON 70	609-49751-251	5,048.00
BREAKTHRU BEVERAGE MN W…	414945933	06/26/2026	FIREBALL CINNAMON WHISKY…	609-49751-251	-162.40
BEVERAGE WHOLESALERS	438946	06/11/2026	A0 2/12CN CRISP APPLE	609-49751-251	245.48
BEVERAGE WHOLESALERS	440031	06/18/2026	A0 4/6NR CRISP APPLE	609-49751-251	405.00
BEVERAGE WHOLESALERS	441194	06/24/2026	AV CAYMAN JACK 12/24 CN	609-49751-251	368.20
PHILLIPS WINE & SPIRITS	5187437	06/11/2026	Capt Morgan Carib Pineapple …	609-49751-251	4,031.12
PHILLIPS WINE & SPIRITS	5191307	06/18/2026	Crown Royal Salted Caramel 7…	609-49751-251	6,121.84
PHILLIPS WINE & SPIRITS	5195095	06/25/2026	Buzzballz Berry Cherry Limead…	609-49751-251	4,536.72
PHILLIPS WINE & SPIRITS	5195096	06/25/2026	Bota Box Breeze Pinot Grigio 3…	609-49751-251	75.50
PHILLIPS WINE & SPIRITS	583474	06/23/2026	Titos Vodka	609-49751-251	-72.00
WINE MERCHANTS	7567865	06/11/2026	Chandon Brut 750ml/12	609-49751-251	480.00
DOLL DISTRIBUTING, LLC	2065144	06/11/2026	BIG GRV EDDY VP14 12P	609-49751-252	3,869.12
DOLL DISTRIBUTING, LLC	2065152	06/11/2026	BUSCH LT LIME 12PKC	609-49751-252	3,122.40
DOLL DISTRIBUTING, LLC	2071553	06/18/2026	BEATBOX PINK LEMN 500	609-49751-252	8,685.25
DOLL DISTRIBUTING, LLC	2077617	06/25/2026	BEATBOX PEACH PCH 500	609-49751-252	11,976.50
DOLL DISTRIBUTING, LLC	2077638	06/25/2026	BUD LT 18PK BTL	609-49751-252	-36.05
DOLL DISTRIBUTING, LLC	2077639	06/25/2026	BUD LT 6 PK BTL	609-49751-252	6.56
DOLL DISTRIBUTING, LLC	2080447	06/26/2026	MISC DELIVERY FEE	609-49751-252	152.00
ARTISAN BEER COMPANY	3862922	06/11/2026	Firestone 805 4/6pk Bottle 12…	609-49751-252	98.45
ARTISAN BEER COMPANY	3866789	06/25/2026	Firestone 805 4/6pk Bottle 12…	609-49751-252	70.75
BEVERAGE WHOLESALERS	438946	06/11/2026	A0 2/12CN CRISP APPLE	609-49751-252	14,670.98
BEVERAGE WHOLESALERS	440031	06/18/2026	A0 4/6NR CRISP APPLE	609-49751-252	8,333.00
BEVERAGE WHOLESALERS	441194	06/24/2026	AV CAYMAN JACK 12/24 CN	609-49751-252	15,920.85
BEVERAGE WHOLESALERS	441195	06/24/2026	91 KEYS LT IS 2/15C	609-49751-252	1,683.50
BEVERAGE WHOLESALERS	441931	06/26/2026	AMSTEL LT 2/12 NR	609-49751-252	203.40
VINOCOPIA, INC	0397134-IN	07/01/2026	Cedar Ridge Straight 86 Bourb…	609-49751-253	320.00
JOHNSON BROS.	1073031	06/11/2026	Barefoot Fruitscato Watermel…	609-49751-253	640.00
JOHNSON BROS.	1078174	06/18/2026	Barefoot Sangria 1.51/6	609-49751-253	1,578.35
BREAKTHRU BEVERAGE MN W…	127421306	06/12/2026	LICOR 43	609-49751-253	112.00
DOLL DISTRIBUTING, LLC	2065144	06/11/2026	BIG GRV EDDY VP14 12P	609-49751-253	35.60
DOLL DISTRIBUTING, LLC	2071553	06/18/2026	BEATBOX PINK LEMN 500	609-49751-253	35.60
DOLL DISTRIBUTING, LLC	2077617	06/25/2026	BEATBOX PEACH PCH 500	609-49751-253	153.00
SOUTHERN GLAZER'S OF MN	2768633	06/11/2026	FRANZIA PINOT NOIR BIB	609-49751-253	410.19
SOUTHERN GLAZER'S OF MN	2773876	06/25/2026	A TO Z PINOT NOIR(SC) ITEM#:…	609-49751-253	805.49
BREAKTHRU BEVERAGE MN W…	414945933	06/26/2026	FIREBALL CINNAMON WHISKY…	609-49751-253	-112.00
ROUND LAKE VINEYARDS & W…	4748	07/01/2026	2024 Brianna 750 ml bottle	609-49751-253	675.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PHILLIPS WINE & SPIRITS	5187438	06/11/2026	Carlos Creek Minnescato 750…	609-49751-253	329.00
PHILLIPS WINE & SPIRITS	5191308	06/18/2026	Buzzballz Chiller Bent Banana …	609-49751-253	1,813.06
PHILLIPS WINE & SPIRITS	5195096	06/25/2026	Bota Box Breeze Pinot Grigio 3…	609-49751-253	286.00
PHILLIPS WINE & SPIRITS	581262	06/23/2026	Bota Box Breeze	609-49751-253	-12.00
INDIAN ISLAND WINERY	INV-0127	07/01/2026	Brianna	609-49751-253	344.72
ATLANTIC COCA-COLA	1000145951	06/12/2026	SPRITE 2L -1 0 Item #: 136135…	609-49751-254	-2.13
ATLANTIC COCA-COLA	1000164012	06/25/2026	DT COKE 20OZ Item #: 115002…	609-49751-254	281.60
JOHNSON BROS.	1073031	06/11/2026	Barefoot Fruitscato Watermel…	609-49751-254	85.00
JOHNSON BROS.	1083469	06/25/2026	Cuervo Mix Marg Lime Pet 1.7…	609-49751-254	74.00
AH HERMEL COMPANY	1121792/1121792	06/16/2026	DROP CHARGE 1-EACH/51001	609-49751-254	101.38
AH HERMEL COMPANY	1123830/1123830	07/01/2026	MN MARLBORO GOLD KING B…	609-49751-254	29.00
BREAKTHRU BEVERAGE MN W…	127421306	06/12/2026	LICOR 43	609-49751-254	150.00
BEVERAGE WHOLESALERS	440031	06/18/2026	A0 4/6NR CRISP APPLE	609-49751-254	-60.00
RED BULL DISTRIBUTION CO, I…	5023783621	06/26/2026	RED BULL 8.4OZ 12PK	609-49751-254	169.23
PHILLIPS WINE & SPIRITS	5187438	06/11/2026	Carlos Creek Minnescato 750…	609-49751-254	104.25
ATLANTIC COCA-COLA	81520516	06/12/2026	COKE 20OZ	609-49751-254	228.80
AH HERMEL COMPANY	1123830/1123830	07/01/2026	MN MARLBORO GOLD KING B…	609-49751-256	273.92
HOME CITY ICE COMPANY	6782264717	07/01/2026	delivery charge UPC: 0733092…	609-49751-257	299.76
HOME CITY ICE COMPANY	8067260061	06/16/2026	Ice and Delivery	609-49751-257	316.89
ARTISAN BEER COMPANY	3862923	06/11/2026	Gigli Blueberry-Lemonade 10…	609-49751-258	540.16
ARTISAN BEER COMPANY	3864859	06/18/2026	Tiki Vp Bucket 2.5mg Thc 50ml…	609-49751-258	325.50
ARTISAN BEER COMPANY	3866790	06/25/2026	Daizy's Grape 10mg Social Sod…	609-49751-258	553.00
ARTISAN BEER COMPANY	453817	06/22/2026	Gigli Punch Variety Pack 10m C…	609-49751-258	-120.60
GLOBAL RESERVE LLC	ORD-27215	06/24/2026	Looner Dew 10	609-49751-258	744.00
DOLL DISTRIBUTING, LLC	2065144	06/11/2026	BIG GRV EDDY VP14 12P	609-49751-259	54.60
DOLL DISTRIBUTING, LLC	2071553	06/18/2026	BEATBOX PINK LEMN 500	609-49751-259	297.80
DOLL DISTRIBUTING, LLC	2077617	06/25/2026	BEATBOX PEACH PCH 500	609-49751-259	124.00
BEVERAGE WHOLESALERS	440031	06/18/2026	A0 4/6NR CRISP APPLE	609-49751-259	211.00
BEVERAGE WHOLESALERS	441194	06/24/2026	AV CAYMAN JACK 12/24 CN	609-49751-259	292.20
BELLBOY CORP	0111176100	06/16/2026	SANTA B PICKLED ASPARAGUS…	609-49751-261	52.00
AH HERMEL COMPANY	1121792/1121792	06/16/2026	DROP CHARGE 1-EACH/51001	609-49751-261	5.97
BEVERAGE WHOLESALERS	440031	06/18/2026	A0 4/6NR CRISP APPLE	609-49751-261	-50.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	609-49751-321	226.90
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	609-49751-326	94.66
BELLBOY CORP	0111176100	06/16/2026	SANTA B PICKLED ASPARAGUS…	609-49751-333	2.80
BELLBOY CORP	0211262600	06/16/2026	EAGLE RARE 10YR 6PK 750 ALT…	609-49751-333	4.00
BELLBOY CORP	0211406000	06/16/2026	LORD CALVERT 1.75 (PET)	609-49751-333	12.00
VINOCOPIA, INC	0397134-IN	07/01/2026	Cedar Ridge Straight 86 Bourb…	609-49751-333	10.00
JOHNSON BROS.	1036506	06/22/2026	1800 Tequila Silver 6pk 1.01/6	609-49751-333	21.63
JOHNSON BROS.	1070485	06/11/2026	Isle of Skye 12Yr Scotch Whi	609-49751-333	2.11
JOHNSON BROS.	1073030	06/11/2026	1800 Tequila Silver 6pk 1.01/6	609-49751-333	36.39
JOHNSON BROS.	1073031	06/11/2026	Barefoot Fruitscato Watermel…	609-49751-333	42.20
JOHNSON BROS.	1078173	06/18/2026	Casamigos Lime Margarita 37…	609-49751-333	17.94
JOHNSON BROS.	1078174	06/18/2026	Barefoot Sangria 1.51/6	609-49751-333	39.04
JOHNSON BROS.	1083468	06/25/2026	1800 Rtd Ult Straw 1.75l/6	609-49751-333	48.02
JOHNSON BROS.	1083469	06/25/2026	Cuervo Mix Marg Lime Pet 1.7…	609-49751-333	4.22
AH HERMEL COMPANY	1121792/1121792	06/16/2026	DROP CHARGE 1-EACH/51001	609-49751-333	9.95
AH HERMEL COMPANY	1123830/1123830	07/01/2026	MN MARLBORO GOLD KING B…	609-49751-333	9.95
BREAKTHRU BEVERAGE MN W…	127421306	06/12/2026	LICOR 43	609-49751-333	41.16
BREAKTHRU BEVERAGE MN W…	127529381	06/22/2026	BIRD DOG PEANUT BUTTER …	609-49751-333	35.15
DOLL DISTRIBUTING, LLC	2065144	06/11/2026	BIG GRV EDDY VP14 12P	609-49751-333	7.00
DOLL DISTRIBUTING, LLC	2071553	06/18/2026	BEATBOX PINK LEMN 500	609-49751-333	7.00
DOLL DISTRIBUTING, LLC	2077617	06/25/2026	BEATBOX PEACH PCH 500	609-49751-333	7.00
DOLL DISTRIBUTING, LLC	2080447	06/26/2026	MISC DELIVERY FEE	609-49751-333	7.00
SOUTHERN GLAZER'S OF MN	2765906	06/04/2026	ABSOLUT VODKA 80	609-49751-333	9.02
SOUTHERN GLAZER'S OF MN	2768632	06/11/2026	FLETSCHMANNS VODKA 80 PE…	609-49751-333	56.71
SOUTHERN GLAZER'S OF MN	2768633	06/11/2026	FRANZIA PINOT NOIR BIB	609-49751-333	8.71
SOUTHERN GLAZER'S OF MN	2771312	06/18/2026	-196 CKTL VOD A(LL/LR/SW/SP…	609-49751-333	94.85
SOUTHERN GLAZER'S OF MN	2773875	06/25/2026	BACARDI RUM LIMON 70	609-49751-333	88.39
SOUTHERN GLAZER'S OF MN	2773876	06/25/2026	A TO Z PINOT NOIR(SC) ITEM#:…	609-49751-333	19.13

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BREAKTHRU BEVERAGE MN W…	414945933	06/26/2026	FIREBALL CINNAMON WHISKY…	609-49751-333	-5.55
BEVERAGE WHOLESALERS	438946	06/11/2026	A0 2/12CN CRISP APPLE	609-49751-333	5.00
BEVERAGE WHOLESALERS	440031	06/18/2026	A0 4/6NR CRISP APPLE	609-49751-333	5.00
BEVERAGE WHOLESALERS	441195	06/24/2026	91 KEYS LT IS 2/15C	609-49751-333	5.00
BEVERAGE WHOLESALERS	441931	06/26/2026	AMSTEL LT 2/12 NR	609-49751-333	5.00
PHILLIPS WINE & SPIRITS	5187437	06/11/2026	Capt Morgan Carib Pineapple …	609-49751-333	16.88
PHILLIPS WINE & SPIRITS	5187438	06/11/2026	Carlos Creek Minnescato 750…	609-49751-333	16.88
PHILLIPS WINE & SPIRITS	5191307	06/18/2026	Crown Royal Salted Caramel 7…	609-49751-333	154.74
PHILLIPS WINE & SPIRITS	5191308	06/18/2026	Buzzballz Chiller Bent Banana …	609-49751-333	56.97
PHILLIPS WINE & SPIRITS	5195095	06/25/2026	Buzzballz Berry Cherry Limead…	609-49751-333	85.39
PHILLIPS WINE & SPIRITS	5195096	06/25/2026	Bota Box Breeze Pinot Grigio 3…	609-49751-333	16.88
HOME CITY ICE COMPANY	6782264717	07/01/2026	delivery charge UPC: 0733092…	609-49751-333	5.00
WINE MERCHANTS	7567865	06/11/2026	Chandon Brut 750ml/12	609-49751-333	4.92
HOME CITY ICE COMPANY	8067260061	06/16/2026	Ice and Delivery	609-49751-333	5.00
US BANK	26725001897190740-266909…	06/04/2026	Event: Bourbon Allocation 4-7…	609-49751-340	36.93
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	609-49751-381	863.88
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	609-49751-382	23.87
MN ENERGY RESOURCES	5927529081	05/28/2026	Monthly Customer Charge	609-49751-383	92.56
HOMETOWN SANITATION SE…	0000663586	05/29/2026	Monthly Service Fee Comm.	609-49751-384	210.98
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	609-49751-385	50.58
US BANK	69f4b640bf	06/04/2026	Subscription Fee Adjustment C…	609-49751-433	49.07
MN MUNICIPAL BEVERAGE AS…	July 2026 - July 2027	06/24/2026	MMBA Annual Membership	609-49751-433	1,700.00
MN REVENUE	May 2026	06/22/2026	SALES TAX -	609-49751-460	14.00
				Activity 49751 - Liquor Store Total:	**133,202.24**
				Fund 609 - LIQUOR STORE Total:	**153,496.24**

Fund: 614 - TELECOM

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
INTERNAL REVENUE SERVICE	June 2026	06/22/2026	Excise Tax Posting	614-20201	250.00
INTERNAL REVENUE SERVICE	May 2026 Final	06/22/2026	Excise Tax Posting	614-20201	310.14
MN 9-1-1 PROGRAM	May 2026	06/22/2026	911 Services	614-20206	704.21
					1,264.35

Activity: 49870 - Telecom

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	614-49870-133	64.00
CITY LAUNDERING CO.	2248301	06/22/2026	Cleaning Services	614-49870-211	30.67
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	614-49870-211	623.21
US BANK	26-14538-05485	06/16/2026	NFPA 70, National Electrical C…	614-49870-217	39.81
CNA SURETY	7092631	06/08/2026	Captured Invoice from CNA S…	614-49870-217	250.00
US BANK	20260428JD	06/16/2026	DBROBERTS SOUTHCO PART …	614-49870-227	113.27
CONFLUENT TECHNOLOGY G…	289FC206802S	06/05/2026	POWER SUPPLY,UPS/CYBERP…	614-49870-227	986.17
JONATHAN ENGSTROM	#556	06/16/2026	latency issues OPNSense and …	614-49870-301	1,700.00
MN DEPT OF COMMERCE	#1000055199	06/05/2026	Telephone	614-49870-304	344.60
INTERSTATE TRS FUND	82580760102-0626	06/22/2026	2025-2026 obligation for pay…	614-49870-304	1.99
INTERSTATE TRS FUND	82580760102-0626	06/22/2026	2025-2026 obligation for pay…	614-49870-304	716.76
SCHRAMEL LAW OFFICE	June 2026	06/30/2026	Captured Invoice from SCHR…	614-49870-304	570.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	614-49870-321	189.00
NEXT STEP BROADCASTING INC	26060460	07/01/2026	Package	614-49870-340	79.05
NEXT STEP BROADCASTING INC	26060461	07/01/2026	Package	614-49870-340	79.05
WINDOM BASEBALL ASSOCIAT…	6/23/2026	06/23/2026	Advertising fee 2026	614-49870-340	200.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	614-49870-381	2,219.69
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	614-49870-382	21.96
MN ENERGY RESOURCES	5923530360	05/28/2026	Monthly Customer Charge	614-49870-383	39.93
HOMETOWN SANITATION SE…	0000663589	05/29/2026	Monthly Bill	614-49870-384	115.98
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	614-49870-385	44.67
PLUNKETT'S PEST CONTROL	#10559594	06/05/2026	General Pest Control for June …	614-49870-404	589.88
SMITH AUTOMOTIVE CO	#49954	06/04/2026	CHANGE OIL AND FILTER	614-49870-405	143.62
SMITH AUTOMOTIVE CO	#49959	06/04/2026	CHANGE OIL AND FILTER	614-49870-405	75.93
ENTERPRISE FM TRUST	613153-060326 WindomNet	06/11/2026	Lease Charge (Full Month): Re…	614-49870-419	537.16
CENTURY LINK	7242105D-D-26168	06/30/2026	Cabs	614-49870-441	30.87
CENTURY LINK	LX017082026173	06/30/2026	INTRASTATE	614-49870-441	491.00
SOUTHWEST MN BROADBAND…	06-15-2026 WindomNet	06/16/2026	Streaming Services	614-49870-442	1,715.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ARVIG ENTERPRISES, INC	356563	06/26/2026	HEADEND SERVICES MAY 2026..	614-49870-442	173.00
UNIVERSAL SERVICE ADMIN CO	4570307	06/22/2026	Jun 2026 USF Contribution Ch…	614-49870-443	1,544.16
JONATHAN ENGSTROM	#551	05/28/2026	05/18- OPNSense guest wifi/ c…	614-49870-447	1,700.00
JONATHAN ENGSTROM	#553	06/16/2026	latencyissues -OPNSense and …	614-49870-447	1,700.00
JONATHAN ENGSTROM	#557	06/16/2026	06/09-Certificate expiration r…	614-49870-447	1,700.00
US BANK	1473097-2026-04-25-1	06/16/2026	"My Dedicated Machine (ds15…	614-49870-447	208.50
MANKATO NETWORKS, LLC	390722	06/16/2026	Trouble Tickets	614-49870-447	1,608.75
MANKATO NETWORKS, LLC	390736	06/16/2026	Space Connections at 511	614-49870-447	1,342.42
HURRICANE ELECTRIC LLC	98591510-IN	07/01/2026	Transit Service Monthly Fee-- …	614-49870-447	4,100.00
US BANK	99C90724HT805012U	06/16/2026	ICEWARPINC-P20600 Suite	614-49870-447	1,589.08
FIBER MINNESOTA LLC	4111	06/10/2026	911 Trunks to Plymouth (2068…	614-49870-451	300.00
CENTURY LINK	507-831-1075 June 16 - July 16	06/25/2026	Basic Services	614-49870-451	96.79
ONVOY, LLC dba INTELIQUENT	657405	06/02/2026	Call Completion	614-49870-451	120.40
ONVOY, LLC dba INTELIQUENT	657463	06/02/2026	Call Completion	614-49870-451	95.48
MN REVENUE	May 2026	06/22/2026	SALES TAX -	614-49870-460	321.00
US BANK	199022081)	06/16/2026	Namecheap - Hosting, SSL	614-49870-480	29.95
				Activity 49870 - Telecom Total:	**28,642.80**
				Fund 614 - TELECOM Total:	**29,907.15**
Fund: 615 - ARENA					
Activity: 49850 - Arena					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	615-49850-133	32.00
JCL SOLUTIONS - JANITORS CL…	2036663-1	06/24/2026	COTG Profect 256 Super HDQ …	615-49850-211	190.86
VESTIS GROUP, INC	2560492994	06/16/2026	MAT NYLON/RUBBER	615-49850-211	64.42
VESTIS GROUP, INC	2560496991	06/16/2026	MAT NYLON/RUBBER	615-49850-211	65.08
VESTIS GROUP, INC	2560501000	06/16/2026	MAT NYLON/RUBBER	615-49850-211	65.08
KP NEGEN ENTERPRISES LLC	5/30/2026	06/04/2026	5-9-26 Level clay in Arena	615-49850-217	945.00
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	615-49850-217	311.60
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	615-49850-321	127.72
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	615-49850-326	395.00
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	615-49850-381	3,505.43
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	615-49850-382	111.40
MN ENERGY RESOURCES	5929694578	06/02/2026	ARENA-GAS UTILITY	615-49850-383	981.23
HOMETOWN SANITATION SE…	0000663590	06/02/2026	ARENA-DISPOSAL	615-49850-384	192.98
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	615-49850-385	97.38
CARQUEST - SMITH AUTO SUP…	3168	06/22/2026	LUC LUCAS OIL STABL 32OZ	615-49850-404	16.44
DICKS WELDING INC	75687	06/05/2026	Drilled Holes and Welded Plate	615-49850-404	92.15
				Activity 49850 - Arena Total:	**7,193.77**
				Fund 615 - ARENA Total:	**7,193.77**
Fund: 617 - M/P CENTER					
MN REVENUE	May 2026	06/22/2026	SALES TAX -	617-20202	878.00
					878.00
Activity: 49860 - M/P Center					
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	617-49860-133	48.00
INDOFF, INC	3867650	06/29/2026	AAG7026005 2026 At-A-Glanc…	617-49860-200	24.99
VESTIS GROUP, INC	2560502957	06/18/2026	DUST MOP HANDLE	617-49860-211	20.54
US BANK	May 2026	06/08/2026	US Bank	617-49860-211	65.45
US BANK	May 2026	06/08/2026	US Bank	617-49860-211	182.43
MN MUNICIPAL UTILITIES ASS…	69179	06/30/2026	Safety Management Program…	617-49860-217	467.41
JOHNSON BROS.	1078089	06/18/2026	818844023174 1800 Rtd Marg…	617-49860-251	248.26
PHILLIPS WINE & SPIRITS	5191235	06/18/2026	1800 Rtd Peach	617-49860-251	57.51
US BANK	May 2026	06/08/2026	US Bank	617-49860-254	48.19
US BANK	May 2026	06/08/2026	US Bank	617-49860-254	72.64
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	617-49860-321	64.49
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	617-49860-326	543.33
JOHNSON BROS.	1078089	06/18/2026	818844023174 1800 Rtd Marg…	617-49860-333	18.31
PHILLIPS WINE & SPIRITS	5191235	06/18/2026	1800 Rtd Peach	617-49860-333	2.25
US BANK	May 2026	06/08/2026	US Bank	617-49860-340	86.98
US BANK	May 2026	06/08/2026	US Bank	617-49860-340	115.97
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	617-49860-381	1,477.82

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	617-49860-382	59.77
MN ENERGY RESOURCES	5925003857	06/02/2026	WCC/GAS UTILITY	617-49860-383	286.52
HOMETOWN SANITATION SE…	0000663591	06/02/2026	WCC-DISPOSAL	617-49860-384	189.98
ELECTRIC FUND	JUNE 2026 MONTHLY UTILITY	06/10/2026	MONTHLY UTILITY	617-49860-385	137.75
JOHNSON CONTROLS FIRE PR…	54124646	06/12/2026	Labor Manual Alarm Station	617-49860-402	668.62
JOHNSON CONTROLS FIRE PR…	54126921	06/16/2026	Alarm Detection	617-49860-402	549.03
NEW TEC, INC	504422	06/26/2026	Shop Labor-Lift	617-49860-404	2,071.18
US BANK	May 2026	06/08/2026	US Bank	617-49860-406	349.98
US BANK	May 2026	06/08/2026	US Bank	617-49860-406	57.17
US BANK	May 2026	06/08/2026	US Bank	617-49860-406	68.80
US BANK	May 2026	06/08/2026	US Bank	617-49860-406	128.23
US BANK	May 2026	06/08/2026	US Bank	617-49860-406	94.00
US BANK	May 2026	06/08/2026	US Bank	617-49860-460	10.57
KENNEDY & GRAVEN , CHART…	WN210-00023	06/16/2026	Legal Services - Community C…	617-49860-480	82.00
				Activity 49860 - M/P Center Total:	**8,298.17**
				Fund 617 - M/P CENTER Total:	**9,176.17**

Fund: 700 - PAYROLL

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Internal Revenue Service-Payr…	INV0002824	06/26/2026	Federal Tax Withholding	700-21701	358.20
Internal Revenue Service-Payr…	INV0002831	06/26/2026	Federal Tax Withholding	700-21701	13,183.00
MN Department of Revenue - …	INV0002825	06/26/2026	State Withholding	700-21702	264.72
MN Department of Revenue - …	INV0002832	06/26/2026	State Withholding	700-21702	7,150.27
Internal Revenue Service-Payr…	INV0002824	06/26/2026	Social Security	700-21703	1,198.62
Internal Revenue Service-Payr…	INV0002831	06/26/2026	Social Security	700-21703	15,827.40
MN Pera	INV0002823	06/26/2026	PERA	700-21704	460.14
MN Pera	INV0002829	06/26/2026	PERA	700-21704	1,194.48
MN Pera	INV0002829	06/26/2026	PERA	700-21704	17,125.52
MN Pera	INV0002829	06/26/2026	PERA	700-21704	11,061.70
MN State Deferred	INV0002830	06/26/2026	Deferred Compensation	700-21705	3,055.00
MN State Deferred	INV0002830	06/26/2026	Deferred Roth	700-21705	1,272.00
STATE OF MINNESOTA MANA…	1641885	06/10/2026	Health Insurance / Dental PEIP…	700-21706	28,146.64
NECA IBEW FAMILY MEDICAL …	July 2026	06/10/2026	Health Insurance July 2026	700-21706	48,689.14
LOCAL UNION #949	June 2026	06/16/2026	Union Dues	700-21707	1,848.22
Internal Revenue Service-Payr…	INV0002824	06/26/2026	Medicare Withholding	700-21711	280.32
Internal Revenue Service-Payr…	INV0002831	06/26/2026	Medicare Withholding	700-21711	4,852.86
WEX Health Inc	6-1-2026	06/17/2026	- Decription Flex Spending 700…	700-21712	76.53
WEX Health Inc	6-12-2026	06/17/2026	Decription Flex Spending - 700…	700-21712	121.80
WEX Health Inc	6-16-2026	06/17/2026	Flex Spending	700-21712	5.71
WEX Health Inc	6-16-2026-2	06/17/2026	Decription Flex Spending - 700…	700-21712	111.24
WEX Health Inc	6-2-2026	06/17/2026	Decription Flex Spending - 700…	700-21712	292.50
WEX Health Inc	6-2-2026-2	06/17/2026	Decription Flex Spending - 700…	700-21712	20.00
AFLAC	214404	06/16/2026	AFLAC Insurance	700-21715	499.73
AFLAC	214404	06/16/2026	AFLAC Insurance	700-21716	526.79
NCPERS MINNESOTA	844600072026	06/10/2026	Insurance	700-21718	16.00
MN BENEFIT ASSOCIATION	2026-0395191	06/16/2026	Automobile Insurance	700-21719	765.35
WEX Health Inc	INV0002828	06/26/2026	VEBA Employer Contribution	700-21720	4,604.21
WEX Health Inc	INV0002827	06/26/2026	HSA Employer Contribution	700-21722	3,250.05
WEX Health Inc	INV0002826	06/26/2026	HSA Employee Contribution	700-21723	917.71
MN DEPT OF EMPLY & ECON …	Unemployment Benefit 2026 …	06/30/2026	Paid Leave Only Report	700-21724	124.75
MN DEPT OF EMPLY & ECON …	Unemployment Benefit 2026 …	06/30/2026	Unemployment	700-21724	10,513.11
STATE OF MINNESOTA MANA…	1641885	06/10/2026	Health Insurance / Dental PEIP…	700-21725	1,237.40
					179,051.11
				Fund 700 - PAYROLL Total:	**179,051.11**
				Grand Total:	**1,731,174.47**

Report Summary

Fund Summary

Fund		Payment Amount
100 - GENERAL		90,497.07
211 - LIBRARY		3,300.15
225 - AIRPORT		38,673.53
235 - AMBULANCE		10,922.21
250 - EDA GENERAL		5,889.55
266 - TIF 1-10 RUNNINGS		20,130.86
277 - TIF 1-22 CEMSTONE		24,631.22
313 - 2026 1ST AVENUE PROJECT		473,785.46
401 - GENERAL CAPITAL PROJECTS		90,314.70
601 - WATER		186,813.50
602 - SEWER		151,165.96
604 - ELECTRIC		256,225.82
609 - LIQUOR STORE		153,496.24
614 - TELECOM		29,907.15
615 - ARENA		7,193.77
617 - M/P CENTER		9,176.17
700 - PAYROLL		179,051.11
	Grand Total:	**1,731,174.47**

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	29,637.26
100-36200	Other Income	-420.17
100-41110-304	Legal Fees	7,492.35
100-41110-326	Data Processing	27.51
100-41110-334	Meals/Lodging	76.61
100-41110-434	Employee Appreciation	689.79
100-41110-491	Payments to Other Orga…	4,090.15
100-41310-133	Employer Paid Insurance…	104.00
100-41310-200	Office Supplies	33.76
100-41310-217	Other Operating Supplies	1,872.48
100-41310-308	Training & Registrations	50.00
100-41310-321	Telephone	75.76
100-41310-326	Data Processing	337.04
100-41310-331	Travel Expense	218.23
100-41310-334	Meals/Lodging	36.04
100-41310-433	Dues & Subscriptions	30.00
100-41910-133	Employer Paid Insurance…	24.00
100-41910-304	Legal Fees	574.00
100-41910-308	Training & Registrations	50.00
100-41910-321	Telephone	59.77
100-41910-480	Other Miscellaneous	233.70
100-41940-211	Cleaning Supplies	62.42
100-41940-381	Electric Utility	388.60
100-41940-382	Water Utility	83.92
100-41940-383	Gas Utility	372.94
100-41940-384	Refuse Disposal	124.98
100-41940-385	Sewer Utility	183.47
100-41940-406	Repairs & Maint - Groun…	1,092.25
100-42120-133	Employer Paid Insurance…	176.00
100-42120-200	Office Supplies	42.99
100-42120-218	Uniforms	239.98
100-42120-304	Legal Fees	164.00
100-42120-305	Medical & Dental Fees	934.54
100-42120-308	Training & Registrations	155.80
100-42120-321	Telephone	28.88
100-42120-323	Radio Units	7,477.66

Account Summary

Account Number	Account Name	Payment Amount
100-42120-334	Meals/Lodging	515.89
100-42120-405	Repairs & Maint - Vehicle	29.58
100-42120-412	Rentals - Building	2,152.50
100-42120-419	Vehicle Lease	517.69
100-42220-211	Cleaning Supplies	87.28
100-42220-308	Training & Registrations	243.42
100-42220-321	Telephone	43.02
100-42220-381	Electric Utility	376.99
100-42220-382	Water Utility	20.01
100-42220-383	Gas Utility	224.91
100-42220-384	Refuse Disposal	119.98
100-42220-385	Sewer Utility	45.17
100-42220-404	Repairs & Maint - M&E	148.90
100-42220-406	Repairs & Maint - Groun…	350.00
100-42500-215	Materials & Equipment	5,785.00
100-42500-381	Electric Utility	37.34
100-42700-300	Charges for Services	82.83
100-43100-133	Employer Paid Insurance…	80.00
100-43100-217	Other Operating Supplies	879.01
100-43100-224	Street Maint Materials	1,670.50
100-43100-225	Landscaping Materials	125.00
100-43100-321	Telephone	20.55
100-43100-381	Electric Utility	2,040.37
100-43100-382	Water Utility	23.39
100-43100-383	Gas Utility	169.73
100-43100-384	Refuse Disposal	126.98
100-43100-385	Sewer Utility	53.90
100-43100-406	Repairs & Maint - Groun…	159.88
100-43100-439	Special Projects	790.00
100-43210-384	Refuse Disposal	9,712.66
100-45120-215	Materials & Equipment	1,235.91
100-45120-404	Repairs & Maint - M&E	180.39
100-45202-133	Employer Paid Insurance…	16.00
100-45202-212	Motor Fuels	1,330.56
100-45202-326	Data Processing	266.67
100-45202-381	Electric Utility	767.07
100-45202-382	Water Utility	48.22
100-45202-384	Refuse Disposal	690.68
100-45202-385	Sewer Utility	55.24
100-45202-402	Repairs & Maint - Struct…	1,263.61
100-45202-404	Repairs & Maint - M&E	859.99
100-45202-406	Repairs & Maint - Groun…	10.00
100-45202-480	Other Miscellaneous	319.54
211-45501-133	Employer Paid Insurance…	16.00
211-45501-200	Office Supplies	118.60
211-45501-211	Cleaning Supplies	103.02
211-45501-217	Other Operating Supplies	155.80
211-45501-321	Telephone	167.56
211-45501-326	Data Processing	95.00
211-45501-350	Printing & Design	179.99
211-45501-381	Electric Utility	175.65
211-45501-382	Water Utility	21.08
211-45501-383	Gas Utility	172.22
211-45501-385	Sewer Utility	46.26
211-45501-402	Repairs & Maint - Struct…	99.12
211-45501-433	Dues & Subscriptions	98.92
211-45501-435	Books and Pamphlets	1,218.30
211-45501-480	Other Miscellaneous	632.63

Account Summary

Account Number	Account Name	Payment Amount
225-45127-264	Merchandise For Resale -..	15,403.85
225-45127-321	Telephone	31.31
225-45127-402	Repairs & Maint - Struct…	1,226.74
225-45127-406	Repairs & Maint - Groun…	77.54
225-45127-419	Vehicle Lease	274.09
225-49950-500	Capital Outlay	21,660.00
235-33436	Reimbursements	4,764.00
235-34205	Ambulance Revenues - U…	815.99
235-42153-133	Employer Paid Insurance…	16.00
235-42153-217	Other Operating Supplies	550.07
235-42153-261	Other Merchandise-Med…	71.30
235-42153-321	Telephone	28.68
235-42153-326	Data Processing	3,183.02
235-42153-334	Meals/Lodging	648.43
235-42153-381	Electric Utility	251.33
235-42153-382	Water Utility	13.34
235-42153-383	Gas Utility	149.94
235-42153-384	Refuse Disposal	50.00
235-42153-385	Sewer Utility	30.11
235-42153-406	Repairs & Maint - Groun…	350.00
250-46520-133	Employer Paid Insurance…	8.00
250-46520-304	Legal Fees	3,813.00
250-46520-321	Telephone	59.77
250-46520-326	Data Processing	92.00
250-46520-381	Electric Utility	108.08
250-46520-406	Repairs & Maint - Groun…	1,575.00
250-46520-480	Other Miscellaneous	233.70
266-46530-482	TIF Payments	20,130.86
277-46530-304	Legal Fees	1,050.00
277-46530-482	TIF Payments	23,581.22
313-41000-303	Engineering and Surveyi…	31,405.61
313-41000-480	Other Miscellaneous	442,379.85
401-49950-504	Capital Outlay - Parks	11,232.50
401-49950-508	Capital Outlay - Island Pa…	1,500.00
401-49950-509	Capital Outlay - Administ…	19,695.00
401-49950-512	Capital Outlay - MP Solar…	57,887.20
601-16480	CIP-Const in Progress	173,661.60
601-49400-133	Employer Paid Insurance…	48.00
601-49400-216	Chemicals and Chemical …	724.56
601-49400-217	Other Operating Supplies	467.40
601-49400-301	Auditing & Consulting Se…	3,824.00
601-49400-321	Telephone	51.66
601-49400-326	Data Processing	95.00
601-49400-381	Electric Utility	5,775.63
601-49400-382	Water Utility	20.82
601-49400-383	Gas Utility	386.99
601-49400-384	Refuse Disposal	131.99
601-49400-385	Sewer Utility	45.40
601-49400-386	Landfill	1,120.50
601-49400-402	Repairs & Maint - Struct…	150.17
601-49400-408	Repairs & Maint - Distrib…	309.78
602-16480	CIP-Const in Progress	115,774.40
602-49450-133	Employer Paid Insurance…	32.00
602-49450-216	Chemicals and Chemical …	1,422.49
602-49450-217	Other Operating Supplies	311.60
602-49450-310	Lab Testing	4,004.48
602-49450-321	Telephone	175.26
602-49450-326	Data Processing	95.00

Account Summary

Account Number	Account Name	Payment Amount
602-49450-381	Electric Utility	9,930.78
602-49450-382	Water Utility	39.89
602-49450-383	Gas Utility	851.48
602-49450-408	Repairs & Maint - Distrib…	18,528.58
604-14200	Inventory	47,014.11
604-16300	Improvements Other Th…	43,836.88
604-22000	Prepayments	5,541.13
604-49550-133	Employer Paid Insurance…	88.00
604-49550-211	Cleaning Supplies	856.91
604-49550-241	Small Tools	103.40
604-49550-263	Merchandise for Resale -…	140,345.36
604-49550-303	Engineering and Surveyi…	1,875.50
604-49550-304	Legal Fees	977.50
604-49550-308	Training & Registrations	1,282.50
604-49550-321	Telephone	51.63
604-49550-326	Data Processing	114.66
604-49550-381	Electric Utility	101.46
604-49550-382	Water Utility	46.49
604-49550-383	Gas Utility	103.70
604-49550-384	Refuse Disposal	127.99
604-49550-385	Sewer Utility	97.34
604-49550-402	Repairs & Maint - Struct…	62.90
604-49550-406	Repairs & Maint - Groun…	1,200.00
604-49550-408	Repairs & Maint - Distrib…	498.17
604-49550-450	Conservation	11,173.19
604-49550-460	Miscellaneous Taxes	727.00
609-20202	Sales Tax Payable	20,294.00
609-49751-133	Employer Paid Insurance…	32.00
609-49751-211	Cleaning Supplies	527.65
609-49751-217	Other Operating Supplies	104.91
609-49751-251	Liquor	46,903.72
609-49751-252	Beer	68,756.71
609-49751-253	Wine	7,414.01
609-49751-254	Soft Drinks & Mix	1,161.13
609-49751-256	Tobacco Products	273.92
609-49751-257	Ice	616.65
609-49751-258	Liquor Store THC	2,042.06
609-49751-259	Non- Alcholic	979.60
609-49751-261	Other Merchandise	7.97
609-49751-321	Telephone	226.90
609-49751-326	Data Processing	94.66
609-49751-333	Freight and Express	1,018.48
609-49751-340	Advertising & Promotions	36.93
609-49751-381	Electric Utility	863.88
609-49751-382	Water Utility	23.87
609-49751-383	Gas Utility	92.56
609-49751-384	Refuse Disposal	210.98
609-49751-385	Sewer Utility	50.58
609-49751-433	Dues & Subscriptions	1,749.07
609-49751-460	Miscellaneous Taxes	14.00
614-20201	Excise Tax Payable	560.14
614-20206	911 988 TAP & TACIP Fe…	704.21
614-49870-133	Employer Paid Insurance…	64.00
614-49870-211	Cleaning Supplies	653.88
614-49870-217	Other Operating Supplies	289.81
614-49870-227	Utility System Maint Sup…	1,099.44
614-49870-301	Auditing & Consulting Se…	1,700.00
614-49870-304	Legal Fees	1,633.35

Account Summary

Account Number	Account Name	Payment Amount
614-49870-321	Telephone	189.00
614-49870-340	Advertising & Promotions	358.10
614-49870-381	Electric Utility	2,219.69
614-49870-382	Water Utility	21.96
614-49870-383	Gas Utility	39.93
614-49870-384	Refuse Disposal	115.98
614-49870-385	Sewer Utility	44.67
614-49870-404	Repairs & Maint - M&E	589.88
614-49870-405	Repairs & Maint - Vehicle	219.55
614-49870-419	Vehicle Lease	537.16
614-49870-441	Transmission Fees	521.87
614-49870-442	Subscriber Fees	1,888.00
614-49870-443	Intergovernmental Fees	1,544.16
614-49870-447	Internet Expense	13,948.75
614-49870-451	Call Completion	612.67
614-49870-460	Miscellaneous Taxes	321.00
614-49870-480	Other Miscellaneous	29.95
615-49850-133	Employer Paid Insurance…	32.00
615-49850-211	Cleaning Supplies	385.44
615-49850-217	Other Operating Supplies	1,256.60
615-49850-321	Telephone	127.72
615-49850-326	Data Processing	395.00
615-49850-381	Electric Utility	3,505.43
615-49850-382	Water Utility	111.40
615-49850-383	Gas Utility	981.23
615-49850-384	Refuse Disposal	192.98
615-49850-385	Sewer Utility	97.38
615-49850-404	Repairs & Maint - M&E	108.59
617-20202	Sales Tax Payable	878.00
617-49860-133	Employer Paid Insurance…	48.00
617-49860-200	Office Supplies	24.99
617-49860-211	Cleaning Supplies	268.42
617-49860-217	Other Operating Supplies	467.41
617-49860-251	Liquor	305.77
617-49860-254	Soft Drinks & Mix	120.83
617-49860-321	Telephone	64.49
617-49860-326	Data Processing	543.33
617-49860-333	Freight and Express	20.56
617-49860-340	Advertising & Promotions	202.95
617-49860-381	Electric Utility	1,477.82
617-49860-382	Water Utility	59.77
617-49860-383	Gas Utility	286.52
617-49860-384	Refuse Disposal	189.98
617-49860-385	Sewer Utility	137.75
617-49860-402	Repairs & Maint - Struct…	1,217.65
617-49860-404	Repairs & Maint - M&E	2,071.18
617-49860-406	Repairs & Maint - Groun…	698.18
617-49860-460	Miscellaneous Taxes	10.57
617-49860-480	Other Miscellaneous	82.00
700-21701	Federal Withholding	13,541.20
700-21702	State Withholding	7,414.99
700-21703	FICA Tax Withholding	17,026.02
700-21704	PERA Contributions	29,841.84
700-21705	Retirement	4,327.00
700-21706	Medical Insurance	76,835.78
700-21707	Union Dues	1,848.22
700-21711	Medicare Tax Withholdi…	5,133.18
700-21712	Flex Account	627.78

Account Summary

Account Number	Account Name	Payment Amount
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	4,604.21
700-21722	HSA Contribution	3,250.05
700-21723	HSA Employee Contribut...	917.71
700-21724	MN Paid Leave	10,637.86
700-21725	Dental Insurance	1,237.40
	Grand Total:	**1,731,174.47**

Project Account Summary

Project Account Key		Payment Amount
None		1,731,174.47
	Grand Total:	**1,731,174.47**

Donna Skeba
7-2-26 MB

NOTICE OF PUBLIC HEARING

2025 Alley Improvement Project

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of Windom will meet in the Council Chamber of the City Hall, 444 9th Street, at 6:30 p.m. during the regular City Council meeting on July 7, 2026, to consider and possibly adopt, the proposed assessments for improvements to city streets/alleys included in the 2025 Alley Improvement Project. The improvements are located within the corporate city limits adjacent to properties legally described as follows:

Windom Original Townsite Subdivision

Block 12, Lot 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15
Block 14, Lot 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15
Block 17, Lot 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15

The improvements consist of specifically pavement removal, curb & gutter replacement (where applicable), storm sewer infrastructure, subgrade preparation, granular base, Asphalt and/or Cement Concrete pavement and related work on the following alleys:

3rd Avenue and 11th Street Alley (from the east line of 5th Avenue to the west line of 3rd Avenue, between 11th Street and 10th Street), 4th Avenue and 3rd Avenue Alley (from the east line of 4th Avenue to the west line of 3rd Avenue, between 9th Street and 8th Street);

within the corporate city limits, pursuant to Minn. Stat. §§ 429.011 to 429.111. The area proposed to be assessed for such improvements are the properties abutting the improvements and part of the above-described boundaries.

The proposed assessment roll is on file for public inspection at the City Clerk's Office. The total amount of the proposed assessments for the entire project is $228,934.25. Written or oral objections will be considered at the meeting. No appeal may be taken as to the amount of an assessment unless a written objection, signed by the affected property owners, is filed with the Clerk prior to the assessment hearing or presented to the presiding officer at the hearing. Such persons as desire to be heard with reference to the proposed assessments on the improvements will be heard at this meeting.

An owner may appeal an assessment to District Court, pursuant to Minnesota Statute § 429.081, by serving notice of the appeal upon the Mayor or Clerk of the City within 30 days after the adoption of the assessment, and filing such notice with the District Court within ten (10) days after service upon the Mayor or Clerk.

By Order of the Windom City Council:

Steve Nasby
City Administrator
June 17 & July 1, 2026

CITY OF WINDOM

DATE: June 16, 2026

Name: NAME NAME NAME

Property ID: ADDRESS
Assessment #: ## Parcel Number: ##-###-####

TO WHOM IT MAY CONCERN:

Notice is hereby given that the Council will hold a public hearing during their regularly scheduled meeting at 6:30 p.m. on Tuesday, July 7, 2026, in the Council Chambers to consider, and possibly adopt, the proposed assessments for the 2025 Alley Improvement Project. Adoption by the Council of the proposed assessments may occur at the hearing.

The amount to be specially assessed against your particular lot, piece, and/or parcel is $AMOUNT (shown in the attachment(s) to this notice). Such assessment is proposed to be certified to the County Auditor to be included with your real estate taxes payable in equal annual installments extending over a period of 10 years, and will bear interest at the rate of 5.71 percent per annum from the date of the adoption of the assessment resolution.

If the assessment amount shown above is paid in full to the City Clerk's Office by December 31, 2026, no interest shall be charged. After that date if you choose to pay off the remaining assessment balance before the end of the installment period, the entire amount of the unpaid balance, plus interest accrued to December 31st of that year, can be paid to the City Clerk's Office.

The proposed assessment roll is on file for public inspection at the City Clerk's Office. The amount of the proposed assessments for the entire project is $228,934.25. Written or oral objections will be considered at the meeting on July 7, 2026. No appeal may be taken regarding the amount of an assessment unless a written objection signed by the affected property owners is filed with the Clerk prior to the assessment hearing or presented verbally or in writing to the presiding officer at the hearing. The Council may, upon such notice, consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

If an assessment is contested or there is an adjourned hearing, the following procedure will be utilized:

1. The City will present its case first by calling witnesses who may testify by narrative or by examination and by the introduction of exhibits. After each witness has testified, the contesting party will be allowed to ask questions. This procedure will be repeated with each witness until neither side has further questions.
2. After the City has presented all its evidence, the objector may call witnesses or present such testimony as the objector desires. The same procedure for questioning of the City witnesses will be followed with the objector's witnesses.
3. The objector may be represented by counsel.
4. Minnesota rules of evidence will not be strictly applied; however, they may be considered and argued to the Council as to the weight of items of evidence or testimony presented to the Council.
5. The entire proceedings will be recorded.
6. At the close of presentation of evidence, the objector may make a final presentation to the Council based on the evidence and the law. No new evidence may be presented at this point.
7. The Council may adopt the proposed assessment at the hearing.

An owner may appeal an assessment to District Court, pursuant to Minnesota Statutes §429.081, by serving notice of the appeal upon the Mayor or Clerk of the City within 30 days after the adoption of the assessment, and filing such notice with the District Court within ten (10) days after service upon the Mayor or Clerk.

Steve Nasby, City Administrator

Final Assessment
Plat and Schedule

2025 Alley Improvements

The City of
Windom

Windom, Minnesota

July 2026

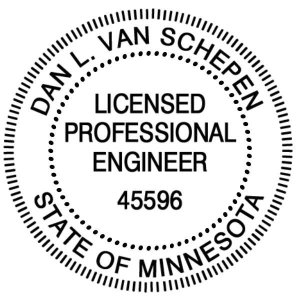
DGR Project No. 373179

Final Assessment Plat and Schedule

2025 Alley Improvements

Windom, Minnesota

July 2026



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By ______________________ 7-1-26
Dan L. Van Schepen, P.E. (date)

License Number: 45596

My license renewal date is June 30, 2028

Pages or sheets covered by this seal: All

DGR Project No. 373179

DGR Engineering
1302 South Union Street
Rock Rapids, IA
(712) 472-2531
dgr@dgr.com

Final Assessment Plat and Schedule

2025 Alley Improvements

Windom, Minnesota

This booklet contains the Final Assessment Plat and Schedule for the proposed improvements to be assessed. The assessable improvements consist of pavement removal, curb & gutter replacement, subgrade preparation, granular base, bituminous pavement and related work on certain alleys in Windom, Minnesota.

The final assessment amounts for each parcel being assessed are shown in this booklet.

Definition of column headings (by column number) used in the Schedule are:

1. Assessment Number: See attached assessment plat.

2. Name of Owner and Courthouse Parcel Number: From County Auditor's Office.

3-4. Description: The legal description of the parcel in which all or a portion thereof is within the assessment limits.

5. Street Assessment: Cost to remove and replace curb and gutter, and bituminous pavement.

6. Parking Lot Assessment: Cost to remove and replace bituminous parking lot pavement adjacent to the alleys.

7. Roof Drain Assessment: Cost to tie existing roof drains into the proposed storm sewer.

8. Total Assessment: That portion of the Total Cost of the alley improvements levied against the property.

DGR Engineering
Rock Rapids, Iowa

July 2026

2025 Alley Improvements
Windom, Minnesota

Description of commencement and terminal points of the improvements, types of construction and materials assessed against benefitted property, estimated quantities and costs relative thereto:

I. Alleys to be paved -

A. 3rd Avenue and 11th Street Alley:
From the east line of 5th Avenue to the west line of 3rd Avenue. [between 11th & 10th Streets]

B. 4th Avenue and 3rd Avenue Alley:
From the east line of 4th Avenue to the west line of 3rd Avenue. [between 9th & 8th Streets]

50% of the cost of the above described improvements will be assessed against the benefitted property based on the alley way frontage (abutting alley way width) and side (alley way side frontage).

II. Benefitted District

Includes all properties fronting along the alley to be improved. Benefitted properties are to be assessed 50% of the alley project cost based on alley way frontage allocated by multiplying 100% of the alley way lot frontage abutting an improved alley and multiplying 50% of the side lot abutting an improved alley. The cost for the remaining improved alley improvements shall be paid by the City.

2025 3rd Ave. and 11th St. Alley Improvements
Final Assessment Costs
Windom, Minnesota

June 1, 2026

ITEM NO.	NO. OF UNITS		ITEM DESCRIPTION	UNIT COST			TOTAL ITEM COST
Paving							
1.	1	L.S.	Mobilization	$24,444.44	/L.S.	=	$24,444.44
2.	1	L.S.	Traffic Control	$4,888.89	/L.S.	=	$4,888.89
3.	2700	sq. yds	Pavement Milling/Removal	$7.50	/sq. yd.	=	$20,250.00
4.	1295	cu. yd.	Common excavation	$25.00	/cu. yd.	=	$32,375.00
5.	2,700	sq. yd.	12" Subgrade preparation	$2.00	/sq. yd.	=	$5,400.00
6.	2,700	sq. yd.	Aggregate Base, 12"	$10.00	/sq. yd.	=	$27,000.00
7.	150	ln. ft.	Curb and Gutter	$50.00	/ln. ft.	=	$7,500.00
8.	0	sq. yd.	Valley Gutter	$150.00	/sq. yd.	=	$0.00
9.	680	ton	Bituminous Pavement, 4"	$115.00	/ton	=	$78,200.00
10.	100	sq. yd.	6" Concrete Driveway Pavement	$40.00	/sq. yd.	=	$4,000.00
11.	230	sq. yd.	6" Concrete Walk	$40.00	/sq. yd.	=	$9,200.00
12.	250	ln. ft.	Pavement Marking-4" Parking Stalls	$1.15	/ln. ft.	=	$287.50
13.	1	L.S.	Maintain & Restoration of Access	$1,222.22	/L.S.	=	$1,222.22

Construction Subtotal	$214,768.05
Engineering and Testing	$44,231.95
Estimated Subtotal	**$259,000.00**
Estimated Assessable Subtotal	**$129,500.00**

2025 4th and 3rd Ave Alley Improvements
Final Assessment Costs
Windom, Minnesota

June 1, 2026

ITEM NO.	NO. OF UNITS		ITEM DESCRIPTION	UNIT COST			TOTAL ITEM COST
Paving							
1.	1	L.S.	Mobilization	$15,555.56	/L.S.	=	$15,555.56
2.	1	L.S.	Traffic Control	$3,111.11	/L.S.	=	$3,111.11
3.	1650	sq. yds	Pavement Milling/Removal	$7.50	/sq. yd.	=	$12,375.00
4.	755	cu. yd.	Common excavation	$25.00	/cu. yd.	=	$18,875.00
5.	1650	sq. yd.	12" Subgrade preparation	$2.00	/sq. yd.	=	$3,300.00
6.	1650	sq. yd.	Aggregate Base, 12"	$10.00	/sq. yd.	=	$16,500.00
7.	160	ln. ft.	Curb and Gutter	$50.00	/ln. ft.	=	$8,000.00
8.	0	sq. yd.	Valley Gutter	$150.00	/sq. yd.	=	$0.00
9.	350	ton	Bituminous Pavement, 4"	$115.00	/ton	=	$40,250.00
10.	70	sq. yd.	6" Concrete Driveway Pavement	$40.00	/sq. yd.	=	$2,800.00
11.	100	sq. yd.	6" Concrete Walk	$40.00	/sq. yd.	=	$4,000.00
12.	0	sq. ft.	Detectable Warning	$80.00	/sq. ft.	=	$0.00
13.	1	L.S.	Maintain & Restoration of Access	$777.78	/L.S.	=	$777.78

Construction Subtotal	$125,544.45
Engineering and Testing	$27,455.55
Estimated Subtotal	**$153,000.00**
Estimated Assessable Subtotal	**$76,500.00**

FINAL ASSESSMENT SCHEDULE
2025 Alley Improvements
Windom, Minnesota

1	2	3	4	5	6	7	8
Assm't. No.	**Name of Owner**	**Parcel**	**Block/ Addition**	**As'ableStreet Cost**	**As'ableParking Cost**	**As'able Roof Drain Cost**	**Rnd'd Total Assessment**
			3rd Ave/11th St Alley				
10.	COTTONWOOD COUNTY DAC 25-820-1461	L3, L4 & L5	BLK 17 WINDOM ORIGINAL TOWNSITE	$16,404.70	-	$4,804.75	$21,210.00
11.	EVANGELICAL FREE CHURCH WINDOM 25-820-1430	L1, L2 & L3	BLK 17 WINDOM ORIGINAL TOWNSITE	$15,973.00	$5,522.20	$6,868.00	$28,370.00
12.	COTTONWOOD COUNTY DAC 25-820-1470	L6 & L7	BLK 17 WINDOM ORIGINAL TOWNSITE	$6,799.32	-	-	$6,800.00
13.	EVANGELICAL FREE CHURCH WINDOM 25-820-1480	L8 & L9	BLK 17 WINDOM ORIGINAL TOWNSITE	$6,799.32	-	-	$6,800.00
14.	EVANGELICAL FREE CHURCH WINDOM 25-820-1490	L10, L11, L12 & L13	BLK 17 WINDOM ORIGINAL TOWNSITE	$13,598.63	-	-	$13,600.00
15.	HALL-MARCY/TYANN 25-820-1510	L14 & L15	BLK 17 WINDOM ORIGINAL TOWNSITE	$5,180.43	-	-	$5,190.00
16.	RICK/DENNIS L & JULIE A 25-820-1040	L4 & L5	BLK 14 WINDOM ORIGINAL TOWNSITE	$13,382.78	-	-	$13,390.00
17.	CITY OF WINDOM 25-820-1000	L3	BLK 14 WINDOM ORIGINAL TOWNSITE	$6,259.69	-	-	$6,260.00
18.	HARRIS/WILLIAM I 25-820-0990	L1 & L2	BLK 14 WINDOM ORIGINAL TOWNSITE	$1,510.96	$4,399.40	-	$5,920.00
19.	MINNESOTA INVESTMENT PROP LLC 25-820-0980	L1 & L2	BLK 14 WINDOM ORIGINAL TOWNSITE	$11,224.27	-	-	$11,230.00
20.	JOSE AGUSTIN-LOPEZ 25-820-1070	L6	BLK 14 WINDOM ORIGINAL TOWNSITE	$2,590.22	-	-	$2,600.00
21.	EH LI WAY 25-820-1080	L7	BLK 14 WINDOM ORIGINAL TOWNSITE	$3,399.66	-	-	$3,400.00

FINAL ASSESSMENT SCHEDULE
2025 Alley Improvements
Windom, Minnesota

1	2	3	4	5	6	7	8
Assm't. No.	**Name of Owner**	**Parcel**	**Block/ Addition**	**As'ableStreet Cost**	**As'ableParking Cost**	**As'able Roof Drain Cost**	**Rnd'd Total Assessment**
22.	FLYING PIGS HOLDINGS LLC 25-820-1090	L8	BLK 14 WINDOM ORIGINAL TOWNSITE	$2,320.40	-	-	$2,330.00
23.	MAR SOE 25-820-1100	L8 & L9	BLK 14 WINDOM ORIGINAL TOWNSITE	$3,669.47	-	-	$3,670.00
24.	JCHB, LLC 25-820-1111	L10	BLK 14 WINDOM ORIGINAL TOWNSITE	$2,708.93	-	-	$2,710.00
25.	LACANNE FUNERAL HOMES LLC 25-820-1110	L10 & L11	BLK 14 WINDOM ORIGINAL TOWNSITE	$2,870.82	-	-	$2,880.00
26.	LACANNE FUNERAL HOMES LLC 25-820-1112	L11 & L12	BLK 14 WINDOM ORIGINAL TOWNSITE	$3,237.77	-	-	$3,240.00
27.	LACANNE FUNERAL HOMES LLC 25-820-1120	L12 & L13	BLK 14 WINDOM ORIGINAL TOWNSITE	$4,770.31	-	-	$4,780.00
28.	ACOSTA'S PROPERTIES LLC 25-820-1130	L14	BLK 14 WINDOM ORIGINAL TOWNSITE	$4,209.10	-	-	$4,210.00
29.	HILDALGO PARRA/EMMANUEL/& IRAIS LARA VICENTE 25-820-1160	L15	BLK 14 WINDOM ORIGINAL TOWNSITE	$2,590.22	-	-	$2,600.00
			Block Total	**$129,500.00**	**$9,921.60**	**$11,672.75**	**$151,190.00**

FINAL ASSESSMENT SCHEDULE
2025 Alley Improvements
Windom, Minnesota

1	2	3	4	5	6	7	8
Assm't. No.	**Name of Owner**	**Parcel**	**Block/ Addition**	**As'ableStreet Cost**	**As'ableParking Cost**	**As'able Roof Drain Cost**	**Rnd'd Total Assessment**
			4th/3rd Ave Alley				
50.	IRYNA JOHNSON 25-820-0890	L6 & L7	BLK 12 WINDOM ORIGINAL TOWNSITE	$13,451.48	-	-	$13,460.00
51.	MINN-KOTA PROPERTIES INC 25-820-0900	L8, L9, L10 & L11	BLK 12 WINDOM ORIGINAL TOWNSITE	$18,368.88	-	-	$18,370.00
52.	WILLIAM A & VANESSA TJENTLAND 25-820-0930	L11	BLK 12 WINDOM ORIGINAL TOWNSITE	$3,331.14	-	-	$3,340.00
53.	RICHARD L HOFFMAN 25-820-0940	L12 & L13	BLK 12 WINDOM ORIGINAL TOWNSITE	$5,023.15	-	-	$5,030.00
54.	THOMAS E WHITE 25-820-0950	L13, L14 & L15	BLK 12 WINDOM ORIGINAL TOWNSITE	$6,715.16	-	-	$6,720.00
55.	RUIZ/LUIZ A ETAL 25-820-0870	L4 & L5	BLK 12 WINDOM ORIGINAL TOWNSITE	$11,209.57	-	-	$11,210.00
56.	WILLIAM A & VANESSA TJENTLAND 25-820-0851	L3	BLK 12 WINDOM ORIGINAL TOWNSITE	$7,402.54	-	$1,199.50	$8,610.00
57.	EMILY & MATTHEW MASTERS 25-820-0840	L1 & L2	BLK 12 WINDOM ORIGINAL TOWNSITE	$10,998.06	-	-	$11,000.00
			Block Total	**$76,500.00**	**$0.00**	**$1,199.50**	**$77,740.00**

FINAL ASSESSMENT SCHEDULE
2025 Alley Improvements
Windom, Minnesota

1	2	3	4	5	6	7	8
Assm't. No.	**Name of Owner**	**Parcel**	**Block/ Addition**	**As'ableStreet Cost**	**As'ableParking Cost**	**As'able Roof Drain Cost**	**Rnd'd Total Assessment**
	Summary Sheet						
	3rd Ave/11th St Alley			$129,500.00	$9,921.60	$11,672.75	$151,190.00
	4th/3rd Ave Alley			$76,500.00	$0.00	$1,199.50	$77,740.00
Total				**$206,000.00**	**$9,921.60**	**$12,872.25**	**$228,930.00**

FINAL ASSESSMENT PLAT
2025 ALLEY IMPROVEMENTS
WINDOM, MINNESOTA

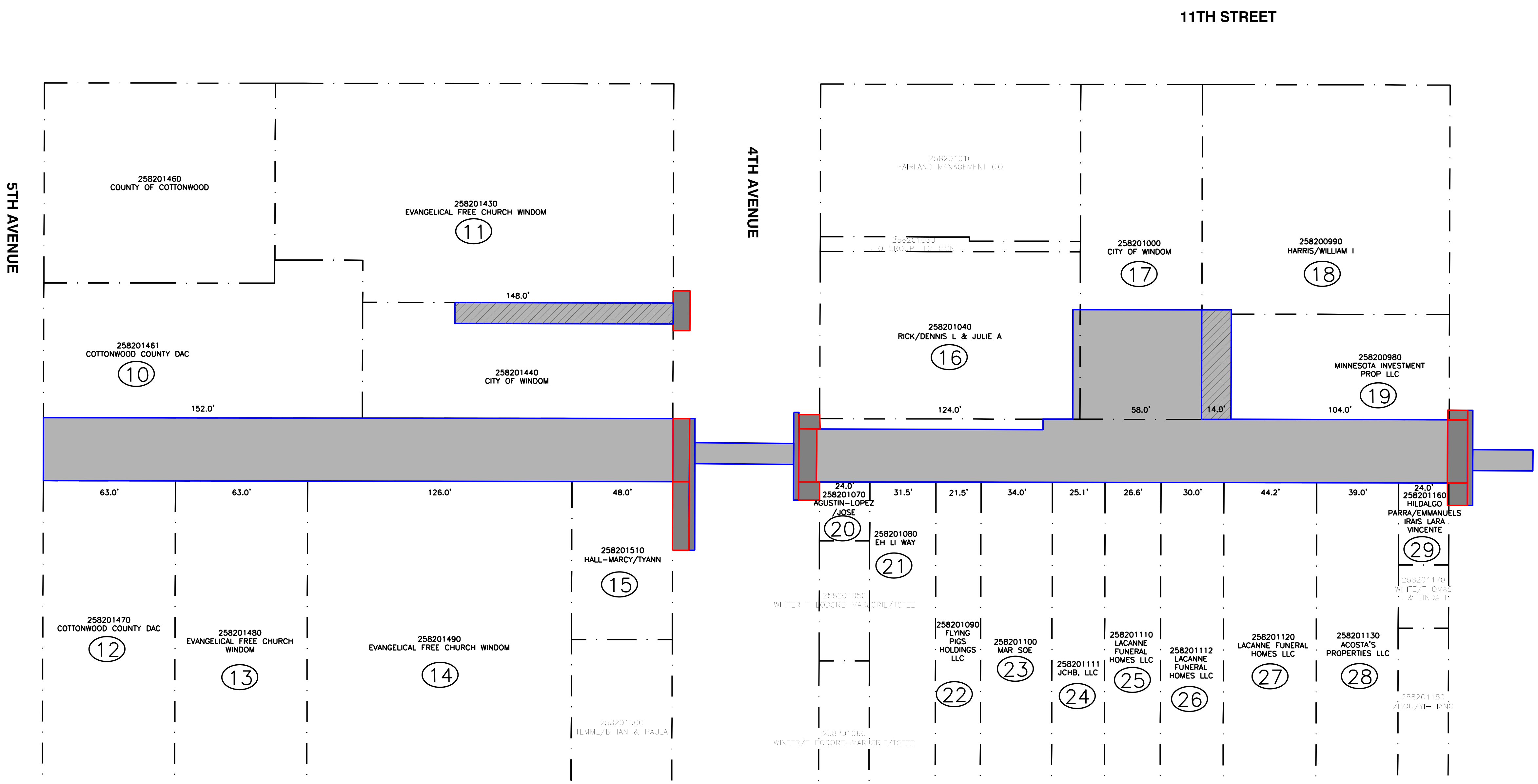
GRAPHIC SCALE

30 0 30 60

(IN FEET)

LEGEND

EXISTING	PROPOSED	
		LOT LINE
		EDGE OF PAVEMENT
		EDGE OF SIDEWALK
2		BLOCK NO.
	46	ASSESSMENT NO.
		PROPOSED PAVING
		PROPOSED PARKING LOT
		PROPOSED SIDEWALK/DRIVEWAY



IMPROVEMENTS ASSESSED:

- REMOVING THE EXISTING STREET PAVEMENT AND CURB WHERE NECESSARY
- EXCAVATION AND EMBANKMENT
- 12" SUBGRADE PREPARATION
- 12" AGGREGATE BASE
- 4" BITUMINOUS ALLEY AND PARKING RECONSTRUCTION
- SIDEWALK
- DRIVEWAYS
- DETECTABLE WARNING
- PCC CURB AND GUTTER
- MOBILIZATION
- TRAFFIC CONTROL

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME, OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Daniel L. Van Schepen, P.E.

DATE: 7-1-2026 REG. NO. 45596

DGR ENGINEERING

Project Manager: DLV
Designer: BMH
Project Number: 373179
Phone: (712) 472-2531

2025 ALLEY IMPROVEMENTS
WINDOM, MN

3RD AVE & 11TH ST ALLEY IMPROVEMENTS
FINAL ASSESSMENT PLAT

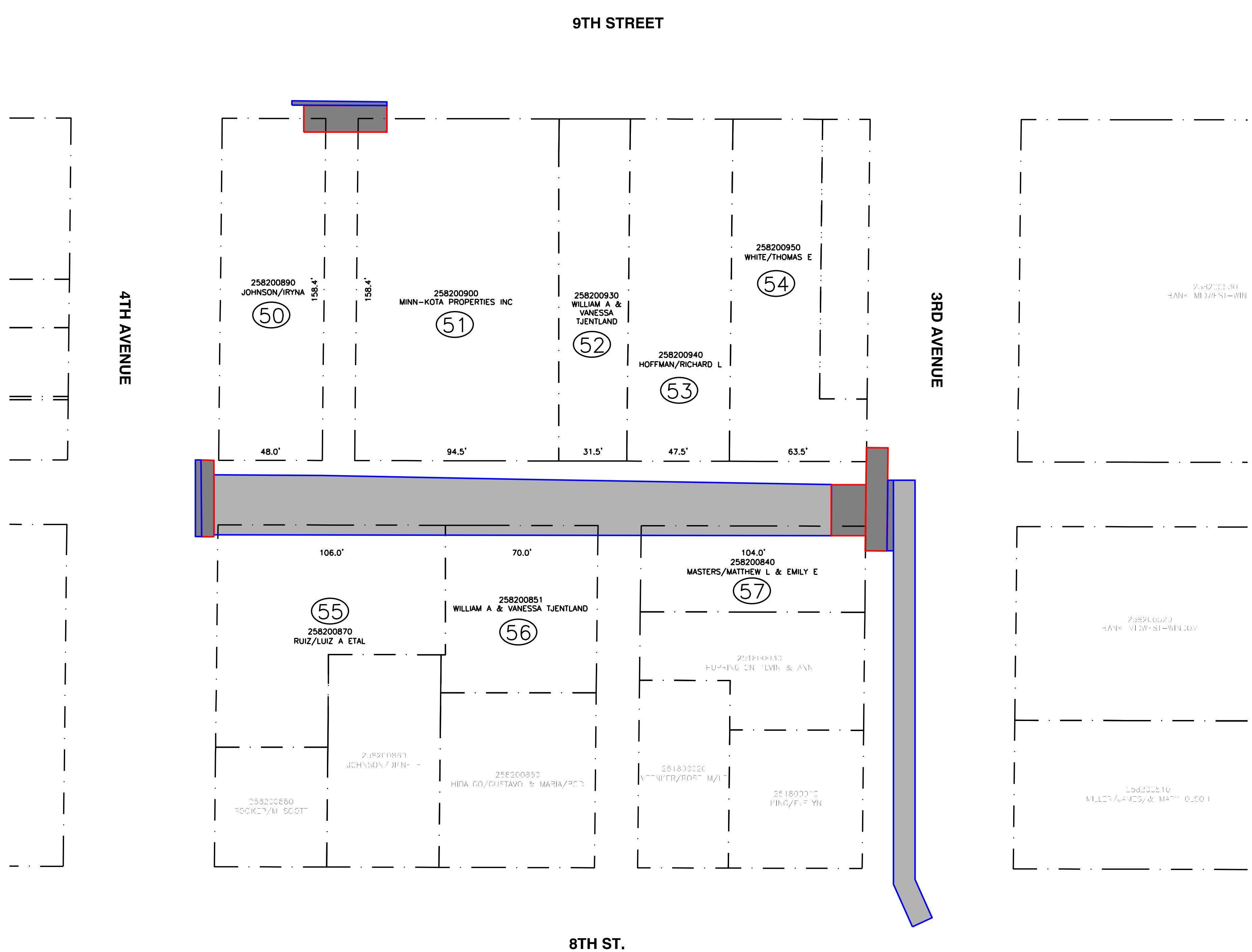
SHEET 1

Plot Date: 7/1/2026 3:54:22 PM

FINAL ASSESSMENT PLAT
2025 ALLEY IMPROVEMENTS
WINDOM, MINNESOTA

N

GRAPHIC SCALE
30 0 30 60
(IN FEET)



LEGEND

EXISTING	PROPOSED	
		LOT LINE
		EDGE OF PAVEMENT
		EDGE OF SIDEWALK
2		BLOCK NO.
	46	ASSESSMENT NO.
		PROPOSED PAVING
		PROPOSED SIDEWALK/DRIVEWAY

IMPROVEMENTS ASSESSED:

- REMOVING THE EXISTING STREET PAVEMENT AND CURB WHERE NECESSARY
- EXCAVATION AND EMBANKMENT
- 12" SUBGRADE PREPARATION
- 12" AGGREGATE BASE
- 4" BITUMINOUS ALLEY AND PARKING RECONSTRUCTION
- SIDEWALK
- DRIVEWAYS
- DETECTABLE WARNING
- PCC CURB AND GUTTER
- MOBILIZATION
- TRAFFIC CONTROL

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME, OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Daniel L. Van Schepen, P.E.

DATE: 7-1-2025 REG. NO. 45596

DGR ENGINEERING

Project Manager: DLV
Designer: BMH
Project Number: 373179
Phone: (712) 472-2531

2025 ALLEY IMPROVEMENTS
WINDOM, MN

4TH AND 3RD AVE ALLEY IMPROVEMENTS
FINAL ASSESSMENT PLAT

SHEET 2

P:\03073\179\373179\DWG\373179 FINAL ASSESSMENT.DWG

RESOLUTION #2026-

INTRODUCED:
SECONDED:
VOTED: Aye:
Nay:
Absent:

RESOLUTION ADOPTING AN ASSESSMENT ROLL FOR THE "2025 ALLEY IMPROVEMENT PROJECT"

WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessments for the "2025 Alley Improvement Project"; and

WHEREAS, the City Council finds the evidence supports findings that assessment calculations are correct and the assessments are valid; and

WHEREAS, the City Council finds that the improvement has benefited the properties.

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

1. Such proposed revised assessments, a copy of which is filed in the Office of the City Administrator and made a part hereof as if fully set forth herein, are hereby accepted and shall constitute the special assessments against the lands named therein; and each tract of land therein included is hereby found to have benefited by the improvement levied against it.

2. Such assessments shall be payable in equal annual installments extending over a period of ten (10) years at five and seventy-one hundredths percent (5.71%) interest.

3. The owners of property so assessed may, at any time prior to December 31, 2026, pay the City Clerk's Office the entire amount of the assessment on their property without interest. Any amounts not paid by December 31, 2026, will be certified to the County Auditor for collection in the same manner as other municipal taxes. After said date, a property owner may at any time pay the remaining balance of the assessment to the City Clerk's Office with interest accrued to December 31 of the year in which such payment is made.

4. The Clerk shall forthwith transmit a certified duplicate of these assessments to the County Auditor to be extended on the property tax lists of the county, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted this 7th day of July, 2026.

____
Hilary Mathis, Mayor

ATTEST:________________________________
Steven Nasby, City Clerk/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:	JULY 7, 2026
RE:	TITLE & SUMMARY (For Publication) – Ord. No. 207, 2nd Series
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 new ordinance:

1. Approve, by Motion, the proposed **Title & Summary for Ordinance No. 207, 2nd Series** for publication, in lieu of publishing the entire ordinance, **by at least a 4/5 vote of the Council**.

Issue Summary/Background

In summary, the purpose of Ordinance No. 207, 2nd series is to amend the City Code to add language clarifying parking prohibitions and additional parking rules for residential areas; to provide clarification that brush was also meant to include fallen or downed trees, logs, and branches; to add language to clarify use of street right of way areas including boulevards; to add the footnote language that was inadvertently omitted when Chapter 152 was amended in 2023; to remove language concerning home occupations that no longer applies; and to add language to clarify residential off-street parking requirements.

The City Council approved the first reading of Ordinance No. 207, 2nd Series on June 2, 2026. No changes were requested by the City Council at the June 2nd Meeting. The Council approved the second reading on June 16, 2026.

Due to the cost for publication of lengthy ordinances, there is a provision in State Law which allows cities to publish a title and summary of an ordinance. A proposed Title and Summary is attached.

Pursuant to State law, the Council needs to **approve the text of the summary and determine that it clearly informs the public of the intent and effect of the ordinance**. ***Approval of the Title and Summary requires a 4/5 vote of the Council.***

Fiscal Impact

There should be no fiscal impact to the City.

Attachments

1. Ordinance No. 207, 2nd Series (*without highlighting*);
2. Title & Summary of Ordinance No. 207, 2nd Series.

MF:mah

ORDINANCE NO. 207, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, ADDING NEW LANGUAGE TO EXISTING CITY CODE SECTIONS AND ADDING NEW SUBSECTIONS

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

WHEREAS, City Code Section 73.02, entitled "General Parking Prohibitions", needs to be amended to add language for clarification purposes; and

WHEREAS, City Code Chapter 73, entitled "Parking Rules", needs to be amended to add a new "Section 73.10 Additional Parking Rules in Residential Areas" and renumber existing Sections 73.10, 73.11, 73.12, 73.13, and 73.14; and

WHEREAS, City Code Section 90.02, entitled "Public Nuisances Affecting Health", needs to be amended to include additional nuisance items in Subsection 90.02(D); and

WHEREAS, City Code Chapter 95, entitled "Streets and Sidewalks", needs to be amended to add Section 95.18(C), to Section 95.18 entitled "Materials On Street Or Sidewalk", for purposes of clarification; and

WHEREAS, City Code Section 152.113, entitled "Yard and Lot Requirements", needs to be amended to add language that was inadvertently omitted when Chapter 152 was revised in 2023; and

WHEREAS, City Code Section 152.352, entitled "Permitted Home Occupations", needs to be amended to remove Subsection 152.352(A)(6) as this Subsection no longer applies; and

WHEREAS, City Code Section 152.495(B)(1), in the provisions for design standards for off-street residential parking, needs to be amended for purposes of clarification.

NOW, THEREFORE, THE CITY OF WINDOM, MINNESOTA, HEREBY AMENDS THE CITY CODE OF THE CITY OF WINDOM BY ADOPTING REVISIONS TO THE FOLLOWING CODE SECTIONS:

1. **City Code Chapter 73,** entitled "Parking Rules", is amended to delete the existing language in the introductory paragraph of Section 73.02 and replace the existing language with the following language:

"§73.02 GENERAL PARKING PROHIBITIONS.

It is unlawful for any person to stop, stand or park a vehicle, trailer, or any object, except when necessary to avoid conflict with other traffic or in compliance with a traffic control device or the specific directions of a law enforcement officer, firefighter, emergency personnel, or city officials, and then only for the period of time designated by these officials, in any of the following places:"

NOTE: The City Code then sets forth the list of places in Subsections 73.02(A) through 73.02(P). The language in these Subsections shall remain as stated in the existing City Code.

2. **City Code Chapter 73,** entitled "Parking Rules", is amended to add the following new Section.

"§ 73.10 ADDITIONAL PARKING RULES IN RESIDENTIAL AREAS.

(A) A construction trailer and/or landscaping equipment for a current project may park on the street adjacent to the project for a period of up to two weeks. Following that time if the project is ongoing, alternate arrangements shall be made for the parking of this trailer and/or equipment. In congested or high-traffic areas, the construction trailer and/or equipment shall display appropriate reflectors or markings visible to traffic or orange cones placed not to interfere with traffic.

(B) It is unlawful to sell food or merchandise from any vehicle, trailer, or cart on a street or alley except in a designated area during an event sponsored by the Chamber of Commerce or other organization and approved by the City.

(C) At all times, it is unlawful to park trucks, vans, or any other vehicles, trailers, flat beds, or carts on streets or alleys for the purpose of storage of landscaping equipment, vehicle parts, scrap appliances, scrap metal, scrap construction materials, or other junk or scrap objects."

3. **City Code Chapter 73** is amended to renumber the existing Sections 73.10 as 73.11, 73.11 as 73.12, 73.12 as 73.13, 73.13 as 73.14, and 73.14 as 73.15.

4. **Existing City Code Section 90.02(D)** is amended to delete the existing language and replace the existing language with the following language:

"(D) Accumulations of decayed animal or vegetable matter, unwholesome food, manure, trash, rubbish, debris, rotten lumber, bedding, packing material, cardboard, plastic bags and containers, bottles, cans, scrap metal, fallen or downed trees, logs, branches, brush, or any material in which flies, mosquitoes, disease-carrying insects, rats or other vermin may breed;"

5. **City Code Section 95.18,** entitled "Materials On Street Or Sidewalk", is amended to add Section 95.18(C):

"§ **95.18 MATERIALS ON STREET OR SIDEWALK.**

(C) No person shall remove existing grass from the boulevard area of a street right-of-way except for the purpose of re-seeding the same or for the installation, repair, or replacement of a sidewalk as approved by the City. No person shall install asphalt, concrete, pavers, rock, gravel, or any other substance on the street right-of-way including the boulevard area. The exceptions shall be for the purposes of installing, repairing, or replacing a sidewalk or driveway entrance all of which shall comply with the City's standards. (See City Code Sections 95.13 and 152.495.)"

6. **City Code Section 152.113 "Yard and Lot Requirements"** (for the B-2 "Highway Business District"), is amended to add footnotes for the asterisks in the chart:

"§ **152.113 YARD AND LOT REQUIREMENTS.**

	All Uses	Accessory Structures
…		
Minimum rear yard setback (ft.)	15*	5
…		
Minimum side yard setback (ft.)	**	5"

Add the footnotes for the asterisks in the chart which were inadvertently removed when this Chapter was amended in August 2023:

" * Minimum rear yard setback abutting "R" District Boundary: 30 feet.

** A total of 20% of lot width at front yard setback divided evenly on each side of the structure. Side yard setbacks on corner lots shall be the same as the front yard setback."

<u>NOTE</u>: All other "Yard and Lot Requirements" shall remain as stated in the existing City Code.

7. **City Code Section** 152.352(A) is amended to remove Subsection 152.352(A)(6) as this Subsection no longer applies.

"§ **152.352 PERMITTED HOME OCCUPATIONS.**

(A) Permitted home occupations in the R-1 Single-Family Residential District shall consist of:

~~(6) Businesses that primarily render services off the premises, in contrast to those that require customers to come directly to the premises for the business service to be rendered.~~"

8. **City Code Section 152.495(B)(1)** is amended to delete the existing language and replace the existing language with the following language:

"§ **152.495 DESIGN STANDARDS.**

(B) Residential Standards

(1) All single-family homes built, assembled, or placed on residential lots must provide, at minimum, access to and space for off-street parking for two standard-sized vehicles. This requirement shall include the construction or placement of sheltered, off-street parking (a garage) for a minimum of one standard-sized vehicle on the property. The minimum dimensions of the sheltered space shall be a depth of 20 feet and a width of 12 feet with a door height of 7 feet. An attached garage shall be constructed/placed on the lot, pursuant to City Code requirements, at the time of construction/placement of the home. A detached garage shall be constructed/placed on the lot, pursuant to City Code requirements, within six (6) months from the date of completion of the construction/placement of the home on the residential lot. Multi-family structures are exempt from this provision."

* *

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, FURTHER ORDAINS that all other existing provisions set forth in City Code Chapters 73, 90, 95, and 152 shall remain in full force and effect.

* *

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

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

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this 16th day of June, 2026.

____

Hilary Mathis, Mayor

ATTEST:

____

Steven Nasby, City Administrator

1st Reading: June 2, 2026
2nd Reading: June 16, 2026
Adoption: June 16, 2026
Published: July 15, 2026

TITLE AND SUMMARY
OF
ORDINANCE NO. 207, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, ADDING NEW LANGUAGE TO EXISTING CITY CODE SECTIONS AND ADDING NEW SUBSECTIONS

THE CITY COUNCIL OF THE CITY OF WINDOM ORDAINS:

WHEREAS, it was necessary to amend and update specific chapters and sections of the City Code for the purposes set forth below.

NOW, THEREFORE, THE CITY OF WINDOM, MINNESOTA, HEREBY AMENDS THE CITY CODE OF THE CITY OF WINDOM BY ADOPTING REVISIONS TO THE FOLLOWING CODE SECTIONS.

The following is a summary of the Chapter, Section, Subsection Nos., and Titles in which revisions were made:

Chapter 73 – "Parking Rules"

1. Section 73.02: "General Parking Prohibitions" – Add language in introductory paragraph concerning types of objects, designated officials to provide specific parking directions, and designated time period for these instances.

2. Section 73.10: "Additional Parking Rules in Residential Areas" – Add new Section concerning parking of construction or landscaping equipment on residential streets, prohibitions on selling items on streets, and prohibitions on storage of landscaping equipment and/or junk or scrap objects on streets.

3. Chapter 73: Renumber existing Sections 73.10, 73.11, 73.12, 73.13, and 73.14 as next consecutive number.

Chapter 90 – "Nuisances; Health and Safety"

4. Section 90.02: "Public Nuisances Affecting Health" – Add language concerning fallen or downed trees, logs, and branches to Subsection 90.02(D).

Chapter 95 – "Streets and Sidewalks"

5. Section 95.18: "Materials on Street or Sidewalk" – Add new Subsection 95.18(C) clarifying use of street right of ways and boulevards.

Chapter 152 – "Zoning"

6. Section 152.113: "Yard and Lot Requirements" (for the B-2 "Highway Business District") - Add footnote language that was inadvertently omitted when Chapter 152 was revised in 2023.

7. Section 152.352: "Permitted Home Occupations" – Delete a Subsection that no longer applies.

8. Section 152.495: "Design Standards" for off-street residential parking – Add language to Subsection 152.495(B)(1) to clarify the requirements.

* *

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, FURTHER ORDAINS that all other existing provisions set forth in City Code Chapters 73, 90, 95, and 152 shall remain in full force and effect.

NOTICE: A COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 207, 2ND SERIES AND A COPY OF THE AFFECTED SECTIONS AND CHAPTERS (as incorporated into Ordinance No. 207, 2nd Series) ARE AVAILABLE ON THE CITY'S WEBSITE AT www.windom-mn.com 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 summer office hours (Monday thru Friday - 7:30 a.m. to 4:00 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.

- -

ORDINANCE NO. 207, 2ND SERIES:

1st Reading: City Council Meeting – June 2, 2026
2nd Reading & Adoption: City Council Meeting – June 16, 2026
Publication – Title and Summary & Effective Date: July 15, 2026

This "Title and Summary" approved for publication by the Windom City Council on July 7, 2026.

CITY OF WINDOM
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:	JULY 7, 2026
RE:	SECOND READING - PROPOSED NEW ORDINANCE – ADDING CITY CODE SECTIONS **and** TITLE & SUMMARY (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 new ordinance:

1. Approve Second Reading of Ordinance No. 208, 2nd Series entitled "An Ordinance of the City of Windom, Minnesota, Adding New Sections and Subsections to the City Code".

2. Approve, by Motion, the proposed **Title & Summary for Ordinance No. 208, 2nd Series** for publication, in lieu of publishing the entire ordinance, **by at least a 4/5 vote of the Council**.

Issue Summary/Background

1. In summary, the purpose of Ordinance No. 208, 2nd series is to include two new uses (crematories and pet crematories) in City Code which would be conditional uses in the I-1 "Light Industrial" Zoning District. These new City Code Sections and Subsections provide definitions of these proposed new uses; licensing and compliance requirements; requirement for separate facilities; yard and lot requirements; performance standards; and authority to place additional conditions on a conditional use permit issued pursuant to these new Code Sections.

The City Council approved the first reading of Ordinance No. 208, 2nd Series on June 16, 2026. No changes were requested by the City Council at the June 16th Meeting. The second reading is scheduled for July 7, 2026. At that time, the ordinance can be adopted.

Due to the cost for publication of lengthy ordinances, there is a provision in State Law which allows cities to publish a title and summary of an ordinance. A proposed Title and Summary is attached.

Pursuant to State law, the Council needs to **approve the text of the summary and determine that it clearly informs the public of the intent and effect of the ordinance**. ***Approval of the Title and Summary requires a 4/5 vote of the Council.***

Fiscal Impact

There should be no fiscal impact to the City.

Attachments

1. Ordinance No. 208, 2nd Series;
2. Title & Summary of Ordinance No. 208, 2nd Series.

MF:mah

ORDINANCE NO. 208, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, ADDING NEW SECTIONS AND SUBSECTIONS TO THE CITY CODE

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

WHEREAS, a request has been presented for a new use for the I-1 "Light Industrial District"; and

WHEREAS, the Planning Commission has reviewed the proposed use and a related use and recommended approval of proposed new City Code Sections and Subsections covering said uses.

NOW, THEREFORE, THE CITY OF WINDOM, MINNESOTA, HEREBY AMENDS THE CITY CODE OF THE CITY OF WINDOM BY ADOPTING THE FOLLOWING ADDITIONS OF NEW SECTIONS AND SUBSECTIONS:

1. To add the following new Sections and Subsections covering "Crematories and Pet Crematories":

CREMATORIES AND PET CREMATORIES

§ 121.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

***CREMATORY*:** An establishment (facility) that uses mechanical equipment and appurtenances to cremate deceased human bodies and human body parts through the application of extreme heat reducing them to a particulate and ash-like consistency. A crematory does not include an infectious waste incineration facility or a solid waste incineration facility or a facility for cremation of animals.

PET CREMATORY: An establishment (facility) that uses mechanical equipment and appurtenances to cremate deceased animal bodies and animal body parts including, but not limited to, dogs, cats, rabbits, ferrets, and other small domesticated animals, through the application of extreme heat, reducing them to a particulate and ash-like consistency. A pet crematory does not include an infectious waste incineration facility or a solid waste incineration facility. A pet crematory facility is not for the cremation of large animals including, but not limited to horses, cattle, pigs, or animals that are commercially raised. A pet crematory may cremate horses if the facility includes the specialized equine equipment.

§ 121.02 ZONING DISTRICT.

Crematories and pet crematories shall be allowed as conditional uses in the I-l "Light Industrial" District.

§ 121.03 LICENSING AND COMPLIANCE.

(A) A crematory shall maintain a current license issued by the Minnesota Department of Health.

(B) A crematory shall also comply with the regulations set forth in Minnesota Statutes Section 149A.95 as may be amended.

(C) A pet crematory shall maintain a current license issued by the Minnesota Board of Animal Health.

(D) Crematories and pet crematories shall comply with permit requirements and regulations of the Minnesota Pollution Control Agency ("MPCA") concerning air quality emissions for particulate matter and carbon monoxide emissions, and other applicable regulations of the MPCA and applicable Minnesota Administrative Rules.

§ 121.04 SEPARATE FACILITIES.

Separate buildings and equipment shall be used for a crematory and a pet crematory. The cremated remains of humans and animals shall not be comingled.

§ 121.05 YARD AND LOT REQUIREMENTS.

Crematories and pet crematories shall comply with the Yard and Lot Requirements for the I-1 District set forth in City Code Section 152.153 except that the setback from an "R" District Boundary shall be 500 feet.

§ 121.06 PERFORMANCE STANDARDS.

(A) Crematories and pet crematories shall be designed, constructed and maintained so as not to cause or become a nuisance by way of particulate matter, offensive smells, noise, smoke, or any other reason.

(B) The scattering of cremated remains of humans or animals on the property of the crematory or pet crematory shall not be permitted.

(C) There shall be no exterior storage of equipment, materials or supplies used in the facility, or remains.

(D) Entrances to the facility used for the delivery and unloading of remains for cremation shall be properly screened as approved by the Building & Zoning Official.

(E) Crematories and pet crematories shall comply with the Industrial Performance Standards set forth in City Code §§ 152.300 through 152.310.

§ 121.07 ADDITIONAL CONDITIONS.

The City Council may place additional conditions on a conditional use permit, issued pursuant to this Chapter, as deemed appropriate and as permitted by State Statute and State Administrative Rules.

§ 121.15 PENALTY.

Every person who violates a section, division, paragraph or provision of this Chapter when he or she performs an act thereby prohibited or declared unlawful, or fails to act when the failure is thereby prohibited or declared unlawful and, upon conviction thereof, shall be punished as for a misdemeanor and shall be fined as required by law and additional costs levied for the cost of prosecution.

2. To add the following new Subsections incorporating "Crematory" and "Pet Crematory" as conditional uses in the I-1 Light Industrial District:

<u>§ 152.152</u>: (F) Crematory per §§ 121.01 through 121.15;

<u>§ 152.152</u>: (G) Pet Crematory per §§ 121.01 through 121.15.

* *

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, FURTHER ORDAINS that all other existing provisions set forth in City Code shall remain in full force and effect.

* *

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

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

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this <u>7th</u> day of <u>July</u>, <u>2026</u>.

____
Hilary Mathis, Mayor

ATTEST:

____
Steven Nasby, City Administrator

1st Reading: June 16, 2026
2nd Reading: July 7, 2026
Adoption: July 7, 2026
Published: July 15, 2026

TITLE AND SUMMARY
OF
ORDINANCE NO. 208, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, ADDING NEW SECTIONS AND SUBSECTIONS TO THE CITY CODE

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

WHEREAS, a request has been presented for a new use for the I-1 "Light Industrial" District; and

WHEREAS, the Planning Commission reviewed the proposed use and a related use and recommended approval of the proposed new City Code Sections and Subsections.

NOW, THEREFORE, THE CITY OF WINDOM, MINNESOTA, HEREBY AMENDS THE CITY CODE OF THE CITY OF WINDOM BY ADOPTING THE FOLLOWING NEW CODE SECTIONS AND SUBSECTIONS concerning Crematories and Pet Crematories.

1. Section 121.01 – "Definitions": New definitions for "Crematory" and "Pet Crematory".

2. Section 121.02 – "Zoning District": These uses to be conditional uses in I-1 "Light Industrial" District.

3. Section 121.03 – Licensing and Compliance: Licensing and compliance requirements.

4. Section 121.04 – Separate Facilities: Requires separate facilities for a crematory and pet crematory and no comingling of remains.

5. Section 121.05 – Yard and Lot Requirements: Minimum lot area, width and depth; minimum setbacks, maximum lot coverage, and maximum height for structures.

6. Section 121.06 – Performance Standards: Specific standards for these new uses and inclusion of Industrial Performance Standards from City Code Sections 152.300 through 152.310.

7. Section 121.07 – Additional Conditions: Authority for City Council to place additional conditions on a conditional use permit issued pursuant to these code sections.

8. Section 121.15 – Penalty: Establishing the penalty for violating provisions of these code sections.

9. Amendments to Section 152.152: Amendments to add crematory and pet crematory as conditional uses in the I-1 District.

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, FURTHER ORDAINS that all other existing provisions set forth in City Code shall remain in full force and effect.

NOTICE: A COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 208, 2ND SERIES IS AVAILABLE ON THE CITY'S WEBSITE AT www.windom-mn.com 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 Summer office hours (Monday thru Friday – 7:30 a.m. to 4:00 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.

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ORDINANCE NO. 208, 2ND SERIES:

1st Reading: City Council Meeting – June 16, 2026
2nd Reading & Adoption: City Council Meeting – July 7, 2026
Publication of Title and Summary & Effective Date: July 15, 2026

This "Title and Summary" approved for publication by the Windom City Council on July 7, 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:	City Administrator
DATE:	June 30, 2026
RE:	Renewal of Nonexclusive Franchise – MERC & Implementation of Franchise Fee
DEPT:	Administration\Legal
CONTACT:	Steve Nasby, City Administrator

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. City Council approve the 2nd Reading of Ordinance #209, 2nd Series for the Renewal of Nonexclusive Franchise Agreement – MERC.
2. Consider adoption of the 2nd Reading of Ordinance #210, 2nd Series for Implementation of a Franchise Fee – MERC.
3. Approve, by Motion, the proposed Title & Summaries for both **Ordinances No. 209 2nd Series and No. 210 2nd Series** for publication, in lieu of publishing the entire ordinance, by at least **4/5 vote of the City Council**.

Issue Summary/Background

Ordinance No. 209, 2nd Series – Renewal of Nonexclusive Franchise Agreement - MERC:
The City has had a franchise agreement with Minnesota Energy Resources Company (MERC) and their predecessors with the most recent franchise agreement expiring later this year. The City Council has discussed the renewal of the franchise agreement and the document has been reviewed by both the City Attorney and MERC. This ordinance is renewing the franchise agreement and the first reading was passed on June 16th.

Ordinance No. 210, 2nd Series – Implementing a Franchise Fee - MERC:
The City Council previously had information regarding the ability to consider a franchise fee, customer information from MERC and held a work session. At the May 19th work session there was a consensus of the City Council to consider adding a franchise fee of $2.50/meter per month for residential; $15.00/meter per month for commercial businesses and $30.00/meter per month for industrial users as shown by MERC customer classifications. There was also discussion that funds raised by the franchise fee would be used for street seal-coating and repairs. This second ordinance is the implementation of the franchise fee, which if passed would need to be submitted to the Minnesota Public Utilities Commission for approval which is a 90-day process.

Fiscal Impact

No costs to the City of Windom, MERC or customers for the extension of the Nonexclusive Franchise Agreement. The financial impact (revenue) to the City of Windom for the imposition of a franchise fee is estimated to be $120,000 per year based on the fees outlined above and current customer counts. The franchise fee based on the per meter\per month formula implemented by the ordinance would add $30 per year to a household's residential bill, $180 annually for commercial customers and $360 annually for industrial customers.

Attachments

1. Minnesota Energy Resources Company – City Clerk Certification Form
2. Ordinance #209, 2nd Series – Renewal of Nonexclusive Franchise Agreement – MERC
3. Title & Summary of Ordinance #209, 2nd Series
4. Ordinance #210, 2nd Series – Implementing a Franchise Fee - MERC
5. Title & Summary of Ordinance #210. 2nd Series

ORDINANCE NO. 209, 2ND SERIES

AN ORDINANCE GRANTING MINNESOTA ENERGY RESOURCES, A SUBSIDIARY OF WEC ENERGY GROUP, A WISCONSIN CORPORATION, ITS SUCCESSORS AND ASSIGNS, A NONEXCLUSIVE FRANCHISE TO CONSTRUCT, OPERATE, REPAIR AND MAINTAIN FACILITIES AND EQUIPMENT FOR THE TRANSPORTATION, DISTRIBUTION AND SALE OF GAS ENERGY IN THE CITY OF WINDOM, MINNESOTA, AND TO USE THE PUBLIC WAYS AND PUBLIC GROUNDS OF THE CITY FOR SUCH PURPOSES.

THE CITY OF WINDOM ORDAINS:

SECTION 1. DEFINITIONS.

For purposes of this Ordinance, the following capitalized terms listed in alphabetical order shall have the following meanings:

City. The City of Windom, County of Cottonwood, State of Minnesota.

City Utility System. Facilities used for providing public utility service owned or operated by the City, including sanitary sewer, storm water utilities, water service, electrical distribution and transmission infrastructure, substations, generation facilities and street lighting.

Commission. The Minnesota Public Utilities Commission, or any successor agency or agencies, including an agency of the federal government, which preempts all or part of the authority to regulate natural gas retail rates now vested in the Minnesota Public Utilities Commission.

Company. Minnesota Energy Resources, a subsidiary of WEC Energy Group, a Wisconsin corporation, its successors and assigns including all successors or assigns that own or operate any part or parts of the Gas Facilities subject to this franchise.

Gas Facilities. Gas transmission and distribution pipes, lines, ducts, fixtures, and all necessary equipment and appurtenances owned or operated by the Company for the purpose of providing gas energy for public or private use.

Non-Betterment Costs. Costs incurred by the Company from relocation, removal or rearrangement of Gas Facilities that do not result in an improvement to the Gas Facilities.

Notice. A writing served by any party or parties on any other party or parties. Notice to the Company shall be mailed to Minnesota Energy Resources, 2685 145th St W. Rosemount, MN 55068. Notice to the City shall be mailed to, City Clerk-Administrator, City of Windom, PO Box 38, Windom, MN 56101. Any party may change its respective address for the purpose of this Ordinance by written notice to the other parties.

Public Ground. Land owned or otherwise controlled by the City for park, open space or similar public purpose, which is held for use in common by the public and not a Public Way.

Public Way. Any public right-of-way within the City as defined by Minnesota Statutes, Section 237.162, subd. 3.

Section 2. ADOPTION OF FRANCHISE.

2.1. **Grant of Franchise**. The City hereby grants the Company, for a period of 25 years from the date this Ordinance is passed and approved by the City, the right to import, manufacture, distribute and sell gas for public and private use within and through the limits of the City as its boundaries now exist or as they may be extended in the future. For these purposes, the Company may construct, operate, repair and maintain Gas Facilities in, on, over, under and across the Public Ways and Public Grounds of the City, subject to the provisions of this Ordinance. The Company may do all reasonable things necessary or customary to accomplish these purposes, subject, however, to such reasonable regulations as may be imposed by the City pursuant to ordinance or permit requirements and to the further provisions of this franchise agreement.

2.2. **Effective Date**; **Written Acceptance**. This franchise shall be in force and effect from and after the passage of this Ordinance and publication as required by law and its acceptance by the Company. If the Company does not file a written acceptance with the City within 60 days after the date the City Council adopts this Ordinance, the City Council by resolution may revoke this franchise or seek its enforcement in a court of competent jurisdiction.

2.3. **Service, Rates and Area**. The service to be provided and the rates to be charged by the Company for gas service in City are subject to the jurisdiction of the Commission. The area within the City in which the Company may provide gas service is subject to the provisions of Minnesota Statutes, Sections 216B .37 .40.

2.4. **Publication Expense**. The Company shall reimburse the City's expense of publication of this Ordinance.

2.5. **Dispute Resolution**. If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party shall notify the other party of the default and the desired remedy. The notification shall be written. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within thirty (30) days of the date of written notice, the parties may jointly select a mediator to facilitate further discussion. The parties will equally share the fees and expenses of the mediator. If a mediator is not used or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an action in Dodge County District Court to interpret and enforce this franchise or for such other relief as may be permitted by law or equity.

2.6. **Continuation of Franchise**. If the City and the Company are unable to agree on the terms of a new franchise by the time this franchise expires, this franchise will remain in effect until a new franchise is agreed upon, or until 90 days after the City or the Company serves written Notice to the other party of its intention to allow the franchise to expire. However, in no event shall this franchise continue for more than one year after expiration of the 25 year term set forth in Section 2.1.

Section 3. LOCATION, OTHER REGULATIONS.

3.1. **Location of Facilities**. Gas Facilities shall be located, constructed, and maintained so as not to interfere with the safety and convenience of ordinary travel along and over Public Ways and so as not to disrupt or interfere with the normal operation of any City Utility System. Gas Facilities may be located on Public Grounds as determined by the City. The Company's construction, reconstruction, operation, repair, maintenance, location and relocation of Gas Facilities shall be subject to other reasonable regulations of the City consistent with authority granted the City to manage its Public Ways and Public Grounds under state law, to the extent not inconsistent with a specific term of this franchise.

3.2. **Street Openings**. The Company shall not open or disturb the surface of any Public Way or Public Ground for any purpose without first having obtained a permit from the City, if required by a separate ordinance, for which the City may impose a reasonable fee. Permit conditions imposed on the Company shall not be more burdensome than those imposed on other utilities for similar facilities or work. The Company may, however, open and disturb the surface of any Public Way or Public Ground without a permit if (i) an emergency exists requiring the immediate repair of Gas Facilities and (ii) the Company gives telephone, email, or similar notice to the City before commencement of the emergency repair, if reasonably possible. Within two business days after commencing the repair, the Company shall apply for any required permits and pay any required fees.

3.3. **Restoration** After undertaking any work requiring the opening of any Public Way, the Company shall restore the Public Way in accordance with Minnesota Rules, part 7819.1100 and applicable City ordinances consistent with law. The Company shall restore the Public Ground to as good a condition as formerly existed and shall maintain the surface in good condition for six months thereafter. All work shall be completed as promptly as weather permits, and if the Company shall not promptly perform and complete the work, remove all dirt, rubbish, equipment and material, and put the Public Ground in the said condition, the City shall have, after demand to the Company to cure and the passage of a reasonable period of time following the demand, the right to make the restoration of the Public Ground at the expense of the Company. The Company shall pay to the City the cost of such work done for or performed by the City. This remedy shall be in addition to any other remedy available to the City for noncompliance with this Section 3.3.

3.4. **Avoid Damage to Gas Facilities**. The Company must take reasonable measures to prevent the Gas Facilities from causing damage to persons or property. The Company must take reasonable measures to protect the Gas Facilities from damage that could be inflicted on the Facilities by persons, property, or the elements. The Company must take protective measures when the City performs work near the Gas Facilities, if given reasonable notice by the City of such work prior to its commencement. Nothing in this Ordinance relieves any person from liability arising out of the failure to exercise reasonable care in avoiding damage to the Gas Facilities.

3.5. **Notice of Improvements to Streets**. The City will give the Company reasonable written Notice of plans for improvements to Public Ways where the City has reason to believe that Gas Facilities may affect or be affected by the improvement. The notice must contain: (i) the nature and character of the improvements, (ii) the Public Ways upon which the improvements are to be made, (iii) the extent of the improvements, (iv) the time when the City will start the work, and (v) if more than one Public Way is involved, the order in which the work is to proceed. The notice will be given to the Company a sufficient length of time, considering seasonal working conditions, in advance of the actual commencement of the work to permit the Company to make any additions, alterations or repairs to its Gas Facilities the Company deems necessary.

3.6. **Mapping Information**. Upon request, the Company must promptly provide complete and accurate mapping information for any of it underground Gas Facilities in accordance with the requirements of Minnesota Rules, parts 7819.4000 and 7819.4100. Any mapping information provided shall only be released or otherwise made public in accordance with applicable law including the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13.

3.7. **Field Locations**. Company shall provide field locations for its underground Gas Facilities within City consistent with the requirements of Minnesota Statutes, Chapter 216D.

Section 4. FACILITIES RELOCATION.

4.1. **Relocation in Public Ways**. The Company shall comply with Minnesota Rules, part 7819.3100 and applicable City ordinances consistent with law. The City will give Company reasonable notice of the need to relocate prior to the deadline for such relocation. If a relocation is ordered within three years of a prior relocation of the same Gas Facilities at Company expense, the City shall reimburse the Company for non-betterment costs at a time and material basis, provided that no such reimbursement shall be required if the relocation is to accommodate extension of a City Utility System to a previously unserved area.

4.2. **Relocation in Public Grounds**. Except as provided in Section 4.3 below, the City may require the Company at the Company's expense to relocate or remove its Gas Facilities from Public Ground upon a finding by the City that the Gas Facilities have become or will become a substantial impairment to the existing or proposed public use of the Public Ground. Relocation shall comply with applicable city ordinances consistent with law.

4.3. **No Waiver**. The Company does not waive any rights obtained by the Company for installations within a Company right-of-way acquired by easement or prescriptive right before the applicable Public Way or Public Ground was established, or Company's rights under a state or county permit.

SECTION 5. TREE TRIMMING.

Unless otherwise provided in any permit or other reasonable regulation required by the City under separate ordinance, the Company may trim all trees and shrubs in the Public Ways and Public Grounds of the City to the extent the Company finds necessary to avoid interference with the proper construction, operation, repair and maintenance of any Gas Facilities installed hereunder, provided that the Company shall hold the City harmless from any liability arising therefrom.

SECTION 6. INSURANCE AND INDEMNIFICATION.

6.1. Insurance. The Company is required to maintain Commercial General Liability Insurance on an occurrence basis, or self-insure on an equivalent basis, protecting it from claims for damages for bodily injury, including death, and for claims for property damage, which may arise from operations under this Ordinance. Insurance minimum limits are as follows:

- $2,000,000 – per occurrence
- $4,000,000 – annual aggregate

The following coverages shall be included: Premises and Operations Bodily Injury and Property Damage; Personal and Advertising Injury Blanket Contractual Liability and Products and Completed Operations Liability.

The City must be endorsed as an Additional Insured.

With the City's consent, which shall not be unreasonably withheld, the Company shall have the option of providing a program of self-insurance to meet its obligation under this Ordinance. In such event, the Company shall submit to the city a Certificate of Self-Insurance or other documents showing proof of its financial responsibility.

6.2. **Indemnity of City**. The Company shall indemnify and hold the City harmless from any and all liability, on account of injury to persons or damage to property occasioned by the construction, maintenance, repair, inspection, the issuance of permits, or the operation of the Gas Facilities located in the Public Ways and Public Grounds. The City shall not be indemnified for losses or claims occasioned through its own negligence or intentional misconduct except for losses or claims arising out of or alleging the City's negligence as to the issuance of permits for, or inspection of, the Company's plans or work. The City shall not be indemnified for injury or damage resulting from Company's performance in a proper manner of acts Company has reasonably deemed hazardous but which City nevertheless lawfully orders the Company to perform despite having been notified of Company's determination.

6.3. **Defense of City**. In the event a suit is brought against the City under circumstances where this agreement to indemnify applies, the Company at its sole cost and expense shall defend the City in such suit if written notice thereof is promptly given to the Company within a period wherein the Company is not prejudiced by lack of such notice. If the Company is required to indemnify and defend, it will thereafter have control of such litigation, but the Company may not settle such litigation without the consent of the City, which consent shall not be unreasonably withheld. This section is not, as to third parties, a waiver of any defense or immunity otherwise available to the City. The Company, in defending any action on behalf of the City shall be entitled to assert in any action every defense or immunity that the City could assert on its own behalf. This franchise agreement shall not be interpreted to constitute a waiver by the City of any of its defenses of immunity or limitations on liability under Minnesota Statutes, Chapter 466.

SECTION 7. **VACATION OF PUBLIC WAYS**.

The City shall give the Company at least two weeks prior written notice of a proposed vacation of a Public Way. The City and the Company shall comply with Minnesota Rules, part 7819.3200 and applicable ordinances consistent with law. Except where required for a City improvement project, the vacation of any Public Way shall not operate to deprive Company of its rights to operate and maintain existing Gas Facilities therein unless the reasonable cost of relocating the same are paid or reimbursed to Company.

SECTION 8. ABANDONED FACILITIES.

The Company may abandon underground Gas Facilities in accordance with City ordinances, Minnesota Statutes, Sections 216D.01 et seq. and Minnesota Rules, part 7819.3300, as they may be amended from time to time. The Company shall maintain records describing the exact location of all abandoned and retired Facilities within the City, produce such records at the City's request and comply with the location requirements of Section 216D.04 with respect to all Facilities, including abandoned and retired Facilities.

SECTION 9. FRANCHISE FEE.

9.1. **Form**. During the term of the franchise hereby granted, the City may charge the Company a franchise fee in accordance with applicable law. The franchise fee shall be imposed by a separate ordinance duly adopted by the City Council, which ordinance shall not be adopted until at least sixty (60) days after written notice enclosing such proposed ordinance has been served upon the Company.

9.2. **Condition of Fee**. The separate ordinance imposing the fee shall not be effective against the Company unless it lawfully imposes a fee of the same or substantially similar amount on the sale of natural gas energy within the City by any other natural gas energy supplier, provided that, as to such supplier, the City has the authority or contractual right to require a franchise fee or similar fee through a previously agreed upon franchise.

9.3. **Collection of Fee**. The franchise fee shall be payable not less than quarterly during complete billing months of the period for which payment is to be made. The franchise fee formula may be changed from time to time; however, the change shall meet the same notice requirements and the fee may not be changed more often than annually. Such fee shall not exceed any amount that the Company may legally charge to its customers prior to payment to the City. Such fee is subject to subsequent reductions to account for uncollectibles, and customer refunds incurred by the Company. The Company agrees to make available for inspection by the City at reasonable times all records necessary to audit the Company's determination of the franchise fee payments.

9.4. **Continuation of Franchise Fee.** If this franchise expires and the City and the Company are unable to agree upon terms of a new franchise, the franchise fee, if any being imposed by the City at the time this franchise expires, will remain in effect until a new franchise is agreed upon notwithstanding the franchise expiration as provided in section 2.6 above.

SECTION 10. PROVISION OF ORDINANCE.

10.1. **Severability**. Every section, provision, or part of this Ordinance is declared separate from every other section, provision, or part; and if any section, provision, or part shall be held invalid, it shall not affect any other section, provision or part. Where a provision of any other City ordinance conflicts with the provisions of this Ordinance, the provisions of this Ordinance shall prevail.

10.2. **Limitation on Applicability**. This Ordinance constitutes a franchise agreement between the City and the Company as the only parties and no provision of this franchise shall in any way inure to the benefit of any third person (including the public at large) so as to constitute any such person as a third-party beneficiary of the agreement or of any one or more of the terms hereof, or otherwise give rise to any cause of action in any person not a party hereto.

SECTION 11. AMENDMENT PROCEDURE

Either Party to this Ordinance may at any time propose that the agreement be amended. This Ordinance may be amended at any time by the City passing a subsequent ordinance declaring the provisions of the amendment, which amendatory ordinance shall become effective upon the filing of the Company's written consent thereto with the City Manager within 60 days after the effective date of the amendatory ordinance. This amendatory procedure is subject, however, to the City's police power and franchise rights under Minnesota Statutes, Sections 216B.36 and 301B.01, which rights are not waived hereby.

SECTION 12. EFFECTIVE DATE.

This Ordinance supersedes and replaces and previous natural gas franchise granted to the Company.

This Ordinance becomes effective from and after its passage and publication and written acceptance provided by the Company.

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

This ordinance, or an approved Title and Summary of this ordinance, shall be published in the COTTONWOOD COUNTY CITIZEN and this ordinance shall be effective as provided herein.

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this 7th day of July, 2026.

____

Hilary Mathis, Mayor

ATTEST:

____

Steven Nasby, City Administrator

1st Reading: June 16, 2026
2nd Reading: July 7, 2026
Adoption: July 7, 2026
Published: July 15, 2026

TITLE AND SUMMARY
OF
ORDINANCE NO. 209, 2ND SERIES

AN ORDINANCE GRANTING MINNESOTA ENERGY RESOURCES, A SUBSIDIARY OF WEC ENERGY GROUP, A WISCONSIN CORPORATION, ITS SUCCESSORS AND ASSIGNS, A NONEXCLUSIVE FRANCHISE TO CONSTRUCT, OPERATE, REPAIR AND MAINTAIN FACILITIES AND EQUIPMENT FOR THE TRANSPORTATION, DISTRIBUTION AND SALE OF GAS ENERGY IN THE CITY OF WINDOM, MINNESOTA, AND TO USE THE PUBLIC WAYS AND PUBLIC GROUNDS OF THE CITY FOR SUCH PURPOSES

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

WHEREAS, a request has been presented for a franchise agreement for gas energy; and

WHEREAS, the existing franchise agreement expires November 28, 2026.

NOW, THEREFORE, THE CITY OF WINDOM, MINNESOTA, HEREBY AMENDS THE CITY CODE OF THE CITY OF WINDOM BY GRANTING MINNESOTA ENERGY RESOURCES a 25-year nonexclusive franchise to provide natural gas service within the City of Windom and to construct, operate, and maintain gas facilities in the City's public rights-of-way and public grounds.

THE ORDINANCE ALSO ESTABLISHES TERMS AND CONDITIONS RELATED TO:

1. Definitions and adoption of franchise;
2. Construction and locations of facilities;
3. Permitting and restoration requirements;
4. Indemnification and insurance;
5. Relocation procedures;
6. Franchise fee provisions;
7. General administrative, amendment, and enforcement procedures.

NOTICE: A COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 209, 2ND SERIES IS AVAILABLE ON THE CITY'S WEBSITE AT www.windom-mn.com OR PRINTED COPIES ARE AVAILABLE FOR INSPECTION BY ANY PERSON AT:

Windom City Hall
444 9th Street
Windom, MN 56101

During regular Summer office hours (Monday thru Friday – 7:30 a.m. to 4:00 p.m.)

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ORDINANCE NO. 209, 2ND SERIES:

1st Reading: City Council Meeting – June 16, 2026
2nd Reading & Adoption: City Council Meeting – July 7, 2026
Publication of Title and Summary & Effective Date: July 15, 2026

- -

This "Title and Summary" approved for publication by the Windom City Council on July 7, 2026.

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

ORDINANCE NO. 210, 2ND SERIES

AN ORDINANCE ESTABLISHING A GAS ENERGY FRANCHISE FEE ON NATURAL GAS COMPANIES OPERATING IN THE CITY OF WINDOM

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

The City of Windom, (hereinafter referred to as "City") hereby establishes a franchise fee on every natural gas company, and every other person, firm or corporation, their successors and assigns, owning, operating, controlling, leasing or managing any natural gas plant or system, generating, manufacturing, selling, distributing or transporting electricity/natural gas, (hereinafter referred to as "Energy Providers"). Energy Providers shall collect from their customers, but not from the City of Windom, located within the corporate limits of the City of Windom, and pay to the City an amount based on the following fee schedule, after adjustment for the net write-off of uncollectible accounts and corrections of bills theretofore rendered:

$2.50 per meter/month for Residential customers
$15 per meter/ month for Class 1-3 customers
$30 per meter/month for Class 4-5 customers

Ad valorem property taxes imposed generally upon all real and personal property within the City shall not be deemed to affect the obligation of the Energy Providers under this section.

Any consideration hereunder shall be reported and paid to the City by Energy Providers on a Quarterly basis. Such payment shall be made not more than thirty (30) days following the close of the period for which payment is due. Initial and final payments shall be prorated for the portion of the period at the beginning and end of the term of this Ordinance.

The franchise fee shall be based on the amount collected by Energy Providers during complete billing months during the period for which payment is to be made by imposing a surcharge equal to the designated franchise fee for the applicable customer classification in all customer billings for gas service in each class. The time and manner of collecting the franchise fee is subject to the approval of the Minnesota Public Utilities Commission. No franchise fee shall be payable by Energy Providers if Energy Providers are legally unable to first collect an amount equal to the franchise fee from their customers in each applicable class of customers by imposing a surcharge in Energy Providers' applicable rates for gas service. The Minnesota Public Utilities Commission requires Energy Providers to provide the Commission with thirty (30) days notice, including the filing of the franchise fee ordinance or other operative document, prior to implementing a franchise fee.

The city recognizes that the Minnesota Public Utilities Commission may allow the utility company to add a surcharge to customer rates of city residents to reimburse such utility company for the cost of the fee.
Energy Providers shall list the local franchise fee collected from customers as a separate item on bills for utility service issued to customers. If at any time the Minnesota Public Utilities

Commission, or other authority having proper jurisdiction, prohibits such recovery, then Energy Providers will no longer be obligated to collect and pay the franchise fee herein contemplated. In addition, an Energy Provider may discount or reduce the franchise fee payable for natural gas delivered to a specific customer of an Energy Provider when it is required to reduce the franchise fee to retain the business of that customer. Modification or reduction of the franchise fee should occur if the franchise fee would cause the customer to cease purchase or transportation deliveries of natural gas from the Energy Provider by installing equipment to access natural gas supply not subject to the City's franchise fee.

The City shall provide copies of annexation ordinances to Energy Providers on a timely basis to ensure appropriate franchise fee collection from customers within the corporate limits of the City.

The City shall have access to and the right to examine during normal business hours, those of Energy Providers' books, receipts, files, records and documents that are necessary to verify the correctness of payments due hereunder. If it is determined that a mistake was made in the payment of any franchise fee required hereunder, such mistake shall be corrected promptly upon discovery, such that any under-payment by Energy Providers shall be paid within 30 days of the recalculation and any over-payment by Energy Providers shall be discounted from the next payment(s) due.

This ordinance shall be in force and effect from and after passage, and its publication as required by law.

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

This ordinance, or an approved Title and Summary of this ordinance, shall be published in the COTTONWOOD COUNTY CITIZEN and this ordinance shall be effective as provided herein.

ADOPTED AND PASSED by the City Council of the City of Windom, Minnesota, this 7th day of July, 2026.

____
Hilary Mathis, Mayor

ATTEST:

____
Steven Nasby, City Administrator

1st Reading: June 16, 2026
2nd Reading: July 7, 2026
Adoption: July 7, 2026
Published: July 15, 2026

TITLE AND SUMMARY
OF
ORDINANCE NO. 210, 2ND SERIES

AN ORDINANCE ESTABLISHING A GAS ENERGY FRANCHISE FEE ON NATURAL GAS COMPANIES OPERATING IN THE CITY OF WINDOM

NOTICE IS HEREBY GIVEN that on July 7, 2026, the City Council of Windom, Minnesota, adopted Ordinance No. 210, 2nd Series.

NOTICE IS FURTHER GIVEN that, because of the lengthy nature of Ordinance No. 210, 2nd Series, the following summary of the Ordinance has been prepared for publication:

This Ordinance establishes a monthly franchise fee to be collected by Energy Providers that supply natural gas to customers within the City of Windom.

This Ordinance provides for the imposition, monthly collection, quarterly payment and periodic auditing of a franchise fee at the following rates:

Customer Classification	Monthly Fee
Residential	$ 2.50 per meter/month
Class 1-3	$15.00 per meter/month
Class 4-5	$30.00 per meter/month

NOTICE: A COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 210, 2ND SERIES IS AVAILABLE ON THE CITY'S WEBSITE AT www.windom-mn.com OR PRINTED COPIES ARE AVAILABLE FOR INSPECTION BY ANY PERSON AT:

Windom City Hall
444 9th Street
Windom, MN 56101

During regular Summer office hours (Monday thru Friday – 7:30 a.m. to 4:00 p.m.)

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ORDINANCE NO. 210, 2ND SERIES:

1st Reading: City Council Meeting – June 16, 2026
2nd Reading & Adoption: City Council Meeting – July 7, 2026
Publication of Title and Summary & Effective Date: July 15, 2026

- -

This "Title and Summary" approved for publication by the Windom City Council on July 7, 2026.

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

INDEMNIFICATION, DEFENSE, HOLD HARMLESS, AND INSURANCE AGREEMENT

Date: 06-22-26

To:
City of Windom
444 9th Street
Windom, MN 56101

Re: CMSA Event – Windom Arena
Event Dates: August 8–10, 2026
Event: Cowboy Mounted Shooting Association (CMSA) Event
Occasion: 2026 Cottonwood County Fair

1. Consideration

In consideration of the City of Windom allowing the Cottonwood County Agricultural Society to use the Windom Arena and fairgrounds facilities for the CMSA event, the Cottonwood County Agricultural Society agrees to comply with all terms of this Agreement, including its obligations to defend, indemnify, and hold harmless the City of Windom.

2. Defense, Indemnification, and Hold Harmless

The Cottonwood County Agricultural Society ("Cottonwood County Ag Society") agrees to defend, indemnify, and hold harmless the City of Windom, its elected and appointed officials, officers, employees, agents, and volunteers from and against any and all claims, demands, causes of action, damages, losses, liabilities, judgments, costs, and expenses, including reasonable attorney's fees, arising out of or resulting from the CMSA event conducted at the Windom Arena during the 2026 Cottonwood County Fair, except to the extent caused by the sole negligence of the City of Windom.

3. Duty to Defend

The duty to defend shall include the obligation to provide and pay for a legal defense of the City of Windom for any claim, demand, or action arising from the CMSA event, regardless of whether such claim is groundless, false, or fraudulent, to the fullest extent permitted by Minnesota law.

4. Scope of Obligation

This obligation applies to claims arising from or related to acts or omissions of the Cottonwood County Ag Society, CMSA participants, competitors, volunteers, contractors, or spectators; horse-related activities, including riding, staging, warm-up, and competition; the use, handling, or discharge of CMSA-approved firearms utilizing blank ammunition; course design, setup, equipment, and event operations; and personal injury, bodily injury, death, or property damage occurring in connection with the event.

5. Insurance

5.1 Ag Society Coverage

The Cottonwood County Ag Society shall maintain general liability coverage through **Scottsdale Insurance Company** for the duration of the CMSA event. The City of Windom shall be included as an Additional Insured for the event dates.
Proof of coverage shall be provided upon request prior to the event.

5.2 CMSA Coverage

The Cowboy Mounted Shooting Association (CMSA) maintains separate liability insurance coverage for sanctioned CMSA events through its affiliated organizing entity, **Lockton Affinity, LLC**, applicable to CMSA-sanctioned mounted shooting activities conducted during the event period.

The Cottonwood County Agricultural Society shall require the CMSA to maintain commercial general liability insurance and to name the City of Windom as an Additional Insured, to the extent permitted by and available under the CMSA's insurance policy. Such additional insured status shall apply to claims arising out of or relating to the CMSA's activities, operations, or use of the fairgrounds.

If the CMSA's insurer limits, restricts, or conditions additional insured coverage, the Cottonwood County Agricultural Society's obligation under this Section shall be satisfied to the extent such coverage is available from the CMSA's insurer.

6. Compliance and Safety

The Cottonwood County Ag Society affirms that the event will be conducted in compliance with CMSA rules, certified Range Master oversight, controlled firearm handling procedures, designated spectator safety zones, and all applicable laws.

7. Survival

The obligations of defense, indemnification, and insurance shall survive the completion of the event and remain in effect for any claims arising therefrom.

SIGNATURES

City of Windom	**Cottonwood County Agricultural Society**
By:__________	By:__________
Name:__________	Name:__________
Title:__________	Title:__________
Date:__________	Date:__________

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 05/08/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT
Lockton Affinity, LLC P.O. Box 874952 Kansas City, MO 64187-4952	CONTACT NAME: Lockton Affinity, LLC PHONE (A/C, No, Ext): 844-401-9444 FAX (A/C, No): 913-652-7599 E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Certain Underwriter's at Lloyd's, London	AA1128623
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Cowboy Mounted Shooting Association, Inc
2978 Highway H
Sullivan, MO 63080

COVERAGES

CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	X	X	LOC-GL-B003260-00	02/01/2026	02/01/2027	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1000000
							MED EXP (Any one person)	$ 5000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2000000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is Additional Insured for the following co-sponsored event(s) or project(s) for liability arising out of the operations performed by or on behalf of the named insured, or out of premises or facilities owned or used by named insured:
Cottonwood County Ag Society AND Cottonwood County Fairgrounds 1480 8th Ave Windom, MN 56101
Event Dates: August 7-August 11, 2026 Coverage is excess over any other insurance.
Additional insured, City Of Windom

The NAIC number shown above is the Alien Insurer Identification Number (AIIN) assigned by the National Association of Insurance Commissioners (NAIC)

CERTIFICATE HOLDER

3165043

Cottonwood County Ag Society and
Cottonwood County Fairgrounds
1480 8th Ave
Windom, MN 56101

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

57651360 3165043

ACTION ITEM

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

TO: City Council
FROM: Steve Nasby and Sonya Wilt
DATE: June 30, 2026
RE: Windom Apartments LLC – PACE Lender Request – Letter of Agreement
DEPT: Economic Development Authority
CONTACT: Steve Nasby: Steve.Nasby@windommn.com or Sonya.Wilt@windommn.com

Recommendations/Options/Action Requested

Staff recommends that the City Council take the following action:

1. Consider approval of a Letter of Agreement between the City of Windom and Windom Apartments LLC regarding the City's rights of enforcement of a mortgage and promissory note provisions.

Issue Summary/Background

The owners of Windom Apartments LLC had previously requested a Lender's acknowledgement that they were refinancing their first mortgage with a firm providing PACE program financing. This action would pay off the first mortgage and make the City the first lien holder. The PACE repayments would be made through property tax assessments. This step is part of what the owners describe as a refinancing package to be completed at a later date. The City previously agreed to the Lender's Acknowledgement of their participation in the PACE program. As part of the closing the PACE lender is asking the City to ensure it will not seek forbearance or foreclose on the property. City staff and City Attorney have worked with the apartment owners and PACE lender on a Letter of Agreement that outlines a variety of conditions that must be met and maintained for the City to agree to the terms. This Letter of Agreement is effective from date of approval through March 31, 2027. According to the terms of the Letter of Agreement the owners will be required to make a good faith payment of $6,000 per month on the outstanding loan, any non-payment or breech of the other conditions will render the Letter of Agreement void and the City would have all rights available for forbearance or foreclosure if the City decided to take those actions as the primary lender.

Fiscal Impact

Start loan repayments to the City, of which, the Windom Apartment LLC owners have yet to make any payments on the outstanding loans.

Attachments

1. Proposed Letter of Agreement

City of Windom, Minnesota
Windom City Hall
444 9th Street
Windom, Minnesota 56101

June 30, 2026

SSC PACE SSB Originator, LLC
3500 Lenox Road NE, Suite 625
Atlanta, Georgia 30326

Re: Proposed PACE Financing for the Windom Apartments in Windom, Minnesota

Windom Apartments LLC owns the Windom Apartments at 1925 North Redding Avenue, in Windom, Minnesota. The Windom Apartments are financed by a loan from Bell Bank to Windom Apartments LLC, which is secured by a first mortgage on the property.

The Windom Apartments were constructed to provide workforce housing for the pork processing facility in the City of Windom under an agreement with the owner of the pork processing facility, but the facility closed in bankruptcy prior to the completion of the apartments.

In order to assist in the completion of and to help stabilize the Windom Apartments, the City of Windom made a loan to Windom Apartments LLC in two tranches totaling $10,000,000.00 which are currently secured by a second mortgage on the property. The two notes comprised of a Tranche A Bridge Note of $5,300,000 and a Tranche B Permanent Financing Note of $4,700,000.

We understand that SSC PACE WAB Originator, LLC ("**PACE Lender**") proposes to provide PACE financing to Windom Apartments LLC that will allow Windom Apartments LLC to repay the Bell Bank loan in full and nothing more.

The City supports the PACE funding to allow Windom Apartments LLC to repay, in full, the Bell Bank loan. Following repayment of the Bell Bank loan, the City will move to a first position secured note. We further confirm that the City has not required Windom Apartments LLC to make any payments on the City loan to date in order to allow for additional time for stabilization of the Apartments.

The City has also been in discussions with the Owner of Windom Apartments LLC to restructure the City Loan. While these discussions have evolved over time, we still maintain the understanding that the Owner is interested in restructuring our Note, including substantial pre-payment, over the next 9-12 months. We believe this timeline is sufficient for the newly hired management company to stabilize the property's occupancy and cash flow to a point where a restructuring will be possible.

For the period of time commencing on June 30, 2026, until March 31, 2027, the City agrees to forego payment requirements on the existing City loan, subject to the following conditions: (1) payment by the Owner of $6,000 (six thousand dollars and no\cents) per month commencing on August 5, 2026, as a good faith commitment to proceed with continued progress towards refinancing of the Owner's obligation to the City with said amounts to be credited against principal; (2) updating of the Amortization Schedule to reflect the current status of the loan; (3) regular communications with the Owner which shall occur no less than every 2 months during this time period; (4) sharing of financial information by the Owner to the City; (5) continued progress towards refinancing of the Owner's obligation to the City; (6) potential restructuring of the Note to the City on terms acceptable to the City at the City's sole discretion; and (7) updating of the loan agreement between the City and the Owner to reflect the conditions set forth in this letter and applicable terms in the event of default by the Owner.

The City requests that the closing on the PACE loan proceed as scheduled and that said closing not be delayed during the fulfillment of the conditions between the parties set forth herein.

Please feel free to contact me with any questions concerning the status of the City's loan or the City's efforts to assist Windom Apartments LLC and the new manager to stabilize the project, as the success of this project is important to the City.

CITY OF WINDOM, MINNESOTA

____

Steven Nasby, City Administrator

WINDOM APARTMENTS LLC

____

Michael Hoagberg, Manager

State of Minnesota
County of Cottonwood

This instrument was acknowledged before me on ________ (date) by Steve Nasby as City Administrator on behalf of the City of Windom, MN.

____

Signature of notarial officer

____

Notary Public
My commission expires:_________

State of Minnesota
County of___________

This instrument was acknowledged before me on ________ (date) by Michael Hoagberg as Manager of Windom Apartments LLC.

____

(Seal, if any) Signature of notarial officer

____

Notary Public
My commission expires:_______

EXHIBIT 1

[Updated Amortization Schedule]

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: John Nelson, Liquor Store Manager
DATE: July 2, 2026
RE: Annual Minnesota 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, is coordinating the 8th annual fundraiser benefiting local fire departments. This event will run from August 1st to September 11th. This is an effort to help raise additional money for local fire departments, as many are running on very tight budgets. All funds raised here in Windom will go directly to the Windom Fire Department upon City Council action.

River Bend Liquor is considering four different fundraisers again this year for the Windom Fire Department.

1. Pallet Raffle: River Bend Liquor is working with the Windom Fire Department Relief Association to have a Pallet of Coors Banquet or Coors Light raffled off. Tickets will be sold at the store, along with our local firefighters selling tickets. Tickets will be $10 each. All proceeds will benefit the Windom Fire Department Relief Association.

2. Fire Boot Donation: Molson/Coors had specially made fire boots made for displays. These Fire Boots will be located at the registers, and once the fundraiser is over the money will be turned over directly to the Windom Fire Department Relief Association.

3. Donation based on a portion of sales of Coors Banquet & Coors Light from August 1st to September 11th. The funds for the Fire Department, though sales would be broken down as follows:

    - $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

Total Proceeds from this fundraiser would be transferred to the Fire Department General Fund to be used to offset equipment purchases during the 2026 fiscal year. The fiscal impact is minimal, as this would be done in lieu of advertising a sale on these products. In the past, this has resulted in a transfer of $207.50 in 2023, $692.50 in 2024, and $573.00 in 2025. I will return on September 15th to get that transfer amount approved by City Council.

4. Rare/Allocated Bourbon Distribution: On September 12th, we will host a Rare/Allocated Bourbon Distribution benefiting the Windom Fire Department Relief Association. During this event, we usually host a bourbon tasting in store (as part of National Bourbon Heritage Month), and then draw for chance(s) to win some of the Rare/Allocated Bourbon bottles we have for sale. This event is a free-to-play event, as every attendee gets a ticket into the drawing. Attendees also have an opportunity to secure more tickets by making a $5 donation to the Windom Fire Department Relief Association. Last year was the first time we did this with the Fire Department, and the Relief Association was able to raise $1,040 during this event.

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: **June 22, 2026**
RE: Street Closure on 3rd Ave 4th Ave & 9th Street
DEPT: Street & Parks Department
CONTACT: Jon.ketzenberg@windommn.com

Recommendations/Options/Action Requested:
The Windom Chamber has requested that the city close 3rd Ave 4th Ave & 9th Street around the square, from 5pm to 7pm on Thursday July 16th for Hotdog Night. The Street Superintendent and Police Chief both approve of the street closure.

Issue Summary/Background:
The Chamber will have a dunk tank & music along with multiple hotdog stands around the square. The Street Department will bring barricades up for them and pick them up.

Fiscal Impact:
None.

Attachments

FEMA Second Appeal Process

In general terms, this is the process to follow in order to submit a Second Appeal from a negative determination to the First Appeal by the FEMA Regional Administrator.

Your Second Appeal letter should be addressed to:

Keith Turi, Deputy Associate Administrator

U.S. Department of Homeland Security

Federal Emergency Management Agency

Office of Response and Recovery

500 C Street, S.W.

Washington, DC. 20472

Your letter should include justification for the appeal issues. And your letter should contain as much detail as possible to support your case. It should also have supporting documentation attached to the letter.

Submit this Second Appeal package and cover letter to:

Allison Farole, Director

Minnesota Homeland Security and Emergency Management

3925 Pheasant Ridge Drive NE

Blaine, Minnesota 55449

We will review your Second Appeal in our office, and submit your appeal package to FEMA Region V with our cover letter. The second appeal will go to the Associate Director/Executive Associate Director of FEMA at headquarters.

The review, and eligibility judgments are made in accordance to; the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Title 44 of the Code of Federal Regulations (44 CFR), Part 206 Subpart G and the FEMA Public Assistance Program and Policy Guide Version 4, Effective June 1, 2020. (FP 104-009-12)

I have attached a copy of the appeal process from the Code of Federal Regulations, Title 44, Chapter I, Subchapter D, Part 206, Subpart G Public Assistance Administration, for your review. Please review Section 206.206 Appeals.

FEMA

Fact Sheet

Public Assistance Appeals

FEMA Determination → **First Level Appeal** → **Second Level Appeal**

Most Public Assistance (PA) projects are free of eligibility disputes or, if eligibility issues arise, they are quickly resolved. When the parties cannot reach a mutually agreeable solution, PA applicants are provided a two-tiered administrative appeal process under which the Regional Administrator (RA) of the applicable FEMA Region decides the first level appeal. If the applicant chooses to appeal that decision then the Assistant Administrator for Recovery at FEMA Headquarters determines the Agency's final administrative decision regarding the matter. Title 44 Code of Federal Regulations (C.F.R.) § 206.206, which implements Stafford Act Section 423, describes the process.

Talk It Out

In many cases, eligibility issues arise from a lack of mutual understanding. Clear, open lines of communication can often resolve misconceptions and provide a path forward. When such discussions reach an impasse, PA staff may offer the opportunity to participate in a facilitated discussion led by a FEMA dispute resolution specialist. These types of informal discussions, led by a trained facilitator, can provide participants with different perspectives, clarity, and possible avenues for resolution. Take advantage of them when offered.

PA Eligibility Determination

When eligibility issues cannot be worked out, FEMA will issue a formal eligibility determination letter, setting forth an applicant's appeal rights, with an accompanying memorandum that explains the basis for the denial.

First Level Appeal

An applicant has 60 days from receipt of notification of a PA eligibility determination to appeal it.[1] The appeal must be sent to the recipient (e.g., State or Tribe), which has 60 days to review and forward it, along with a written recommendation, to the appropriate FEMA RA. The recipient has full discretion to support or oppose all or part of the applicant's position in the appeal. An applicant should confirm receipt of the appeal by the recipient and FEMA, if an acknowledgement email is not received.

- **Know your deadline:** Under statute and regulation, an applicant has 60 days from the date it receives a PA eligibility determination to file a first appeal.

- **State your case:** Regulation requires that an applicant's appeal is made in writing, contains documented justification supporting the applicant's position, specifies the amount in dispute, and cites relevant statutes, regulations, and policies with which the applicant believes FEMA's action was inconsistent.

- **Provide everything:** The administrative record closes upon issuance of the first appeal decision and the applicant will not be allowed to submit new documentation with its second appeal. Be sure to submit all supporting documentation at the first appeal stage.

---

[1] FEMA's arbitration for PA disputes related to Hurricanes Katrina and Rita (44 C.F.R. § 206.209) affords certain applicants a right to choose arbitration in lieu of a first or second appeal.

Public Assistance Appeals

Once received, the FEMA RA has 90 days to render a first appeal decision or request additional information from the applicant. The FEMA RA will send the applicant a final request for information if the RA intends to deny or partially grant the appeal. If a request for information is received, respond to FEMA within the stated deadline. The FEMA RA will issue the first appeal decision, which consists of a letter explaining the applicant's second appeal rights and an appeal analysis, to the recipient and the applicant. Appellants should closely review the analysis to understand the basis for the decision.

- **Mark your calendar:** Under federal regulations, the same timelines and procedures for submitting first appeals apply to second appeals. Submit the second appeal to the recipient within 60 days of receiving the first appeal decision.

Second Level Appeal

Upon receipt of a first appeal that is either a denial or partial approval, applicants can appeal the determination to the Assistant Administrator for Recovery. The second level appeal must be sent to the recipient within 60 days of receiving the first appeal. The recipient then has 60 days from receipt of the second appeal to review it and forward it with a recommendation to FEMA. Just as with the first appeal, the recipient can express support for or disagreement with the applicant's position in the appeal. The applicant should confirm receipt of the appeal by the recipient and FEMA, if an acknowledgement email is not received.

- **Restate your case:** Regulations require the second level appeal to explain why the applicant believes the original determination is inconsistent with law or policy, specify the amount in dispute, and cite authorities with which it believes FEMA's determination and first level appeal decision was inconsistent.

The FEMA Assistant Administrator for Recovery has 90 days upon receipt of the second level appeal to render a decision or request more information from the applicant. Applicants and recipients can check the status of second appeals on the FEMA PA Second Appeals Tracker (see Resource Links below). Second level appeal decisions are FEMA's final administrative decision. All second level appeal decisions are posted in the PA Appeals Database (see Resource Links below) so that applicants can review previous decisions FEMA has made on similar issues.

Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288) as amended
https://www.fema.gov/robert-t-stafford-disaster-relief-and-emergency-assistance-act-public-law-93-288-amended

Title 44 Code of Federal Regulations
http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title44/44cfr206_main_02.tpl

Public Assistance Appeals and Audits Branch
https://www.fema.gov/public-assistance-appeals-branch

Public Assistance Policy & Guidance
http://www.fema.gov/public-assistance-policy-and-guidance

Public Assistance Appeals Database (Searchable database)
https://www.fema.gov/appeals

FEMA Public Assistance Second Appeals Tracker (Check status of second appeals at HQ)
http://www.fema.gov/media-library/assets/documents/108588

Title 44 —Emergency Management and Assistance

Chapter I —Federal Emergency Management Agency, Department of Homeland Security

Subchapter D —Disaster Assistance

Part 206 —Federal Disaster Assistance

Authority: Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121 through 5207; Homeland Security Act of 2002, 6 U.S.C. 101 *et seq.*; Department of Homeland Security Delegation 9001.1; sec. 1105, Pub. L. 113-2, 127 Stat. 43 (42 U.S.C. 5189a note).

Source: 54 FR 11615, Mar. 21, 1989, unless otherwise noted.

Subpart G Public Assistance Project Administration

Subpart G—Public Assistance Project Administration

Source: 55 FR 2304, Jan. 23, 1990, unless otherwise noted.

§ 206.200 General.

(a) ***Purpose.*** This subpart establishes procedures for the administration of Public Assistance grants approved under the provisions of the Stafford Act.

(b) ***What policies apply to FEMA public assistance grants?***

(1) The Stafford Act requires that we deliver eligible assistance as quickly and efficiently as possible consistent with Federal laws and regulations. We expect the recipient and the subrecipient to adhere to Stafford Act requirements and to these regulations when administering our public assistance grants.

(2) The regulations entitled "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," published at 2 CFR parts 200 and 3002, place requirements on the State in its role as recipient and gives the recipient discretion to administer federal programs under their own procedures. We expect the recipient to:

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.

(C) *Content of request.* The request for arbitration must contain a written statement that specifies the amount in dispute, all documentation supporting the position of the applicant, the disaster number, and the name and address of the applicant's authorized representative or counsel.

(iv) *Expenses.* Expenses for each party will be paid by the party who incurred the expense.

(v) *Guidance.* FEMA may issue separate guidance as necessary to supplement paragraph (b)(3) of this section.

(c) *Finality of decision.*

(1) A FEMA final agency determination or a decision of the Assistant Administrator for the Recovery Directorate on a second appeal constitutes a final decision of FEMA. Final decisions are not subject to further administrative review.

(2) In the alternative, a decision of the majority of the CBCA panel constitutes a final decision, binding on all parties. See 48 CFR 6106.613. Final decisions are not subject to further administrative review.

[86 FR 45683, Aug. 16, 2021]

§ 206.207 Administrative and audit requirements.

(a) *General.* Uniform administrative requirements which are set forth in 2 CFR parts 200 and 3002 apply to all disaster assistance grants and subgrants.

(b) *State administrative plan.*

(1) The State shall develop a plan for the administration of the Public Assistance program that includes at a minimum, the items listed below:

(i) The designation of the State agency or agencies which will have the responsibility for program administration.

(ii) The identification of staffing functions in the Public Assistance program, the sources of staff to fill these functions, and the management and oversight responsibilities of each.

(iii) Procedures for:

(A) Notifying potential applicants of the availability of the program;

(B) Conducting briefings for potential applicants and application procedures, program eligibility guidance and program deadlines;

(C) Assisting FEMA in determining applicant eligibility;

(D) Participating with FEMA in conducting damage surveys to serve as a basis for obligations of funds to subrecipients;

(E) Participating with FEMA in the establishment of hazard mitigation and insurance requirements;

(F) Processing appeal requests, requests for time extensions and requests for approval of overruns, and for processing appeals of recipient decisions;