



AGENDA FOR THE WORK SESSION AND THE  
REGULAR MEETING OF THE  
ALBERT LEA CITY COUNCIL – February 09, 2026  
WORK SESSION – 5:30 PM – REGULAR MEETING – 7:00 PM

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**WORK SESSION – 5:30 PM**

- I. CITY HALL IMPROVEMENT – CONTINUED DISCUSSION
- II. REVIEW COUNCIL MEETING AGENDA OF FEBRUARY 09, 2026

**REGULAR MEETING – 7:00 PM**

- I. **CALL TO ORDER AND ROLL CALL**
- II. **PLEDGE OF ALLEGIANCE**
- III. **CEREMONIAL ITEMS**
  - A. Resolution Appointing Ted Herman to the 3<sup>rd</sup> Ward Vacancy
  - B. Oath of Office – Ted Herman
- IV. **PUBLIC FORUM**
- V. **CONSENT AND APPROVAL OF AGENDA**
  - A. Approve Minutes of the January 26, 2026 Regular Council Meeting
  - B. Approve Minutes of the January 26, 2026 Work Session
- VI. **PETITIONS, REQUESTS AND COMMUNICATIONS**
- VII. **UNFINISHED BUSINESS**
- VIII. **NEW BUSINESS**
  - A. Public Hearing Regarding Ordering Improvement and Preparation of Plans for the Valley Avenue and Marshall Street Reconstruction Project (Job 2517)
    - A1.** Resolution Ordering Improvement and Preparation of Plans for the Valley Avenue & Marshall Street Reconstruction Project (Job 2517)
  - B. Resolution Approving Purchase of Mohawk Truck Hoist – 2026 Misc. 42



**AGENDA FOR THE WORK SESSION AND THE  
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- C. Resolution Accepting Donations as Presented to the City of Albert Lea
- D. Ordinance Amending Chapters 5 and 12 – Cannabis and Tobacco (1<sup>st</sup> Reading)
- E. Ordinance Amending Chapter 50, Article IV, Section 50.0845, 50.0846, and 50.0847 - Signs (1<sup>st</sup> Reading)
- F. Resolution Waiving Assessments Against Property, Paying Taxes, Recording the Deed, and Abating Hazards at 809 Clark Street West.

**IX. MAYOR AND COUNCIL REPORTS**

**X. CITY MANAGER REPORT**

**XI. APPROVAL OF CLAIMS**

- A. Resolution Approving Claims
  - (1) Presentation of Claims Over \$25,000

**XII. ADJOURNMENT**

**Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the City Council of the City of Albert Lea. This document does not claim to be complete and is subject to change**



City Manager Report to Council  
221 East Clark Street, Albert Lea, MN 56007  
(507) 377-4330 – [info@ci.albertlea.mn.us](mailto:info@ci.albertlea.mn.us)

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**To: Mayor and City Council**  
**From: City Manager**  
**Date: February 09, 2026**  
**Re: February 09, 2026 City Council Meeting**

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V. CONSENT AND APPROVAL OF AGENDA

VI. PETITIONS, REQUESTS AND COMMUNICATIONS

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

- A. Resolution Ordering Improvement and Preparation of Plans for the Valley Avenue & Marshall Street Reconstruction Project (Job 2517) - A public hearing is being held for public input for the Valley Avenue & Marshall Street Reconstruction Project, City Job No. 2517.

*The proposed project calls for the complete reconstruction of portions of Valley Avenue, Johnson Street, and Marshall Street (approximately 2,291 total feet). Proposed work will include complete removal and replacement of the pavement, curb & gutter, sidewalk, sanitary sewer, storm sewer, and watermain. The street descriptions are:*

- *Valley Avenue – Hawthorne Street to Johnson Street*
- *Johnson Street – Valley Avenue to Marshall Street*
- *Marshall Street – Johnson Street to Bridge Avenue*

Both streets will be reconstructed to similar configurations as the existing streets with minor changes to the street widths, boulevard widths, and to make accessibility improvements. Both streets have sidewalks on both sides of the street. On-street

parking is allowed on both sides of the street on Valley Avenue, and is restricted to the east side only on Marshall Street.

The City intends to use special assessments, bonding, water and sewer funds, State Aid, and Federal funds from the Statewide Transportation Improvement Program (STIP) to finance the project. The City was awarded \$511,250 in the 2026 STIP, \$600,000 from the 2027 STIP, and another \$600,000 from the 2028 STIP. The funds from the 2027 and 2028 STIPs will be advanced for use in 2026.

*Assessments will be levied to the benefiting properties based upon replacing the pavement and curb & gutter as a standard width, bituminous residential street. The proposed assessment rate is \$149.17 per foot.*

*Sixty-two properties are proposed to be assessed with this project. Following the assessment policy, the assessments will be over 5, 10, or 15 years depending on the assessment amount. The interest rate will be based on bonding in 2026.*

*The estimated project cost is \$4,902,484.40 and would be paid for with assessments, bonding funds, sanitary sewer funds, water funds, Federal funds, and Municipal State Aid Street funds.*

*A neighborhood meeting was held February 3, 2026 to discuss the project with affected residents. Staff recommends approval.*

See attached resolution and preliminary estimates.

- B. Resolution Approving Purchase of City Garage Truck Hoist - *The item up for replacement is the City Garage Truck Hoist. This is CIP (CIG-E-26-01) budgeted at \$150,000. The item to be replaced is a 1990 Rotary AT70E In Ground Truck Hoist. This truck hoist is 36 years old.*

*City staff is seeking approval to move forward with this purchase. This hoist is used for the service and repair of equipment at the city garage, the 36 year old hoist is no longer safely able to pick up the larger trucks and equipment that have gotten bigger and heavier over the years. Additionally, repair parts for the hoist are unavailable.*

*The replacement for this hoist is a mobile wireless column lift system made by Mohawk Lifts that could be moved to different locations in the future if needed. The new truck hoist is available through the MN State Bid Contract and would be purchased from Mohawk Lifts of Amsterdam NY. The price for the new truck hoist is \$123,749.47. The old truck hoist would be removed from service and the floor where it is installed would be repaired by the street department. Staff recommends approval.*

See attached resolution.

- C. Resolution Accepting Donations as Presented to the City of Albert Lea – The City of Albert Lea is generally authorized to accept donations pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens. Staff recommends acceptance of the following donations as submitted for Council review and approval.

- *Bill Howe – \$500 Concrete Pad for a Custom Bench*
- *Blazing Star Trail – \$1,000 towards the Trailhead Shelter*
- *Bridge Community Church – \$75 to Albert Lea Police Department Reserves*

See attached resolution.

- D. Ordinance Amending Chapters 5 and 12 – Cannabis and Tobacco (1<sup>st</sup> Reading) –  
*This cannabis ordinance changes bring greater parity with alcohol licensing on approval, denial or revocation. This removes some ambiguity of what is considered public health and safety in Sec. 5.001. There are a few other items adjusted as concerns developed over time relating to length of wait for a business to become operational when we limit the number of businesses. We also address the “waiting list” some assume exists. Once an application for registration is in, if there are no openings, the application is void after 30 days.*

*The number of licenses should be discussed. Given that some approved registered businesses are not operational and the possibility of them holding the license to try and sell it later, we should increase the number of registrations and limit the amount of time said registered license holder becomes operational.*

*Changes to tobacco are resolving certain issues as it relates to holding multiple licenses. Unlike the restrictions for off sale alcohol, tobacco store owners could hold*

*multiple licenses to limit their competition. This change corrects that. Other details that are part of an alcohol or cannabis registration are now part of tobacco following recommendations from the Department of Revenue.*

See attached ordinance.

- E. Ordinance Amending Chapter 50, Article IV, Section 50.0845, 50.0846 and 50.0847 (1<sup>st</sup> Reading) - *After a complete overhaul of the sign ordinance in May of 2024, staff continues to find adjustments that will simplify the sign ordinance and clarify language for both property owners and developers.*

*Attached is an ordinance amendment that works to correct the site trainable setback in section 50.0845 residential districts which should be 25 ft not 20 ft. The amendment also removes the limit of the number of walls signs and instead regulates with a maximum of 200 square feet in Section 50.0846 commercial districts and Section 50.0847 industrial districts.*

*The Planning Commission held a public hearing on February 3, 2026 in regard to these amendments and recommends approval.*

See attached ordinance.

- F. Resolution Waiving, Abating and Recording Deed at 809 Clark Street West – *This property was sold for \$1.00. The property needs demolition. It is a lot suitable for redevelopment and should be explored as such. In order for the City to have ownership and pursue redevelopment we must own the property first in this situation. In order to have it recorded in our name all taxes and assessments must be paid or waived.*

See attached resolution.

## XI. APPROVAL OF CLAIMS

- A. Resolution Approving Claims – The attached resolution directs the Mayor and City Treasurer to issue the payment of claims as presented in the Detail of Claims report.
- (1). Large Claims Over \$25,000 – When applicable, staff will present and display any claims over \$25,000 for the public's viewing, transparency and education.

RESOLUTION 26-

Introduced by Councilor

RESOLUTION APPOINTING TED HERMAN TO FILL 3<sup>rd</sup> WARD VACANCY

WHEREAS, representation is important and the 3<sup>rd</sup> Ward Council position should remain vacant briefly; and

WHEREAS, with an ordinance directing the process to fill the vacancy, the City Council approved the Mayor to appoint an eligible person to fill the vacancy and affirm said appointment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. The City Council approves the Mayoral appointment of Ted Herman to fill the remaining term of the 3<sup>rd</sup> Ward.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray;

And the following voted against the same: None. Mayor Murray declared the resolution passed. Introduced and passed this 9th day of February, 2026

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Mayor Rich Murray

Filed and attested this 10th day of February, 2026

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Secretary of the Council

**REGULAR COUNCIL MEETING  
CITY COUNCIL CHAMBERS, CITY OF ALBERT LEA  
January 26, 2026 – 7:00 P.M.**

**PRESENT:** Mayor Rich Murray, Councilors Rachel Christensen, Larry Baker, Reid Olson, Keith Van Beek, Brian Anderson, City Manager Ian Rigg, Public Works Director Steven Jahnke, City Attorney Joel Holstad of Lakes National Law LLP, and City Clerk Daphney Maras.

**WARD 3** - Vacant

**ADDITIONAL STAFF PRESENT:** Chief of Police Darren Hanson

**CALL TO ORDER AND ROLL CALL** - Mayor Murray called the meeting to order at 7:00 PM. City Clerk Maras administered roll call.

**PLEDGE OF ALLEGIANCE** - Mayor Murray asked all in attendance to stand and recite the Pledge of Allegiance.

**CEREMONIAL ITEMS** - None

**PUBLIC FORUM** – None

**CONSENT AND APPROVAL OF AGENDA**

- A. Approve Minutes of the January 12, 2026 Regular Council Meeting
- B. Approve Minutes of the January 12, 2026 Work Session
- C. License & Permits
- D. Resolution Accepting Feasibility Report and Calling a Public Hearing at 7:00 PM, February 23rd, 2026 for the 2026 Neighborhood Improvement Project (Job 2601)
- E. Resolution Accepting Feasibility Report and Calling a Public Hearing at 7:00 PM, February 23rd, 2026 for the 2026 State Aid Street Overlay Project (Job 2602)
- F. Resolution Accepting Feasibility Report and Calling a Public Hearing at 7:00 PM, February 23rd, 2026 for the St. Mary Avenue & 14th Street Reconstruction Project (Job 2603)
- G. Resolution Authorizing FY2030 East Main Street (Blake Avenue to 777th Avenue) Grant Application
- H. Resolution Authorizing the Sale of City Property to the City of Hartland
- I. Resolution Requesting Advance of Municipal State Aid Street Funds for the Valley Avenue & Marshall Street Reconstruction Project (Job 2517)
- J. Resolution Authorizing the City of Albert Lea to Execute Minnesota Department of Transportation Grant Agreement for the Albert Lea Municipal Airport Snow Removal Equipment (SRE) Building Door Replacements – Job 2608
- K. Resolution Authorizing Environmental Protection Agency Brownfields Multipurpose Grant Application – 620 Adams Ave. Property

Motion made by Councilor Baker to approve the consent agenda as read, seconded by Councilor



Anderson. On voice call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Resolution 25-012 through 26-019  
Included with these minutes)

### **PETITIONS, REQUESTS, AND COMMUNICATIONS**

- A. SMART Transit Updates – Operations Managers Ashley Strand and Joanne Brackey provided an update on SMART Transit, highlighting its growth and ongoing challenges. They noted that SMART Transit has been in service since 2004 and has expanded its routes several times while raising fares only once during that period. Brackey emphasized the significant cost increases affecting their operations, pointing out that a bus purchased in 2020 for \$90,000 now costs \$204,000.

She also described SMART Transit's partnerships, including a collaboration with Mayo Clinic that offers free shuttle service to Waseca for patients. Combined with shuttle routes between Albert Lea and Austin, these services broaden transportation options for residents across the region. Their mission remains focused on helping people access work, school, and medical appointments, supporting individuals in staying in their homes rather than moving to long-term care facilities.

Strand shared ridership statistics illustrating the demand for their services. Both managers expressed appreciation to the council for its continued support.

- B. Review of DRAFT Tobacco/Cannabis Ordinance

City Manager Rigg provided an overview of a draft of the Tobacco and Cannabis Ordinances, outlining the revisions and new provisions added to address concerns raised since their initial adoption.

Under the Tobacco Ordinance, Councilmember Christensen proposed adding language to the section limiting smoke shops and tobacco stores to identify licensed tobacco retailers specifically.

Rigg continued by outlining the revisions to the cannabis ordinance, explaining each modification and addressing council questions with input from City Attorney Holstad and City Clerk Maras. Under Sec. 5.031, Councilor Anderson proposed revising the requirement for applicants to become operational from 365 days to 180 days.

Rigg said further revisions will be prepared and presented to the council for a first reading at its next meeting, along with a discussion on whether to change the limit on registered cannabis retailers.

### **UNFINISHED BUSINESS**

- A. Update on Appointment to the 3<sup>rd</sup> Ward - Councilmember Vacancy

Mayor Murray noted that several individuals expressed interest in the third ward vacancy and that he received six strong applications. He will continue conducting interviews and expects to announce the new Third Ward Councilmember by the next council meeting.

## **NEW BUSINESS**

### **A. Public Hearing Regarding Proposed Vacation of 13<sup>th</sup> Street**

City Manager Rigg said that to effectively plan for future business development and/or expansion, Albert Lea Economic Development Agency (ALEDA) has requested the vacation of 13<sup>th</sup> Street as dedicated and shown on Port Authority Plat No. 3 (legally described in the attached resolution). The existing street is unimproved and has served no public purpose.

Mayor Murray opened the public hearing. He called three times. No one spoke. He closed the public hearing.

#### **A1. Resolution 26-020 Approving Vacation of 13<sup>th</sup> Street**

Motion made by Councilor Anderson to approve as read, seconded by Councilor Baker. On roll call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Ordinance 26-020  
(Included with these minutes)

### **B. Resolution 26-021 Supporting the Authority to Impose a Local Sales Tax**

This resolution is to notify the State Legislature that the Council wishes to continue its sales tax at the current rate to, in part, continue the watershed improvements to the region and improve certain regional recreational and public services, all of which would otherwise be added as property taxes if done without the sales tax. By using sales tax, the inequity of city-only property taxes for regional use is resolved.

If there is any adjustment needed in project costs paid by sales tax, I would recommend reducing the amount for the trail, as that project has the greatest variability in costs, timeline, grants, and other revenue sources, but would not suggest going below \$9,100,000. If changes are made in the project amount, the number of years for collection will also have to change to reflect the dollar amount.

Councilor Anderson asked the City Manager to clarify his statement that the measure would not create a new sales tax but would instead extend the existing one. Rigg confirmed that the proposal does not establish a new tax. He then outlined the projects that the City's portion of the \$40 million would fund. Anderson also requested clarification on how the projects would be selected. Rigg explained that voters would have the opportunity to vote on each project individually, with only the highest-supported projects moving forward. He added that the council may make any adjustments at this time that they feel are appropriate.

Councilor Christensen proposed increasing the Miracle Field allocation from \$1.1 million to \$1.5 million. She also raised concerns about the \$4.5 million designated for the library, noting that the public may question how that amount would be used and could view it as inflated.

Rigg explained that the \$4.5 million is a preliminary estimate and that additional work between now and November will help refine the specific needs and costs. He added that if the full amount is not required, it can be reduced accordingly.

After discussion, the council agreed to increase funding for the Miracle Field and to reduce the allocation for the Songbird Trail from \$9.7 million to \$9.3 million, noting that the trail project has greater access to potential grant funding.

Councilor Van Beek expressed that he felt pressured to make a decision, as the information was not provided early enough to allow for a thorough review. Mayor Murray concurred, stating that when there are large projects coming up, it would be best to receive details far in advance to allow time for council to digest and review.

Motion made by Councilor Baker to approve the changes to the amounts allocated for the Miracle field and Songbird Trail, seconded by Councilor Anderson. On roll call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Ordinance 26-021  
(Included with these minutes)

**C. Resolution 26-022 Authorizing Purchase of 37.56 Acres, Parcel Number 08.025.0101**

The City of Albert Lea seeks to purchase 37.56 acres west of the WWTP from Robert L. and M. Susan Dammen. The property abuts the WWTP to the west, which is land owned by the City. The cost is \$400,000. Purchase of the property will provide an area for the development of the site.

Motion made by Councilor Baker to approve as read, seconded by Councilor Anderson. On roll call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Ordinance 26-022  
(Included with these minutes)

**D. Resolution 26-023 Authorizing City Manager to Purchase and Place a Modular Home at 409 Clark Street W.**

This resolution advances the City's goal of improving housing options and reinvesting in a neighborhood in need of revitalization. A modular home is proposed as a cost-effective way to add quality housing and test new approaches for future infill development.

Because the project involves more than \$100,000 in unlisted capital spending, Council approval is required. Selecting the modular home first allows accurate site plans and construction quotes to be developed.

The resolution authorizes the City Manager to:

- Purchase a 2- or 3-bedroom modular home using up to \$150,000 from the housing fund.
- Hire a contractor for site preparation with a budget of \$120,000.
- Execute all necessary agreements.
- List and sell the completed home at a price affordable to a 3- to 4-person household earning 80–115% of AMI.

The housing fund has approximately \$625,000, and through current development agreements or grants, has committed potentially \$70,000 over the next two years. This project is intended to support neighborhood improvement and expand attainable housing options.

Motion made by Councilor Baker to approve as read, seconded by Councilor Olson. On roll call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Ordinance 26-023  
(Included with these minutes)

**E. Resolution 26-024 Authorizing City Manager to Purchase and Place a Modular Home at 915 Autumn Street**

This item mirrors the preceding council action. includes authorizations to the City Manager consistent with the prior item. Overall, this project, like the one preceding it, aims to reinforce neighborhood stability and increase the variety of attainable housing available within the community.

Motion made by Councilor Baker to approve as read, seconded by Councilor Christensen. On roll call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Ordinance 26-024  
(Included with these minutes)

**MAYOR AND COUNCIL REPORTS**

First Ward, Councilor Christensen reported:

- Ward Items – None
- Committee Update – Planning Commission will be meeting next week. Blue Zones project team will be meeting tomorrow.
- Public Announcements – Mentioned the walking Moi's taking place weekdays at the

YMCA from 12:00-1:00. The Chamber of Commerce's Government Affairs Committee will be putting together forms and training for citizens related to the 2026 elections. Thanked everyone who participated in the PTSD and suicide prevention sessions that were held last week.

Second Ward, Councilor Baker reported:

- Ward Items – None
- Committee Update – Will be attending an HRA meeting tomorrow. Mentioned that the HRA has selected a company to check the soil at one of the existing properties owned by the HRA and anticipates moving forward with placing a duplex in that spot.

Third Ward - VACANT:

Fourth Ward, Councilor Olson reported:

- Ward Items – None
- Committee Update – None

Fifth Ward, Councilor Van Beek reported:

- Ward Items – Working on two Ward items
- Committee Update – Will be attending an HRA meeting tomorrow
- Public Announcements – Recognized Police Chief Hanson and the entire department for their outstanding dedication and performance over the past few weeks.

Sixth Ward, Councilor Anderson reported:

- Ward Items – None
- Committee Update – Will be attending an HRA meeting tomorrow

### **MAYOR REPORT:**

Attended the following events and provided details of each:

- Meeting every Tuesday morning with ALEDA Director Phillip Johnson via Zoom, reviewing projects
- On January 13, he presented YIG (Youth in Government) awards at the YMCA
- Attended the ALHS wrestling dual in Alden
- January 19<sup>th</sup> attended the Martin Luther King event at Riverland College.
- January 20<sup>th</sup> had an interview on Power 96 with Ron Hunter
- Attended the PTSD meeting at the American Legion last week
- Met with HRA Director Dr. Mitchell
- Attended the celebration regarding the new Althing Clinic coming to Albert Lea
- Invited people to participate in the Polar Plunge during the Big Freeze in February
- Toured Cargill last week and noted they have 300 employees
- Thanked the AL Police Department for their exceptional work this week.

Mentioned the upcoming events and said they are also listed on the City's website.

### **CITY MANAGER REPORT**

- He reported that most of the things he has been working on were discussed at tonight's meeting.

### **APPROVAL OF CLAIMS**

#### **A. Resolution 26- 025 Approving Claims**

##### **(1) Presentation of Claims Over \$25,000**

The attached resolution directs the Mayor and City Treasurer to issue the payment of claims as presented in the Detail of Claims report. In addition, Maras displayed a list of claims over \$25,000 for the public's viewing, transparency, and education.

Motion made by Councilor Anderson to approve as read, seconded by Councilor Baker. On roll call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Ordinance 26-025  
(Included with these minutes)

Councilor Christensen motioned for adjournment; Councilor Van Beek seconded. That there being no further business, the Council meeting adjourns until the next regular meeting of the Albert Lea City Council at 7:00 p.m. on Monday, February 9, 2026. On a voice call vote, all councilors voted in favor of said motion.

Mayor Murray declared the motion passed, and the meeting adjourned.

#### **ADJOURNMENT: 8:40 PM**

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Mayor Rich Murray

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Daphney Maras  
Secretary of the Council

**WORK SESSION MEETING**  
**CITY COUNCIL CHAMBERS, CITY OF ALBERT LEA**  
**January 26, 2026 - 5:30 P.M.**

**PRESENT:** Mayor Rich Murray, Councilors Rachel Christensen, Larry Baker, Reid Olson, Keith Van Beek, Brian Anderson, City Manager Ian Rigg, Public Works Director Steven Jahnke, City Attorney Joel Holstad of Lakes National Law LLP, and City Clerk Daphney Maras.

**ADDITIONAL STAFF PRESENT:** Chief of Police Darren Hanson

**I. PRESENTATION ON THE LIBRARY**

Library Director Annice Sevett shared a presentation outlining current library usage, comparing local data with similarly sized libraries in the SELCO region, and illustrating the possibilities that a remodel and expansion could deliver.

Key findings from the 2024 state report highlight user numbers, program offerings, and overall activity levels. A comparison chart featuring three similarly sized and demographically comparable cities, Austin, Faribault, and Owatonna, was presented. The data show that Albert Lea operates in a 14,000-square-foot facility, notably smaller than others, which range from 19,000 to 28,000 square feet. Yet despite having less space and a more limited budget, Albert Lea records a comparable number of library visits and circulation. The library provides 403 programs each year, similar to the 400–500 offered in the other cities, though some offer as few as 145. Program attendance was consistent across all three comparison communities.

Based on 2025 data, the Albert Lea Library serves 10,684 cardholders. Of these, 72% reside within city limits and 26% live outside the city. Notably, 34% of all physical circulations come from residents outside city limits.

In 2024, digital circulation data showed that 48% of digital checkouts were made by users living outside city limits but still within Freeborn County.

Sevett outlined several ways the library could enhance its services if an expansion were possible. For instance, the additional space could support a dedicated, safe area for teens that encourages participation and engagement in healthy activities. More flexible and spacious program areas would allow for intentional programming and broaden access to lifelong learning opportunities for community members. An expansion would also help the library better meet evolving community needs and offer open makerspace hours, giving residents greater access to educational and exploratory resources.

Additional core services offered by the library include a wide range of programs and activities. These opportunities support patrons of all ages and contribute to lifelong learning. A comparison chart illustrated the number and types of programs, along with participation levels from 2023 through 2025, showing a steady increase over time.

Sevett explained that ongoing patron feedback highlighted the need to better support the youngest library users. Adding family restrooms directly accessible from the Children's Library would make visits easier for caregivers and help parents feel more secure, especially in situations where one child needs the bathroom and they don't feel comfortable sending them alone into the lobby.

She concluded by outlining another potential benefit of a future library expansion: the ability to increase service hours or expand programming and outreach without raising the staffing budget. The current layout is highly segmented, making it difficult for staff to see across different areas, especially the Children's Library. As a result, five staff members must be on duty at all times to ensure safety and maintain quality customer service. Improving sight lines and reducing physical divisions would allow staff to monitor the entire space more efficiently, which could free up capacity for extended hours or additional programs.

Responding to Mayor Murray, Sevett noted that the library's collection currently holds about 60,000 items, and expanding it to roughly 75,000 would provide a more appropriate range of materials for the community. The average monthly circulation is approximately 10,000.

## **II. PRESENTATION ON CITY CENTER IMPROVEMENT PROJECT AND BIDS**

City Manager Rigg provided a PowerPoint overview of the bid results for the City Hall improvement project and clarified that the matter was for discussion only, with no vote scheduled this evening, as further discussion is planned. He invited Building/Zoning Official Wayne Sorensen to offer additional remarks.

He reviewed the background leading up to the project, beginning with the evaluation of the former Fire Department quarters and subsequent consideration of Library needs. In 2024, staff and three council members toured the building to assess safety concerns, required upgrades, operational efficiency, and overall value. In 2025, the council authorized the project's design and bidding process. Bid documents and notices were issued in December 2025, and by January 20th the City had received nine bids in response.

He outlined the building's design deficiencies, identified necessary upgrades, and recommended improvements to enhance public use. He also detailed the need for an Employee Wellness Room, including access to secure restrooms and the provision of ergonomic, OSHA-compliant workstations.

Efficiencies on the lower level include reconfiguring the space to better support work and service needs, such as adding square footage to reduce noise distractions, creating dedicated meeting rooms for plan reviews, and improving overall workflow comfort. Efficiencies on the upper level include similar space reconfigurations to better align with work and service requirements, a planned reduction of 0.5 to 1.0 FTE through natural attrition, and the implementation of the same energy-efficient upgrades used on the lower level.



Examples of unavoidable costs include repairing window seals and flashing, replacing outdated lighting, addressing loose floor tiles, updating ceiling tiles and grid systems, and completing necessary electrical work. Sorensen emphasized the importance of maintaining the existing windows, noting that replacing them would be significantly more expensive.

Diagrams illustrating the proposed upper and lower floors were presented, and Sorensen guided the council through the planned updates and alternate plans.

Next, Rigg reviewed the bid tabulations submitted by all nine bidders, along with the recommended bid breakdown from the low bidder, Web Construction, whose total bid was \$1,416,257. He also examined the additional quotes not included with the bid, covering cameras, door locks, asbestos abatement, relocation of the server and AV equipment, and a linked TV and camera window, which totaled an additional \$140,000.

In conclusion, he reviewed the recommended revenue sources, including water and sewer fund reserves, general fund reserves, building maintenance reserves, and the GO bond. He noted that these sources would cover the full project cost, which consists of the base bid of \$1,416,300, quoted items totaling \$140,000, include both alternates 1 and 2 at \$46,300, a contingency of \$150,000, design costs of \$150,000, and \$100,000 for furniture, for a total recommended budget of \$2,002,600.

### **III. REVIEW COUNCIL MEETING AGENDA OF JANUARY 26, 2026**

#### **CONSENT AND APPROVAL OF AGENDA**

- A. Approve Minutes of the January 12, 2026 Regular Council Meeting
- B. Approve Minutes of the January 12, 2026 Work Session
- C. License & Permits
- D. Resolution Accepting Feasibility Report and Calling a Public Hearing at 7:00 PM, February 23rd, 2026 for the 2026 Neighborhood Improvement Project (Job 2601)
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- I. Resolution Requesting Advance of Municipal State Aid Street Funds for the Valley Avenue & Marshall Street Reconstruction Project (Job 2517)
- J. Resolution Authorizing the City of Albert Lea to Execute Minnesota Department of Transportation Grant Agreement for the Albert Lea Municipal Airport Snow Removal Equipment (SRE) Building Door Replacements – Job 2608
- K. Resolution Authorizing Environmental Protection Agency Brownfields Multipurpose Grant Application – 620 Adams Ave. Property

### **PETITIONS, REQUESTS, AND COMMUNICATIONS**

- A. SMART Transit Updates – Operations Managers Ashley Strand and Joanne Brackey
- B. Review of DRAFT Tobacco/Cannabis Ordinance

### **UNFINISHED BUSINESS**

- A. Update on Appointment to the 3<sup>rd</sup> Ward - Councilmember Vacancy

### **NEW BUSINESS**

- A. Public Hearing Regarding Proposed Vacation of 13<sup>th</sup> Street
  - A1. Resolution Approving Vacation of 13<sup>th</sup> Street
- B. Resolution Supporting the Authority to Impose a Local Sales Tax
- C. Resolution Authorizing Purchase of 37.56 Acres, Parcel Number 08.025.0101
- D. Resolution Authorizing City Manager to Purchase and Place a Modular Home at 409 Clark Street W.
- E. Resolution Authorizing City Manager to Purchase and Place a Modular Home at 915 Autumn Street

### **CITY MANAGER REPORT**

### **APPROVAL OF CLAIMS**

- A. Resolution Approving Claims
  - (1) Presentation of Claims Over \$25,000

### **ADJOURNMENT** – 6:55 p.m.

Dated this 26<sup>th</sup> day of January, 2026

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Daphney Maras  
Council Secretary

RESOLUTION 26-

Introduced by Councilor

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS FOR THE VALLEY  
AVENUE & MARSHALL STREET RECONSTRUCTION PROJECT  
- JOB 2517

WHEREAS, Resolution 26-05 for the City Council adopted the 12<sup>th</sup> day of January 2026 fixed a date for a public hearing for the Valley Avenue & Marshall Street Reconstruction Project, Job No. 2517. The streets are as follows:

Valley Avenue – Hawthorne Street to Johnson Street  
Johnson Street – Valley Avenue to Marshall Street  
Marshall Street – Johnson Street to Bridge Avenue

WHEREAS, this proposed complete reconstruction includes, but is not limited to, curb & gutter, sidewalk, sanitary sewer, storm sewer, and watermain replacement; and

WHEREAS, ten days' mailed notice and two weeks published notice of the hearing was given, and the hearing was held on the 9<sup>th</sup> day of February 2026, at which time all persons desiring to be heard were given an opportunity to be heard thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.

Sec. 2. That such improvement is hereby ordered as proposed in the council resolution adopted the 9<sup>th</sup> day of February, 2026.

Sec. 3. That the City Engineer is hereby designated as the engineer for this improvement and is directed to prepare final plans and specifications for said improvements.

Sec. 4. That the City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of the tax-exempt bonds.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray;

And the following voted against the same: None. Mayor Murray declared the resolution passed.

Introduced and passed this 9<sup>th</sup> day of February, 2026

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Mayor Rich Murray

Filed and attested this 10<sup>th</sup> day of February, 2026

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Secretary of the Council

PROJECT NO. 2517  
Valley Avenue & Marshall Street Reconstruction Project  
REPORT OF THE CITY ENGINEER  
CITY OF ALBERT LEA, MINNESOTA 56007

After analysis of the proposed improvement(s) listed below, I consider it (them):

- ☐ Not feasible for the reasons stated.
- ☒ Feasible. The improvement(s) should be made as here proposed.

<u>TYPE OF IMPROVEMENT</u>	<u>LOCATION</u>	<u>ESTIMATED COST</u>
Street Reconstruction	Valley Avenue – Hawthorne Street to Johnson Street	\$4,902,484.40
And Underground	Johnson Street – Valley Avenue to Marshall Street	
Infrastructure Improvement	Marshall Street – Johnson Street to Bridge Avenue	

The project funding breakdown is as follows:

<b>Total Estimated Costs</b>	\$4,902,484.40
<b>Sanitary Sewer Funds</b>	\$653,859.12 (13.3%)
<b>Watermain Funds</b>	\$612,989.57 (12.5%)
<b>Levy Amt for 429 Process</b>	\$3,635,635.71
<b>Preliminary Assessments</b>	\$494,515.10 (13.6%)
<b>Federal Funds (STIP)</b>	\$1,711,250.00 (47.1%)
<b>Bonding Funds</b>	\$285,000 (7.8%)
<b>Municipal State Aid</b>	\$1,144,870.61 (31.5%)

## SUMMARY OF IMPROVEMENTS

The proposed project calls for the complete reconstruction of portions of Valley Avenue and Marshall Street (approximately 2,291 total feet). Proposed work will include complete removal and replacement of the pavement, curb & gutter, sidewalk, sanitary sewer, storm sewer, and watermain. The street description is:

- Valley Avenue – Hawthorne Street to Johnson Street
- Johnson Street – Valley Avenue to Marshall Street
- Marshall Street – Johnson Street to Bridge Avenue

Both streets will be reconstructed to similar configurations as the existing streets with minor changes to the street widths, boulevard widths, and to make accessibility improvements. Both streets have sidewalks on both sides of the street. On-street parking is allowed on both sides of the street on Valley Avenue, and is restricted to the east side only on Marshall Street. There is inadequate right-of-way width to widen the street to allow for parking on both sides.

### Complete Street Review

This project was evaluated for complete streets improvements such as additional sidewalk, bike lanes, shared user paths, etc.

Sidewalk will be reinstalled along both sides of the street throughout the project. Other improvements including bike lanes and a wider shared user trail were also considered but were deemed unfeasible due to inadequate right-of-way widths to accommodate these features without eliminating on-street parking.

### Tree Removals

Eighteen trees will be removed along the project. Fifteen are along Valley Avenue with some in the boulevard and a few that are behind the retaining walls that are being replaced along the east side. All of these are City-owned trees that are being removed due to likely construction impacts to the root system.

Three private trees along Marshall Street will also be removed. A number of utility poles in this street segment are located in the middle of the sidewalk. Freeborn-Mower will be moving these poles to the back of the sidewalk so that it will meet Americans with Disabilities Act (ADA) requirements for sidewalk widths and clearances. This relocation will place the overhead electric lines in closer proximity to these trees such that trimming them to obtain the required clearance will no longer be possible. Engineering has obtained permission and temporary easements from the property owners to remove these trees.

The environmental review required for federally funded projects identified potential impacts to the northern long-eared bat population. Because this species is listed as threatened or endangered, the review established specific measures to minimize those impacts. One such requirement is that all tree removals occur during the winter months, when the bats are not active. To comply with this requirement, the Engineering Department will retain a separate tree contractor to complete the removals prior to March 1, 2026.

City crews will plant new trees along the corridor once the project has been completed.

## **BACKGROUND**

This project has been in the Capital Improvement Plan for several years, however the original scope only included Valley Avenue. Through the early design process, several deficiencies with the sanitary sewer on Valley Avenue were identified. The existing pipe is too flat and does not meet standards for minimum grade. It is also very shallow which may contribute to the frequent sewer backups that occur along Valley Avenue. Due to this, the project scope was extended to include Marshall Street from Valley Avenue to approximately 50 feet west of Bridge Avenue. This extension allows the sanitary sewer to be installed at a proper grade and to a greater depth. While some street patching has occurred on Marshall Street, it is the same age as Valley Avenue and reconstruction is warranted.

The existing pavements were constructed in 1984. The watermain, sanitary sewer and storm sewer are much older and were constructed between 1924 and 1950. They have reached the end of their useful life. If left in place, these utilities would not last as long as the new roadway and are recommended to be replaced.

Street	From	To	Year Built	ROW Width
Valley Avenue	Hawthorne	Marshall	1984	66'
Marshall Street	Valley	Bridge	1984	Varies – 50' to 66'

Portions of Valley Avenue are prone to both flooding and sewer backups during heavy rains. The storm sewer will be upsized larger than the existing pipe system to the extent that the shallow depths will allow. This will reduce the likelihood and duration of flood events on Valley Avenue.

The Albert Lea City Council authorized the preparation of a feasibility study for this project.

## **CONCRETE VS. BITUMINOUS**

The Engineering Department hired Chosen Valley Testing Inc. to perform soil borings throughout the project area in order to determine a pavement recommendation and to determine a recommendation for selecting either concrete pavement or bituminous pavement. The soil borings indicated roadway subgrades are dominantly lean clays with isolated sands. These are soft soils that present challenges for pavement performance. Selecting the appropriate pavement type is critical to ensure structural integrity, minimize maintenance, and achieve long-term cost efficiency.

### *Recommendation and Rationale:*

- **Superior Load Distribution:** Concrete pavement functions as a rigid slab, spreading loads over a larger area. This reduces stress on soft soils and minimizes deformation compared to flexible bituminous pavement.
- **Extended Service Life and Lower Maintenance:** Concrete pavements typically last 30-40 years with minimal maintenance, whereas bituminous pavements often require resurfacing every 15 to 20 years. On soft soils, concrete's resistance to rutting and fatigue cracking makes it more reliable.
- **Moisture and Temperature Resistance:** Soft soils retain moisture, accelerating deterioration in bituminous layers. Concrete's impermeability and thermal stability help maintain structural integrity under these conditions.
- **Life-Cycle Cost Efficiency:** Although initial costs for concrete are higher, its durability and reduced maintenance can result in significant long-term savings, especially in areas with subgrade instability.

Given the presence of soft soils and the need for a durable, low-maintenance solution, Engineering recommends concrete pavement be used for this project. Its rigid structure ensures superior load distribution, minimizes deformation, and provides a longer service life, aligning with best practices for infrastructure resilience and cost efficiency.

## **FEDERAL FUNDING**

The Engineering Department applied for, and has been awarded a total of approximately \$1.7 million in federal funding through the Statewide Transportation Improvement Program (STIP). This funding will be used to pay for a portion of the surface and storm sewer improvements not covered by assessments and will reduce the amount of Municipal State Aid Street funding used.

The City intends to use special assessments, bonding, water and sewer funds, State Aid, and Federal funds from the Statewide Transportation Improvement Program (STIP) to finance the project. The City was awarded \$511,250 in the 2026 STIP, \$600,000 from the 2027 STIP, and another \$600,000 from the 2028 STIP. The funds from the 2027 and 2028 STIP's will be advanced for use in 2026.

## **ASSESSMENTS**

Assessments will be levied to the benefiting properties based upon the costs for removing and replacing the pavement and curb & gutter using costs for a standard residential bituminous street. The proposed preliminary assessment rate is \$149.17 per foot.

Per the City's Assessment Policy, 25% of the sidewalk costs are assessed to abutting property owners. The assessment rate for sidewalk replacement for this project is \$3.29 per square foot.

Sixty-two parcels are proposed to be assessed with this project. A preliminary assessment roll is attached to this report. A summary of the proposed assessments is as follows:

<b>Average Assessment</b>	\$7,976.05
<b>Median Assessment</b>	\$8,363.81
<b>Lowest Assessment</b>	\$1,200.42
<b>Highest Assessment</b>	\$20,149.33

The assessments will be over 5, 10, or 15 years depending on the assessment amount and according to the City’s Assessment Policy. The interest rate will be based on bonding in 2026.

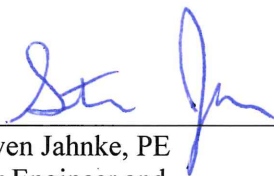
**PROPOSED PROJECT SCHEDULE**

The proposed project schedule for the Valley Avenue & Marshall Street Reconstruction project is as follows:

Accept Feasibility Report/Set Public Hearing .....	January 12, 2026
Neighborhood Information Presentation .....	February 3, 2026 (Tentative)
Public Improvement Hearing & Order Preparation of Plans .....	February 9, 2026
Resolution Approving Plans & Authorizing Advertisement for Bid.....	February 23, 2026
Tree Removals.....	February-April, 2026
Start Advertisement .....	March 14, 2026
Open Bids .....	April 7, 2026
Council Awards Bid .....	April 13, 2026
Start Construction .....	May, 2026
End Construction .....	October 31, 2026

**RECOMMENDATION**

The improvements herein are necessary, cost effective and feasible from an engineering standpoint and are best made as proposed. It is recommended that the City Council approve the Feasibility Report and set a date for the Improvement Hearing.



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Steven Jahnke, PE  
 City Engineer and  
 Director of Public Works

DATE: January 6, 2026





Figure 1 – Valley Avenue: Deteriorated concrete pavement



Figure 2 - Valley Ave: Deteriorated concrete pavement





Figure 3 – Marshall Street: Obstructing utility poles to be relocated and affected trees removed



Figure 4 - Valley Ave: Retaining walls will be replaced and adjacent trees removed due to construction impacts





Figure 5 – Marshall Street

# ENGINEER'S ESTIMATE

Valley Avenue & Marshall Street Reconstruction Project  
City of Albert Lea, MN  
Job No. 2517  
S.P. 101-106-003  
BMI PROJECT NO. 25X.138167



						Breakdown						12/31/2025	
Item No.	MnDOT Spec No.	Item	Notes	Unit Price	Unit	Street / Storm Sewer		Sanitary Sewer		Watermain		Total Estimated Quantity	Total Amount
						Quantity	Cost	Quantity	Cost	Quantity	Cost		
1	2021.501	MOBILIZATION		\$200,000.00	LUMP SUM	0.74	\$148,000.00	0.13	\$26,000.00	0.13	\$26,000.00	1	\$200,000.00
2	2563.601	TRAFFIC CONTROL		\$50,000.00	LUMP SUM	0.74	\$37,000.00	0.13	\$6,500.00	0.13	\$6,500.00	1	\$50,000.00
3	2101.502	GRUBBING		\$300.00	EACH	17	\$5,100.00					17	\$5,100.00
4	2104.502	REMOVE SANITARY STRUCTURE		\$400.00	EACH			12	\$4,800.00			12	\$4,800.00
5	2104.502	REMOVE STORM STRUCTURE		\$400.00	EACH	30	\$12,000.00					30	\$12,000.00
6	2104.502	REMOVE WATERMAIN STRUCTURE		\$400.00	EACH					12	\$4,800.00	12	\$4,800.00
7	2104.502	SALVAGE HYDRANT		\$400.00	EACH					4	\$1,600.00	4	\$1,600.00
8	2104.502	SALVAGE GATE VALVE & BOX		\$200.00	EACH					4	\$800.00	4	\$800.00
9	2104.502	SALVAGE SIGN		\$75.00	EACH	8	\$600.00					8	\$600.00
10	2104.503	REMOVE RETAINING WALL		\$10.00	LIN FT	190	\$1,900.00					190	\$1,900.00
11	2104.503	REMOVE STORM SEWER		\$10.00	LIN FT	2904	\$29,040.00					2904	\$29,040.00
12	2104.503	REMOVE WATERMAIN		\$3.00	LIN FT					2403	\$7,209.00	2403	\$7,209.00
13	2104.503	REMOVE SANITARY SEWER		\$3.00	LIN FT			2816	\$8,448.00			2816	\$8,448.00
14	2104.504	REMOVE PAVEMENT		\$9.00	SQ YD	11039	\$99,351.00					11039	\$99,351.00
15	2104.504	REMOVE CONCRETE WALK/DRIVEWAY		\$9.00	SQ YD	2850	\$25,650.00					2850	\$25,650.00
16	2106.601	DEWATERING		\$30,000.00	LUMP SUM			0.5	\$15,000.00	0.5	\$15,000.00	1	\$30,000.00
17	2106.507	EXCAVATION - COMMON (EV) (P)		\$20.00	CU YD	6007	\$120,140.00					6007	\$120,140.00
18	2106.507	EXCAVATION - SUBGRADE (EV)		\$20.00	CU YD	2980	\$59,600.00					2980	\$59,600.00
19	2106.507	STABILIZING AGGREGATE (CV)		\$35.00	CU YD	2980	\$104,300.00					2980	\$104,300.00
20	2108.504	GEOTEXTILE FABRIC TYPE 9		\$2.00	SQ YD	11172	\$22,344.00					11172	\$22,344.00
21	2123.510	COMMON LABORERS		\$100.00	HOUR	20	\$2,000.00	10	\$1,000.00	10	\$1,000.00	40	\$4,000.00
22	2123.510	3.0 CU YD SHOVEL		\$300.00	HOUR	10	\$3,000.00	5	\$1,500.00	5	\$1,500.00	20	\$6,000.00
23	2123.510	DOZER		\$200.00	HOUR	10	\$2,000.00	5	\$1,000.00	5	\$1,000.00	20	\$4,000.00
24	2123.510	TAMPING ROLLER		\$150.00	HOUR	10	\$1,500.00	5	\$750.00	5	\$750.00	20	\$3,000.00
25	2123.510	SKID LOADER		\$150.00	HOUR	10	\$1,500.00	5	\$750.00	5	\$750.00	20	\$3,000.00
26	2123.510	STREET SWEEPER (WITH PICKUP BROOM)		\$150.00	HOUR	10	\$1,500.00	5	\$750.00	5	\$750.00	20	\$3,000.00
27	2118.507	AGGREGATE SURFACING (CV) CLASS 2		\$65.00	CU YD	10	\$650.00					10	\$650.00
28	2211.507	AGGREGATE BASE (CV) CLASS 5 (P)		\$40.00	CU YD	1862	\$74,480.00					1862	\$74,480.00
29	2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)		\$25.00	CU YD	3724	\$93,100.00					3724	\$93,100.00
30	2231.604	BITUMINOUS DRIVEWAY PATCH		\$40.00	SQ YD	42	\$1,680.00					42	\$1,680.00
31	2360.504	TYPE SP 9.5 WEAR COURSE MIX (3,C) 1.5" THICK		\$8.00	SQ YD	790	\$6,320.00					790	\$6,320.00
32	2360.504	TYPE SP 12.5 NON WEAR COURSE MIX (3,C) 1.5" THICK		\$8.00	SQ YD	75	\$600.00					75	\$600.00
33	2360.504	TYPE SP 12.5 NON WEAR COURSE MIX (3,C) 2.5" THICK		\$12.50	SQ YD	715	\$8,937.50					715	\$8,937.50
34	2301.504	CONCRETE PAVEMENT 7"		\$80.00	SQ YD	8356	\$668,480.00					8356	\$668,480.00
35	2301.508	SUPPLEMENTAL PAVEMENT REINFORCEMENT		\$5.00	POUND	7000	\$35,000.00					7000	\$35,000.00
36	2301.503	DOWELLED EXPANSION JOINTS; DESIGN E1H-D		\$35.00	LIN FT	34	\$1,190.00					34	\$1,190.00
37	2301.602	1.0" DOWEL BARS		\$12.00	EACH	5220	\$62,640.00					5220	\$62,640.00
38	2301.602	DRILL & GROUT DOWEL BAR (EPOXY COATED)		\$35.00	EACH	30	\$1,050.00					30	\$1,050.00
39	2301.603	PERMANENT HEADER		\$60.00	LIN FT	104	\$6,240.00					104	\$6,240.00
40	2411.604	MODULAR BLOCK RETAINING WALL		\$60.00	SQ FT	762	\$45,720.00					762	\$45,720.00
41	2503.602	CONNECT TO EXISTING STORM STRUCTURE		\$1,500.00	EACH	3	\$4,500.00					3	\$4,500.00
42	2503.602	CONNECT TO EXISTING STORM SEWER		\$1,200.00	EACH	7	\$8,400.00					7	\$8,400.00
43	2502.503	4" PERFORATED EDGE DRAIN		\$12.00	LIN FT	4461	\$53,532.00					4461	\$53,532.00
44	2503.503	12" STORM SEWER		\$60.00	LIN FT	462	\$27,720.00					462	\$27,720.00
45	2503.503	15" STORM SEWER		\$70.00	LIN FT	210	\$14,700.00					210	\$14,700.00
46	2503.503	18" STORM SEWER		\$80.00	LIN FT	312	\$24,960.00					312	\$24,960.00
47	2503.503	21" STORM SEWER		\$95.00	LIN FT	385	\$36,575.00					385	\$36,575.00
48	2503.503	27" STORM SEWER		\$125.00	LIN FT	17	\$2,125.00					17	\$2,125.00
49	2503.503	42" STORM SEWER		\$220.00	LIN FT	176	\$38,720.00					176	\$38,720.00
50	2503.503	48" STORM SEWER		\$280.00	LIN FT	938	\$262,640.00					938	\$262,640.00
51	2503.503	36" SPAN RC PIPE-ARCH SEWER		\$120.00	LIN FT	37	\$4,440.00					37	\$4,440.00
52	2503.603	43" SPAN RC PIPE-ARCH SEWER		\$275.00	LIN FT	280	\$77,000.00					280	\$77,000.00
53	2506.503	CONSTRUCT DRAINAGE STRUCTURE, DESIGN SPECIAL 1		\$550.00	LIN FT	80.7	\$44,385.00					80.7	\$44,385.00
54	2506.503	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 4022-72"		\$1,000.00	LIN FT	3.8	\$3,800.00					3.8	\$3,800.00
55	2506.503	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 4020-48"		\$600.00	LIN FT	23.8	\$14,280.00					23.8	\$14,280.00
56	2506.503	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 4020-72"		\$1,000.00	LIN FT	90.0	\$90,000.00					90	\$90,000.00
57	2506.503	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 4020-84"		\$1,400.00	LIN FT	4.8	\$6,720.00					4.8	\$6,720.00
58	2506.502	CONSTRUCT DRAINAGE STRUCTURE, DESIGN SPECIAL 2		\$1,000.00	EACH	10	\$10,000.00					10	\$10,000.00
59	2506.502	CASTING ASSEMBLY-STORM MANHOLE		\$1,500.00	EACH	17	\$25,500.00					17	\$25,500.00
60	2506.502	CASTING ASSEMBLY-STORM CATCH BASIN		\$950.00	EACH	21	\$19,950.00					21	\$19,950.00
61	2503.602	CONNECT TO EXISTING SANITARY SEWER		\$1,500.00	EACH			11	\$16,500.00			11	\$16,500.00
62	2503.601	TEMPORARY SANITARY BYPASS PUMPING		\$50,000.00	LUMP SUM			1	\$50,000.00			1	\$50,000.00
63	2506.603	CONSTRUCT 8" OUTSIDE DROP		\$1,000.00	LIN FT			85.6	\$35,600.00			85.6	\$35,600.00
64	2503.602	10"x4" WYE		\$700.00	EACH			23	\$16,100.00			23	\$16,100.00
65	2503.602	10"x6" WYE		\$700.00	EACH			24	\$16,800.00			24	\$16,800.00
66	2503.603	4" SANITARY SEWER SERVICE		\$40.00	LIN FT			788	\$31,520.00			788	\$31,520.00
67	2503.603	6" SANITARY SEWER SERVICE		\$40.00	LIN FT			824	\$32,960.00			824	\$32,960.00
68	2503.603	8" SANITARY SEWER		\$60.00	LIN FT			264	\$15,840.00			264	\$15,840.00
69	2503.603	10" SANITARY SEWER		\$70.00	LIN FT			2134	\$149,380.00			2134	\$149,380.00
70	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007		\$600.00	LIN FT			141.4	\$84,840.00			141.4	\$84,840.00
71	2506.502	CASTING ASSEMBLY-SANITARY		\$1,500.00	EACH			12	\$18,000.00			12	\$18,000.00
72	2504.601	TEMPORARY WATER SERVICE		\$30,000.00	LUMP SUM					1	\$30,000.00	1	\$30,000.00
73	2504.602	CONNECT TO EXISTING WATERMAIN		\$1,500.00	EACH					9	\$13,500.00	9	\$13,500.00
74	2504.602	6" GATE VALVE & BOX		\$2,500.00	EACH					9	\$22,500.00	9	\$22,500.00
75	2504.602	8" GATE VALVE & BOX		\$3,500.00	EACH					15	\$52,500.00	15	\$52,500.00
76	2504.602	HYDRANT		\$7,000.00	EACH					6	\$42,000.00	6	\$42,000.00
77	2504.602	1" CURB STOP & BOX		\$650.00	EACH					39	\$25,350.00	39	\$25,350.00
78	2504.602	1.5" CURB STOP & BOX		\$900.00	EACH					1	\$900.00	1	\$900.00

# ENGINEER'S ESTIMATE

Valley Avenue & Marshall Street Reconstruction Project  
City of Albert Lea, MN  
Job No. 2517  
S.P. 101-106-003  
BMI PROJECT NO. 25X.13B167



Item No.	MnDOT Spec No.	Item	Notes	Unit Price	Unit	Breakdown						12/31/2025	
						Street / Storm Sewer		Sanitary Sewer		Watermain		Total Estimated Quantity	Total Amount
						Quantity	Cost	Quantity	Cost	Quantity	Cost		
79	2504.602	1" CORP STOP & SADDLE		\$500.00	EACH					39	\$19,500.00	39	\$19,500.00
80	2504.602	1.5" CORP STOP & SADDLE		\$750.00	EACH					1	\$750.00	1	\$750.00
81	2504.603	1" WATER SERVICE		\$28.00	LIN FT					1318	\$36,904.00	1318	\$36,904.00
82	2504.603	1.5" WATER SERVICE		\$33.00	LIN FT					35	\$1,155.00	35	\$1,155.00
83	2504.603	6" WATERMAIN		\$50.00	LIN FT					395	\$19,750.00	395	\$19,750.00
84	2504.603	8" WATERMAIN		\$60.00	LIN FT					2180	\$130,800.00	2180	\$130,800.00
85	2504.604	4" POLYSTYRENE INSULATION		\$55.00	SQ YD					36	\$1,980.00	36	\$1,980.00
86	2504.608	WATERMAIN FITTINGS		\$14.00	POUND					2492	\$34,888.00	2492	\$34,888.00
87	2506.602	CASTING ASSEMBLY SPECIAL - CURB STOP		\$200.00	EACH					2	\$400.00	2	\$400.00
88	2506.502	ADJUST FRAME & RING CASTING		\$800.00	EACH	1	\$800.00					1	\$800.00
89	2521.518	4" CONCRETE WALK		\$8.50	SQ FT	13175	\$111,987.50					13175	\$111,987.50
90	2521.518	6" CONCRETE WALK		\$12.00	SQ FT	6160	\$73,920.00					6160	\$73,920.00
91	2531.503	CONCRETE CURB & GUTTER DESIGN B624		\$28.00	LIN FT	3356	\$93,968.00					3356	\$93,968.00
92	2531.503	CONCRETE CURB & GUTTER DESIGN B624 WITH SILL		\$35.00	LIN FT	1105	\$38,675.00					1105	\$38,675.00
93	2531.503	CONCRETE CURB DESIGN V		\$40.00	LIN FT	20	\$800.00					20	\$800.00
94	2531.504	7" CONCRETE DRIVEWAY PAVEMENT		\$95.00	SQ YD	910	\$86,450.00					910	\$86,450.00
95	2531.618	TRUNCATED DOMES		\$70.00	SQ FT	381	\$26,670.00					381	\$26,670.00
96	2564.502	INSTALL SIGN		\$350.00	EACH	8	\$2,800.00					8	\$2,800.00
97	2565.602	RIGID PVC LOOP DETECTOR 6'X6'		\$900.00	EACH	3	\$2,700.00					3	\$2,700.00
98	2573.502	STORM DRAIN INLET PROTECTION		\$200.00	EACH	46	\$9,200.00					46	\$9,200.00
99	2573.501	STABILIZED CONSTRUCTION EXIT		\$5,000.00	LUMP SUM	0.74	\$3,700.00	0.13	\$650.00	0.13	\$650.00	1	\$5,000.00
100	2574.507	COMMON TOPSOIL BORROW (CV) (P)		\$30.00	CU YD	645	\$19,350.00					645	\$19,350.00
101	2573.501	EROSION & SEDIMENT CONTROL		\$10,000.00	LUMP SUM	0.74	\$7,400.00	0.13	\$1,300.00	0.13	\$1,300.00	1	\$10,000.00
102	2575.605	SODDING TYPE SALT TOLERANT		\$12.00	SQ YD	3880	\$46,560.00					3880	\$46,560.00
103	2582.503	4" SOLID LINE WHITE MULTI-COMPONENT		\$3.00	LIN FT	100	\$300.00					100	\$300.00
104	2582.503	4" BROKEN LINE YELLOW MULTI-COMPONENT		\$3.00	LIN FT	400	\$1,200.00					400	\$1,200.00
105	2582.503	4" DOUBLE SOLID LINE YELLOW - MULTI-COMPONENT		\$6.00	LIN FT	200	\$1,200.00					200	\$1,200.00
Subtotal:							\$2,980,240.00		\$535,988.00		\$502,486.00		\$4,018,714.00
Engineering:							\$357,371.71		\$64,272.32		\$60,254.97		\$481,899.00
10% Contingency:							\$298,024.00		\$53,598.80		\$50,248.60		\$401,871.40
TOTAL ESTIMATED VALLEY AVENUE & MARSHALL STREET RECONSTRUCTION COSTS							\$3,635,635.71		\$653,859.12		\$612,989.57		\$4,902,484.40

Preliminary Assessments  
Valley Avenue & Marshall Street Reconstruction Project  
Job No. 2517  
December 24, 2025

Street Assessment Rate: \$ 149.17  
Side Credit Rate \$ 52.21

Sidewalk Assessment Rate: \$ 3.29  
Sidewalk Side Credit Rate: \$ 1.15

											Sidewalk Replacement Assessments				Total
Roll No.	Owner	Property Address	Owner Address	Owner City, State Zip	Parcel No.	Front Feet	Side Feet	Street Assessment	Side Credit	Sidewalk Repl SF	Sidewalk Repl Assessment	Sidewalk Corner Lot Credit SF	Sidewalk Corner Lot Credit	Preliminary Assessment	
1	ANS LLC	615 JOHNSON ST	505 CRESCENT CIRCLE	ALBERT LEA, MN 56007	341720030	70.00		\$ 10,441.90		350.00	\$ 1,151.50			\$ 11,593.40	
2	TURNMIRE,CARON R, C/O DEBRA A KJARLAND	611 JOHNSON ST	1614 1ST AVE SE	AUSTIN, MN 55912	341720020	62.00		\$ 9,248.54		310.00	\$ 1,019.90			\$ 10,268.44	
3	KRAUSE,CELESTE EILEEN	621 MARSHALL ST	621 MARSHALL ST	ALBERT LEA, MN 56007	341790060	51.00		\$ 7,607.67		255.00	\$ 838.95			\$ 8,446.62	
4	BERGLAND, TIFFANY K	603 JOHNSON ST	603 JOHNSON ST	ALBERT LEA, MN 56007	341721020		120.00	\$ 17,900.40	\$ (6,265.20)	600.00	\$ 1,974.00	600.00	\$ (690.00)	\$ 12,919.20	
5	GOMEZ,ZUJEY MAGDALENA	707 VALLEY AVE	707 VALLEY AVE	ALBERT LEA, MN 56007	341721030	51.53		\$ 7,686.73		257.65	\$ 847.67			\$ 8,534.40	
6	DECKER,MELODY J	711 VALLEY AVE	711 VALLEY AVE	ALBERT LEA, MN 56007	341721050	66.00		\$ 9,845.22		330.00	\$ 1,085.70			\$ 10,930.92	
7	HTOO,JULY ETAL	715 VALLEY AVE	715 VALLEY AVE	ALBERT LEA, MN 56007	341721060	66.00		\$ 9,845.22		330.00	\$ 1,085.70			\$ 10,930.92	
8	SORRELL,ANDREW J &, LACEY SORRELL	719 VALLEY AVE	719 VALLEY AVE	ALBERT LEA, MN 56007	341721070	66.00		\$ 9,845.22		330.00	\$ 1,085.70			\$ 10,930.92	
9	GRIMMIUS,RYAN J	803 VALLEY AVE	803 VALLEY AVE	ALBERT LEA, MN 56007	341721080	60.00		\$ 8,950.20		300.00	\$ 987.00			\$ 9,937.20	
10	RICO,SILVIA GUZMAN &, GERMAN LOPEZ CHIN	805 VALLEY AVE	805 VALLEY AVE	ALBERT LEA, MN 56007	341721090	60.00		\$ 8,950.20		300.00	\$ 987.00			\$ 9,937.20	
11	TRUESDELL,BODEAN W	809 VALLEY AVE	809 VALLEY AVE	ALBERT LEA, MN 56007	341721100	50.00		\$ 7,458.50		250.00	\$ 822.50			\$ 8,281.00	
12	JENSEN,GARY L &, REBECCA R JENSEN	813 VALLEY AVE	813 VALLEY AVE	ALBERT LEA, MN 56007	341721110		76.21	\$ 11,368.25	\$ (3,978.92)	381.05	\$ 1,253.65	381.05	\$ (438.21)	\$ 8,204.77	
13	TAW,WEET	643 MARSHALL ST	643 MARSHALL ST	ALBERT LEA, MN 56007	341790010	88.93		\$ 13,265.69		444.65	\$ 1,462.90			\$ 14,728.59	
14	TAW,WEET	643 MARSHALL ST	643 MARSHALL ST	ALBERT LEA, MN 56007	341790020	51.70		\$ 7,712.09		258.50	\$ 850.47			\$ 8,562.56	
15	SEIN,HLA	639 MARSHALL ST	816 CLARK ST W	ALBERT LEA, MN 56007	341790030	51.20		\$ 7,637.50		256.00	\$ 842.24			\$ 8,479.74	
16	BARTELT PROPERTIES, LLC	505 BRIDGE AVE	1500 SEATH DR	ALBERT LEA, MN 56007	341810060	35.00		\$ 5,220.95		175.00	\$ 575.75			\$ 5,796.70	
17	SECURITY BANK MINNESOTA	437 BRIDGE AVE	PO BOX 891	ALBERT LEA, MN 56007	341870310		169.13	\$ 25,229.12	\$ (8,830.28)	845.65	\$ 2,782.19	845.65	\$ (972.50)	\$ 18,208.53	
18	SECURITY BANK MINNESOTA	642 MARSHALL ST	437 BRIDGE AVE	ALBERT LEA, MN 56007	341870340	77.30		\$ 11,530.84		386.50	\$ 1,271.59			\$ 12,802.43	
19	MIDWEST AG PROPERTIES LLC	640 MARSHALL ST	118 COLUMBUS AVE	ALBERT LEA, MN 56007	341870350	58.20		\$ 8,681.69		291.00	\$ 957.39			\$ 9,639.08	
20	HENSEL,JAY D	632 MARSHALL ST	632 MARSHALL ST	ALBERT LEA, MN 56007	341870360	50.00		\$ 7,458.50		250.00	\$ 822.50			\$ 8,281.00	
21	SOLLAND,BROOKE	636 MARSHALL ST	636 MARSHALL ST	ALBERT LEA, MN 56007	341870370	79.76		\$ 11,897.80		398.80	\$ 1,312.05			\$ 13,209.85	
22	ADAMS,CHELSEA	424 GILES PLACE	424 GILES PLACE	ALBERT LEA, MN 56007	341880470		61.60	\$ 9,188.87	\$ (3,216.14)	308.00	\$ 1,013.32	308.00	\$ (354.20)	\$ 6,631.85	
23	NASBY,DEBRA R	907 VALLEY AVE	907 VALLEY AVE	ALBERT LEA, MN 56007	341880480	60.00		\$ 8,950.20		300.00	\$ 987.00			\$ 9,937.20	
24	BARNEY,KIMBERLY L	905 VALLEY AVE	905 VALLEY AVE	ALBERT LEA, MN 56007	341880490	60.00		\$ 8,950.20		300.00	\$ 987.00			\$ 9,937.20	
25	WOITAS,AMY JO	903 VALLEY AVE	903 VALLEY AVE	ALBERT LEA, MN 56007	341880500	60.00		\$ 8,950.20		300.00	\$ 987.00			\$ 9,937.20	
26	THOMAS,KIMBERLY A	917 VALLEY AVE	917 VALLEY AVE	ALBERT LEA, MN 56007	341880660	65.75		\$ 9,807.93		328.75	\$ 1,081.59			\$ 10,889.52	
27	PLP REAL ESTATE LLC	915 VALLEY AVE	817 LAKEVIEW BLVD	ALBERT LEA, MN 56007	341880670	65.75		\$ 9,807.93		328.75	\$ 1,081.59			\$ 10,889.52	
28	NELSON,RONALD L	913 VALLEY AVE	913 VALLEY AVE	ALBERT LEA, MN 56007	341880680	65.75		\$ 9,807.93		328.75	\$ 1,081.59			\$ 10,889.52	
29	EULBERG,ELIZABETH M	911 VALLEY AVE	911 VALLEY AVE	ALBERT LEA, MN 56007	341880690	65.75		\$ 9,807.93		328.75	\$ 1,081.59			\$ 10,889.52	
30	HOCKINSON,JAMES P	918 VALLEY AVE	918 VALLEY AVE	ALBERT LEA, MN 56007	341880810	65.75		\$ 9,807.93		328.75	\$ 1,081.59			\$ 10,889.52	
31	ROISEN,KARI A	916 VALLEY AVE	916 VALLEY AVE	ALBERT LEA, MN 56007	341880820	65.75		\$ 9,807.93		328.75	\$ 1,081.59			\$ 10,889.52	
32	AMBRIZ,DELFINO G	914 VALLEY AVE	914 VALLEY AVE	ALBERT LEA, MN 56007	341880830	65.75		\$ 9,807.93		328.75	\$ 1,081.59			\$ 10,889.52	
33	GODTLAND,RACHEL M	912 VALLEY AVE	912 VALLEY AVE	ALBERT LEA, MN 56007	341880840	65.75		\$ 9,807.93		328.75	\$ 1,081.59			\$ 10,889.52	
34	KRAUSE,CELESTE EILEEN	621 MARSHALL ST	621 MARSHALL ST	ALBERT LEA, MN 56007	341790070		151.16	\$ 22,548.54	\$ (7,892.06)	755.80	\$ 2,486.58	755.80	\$ (869.17)	\$ 16,273.89	
35	HANDKE,JASON	605 JOHNSON ST	605 JOHNSON ST	ALBERT LEA, MN 56007	341720010	37.80	80.00	\$ 17,572.23	\$ (4,176.80)	589.00	\$ 1,937.81	400.00	\$ (460.00)	\$ 14,873.24	
36	JONES RENTAL LLC	704 VALLEY AVE	300 CENTRAL AVE N	HOLLANDALE, MN 56045	341721010	40.00		\$ 5,966.80		200.00	\$ 658.00			\$ 6,624.80	
37	RAKOUF,ABDELBKIR	710 VALLEY AVE	2751 BUCHANAN ST NE	MINNEAPOLIS, MN 55418	341721000	50.00		\$ 7,458.50		250.00	\$ 822.50			\$ 8,281.00	
38	ROGNESS PROPERTIES AL LLC	712 VALLEY AVE	1842 GREENWOOD DR	ALBERT LEA, MN 56007	341720990	46.00		\$ 6,861.82		230.00	\$ 756.70			\$ 7,618.52	



										Sidewalk Replacement Assessments					
Roll No.	Owner	Property Address	Owner Address	Owner City, State Zip	Parcel No.	Front Feet	Side Feet	Street Assessment	Side Credit	Sidewalk Repl SF	Sidewalk Repl Assessment	Sidewalk Corner Lot Credit SF	Sidewalk Corner Lot Credit	Total Preliminary Assessment	
39	SORGATZ,MARK &, CANDACE SORGATZ	714 VALLEY AVE	714 VALLEY AVE	ALBERT LEA, MN 56007	341720980	46.00		\$ 6,861.82		230.00	\$ 756.70			\$ 7,618.52	
40	SVEEN,KYLIE	716 VALLEY AVE	716 VALLEY AVE	ALBERT LEA, MN 56007	341720970	50.00		\$ 7,458.50		250.00	\$ 822.50			\$ 8,281.00	
41	BERGMAN,ANNE M	718 VALLEY AVE	718 VALLEY AVE	ALBERT LEA, MN 56007	341720960	50.00		\$ 7,458.50		250.00	\$ 822.50			\$ 8,281.00	
42	POOLE,JERRY E	722 VALLEY AVE	722 VALLEY AVE	ALBERT LEA, MN 56007	341720950	50.00		\$ 7,458.50		250.00	\$ 822.50			\$ 8,281.00	
43	ENAMORADO,JUNIOR R	802 VALLEY AVE	802 VALLEY AVE	ALBERT LEA, MN 56007	341720940	50.00		\$ 7,458.50		250.00	\$ 822.50			\$ 8,281.00	
44	CASTRO,MARTHA ADRIANA GARCIA	804 VALLEY AVE	804 VALLEY AVE	ALBERT LEA, MN 56007	341720930	50.00		\$ 7,458.50		250.00	\$ 822.50			\$ 8,281.00	
45	ERLANDSON,ALEXANDER	806 VALLEY AVE	806 VALLEY AVE	ALBERT LEA, MN 56007	341720920	50.00		\$ 7,458.50		250.00	\$ 822.50			\$ 8,281.00	
46	RODRIGUEZ,JUAN EDUARDO &, JESSICA RENE	808 VALLEY AVE	808 VALLEY AVE	ALBERT LEA, MN 56007	341720910	121.66		\$ 18,148.02		608.30	\$ 2,001.31			\$ 20,149.33	
47	RONDA L & RONALD A OSBORNE	600 JOHNSON ST UNIT A	600 JOHNSON ST UNIT A	ALBERT LEA, MN 56007	342820010		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
48	WHITNEY A REIM & PENNY A GRANGRUTH	600 JOHNSON ST UNIT B	600 JOHNSON ST UNIT B	ALBERT LEA, MN 56007	342820020		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
49	DONNA HENRICKSON	600 JOHNSON ST UNIT C	600 JOHNSON ST UNIT C	ALBERT LEA, MN 56007	342820030		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
50	ROBERT K & DIANE L ANDERSON	600 JOHNSON ST UNIT D	600 JOHNSON ST UNIT D	ALBERT LEA, MN 56007	342820040		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
51	ROBERT E TOFT	600 JOHNSON ST UNIT E	600 JOHNSON ST UNIT E	ALBERT LEA, MN 56007	342820050		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
52	BARBARA J JOHNSON	600 JOHNSON ST UNIT F	600 JOHNSON ST UNIT F	ALBERT LEA, MN 56007	342820060		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
53	DIANE J RANGER	600 JOHNSON ST UNIT G	600 JOHNSON ST UNIT G	ALBERT LEA, MN 56007	342820070		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
54	CAROL L BJELLAND LIVING TRUST	600 JOHNSON ST UNIT H	1262 MONTE SERENO DR	THOUSAND OAKS, CA 91360	342820080		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
55	LYNNE HARTY	610 JOHNSON ST UNIT A	610 JOHNSON ST UNIT A	ALBERT LEA, MN 56007	342820090		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
56	BEVERLY K NELSON	610 JOHNSON ST UNIT B	610 JOHNSON ST UNIT B	ALBERT LEA, MN 56007	342820100		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
57	TRUMAN D GULLORD	610 JOHNSON ST UNIT C	610 JOHNSON ST UNIT C	ALBERT LEA, MN 56007	342820110		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
58	JUDY CHRISTENSON	610 JOHNSON ST UNIT D	610 JOHNSON ST UNIT D	ALBERT LEA, MN 56007	342820120		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
59	NEVA E MATHISON TRUST	610 JOHNSON ST UNIT E	610 JOHNSON ST UNIT E	ALBERT LEA, MN 56007	342820130		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
60	ANN L BERRY	610 JOHNSON ST UNIT F	610 JOHNSON ST UNIT F	ALBERT LEA, MN 56007	342820140		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
61	KAYLA OLSON	610 JOHNSON ST UNIT G	610 JOHNSON ST UNIT G	ALBERT LEA, MN 56007	342820150		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
62	ANDREW F TATAREK	610 JOHNSON ST UNIT H	610 JOHNSON ST UNIT H	ALBERT LEA, MN 56007	342820160		11.15	\$ 1,663.25	\$ (582.14)	55.75	\$ 183.42	55.75	\$ (64.11)	\$ 1,200.42	
Totals:						2,442.08	836.50	\$ 489,065.87	\$ (43,673.64)	16,392.90	\$ 53,932.71	4,182.50	\$ (4,809.84)	\$ 494,515.10	

Average Assessment: \$ 7,976.05  
Median Assessment: \$ 8,363.81  
Lowest Assessment: \$ 1,200.42  
Highest Assessment: \$ 20,149.33

# INDEX MAP

# CITY OF ALBERT LEA

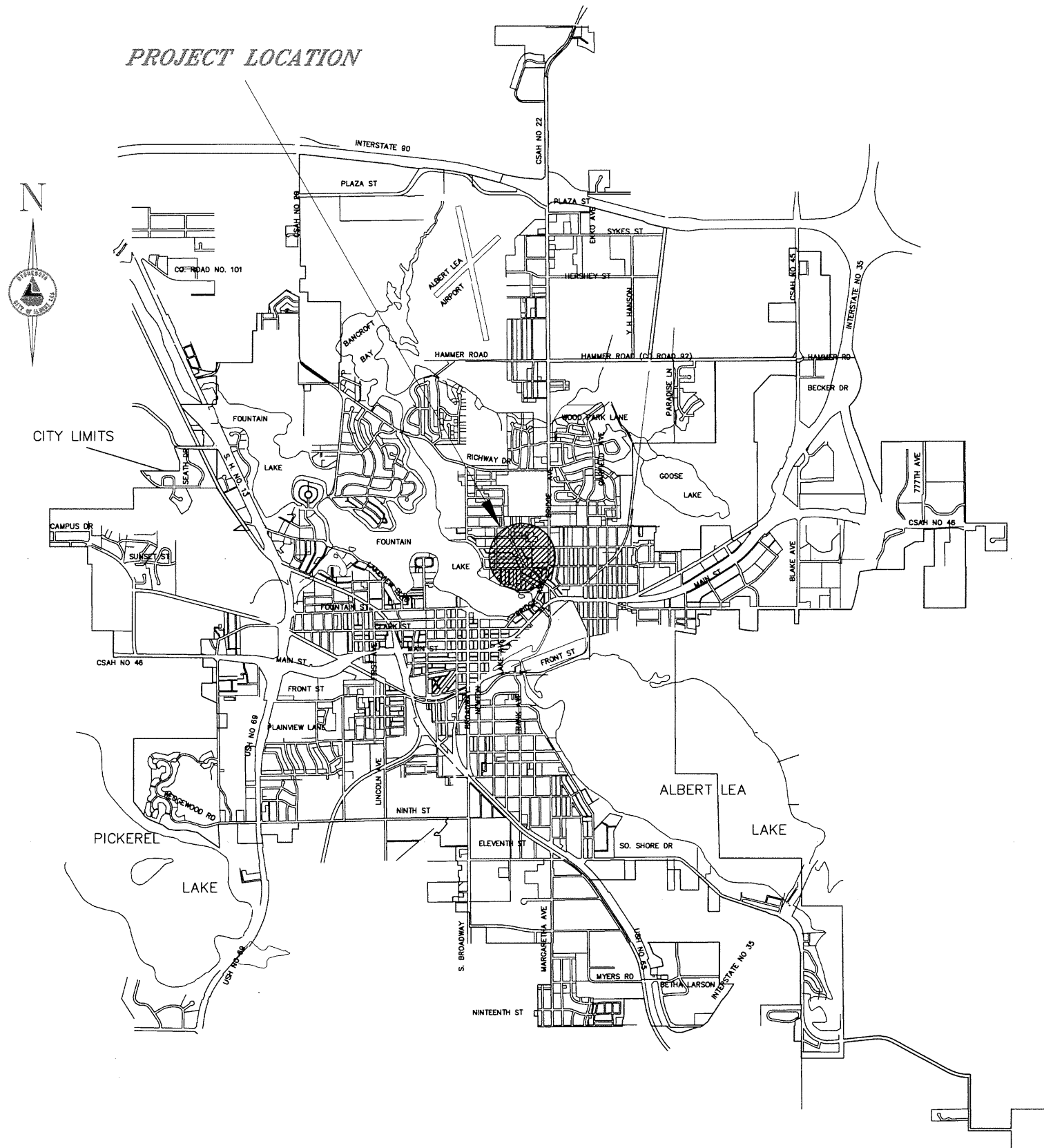
## VALLEY AVENUE & MARSHALL STREET RECONSTRUCTION PROJECT

### STREET & UNDERGROUND UTILITY RECONSTRUCTION

JOB NO. 2517

#### INDEX TO SHEETS

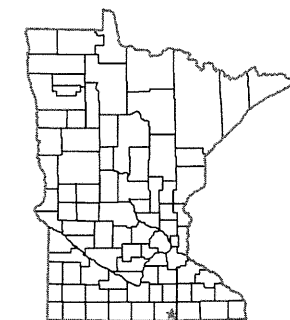
SHEET	SUBJECT
1	Title Sheet
2	Project Area Map



#### LEGEND

PAVED ROAD	BRIDGE
GRAVEL ROAD	LAKE/POND
TRAIL	DRAINAGE LINE
DRIVEWAY	CULVERT
GRAVEL PARKING	MARSH
PAVED PARKING	TREE COVER
RAILROAD	TREE
WALL	INDEX CONTOUR
FENCE	INTERMEDIATE CONTOUR
BUILDING	OBSCURED CONTOUR
CONCRETE SLAB	DEPRESSION CONTOUR
TANKS	SPOT ELEVATION
LOCATED OBJECTS	HORIZ. GROUND CONTROL
SIGNS	VERT. GROUND CONTROL
POLE	UNDERGROUND TELEPHONE
UNDERGROUND ELECTRIC	OVERHEAD ELECTRIC

#### LOCATION MAP



No responsibility is accepted for the locations of utilities shown hereon. Verification of actual locations should be requested prior to the commencement of construction or the taking of any other action relying on the actual locations.

Locations of all utilities shown are approximate.

GOPHER STATE ONE-CALL: 1-800-252-1166

I hereby certify that this plan 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.

Signature: Steven J. Jahnke  
Printed Name: Steven J. Jahnke  
24464



Department of Public Works  
ENGINEERING DIVISION  
221 E. Clark Street  
Albert Lea, MN 56007

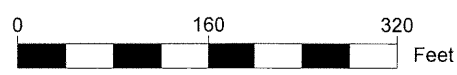
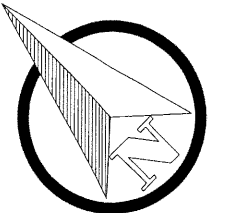
TELEPHONE (507) 371-4325  
FAX (507) 371-4336

Date: 12/24/2025  
Drawn By: CDL  
Dwg. No.

Valley Avenue & Marshall Street  
Reconstruction Project

Street & Underground Utility Reconstruction  
Feasibility Report  
Job No. 2517

Sheet No. 1 of 2  
Sheets



PROPOSED PROJECT AREA

NO.	DATE	BY	REVISION	NO.	DATE	BY	REVISION

I hereby certify that this plan 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.

Signature: Steven J. Jahnke  
Printed Name: Steven J. Jahnke  
Date: 12/24/2025

The City of Albert Lea

Department of Public Works  
ENGINEERING DIVISION  
221 E. Clark Street  
Albert Lea, MN 56007

PHONE (507) 391-4355  
FAX (507) 391-4356

Date: 12/24/2025  
Drawn By: CDL  
Dwg. No.:

# Valley Avenue & Marshall Street Reconstruction Project

Street & Underground Utility Reconstruction  
Feasibility Report  
Job No. 2517



RESOLUTION 26-

Introduced by Councilor

RESOLUTION APPROVING PURCHASE OF MOHAWK TRUCK HOIST

WHEREAS, the City Garage is seeking authorization to replace the 1990 Rotary Truck Hoist at the City Garage; and

WHEREAS, the replacement will be a 2026 Wireless-MP Series Mobile Column Hoist purchased through the Minnesota State Bid Contract #227911 from Mohawk Lifts of Amsterdam NY in the amount of \$123,749.47; and

WHEREAS, the 1990 Rotary Truck Hoist will be taken out of service, removed from the floor, and the floor repaired by the street department.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the City Council hereby authorizes staff to proceed with the purchase of a 2026 Wireless-MP Series Mobile Column Hoist from Mohawk Lifts in the amount of \$123,749.47.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray;

And the following voted against the same: None. Mayor Murray declared the resolution passed.

Introduced and passed this 9<sup>th</sup> day of February, 2026

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Mayor Rich Murray

Filed and attested this 10<sup>th</sup> Day of February 2026

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Secretary of the Council

**Vendor: MOHAWK LIFTS LLC**  
**PO Box 110, Amsterdam, NY 12010**  
**Phone: 800-833-2006 Fax: 518-842-1289**  
**Contact: Amber Fusco x 4000**  
**Email: [amberf@mohawklifts.com](mailto:amberf@mohawklifts.com)**



**Valid: 09/13/2023 - 03/31/2028**

***All quoted equipment has been Competitively Bid and Awarded and is Guaranteed Best Government Pricing. Freight Included @ No Charge.***

CUSTOMER
Michael Lillibridge
City of Albert Lea
414 Commercial Street Albert Lea, MN 56007
(507) 377-4342
mlillibridge@ci.albertlea.mn.us

QUOTE NUMBER		QUOTE DATE
AlbertLea.Mp18.011626-Upward		1/16/2026
Freight Terms:	FOB Destination, Freight Prepaid	
Payment Terms:	Net 30	
Lead Time:	Model Dependent	
<i>Good Through:</i>		<i>January 31, 2026</i>

[illegible]

*\*After Receipt of Completed Order - When applicable, includes signed quote, data sheets and receipt of required payment*

NOTES: - - -

<b>SUBTOTAL</b>	<b>\$ 123,749.47</b>
Sales Tax (if applicable)	Add if Applic.
Credit Card Fee**	
<b>TOTAL</b>	<b>\$ 123,749.47</b>

Click here for: **Mohawk W9: [mohawklifts.com/w9](http://mohawklifts.com/w9)**

*This quotation is subject to the terms and conditions noted on the following page*

v12.25

## TERMS AND CONDITIONS

- 1) This order is subject to the Terms and Conditions of Minnesota Contract #Contract # 227911
- 2) A fork truck must be supplied at the offload site to unload the equipment from the freight carrier and, if applicable, for installation.
- 3) The Customer is responsible for inspecting all Products at the time of delivery and before signing the delivery receipt, freight bill, or bill of lading. Should the customer determine at the time of delivery that any items are damaged or missing the Customer must note the item, discrepancy, or condition on the delivery receipt, freight bill, or bill of lading. Mohawk is not responsible for missing or damaged products when the Customer has signed the delivery receipt, freight bill, or bill of lading in good condition. If equipment is refused at time of delivery or returned as undeliverable, shipping costs and restocking fees may apply. Standard commercial packaging applies.
- 4) Quoted installation does not include electrical hook-up or any concrete work which may be required. Electrical and any concrete work that may be required must be performed prior to installer's appointment date.
- 5) Quoted Installation does not include any unforeseen circumstances such as plumbing, electrical, in floor heat, rebar, steel structures, drain, or drain slopes in the existing floor. Installation price is subject to change if the lift is unable to be installed at the time of scheduled appointment, if the shop condition is not ready for installation (lack of adequate concrete, no electrical service, etc), or any other condition which would require additional return trips by the installer.
- 6) Price does not include Sales tax (unless applicable), duties, brokerage, or any other fees. Down Payments are Non-refundable.
- 7) Any and all permits, licenses, fees, etc. are the Customers' responsibility.
- 8) If installation cannot be performed at the time of delivery, then equipment must be paid within terms specified from invoice date. Installation charge to be paid when service is performed.

DUNS: 117797939 / CAGE CODE: 8VDK6 / UEI: F9QME4G11RT5 / FEIN: 85-3221959 / SMALL BUSINESS SAM REGISTERED

Quote#     AlbertLea.Mp18.011626-Upward

v12.25

***To place your order using this quotation, please fill in the following required information:***

### BILLING INFORMATION

### SHIPPING INFORMATION

☐ Same as

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Delivery Hours/Instructions: \_\_\_\_\_

***Acknowledged and Accepted by:***

\_\_\_\_\_  
**Authorized Buyers Name (PRINT)**

\_\_\_\_\_  
**Authorized Buyers Signature**

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

***Remit orders to:***

MOHAWK LIFTS LLC

PO Box 110, Amsterdam, NY 12010

[ORDERS@MOHAWKLIFTS.COM](mailto:ORDERS@MOHAWKLIFTS.COM)

**BUY ONCE. BUY RIGHT. BUY A MOHAWK!**





Old Hoist



*New Hoist*

# MOHAWK LIFTS

## MOBILE COLUMN LIFTS DARE TO COMPARE

Mohawk MP-Series vs.  
the Competition



***Do you know the limitations of other brands?***

RESOLUTION 26-XXX

Introduced by Councilor

RESOLUTION ACCEPTING DONATIONS AS PRESENTED  
TO THE CITY OF ALBERT LEA

WHEREAS, The City of Albert Lea is generally authorized to accept donations pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

WHEREAS, individual persons and/or entities have offered to contribute donation(s) as set forth below to the city:

<u>Donor</u>	<u>Amount or Item</u>
Bill Howe	\$500.00 – Concrete Pad for Custom Bench
Blazing Star Trail	\$1,000.00 – Trailhead Shelter
Bridge Community Church	\$75.00 – Albert Lea Police Department Reserves

WHEREAS, the City Council finds that it is appropriate to accept the donation offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the donation described is accepted and

Sec. 2. The City of Albert Lea is hereby directed to issue receipts to each donor acknowledging the City's receipt of the donation.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray;

Introduced and passed this 9<sup>th</sup> day of February, 2026

---

Mayor Rich Murray

Filed and attested this 10<sup>th</sup> day of February, 2026

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Secretary of the Council

~~ORDINANCE 26~~

ORDINANCE AMENDING CHAPTER 5 - CANNABIS and CHAPTER 12, ARTICLE XII -  
TOBACCO

CHAPTER 12, ARTICLE XII. TOBACCO<sup>1</sup>

**Sec. 12.396. Purpose.**

*Tobacco.* Because the city recognizes that many persons under twenty-one (21) years of age purchase or otherwise obtain, possess, and use tobacco, tobacco products, and tobacco-related devices, and such sales, possession, and use are violations of both state and federal laws, and because studies, which are hereby accepted and adopted, have shown that most smokers begin smoking before they have reached twenty-one (21) years of age and that those persons who reach twenty-one (21) years of age without having started smoking are significantly less likely to begin smoking; and because smoking has been shown to be the cause of several serious health problems which subsequently place a financial burden on all levels of government; this article shall be intended to regulate the sale, possession, and use of tobacco, tobacco products, and tobacco-related devices for the purpose of enforcing and furthering existing laws, to protect persons under twenty-one (21) years of age against the serious effects associated with the illegal use of tobacco, tobacco products, and tobacco-related devices, and to further the official public policy of the state in regard to preventing young people from starting to smoke as stated in Minn. Stats. § 144.391.

**Sec. 12.397. Definitions and interpretations.**

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Compliance checks* mean the system the city uses to investigate and ensure that those authorized to sell licensed products are following and complying with the requirements of this article. Compliance checks shall involve the use of persons under twenty-one (21) years of age as authorized by this article. The term "compliance checks" also means the use of underage persons who attempt to purchase licensed products for educational, research, and training purposes as authorized by state and federal laws. Compliance checks may also be conducted by other units of government for the purpose of enforcing appropriate federal, state, or local laws and regulations relating to licensed products.

*Electronic delivery device* or *electronic cigarette* means any product containing or delivering nicotine, lobelia, or any other substance intended for human consumption that can be used by a

<sup>1</sup>State law reference(s)—Municipal cigarette license, Minn. Stats. §§ 461.12—461.15.

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**Deleted: Edible cannabinoid products:** The state legislature adopted Minn. Stats. § 151.72, making it legal to sell certain edibles and beverages infused with tetrahydrocannabinol (THC), the cannabis ingredient extracted from hemp. It is vital to ensure that edible cannabinoid products are sold in accordance with state law. The United States Surgeon General has issued an advisory to alert the public to the known and potential harms to developing brains posed by the increasing availability of highly potent tetrahydrocannabinol in multiple, concentrated forms, and the reasons for concerns with the increasing use of such chemicals by pregnant women, adolescents, and youth. The National Academies of Science, Engineering, and Medicine notes that the growing acceptance, accessibility, and use of tetrahydrocannabinol and its derivatives have raised important public health concerns, while the lack of aggregated knowledge of tetrahydrocannabinol's health effects has led to uncertainty about the impact of its use. The state has recognized the danger of cannabis use among youth by prohibiting the sale of edible cannabinoid products to those under age twenty-one (21) (Minn. Stats. § 151.72, subd. 3(c) and by requiring that edibles be packaged without appeal to children and in child-resistant containers (Minn. Stats. § 151.72, subd. 5a(b)). Research has demonstrated that local tobacco retail ordinances dramatically reduce youth access to cigarettes and, therefore, provide a useful model for preventing sales to youth of cannabis products. ¶

person to simulate smoking in the delivery of nicotine or any other substance through inhalation of vapor from the product. The term "electronic delivery device" includes any component part of a product, whether or not marketed or sold separately. The term "electronic delivery device" does not include any product that has been approved or certified by the United States Food and Drug Administration for sale as a tobacco-cessation product, as a tobacco-dependence product, or for other medical purposes, and is marketed and sold for such an approved purpose. Nicotine or lobelia delivery devices means any product containing or delivering nicotine or lobelia intended for human consumption, or any part of such a product, that is not tobacco as defined in this section, not including any product that has been approved or otherwise certified for legal sale by the United States Food and Drug Administration for tobacco use cessation, harm reduction, or for other medical purposes, and is being marketed and sold solely for that approved purpose.

*Edible cannabinoid product* means a product or substance defined as an "Edible Cannabinoid Product under Minn. Stats. § 151.72.

*Exclusive liquor store* means an establishment that meets the definition of exclusive liquor store in Minn. Stats. § 340A.101, subd. 10.

*Individually wrapped tobacco and tobacco products* mean the practice of selling any tobacco or tobacco product wrapped individually for sale. The term "individually wrapped tobacco and tobacco products" includes, but is not limited to, single cigarette packs, single bags or cans of loose tobacco in any form, and single cans or other packaging of snuff or chewing tobacco. Cartons or other packaging containing more than a single pack or other container as described in this article shall not be considered individually packaged.

*Loosies* means the common term used to refer to a single or individually packaged cigarette.

*Licensed products* mean the term that collectively refers to any tobacco, tobacco-related device, electronic delivery device, or nicotine or lobelia delivery product. This term also includes any lawful edible cannabinoid product.

*Moveable place of business* means any form of business operated out of a truck, van, automobile, or other type of vehicle or transportable shelter and not a fixed address store front or other permanent type of structure authorized for sales transactions.

*Retail establishment* means any place of business where licensed products are available for sale to the general public. The term "retail establishments" includes, but is not limited to, grocery stores, convenience stores, restaurants, bars, tobacco products shops, CBD stores, and liquor establishments.

*Sell or sale* means any transfer of goods for money, trade, barter, or other consideration, including any provision of goods for free as part of a sale of other goods or services.

*Smoke shop and tobacco store* means any premises dedicated to the display, sale distribution, delivery, offering, furnishing, or marketing of tobacco products, or tobacco paraphernalia; provided, however that any grocery store, supermarket, convenience store or similar retail use that only sells conventional cigars, cigarettes or tobacco as an ancillary sale shall not be defined as a "smoke shop and tobacco store" and shall not be subject to the restrictions in this chapter.



*Self-service merchandising* means open displays of licensed products in any manner where any person shall have access to the licensed products, without the assistance or intervention of the licensee or the licensee's employee. The assistance or intervention shall entail the actual physical exchange of the licensed products between the customer and the licensee or employee. The term "self-service merchandising" does not include vending machines.

*Tobacco or tobacco products* means cigarettes and any product containing, made, or derived from tobacco, nicotine, or lobelia, that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including, but not limited to, cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobaccos; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco. The term "tobacco" or "tobacco products" excludes any tobacco product that has been approved by the United States Food and Drug Administration for sale as a tobacco-cessation product, as a tobacco-dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

*Tobacco-related devices* means any tobacco product as well as a pipe, rolling papers, electronic delivery device, nicotine or lobelia delivery device, or other device intentionally designated or intended to be used in a manner which enables the chewing, sniffing, vaping, or smoking of tobacco or tobacco products.

*Underage person* means any natural person who has not yet reached twenty-one (21) years of age.

*Vending machine* means any mechanical, electric or electronic, or other type of device which dispenses licensed products upon the insertion of money, tokens, or other form of payment directly into the machine by the person seeking to purchase the licensed products.

(Sec. 12.398. License.

(a) *Required.* No person shall sell or offer to sell any licensed product without first having obtained a license to do so from the city or other statutory governmental licensing entity. There shall be a separate license for selling tobacco products/tobacco related devices, and for selling edible cannabinoid products. Each such license shall identify the premises upon which the licensed products will be sold. All sales of licensed products shall occur within the licensed premises. Every licensee under this section shall be responsible for the acts or omissions regulated under this section.

(b) *Application.* An application for a license to sell tobacco, tobacco products, tobacco related devices or nicotine or lobelia delivery device, shall be made on a form provided by the city. The application shall contain the full name of the applicant, the applicant's residential and business addresses and telephone numbers, the name of the business for which the license is sought, and any additional information the city deems necessary. Upon receipt of a completed application, the city shall determine whether an application is complete. In the event the application is incomplete, he shall return the application to the applicant with notice of the information necessary to make the application complete.

Deleted: licensed products

1) All applicants:

- a. Whether the applicant/owner is an individual, corporation, partnership, or other form of organization;
- b. Full name, physical and email address, date and place of birth, and telephone number of the applicant, all owners and operators, including the designated on-site manager or agent of the applicant;
- c. The address of the premises where the retail establishment is to be located, in which the retail services are provided, and if the applicant does not own the premises, a copy of the lease agreement to occupy the premises;
- d. Statement of whether all taxes and special assessments due and owing on the premises on which the applicant proposes to operate the business are current, and if taxes are delinquent, the years for which the taxes on the premises are delinquent (this information is required by the applicant only if the applicant or other entity in which the applicant has an interest has the legal duty to pay said property taxes or assessments due and owing);
- e. The name of the business if the business is to be operated under a name or designation other than the name of the applicant. This shall be accompanied by a certified copy of the certificate required by Minn. Stats. §§ 333.01 and 333.02;
- f. Proof of general liability insurance;
- g. The applicant shall produce at time of filing application the applicant's proof of identification, which may be established only by one of the following:
  - 1. A valid driver's license or identification card issued by Minnesota, or another state, and including the photograph and date of birth of the licensee;
  - 2. A valid passport issued by the United States; or
  - 3. In the case of a foreign national with a valid passport.

For purposes of proof of identification, the "applicant" shall mean the on-site manager or agent for a retail establishment filing the application and the natural person signing the application for a tobacco sales license;

- h. The application shall identify the full name, physical and email address, date of birth, and telephone number of the natural person, designated by the applicant as the tobacco sales business's on-site manager or agent, along with the notarized written consent of such a person to: (1) take full responsibility for the conduct of the license premises operation; and (2) serve as agent for service of notices and other process relating to the licenses;
- i. With respect to the owner, operator, or any person who has a five percent financial interest in the proposed licensed tobacco sales business and the

appointed on-site manager or agent of the applicant, information as to all criminal convictions of any state, county, or local law or regulation;

j. Proof of Workers' Compensation Insurance as required by Minnesota law; and

k. Form REV185b, Authorization to Release Business Tax Information

l. Information as to all criminal conviction(s) of any state, county, or local law or regulation;

m. Such other information as the city shall require.

(2) Individual(s) (sole proprietor):

a. The full name, physical and email address, date of birth, and telephone number of the applicant;

b. Whether the applicant and on-site manager or agent have ever used or have been known by a name other than his or her name on the application, and if so, the name or names used and information concerning dates and places were used;

c. Whether the applicant is a United States citizen or is legally permitted to be in the United States, and providing proof thereof;

d. Whether the applicant and on-site manager or agent have ever been engaged in the operation of tobacco sales. If so, they shall furnish information as to the name, place, and length of time of the involvement in such an establishment; and

g. Such other information as the city shall require.

(3) Partnerships:

a. The full name(s), physical and email address(s), date of birth, financial interest of all general partners, and all of the information concerning each general partner that is required of applicants in provision (2) of this section;

b. The full names(s), physical and email addresses, date of birth, and telephone number of the manager partner(s) and the interest of each managing partner in the business;

c. A copy of the partnership agreement shall be submitted with the application. The license shall be issued in the name of the partnership; and

d. Such other information as the city shall require.

(4) Corporations and other organizations:

a. The name of the corporation or business firm, and if incorporated, the state of incorporation;

b. A copy of the certificate of incorporation shall be attached to the application. If the applicant is a foreign corporation, a certificate of authority as required by Minn. Stats. § 303.06, shall be attached;

c. The name of the manager(s), proprietor(s) or other agents(s) in charge of the business and all of the information concerning each manager, proprietor, or agent that is required of applicants in provision (2) of this section;

d. A list of all persons who own or have a five percent or more interest in the corporation or organization or who are officers of said corporation or organization, together with their physical and email addresses and all the information regarding such persons as is required in paragraph (2) of this section; and

e. Such other information as the city shall require.

- (c) *Action.* The city may either approve or deny the license, or may delay action for such reasonable period of time as necessary to complete any investigation of the application or the applicant, as is deemed necessary. If the city shall approve the license, the city shall issue the license to the applicant. If the city denies the license, notice of the denial shall be given to the applicant along with notice of the applicant's right to appeal the decision to the hearings officer.
- (d) *Term.* All licenses issued under this section shall be valid for one (1) calendar year from the first day of August until the last day of July of each succeeding year.
- (e) *Revocation or suspension.* Any license issued under this section may be revoked or suspended as provided in sections 12.407 and 12.408.
- (f) *Transfers.* All licenses issued under this section shall be valid only on the premises for which the license was issued and only for the person to whom the license was issued.
- (g) *Moveable place of business.* No license shall be issued to a movable place of business. Only fixed-location businesses shall be eligible to be licensed under this section.
- (h) *Display.* All licenses shall be posted and displayed in plain view of the general public on the licensed premises.
- (i) *Renewals.* The renewal of a license issued under this section shall be handled in the same manner as the original application. The request for a renewal shall be made at least thirty (30) days but no more than sixty (60) days before the expiration of the current license.
- (j) *Issuance privilege.* The issuance of a license issued under this section shall be considered a privilege and not an absolute right of the applicant and shall not entitle the holder to an automatic renewal of the license.
- (k) *Limited number of smoke shop and tobacco stores.* [The City of Albert reserves the right to restrict the number of smoke shop and tobacco stores.](#)

(1) No more than four (4) smoke shop and tobacco stores shall be licensed within the City of Albert Lea.

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(2) No more than one (1) license for a smoke shop or tobacco store shall be granted to a sole owner or person with a financial interest of 10% or greater in any partnership, corporation or other organization.

- (l) A currently licensed smoke shop or tobacco store may be sold to another owner and continue operating in the same location.

**Sec. 12.399. Fees.**

No license shall be issued under this article until the appropriate license fee shall be paid in full. The fee for a license under this section shall be as established in the annual fee schedule.

(Code 1997, § 22-434; Ord. No. 41, 3d, § 2, 5-8-2000; Ord. No. 22-080, 10-10-2022)

**Sec. 12.400. Basis for denial of license.**

The following shall be grounds for denying the issuance or renewal of a license under this article; however, except as may otherwise be provided by law, the existence of any particular ground for denial does not mean that the city must deny the license. If a license is mistakenly issued or renewed to a person, it shall be revoked upon the discovery that the person was ineligible for the license under this section:

- (1) The applicant is under twenty-one (21) years of age.
- (2) The applicant has been convicted within the past five (5) years of any violation of a federal, state, or local law, ordinance provision, or other regulation relating to licensed products.
- (3) The applicant has had a license to sell licensed products revoked within the preceding twelve (12) months of the date of application.
- (4) The applicant fails to provide any information required on the application, or provides false or misleading information.
- (5) The applicant is prohibited by federal, state, or other local law, ordinance, or other regulation from holding such a license.
- (6) Exclusive liquor store. No license shall be issued to an exclusive liquor store as defined in Minn. Stats. § 340A.101, subd. 10.

**Sec. 12.401. Prohibited sales.**

It shall be a violation of this article for any person to sell or offer to sell any licensed product:

- (1) To any person under twenty-one (21) years of age. Licensees must verify by means of government-issued photographic identification that purchaser is at least twenty-one (21) years of age.
- (2) By means of any type of vending machine, except as may otherwise be provided in this section.

(3) Contraband under the authority granted to the commissioner of revenue (Minnesota Statutes Chapter 297F)

(4) By means of self-service methods whereby the customer does not need to make a verbal or written request to an employee of the licensed premises to receive the licensed product, and whereby there is not a physical exchange of the licensed product between the licensee or the licensee's employee and the customer.

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(5) By means of loosies as defined in section 12.397.

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(6) Containing opium, morphine, jimson weed, bella donna, strychnos, cocaine, marijuana, or other deleterious, hallucinogenic, toxic, or controlled substances except nicotine and other substances found naturally in tobacco or added as part of an otherwise lawful manufacturing process. It is not the intention of this provision to ban the sale of lawfully manufactured cigarettes or other tobacco products. It is further not the intention of this provision to ban the sale of lawfully manufactured and packaged edible cannabinoid products as allowed under state law.

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(7) By any other means, to any other person, or in any other manner or form prohibited by federal, state, or other local law, ordinance provision, or other regulation.

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(8) Notice of the legal sales age and age verification requirement must be posted prominently and in plain view at all times at each location where licensed products are offered for sale and must be posted in a manner that is clearly visible to anyone who is or is considering making a purchase.

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**Sec. 12.402. Vending machines.**

It shall be unlawful for any person licensed under this article to allow the sale of licensed products by means of a vending machine unless persons under twenty-one (21) years of age are at all times prohibited from entering the licensed establishment.

**Sec. 12.403. Self-service sales.**

It shall be unlawful for a licensee under this article to allow the sale of licensed products by any means where by the customer may have access to such items without having to request the item from the licensee or the licensee's employee and whereby there is not a physical exchange of the licensed product between the licensee or his clerk and the customer. All licensed products shall either be stored behind a counter or other area not freely accessible to customers, or in a case or other storage unit not left open and accessible to the general public.

**Sec. 12.404. Responsibility.**

All licensees under this article shall be responsible for the actions of their employees regarding the sale of licensed products, and the sale of such an item by an employee shall be considered a sale by the licensee. Nothing in this section shall be construed as prohibiting the city from also subjecting the clerk to whatever penalties are appropriate under this article, state or federal law, or other applicable law or regulation.

#### **Sec. 12.405. Compliance checks and inspections.**

All licensed premises shall be open to inspection by the city police department or other authorized city official during regular business hours. From time to time, but at least once per year, the city shall conduct compliance checks by engaging, with the written consent of their parents or guardians, minors over fifteen (15) years of age but less than eighteen (18) years of age, to enter the licensed premises to attempt to purchase licensed products. Persons who are over eighteen (18) years of age but less than twenty-one (21) years of age may also be used for compliance checks. Minors and persons who are over eighteen (18) years of age but less than twenty-one (21) years of age used for compliance checks shall be supervised by designated law enforcement officers or other designated city personnel. Minors and persons who are over eighteen (18) years of age but less than twenty-one (21) years of age used for compliance checks shall not be guilty of the unlawful purchase or attempted purchase, nor the unlawful possession of licensed products when such items are obtained or attempted to be obtained as a part of the compliance check. No minor or person who is over eighteen (18) years of age but less than twenty-one (21) years of age used in compliance checks shall attempt to use a false identification misrepresenting the person's age, and all persons lawfully engaged in a compliance check shall answer all questions about the underage person's age asked by the licensee or his employee and shall produce any identification, if any exists, for which he is asked. Nothing in this section shall prohibit compliance checks authorized by state or federal laws for educational, research, or training purposes, or required for the enforcement of a particular state or federal law.

#### **Sec. 12.406. Other illegal acts.**

Unless otherwise provided, the following acts shall be a violation of this article:

- (1) *Illegal sales.* It shall be a violation of this article for any person to sell or otherwise provide any licensed products to any underage person.
- (2) *Illegal possession.* It shall be a violation of this article for any person under twenty-one (21) years of age to have in his possession any licensed products. This subsection shall not apply to underage persons lawfully involved in a compliance check.
- (3) *Illegal use.* It shall be a violation of this article for any person under twenty-one (21) years of age to consume or otherwise use any edible cannabinoid product.
- (4) *Illegal procurement.* It shall be a violation of this article for any person under twenty-one (21) years of age to purchase or attempt to purchase or otherwise obtain any edible cannabinoid product. It shall be a violation of this article for any person to purchase or otherwise obtain those items on behalf of a person under twenty-one (21) years of age. It shall further be a violation for any person to coerce or attempt to coerce a minor to illegally purchase or otherwise obtain or use any licensed product. This subsection shall not apply to minors lawfully involved in a compliance check.
- (5) *Use of false identification.* It shall be a violation of this article for any person under twenty-one (21) years of age to attempt to disguise his true age by the use of a false form of identification, whether the identification is that of another person or one (1) on

which the age of the person has been modified or tampered with to represent an age older than the actual age of the person.

- (6) A business establishment that offers for sale edible cannabinoid products with non-cannabinoid products shall ensure that all packages of the products are separated, displayed, and offered for sale only:
  - a. Behind a checkout counter where the public is not permitted; or
  - b. Inside a locked display case;
- (7) A business establishment that offers for sale edible cannabinoid products as its primary business shall ensure that an attending employee:
  - a. Is able to monitor the product; or
  - b. Will ask for identification upon entry to ensure no person under the age of twenty-one (21) has access; or
  - c. Keep all products secured as prescribed in section 12.406(6).
- (8) No person may sell an edible cannabinoid product to a person under the age of twenty-one (21) years.
- (9) No person may sell an edible cannabinoid product in a package or container that is labelled or packaged in a manner inconsistent with Minn. Stats. §151.72 (2022).

**Sec. 12.407. Violations.**

- (a) *Notice.* Upon discovery of a suspected violation, the alleged violator shall be issued, either personally or by mail, a citation that sets forth the alleged violation and which shall inform the alleged violator of his right to be heard on the accusation.
- (b) *Hearings.* If a person accused of violating this article so requests, a hearing shall be scheduled, the time and place of which shall be published and provided to the accused violator. A hearing may also be requested to challenge any confiscation of licensed products as "contraband" as defined under state law.
- (c) *Hearing officer.* The city manager shall serve as the hearing officer.
- (d) *Decision.* If the hearing officer determines that a violation of this article did occur, that decision, along with the hearing officer's reasons for finding a violation and the penalty to be imposed under section 12.408, shall be recorded in writing, a copy of which shall be provided to the accused violator. Likewise, if the hearing officer finds that no violation occurred or finds grounds for not imposing any penalty, such findings shall be recorded and a copy provided to the acquitted accused violator.
- (e) *Appeals.* Appeals of any decision made by the hearing officer shall be filed in the district court for the jurisdiction of the county in which the alleged violation occurred.
- (f) *Misdemeanor prosecution.* Nothing in this section shall prohibit the city from seeking prosecution as a misdemeanor for any alleged violation of this article. If the city elects to seek misdemeanor prosecution, no administrative penalty shall be imposed.



- (g) *Continued violation.* Each violation, and every day in which a violation occurs or continues, shall constitute a separate offense.

**Sec. 12.408. Penalties.**

- (a) *Licensees.* Any licensee found to have violated this article, or whose employee shall have violated this article, shall be charged an administrative fine of three hundred dollars (\$300.00) for a first violation of this article; six hundred dollars (\$600.00) for a second offense at the same licensed premises within a thirty-six (36) month period; and one thousand dollars (\$1,000.00) for a third or subsequent offense at the same location within a thirty-six (36) month period. In addition, after the third offense, the license shall be suspended for not less than seven (7) days and may be revoked.
- (b) *Other individuals.* An individual who sells, gives, or otherwise furnishes licensed products to a person under the age of twenty-one (21) years may be charged an administrative penalty of fifty dollars (\$50.00). No penalty may be imposed until the individual has received notice, served personally or by mail, of the alleged violation and an opportunity for a hearing before a person authorized by the licensing authority to conduct the hearing. A decision that a violation has occurred must be in writing.
- (c) *Misdemeanor.* Nothing in this section shall prohibit the city from seeking prosecution as a misdemeanor for any violation of this article.
- (d) *Statutory penalties.* If the administrative penalties authorized to be imposed by Minn. Stats. § 461.12, as it may be amended from time to time, differ from those established in this section, then the statutory penalties shall prevail.

**Sec. 12.409. Exceptions and defenses.**

- (a) Nothing in this article shall prevent the providing of tobacco, tobacco products, or tobacco-related devices to a person under twenty-one (21) years of age as part of a lawfully recognized religious, spiritual, or cultural ceremony.
- (b) It shall be an affirmative defense to the violation of this article for a person to have reasonably relied on proof of age as described by state law.
- (c) The penalties in this article do not apply to a person under twenty-one (21) years of age who purchases or attempts to purchase licensed products while under the direct supervision of a responsible adult for training, education, research, or enforcement purposes.

**Secs. 12.410—12.431. Reserved.**

Introduced by Councilor

**AN ORDINANCE AMENDING CHAPTER 5 CANNABIS PRODUCTS  
ARTICLE I. ADMINISTRATION**

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA ORDAINS:

Chapter 5 Cannabis Products, Article I. Administration is hereby amended to read as follows:

**Sec. 5.001. Findings and purpose.**

The City of Albert Lea makes the following legislative findings:

The purpose of this chapter is to implement the provisions of Minn. Stats. §342, which authorizes the city to protect the public health, safety, and welfare of the city residents by regulating cannabis businesses within the legal jurisdiction of the city.

The city finds and concludes that the proposed provisions are appropriate and lawful regulations for the city. The proposed amendments will promote the community's interest in reasonable stability in cannabis administration, and the proposed provisions are in the public interest and for the public good.

**Sec. 5.002. Authority and jurisdiction.**

The city has the authority to adopt this chapter pursuant to:

- (1) Minn. Stats. § 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions on the time, place, and manner of the operation of a cannabis business, provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.
- (2) Minn. Stats. § 342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower-potency hemp edible retail businesses.
- (3) Minn. Stats. § 152.0263, subd. 5, regarding the use of cannabis in public places.
- (4) Minn. Stats. § 462.357, regarding the authority of a local authority to adopt zoning ordinances.

Ordinance shall be applicable to the legal jurisdiction of the City of Albert Lea.

**Sec. 5.003. Severability.**

If any section, clause, provision, or portion of this chapter is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this chapter shall not be affected thereby.

**Sec. 5.004. Enforcement.**

The city is responsible for the administration and enforcement of this chapter. Any violation of the provisions of this chapter or failure to comply with any of its requirements constitutes a

misdemeanor and is punishable as defined by law. Violations of this chapter can occur regardless of whether or not a permit is required for a regulated activity listed in this chapter.

#### **Sec. 5.005. Zoning and land use.**

Refer to Chapter 50 within the municipal code for all zoning requirements for licensed cannabis related businesses and services. Qualification on meeting setback requirements shall be determined as of the date of original application submittal to the State.

#### **Sec. 5.006. Definitions.**

Unless otherwise noted in this section, words and phrases contained in Minn. Stats. § 342 and the rules promulgated pursuant to any of these acts shall have the same meanings in this chapter.

*Cannabis cultivation* means a cannabis business licensed to grow cannabis plants within the approved amount of space from seed or immature plant to mature plant, harvest cannabis flower from mature plant, package and label immature plants and seedlings and cannabis flower for sale to other cannabis businesses, transport cannabis flower to a cannabis manufacturer located on the same premises, and perform other actions approved by the office.

*Cannabis event organizer* means a person, cooperative, or business holding a cannabis event organizer license with the Office of Cannabis Management (OCM) or the "office".

*Cannabis retail businesses* mean a retail location and the retail location(s) of a mezzobusiness with a retail operations endorsement, microbusinesses with a retail operations endorsement, medical combination businesses operating a retail location, and lower-potency hemp edible retailers.

*Cannabis retailer* means any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis products to a consumer and not for the purpose of resale in any form.

*Daycare* means a location licensed with the Minnesota Department of Human Services to provide the care of a child in a residence outside the child's own home for gain or otherwise, on a regular basis, for any part of a twenty-four (24) hour day.

*Intoxicating cannabinoid* means a cannabinoid, including an artificially derived cannabinoid, that when introduced into the human body impairs the central nervous system or impairs the human auditory, visual, or mental processes. Intoxicating cannabinoids include, but are not limited to, any tetrahydrocannabinol.

*Lower-potency hemp edible (LPHE)* shall mean as defined under Minn. Stats. § 342.

*Office of cannabis management* means the Minnesota Office of Cannabis Management, referred to as "OCM" in this section.

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*Ownership* means any person or entity holding a financial interest of ten percent (10%) or more in a cannabis business, or exercising control over the operations, management, or decision-making of the business. Ownership includes, but is not limited to:

- Individuals or entities listed on the business's formation documents (e.g., articles of incorporation, operating agreements).
- Persons with authority to direct, manage, or influence day-to-day operations.
- Shareholders, members, partners, or other stakeholders with voting rights or profit-sharing interests.
- Any person or entity that will assume such roles through a proposed transfer, sale, or restructuring.

The city may consider indirect ownership or control, such as through trusts, holding companies, or contractual arrangements, as ownership subject to licensing requirements.

*Place of public accommodation* means a business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.

*Preliminary license approval* means OCM pre-approval for a cannabis business license for applicants who qualify under Minn. Stats. § 342.17.

*Public place* means a public park or trail, public street or sidewalk; any enclosed, indoor area used by the general public, including, but not limited to, restaurants; bars; any other food or liquor establishment; hospitals; nursing homes; auditoriums; arenas; gyms; meeting rooms; common areas of rental apartment buildings, and other places of public accommodation.

*Residential treatment facility* shall mean as defined under Minn. Stats. § 245.462 subd. 23.

*Retail registration* means an approved registration issued by the city to a state-licensed cannabis retail business.

*School* means a public school as defined under Minn. Stats. § 120A.05 or a nonpublic school that must meet the reporting requirements under Minn. Stats. § 120A.24.

*State license* means an approved license issued by the State of Minnesota's Office of Cannabis Management to a cannabis retail business.

**Secs. 5.007—50.020. Reserved.**

## **ARTICLE II. REGISTRATION OF ALL CANNABIS BUSINESSES**

### **Sec. 5.021. Consent to the registration of cannabis businesses.**

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- (a) No individual or entity may operate a state-licensed cannabis business within the City of Albert Lea without first registering with the City of Albert Lea.

- (b) Any state-licensed cannabis retail business that sells to a customer or patient without valid retail registration shall incur a civil penalty of up to two thousand dollars (\$2,000.00) for each violation.

**Sec. 5.022. Compliance checks prior to retail registration.**

- (a) Prior to issuance of a cannabis retail business registration, the City of Albert Lea shall conduct a preliminary compliance check to ensure compliance with local ordinances and state laws.
- (b) Pursuant to Minn. Stats. §342, within thirty (30) days of receiving a copy of a state license application from OCM, the City of Albert Lea shall certify on a form provided by OCM whether a proposed cannabis retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.

**Sec. 5.023 – Premises Covered by Registration**

Unless otherwise authorized by this Code, the registration for the business is only effective for the compact and contiguous space specified in the approved registration application.

**Sec. 5.024. Prohibited Acts.**

The owner or operator of a registered business is responsible for the conduct of their place of business and the conditions of order in it. The act of an employee of the premises is deemed the act of the owner or operator as well, and the owner or operator is responsible for all penalties provided by this chapter equally with the employee.

- a) It shall be unlawful for any person to sell, purchase, obtain or otherwise provide any product to any person under the age of twenty-one (21), including cannabinoids derived from hemp.
- b) It shall be unlawful for any person under the age of twenty-one (21), to possess any product. This chapter shall not apply to persons under the age of twenty-one (21) lawfully involved in a compliance check, including cannabinoids derived from hemp.
- c) It shall be unlawful for any person under the age of twenty-one (21) to use or consume any product unless it is legally authorized medical cannabis.
- d) It shall be unlawful for any person under the age of twenty-one (21) to attempt to disguise the person's true age by the use of a false form of identification, whether the identification is that of another person or one in which the age of the person has been modified or tampered with, to represent an age older than the actual age of the person, to purchase any product.
- e) No product may be sold to an obviously intoxicated person or to a person under the influence of a controlled substance.
- f) No one under the age of twenty-one (21) shall sell products.
- g) Products cannot be sold in vending machines, through a drive-through window or as part of a home occupation.

- h) On-site consumption is prohibited at lower-potency hemp edible retail and cannabis retail businesses, except for lower-potency hemp products that are consumed as a beverage at an on-sale liquor establishment.
- i) It shall be unlawful to sell, purchase, obtain, possess, or provide products with Delta-10 THC.
- j) No products shall be visible from the exterior of the building.

**Sec. 5.025. Registration and application procedure.**

(a) *Fees.*

- (1) The City of Albert Lea shall not charge an application fee.
- (2) A registration fee, as established in the City of Albert Lea's fee schedule, shall be charged to applicants depending on the type of retail business license applied for.
- (3) Initial registration fees shall not exceed the permitted amount of an initial state license fee under Minn. Stats. § 342.11. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.
- (4) Any renewal retail registration fee imposed by the City of Albert Lea shall be charged at the time of the second renewal and each subsequent renewal thereafter.
- (5) Renewal registration fees shall not exceed the permitted amount of a renewal state license fee under Minn. Stats. § 342.11, whichever is less.

(b) *Application submittal.* The city shall issue a retail registration to a state-licensed cannabis retail business that adheres to the requirements of Minn. Stats. § 342.22.

- (1) An applicant for a retail registration shall fill out an application form, as provided by the city. Said form shall include, but is not limited to:
  - a. Full name of the property owner and business owner (applicant), and business manager;
  - b. Address, email address, and telephone number of the owner, applicant, and manager;
  - c. The address and parcel ID for the property for which the retail registration is sought;
  - d. Certification that the applicant complies with the requirements of local ordinances established pursuant to Minn. Stats. § 342.13; and
  - e. Acknowledgement that the applicant is aware of zoning and design requirements for their business and has access to such requirements online or shall be given a printed copy upon request.

(2) The applicant shall include with the form:

- a. The application and fee as required in this section;
- b. A copy of a valid state license or official notice from the OCM that the license is preapproved; and
- c. Proof of state-required insurance.

(3) Once an application is considered complete, the city shall inform the applicant as such, process the application fees, and forward the application to the city council for approval or denial.

(4) Prior to applicant submittal, both the applicant and the property owner of applicants' place of business must be current on all state, county and local taxes and assessments.

(5) The application fee shall be non-refundable once received.

(6) The complete application shall be submitted 10 calendar days before the next Council meeting. If later than 10 days prior, the application shall be held over to the following Council meeting

~~(7) Once the maximum number of permitted cannabis retail establishments within the City\* has been reached, any additional cannabis retail applications received prior to reaching the maximum limit shall not be held or maintained on file for more than 30 days. Applications that remain pending after 30 days due to the unavailability of an open retail license shall be considered expired and will be closed without further action. Applicants may reapply when a retail license becomes available~~

(c) *Application approval.*

(1) A state-licensed cannabis retail business application shall not be approved if the cannabis retail business would exceed the maximum number of registered cannabis retail businesses permitted under section 5.028.

~~(2) The City shall not accept incomplete, placeholder, or otherwise deficient cannabis\* registration applications. Submission of an application that does not meet all requirements established by this ordinance shall not constitute receipt of a complete application. It shall not trigger any statutory or regulatory timelines, including the 60-day action requirement. Only applications determined by the City to be complete in all respects shall be deemed officially received for purposes of commencing the review period.~~

(3) A state-licensed cannabis retail business application shall not be approved or renewed if the applicant is unable to meet the requirements of this chapter.

(4) Applicants for a state-licensed cannabis retail establishment shall demonstrate the capacity to effectively operate a retail business, as evidenced by prior experience, business plans, or other relevant documentation, including but not limited to financial statements, communications showing employment acceptance, commitments from suppliers, and all other documents that demonstrate a readiness and ability to operate.

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- (5) A state-licensed cannabis retail business application shall not be approved without first undergoing a background check.

The chief of police is responsible for the background checks prior to the city issuing a cannabis registration.

The applicant for a cannabis registration and its employees must provide the appropriate authority with the applicant's signed, written informed consent to conduct a background check. The city is authorized to query the Minnesota criminal history repository for records on the applicant. If the city conducts a national criminal history records check, the appropriate authority must obtain the applicant's fingerprints and forward them, along with the required fee, to the superintendent of the Bureau of Criminal Apprehension. The superintendent may exchange the fingerprints with the Federal Bureau of Investigation for purposes of obtaining the applicant's national criminal history record information. The superintendent shall return the results of the national criminal history records check to the appropriate authority for the purpose of determining if the applicant is qualified to receive a license.

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- (6) No person shall transfer, assign, or otherwise change ownership of any cannabis business licensed under this ordinance without first obtaining written approval from the City. Before any change in ownership, whether direct or indirect, partial or complete, the proposed new owner(s) must submit a registration application to the City and receive formal approval. Any attempt to operate a cannabis business under new ownership without such approval shall constitute a violation of this ordinance and may result in suspension, revocation, or other enforcement actions as deemed appropriate by the City

- (7) Applications for cannabis retail business licenses will not be accepted if the number of issued licenses has reached the maximum permitted by this ordinance.

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(d) Annual Certification of Ownership.

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- (1) Each licensed cannabis business shall submit an annual certification affirming that no change in ownership, control interest, or management structure has occurred during the preceding calendar year. The certification shall be submitted on a form provided by the City.

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- (2) As part of the annual certification, the City may require the licensee to provide documentation sufficient to verify the accuracy of the ownership statement. Such documentation may include, but is not limited to, federal and state tax returns, organization filings, updated capitalization tables, or other financial records demonstrating continuity of ownership.

- (3) Failure to submit the required certification of supporting documentation, or submission of false or misleading information, shall constitute a violation of this ordinance and may result in suspension, non-renewal, or revocation of the cannabis business license.

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(e) *Annual compliance checks.*

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- (1) The City of Albert Lea shall complete at a minimum one (1) compliance check per calendar year of every cannabis business to assess if the business meets age verification requirements, as required under [Minn. Stats. § 342.22, subd. 4(b) and Minn. Stats. § 342.24] and this/these [chapter/section/ordinances].
- (2) The city shall conduct at a minimum one (1) unannounced age verification compliance check at least once per calendar year. Age verification compliance checks shall involve persons at least seventeen (17) years of age but under the age of twenty-one (21) who, with the prior written consent of a parent or guardian if the person is under the age of eighteen (18), attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.
- (3) Any failures under this section shall be reported to the Office of Cannabis Management.

(f) *Location change.* A state-licensed cannabis retail business shall be required to submit a new application for registration under this section if it seeks to move to a new location still within the legal boundaries of the City of Albert Lea.

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**Sec. 5.026. Renewal of registration.**

- (a) The City of Albert Lea shall renew an annual registration of a state-licensed cannabis retail business substantially concurrent with OCM renewal of the cannabis retail business's license.
- (b) A state-licensed cannabis retail business shall apply to renew registration on a form established by the city.
- (c) Renewal fees. The city may charge a renewal fee for the registration starting at the second renewal, as established in the City of Albert Lea's fee schedule.
- (d) Renewal application. The application for renewal of a retail registration shall include, but is not limited to:
  - (1) Items required under section 5.043 of this chapter.
  - (2) Listing any prior violations of local ordinances in the past two (2) years with a brief explanation.

**Sec. 5.027. Suspension of registration.**

- (a) *When suspension is warranted.* The city may suspend a cannabis retail business's registration if it violates the ordinance of the city or poses an immediate threat to the health or safety of the public. The city shall immediately notify the cannabis retail business in writing the grounds for the suspension.

(b) *Notification to OCM.* The city shall immediately notify the OCM in writing the grounds for the suspension. OCM will provide the city and cannabis business retailer a response to the complaint within seven (7) calendar days and perform any necessary inspections within thirty (30) calendar days.

(c) *Length of suspension.* The suspension of a cannabis retail business registration may be for up to thirty (30) calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if its registration is suspended.

The city may reinstate a registration if it determines that the violations have been resolved.

(d) *Civil penalties.* Subject to Minn. Stats. § 342.22, subd. 5(e) the city may impose a civil penalty, as specified in the city's fee schedule, for registration violations.

#### **Sec. 5.028. Limiting registrations.**

The city shall limit the number of cannabis retailer businesses:

- (1) The City of Albert Lea shall limit the number of cannabis retail businesses to no fewer than one (1) registration for every twelve thousand five hundred (12,500) residents within the City of Albert Lea.
- (2) If the city has one (1) active cannabis retail business registration for every twelve thousand five hundred (12,500) residents, the city shall not be required to register additional state-licensed cannabis retail businesses.
- (3) The City of Albert Lea shall limit the number of cannabis retail businesses to (??).
- (4) Approval of license registration for the relocation of an existing retail cannabis business within city boundaries shall not be counted as long as neither location is operational at the same time.
- (5) Applications shall not be accepted including application fees if the registration limit has been met.
- (6) Cannabis retail licenses are limited in City boundaries to one license registration per owner as defined in Section 5.006. No person may own more than one cannabis retail business within the city boundaries.

#### **Sec. 5.029. Hours of operation.**

No cannabis retail business may operate outside the hours of:

- (1) 10:00 a.m. to 9:00 p.m. on Sundays;
- (2) 8:00 a.m. to 10:00 p.m. on Monday through Saturday;
- (3) And shall be closed:
  - a. All day Thanksgiving Day;
  - b. After 8:00 p.m. on Christmas Eve, December 24;
  - c. All day Christmas Day, December 25.

#### Sec. 5.030. Rejection or Amendment of Application.

The city may reject, return, or inquire for clarification on an application if it appears incomplete or inconsistent. In the event the application is rejected, returned, or held for correction and clarification, the application will not be considered officially submitted.

#### Sec. 5.031. Denial and Revocation of Registration

In addition to the Office of Cannabis Management's list of disqualifications, the City may deny or revoke registration if:

- (1) The application violates local limitations on registrations.
- (2) The applicant is not operational 180 days after Council approval
- (3) The applicant has violated local ordinances or state laws related to cannabis business operations.
- (4) The applicant is past due on property taxes, assessments, or municipal utilities.
- (5) The applicant has successfully relocated their cannabis business, rendering the previous license non-compliant with registration restrictions.
- (6) Applicant has not met all requirements as outlined in Section 5.025.
- (7) Demonstrate the applicant's inability and unwillingness to follow and uphold state and local laws.
- (8) There shall be no reasonable doubt as to the applicant's ability to protect the public health, safety, and welfare of the city residents. Reasons for doubt include but are not limited to:
  - a. Displayed disregard towards public intoxication, serving minors or operating motor vehicles while intoxicated.
  - b. Displayed history or connection to a history of abuse, stalking, bullying, restraining order violations or other actions indicating strong potential for abuse by the applicant or on the applicant's behalf.
  - c. Violation of zoning and code enforcement.
  - d. Maintaining a public nuisance through business management, property management or individual behavior.
  - e. Actions by the applicant that prompt legal protection of minors, the delinquency of minors, or other actions that may cause concern about the safety of minors.
  - f. History of debt collections and failure to pay taxes, utilities, bills, fines or other obligations.
  - g. Applicant who is not of good moral character and repute

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#### Sec. 5.032. Selection Criteria

- (1) The City of Albert Lea will evaluate and register cannabis business applications *contingent upon submission of a complete application and full payment of all applicable fees. An application is deemed complete once all materials outlined in Section 5.025, including all required documentation, have been received and verified by the City.*
- (2) The applicant must not have a history in the last 24 months of being past due on property taxes, development agreements, local development loans, assessments, or municipal utilities.
- (3) The applicant is not in current violation of local ordinances or state laws
- (4) The City shall evaluate the application and approve if the application has not met the reasons for disqualification or rejection in Sections 5.030 and 5.031.
- (5) If there are more applicants than registration openings under Section 5.028, the City may make a qualitative decision based on demonstrable and greater ability to operate without violation of local and state laws.

**Secs. 5.033—5.040. Reserved.**

### **ARTICLE III. LOWER-POTENCY HEMP PRODUCTS**

#### **Sec. 5.041. Low-potency hemp retail.**

The sale of low-potency products, as regulated by state statute and licensed by the Office of Cannabis Management, requires a state license and a local retail registration

- (1) A state-licensed low-potency hemp retail business shall apply to renew registration on a form established by the city.
- (2) A low-potency retail registration issued under this section shall not be transferred.
- (3) The city may charge a fee for the registration, as established in the City of Albert Lea's fee schedule.

#### **Sec. 5.042. Zoning and land use.**

Retail sales of low-potency cannabis products cannot exceed more than five (5) percent of the retail products available as measured by existing utilized shelf or display space, to not be classified as cannabis retail for zoning purposes only. Refer to chapter 50 within the municipal code for all zoning requirements for licensed cannabis cultivation, retail, wholesale, manufacturing or services.

#### **Sec. 5.043. Additional standards.**

- (a) *Sales within liquor store.* The sale of low-potency edibles and hemp beverages are permitted in off-sale liquor stores.
- (b) *Age requirements.* The sale of low-potency edibles and hemp beverages is permitted without internal display restrictions in places that admit only persons twenty-one (21) years of age or older.

- (c) *Under twenty-one (21) beverage display.* In permitted locations without age restrictions, low-potency hemp beverages shall be sold from cases and displays designated as twenty-one (21) years and older.
- (d) *Under twenty-one (21) edible display.* In permitted locations without age restrictions, low-potency edibles shall be sold behind a counter and stored in a locked case at non cannabis retail licensed establishments.

**Secs. 5.044—5.060. Reserved.**

#### **ARTICLE IV. TEMPORARY CANNABIS EVENTS**

##### **Sec. 5.061. State license required.**

- (a) A cannabis event organizer license entitles the license holder to organize a temporary cannabis event lasting no more than four (4) days. Before obtaining a local license and events permit, a license holder must show proof of a current state license as a cannabis event organizer.
- (b) A license or permit is required to be issued and approved by the city before holding a temporary cannabis event that will sell or allow intoxicating cannabinoid products.

##### **Sec. 5.062. Registration and application procedure.**

All events require a minimum of thirty (30) days' notice to review event plans for compliance with Minn. Stats. § 342.40. Any application less than thirty (30) days' notice shall be automatically rejected. Each event shall have a fee charged to the cannabis event organizer only. The rate shall be established in the city's fee schedule.

Applicants shall provide, but may not be limited to provide the following:

- (1) Plans for security to general public safety, security for cannabis workers, security of intoxicating cannabinoid product displays, and storage security of intoxicating cannabinoid products.
- (2) Plans on how to restrict access to intoxicating products to minors and verify age at the time of sale.
- (3) Plans on how waste will be disposed of properly.
- (4) Details on how sales take place in an established retail space and how sales are recorded for tax collection.
- (5) Full list of all vendors with a brief explanation of what they are providing/selling, and their license number/information.

**Sec. 5.063. Application submittal and review.**

**The city shall require an application for temporary cannabis events.**

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- (1) An applicant for a retail registration shall fill out an application form, as provided by the city. Said form shall include, but is not limited to:
  - a. Full name of the property owner and business owner (applicant), and business manager; and
  - b. Address, email address, and telephone number of the owner, applicant, and manager.
- (2) The applicant shall include with the form:
  - a. The application fee as required in section 5.062;
  - b. A copy of the OCM cannabis event license application, submitted pursuant to 342.39 subd. 2.;
  - c. Copies of plans, vendor lists, and other documents meeting the standards in section 5.062; and
  - d. Proof of state-required insurance.

The application shall be submitted to the city designee for review no less than thirty (30) days before the event. If the designee determines that a submitted application is incomplete, they shall return the application to the applicant with a notice of deficiencies.

- (3) Once an application is considered complete, the designee shall inform the applicant as such, process the application fees, and forward the application to the city council for approval or denial.
- (4) The application fee shall be non-refundable once processed.

**A temporary cannabis event shall comply with the following standards:**

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a. The event organizer and all participating vendors must be current on all state, county, and local taxes, including but not limited to sales tax.

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b. The event organizer and all participating vendors shall have no prior violations of this chapter, nor any prior violations related to the sale of intoxicating cannabinoids, tobacco, or alcohol to a minor.

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**Denial of Temporary Cannabis Event Request**

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A request for a temporary cannabis event that does not meet the requirements of this section shall be denied. If an individual vendor has a documented history of noncompliance with the standards of this chapter, that vendor may be denied participation without requiring denial

of the entire event. The City shall provide written notice to the applicant identifying the unmet standards and the basis for denial.

### **Consumption Restrictions**

#### **A. General Restrictions**

1. Cannabis consumption is permitted only within the designated event area approved by the City.
2. Consumption outside the designated area, including sidewalks, parking lots, public rights-of-way, and adjacent businesses, is prohibited.
3. All consumption must comply with Minnesota Statutes Chapter 342, including restrictions on public consumption and impairment.

#### **B. Smoking and Vaping Restrictions**

1. Smoking or vaping cannabis is prohibited inside any enclosed building unless the structure qualifies for an exemption under the Minnesota Clean Indoor Air Act.
2. Outdoor smoking or vaping areas shall:
  - o Be clearly marked and physically separated from non-consumption areas
  - o Maintain adequate ventilation and odor-mitigation measures
  - o Be located at least 25 feet from building entrances, operable windows, or air intakes
3. Event organizers shall implement reasonable odor-control practices to prevent nuisance conditions affecting nearby properties.

#### **C. Edible and Beverage Consumption**

1. Edible cannabis products and cannabis beverages may be consumed only within the designated event area.
2. No edible or beverage cannabis product may exceed state-regulated serving sizes or packaging requirements.

#### **D. Impairment and Overconsumption**

1. Event staff shall monitor attendees for signs of impairment and must refuse entry or continued participation to any individual who appears excessively intoxicated.
2. No person may operate a motor vehicle after consuming cannabis at the event in violation of Minnesota DWI laws. Event organizers shall promote safe transportation options.

#### **E. Prohibited Conduct**

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The following activities are strictly prohibited at all cannabis events:

- Providing or distributing cannabis to any person under 21
- Consumption by event staff while on duty
- Consumption by vendors or contractors unless off duty and outside restricted areas
- Any cannabis sales without a separate state-issued license
- Consumption in violation of state public-use restrictions

F. Private Event Exceptions

For private cannabis events not open to the public:

1. Consumption must occur only within the designated private event area.
2. Smoking or vaping indoors remains prohibited unless the location qualifies for an exemption under state law.
3. Private events shall not create odors, noise, or other nuisances detectable beyond the property line.

- (6) A request for a temporary cannabis event that does not meet the requirements of this section shall be denied. If a vendor has a history of not complying with the standards of this chapter, that vendor may be denied participation without full denial of the event. The city shall notify the applicant of the standards not met and the basis for denial.

(7) Temporary cannabis events may only be held at:

- a. Convention centers;
- b. Fairgrounds;
- c. Non-residential private property that meets setback and zoning requirements;
- d. Locations of registered cannabis businesses; and
- e. All other locations must have pre-approved city council approval.

(8) Temporary cannabis events shall only be held between the hours of:

- a. 10:00 a.m. to 9:00 p.m. on Sundays;
- b. 8:00 a.m. to 10:00 p.m. on Monday through Saturday;

(9) Temporary cannabis events shall not be held the following days:

- a. January 1<sup>st</sup>.
- b. July 3<sup>rd</sup>.

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**Deleted:** a. . Prohibition of smoking at any event located within protection areas. ¶  
b. . Prohibition of vaping at any event located within protection areas. ¶  
c. . Organizer shall not allow the serving of intoxicating cannabis products to impaired or intoxicated individuals. ¶  
d. . Organizer shall not allow excessive intoxicated behavior of any group or individual, and may be held liable for any damages. ¶  
e. . Organizer and vendors must be current on all state, county, and local taxes, including but not limited to sales tax. ¶  
f. . Organizer and vendors shall not have any prior violations of this chapter or the sale of intoxicating cannabinoid, tobacco, alcohol, or sexually oriented products to a minor. ¶

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- c. July 4<sup>th</sup> .
- d. Thanksgiving Day.
- e. December 24<sup>th</sup> .
- f. December 25<sup>th</sup> .
- g. December 31<sup>st</sup> .

**Secs. 5.064—5.080. Reserved.**

That the motion for the adoption of the foregoing ordinance was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray;

And the following voted against the same: None. Mayor Murray declared the ordinance passed.

Introduced and read the first time on the 9<sup>th</sup> day of February, 2026

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Mayor Rich Murray

Filed and attested this 10<sup>th</sup> day of February, 2026

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Secretary of the Council

ORDINANCE 26-

Introduced by Councilor

**AN ORDINANCE AMENDING CHAPTER 50, ARTICLE IV, SECTION 50.0845, 50.0846, AND 50.0847**

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA ORDAINS:

SECTION 1. Chapter 50 – Zoning, Article IV – Signs, Section 50.0845 – Residential districts (R-1, R-2, R-3, R-O, R-P, PD, and DCD with residential uses), Section 50.0846 – Commercial districts (B-1, B-2, B-3, IDD, PD and DCD with commercial uses), and Section 50.0847 – Industrial districts (I-1, I-2, I-3, and PD with industrial uses), of the Code of Ordinance of the City of Albert Lea, Minnesota is hereby amended to read as follows:

**Sec. 50.0845. – Residential districts (R-1, R-2, R-3, R-O, R-P, PD and DCD with residential uses)**

The following subsections concern signs in all residential zoning districts. Signs are regulated according to the requirements set forth below:

- (a) *Setbacks.* Signs shall be setback a minimum of ten (10) feet from all property lines.
- (b) *Nameplate signs.* One (1) nameplate sign a maximum of two (2) square feet in area is permitted per residence.
- (c) *Permanent monuments.* One (1) permanent monument sign is permitted per access from a collector street into a residential development or institutional use. Such sign shall not exceed forty (40) square feet and sign setbacks shall be approved as part of the platting, conditional use permit or site plan process.
- (d) *Home occupation.* A home occupation sign wherein a permitted home occupation exists, identifying the owner or occupant of a building or dwelling unit, provided the surface area of such sign does not exceed three (3) square feet. Such sign shall not be illuminated and shall be mount flat against the wall of the principal building.
- (e) *Flags.* One (1) flagpole not exceeding twenty-five (25) feet in height containing a maximum of three (3) flags is permitted. The total flag length shall be limited to one-fourth ( $\frac{1}{4}$ ) the height of the flag pole. Flags containing commercial speech are prohibited.
- (f) *Real estate signs.* Real estate signs not exceeding six (6) square feet in area located on the subject property and limited to one (1) sign for each frontage of a home, lot, parcel or tract less than two (2) acres in area. Signs shall be removed within seven (7) days of the sale. Temporary real estate open house and/or directional signs for open houses within Albert Lea city limits are permitted in compliance with the following:
  - (1) Signs shall not exceed four (4) square feet in area and three (3) feet in height.

- (2) Signs may be placed in public view no earlier than 9:00 a.m. on the actual day of the open house and must be removed no later than 9:00 p.m. on the same day.
- (3) Only one (1) sign per intersection is allowed for each open house.
- (4) Signs shall not block pedestrian or bicycle pathways or sidewalks.
- (5) Signs shall not be placed within the ~~twenty-foot~~ twenty-five-foot sight visibility triangle at street intersections. The triangle is described as beginning from a point at the paved edge (or face of a curb) of the intersection, two (2) sides of which extend a distance of ~~twenty (20)~~ twenty-five (25) feet along the edge of each street and the third side being a line connecting the other sides.
- (6) Signs may not be attached to federal, state, county or city sign posts.
- (7) Signs may not be placed on center medians or street islands.
- (8) Signs may not be placed within four (4) feet of the roadway surface.
- (g) *In-home daycares.* In-home daycares shall be permitted one (1) sign per street frontage no larger than three (3) square feet. Such sign shall not be illuminated and shall be located on the dwelling unit or in the front yard with a minimum setback of 10 feet.
- (h) *Temporary banner signs.* Temporary banner signs are permitted for up to thirty (30) days within a calendar year on model homes or multifamily buildings with vacancies. Banners shall not exceed twenty-four (24) square feet.
- (i) One (1) freestanding sign no more than thirty-two (32) square feet and twenty (20) feet in height may be allowed on each site in the R-O district only.
- (j) Each individual lot may have one (1) flag, one (1) feather, or one (1) yard sign as defined in section 50.0842. Signs shall not be within public right-of-way. Maximum height of six (6) feet for a flag or a feather and not more than nine (9) feet from ground to uppermost point of material or structure. Yard signs limited to maximum of six (6) square feet and three (3) feet in height above ground.

**Sec. 50.0846. – Commercial districts (B-1, B-2, B-3, IDD, PD and DCD with commercial uses)**

The following subsections concern signs in all commercial districts, and said signs are regulated according to the requirements set forth below:

*(a) General provisions for commercial districts.*

- (1) Signs may not be located closer than fifteen (15) feet of any property line that abuts any residential district.
- (2) Nonilluminated and illuminated window signs placed within a building and not exceeding twenty-five (25) percent of the window in sign area shall be permitted. Coverage of up to an additional twenty-five (25) percent (fifty (50)

percent total) shall be allowed if the additional twenty-five (25) percent is translucent or perforated to allow for light or vision in both directions.

- (3) An illuminated window sign must be limited to luminaires having a rated initial luminaire lumen output of five hundred twenty-five (525) lumens or less which do not allow light trespass past the boundaries of the property on which it is located.
- (4) A product identification sign may be integrated into a permitted monument or wall sign and shall be included as part of the maximum allowable sign area. Product identification sign shall not exceed fifteen (15) percent of the maximum allowable sign area.
- (5) Signs may be attached to a canopy or marquee, but the canopy or marquee shall not be considered as part of the wall area and this [shall] not warrant additional sign area.
- (6) A temporary banner sign or conventional sign structure pertaining to the lease or sale of a building or property shall be permitted. Such sign shall not be illuminated, shall not exceed thirty-two (32) square feet in area, or be more than eight (8) feet in height.
- (7) Vehicular service canopy signs shall be limited to a business logo and/or graphic design not to exceed fifteen (15) percent of each canopy face area or ten (10) square feet on each canopy face, whichever is smaller. Service station canopy signs shall be restricted to two (2) faces of the canopy and shall not be located above or below the canopy area.
- (8) Service stations may advertise gasoline prices on reader boards attached to a permitted freestanding sign and included in the total square footage of the allowable signage for an entire site.
- (9) Banner signs advertising products or services shall be limited to ten (10) percent of any building face and up to sixteen (16) square feet per banner. Banner sign square footage shall be included in the maximum wall signage allowed on any building face. In no case shall more than four (4) banner signs be placed on any one (1) building face. In B-3 and DCD districts banners are limited to two (2) per property. Banners shall be securely mounted and be free of damage or excessive weathering. Banner signs advertising special business events shall be limited to sixty (60) days per event and shall have a thirty-day period between banners for the same or like event. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
- (10) Wall or banner signs shall not be permitted on any building wall facing an abutting residential property or properties, unless separated by a city street or highway right-of-way.

(11) One (1) sandwich board sign is permitted per site or per tenant for multitenant sites and will not require permitting but are subject to the following:

- i. Sandwich board signs may be no larger than three (3) feet in width and four (4) feet in height and no materials, including but not limited to, balloons, streamers, and windsocks, may be added to the sign to increase its height or width. Sandwich board signs may not contain electrical components or be lit.
- ii. Sandwich board signs must be placed on private property within twenty (20) feet ~~or~~ of the main entrance to the business being advertised.
- iii. Sandwich board signs shall be located as to maintain a minimum four (4) foot pedestrian walkway and so as not to obstruct vehicular traffic.
- iv. Sandwich board signs may be used only during the hours when the business is open to the public.
- v. Sandwich board signs may only be placed on sidewalks that have been cleared of snow and/or other debris.

(12) Each lot may fly a maximum of three (3) noncommercial speech flags and one (1) commercial speech flag on flag poles. Flag poles that are permanently mounted in the ground or mounted on a building may not exceed seventy-five (75) feet in height.

Exception: B-3 and DCD are limited to twenty-five (25) feet if space is available within the property boundary. There shall be a maximum height limitation one thousand four hundred (1,400) feet MSL in any district.

(13) One (1) freestanding sign, no more than two hundred (200) square feet in area and fifty (50) feet in height may be allowed on each site and be a minimum of one hundred (100) feet from any other freestanding or monument sign.

- i. Freestanding signs are prohibited in the B-3 district.
- ii. In B-1 and DCD districts, freestanding signs are limited to fifty (50) square feet in area and twenty-five (25) feet in height.

(b) *B-1, B-2, B-4, IDD, and PD with commercial uses.* Each individual lot may have two (2) individual flag, feather, or yard signs as defined in [section 50.0842](#). One (1) more additional can be added for each additional one hundred (100) feet lot frontage over one hundred (100) feet of width. In no case shall there be more than five (5) flag, feather, or yard signs per individual or adjacent properties under common ownership. Signs shall not be within public right-of-way. Maximum height of eight (8) feet of flag or feather, and not more than eleven (11) feet from ground to uppermost point of material or structure. Yard signs limited to maximum of six (6) square feet and three (3) feet in height above ground.



(c) *Single-tenant commercial sites.* On commercial property used exclusively for one (1) tenant, only signs stipulated below or in [section 50.0846](#) may be erected.

(1) Buildings less than fifty thousand (50,000) square feet:

- i. One (1) monument sign not exceeding twenty (20) feet in height and eighty (80) square feet in area with a minimum ten-foot setback.
  1. The sign shall not contain an electronic message sign.
- ii. One (1) freestanding sign not exceeding fifty (50) feet in height and two hundred (200) square feet in area may be allowed on each site and be a minimum of one hundred (100) feet from any monument sign on the same site.
- iii. ~~Two (2) wall signs per public street frontage not to exceed three (3) wall signs (should two (2) public street frontages exist).~~ Wall signs shall not exceed fifteen (15) percent of the front building wall façade and five (5) percent of any other façade to which it is attached. In no case shall a wall sign exceed ~~one hundred (100)~~ two hundred (200) square feet in area. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.

(2) Buildings between fifty thousand (50,000) square feet and one hundred thousand (100,000) square feet:

- i. One (1) monument sign not exceeding twenty (20) feet in height and one hundred (100) square feet with a minimum ten-foot setback. Must be a minimum of one hundred (100) feet from any other freestanding or monument sign. The sign shall not contain an electronic message sign.
- ii. One (1) freestanding sign not exceeding fifty (50) feet in height and two hundred fifty (250) square feet may be allowed on each site and be a minimum of one hundred (100) feet from any monument sign on the same site.
- iii. ~~Two (2) wall signs per public street frontage not to exceed three (3) wall signs (should two (2) public street frontages exist).~~ Wall signs shall not exceed fifteen (15) percent of the front building wall façade and five (5) percent of any other façade to which it is attached. In no case shall a wall sign exceed ~~one hundred (100)~~ two hundred (200) square feet in area. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.

(d) *Multitenant commercial sites.* On multitenant commercial sites, only signs as stipulated below or in [section 50.0844](#) may be erected.

(1) Buildings less than fifty thousand (50,000) square feet:

- i. An area identification sign stating the name of the center and major tenants shall be allowed. The maximum allowable sign area for monument signs shall be as follows:
    - 1. One (1) monument sign not exceeding twenty (20) feet in height and ~~eighty (80)~~ one hundred (100) square feet in area.
    - 2. If the center has frontage on more than one (1) arterial road, business district road or higher land use classifications, one (1) monument sign is allowed at each frontage. Total aggregate area of secondary frontage monument signage shall not exceed ten (10) square feet.
  - ii. One (1) freestanding sign not exceeding fifty (50) feet in height and two hundred (200) square feet may be allowed on each tenant site and be a minimum of one hundred (100) feet from any other freestanding or monument signs.
  - iii. End-cap tenants may have wall signs on three (3) building elevations. No wall signs shall be attached to building elevations adjacent to residential property. Wall signs shall not exceed fifteen (15) percent of the front façade and five (5) percent of any other façade to which it is attached. In no case shall a wall sign exceed ~~eighty (80)~~ two hundred (200) square feet. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
  - iv. Internal tenants may have wall signs on two (2) building elevations. Wall signs shall not be attached to building elevations adjacent to residential property. Wall signs shall not exceed fifteen (15) percent of the front façade and five (5) percent of any other façade to which it is attached. In no case shall a wall sign exceed ~~one hundred (100)~~ two hundred (200) square feet. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
    - 1. The wall signs shall be designed and arranged in accordance with a comprehensive sign plan for the entire multitenant commercial building which has been prepared and submitted to the city by the owner and which has been approved by the city.
- (2) Buildings greater than fifty thousand (50,000) square feet:
- i. An area identification sign stating the name of the center and major tenants shall be allowed. The maximum allowable sign area for monument signs shall be as follows:

1. One (1) monument sign not exceeding twenty (20) feet in height and one hundred (100) square feet in area.
  2. If the center has frontage on more than one (1) arterial road, business district road or higher land use classifications, one (1) monument sign may be allowed and erected at each frontage. Total aggregate area of monument signage shall not exceed two hundred (200) square feet in area.
- ii. One (1) freestanding sign not exceeding fifty (50) feet in height and two hundred fifty (250) square feet may be allowed on each site and be a minimum of one hundred (100) feet from any other freestanding or monument sign.
  - iii. End-cap tenants may have wall signs on three (3) building elevations. No wall signs shall be attached to building elevations adjacent to residential property. Wall signs shall not exceed fifteen (15) percent of the front façade and five (5) percent of any other façade to which it is attached. In no case shall a wall sign exceed ~~one hundred (100)~~ two hundred (200) square feet. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
  - iv. Internal tenants may have wall signs [on] two (2) building elevations. Wall signs shall not be attached to building elevations adjacent to residential property. Wall signs shall not exceed fifteen (15) percent of the front façade and five (5) percent of any other façade to which it is attached. In no case shall a wall sign exceed ~~one hundred (100)~~ two hundred (200) square feet. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
    1. The wall signs shall be designed and arranged in accordance with a comprehensive sign plan for the entire multitenant commercial building which has been prepared and submitted to the city by the owner and which has been approved by the city.
- (e) *Awning, canopy and projecting signs allowed in B-2, B-4, I-1, I-2, I-3, IDD and PD with commercial or industrial uses.*
- (1) *Maximum sign area.*
- i. Single-story buildings. The maximum total aggregate sign area, including wall signs, for each building face shall not exceed twenty (20) percent.

- ii. Multistory buildings. The maximum total wall sign area for each building face shall not exceed twenty (20) percent of the first-floor level building face.
- iii. Aggregate sign area includes both faces of double-sided signage.

(2) *Maximum height.*

- i. Shall not extend above the roof.

(3) *Special provisions.*

- i. Permitted for each building face abutting on or facing a public street, alley, or public parking area.
- ii. Multistory buildings may also have one (1) identification sign for each wall facing or abutting on a public street or parking area.
- iii. Shall not extend into the public right-of-way or over a property line.
- iv. Projecting signs shall not project more than four (4) feet from the building façade. These signs shall be at least eight (8) feet above the grade. Maximum allowed projecting sign size is twenty (20) square feet.

(f) *Awning, canopy and projecting signs allowed in B-3 and DCD.*

(1) *Maximum sign area.*

- i. Twelve (12) square feet total area per sign face (unless otherwise stated herein or approved through certificate of appropriateness in the historic district and a variance).

(2) *Maximum height.*

- i. Second story of building (unless otherwise stated herein).

(3) *Special provisions.*

- i. No more than fifteen (15) percent of any single wall of the building may be covered by signs of any type including awning, canopy, projecting or wall signs. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
- ii. A projecting sign may have two (2) faces and must project at right angles from the building façade or, if projecting from a corner, at one hundred thirty-five (135) degrees from each face of the building. A corner shall be considered the corner of a building on an intersection of two (2) public rights-of-way. The sign shall not be more than four (4) feet long from the bottom to the top (unless located on a corner of a building, then it may be up to six (6) feet long).

- iii. A corner projecting sign up to eighteen (18) square feet is permitted.
- iv. Awning, canopy and projecting signs shall not project more than four (4) feet from the building façade. These signs shall be at least eight (8) feet above the grade.
- v. Vacant buildings in the historical preservation district may have one hundred (100) percent coverage on the interior of windows. Acceptable signage is city approved artwork, public service announcements and events, and advertising from other historical preservation district businesses.
- vi. All signs must be installed in accordance with the International Building Code and, if located in the National Commercial Historic District, obtain a certificate of appropriateness from the historic preservation commission or appropriate staff prior to submittal for a sign permit.
- vii. *[Sign limits of licensed cannabis businesses.]* Any State of Minnesota licensed cannabis business of any type is limited to two (2) signs total on the property. Signs may consist of one (1) wall sign and one (1) freestanding sign, or both may be wall signs. No other types of signs are allowed. Each individual sign face is limited to twenty-four (24) square feet. Total square footage of all sign faces shall not exceed thirty-two (32) square feet. Freestanding signs shall not exceed twenty (20) feet in height. Signs may be lighted by downcast, night sky compliant lights. No internally lighted signs shall be allowed. (Minn. Stats. § 342.64 subd. 2)

**Sec. 50.0847. – Industrial districts (I-1, I-2, I-3, and PD with industrial uses)**

The following subsections concern signs in the I-1 and I-2 industrial districts and industrial designed land in planned unit developments. Said signs are regulated according to the requirements set forth below:

*(a) General provisions for industrial districts.*

- (1) Signs shall not be located within ten (10) feet of a side or rear property line.
- (2) A product identification sign may be integrated into a permitted monument or wall sign and shall be included as part of the maximum allowable sign area. Product identification sign area shall not exceed fifteen (15) percent of a maximum allowable sign area.
- (3) A temporary banner or conventional sign structure pertaining to the lease or sale of a building or property. Such sign shall not be illuminated, shall not exceed thirty-two (32) square feet in area, or be no more than eight (8) feet in height.
- (4) A double-faced sign shall be considered one (1) sign.

- (5) One (1) freestanding sign not exceeding fifty (50) feet in height and two hundred (200) square feet in area may be allowed on each site and be a minimum of one hundred (100) feet from any monument sign on the same site.
- (6) One (1) monument sign not exceeding twenty (20) feet in height and one hundred (100) square feet in area and be a minimum of one hundred (100) feet from any other freestanding or monument sign.
- (7) Each individual lot may have two (2) individual flag, feather, or yard signs as defined in section 50.0842. One (1) additional may be added for each additional one hundred (100) feet of lot frontage over one hundred (100) feet of width. In no case shall there be more than five (5) per individual or adjacent properties under common ownership.
- (8) Signs shall not be within public right-of-way, maximum height of eight (8) feet of flag or feather, and not more than eleven (11) feet from ground to uppermost point of material or structure. Yard signs are limited to a maximum of six (6) square feet and three (3) feet in height above ground.
- (9) Banner signs advertising products or services shall be limited to ten (10) percent of any building face and to sixteen (16) square feet per banner. Banner sign square footage shall be included in the maximum wall signage allowed on any building face. In no case shall more than four (4) banner signs be placed on any one (1) building face. Banners shall be securely mounted and be free of damage or excessive weathering. Banner signs advertising special business events shall be limited to sixty (60) days per event and shall have a thirty-day period between banners for the same or like event. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
- (10) Each lot may fly a maximum of three (3) noncommercial speech flags and one (1) commercial speech flag. Flagpoles that are permanently mounted in the ground or mounted on a building may not exceed seventy-five (75) feet in height. There shall be a maximum height limitation of one thousand four hundred (1,400) feet MSL in any district.

(b) *Allowable signage.*

- (1) *Single-tenant building.* On industrial property used exclusively for one (1) tenant only, signs as stipulated below or in section 50.0844 may be erected.
  - i. One (1) monument sign not exceeding fifteen (15) feet in height and ~~eighty (80)~~ **one hundred (100)** square feet in area may be allowed on each site and be a minimum of one hundred (100) feet from any other freestanding or monument sign.
  - ii. Two (2) wall signs attached to only one (1) wall not to exceed fifteen (15) percent of the building façade or ~~one hundred (100)~~ **two hundred**



(200) square feet for each sign, whichever is less. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.

- iii. One (1) freestanding sign not to exceed fifty (50) feet in height and two hundred (200) square feet in area may be allowed on each site and be a minimum of one hundred (100) feet from any other freestanding or monument sign.

(2) *Multitenant building.* On industrial property used for multitenant, only signs as stipulated below or in section 50.0844 may be erected.

- i. One (1) monument sign twenty (20) feet in height and one hundred (100) square feet in area.
- ii. Individual tenants may have wall signs provided that are designed and arranged in accordance with the comprehensive sign plan for the entire multitenant building which has been prepared and submitted to the city by the owner and which has been approved by the city; further, the aggregate area of such signs shall not exceed fifteen (15) percent of the area of the wall to which they are attached or ~~eighty (80)~~ two hundred (200) square feet, whichever is less. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
- iii. One (1) freestanding sign not to exceed fifty (50) feet in height and two hundred (200) square feet in area may be allowed on each tenant site and be a minimum of one hundred (100) feet from any other freestanding or monument sign.

(c) *Projecting signs.*

(1) *Single-story buildings.*

- i. The maximum total aggregate sign area, including wall signs, for each building face shall not exceed twenty (20) percent.

(2) *Multistory buildings.*

- i. The maximum total wall sign area for each building face shall not exceed fifteen (15) percent of the first-floor level building face.
- ii. Aggregate sign area includes both faces of double-sided signage.
- iii. Maximum height: Sign shall not extend above the roof.

(3) *Special provisions.*

- i. Permitted for each building face abutting on or facing a public street, alley, or public parking area.

- ii. A minimum distance of eight (8) feet between sidewalk and the bottom of the sign is required.
  - iii. Multistory buildings may also have one (1) identification sign for each wall facing or abutting on a public street or parking area.
  - iv. Shall not extend into the public right-of-way or over a property line.
  - v. Projecting signs limited to a maximum of twenty (20) square feet.
- (d) [*Sign limits of licensed cannabis businesses.*] Any State of Minnesota licensed cannabis business of any type is limited to two (2) signs total on the property. Signs may consist of one (1) wall sign and one (1) freestanding sign, or both may be wall signs. No other types of signs are allowed. Each individual sign face is limited to twenty-four (24) square feet. Total square footage of all sign faces shall not exceed thirty-two (32) square feet. Freestanding signs shall not exceed twenty (20) feet in height. Signs may be lighted by downcast, night sky compliant lights. No internally lighted signs shall be allowed. (Minn. Stats. § 342.64 subd. 2)

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor Baker, and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray;

And, the following voted against the same: None. Mayor Murray declared the resolution passed.

Introduced and read the first time on the 9<sup>th</sup> day of February, 2026

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Mayor Rich Murray

Filed and attested this 10<sup>th</sup> day of February, 2026

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Secretary of the Council

RESOLUTION 26-

Introduced by Councilor

RESOLUTION WAIVING ASSESSMENTS, ALL BALANCES, PAYING OUTSTANDING  
TAXES, AUTHORIZING RECORDING OF DEED, AND ABATING HAZARDS AT 809 CLARK  
STREET WEST

WHEREAS, the property at 809 Clark Street West (the “Property”) legally described in Exhibit A, has past due assessments, past due accounts, taxes, and identified hazards that pose ongoing concerns for public health, safety, and neighborhood stability; and

WHEREAS, the Property has a Utility Account and Accounts Receivable Account unpaid at the City that has not been assessed against the property, and

WHEREAS, the Property has unpaid taxes and assessments at the County from 2022 – 2026; and

WHEREAS, the owner has donated the Property to the City so that the building hazards and general nuisance can be abated; and

WHEREAS, the taxes must be paid in order to record the transfer of ownership.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. All Utility and Accounts Receivable Accounts unpaid to the City at the Property are hereby written off and removed.

Sec. 2. All City-controlled assessments at the Property are hereby written off and shall notify the Freeborn County Auditor.

Sec. 3. City staff is authorized to pay all other delinquent and current property taxes and assessments necessary to clear the Property.

Sec. 4. City staff are directed to prepare, execute, and record any deed or Property related documents required to complete the transfer of ownership.

Sec. 5. City Building official shall receive through a competitive quote process or RFP abatement of all nuisances and hazards to make the Property ready for redevelopment.

Sec. 6. All expense shall be paid from and any proceeds returned to Fund 234.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray;

And the following voted against the same: None. Mayor Murray declared the resolution passed.

Introduced and passed this 9<sup>th</sup> day of February, 2026

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Mayor Rich Murray

Filed and attested this 10<sup>th</sup> day of February, 2026

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Secretary of the Council

**EXHIBIT A**

Parcel Number: 34.007.4010

The N ½ of Lot 11, and the North 9 feet of the S ½ of said Lot 11, all in Block 17, in Morin's Addition to the City of Albert Lea, Minnesota, and lying and being in the County of Freeborn, State of Minnesota.

Also described as:

Lot 11, Block 17, less the South 51 feet of Morin's Addition to the City of Albert Lea, Minnesota, as the same is platted and recorded in the office of the Register of Deeds (now County Recorder) in and for Freeborn County, Minnesota, also described as the North 69 feet of Lot 11, Block 17, Morin's Addition to the City of Albert Lea, Minnesota, as the same is platted and recorded in the office of the Register of Deeds (now County Recorder) in and for Freeborn County, Minnesota.

RESOLUTION 26 - XXX

Introduced by Councilor

RESOLUTION APPROVING CLAIMS

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the claims, as presented in the attached exhibit in the amount of \$1,570,373.27 are approved, and the City Treasurer is hereby directed to disburse said amounts with payment to be made from the fund indicated.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray;

And the following voted against the same: None. Mayor Murray declared the resolution passed.

Introduced and passed this 9<sup>th</sup> day of February, 2026

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Mayor Rich Murray

Filed and attested this 10<sup>th</sup> day of February, 2026

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Secretary of the Council



## Claims Over \$25,000

### City of Albert Lea Council Meeting 02/09/2026

- **\$28,152.50 – Bolton & Menk**  
Valley Avenue & SE Marshall Reconstruction – Job 2517
- **\$37,100.00 – The Dock Doctors LLC**  
Bridge Ave Dock – Kayak Launcher
- **\$47,249.00 – Bolton & Menk**  
Valley Avenue & SE Marshall Reconstruction – Job 2517
- **\$78,033.00 – Dulas Excavating Inc**  
Pay Application 2 - 338 Broadway Ave S – Demolition
- **\$211,721.75 – Jensen Excavating & Trucking**  
Pay Estimate 1 – 4<sup>th</sup> & Front Street Basin Project – Job 2507
- **\$227,266.78 – Southeast Service Coop**  
Health Insurance – Approximately 87% Employer and 13% Employee
- **\$343,156.15 – inBYLT LLC**  
Recreational Facilities Project
  - Arena Refrigeration System

# Accounts Payable

## Checks for Approval

User: NThoms  
Printed: 2/5/2026 - 9:19 AM



Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	01/31/2026	234 Blight/Hazardous Mitigation	Expert & Professional Services	US Bank		5.88
0	01/31/2026	234 Blight/Hazardous Mitigation	Expert & Professional Services	US Bank		250.00
0	01/31/2026	101 General	Medical Flex Payable	WEX Health Inc		24.80
0	01/31/2026	101 General	Training & Education	US Bank		130.00
0	01/31/2026	101 General	Training & Education	US Bank		130.00
0	01/31/2026	234 Blight/Hazardous Mitigation	Taxes, License & Permit Fees	US Bank		86.00
0	01/31/2026	101 General	Training & Education	US Bank		195.00
0	01/31/2026	101 General	Training & Education	US Bank		15.00
0	01/31/2026	101 General	Employee Programs	US Bank		8.50
0	01/31/2026	101 General	Training & Education	US Bank		375.00
0	01/31/2026	101 General	Training & Education	US Bank		400.00
0	01/31/2026	101 General	Supplies	US Bank		846.90
0	01/31/2026	101 General	Software/Software Subscription	US Bank		60.00
0	01/31/2026	101 General	Training & Education	US Bank		125.00
0	01/31/2026	101 General	Furniture, Equipment & Tools	US Bank		966.94
0	01/31/2026	101 General	Dues & Subscriptions	US Bank		25.00
0	01/31/2026	101 General	Dues & Subscriptions	US Bank		0.54
0	01/31/2026	101 General	Training & Education	US Bank		93.75
0	01/31/2026	101 General	Training & Education	US Bank		125.00
0	01/31/2026	101 General	Supplies	US Bank		323.60
0	01/31/2026	101 General	Supplies	US Bank		-323.60
0	01/31/2026	101 General	Training & Education	US Bank		125.00
0	01/31/2026	601 Water	Postage	US Bank		29.37
0	01/31/2026	101 General	Dues & Subscriptions	US Bank		65.00
0	01/31/2026	101 General	Library Selco/Software	US Bank		1,349.60
0	01/31/2026	101 General	Dues & Subscriptions	US Bank		99.00
0	01/31/2026	101 General	Postage	US Bank		11.60
0	01/31/2026	101 General	Special Programs	US Bank		112.01
0	01/31/2026	101 General	Training & Education	US Bank		395.00
0	01/31/2026	101 General	Furniture, Equipment & Tools	US Bank		16.99
0	01/31/2026	101 General	Supplies	US Bank		60.37
0	01/31/2026	101 General	Supplies	US Bank		835.23
0	01/31/2026	101 General	Supplies	US Bank		9.76

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	01/31/2026	101 General	Supplies	US Bank		11.73
0	01/31/2026	101 General	Employee Programs	US Bank		68.16
0	01/31/2026	101 General	Dues & Subscriptions	US Bank		2.15
0	01/31/2026	101 General	Dues & Subscriptions	US Bank		100.00
0	01/31/2026	101 General	Software/Software Subscription	US Bank		172.49
0	01/31/2026	101 General	Training & Education	US Bank		105.00
0	01/31/2026	101 General	Training & Education	US Bank		2.26
0	01/31/2026	101 General	Employee Programs	US Bank		31.41
0	01/31/2026	101 General	Training/ Instruction Supplies	US Bank		1,316.34
0	01/31/2026	101 General	Training/ Instruction Supplies	US Bank		192.02
0	01/31/2026	101 General	Advertising - Employment	US Bank		182.50
0	01/31/2026	101 General	Training & Education	US Bank		90.00
0	01/31/2026	101 General	Expert & Professional Services	US Bank		125.00
0	01/31/2026	101 General	Training & Education	US Bank		214.68
0	01/31/2026	101 General	Postage	US Bank		10.66
0	01/31/2026	101 General	Software/Software Subscription	US Bank		153.57
0	01/31/2026	101 General	Rents & Leases	Loffler		1.18
0	01/31/2026	101 General	Training & Education	US Bank		75.00
0	01/31/2026	101 General	Supplies	US Bank		199.95
0	01/31/2026	101 General	Training/ Instruction Supplies	US Bank		504.00
0	01/31/2026	101 General	Training & Education	US Bank		250.00
0	01/31/2026	101 General	Training & Education	US Bank		250.00
0	01/31/2026	101 General	Training & Education	US Bank		225.00
0	01/31/2026	101 General	Training & Education	US Bank		500.00
0	01/31/2026	101 General	Training & Education	US Bank		150.00
0	01/31/2026	101 General	Dues & Subscriptions	US Bank		110.00
0	01/31/2026	101 General	Training & Education	US Bank		364.00
0	01/31/2026	101 General	Taxes, License & Permit Fees	US Bank		100.00
0	01/31/2026	101 General	Taxes, License & Permit Fees	US Bank		2.15
0	01/31/2026	101 General	Advertising - Other	US Bank		51.50
0	01/31/2026	101 General	Taxes, License & Permit Fees	US Bank		85.00
0	01/31/2026	101 General	Dues & Subscriptions	US Bank		50.00
0	01/31/2026	101 General	Dues & Subscriptions	US Bank		50.00
0	01/31/2026	101 General	Refuse Disposal	US Bank		231.98
0	01/31/2026	101 General	Expert & Professional Services	US Bank		204.07
0	01/31/2026	101 General	Supplies	US Bank		140.96
0	01/31/2026	101 General	Travel Expense	US Bank		245.25
0	01/31/2026	101 General	Travel Expense	US Bank		17.99
0	01/31/2026	101 General	Supplies	US Bank		6.34
0	01/31/2026	602 Sewer	Furniture, Equipment & Tools	US Bank		367.98
0	01/31/2026	101 General	Furniture, Equipment & Tools	US Bank		399.00
0	01/31/2026	101 General	Furniture, Equipment & Tools	US Bank		76.49
0	01/31/2026	602 Sewer	Furniture, Equipment & Tools	US Bank		196.98

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	01/31/2026	601 Water	Vehicle/Equipment Parts	US Bank		279.99
0	01/31/2026	101 General	Furniture, Equipment & Tools	US Bank		11.99
0	01/31/2026	101 General	Supplies	US Bank		73.62
0	01/31/2026	101 General	Dues & Subscriptions	US Bank		35.00
0	01/31/2026	101 General	Training & Education	US Bank		195.00
0	01/31/2026	101 General	Training & Education	US Bank		140.00
0	01/31/2026	101 General	Training & Education	US Bank		125.00
0	01/31/2026	101 General	Training & Education	US Bank		510.00
0	01/31/2026	101 General	Travel Expense	US Bank		38.43
0	01/31/2026	101 General	Travel Expense	US Bank		300.97
0	01/31/2026	101 General	Travel Expense	US Bank		187.28
0	01/31/2026	101 General	Credit Card & Bank Fees	US Bank		35.90
0	01/31/2026	101 General	Credit Card & Bank Fees	US Bank		264.57
0	01/31/2026	101 General	Credit Card & Bank Fees	US Bank		246.35
0	01/31/2026	101 General	Credit Card & Bank Fees	US Bank		0.75
0	01/31/2026	601 Water	Credit Card & Bank Fees	US Bank		17.34
0	01/31/2026	602 Sewer	Credit Card & Bank Fees	US Bank		38.34
0	01/31/2026	603 Solid Waste	Credit Card & Bank Fees	US Bank		102.62
0	01/31/2026	101 General	Dues & Subscriptions	US Bank		6.47
0	01/31/2026	101 General	Furniture, Equipment & Tools	US Bank		77.81
0	01/31/2026	101 General	Training & Education	US Bank		999.00
0	01/31/2026	101 General	Safety Equipment	US Bank		788.63
0	01/31/2026	101 General	Vehicle/Equipment Parts	US Bank		1,367.21
0	01/31/2026	601 Water	Training & Education	US Bank		800.00
0	01/31/2026	602 Sewer	Training & Education	US Bank		400.00
0	01/31/2026	101 General	Dues & Subscriptions	US Bank		65.00
0	01/31/2026	101 General	Supplies	US Bank		550.00
0	01/31/2026	101 General	Supplies	US Bank		492.00
0	01/31/2026	101 General	Supplies	US Bank		112.75
0	01/31/2026	101 General	Training & Education	US Bank		520.00
0	01/31/2026	101 General	Supplies	US Bank		-332.24
0	01/31/2026	101 General	Supplies	US Bank		23.78
0	01/31/2026	101 General	Supplies	US Bank		176.70
0	01/31/2026	101 General	Supplies	US Bank		29.97
0	01/31/2026	101 General	Supplies	US Bank		21.88
0	02/06/2026	101 General	Deferred Compensation Payable	Mission Square Plan Services		2,814.00
0	02/06/2026	101 General	Deferred Compensation Payable	Mission Square Plan Services		964.96
0	02/06/2026	101 General	Deferred Compensation Payable	Mission Square Plan Services		1,035.46
0	02/06/2026	101 General	Deferred Compensation Payable	Mission Square Plan Services		4,497.06
0	02/06/2026	101 General	Accrued FICA Payable	Internal Revenue Service		16,252.77
0	02/06/2026	101 General	Accrued Medicare Payable	Internal Revenue Service		6,440.70
0	02/06/2026	101 General	Accrued Medicare Payable	Internal Revenue Service		6,440.70
0	02/06/2026	101 General	Accrued FICA Payable	Internal Revenue Service		16,252.77

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	02/06/2026	101 General	Federal Withholding Payable	Internal Revenue Service		39,115.73
0	02/06/2026	101 General	Direct Primary Care	Kavira Health		3,537.00
0	02/06/2026	101 General	Other Payroll Deduct Payable	Minnesota Department of Human Services		1,263.00
0	02/06/2026	101 General	State Withholding Payable	Minnesota Department of Revenue		19,108.79
0	02/06/2026	101 General	Deferred Compensation Payable	MN State Retirement - Empower		50.00
0	02/06/2026	101 General	Deferred Compensation Payable	MN State Retirement - Empower		1,262.66
0	02/06/2026	101 General	Accrued PERA Payable	PERA		40,558.10
0	02/06/2026	101 General	Accrued PERA Payable	PERA		54,640.07
0	02/06/2026	101 General	Other Payroll Deduct Payable	WEX Health Inc		12,265.34
0	02/06/2026	101 General	Other Payroll Deduct Payable	WEX Health Inc		-100.00
0	02/06/2026	101 General	Union Dues Payable	IAFF Local 1041		1,089.30
0	02/06/2026	101 General	Union Dues Payable	MNPEA		75.00
0	02/06/2026	101 General	Union Dues Payable	Minnesota Public Employees Association		576.00
0	02/06/2026	101 General	Union Dues Payable	Minnesota Public Employees Association		1,032.00
0	02/06/2026	101 General	Deferred Compensation Payable	Nationwide Retirement Solutions		1,453.53
0	02/06/2026	101 General	Deferred Compensation Payable	Nationwide Retirement Solutions		88.14
0	02/06/2026	101 General	Deferred Compensation Payable	Nationwide Retirement Solutions		359.28
0	02/09/2026	101 General	Rents & Leases	Loffler		35.01
0	02/09/2026	101 General	Health Insurance	Southeast Service Coop		3,969.78
0	02/09/2026	101 General	Medical Insurance Payable	Southeast Service Coop		223,297.00
0	02/09/2026	602 Sewer	Expert & Professional Services	Minnesota Valley Testing Laboratories		73.00
0	02/09/2026	602 Sewer	Expert & Professional Services	Minnesota Valley Testing Laboratories		259.50
0	02/09/2026	602 Sewer	Expert & Professional Services	Minnesota Valley Testing Laboratories		73.00
0	02/09/2026	602 Sewer	Expert & Professional Services	Minnesota Valley Testing Laboratories		161.00
0	02/09/2026	101 General	Legal Fees - Contracted	Lakes National Law LLP		2,500.00
0	02/09/2026	101 General	Legal Fees - Contracted	Lakes National Law LLP		7,500.00
0	02/09/2026	602 Sewer	Safety Equipment	Matthew Wahlers		155.49
0	02/09/2026	101 General	Travel Expense	Christopher Hebblewhite		46.08
0	02/09/2026	101 General	Uniforms	Andrew Nelson		155.00
0	02/09/2026	101 General	Travel Expense	Luke Tuzinski		115.44
0	02/09/2026	101 General	Travel Expense	Christopher Hebblewhite		188.58
0	02/09/2026	101 General	Travel Expense	Christopher Lowe		331.84
0	02/09/2026	601 Water	Credit Card & Bank Fees	Springbrook Holding Company LLC		1,181.00
0	02/09/2026	601 Water	Credit Card & Bank Fees	Springbrook Holding Company LLC		175.75
0	02/09/2026	602 Sewer	Credit Card & Bank Fees	Springbrook Holding Company LLC		175.75
0	02/09/2026	602 Sewer	Credit Card & Bank Fees	Springbrook Holding Company LLC		1,181.00
0	02/09/2026	101 General	Travel Expense	Luke Tuzinski		54.55
0	02/09/2026	101 General	Travel Expense	David Huse		187.00
0	02/09/2026	101 General	Travel Expense	Christopher Hebblewhite		32.55
0	02/09/2026	101 General	Travel Expense	Steven Jahnke		9.81
0	02/09/2026	101 General	Travel Expense	Christopher Lowe		15.57
0	02/09/2026	101 General	Vehicle/Equipment Parts	Fastenal Company		95.41
0	02/09/2026	602 Sewer	Safety Equipment	Fastenal Company		91.48

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	02/09/2026	602 Sewer	Supplies	Fastenal Company		177.38
0	02/09/2026	602 Sewer	Safety Equipment	Fastenal Company		65.95
0	02/09/2026	601 Water	Furniture, Equipment & Tools	Fastenal Company		71.96
0	02/09/2026	601 Water	Supplies	Fastenal Company		255.62
0	02/09/2026	601 Water	Supplies	Fastenal Company		25.98
0	02/09/2026	601 Water	Supplies	Fastenal Company		113.23
0	02/09/2026	101 General	Building Repair Supplies	Fastenal Company		378.16
0	02/09/2026	101 General	Building Maintenance	Fastenal Company		163.41
0	02/09/2026	601 Water	Supplies	Fastenal Company		56.62
0	02/09/2026	602 Sewer	Supplies	Fastenal Company		3,076.68
0	02/09/2026	601 Water	Supplies	Fastenal Company		295.20
0	02/09/2026	601 Water	Supplies	Fastenal Company		90.03
0	02/09/2026	601 Water	Safety Equipment	Fastenal Company		59.68
0	02/09/2026	602 Sewer	Supplies	Fastenal Company		37.29
0	02/09/2026	601 Water	Supplies	Fastenal Company		61.75
0	02/09/2026	602 Sewer	Supplies	Fastenal Company		212.78
0	02/09/2026	101 General	Vehicle/Equipment Parts	Fastenal Company		38.20
0	02/09/2026	602 Sewer	Supplies	Fastenal Company		45.54
0	02/09/2026	601 Water	Supplies	Fastenal Company		212.31
0	02/09/2026	101 General	Vehicle/Equipment Parts	Fastenal Company		9.53
	01/29/2026	230 Economic Development	Electric Utilities	Freeborn Mower Electric Cooperative		128.39
	01/29/2026	230 Economic Development	Electric Utilities	Freeborn Mower Electric Cooperative		26.08
	01/29/2026	601 Water	Electric Utilities	Freeborn Mower Electric Cooperative		213.00
	01/29/2026	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		45.03
	01/29/2026	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		1,464.44
	01/29/2026	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		2,325.51
	01/29/2026	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		375.69
	01/29/2026	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		2,680.67
	01/29/2026	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		296.04
	01/29/2026	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		1,285.11
	01/29/2026	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		1,519.91
	01/29/2026	601 Water	Electric Utilities	Freeborn Mower Electric Cooperative		10,636.77
	01/29/2026	602 Sewer	Electric Utilities	Freeborn Mower Electric Cooperative		6,648.34
	01/29/2026	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		167.67
	01/29/2026	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		183.21
	01/29/2026	601 Water	Due To Other Governments	Minnesota Department of Health		17,274.00
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		18.81
	01/29/2026	601 Water	Gas Utilities	Minnesota Energy Resources		487.19
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		119.06
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		63.76
	01/29/2026	601 Water	Gas Utilities	Minnesota Energy Resources		1,090.41
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		116.71
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		182.79

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		2,217.76
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		78.22
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		184.94
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		2,133.78
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		238.50
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		114.45
	01/29/2026	602 Sewer	Gas Utilities	Minnesota Energy Resources		461.98
	01/29/2026	230 Economic Development	Gas Utilities	Minnesota Energy Resources		986.03
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		498.65
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		288.65
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		47.03
	01/29/2026	101 General	Gas Utilities	Minnesota Energy Resources		47.03
	02/09/2026	101 General	Supplies	John Ackland		1,117.80
	02/09/2026	101 General	Lodging Tax Payable	Albert Lea Convention & Visitors Bureau		11,286.25
	02/09/2026	601 Water	Vehicle/Equipment Parts	Albert Lea Electric		16.37
	02/09/2026	602 Sewer	Supplies	Albert Lea Electric		25.93
	02/09/2026	601 Water	Vehicle/Equipment Parts	Albert Lea Electric		3,868.75
	02/09/2026	412 Recreation Facilities Project	Building & Bldg Improvements	Albert Lea Electric		5,944.03
	02/09/2026	101 General	Vehicle and Equipment Repairs	Albert Lea Electric		2,067.77
	02/09/2026	101 General	Vehicle and Equipment Repairs	Albert Lea Electric		297.00
	02/09/2026	101 General	Vehicle and Equipment Repairs	Albert Lea Electric		528.00
	02/09/2026	101 General	Supplies	Amazon Capital Services Inc		12.85
	02/09/2026	101 General	Audio Visual	Amazon Capital Services Inc		39.90
	02/09/2026	101 General	Supplies	Amazon Capital Services Inc		43.68
	02/09/2026	101 General	Furniture, Equipment & Tools	Amazon Capital Services Inc		609.94
	02/09/2026	101 General	Audio Visual	Amazon Capital Services Inc		39.95
	02/09/2026	101 General	Supplies	Amazon Capital Services Inc		8.90
	02/09/2026	101 General	Books	Amazon Capital Services Inc		26.10
	02/09/2026	101 General	Vehicle/Equipment Parts	Amazon Capital Services Inc		76.49
	02/09/2026	101 General	Supplies	Amazon Capital Services Inc		68.98
	02/09/2026	101 General	Audio Visual	Amazon Capital Services Inc		19.96
	02/09/2026	101 General	Supplies	Amazon Capital Services Inc		74.94
	02/09/2026	602 Sewer	Supplies	Amazon Capital Services Inc		484.63
	02/09/2026	101 General	Supplies	Amazon Capital Services Inc		132.21
	02/09/2026	101 General	Supplies	Amazon Capital Services Inc		41.18
	02/09/2026	602 Sewer	Supplies	Amazon Capital Services Inc		15.22
	02/09/2026	101 General	Supplies	Amazon Capital Services Inc		109.07
	02/09/2026	101 General	Training/ Instruction Supplies	Amazon Capital Services Inc		36.00
	02/09/2026	101 General	Supplies	Amazon Capital Services Inc		38.36
	02/09/2026	601 Water	Dues & Subscriptions	American Water Works Association		2,523.00
	02/09/2026	225 Airport	Vehicle/Equipment Parts	Arnold's of Alden, Inc		666.90
	02/09/2026	101 General	Lubricants & Additives	Arnold's of Alden, Inc		99.50
	02/09/2026	101 General	Vehicle/Equipment Parts	Arnold's of Alden, Inc		151.88



Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
	02/09/2026	101 General	Uniforms	Aspen Mills Incorporated		333.30
	02/09/2026	101 General	Supplies	Aspen Mills Incorporated		291.41
	02/09/2026	101 General	Software/Software Subscription	At-Scene, LLC		3,770.00
	02/09/2026	602 Sewer	Vehicle/Equipment Parts	BDG Inc		435.30
	02/09/2026	602 Sewer	Vehicle/Equipment Parts	BDG Inc		534.20
	02/09/2026	496 2026 Projects	Cash and Investments	Bolton & Menk Inc		-28,152.50
	02/09/2026	496 2026 Projects	Engineering Services	Bolton & Menk Inc		28,152.50
	02/09/2026	496 2026 Projects	Cash and Investments	Bolton & Menk Inc		28,152.50
	02/09/2026	496 2026 Projects	Cash and Investments	Bolton & Menk Inc		-47,249.00
	02/09/2026	496 2026 Projects	Engineering Services	Bolton & Menk Inc		47,249.00
	02/09/2026	496 2026 Projects	Cash and Investments	Bolton & Menk Inc		47,249.00
	02/09/2026	101 General	Supplies	Bomgaars Supply Inc		44.36
	02/09/2026	601 Water	Furniture, Equipment & Tools	Bomgaars Supply Inc		6.99
	02/09/2026	101 General	Supplies	Bomgaars Supply Inc		17.98
	02/09/2026	101 General	Vehicle/Equipment Parts	Bomgaars Supply Inc		29.97
	02/09/2026	101 General	Supplies	Bomgaars Supply Inc		14.97
	02/09/2026	601 Water	Furniture, Equipment & Tools	Bomgaars Supply Inc		27.99
	02/09/2026	602 Sewer	Safety Equipment	Bomgaars Supply Inc		39.98
	02/09/2026	101 General	Vehicle/Equipment Parts	Bomgaars Supply Inc		19.98
	02/09/2026	101 General	Vehicle/Equipment Parts	Bomgaars Supply Inc		49.98
	02/09/2026	101 General	Vehicle/Equipment Parts	Bomgaars Supply Inc		72.98
	02/09/2026	601 Water	Vehicle/Equipment Parts	Bomgaars Supply Inc		121.99
	02/09/2026	601 Water	Vehicle/Equipment Parts	Bomgaars Supply Inc		-12.00
	02/09/2026	101 General	Furniture, Equipment & Tools	Bomgaars Supply Inc		57.98
	02/09/2026	101 General	Furniture, Equipment & Tools	Bomgaars Supply Inc		29.99
	02/09/2026	101 General	Training/ Instruction Supplies	Bomgaars Supply Inc		10.99
	02/09/2026	101 General	Vehicle/Equipment Parts	Bomgaars Supply Inc		0.48
	02/09/2026	101 General	Motor Fuels	Bomgaars Supply Inc		61.92
	02/09/2026	101 General	Vehicle/Equipment Parts	Bomgaars Supply Inc		6.66
	02/09/2026	101 General	Supplies	Bomgaars Supply Inc		21.97
	02/09/2026	101 General	Supplies	Bomgaars Supply Inc		88.98
	02/09/2026	602 Sewer	Supplies	Bomgaars Supply Inc		34.18
	02/09/2026	601 Water	Supplies	Bomgaars Supply Inc		274.95
	02/09/2026	602 Sewer	Supplies	Bomgaars Supply Inc		76.69
	02/09/2026	602 Sewer	Supplies	Bomgaars Supply Inc		342.07
	02/09/2026	602 Sewer	Lubricants & Additives	Bomgaars Supply Inc		82.98
	02/09/2026	602 Sewer	Supplies	Bomgaars Supply Inc		12.57
	02/09/2026	101 General	Lubricants & Additives	Bomgaars Supply Inc		22.98
	02/09/2026	101 General	Vehicle/Equipment Parts	Bomgaars Supply Inc		2.16
	02/09/2026	101 General	Lubricants & Additives	Bomgaars Supply Inc		29.96
	02/09/2026	101 General	Safety Equipment	Bomgaars Supply Inc		24.99
	02/09/2026	101 General	Furniture, Equipment & Tools	Bomgaars Supply Inc		799.96
	02/09/2026	101 General	Supplies	Bomgaars Supply Inc		32.97

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
	02/09/2026	602 Sewer	Furniture, Equipment & Tools	Bomgaars Supply Inc		13.99
	02/09/2026	602 Sewer	Furniture, Equipment & Tools	Bomgaars Supply Inc		29.42
	02/09/2026	101 General	Expert & Professional Services	Al D. Brooks		170.00
	02/09/2026	101 General	Rents & Leases	John R. Butler		1,020.00
	02/09/2026	101 General	Donations/ Civic Organizations	Cedar Valley Services, Inc		2,500.00
	02/09/2026	101 General	Books	Cengage Learning, Inc		26.39
	02/09/2026	101 General	Books	Cengage Learning, Inc		101.56
	02/09/2026	101 General	Books	Cengage Learning, Inc		27.20
	02/09/2026	101 General	Books	Cengage Learning, Inc		67.99
	02/09/2026	101 General	Books	Center Point, Inc		147.42
	02/09/2026	101 General	Advertising - Other	Church Offset Printing, Inc		146.00
	02/09/2026	602 Sewer	Laundry Services	Cintas Corporation		115.91
	02/09/2026	101 General	Laundry Services	Cintas Corporation		28.18
	02/09/2026	101 General	Laundry Services	Cintas Corporation		24.44
	02/09/2026	602 Sewer	Laundry Services	Cintas Corporation		115.91
	02/09/2026	101 General	Laundry Services	Cintas Corporation		28.18
	02/09/2026	101 General	Laundry Services	Cintas Corporation		24.44
	02/09/2026	101 General	Laundry Services	Cintas Corporation		28.18
	02/09/2026	101 General	Laundry Services	Cintas Corporation		24.44
	02/09/2026	101 General	Rents & Leases	Coordinated Business Systems LTD		12.07
	02/09/2026	101 General	Rents & Leases	Coordinated Business Systems LTD		63.94
	02/09/2026	101 General	Rents & Leases	Coordinated Business Systems LTD		10.12
	02/09/2026	101 General	Rents & Leases	Coordinated Business Systems LTD		23.05
	02/09/2026	101 General	Rents & Leases	Coordinated Business Systems LTD		67.56
	02/09/2026	601 Water	Supplies	Core & Main LP		400.39
	02/09/2026	601 Water	Vehicle/Equipment Parts	Crysteel Truck Equipment Inc		2,216.99
	02/09/2026	101 General	Vehicle/Equipment Parts	Crysteel Truck Equipment Inc		58.00
	02/09/2026	101 General	Expert & Professional Services	Custom Communications, Inc.		594.00
	02/09/2026	101 General	Vehicle/Equipment Parts	Dave Syverson, Inc.		157.82
	02/09/2026	101 General	Vehicle and Equipment Repairs	Dave Syverson, Inc.		747.50
	02/09/2026	101 General	Vehicle/Equipment Parts	Dave Syverson, Inc.		339.97
	02/09/2026	602 Sewer	Safety Equipment	DiVal Safety Equipment Inc		639.42
	02/09/2026	601 Water	Safety Equipment	DiVal Safety Equipment Inc		149.77
	02/09/2026	101 General	Safety Equipment	DiVal Safety Equipment Inc		376.56
	02/09/2026	101 General	Rents & Leases	Driessen Water Inc		57.57
	02/09/2026	101 General	Dues & Subscriptions	DTN, LLC		456.44
	02/09/2026	440 District 5-31 300 Block	Demolition Costs	Dulas Excavating Inc.		78,033.00
	02/09/2026	232 Housing Program Fund	Expert & Professional Services	Ehlers & Associates, Inc		225.00
	02/09/2026	441 5-33 Blzg Star Soil District	Expert & Professional Services	Ehlers & Associates, Inc		75.00
	02/09/2026	230 Economic Development	Expert & Professional Services	Ehlers & Associates, Inc		516.25
	02/09/2026	441 5-33 Blzg Star Soil District	Expert & Professional Services	Ehlers & Associates, Inc		150.00
	02/09/2026	437 District 5-28 Vortex Cold Stor	Expert & Professional Services	Ehlers & Associates, Inc		3,000.00
	02/09/2026	101 General	Training & Education	Ehlers & Associates, Inc		350.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
	02/09/2026	101 General	Training & Education	Ehlers & Associates, Inc		350.00
	02/09/2026	101 General	Training & Education	Ehlers & Associates, Inc		250.00
	02/09/2026	101 General	Training & Education	Ehlers & Associates, Inc		250.00
	02/09/2026	602 Sewer	Vehicle/Equipment Parts	Electric Motor/Bearing Service, Inc		118.86
	02/09/2026	602 Sewer	Vehicle/Equipment Parts	Electric Motor/Bearing Service, Inc		45.92
	02/09/2026	101 General	Expert & Professional Services	Jamaira Escobar		600.00
	02/09/2026	101 General	Building Repair Supplies	Express Pressure Washers Inc		19.99
	02/09/2026	101 General	Vehicle and Equipment Repairs	Express Pressure Washers Inc		397.49
	02/09/2026	101 General	Street Maintenance Materials	Falkstone LLC		4,471.03
	02/09/2026	101 General	Street Maintenance Materials	Falkstone LLC		2,890.04
	02/09/2026	601 Water	Supplies	Ferguson Enterprises, Inc.		339.46
	02/09/2026	101 General	Supplies	Ferrellgas		50.69
	02/09/2026	101 General	Supplies	Ferrellgas		63.00
	02/09/2026	101 General	Vehicle and Equipment Repairs	Fire Safety USA Inc		877.50
	02/09/2026	101 General	Lubricants & Additives	First Aid Corp		468.00
	02/09/2026	101 General	Building Maintenance	Keith Flatness		305.00
	02/09/2026	101 General	Inventory - Fuel	Freeborn County Co-op Oil Co. Inc.		16,598.55
	02/09/2026	101 General	Dues & Subscriptions	Freeborn County Fire Association		100.00
	02/09/2026	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		17,730.51
	02/09/2026	225 Airport	Electric Utilities	Freeborn Mower Electric Cooperative		2,255.93
	02/09/2026	101 General	Lubricants & Additives	Growmark, Inc		3,089.80
	02/09/2026	101 General	Supplies	GS Direct, Inc.		202.79
	02/09/2026	101 General	Supplies	GS Direct, Inc.		234.04
	02/09/2026	101 General	Supplies	H & L Mesabi Company		2,315.00
	02/09/2026	101 General	Tires	Hanson Tire Service of Albert Lea, Inc		3,678.76
	02/09/2026	101 General	Vehicle and Equipment Repairs	Hanson Tire Service of Albert Lea, Inc		159.60
	02/09/2026	101 General	Building Maintenance	Harty Mechanical Inc.		1,929.44
	02/09/2026	602 Sewer	Chemicals & Chemical Products	Hawkins, Inc.		1,105.50
	02/09/2026	602 Sewer	Chemicals & Chemical Products	Hawkins, Inc.		3,316.50
	02/09/2026	602 Sewer	Chemicals & Chemical Products	Hawkins, Inc.		4,956.84
	02/09/2026	602 Sewer	Supplies	HD Supply Inc		387.90
	02/09/2026	602 Sewer	Supplies	HD Supply Inc		265.00
	02/09/2026	602 Sewer	Supplies	HD Supply Inc		3,795.46
	02/09/2026	602 Sewer	Supplies	HD Supply Inc		9.88
	02/09/2026	101 General	Supplies	Hillyard Inc.-Hutchinson		776.13
	02/09/2026	101 General	Training/ Instruction Supplies	Home Depot Credit Services		15.21
	02/09/2026	101 General	Building Maintenance	Home Depot Credit Services		254.16
	02/09/2026	101 General	Building Repair Supplies	Home Depot Credit Services		642.18
	02/09/2026	101 General	Supplies	Home Depot Credit Services		182.42
	02/09/2026	101 General	Building Repair Supplies	Home Depot Credit Services		3,687.20
	02/09/2026	101 General	Building Maintenance	Home Depot Credit Services		196.00
	02/09/2026	412 Recreation Facilities Project	Building & Bldg Improvements	Home Depot Credit Services		439.84
	02/09/2026	412 Recreation Facilities Project	Building & Bldg Improvements	inBYLT, LLC		361,217.00


Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
	02/09/2026	412 Recreation Facilities Project	Building & Bldg Improvements	inBYLT, LLC		-18,060.85
	02/09/2026	101 General	Books	Ingram Library Services		20.60
	02/09/2026	101 General	Books	Ingram Library Services		13.80
	02/09/2026	101 General	Books	Ingram Library Services		13.43
	02/09/2026	101 General	Books	Ingram Library Services		21.33
	02/09/2026	101 General	Books	Ingram Library Services		656.61
	02/09/2026	101 General	Special Programs	Ingram Library Services		151.05
	02/09/2026	101 General	Audio Visual	Ingram Library Services		24.74
	02/09/2026	101 General	Books	Ingram Library Services		10.67
	02/09/2026	101 General	Books	Ingram Library Services		13.45
	02/09/2026	101 General	Books	Ingram Library Services		45.69
	02/09/2026	101 General	Books	Ingram Library Services		25.50
	02/09/2026	101 General	Books	Ingram Library Services		16.80
	02/09/2026	101 General	Books	Ingram Library Services		793.11
	02/09/2026	101 General	Books	Ingram Library Services		16.83
	02/09/2026	101 General	Books	Ingram Library Services		367.69
	02/09/2026	101 General	Books	Ingram Library Services		557.84
	02/09/2026	101 General	Books	Ingram Library Services		16.31
	02/09/2026	101 General	Books	Ingram Library Services		25.80
	02/09/2026	101 General	Books	Ingram Library Services		12.82
	02/09/2026	101 General	Books	Ingram Library Services		34.91
	02/09/2026	101 General	Books	Ingram Library Services		41.26
	02/09/2026	101 General	Books	Ingram Library Services		19.01
	02/09/2026	101 General	Books	Ingram Library Services		789.68
	02/09/2026	101 General	Books	Ingram Library Services		22.53
	02/09/2026	101 General	Books	Ingram Library Services		14.65
	02/09/2026	101 General	Books	Ingram Library Services		275.05
	02/09/2026	101 General	Books	Ingram Library Services		33.90
	02/09/2026	101 General	Books	Ingram Library Services		16.92
	02/09/2026	101 General	Books	Ingram Library Services		15.74
	02/09/2026	101 General	Books	Ingram Library Services		18.92
	02/09/2026	101 General	Books	Ingram Library Services		12.05
	02/09/2026	101 General	Books	Ingram Library Services		13.85
	02/09/2026	101 General	Books	Ingram Library Services		118.65
	02/09/2026	101 General	Books	Ingram Library Services		22.67
	02/09/2026	101 General	Books	Ingram Library Services		18.61
	02/09/2026	101 General	Books	Ingram Library Services		81.49
	02/09/2026	101 General	Books	Ingram Library Services		56.23
	02/09/2026	101 General	Books	Ingram Library Services		64.37
	02/09/2026	101 General	Books	Ingram Library Services		10.84
	02/09/2026	101 General	Books	Ingram Library Services		18.00
	02/09/2026	101 General	Books	Ingram Library Services		33.24
	02/09/2026	101 General	Books	Ingram Library Services		21.67

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
	02/09/2026	101 General	Books	Ingram Library Services		15.32
	02/09/2026	101 General	Books	Ingram Library Services		18.85
	02/09/2026	101 General	Books	Ingram Library Services		30.87
	02/09/2026	101 General	Books	Ingram Library Services		10.30
	02/09/2026	101 General	Books	Ingram Library Services		44.55
	02/09/2026	101 General	Audio Visual	Ingram Library Services		60.50
	02/09/2026	101 General	Books	Ingram Library Services		63.06
	02/09/2026	101 General	Books	Ingram Library Services		22.57
	02/09/2026	101 General	Books	Ingram Library Services		17.73
	02/09/2026	101 General	Books	Ingram Library Services		34.69
	02/09/2026	101 General	Books	Ingram Library Services		49.70
	02/09/2026	101 General	Books	Ingram Library Services		18.90
	02/09/2026	101 General	Books	Ingram Library Services		22.55
	02/09/2026	101 General	Books	Ingram Library Services		24.11
	02/09/2026	101 General	Books	Ingram Library Services		6.02
	02/09/2026	101 General	Books	Ingram Library Services		18.11
	02/09/2026	101 General	Books	Ingram Library Services		23.37
	02/09/2026	101 General	Books	Ingram Library Services		10.71
	02/09/2026	101 General	Books	Ingram Library Services		233.10
	02/09/2026	101 General	Books	Ingram Library Services		6.66
	02/09/2026	101 General	Books	Ingram Library Services		69.51
	02/09/2026	101 General	Books	Ingram Library Services		13.60
	02/09/2026	101 General	Books	Ingram Library Services		12.07
	02/09/2026	101 General	Books	Ingram Library Services		32.18
	02/09/2026	101 General	Books	Ingram Library Services		14.85
	02/09/2026	101 General	Books	Ingram Library Services		14.85
	02/09/2026	101 General	Books	Ingram Library Services		19.49
	02/09/2026	101 General	Supplies	Innovative Office Solutions, LLC		67.09
	02/09/2026	101 General	Expert & Professional Services	Intellicents Inc		2,000.00
	02/09/2026	101 General	Building Maintenance	Interstate Power Systems Inc		3,714.43
	02/09/2026	101 General	Building Maintenance	Interstate Power Systems Inc		2,275.38
	02/09/2026	101 General	Building Maintenance	Interstate Power Systems Inc		3,240.72
	02/09/2026	409 Storm Water Capital Projects	Expert & Professional Services	Jensen Excavating & Trucking		211,721.75
	02/09/2026	101 General	Building Maintenance	Jim & Dudes Plumbing & Heating, Inc.		176.50
	02/09/2026	101 General	Building Maintenance	Jim & Dudes Plumbing & Heating, Inc.		335.95
	02/09/2026	101 General	Building Maintenance	Jim & Dudes Plumbing & Heating, Inc.		538.58
	02/09/2026	412 Recreation Facilities Project	Improvements Other Than Bldgs	Jim & Dudes Plumbing & Heating, Inc.		13,030.00
	02/09/2026	101 General	Building Maintenance	Jim & Dudes Plumbing & Heating, Inc.		120.00
	02/09/2026	101 General	Building Maintenance	Jim & Dudes Plumbing & Heating, Inc.		90.00
	02/09/2026	101 General	Vehicle/Equipment Parts	John Deere Financial		294.22
	02/09/2026	101 General	Vehicle/Equipment Parts	John Deere Financial		1,957.14
	02/09/2026	101 General	Vehicle/Equipment Parts	John Deere Financial		345.92
	02/09/2026	101 General	Vehicle/Equipment Parts	Lawson Products Inc		96.59

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
	02/09/2026	101 General	Vehicle/Equipment Parts	Lawson Products Inc		22.11
	02/09/2026	101 General	Supplies	Lawson Products Inc		64.80
	02/09/2026	101 General	Vehicle/Equipment Parts	Lawson Products Inc		173.97
	02/09/2026	101 General	Vehicle/Equipment Parts	Lawson Products Inc		149.42
	02/09/2026	101 General	Supplies	Lawson Products Inc		193.76
	02/09/2026	101 General	Training & Education	League of Minnesota Cities		350.00
	02/09/2026	704 Property Liability Ins Reserve	Claims & Damages	League of MN Cities Insurance Trust		4,082.04
	02/09/2026	101 General	Audio Visual	Library Ideas LLC		345.51
	02/09/2026	101 General	Audio Visual	Library Ideas LLC		435.23
	02/09/2026	101 General	Safety Equipment	Locators and Supplies, Inc.		205.11
	02/09/2026	602 Sewer	Vehicle and Equipment Repairs	Malloy Electric		21,000.00
	02/09/2026	101 General	Rents & Leases	Marco, Inc		51.30
	02/09/2026	101 General	Rents & Leases	Metro Sales, Inc		273.23
	02/09/2026	101 General	Gas Utilities	Minnesota Energy Resources		251.83
	02/09/2026	225 Airport	Gas Utilities	Minnesota Energy Resources		203.01
	02/09/2026	101 General	Gas Utilities	Minnesota Energy Resources		18.81
	02/09/2026	101 General	Gas Utilities	Minnesota Energy Resources		256.24
	02/09/2026	101 General	Gas Utilities	Minnesota Energy Resources		354.47
	02/09/2026	101 General	Gas Utilities	Minnesota Energy Resources		289.60
	02/09/2026	101 General	Gas Utilities	Minnesota Energy Resources		284.65
	02/09/2026	601 Water	Gas Utilities	Minnesota Energy Resources		1,043.56
	02/09/2026	225 Airport	Gas Utilities	Minnesota Energy Resources		2,766.31
	02/09/2026	601 Water	Gas Utilities	Minnesota Energy Resources		116.75
	02/09/2026	101 General	Supplies	Mity-Lite Inc		3,205.00
	02/09/2026	101 General	Training & Education	MN Bureau of Criminal Apprehension		300.00
	02/09/2026	602 Sewer	Training & Education	MN Wastewater Operators Association		395.00
	02/09/2026	101 General	Software/Software Subscription	Motorola Solutions, Inc.		24,840.00
	02/09/2026	602 Sewer	Supplies	Napa Auto Parts		57.08
	02/09/2026	101 General	Vehicle/Equipment Parts	North Central International		53.04
	02/09/2026	101 General	Software/Software Subscription	Pace Systems Inc		2,540.00
	02/09/2026	101 General	Taxes, License & Permit Fees	Petty Cash		1.75
	02/09/2026	101 General	Other Miscellaneous Revenue	Petty Cash		24.30
	02/09/2026	101 General	Legal Notices & Recording	Petty Cash		1.65
	02/09/2026	101 General	Legal Notices & Recording	Petty Cash		1.65
	02/09/2026	234 Blight/Hazardous Mitigation	Legal Notices & Recording	Petty Cash		1.65
	02/09/2026	101 General	Other Miscellaneous Revenue	Petty Cash		8.10
	02/09/2026	101 General	Supplies	Petty Cash		20.00
	02/09/2026	101 General	Expert & Professional Services	Plunkett's Pest Control Inc		67.64
	02/09/2026	101 General	Tires	Pomp's Tire Service Inc		180.94
	02/09/2026	101 General	Periodicals & Magazines	Publishers Weekly		269.99
	02/09/2026	101 General	Telephone & Internet	Qwest Corporation		118.00
	02/09/2026	101 General	Vehicle and Equipment Repairs	R & R Truck Repair Inc		403.50
	02/09/2026	101 General	Vehicle/Equipment Parts	Ronco Engineering Sales		181.98

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
	02/09/2026	101 General	Vehicle/Equipment Parts	Ronco Engineering Sales		112.23
	02/09/2026	101 General	Vehicle/Equipment Parts	Ronco Engineering Sales		164.49
	02/09/2026	601 Water	Vehicle/Equipment Parts	Ronco Engineering Sales		288.00
	02/09/2026	701 CG - Vehicle & Equip Capital	Vehicles	Rossman Enterprises Inc		771.71
	02/09/2026	101 General	Vehicle/Equipment Parts	Sanco Equipment LLC		93.22
	02/09/2026	101 General	Vehicle/Equipment Parts	Sanco Equipment LLC		855.39
	02/09/2026	101 General	Vehicle/Equipment Parts	Sanderson Auto Repair Inc		17.19
	02/09/2026	101 General	Supplies	Schilling Supply Company		150.03
	02/09/2026	101 General	Supplies	Schilling Supply Company		166.30
	02/09/2026	101 General	Furniture, Equipment & Tools	John Schroeder		28.95
	02/09/2026	401 Capital Project Revolving Fund	Engineering Services	Short Elliott Hendrickson Inc.		4,701.81
	02/09/2026	602 Sewer	Expert & Professional Services	Southern Minnesota Inspection Company		140.00
	02/09/2026	101 General	Expert & Professional Services	Southern Minnesota Inspection Company		240.00
	02/09/2026	101 General	Training & Education	St. Cloud State University		800.00
	02/09/2026	101 General	Uniforms	Streicher's		753.91
	02/09/2026	437 District 5-28 Vortex Cold Stor	Legal Services	Taft Stettinius & Hollister LLP		12,000.00
	02/09/2026	101 General	Vehicle/Equipment Parts	Terminal Supply Co		678.26
	02/09/2026	401 Capital Project Revolving Fund	Improvements Other Than Bldgs	The Dock Doctors LLC		37,100.00
	02/09/2026	601 Water	Furniture, Equipment & Tools	Trading Post Inc		399.00
	02/09/2026	602 Sewer	Furniture, Equipment & Tools	Trading Post Inc		279.00
	02/09/2026	101 General	Software/Software Subscription	TransUnion Risk		165.00
	02/09/2026	101 General	Vehicle and Equipment Repairs	Ultimate Safety Concepts, Inc.		273.00
	02/09/2026	101 General	Furniture, Equipment & Tools	Ultimate Safety Concepts, Inc.		222.90
	02/09/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC		35.01
	02/09/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC		40.01
	02/09/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC		40.01
	02/09/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC		40.01
	02/09/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC		51.79
	02/09/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC		40.01
	02/09/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC		51.79
	02/09/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC		35.01
	02/09/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC		35.01
	02/09/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC		35.01
	02/09/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC		35.01
	02/09/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC		40.01
	02/09/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC		40.01
	02/09/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC		35.01
	02/09/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC		35.01
	02/09/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC		35.01
	02/09/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC		35.01
	02/09/2026	602 Sewer	Telephone & Internet	Verizon Wireless Services LLC		35.01
	02/09/2026	602 Sewer	Telephone & Internet	Verizon Wireless Services LLC		35.01
	02/09/2026	101 General	Supplies	Kelly Wangsness		25.00
	02/09/2026	101 General	Uniforms	Kelly Wangsness		185.00



Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
	02/09/2026	101 General	Telephone & Internet	Winnebago Cooperative Telecom Assn		84.29
	02/09/2026	101 General	Building Maintenance	Winsupply Albert Lea MN Co		3.73
	02/09/2026	101 General	Chemicals & Chemical Products	Winter Services, LLC		10,587.91
	02/09/2026	101 General	Expert & Professional Services	Wisconsin Department of Transportation		12.00
	02/09/2026	601 Water	Lubricants & Additives	World Fuel Services Inc		266.21
	02/09/2026	602 Sewer	Lubricants & Additives	World Fuel Services Inc		482.53
Report Total:						1,570,373.27