



AGENDA FOR THE WORK SESSION AND THE
REGULAR MEETING OF THE
ALBERT LEA CITY COUNCIL – August 10, 2026
WORK SESSION – 5:30 PM – REGULAR MEETING – 7:00 PM

WORK SESSION – 5:30 PM

- I. WELLNESS DOG DISCUSSION
- II. REVIEW OF NON-EMERGENCY COMMUNICATION AGREEMENT WITH FREEBORN COUNTY GOVERNMENT CENTER
- III. REVIEW COUNCIL MEETING AGENDA OF AUGUST 10, 2026

REGULAR MEETING – 7:00 PM

- I. **CALL TO ORDER AND ROLL CALL**
- II. **PLEDGE OF ALLEGIANCE**
- III. **CEREMONIAL ITEMS**
- IV. **PUBLIC FORUM**
- V. **CONSENT AND APPROVAL OF AGENDA**
 - A. Approve Minutes of the July 27, 2026 Regular Council Meeting
 - B. Approve Minutes of the July 27, 2026 Work Session
 - C. Licenses & Permits
 - D. Resolution Appointing Election Judges For the August 11, 2026 Primary Election
 - E. Resolution Amending the 2026 Fee Schedule – Arena Fees
- VI. **PETITIONS, REQUESTS AND COMMUNICATIONS**
- VII. **UNFINISHED BUSINESS**
- VIII. **NEW BUSINESS**
 - A. Resolution Authorizing Professional Engineering Services Agreement with Alliant



**AGENDA FOR THE WORK SESSION AND THE
REGULAR MEETING OF THE
ALBERT LEA CITY COUNCIL – August 10, 2026
WORK SESSION – 5:30 PM – REGULAR MEETING – 7:00 PM**

- Inc. for the East Main Street/775th Avenue Roundabout Design – Job 2613
- B. Resolution Amending Professional Services Agreement with Bolton & Menk, Inc. for Airport 6 Unit T-Hangar Design – Work Order No. 5 – Job 2710
- C. Ordinance Amending Zoning and Land Use Map From Limited Industrial (I-1) to Single-Family Residence (R-1) for PID 34.059.0920, 34.059.0930, 34.059.0990, 34.059.0970, 34.059.0980, 34.059.0950, 34.059.0960, 34.059.0940, 34.059.0360, and 34.659.0050 (1st Reading).
- D. Resolution Approving Sale and Development Agreement at 725 Plainview Lane
- E. Resolution Authorizing Action on Tax Forfeited Properties - Assessments

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

To: Mayor and City Council
From: City Manager
Date: August 10, 2026
Re: August 10, 2026 City Council Meeting

V. CONSENT AND APPROVAL OF AGENDA

C. Licenses & Permits –

ON-SALE/SUNDAY LIQUOR

112 On Broadway

Harold's Bar

Applebee's Neighborhood Grill & Bar

The Barn Bar LLC

Thirsty Fox, LLC

OFF-SALE LIQUOR

A One Liquor

J Star, LLC dba East Side Liquor

One Stop Liquor and Tobacco

DAE Liquor

Skyline Liquor

CLUB ON SALE/SUNDAY LIQUOR

Albert Lea Moose Club

3.2% ON-SALE LIQUOR

China Restaurant

CANNABIS RENEWAL RETAIL REGISTRATION

Black Husky LLC

LOW POTENCY HEMP (LPH)

DAE Liquor

Anna Tobacco & Smoke Shop

Malik 1, LLC

TOBACCO

Anna Tobacco & Smoke Shop

TREE TRIMMER

Thorson Tree Service & Stump Removal

REFUSE HAULER

Waste Management – Clarks Grove, MN

D. Resolution Appointing Election Judges For the August 11, 2026 Primary Election -

The attached resolution would identify the election judges for the August 11th Primary Election. The judges must meet eligibility requirements and qualifications, as submitted by the City Clerk. Staff recommends approval.

See attached resolution.

E. Resolution Amending the 2026 Fee Schedule – The Recreation Department recommends increasing some arena fees due to the recent investments in the facility. Staff recommends approval.

See attached resolution.

VI. PETITIONS, REQUESTS AND COMMUNICATIONS

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

A. Resolution Authorizing Professional Engineering Services Agreement with Alliant, Inc. for East Main Street 775th Avenue Roundabout Design – Job 2613 – *For the past two years, the City has been working with the Minnesota Department of Transportation to study and prepare for the replacement of the I-35 and I-90 interstate bridge and safety improvements on East Main Street. This is in preparation for a 2030 construction project.*

In 2025 and 2026, the City and MNDOT applied for and received three grants for this project. They included a freight grant, a HSIP, Grant and ATP funding.

At Main Street, the proposed 2030 work includes roundabouts at both I-35 ramp terminals and at 775th Avenue, as well as restriping Main Street to two lanes through the segment.

The next required step of the project is a preliminary design of the roadway. MNDOT has hired Alliant, Inc. to complete the preliminary design of the roundabouts at the two I-35 ramps. The City is responsible for the preliminary design of the 775th Avenue roundabout. The scope includes preparing an intersection control evaluation memo, a level 1 geometric layout and profile, preliminary hydraulics, temporary paving and drainage to support continuous traffic operation during construction, and construction limits for right-of-way acquisition (if needed). The cost to perform this work is \$78,994.80.

If approved by Council this work would be completed in 2026 and the City and MNDOT would use this information to go out for final design proposals in 2027.

Staff is recommending entering into a professional engineering services agreement with Alliant Inc. for time and materials not to exceed the price of \$78,994.80.

See attached resolution and proposal.

- B. Resolution Amending Professional Services Agreement with Bolton & Menk, Inc., for the Design of Airport 6 Unit T Hangar – *Through the Master Plan process and Airport Advisory Board discussions, a 6 Unit T-Hangar has been identified as a priority for the airport. Federal funds have been banked for this project. This resolution would approve the design in 2026 so the project can be bid and built in 2027.*

This resolution would amend the professional services agreement to include Work Order No. 5; the work involves the design of the 6-unit T-Hangar. The design services contract is for \$62,000.00.

The preliminary estimated total cost of the 6-unit T-Hangar (including engineering) is \$1,301,150.

The estimated project costs and breakdown are as follows:

<i>Total Cost</i>	<i>\$1,301,150.00</i>
<i>Federal Entitlement Funding</i>	<i>\$882,139.00</i>
<i>Federal AIG Funding</i>	<i>\$288,896.00</i>
<i>State Funding</i>	<i>\$65,057.50</i>

City share

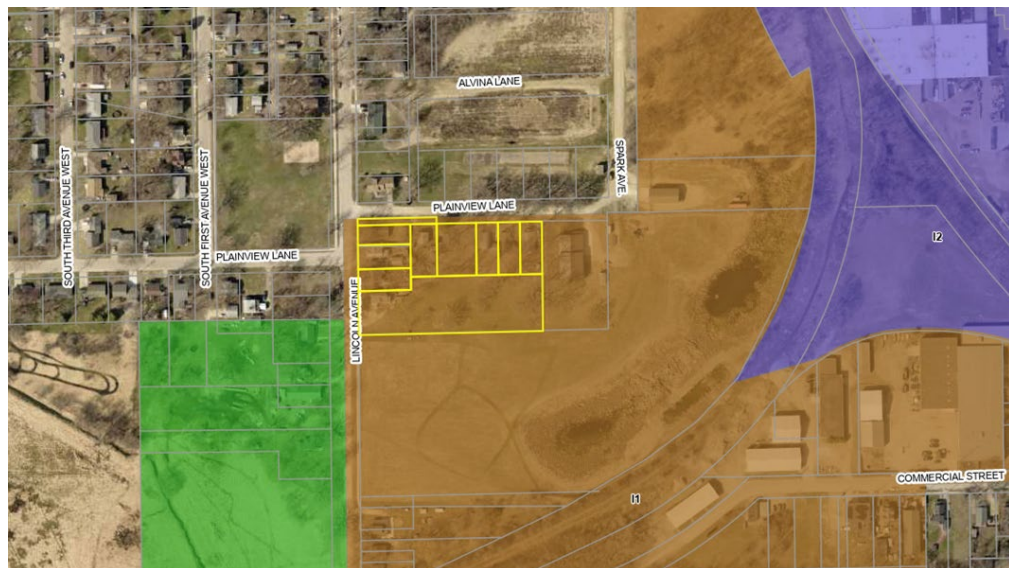
\$65,057.50

*These numbers are preliminary and will be updated after the design is complete.
Staff recommends approval.*

See attached resolution and proposal.

- C. Ordinance Amending Zoning and Landuse Map from Limited Industrial (I-1) to Single-Family Residence (R-1) for PID 34.059.0920, 34.059.0930, 34.059.0990, 34.059.0970, 34.059.0980, 34.059.0950, 34.059.0960, 34.059.0940, 34.059.0360, and 34.659.0050 (1st Reading) – *City staff has initiated the process to re-zone the below highlighted properties from Limited Industrial (I-1) to Single-Family Residential (R-1) to eliminate the legal non-conforming status.*

In Minnesota, a legal non-conforming use refers to a property or use that was legally established but no longer complies with current local zoning. Under Minnesota State Statutes 462.357, these properties are generally protected and are allowed to continue, be maintained and repaired, but cannot be altered or expanded. This limits property owners' ability to add onto buildings or structures, add fencing or screening, alter the footprint of a building, and sometimes even diminishes aspects of a property sale.



The 2040 Comprehensive Plan identifies these properties as Medium Density Residential, which includes residential densities between 6 to 12 units an acre, places of worship, and small neighborhood services. Properties in question are not platted and are described by metes and bounds. However, much of the land surrounding these properties is within the 100-year flood zone, and likely what can develop (without substantial investment in raising grade) already has.

The Planning Commission held a public hearing on August 4, 2026 and after considering the staff report in addition to public testimony, the commission recommends approval based on the following:

- 1. Rezoning the properties will not have an adverse effect on existing and adjacent properties, as the area is largely residential*
- 2. The use meets the general zoning requirements of the Single-Family Residence District.*

Planning Commission recommends approval.

See attached ordinance.

- D. Resolution Approving Sale and Development Agreement at 725 Plainview Lane – *The development agreement is attached. The terms are similar to other agreements with \$5,000 granted if they build a new home and \$5,000 to cover expenses to connect or fix connections to City sewer and water. The land is sold for \$4,000 but forgiven if they build a house. If they do not, the land reverts to the City or is assessed the \$4,000 value. The house is 24x26 capable of becoming a 2-bedroom house. This meets the City's plan of adding more affordable housing to the community and improving the general area.*

See attached resolution.

- E. Resolution Authorizing Action on Tax Forfeited Properties – Assessments – *In order for the City to retain the option to collect the 2026 and future amounts due for assessments on the properties that will be included at the forfeiture sale, the City is required to pass a resolution to reinstate those assessments.*

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.

**REGULAR COUNCIL MEETING
CITY COUNCIL CHAMBERS, CITY OF ALBERT LEA
July 27, 2026 – 7:00 P.M.**

PRESENT: Mayor Rich Murray, Councilors Larry Baker, Ted Herman, Reid Olson, Keith Van Beek, Brian Anderson, City Manager Ian Rigg, City Attorney Joel Holstad of Lakes National Law LLP, and City Clerk Daphney Maras.

ADDITIONAL STAFF PRESENT: Chief of Police Darren Hanson, and Engagement /Enrichment Director Cathy Malakowsky, Finance Director Kristi Brutlag, and Fire Chief Jeff Laskowske.

ABSENT: Councilor Rachel Christensen

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

Tally Rokosz – Described her neighborhood situation including vandalism, homelessness, and noise.

John Caucutt – Spoke of the necessary ASCAP and BMI contracts with the City of Albert Lea

Heather Reule – Lives on Janson St. and spoke of her opposition to Home Solutions' employees parking on both sides of Janson St., creating difficulty maneuvering while driving on Janson St.

CONSENT AND APPROVAL OF AGENDA

- A. Approve Minutes of the July 13, 2026 Regular Council Meeting
- B. Approve Minutes of the July 13, 2026 Work Session
- C. License & Permits
- D. Resolution Authorizing Minnesota Office State Strike Team Mutual Aid Agreement
- E. Resolution Accepting Bid for the Airport Snow Removal Equipment Door Replacement Project – Job 2608
- F. Resolution Designating Additional "Handicapped Parking Sunday Only 7:00 AM to 1:00 PM on Water Street"
- G. Resolution Authorizing Purchase of Arena Plexiglass in 2026 instead of 2027

Councilor Baker moved to approve the consent agenda, including the additional \$11,000 for benches under item 5G at the City Arena, seconded by Councilor Anderson. On a voice call vote, the following councilors voted in favor of said motion: Baker, Herman, Olson, Van Beek,

Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Resolution 26-127 and 26-130
(Included with these minutes)

PETITIONS, REQUESTS, AND COMMUNICATIONS

- A. Cathy Malakowsky presented an update on the Recreation Facility Projects using a PowerPoint overview. Her presentation highlighted total project expenses, the status of the Arena fire-alarm issue, progress on filing for federal incentives, scheduled delays, and the projected completion dates along with corrective actions. She closed with a recap of all Recreation projects currently underway.

She outlined next steps, including collaborating with user groups and donors to furnish the arena lobby, launching year-round ice programming, establishing annual meetings on guaranteed energy-savings performance, and celebrating the City Arena's 50th anniversary.

Cathy also noted with pride that these efforts reflect the City's mission to deliver exceptional services that enhance the quality of life for current and future generations.

City Manager Rigg commended Cathy and the Park & Rec team for their sustained commitment and dedication in bringing these projects to completion.

UNFINISHED BUSINESS - None

NEW BUSINESS

- A. Public Hearing Regarding the Disposal of 12 Properties

City Manager Rigg stated that Council has engaged in discussions regarding the sale of select properties to encourage business growth and expand the local housing supply. These sites hold strong potential for development, and several proposals are already in place, pending approval of development agreements by Council.

This is a summary of the properties:

- 409 Clark Street – Single-family house constructed, soon to be market-ready
- 1207 - 1211 Newton – lots with a proposed new construction twin lot home
- 2 Lots on 1100 Block of Virginia Place – lots with a proposed new construction twin lot home.
- 2101 S Shore Dr – Proposal received for new construction single family house
- 725 Plainview Lane – Proposal for single family home
- 825 1st Avenue South – Proposal for lot combination to north property
- 809 Clark Street W – Proposal for lot combination with property to south
- Lot on Vine St – Proposal for lot combination to property on the south.
- 915 Autumn Street – New house constructed and ready for sale on the market
- 108 Giles – Park land with interest from neighbors

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

A1. Resolution 26-131 Declaring No Public Interest in 12 Real Properties. 108 Giles Place will be removed from the resolution.

City Manager Rigg provided the status of the proposals on each property, noting staff does not recommend disposing of 108 Giles Place due to complexities involving the dedication of what is park land within that parcel.

Motion made by Councilor Baker to approve this resolution with the removal of 108 Giles Place, which is parcel number 34-778-0010. Seconded by Councilor Anderson. On roll call vote, the following councilors voted in favor of said motion: Baker, Herman, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Resolution 26-131
(Included with these minutes

B. Resolution 26-132 Approving Donation of Eddie Cochran Statue at the NW Corner of Marion Ross Street and North Broadway Avenue – 2026 Misc. 172

The City's Parks Advisory Board approved the placement of an Eddie Cochran Statue on the corner of Marion Ross Street and Broadway Avenue North. The statue will be situated in the City Right-of-Way and will be a bronze statue of Eddie Cochran playing a guitar. The Eddie Cochran group will be responsible for all costs (labor and materials) associated with this statue and lining up the contractors needed to complete this work. During the 2027 Eddie Cochran event, the group will donate the statue to the city.

This statue fits the criteria outlined in the donation policy.

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

(See Secretary's Original Resolution 26-132
(Included with these minutes

C. Resolution 26-133 Approving Broadway Ridge Grant – 216 S. Broadway Ave.

John and Adeline Rust submitted an additional Broadway Ridge Renewal Grant for reimbursement up to 50% of costs associated with gutters and downspouts at 216 S Broadway. The Rusts were previously awarded \$13,425.00 in matching funds for a complete roof replacement in March of 2026. The gutters and downspouts were completed as a second phase of the overall project, which is allowed by policy. The total improvement cost is \$3,146.00, which will provide a matching grant of \$1,573.00.

All improvements have been completed and reviewed by the City's Building Official for compliance with application requirements.

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

(See Secretary's Original Resolution 26-133
(Included with these minutes

D. Resolution 26-134 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.

Alden Area Activities Association – \$300 to Albert Lea Police Reserves

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

(See Secretary's Original Resolution 26-134
(Included with these minutes

MAYOR AND COUNCIL REPORTS

First Ward, Councilor Christensen reported: ABSENT

- Ward Items –
- Committee Update –
- Public Announcements –

Second Ward, Councilor Baker reported:

- Ward Items – City Manager is working on his ward item
- Committee Update – Will be attending an HRA meeting tomorrow night.

Third Ward, Councilor Herman reported:

- Ward Items – None
- Committee Update – Attended the budget meeting and mentioned his appreciation to City staff for keeping the council well informed. He will be attending a CVB meeting.

Fourth Ward, Councilor Olson reported:

- Ward Items – None
- Committee Update – Attended the Airport Advisory Board meeting. The group reviewed a proposed T-Hangar project planned for next year, including anticipated funding. An architect was present and outlined potential uses for the smaller side units that cannot accommodate an aircraft. The Board also discussed the upcoming Regatta event scheduled to take place at

the airport this fall.

Fifth Ward, Councilor Van Beek reported:

- Ward Items – Working on two ward items.
- Committee Update – Will be attending an HRA meeting tomorrow night

Sixth Ward, Councilor Anderson reported:

- Ward Items – None
- Committee Update – Attended a budget meeting. He will be attending an HRA meeting tomorrow night.

MAYOR REPORT:

Provided an overview emphasizing his active presence in the community, including attendance at and visits to a variety of local events.

Highlighted upcoming citywide events and noted they're also available on the City's website. He encouraged everyone to take part and stay engaged in the community.

CITY MANAGER REPORT

- County and City met to discuss shared services and reported it was a highly productive meeting
- Sat in on the Assistant Executive Director interview
- The Home Solution parking issue on Janson Street will be brought back to council at a future meeting
- He and staff are working on the budget and CIP items

APPROVAL OF CLAIMS

A. Resolution 26-135 Approving Claims

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

The attached resolution directs the Mayor and City Treasurer to issue 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 Baker to approve as read, seconded by Councilor Herman. On roll call vote, the following councilors voted in favor of said motion: Baker, Herman, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Resolution 26-135
(Included with these minutes)

CLOSED SESSION

A. Closed Session – Subject to Minn. Stat 13D.5 subd. 3(b)

Councilor Anderson motioned to move into closed session at 8:08 p.m.; Councilor Baker seconded. On a voice call vote, all councilors voted in favor of said motion. Mayor Murray declared the motion passed

Anderson motioned to move out of closed session at 8:54 PM; Councilor Herman seconded. On a voice call vote, all councilors voted in favor of said motion. Mayor Murray declared the motion passed.

Mayor Murray stated that a discussion took place with Attorney Jason Kabuscki regarding the City of Albert Lea District Court proceedings involving Jacob Schlichter.

Councilor Herman motioned for adjournment; Councilor Anderson 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, August 10, 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: 8:54 PM

Mayor Rich Murray

Daphney Maras
Secretary of the Council

**WORK SESSION MEETING
CITY COUNCIL CHAMBERS, CITY OF ALBERT LEA
July 27, 2026 - 5:30 P.M.**

PRESENT: Mayor Rich Murray, Councilors Larry Baker, Ted Herman, 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, Finance Director Kristi Brutlag, Engagement /Enrichment Director Cathy Malakowsky, Fire Chief Jeff Laskowske, and Human Resources Director Mike Zelenak.

ABSENT: Councilor Rachel Christensen

2nd QUARTER BUDGET REPORT REVIEW

Finance Director Brutlag delivered a 2nd-quarter budget overview, using a PowerPoint presentation that highlighted cash-investment charts and outlined key revenue and expense trends. Council asked questions to which Brutlag and City Manager Rigg responded.

REVIEW COUNCIL MEETING AGENDA OF JULY 27, 2026

City Manager Rigg presented each agenda item with relevant background and discussion and responded to questions from the Council.

CEREMONIAL ITEMS - None

PUBLIC FORUM

CONSENT AND APPROVAL OF AGENDA

- A. Approve Minutes of the July 13, 2026 Regular Council Meeting
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- C. License & Permits
- D. Resolution Authorizing Minnesota Office State Strike Team Mutual Aid Agreement
- E. Resolution Accepting Bid for the Airport Snow Removal Equipment Door Replacement Project – Job 2608
- F. Resolution Designating Additional Handicapped Parking Sunday Only 7:00 AM to 1:00 PM on Water Street
- G. Resolution Authorizing Purchase of Arena Plexiglass in 2026 instead of 2027.

PETITIONS, REQUESTS AND COMMUNICATIONS

- A. Update on Recreation Facility Projects – Cathy Malakowsky

UNFINISHED BUSINESS - None

NEW BUSINESS

- A. Public Hearing Regarding the Disposal of 12 Properties
 - A1.** Resolution Declaring No Public Interest in 12 Real Properties

City Manager Rigg provided an update on the status of several parcels, noting that 108 Giles Place will be removed from the list of properties available for sale. Additional discussion is scheduled for the regular council meeting.

- B. Resolution Approving Donation of Eddie Cochran Statue at the NW Corner of Marion Ross Street and North Broadway Avenue – 2026 Misc. 172
- C. Resolution Approving Broadway Ridge Grant – 216 S. Broadway Ave.
- D. Resolution Accepting Donations as Presented to the City of Albert Lea

MAYOR AND COUNCIL REPORTS

CITY MANAGER REPORT

APPROVAL OF CLAIMS

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

CLOSED SESSION

- A. Subject to Minn. Stat 13D.5 subd. 3(b)

ADJOURNMENT – 6:30 PM

Dated July 27, 2026

Daphney Maras
Council Secretary

5C - Licenses and Permits

Council Approval 08-10-2026

All Licenses Listed Are Located In Albert Lea Unless Otherwise Indicated

ON-SALE/SUNDAY LIQUOR

*112 On Broadway
Harold's Bar
Applebee's Neighborhood Grill & Bar
The Barn Bar LLC
Thirsty Fox, LLC*

OFF-SALE LIQUOR

*A One Liquor
J Star, LLC dba East Side Liquor
One Stop Liquor and Tobacco
DAE Liquor
Skyline Liquor*

CLUB ON-SALE/SUNDAY LIQUOR

Albert Lea Moose Club

CANNABIS RENEWAL RETAIL REGISTRATION

Black Husky LLC

LOW POTENCY HEMP (LPH)

*DAE Liquor
Anna Tobacco & Smoke Shop
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TOBACCO

Anna Tobacco & Smoke Shop

TREE TRIMMER

Thorson Tree Service & Stump Removal

REFUSE HAULER

Waste Management - Clarks Grove, MN

3.2% On-Sale

China Restaurant

RESOLUTION 26-

Introduced by Councilor

RESOLUTION APPOINTING ELECTION JUDGES FOR THE AUGUST 11, 2026
PRIMARY ELECTION

WHEREAS, Minnesota Statutes Section 204B states that election judges in a municipality shall be appointed by the governing body of the municipality; and

WHEREAS, Minnesota Statutes Section 204B provides that the City Clerk shall furnish to the appointing authorities a list of appropriate names from each major political party for each election precinct and subject to the following eligibility requirements and qualifications established by Minnesota Statutes Section 204B:

- a) Eligible to vote in the State of Minnesota;
- b) Must be able to read, write, and speak the English language;
- c) Is not a spouse, parent, child, or sibling of any candidate;
- d) Is not a candidate for election;
- e) Is appointed by the appointing authority;
- f) Has been trained and currently certified as an election judge
- g) Is not the husband, wife, parent, child, stepchild, brother or sister, or stepsibling of a candidate or another judge in the same Precinct.

WHEREAS, Minnesota Statutes Section 204B allows the governing body of a municipality to establish additional qualifications for election judges which are not inconsistent with other provisions of Minnesota Statutes. Appointment of chief judges shall be subject to the following additional eligibility requirements and qualifications:

- a) Previous experience as an election judge;
- b) Ability to work with others;
- c) Ability to delegate;
- d) Ability to supervise; and
- e) Comprehension of election laws; and

WHEREAS, the City Clerk has submitted to the City Council names of those people who meet the above-stated qualifications for serving as an election judge; now, therefore

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

Sec. 1. That the following are appointed as Election and Health Care Election Judges for the August 11, 2026 Primary Election:

Karen Olson	Linda Andersen	Carol Bosma	Wayne Griffith
Cynthia Gandrud	Jim Munyer	Roxanne Wadding	Martha Sichko
Joy Bliss	Marilyn Tenold	Sally Furness	Susan Jorgensen
Rose Olson	Suzanne Foss	Peter Louters	Erin Lowe
Annette Williams	Bonnie Ruble	Wayne Hedalen	Erin Gustafson
Donna Werner	Sandra Soli	Jacqueline Schlaak	Tamara Anderson
Linda Lares	Christopher Seedorf	Mary Diggins	Laura Back
Maryalice Hanson	Deborah Hobson	Sharon Egerdal	Bruce Biddick
Isaac Lowe	Jean Bergo	Emma Palmer	Debbie Breuer
Dave Larson	Jenelle Parks	Donna Bailey	Denise Sandager
Leora Minear	Sherry Sebersen	Grace Griffith	April Danielson
Jill Harves	Karen Hendrickson	Donald Gould	Ann Christensen
Sharon Witt	Debra Proulx	Mary Ellen Johnson	Leon Hellickson
Eileen Holty			

Sec. 2. That compensation shall be \$13.00 per hour for election judges, \$14.00 per hour for assistant chief judges, and \$15 for chief judges. Compensation shall also be paid for attendance at up to two (2) mandatory training sessions at the same rate. Mileage per mile, as set by city policy, shall be paid to health care facility judges and to election judges picking up and delivering election supplies and returns.

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, Herman, Olson, Van Beek, Anderson, and Mayor Murray;

And, the following voted against the same: None.

Introduced and passed this 10th day of August, 2026

Mayor Rich Murray

Filed and attested this 11th day of August, 2026

Secretary of the Council

RESOLUTION 26-

Introduced by Councilor

RESOLUTION AMENDING FEE SCHEDULE

WHEREAS, the Albert Lea City Code of Ordinances requires the City of Albert Lea to establish fees by resolution; and

WHEREAS, Resolution 2025-209 last established fees as authorized in the City of Albert Lea Code of Ordinances.

WHEREAS, this resolution will amend the Fee Schedule.

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

Sec. 1. That the fees listed below shall be amended and effective beginning Sept. 1, 2026:

- Daily Admission
 - Weekday (includes skate rental): from \$4 to \$5 onsite only
 - Weekend (excludes skate rental): from \$5 to \$6 onsite or from \$4 to \$5 pre-registration online
- Special Events (includes skate rental): from \$5 to \$6 onsite or from \$4 to \$5 pre-registration online
- Weekday Stick and Puck: from \$4 to \$5 onsite only
- Freestyle Figure Skating and Open Hockey: \$8 onsite or from \$6 to \$7 pre-registration online
- Addition: School Group Weekday Skate Sessions: \$4 per skater or \$125/hour

Sec. 2. That whenever any provision of this resolution is in conflict with the City of Albert Lea Code, it is the intent of the City Council that the Code shall prevail.

Sec. 3. That this resolution shall supersede Resolution 25-209 or any previous measures of the City Council that set, establish, or fix a specific amount for such fees, licenses or charges.

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, Herman, 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 10th day of August, 2026

Mayor Rich Murray

Filed and attested this 11th day of August, 2026

Secretary of the Council

RESOLUTION 26

Introduced by Councilor

RESOLUTION AUTHORIZING PROFESSIONAL SERVICES AGREEMENT
WITH ALLIANT INC. FOR THE EAST MAIN STREET/775th AVENUE ROUNDABOUT DESIGN
JOB 2613

WHEREAS, for the past two years, the City has been working with the Minnesota Department of Transportation (MNDOT) to study and prepare for the replacement of the I-35 and I-90 interstate bridges and for safety improvements on East Main Street. This is in preparation for a 2030 construction project.

At Main Street, the proposed 2030 work includes roundabouts at both I-35 ramp terminals and at 775th Avenue, as well as restriping Main Street to two lanes through the segment.

WHEREAS, MNDOT has hired Alliant Inc. to complete the preliminary design of the roundabouts at the two I-35 ramps. The city is responsible for the preliminary design of the 775th Avenue roundabout. The scope includes preparing an intersection control evaluation memo, a level 1 geometric layout and profile, preliminary hydraulics, temporary paving and drainage to support continuous traffic operation during construction, and construction limits for right-of-way acquisition (if needed). The cost to perform this work is \$78,994.80.

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

Sec. 1. That the time-and-materials not-to-exceed proposal of \$78,994.80 submitted by Alliant Inc. of Mankato, Minnesota, for providing intersection design services, as outlined in the proposal, is accepted.

Sec. 2. That any work not included in the Scope of Services that would result in additional compensation to the consultant shall be approved in writing by the City Manager prior to proceeding.

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, Herman, Olson, Van Beek, Anderson, and Mayor Murray;

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

Introduced and passed this 10th day of August, 2026

Mayor Rich Murray

Filed and attested this 11th day of August, 2026

Secretary of the Council



Proposal for Albert Lea East Main Street / 775th Avenue Roundabout Design

INTRODUCTION

The City of Albert Lea previously conducted an intersection study from the Ulland Brothers access to 777th Ave on E Main Street in conjunction with a Minnesota Department of Transportation study of the interchanges of I-35 with I-90, Hwy 65, and Main Street. At Main Street the proposed work includes extending on ramps and adding traffic control at the ramp terminals. The selected alternative includes roundabouts at both I-35 ramp terminals and at 775th Ave as well as restriping Main Street to two lanes through the segment.

Alliant Engineering is preparing the preliminary design for the I-35 ramp terminal roundabouts under contract with MnDOT. The 775th Ave roundabout will have preliminary design prepared simultaneously, but the City will procure a separate contract for that work. The scope includes preparing an intersection control evaluation memo, a level 1 geometric layout and profile, preliminary hydraulics, temporary paving and drainage to support continuous traffic operation during construction, and construction limits for right of way acquisition.

The proposed cost to perform this work is \$78,994.80. Details on hours for tasks and rates are provided in the attached cost proposal. Hopefully, the scope and cost is in alignment with what you envision for this effort. If there are additions or reductions to the scope you would like to see, please let me know and we can make adjustments.

PROPOSED SCOPE OF WORK

TASK 1 – PROJECT MANAGEMENT

Alliant will manage the project to deliver timely quality results that will satisfy the purpose of the contract by preparing a schedule to align project analyses and deliverables with PMT meetings to allow timely discussion of results and guidance on next steps. Alliant will prepare monthly invoices. The Alliant team will meet internally as needed to coordinate work and exchange information.

The anticipated schedule is:

- August 2026 – Kickoff project/Prepare preliminary layout (depends on timing of contract execution)
- September – conduct MnDOT layout review

- October – prepare final geometric layout
- November – prepare final construction limits

Kick-off and PMT Meetings – Alliant will organize, prepare agendas, materials, and minutes, and facilitate a kickoff meeting. Monthly PMT meetings will be held jointly with MnDOT. Separate coordination meetings with the City will be held monthly.

TASK 2 – INTERSECTION CONTROL EVALUATION MEMO

Alliant will prepare an ICE Memo based on the information in the intersection evaluation previously conducted. This memo will document the analysis and decision making that resulted in selection of the roundabout at 775th Ave.

TASK 3 - GEOMETRIC LAYOUT

Alliant will prepare a preliminary and final geometric layout and profile. The design will be included on MnDOT's level 1 geometric layout and reviewed by MnDOT. Information for the 775th Ave roundabout will be added to MnDOT's Design Memo. A cost estimate will be prepared. A 3D model will be developed.

TASK 4 – CONSTRUCTION LIMITS

Alliant will prepare construction limits for the roadway, drainage, and temporary roadway and drainage to maintain traffic flow during construction. This will include temporary pedestrian access and temporary entrances to the truck stops. Alliant will provide cross sections for review and a final map of permanent and temporary easement to construct the project.

TASKS NOT INCLUDED

This proposal assumes that the Categorical Exclusion document prepared for the MnDOT project will cover this work also and the only time needed under this contract is providing design and construction limit information.

This proposal assumes public engagement is handled by the MnDOT project. The scope of that effort is not set, but is assumed to include one public meeting. If additional public events, one on one meetings with landowners, and presentations to City Council, County Board, or local groups is desired, we will need to augment the budget.

This proposal does not include preparing funding applications. If desired, we can add time for that also.

This proposal does not include preparation of right of way exhibits to use in acquisition, just mapping of the right of way needs.

Finally, this proposal is not standalone – it assumes economies of scale by working jointly with the MnDOT project. If that project was halted the assumption is that this project would also not move forward or additional budget would be required.

Alliant Engineering, Inc.

Task	Description	Project Manager	Associate	Senior Professional Engineer	Professional Engineer	Graduate Engineer	Administrative Professional	Intern	TEAM TOTAL	TASK TOTAL COST	
		Peter Harff	Abby Rieckman	Joey Rezac	Sarah Burnett	Staff	Berdan	Staff			
1.0	Project Management	24	0	0	0	0	8	0	32	\$ 7,244.16	
	1.1 Project Administration & Coordination	16					8		24	\$ 5,075.84	
	1.2 Kick-off & PMT Meetings	8							8	\$ 2,168.32	
2.0	ICE Memo	0	0	8	0	30	0	0	38	\$ 5,063.52	
	ICE Memo			8		30			38	\$ 5,063.52	
3.0	Geometric Layout	0	4	96	0	200	0	0	300	\$ 42,984.48	
	2.1 Preliminary Layout		4	72		160			236	\$ 33,645.92	
	2.2 Final Layout			24		40			64	\$ 9,338.56	
4.0	Construction Limits	0	4	24	24	120	0	0	172	\$ 23,494.24	
	3.1 Roadway			12		40			52	\$ 7,010.08	
	3.2 Hydraulics				24	40			64	\$ 8,525.44	
	3.3 Maintenance of Traffic		4	12		40			56	\$ 7,958.72	
	PROJECT TOTAL HOURS	24	8	128	24	350	8	0	542	\$ 78,786.40	
	Fixed Hourly Rate (based on 175% overhead and 12% profit)	\$271	\$237	\$194	\$160	\$117	\$92	\$92			
	LABOR	\$ 6,504.96	\$ 1,897.28	\$ 24,837.12	\$ 3,843.84	\$ 40,964.00	\$ 739.20	\$ -			
SUBTOTAL LABOR COST										\$ 78,786.40	
Direct Expenses											
	Meals	Breakfast (@\$10.00)	0	Lunch (@\$13.00)	2	Dinner (@\$19.00)	0		\$	26.00	
	Mileage	Miles (@\$0.76)	240							\$	182.40
SUBTOTAL DIRECT EXPENSES										\$ 208.40	
PROJECT COST NOT TO EXCEED										\$ 78,994.80	

RESOLUTION 26

Introduced by Councilor

RESOLUTION AMENDING PROFESSIONAL AGREEMENT WITH
BOLTON & MENK, INC. FOR WORK ORDER NO. 5

WHEREAS, the City has a Professional Services Agreement effective October 9, 2023 with Bolton and Menk, Inc.; and

WHEREAS, this agreement with Bolton & Menk, Inc. needs to be amended to include Work Order No. 5. This work order involves the design for a new 6-unit T-Hangar; and

WHEREAS, the design work will be \$62,000; and

WHEREAS, the work will be funded with Federal, State and City funds.

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

Sec. 1. That a professional services agreement with Bolton & Menk, Inc. for engineering services described above will be amended to include Work Order No. 5.

Sec. 2. That the Mayor and/or City Manager are hereby authorized to execute these agreements on behalf of the City of Albert Lea.

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, Herman, Olson, Anderson, Van Beek and Mayor Murray.

And the following voted against the same: None.

Introduced and passed this 10th day of August, 2026

Mayor Rich Murray

Filed and attested this 11th day of August, 2026

Secretary of the Council



**BOLTON
& MENK**

Real People. Real Solutions.

1960 Premier Drive
Mankato, MN 56001-5900

Ph: (507) 625-4171
Fax: (507) 625-4177
Bolton-Menk.com

July 15, 2026

Mr. Steve Jahnke, P.E.
City Engineer/Director of Public Works
City of Albert Lea
221 E. Clark Street
Albert Lea, MN 56007

RE: Albert Lea Municipal Airport (AEL)
6 Unit T-Hangar – Design
BMI Work Order No.5
Proposal for Professional Services

Dear Mr. Jahnke,

Bolton & Menk is pleased to submit this proposal for Professional Services for the 6-unit T-Hangar Design project at the Albert Lea Municipal Airport. This effort will be completed as Work Order No. 5 under the existing Professional Services Agreement between the City and Bolton & Menk, effective October 9, 2023.

Based on our understanding, the proposed T-hangar will consist of six (6) individual units, each approximately 42 feet wide and 33 feet deep, with a door clearance height of 14 feet. The overall building footprint is anticipated to be approximately 147 feet in length by 51 feet in width.

The T-Hangar will be designed to meet the following minimum standards:

- Pre-engineering metal building
- Concrete footings, foundation, and floor slab
- Bi-fold doors
- LED light fixtures
- Electrical receptacles
- Embedded pedestrian door
- Designed for cold storage

Funding for this project is anticipated to be provided through a combination of federal, state, and local sources as follows:

- Federal Aviation Administration (FAA): 90%
- Minnesota Department of Transportation (MnDOT): 5%
- City of Albert Lea: 5%

This proposal will include design and bid administration services. Construction administration services are not included and will be addressed under a future work order.

SCOPE OF SERVICES:

1.1 Project Scoping

Consultant shall confer with the Sponsor on, and ascertain, project requirements, finances, schedules, and other pertinent matters affecting the project and shall arrive at a mutual understanding of such matters with the Sponsor.

Consultant shall coordinate with the Sponsor, FAA, MnDOT, and other applicable agencies to complete the work elements in Task 1.

1.2 Project Meetings

Up to three (3) meetings with the City, FAA, and MnDOT are included. It is anticipated that these meetings will include appropriate City, FAA, and MnDOT personnel and be conducted both virtually and in person. Meetings will be scheduled as necessary for work items included in Task 1.

1.3 Environmental Documentation

Consultant will prepare a Categorical Exclusion (CATEX) checklist for the proposed project in accordance with Federal Aviation Administration (FAA) Order 1050.1G, National Environmental Policy Act (NEPA) Implementing Procedures.

The scope will include conducting a site visit and coordinating with applicable local, state, and federal agencies that may have jurisdiction or regulatory interest in the proposed development. Agency coordination may include, but is not limited to, environmental resource agencies, historic preservation authorities, and natural resource agencies, as required to support the NEPA review.

A Section 106 cultural resources review of previously completed archaeological and architectural field surveys will be performed. Based on this review, Consultant shall prepare a coordination memorandum to the Minnesota State Historic Preservation Office (SHPO). The memorandum will identify any historic properties within or adjacent to the Area of Potential Effect (APE) and include a recommended determination of effect.

A desktop review using the Minnesota Department of Natural Resources (MnDNR) Wetland Mapper, supplemented by a site visit, will be conducted to identify the presence and approximate boundaries of wetlands and other aquatic resources within the project area. Consultant shall evaluate the potential impacts of the proposed development on these resources and identify applicable avoidance, minimization, or mitigation strategies.

Consultant will summarize all information and submit CATEX documentation using FAA-approved formats and procedures and submit to the FAA for review and issuance of a Finding. Final copies of the CATEX documentation will be provided to the FAA and the Airport Sponsor upon completion.

If environmental impacts are identified that require additional analysis, data collection, or specialized studies beyond the scope of a CATEX, such additional services shall be considered outside the scope of this Work Order and completed under a separate Work Order upon authorization by the Sponsor.

1.4 Topographical Survey

Consultant shall establish survey control for the design survey utilizing existing established control points adjacent to the airport. Freeborn County coordinates shall be utilized for the survey. Survey work will include all utilities, pavement center, edges, and intermediate shots, ground shots, lights, signs, drainage structures, and buildings. Consultant shall arrange for a private utility locate to identify all non-public utility locations. It is anticipated survey fieldwork will require one (1) trip to the airport. Consultant shall convert the survey data into CAD format for use in design.

1.5 Geotechnical Investigation

Consultant shall determine the type and frequency of geotechnical testing required in accordance with FAA Advisory Circular 150/5320-6G Airport Pavement Design and Evaluation. Geotechnical testing shall be completed by a qualified geotechnical subconsultant. The geotechnical investigation shall include the following:

- Soil Borings
 - Two (2) soil borings to a depth of 15-feet.
 - Analysis of existing subgrade soils
- Laboratory Testing
 - Two (2) subgrade material sieve analysis.

The geotechnical report shall provide a summary of all testing and recommendations on the building footing and foundation design.

1.6 Engineer's Design Report (EDR)

Consultant shall prepare the Engineer's Design Report in accordance with FAA guidance. An initial draft of the EDR will be completed and submitted to FAA for review. Comments provided by the FAA will be addressed and resubmitted as the final EDR. The EDR will detail the following topics:

- Project Scope
- Preliminary Site Photographs
- Applicable AIP and Design Standards
- Airport Operational Safety
- Pavement Design
- Drainage Design
- Airfield Lighting and Signage
- Navigational Aids
- Pavement Markings
- Environmental Considerations
- Existing Utilities
- Miscellaneous Work Items
- Life Cycle Cos Analysis

- Modification of AIP Standards
- AIP Non-eligible Work Items
- DBE Participation
- Project Schedule
- Preliminary Cost Estimate
- Preliminary Project Budget

1.7 Construction Safety and Phasing Plan (CSPP)

Consultant will complete FAA Form 7460-1 and the Construction Safety and Phasing Plan (CSPP), through FAA's Obstruction Evaluation / Airport Airspace Analysis (OE/AAA) website portal. The 7460 form and CSPP will be prepared according to current FAA Guidelines.

1.8 Prepare Preliminary Plans, Specifications, and Cost Estimate

Consultant will prepare preliminary plans. The plan sheets will be limited to those sheets necessary to carry-out the construction of the proposed project.

Preliminary plans will include design services for site preparation, civil site work, erosion control, stormwater management, pavement construction, and hangar construction.

Consultant will prepare preliminary plans. The plan sheets will be limited to those sheets necessary to carry-out the construction of the proposed project and expected to include the following:

- Title Sheet
- Construction Safety and Phasing Plan
- Statement of Estimated Quantities
- Storm Water Pollution Prevention Plan (SWPPP)
- Erosion Control Plan
- Demolition Plan
- Typical Sections
- Apron Plan and Profile
- Hangar Floor Plan
- Hangar Elevation Details
- Hangar Structural Details
- Hangar Electrical Details

Consultant will assemble the technical specifications necessary for the intended work. Standard FAA and MnDOT specifications will be utilized where possible. Additional specifications will be prepared to address work items or materials that are not covered by FAA or MnDOT specifications. Consultant will assemble preliminary contract documents including instruction to bidders, proposal, equal opportunity clauses, construction clauses, construction contract agreement, performance bond, payment bond, bid bond, State Requirements, Federal Requirements, bid schedule, wage rates, and general provisions.

Consultant shall prepare preliminary construction cost estimate.

1.9 Final Plans, Specifications, and Cost Estimate

Consultant shall submit 90% plans, specifications, and cost estimate to the Sponsor for review. One (1) virtual design review meeting will be held to review the bidding documents and discuss Sponsor comments.

A final set of plans, specifications, and cost estimate will be prepared which incorporates revisions, modifications, and corrections determined during the Sponsors review.

1.10 FAA Final Plans and Specifications Review

Per FAA policy, Consultant shall submit the final draft plans and specifications to FAA for review. Consultant will review and address all FAA comments on the plans and specifications for preparation of the final bidding documents.

1.11 Prepare Final Bidding Documents

Consultant shall prepare, reproduce, and distribute 10 sets of bidding documents for the project. In addition, electronic copies of the bid documents will be made available for download through the Quest Construction Document Network website (QuestCDN). Consultant shall keep a current list of plan holders and distribute this to interested parties upon request. This task also includes coordination required to facilitate these requests.

Required advertisement dates, and bidding dates will be established. Consultant will submit a copy to the Sponsor for distribution to local and selected publications of the project. The Sponsor shall pay for the associated cost of advertising.

1.12 Pre-Bid and Bid Opening

No pre-bid meeting will be scheduled for this project.

Consultant shall attend the virtual bid opening and process the bidding proposals.

1.13 Bid Assistance, Review, and Award

During the bidding process, Consultant will be available to clarify bidding questions with contractors and suppliers, and for consultation with the various entities associated with the project. This item also includes contacting bidders to generate interest in the project.

Consultant shall issue addenda as appropriate to interpret, clarify, or change the bidding documents as required. Addenda will be made available to the plan holders through Quest CDN. Any addenda that are generated as a sole result of the Sponsors error or omission will be considered as extra services and Consultant shall be reimbursed for this effort as an amendment to this contract.

Consultant shall advise the Sponsor as to the acceptability of any subcontractors, suppliers, and other persons and organizations proposed by the bidders and as to the acceptability of substitute materials and equipment proposed by bidders. Consultant shall prepare a spreadsheet that includes all bid items for the purpose evaluating the lowest bidder. Consultant shall input the as-bid unit prices into the spreadsheet and verify mathematical computations of the bids. Consultant will then provide recommendations to the Sponsor as to the name of the apparent low bidder.

Consultant will prepare a recommendation of award for the Sponsor to accept or reject the bids submitted. If rejection is recommended, Consultant will supply an explanation for their recommendation and possible alternative actions the Sponsor can pursue to complete the project. Once the Contract Award is made, Consultant will distribute the bid tabulations on request of the Sponsor.

1.14 Prepare Grant Application

Consultant shall prepare the Federal Grant Application. Consultant shall submit the Application to the Sponsor for approval and signatures. After obtaining the necessary signatures, Consultant will forward copies to the FAA for further processing.

CONSIDERATION:

The services described above in this proposal shall be completed on a **LUMP SUM** basis of **\$62,000**.

The anticipated funding participation is as follows:

- Federal (90%): \$ 55,800.00
- State (5%): \$ 3,100.00
- Local (%): \$ 3,100.00

SCHEDULE:

We anticipate the work can be performed according to the following schedule.

- Design: August 2026 – January 2027
- Bid Letting: February 2027
- Construction: July – December 2027

Bolton & Menk, Inc. puts a high priority on ensuring that our company's efforts are consistent with our clients' needs. If you find this proposal acceptable, please return a signed and dated copy our proposal.

Sincerely,

Bolton & Menk, Inc.



Silas Parmar, P.E.

Aviation Project Manager

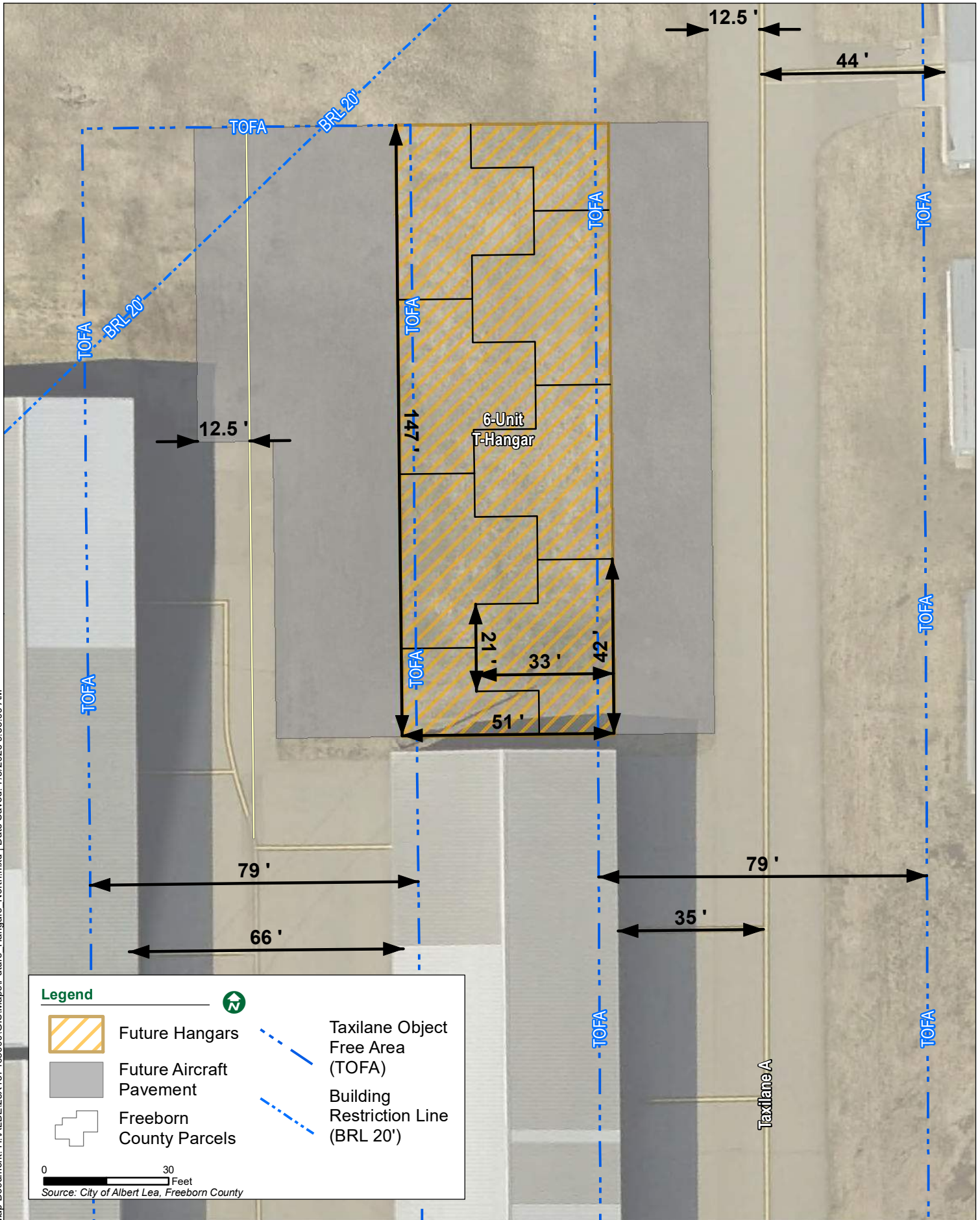
Authorization and acceptance of this letter proposal.

City of Albert Lea, Minnesota

By:

Mr. Ian Rigg
City Manager

Date



June 26, 2026



Mr. Silas Parmar, P.E.
Bolton & Menk, Inc.
7533 Sunwood Drive NW, Suite 206
Ramsey, MN 55303-5119
silas.parmar@bolton-menk.com

RE: Proposal for Geotechnical Services
Proposed Albert Lea Municipal Airport T-Hangar
Albert Lea, Minnesota
AET #P-0054350

Dear Mr. Parmar:

American Engineering Testing, Inc. is pleased to submit a proposal for this project. In this proposal, we present our understanding of the project, an outline of the scope of services we are to provide, a fee schedule, and an estimate of charges for our services.

Purpose

The purpose of this geotechnical work is to explore the subsurface conditions at the site, and based on our characterization of the obtained data, to prepare a geotechnical engineering report presenting comments and recommendations to assist you and your design team in planning and construction.

Project Information

We understand that you are planning to construct a 147' by 54', 6-unit T-hangar at the Albert Lea Municipal Airport in Albert Lea, Minnesota. We understand the proposed hangar will be a single story, slab-on-grade, steel framed structure. We do not have any specific structural loading information; we assume light to moderate loads for a structure of this type.

Scope of Services

Field Exploration

As requested by you, our subsurface exploration program will consist of the following:

- Perform two (2) standard penetration test borings (ASTM:D1586) to a depth of 14 ½ feet each.
- Seal the boreholes per Minnesota Department of Health requirements.
- Dimension and document boring locations based on the existing surface features.
- Obtain surface elevations at each boring location based on provided/assumed benchmarks.

We have not had an opportunity to observe the project site; we assume that the proposed boring locations will be accessible to our truck mounted equipment. We understand that Bolton & Menk (BMI) will mark out the proposed boring locations prior to our arrival on-site. We understand BMI will provide surface elevations as well.

We will drill the borings using hollow stem augers or by rotary mud drilling, and sampling by the split-barrel method (ASTM D1586). Our crew will keep field logs noting the methods of drilling and sampling, the Standard Penetration Values (N-values, "blows per foot"), preliminary soil classification, and observed groundwater levels. Representative portions of recovered samples will be sealed in jars to prevent moisture loss and submitted to our laboratory for review, testing and final classification. We will backfill the boreholes and soundings to comply with the Minnesota Department of Health Regulations.

The existing pavement will be patched with bituminous cold patch. Even after backfilling, some sloughing of the backfill may occur, resulting in a potential tripping hazard to pedestrians. We assume that property owner will backfill and repair any boreholes that may slough after our exploration is complete. AET cannot accept any liability associated with pedestrian injury. We assume that the property owner will perform any site restoration work. We have not included a fee for site restoration in our cost estimate.

Underground Utilities

Before we drill, we will contact Gopher State One Call to locate public underground utilities. Gopher State One Call does not currently charge for this service, but they will not locate private underground utilities or structures. Examples of private utilities include, but are not limited to, propane lines, sewer laterals, storm sewer, sprinkler systems, site lighting, and electric and data lines between buildings. **The property owner is responsible for locating all private underground utilities and structures.** Please provide us with any maps, plans and records showing the location of all private utilities and structures.

We can provide you with names and contact information for private utility locators. These companies usually charge a fee for their services. Also, please note that private locators cannot guarantee that all private utilities will be located. For the private locator to be accurate and effective, the property owner must provide maps, plans and records showing the location of all private utilities and structures. The property owner must also provide a knowledgeable site representative to meet with the private locator and AET personnel.

AET shall be entitled to rely upon the accuracy of all location information supplied by any source. We will not be responsible for any damages to underground utilities or structures not located or incorrectly identified by the property owner, any maps, plans or records, or public or private utility locator providers.

Laboratory Testing

We will initiate routine laboratory testing by reviewing each recovered soil sample to assess the major and minor soil components, while also noting the color, degree of saturation, and lenses or seams in the samples. If we encounter cohesive soil, we will test selected samples for dry density, moisture content, Atterberg Limits, and unconfined compressive strength tests.

On completion of testing, we will visually/manually classify each sample on the basis of texture and plasticity in accordance with the Unified Soil Classification System and prepare the boring logs.

Engineering Report

Upon completion of the drilling and laboratory work, we will prepare a geotechnical report describing the subsurface conditions encountered and presenting our foundation recommendations for the T-hangar building. The report will also discuss earthwork recommendations and present our geotechnical engineering opinions and recommendations regarding the following:

- Grading procedures to prepare the building area for structural support, including comments on the suitability of the on-site soils for reuse as fill.
- Foundation types and depths, including allowable soil bearing capacity and estimates of foundation settlement.
- Backfilling procedures, including material types and compaction requirements.
- Ground floor slab support, including recommendations on the need for a vapor or capillary water barrier.
- Comments on other items which may affect final performance or constructability, such as frost heave and drainage considerations

Insurance

For the mutual protection of you and American Engineering Testing, we maintain both general and professional liability insurance. Certificates of such insurance can be provided at your request.

Project Direction

Services we perform on your project will be done under the direction of an experienced geotechnical engineer registered in the State of Minnesota.

Fees

The scope of work defined in this proposal will be performed on a lump sum basis in accordance with the attached schedule of fees. For the scope of work described above, the estimated cost will be as follows:



<u>Task</u>	<u>Cost</u>
Mobilization/Demobilization	\$ 700.00
Clear Utilities (staking by BMI)	\$ 200.00
Soil Borings	\$1,900.00
MDH Sealing Record	N/A
Laboratory Testing	\$ 700.00
Report and Project Management	\$1,900.00
TOTAL	\$5,400.00

We would not exceed \$5,400.00 without prior authorization. If additional drilling is required for proper soil evaluation it would be charged at a unit rate of \$40/foot.

In the event the scope of our services needs to be revised due to unanticipated conditions or for proper evaluation, we will review such scope adjustments and the associated fees with you and receive your approval before proceeding. The number and depth of the soil borings requested is minimal considering the proposed hangar size. Significant variations in soil conditions can occur between soil boring locations.

Minnesota Department of Health Fees

Effective July 1, 2019, the Minnesota Department of Health (MDH) has changed the borehole sealing and notification requirements. For sites where borings are drilled to a depth of 15 feet or deeper, all licensed drilling companies are required by law to grout the boreholes upon completion. For borings 25 feet in depth or deeper all licensed drilling companies must submit written notification to the MDH prior to drilling along with a fee of \$75. Projects that span multiple properties will require multiple notifications. The MDH also requires that a Sealing Record be submitted to the MDH, with a copy to you, after the borings are completed. The above fee estimate for our geotechnical services includes the MDH fee for the proposed scope of drilling; however, because final boring depths can change, for example, due to possible unanticipated poor soil conditions, the final MDH fee (including an administrative charge of \$65 per notification) will be added, if necessary, to our final invoice to you.

The MDH Notification and Sealing Record requires the Property Owner name and mailing address (the Property Owner will also receive a copy of the Sealing Record). Please provide this information below.

Property Owner's name/company name:

Property Owner's mailing address:

Performance Schedule

Weather permitting; we anticipate drilling operations can begin within about 2 to 3 weeks after receiving authorization to proceed. Verbal results of the drilling activities can be obtained shortly after completion of the drilling. We anticipate the geotechnical report can be prepared within about one 2 to 3 weeks after completion of the field work. We are available to review special schedule needs with you.

Environmental Concerns

This proposal is presented for engineering services to evaluate the structural properties of the soil at the specified site. This proposed does not cover environmental assessment of the site or environmental testing of the soil or groundwater. If you wish to have us provide these additional services, please contact us.

Terms and Conditions

All AET Services will be performed in accordance with the terms and conditions outlines in the Master Service Agreement between Bolton and Menk and American Engineering testing.

Acceptance

AET requests written acceptance of this proposal in the Proposal Acceptance box below, but the following actions shall constitute your acceptance of this proposal together with the Terms and Conditions and Amendments: 1) issuing an authorizing purchase order for any of the Services described above, 2) authorizing AET's presence on site or 3) written or electronic notification for AET to proceed with any of the Services described in this proposal. Please indicate your acceptance of this proposal by signing below and returning a copy to us. When you accept this proposal, you represent that you are authorized to accept on behalf of the Client.

We have enclosed with this proposal a copy of the "Environmental/Geotechnical Service Agreement-Terms and Conditions." The terms contained in this attachment are incorporated herein and are an integral part of this contract for professional engineering services.

If you have any questions regarding our services, or need additional information, please do not hesitate to contact us.

Sincerely,

American Engineering Testing



Gregory Guyer, PE (MN, SD, IA, ND, NE)

Senior Engineer

gguyer@teamAET.com

C: 507.420.3867



Steve L. Mullen, PE (MN)

Senior Engineer

smullen@teamaet.com

C: 507.281.3547



30 June, 2026

Mr. Andy Hill
Survey Manager | Principal
Bolton & Menk, Inc.

Re: Utility Locating Bid / Albert Lea Municipal Airport

For scanning and designation of electromagnetically detectable private facilities at the Albert Municipal Airport as shown in the attachment to your email of 6/26/26 see below for quote:

NTE \$1,350.00

This quote shall remain in effect until 31 December 2026.

All work is subject to the following disclaimer: ZoneOne provides technical advice and consultation intended to increase the likelihood of safe excavation. ZoneOne does not guarantee that all facilities will be marked, nor that all markings will be accurate. ZoneOne advises all customers to contact 811 and to develop a safe work plan including CGA Best Practices for Excavation.

Christopher Koch

A handwritten signature in blue ink, appearing to be 'C. Koch', with a stylized flourish at the end.

President,
ZoneOne Locating



PROJECT FEE ESTIMATE

CLIENT:	Albert Lea, MN					DATE:	7/15/2026	
PROJECT:	Albert Lea Municipal Airport (AEL) - 6 Unit T-Hangar - Design					PREPARED BY:	SP	
Task	Task Description	Estimated Person Hours Required						Totals
		Sr. Eng.	Proj. Eng.	Grad. Eng.	Surveyor	Sr. Planner	Admin.	
1	Design & Bid Administration							
1.1	Project Scoping	8	2	0	0	0	2	12
1.2	Project Meetings	12	12	0	0	0	4	28
1.3	Environmental Documentation	2	4	8	0	16	4	34
1.4	Topographical Survey	0	2	8	24	0	0	34
1.5	Geotechnical Investigation	0	2	0	2	0	0	4
1.6	Engineer's Design Report	2	4	16	0	2	4	28
1.7	Construction Safety and Phasing Plan (CSPP)	2	4	16	0	2	0	24
1.8	Prepare Prelim. Plans, Specs., and Cost Est.	8	20	40	2	4	20	94
1.9	Prepare Final Plans, Specs., and Cost Est.	4	10	20	0	0	4	38
1.10	FAA Final Plans and Specs. Review	1	2	2	0	0	2	7
1.11	Prepare Final Bidding Documents	1	2	0	0	0	4	7
1.12	Pre-Bid and Bid Opening	1	1	0	0	0	2	4
1.13	Bid Assistance, Review, and Award	2	8	0	0	0	4	14
1.14	Prepare Grant Application	2	4	0	0	0	5	11
Total Person Hours		45	77	110	28	24	55	339
Direct Labor Rate		\$68.00	\$44.00	\$35.00	\$54.00	\$44.00	\$31.00	
Total Direct Labor Cost		\$3,060.00	\$3,388.00	\$3,850.00	\$1,512.00	\$1,056.00	\$1,705.00	\$14,571.00
Overhead Rate 2.257		\$6,906.42	\$7,646.72	\$8,689.45	\$3,412.58	\$2,383.39	\$3,848.19	\$32,886.75
Subtotal Labor Cost								\$47,457.75
Direct Expenses (10% Markup)								
		Geotechnical Investigation - AET						\$5,940.00
		Private Utility Locate - ZoneOne						\$1,485.00
Total Expenses								\$7,425.00
Fixed Fee 15% x Subtotal Labor Cost								\$7,118.66
Total Task 1								\$62,002.00

ORDINANCE 26-

Introduced by Councilor

ORDINANCE AMENDING ZONING AND THE LANDUSE MAP FROM LIMITED INDUSTRIAL (I-1) TO SINGLE-FAMILY RESIDENCE (R-1) FOR PARCEL NUMBERS 34.059.0920, 34.059.0930, 34.059.0990, 34.059.0970, 34.059.0980, 34.059.0950, 34.059.0960, 34.059.0940, 34.059.0360, and 34.659.0050

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA ORDAINS:

WHEREAS, the City of Albert Lea initiated the process to re-zone several parcels along Plainview Lane and Lincoln Avenue from Limited Industrial (I-1) to Single-Family Residence (R-1) to eliminate the legal non-conforming status; and

WHEREAS, notice of public hearing on the re-zoning described above was published in the Official City Newspaper as required by law; and

WHEREAS, the Planning Commission held a public hearing on August 4, 2026, and recommended approval of re-zoning the properties from Limited Industrial (I-1) to Single-Family Residence (R-1), and

WHEREAS, the Albert Lea City Council finds that the re-zoning is reasonable and compatible with the general zoning requirements of the Single-Family Residence District (R-1), and

WHEREAS, Albert Lea's zoning map is to be amended by ordinance and approved by the City Council.

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

Sec. 1. That the above-described properties be re-zoned from Limited Industrial (I-1) to Single-Family Residence (R-1).

That the motion for 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, Herman, Olson, Van Beek, Anderson and Mayor Murray;

And, the following voted against the same: None.

Introduced and read the first time on this 4th day of August 2026

Mayor Rich Murray

Filed and attested this 5th day of August, 2026

Secretary of the Council

RESOLUTION 26-XX

Introduced by Councilor

RESOLUTION APPROVING SALE AND DEVELOPMENT AGREEMENT
WITH MARJORIE J. PATERSEN FOR DEVELOPMENT OF A
SINGLE FAMILY HOME AT 725 PLAINVIEW LANE

WHEREAS, the City of Albert Lea advertised Requests for Proposals (RFP) to develop vacant properties primarily for housing; and

WHEREAS, the City of Albert Lea has received proposals to construct housing on vacant properties; and

WHEREAS, after two attempts at proposal requests, the City received a proposal to build a house at 725 Plainview Lane; and

WHEREAS, the construction of housing and use of water and sewer utilities on existing infrastructure is in the interest of the public; and

WHEREAS, the City Manager should be authorized to enter into a development agreement for the construction of housing;

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

Sec. 1. The development agreement provides the following conditions:

1. The house must be constructed by December 31, 2028.
2. Upon substantial completion a \$5,000 incentive will be given to the developer from the Housing Fund 234
3. Upon receipt of expenses to connect to the water and sewer system up to \$5,000 of expenses will be reimbursed from the water and sewer funds.
4. Failure to complete the project will result in reversion or assessment of the land value.

Sec. 2. The Mayor and City Manager are authorized to sign and execute all necessary documents to dispose and incentivize the property for housing development.

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, Herman, 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 10th day of August, 2026

Mayor Rich Murray

Filed and attested this 11th day of August, 2026

Secretary of the Council

REAL PROPERTY CONTRACT AND DEVELOPMENT AGREEMENT

This Real Property Agreement (the “Agreement”) dated this _____ day of August, 2026, is entered into by the City of Albert Lea, a municipal corporation under the laws of Minnesota, (“City”), and Marjorie J. Petersen, (“Developer”), collectively referred to as the (“Parties”), regarding the sale of the real property described herein to Developer to develop a single-family residential home.

WHEREAS, the City is committed to the furtherance of development of vacant lots within the City, subject to stipulations regarding development, and to accomplish that goal, the City has declared the property located in Albert Lea, Freeborn County, Minnesota and legally described as:

PID: 34.059.0930

Commencing at a point 15 feet south and 213 feet East from the Northwest corner of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 17 in Township 102 North, Range 21 West of the 5th P.M., thence East 90 feet; thence South 120 feet; thence West 90 feet; thence North 120 feet; to the place of beginning, as the same is platted and recorded in the office of the Register of Deeds in and for Freeborn County, Minnesota;

as having no public purpose and the proposed use of the “Property” is similar to or will not interfere with the Property use, and, therefore, the sale of the Property has no relationship to the comprehensive municipal plan; and is appropriate for bid and sale; and

WHEREAS, having published notice of bid for the Property and having received a bid to purchase and develop the Property in a manner that will serve the best interest of the health, safety, and general welfare of the citizens of the City to facilitate quality development, the City awarded the Property to the Developer as the successful bidder pursuant to the terms of this Agreement; and

WHEREAS, the Developer desires to purchase the City’s Property, consistent with Developer’s submission in the public bid process for the Property and to develop the Property for the construction of single-family residential home (“Project”); and

WHEREAS, the Parties have determined it appropriate to enter into certain terms and agreements regarding the development and disposition of the Property in order to clarify duties and obligations of the Parties hereto and have memorialized those terms in this Agreement; and

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the Parties agree as follows:

1. **INCORPORATION OF PREMISES:** The representations, covenants, and recitations set forth in the foregoing are material to this Agreement and are incorporated into and made a part of this Agreement.
2. **AGREEMENT:** City agrees to sell and Developer agrees to purchase the Property, described more specifically in Section 3 of this Agreement, for the Sales Price (described

below) and other good and valuable consideration as set forth in this Agreement, which Sales Price shall be paid by Developer to City. The sale of the Property shall be subject to all terms and conditions expressed in this Agreement.

3. **PROPERTY:** Fee simple title to the Property located in Albert Lea, Freeborn County, Minnesota and more particularly described below shall be conveyed to Developer in accordance with the terms of this Agreement and a Limited Warranty Deed with a Reversionary Clause as set forth in this Agreement:

PID: 34.059.0930

Commencing at a point 15 feet south and 213 feet East from the Northwest corner of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 17 in Township 102 North, Range 21 West of the 5th P.M., thence East 90 feet; thence South 120 feet; thence West 90 feet; thence North 120 feet; to the place of beginning, as the same is platted and recorded in the office of the Register of Deeds in and for Freeborn County, Minnesota.

4. **SALES PRICE:** The Sales Price for the Property shall be one and no/100 dollars (\$1.00) and other good and valuable consideration as set forth in this Agreement. Once Developer has completed the single-family housing unit, the Sales Price for the Property will be \$0.00. The sale of the Property shall be subject to reversion in accordance with the terms of this Agreement and the Limited Warranty Deed conveying the Property to Developer.
5. **REVERSION OF PROPERTY:** The Developer understands and agrees that should she not complete the single-family housing unit, the Property shall revert to the City, and Developer shall not be entitled to any compensation for improvements to the Property. Further, Developer agrees that under such circumstances, Developer shall execute all documents necessary to effectuate the reversion of the Property to City. This provision shall survive closing on the Property. The Developer shall be given thirty (30) days written notice and the opportunity to correct any terms not complied with pursuant to this Agreement. The City shall provide a cancellation of its reversionary interest for the single-family housing unit once the rough-in inspection is completed.

If the Developer is unable to complete the single-family housing unit, it will be given the option to continue ownership of the Property with the value of the unit of four thousand and no/100 dollars (\$4,000.00) being specially assessed to the Property. The City shall provide a cancellation of its reversionary interest for the Property once the Property has been assessed.

6. **CONVEYANCE OF TITLE / TITLE COMMITMENT:** Consistent with the terms of this Agreement, City agrees to furnish Developer a Limited Warranty Deed for the Property, which Deed shall contain a reversionary clause which will cause title to revert to City in the event that Developer fails to meet its obligations or otherwise comply with the terms of this Agreement. The City prepared the Limited Warranty Deed in reliance upon information and materials obtained and/or supplied to the City by others. Developer understands and agrees that: (a) Limited Warranty Deed may contain errors, (b) the City

shall not be responsible or liable for the accuracy or completeness of the information contained in the Limited Warranty Deed, (c) the Limited Warranty Deed is accepted as true and correct by Developer, and (d) if the Limited Warranty Deed is lost, misplaced, misstated or inaccurately reflects the terms and conditions of the transaction contemplated by the parties. Developer agrees to promptly comply with the City's request to correct any such errors for whatever reason. Developer acknowledges that the City signed the Limited Warranty Deed in good faith for Developer's benefit; and to transfer the ownership of the Property.

Buyer agrees that any and all conditions included in said Deed shall be binding upon Buyer upon filing said Deed in the office of the Freeborn County Recorder. Buyer further agrees and requests that the Seller record, at the expressed request of Buyer, said Deed in the office of the Freeborn County Recorder.

City shall provide a Title Commitment for the Property. Developer shall, at Developer's sole cost and expense, purchase Title Insurance for the Property.

7. **CURING TITLE OBJECTIONS:** Developer shall notify City of its objections to title no later than twenty (20) days following receipt of the Title Commitment by City or upon discovery from Title processor. City shall have a reasonable time to cure objections to title. In the event City fails to cure such objections before closing, Developer, at its sole discretion, may proceed to closing or terminate this Agreement.
8. **CLOSING AND POSSESSION:** Unless otherwise agreed to by the Parties in writing, the closing of the sale of the Property shall occur on or before ninety (90) days after execution of this Agreement by both parties. Time is of the essence. Developer shall take possession of the Property on the date of closing.
9. **DEFAULT:** Should either Party fail to comply with this Agreement, the Party willing to perform may terminate this Agreement, at the Party's option. In the event Developer fails to comply with the Agreement, fee simple title to the Property shall revert to the City, and City shall be entitled to terminate this Agreement and retain any improvements made to the Property by Developer as liquidated damages in full satisfaction of any claims against Developer. In the event City fails to comply with this Agreement, Developer will be entitled to terminate this Agreement; waive default and close, and/or seek such other relief as may be available to it at law and in equity.
10. **CLOSING COSTS:** Developer shall pay the cost of the Title Commitment premium, survey fees, Title Company closing fees, fee for tax certificates and any other closing costs associated with this Agreement. City shall pay the cost of the Title Commitment.
11. **REPRESENTATIONS OF THE DEVELOPERS:**
 - a. **Pre-Development Costs:** The Developer shall bear all predevelopment costs relating to this Project. All fees or expenses of engineers, architects, financial consultants, attorneys, planning or other consultants or contractors retained by

Developer for any study, analysis, evaluation, report, schedule, estimate, environmental review, surveys, planning and/or design activities, drawings, specifications or other activity or matter relating to the Project shall be the sole responsibility of and undertaken at the sole cost and expense of Developer.

- b. **Construction:** The Developer shall be responsible for demolition, construction and commissioning of the Project including obtaining all permits, fees, and approvals necessary for construction of the Project.
- c. **Subdivision and Platting:** Developer shall be responsible for any and all subdividing.
- d. **Design Drawings:** Developer shall submit design drawings and layouts of a design complimentary to the surrounding buildings in the area, as determined in the reasonable discretion of City Manager and the City Building Official. See attached.
- e. **Dimensions and Foundation Elevation:** The unit dimension minimum shall be 624 square feet of heated space with a one car attached garage on a slab foundation at an elevation of 1224.5 minimum.
- f. **Sidewalk Preparation:** There is no existing sidewalk at this time and at the time of street reconstruction not yet determined, a sidewalk may be installed and assessed.
- g. **Regulations:** The Developer shall be in compliance with all applicable federal, state or local regulations for unit.
- h. **Failure to Perform:** If Developer fails to construct/complete the single-family housing unit by December 31, 2028, the value of four thousand and no/100 dollars (\$4,000.00) may be specially assessed to the Property and paid in one (1) installment or in advance.

12. REPRESENTATIONS OF THE CITY:

- a. To gift the Property at a value of four thousand and no/100 dollars (\$4,000.00) and the payment of one and no/100 dollars (\$1.00) and other good and valuable consideration.
- b. **Design and Aesthetic Incentive:** Developer shall receive a five thousand and no/100 dollars (\$5,000.00) incentive upon substantial completion. Substantial completion is the construction of the exterior of the unit including all windows, doors, siding and roof installed and all major utilities connected. Major utilities are water, sewer, electrical, and natural gas if used as part of HVAC system.
- c. **Water and Sewer Connection Incentive:** Developer shall receive a five thousand and no/100 dollars (\$5,000.00) incentive upon private lateral installation from public water and sewer mains to the unit boundary.
- d. **Survey Costs:** Upon written request by Developer, the Property may be surveyed and boundaries marked to be paid and deducted from the Design and Aesthetic Incentive.
- e. The City will ensure the Property will be free of visible debris, junk and garbage before transfer of Property. The City will ensure there are no parties in possession of the Property before transfer of Property.

- f. The City shall to its best ability make staff available to assist when needed in any inspection of the Property during the work day and answer questions.

13. SPECIAL CONDITIONS/PROPERTY DEVELOPMENT:

- a. Prior to closing, Developer shall provide City with evidence of financial capacity to develop the Property. Financial capacity may be shown by providing City with evidence of financing or evidence of cash-on-hand sufficient to complete the Project (defined below) and the determination of compliance with financial capacity shall be within the sole discretion of City.
- b. The Project shall include completion of construction of a single-family residential unit on the Property.
- c. Developer shall obtain Building Permits within ninety (90) days, shall begin construction within twelve (12) months, and shall complete the construction within approximately two (2) years from the date of closing or December 31, 2028.
- d. Construction of the Project shall meet the requirements of the City of Albert Lea building code and zoning regulations.
- e. Developer shall maintain the Property including, but not limited to, mowing the lot, from the date of closing through the date of Project completion. Developer agrees that if Developer violates any of the Special Conditions listed in this Agreement, the Property shall revert to the City.
- f. Prior to commencing any construction upon the Property, Developer shall file any and all necessary applications at its own expense, and obtain any and all required approvals at its sole cost and expense, for the zoning and/or development of the Property as required by federal or state law and City ordinances, including without limitation, City's Zoning Ordinance, Subdivision Regulations and Building Codes. Nothing in this Agreement shall be construed as City approval of any required permit, variance, waiver, or exception needed by Developer to complete the Project in accordance with applicable law or this Agreement. Should Developer commence or continue construction of the Project without first obtaining the required approvals and/or permits, fee simple title to the Property shall revert to the City, all improvements upon the Property shall become the Property of the City, and Developer shall have no further recourse.
- g. It will be by mutual agreement of the Parties if changes or clarity is needed in the Agreement.

14. SPECIAL ASSESSMENTS: Pursuant to Minn. Stat. § 429.101, adoption of special assessments may occur.

The total cost of the assessments shall be four thousand and 00/100 dollars (\$4,000.00), which will be specially assessed. Such Special Assessment will be payable in one (1) installment and will bear interest at the rate 2% over current year bond true interest percent per annum from the date of the adoption of the assessment resolution. To the first installment shall be added interest on the entire first year assessment installment from the date of the assessment resolution until December 31, 2028. To each subsequent installment

when due, interest shall be added for one year on all unpaid installments. The rate of interest that will apply will not exceed 5.23% per year.

A Developer may at any time prior to certification of the assessment to the County on December 31, 2028 pay the entire assessment, with interest accrued to the date of payment. Such payment must be made at the City of Albert Lea Finance Department.

The proposed assessment roll is on file for public inspection at the City Clerk's office. The total amount of the proposed assessments shall be four thousand and 00/100 dollars (\$4,000.00). Written or oral objections will be considered. No appeal may be taken as to the amount of an assessment unless a signed, written objection is filed with the City Clerk prior to the hearing or presented to the presiding officer at the hearing. The Council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property Developer, as it deems advisable.

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

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

Developer may appeal an assessment to District Court pursuant to Minn. Stat. § 429.081 by serving notice of the appeal upon the Mayor or City Clerk within thirty (30) days after the adoption of the assessment and filing such notice with the District Court within ten (10) days after service upon the Mayor or City Clerk.

Under Minn. Stat. §§ 435.193 to 435.195 and the Albert Lea Special Assessment Policy, the council may, in its discretion, defer the payment of this special assessment for any homestead property owned by a person of 65 years of age or older, one retired by virtue of a permanent and total disability, or a member of the National Guard or other reserves ordered to active military service for whom it would be hardship to make the payments. When deferment of the special assessment has been granted and is terminated for any reason provided in that law, all amounts accumulated plus applicable interest shall become due. Any assessed property Developer meeting the requirements of this law may, within thirty (30) days of the confirmation of the assessment, apply to the City Clerk on the prescribed form for such deferral of payment of the special assessment on the property.

The Developer shall not sell the real property or assign its rights or interests or any part therein or its right or interest in this Agreement, or any part thereof without the written consent of the City, which approval shall not be unreasonably withheld. If the Developer sells, conveys, transfers, further mortgages or encumbers or disposes of such property, or any part thereof, or any interest therein, or agrees so to do, the Developer shall immediately pay on the assessment. This shall be in addition to any other remedies at law or equity available to the City.

15. MISCELLANEOUS:

- a. **Entire Agreement:** This Agreement contains the entire understanding of the parties as to the subject matter described herein.
- b. **Governing Law:** This Agreement and the rights of the Parties hereunder shall be governed by and interpreted in accordance with the laws of the State of Minnesota, and exclusive venue shall lie in Freeborn County, Minnesota.
- c. **Modifications:** This Agreement may not be amended or modified orally, but only by an instrument in writing signed by both Parties.
- d. **Non-Waiver:** The failure of any Party to exercise any right or power given hereunder, or to insist upon strict compliance by the other Party, shall not constitute a waiver by such Party of its right to demand strict compliance with the terms and provisions of this Agreement.
- e. **Captions:** Titles and captions have been inserted for convenience only and in no way define, limit, extend, or describe the scope or intent of this Agreement.
- f. **Attorney's Fees:** If either Party shall bring suit against the other as a result of an alleged breach or failure by the other Party to perform any obligations under this Agreement or shall seek declaratory relief with respect to any provision hereof, then the prevailing Party in such action shall, in addition to any other relief granted or awarded by the court, be entitled to judgment for reasonable attorney's fees incurred by reason of such action and all costs of suit in preparation thereof at both trial and appellate levels.
- g. **Severability:** Should any provision of this Agreement or the application thereof be held invalid or unenforceable to any extent, the remainder of this Agreement and the applications thereof shall not be affected thereby and shall continue to be valid and enforceable to the fullest extent, consistent with the intent of the Parties here

as evidenced by this Agreement.

- h. **Assignment:** This Agreement shall not be assigned by Developer nor shall the Property be conveyed to a third party prior to the final completion of the Project, without the prior written consent of the City. Any attempt to convey or assign this Agreement or to convey the Property prior to the completion of the Project by Developer shall trigger the reversion provisions of this Agreement and Limited Warranty Deed.

16. **NOTICE:** Any notices or other communication to any party in connection herewith shall be deemed to have been given on the date the same is deposited in the United States mail, registered or certified, return receipt requested, postage prepaid, or deposited with Federal Express, Airborne or another reputable overnight carrier, addressed to the party to which the notice is to be given at the address specified below, or at such other address as such party shall have specified to the other party hereto in writing and not less than ten (10) days prior to the effective date of the address change.

To the City: City of Albert Lea
 Attn: City Manager
 221 Clark Street East
 Albert Lea, MN 56007
 (507) 377-4330

To the Developer: Marjorie J. Petersen
 11445 247th Avenue Northwest
 Zimmerman, MN 55398
 (763) 843-5403

17. **INDEMNITY: DEVELOPER WILL INDEMNIFY AND HOLD CITY, ITS OFFICERS, OFFICIALS, AND EMPLOYEES HARMLESS FROM AND AGAINST ANY CLAIMS, JUDGMENTS, (INCLUDING COSTS, INTEREST AND REASONABLE ATTORNEY'S FEES) OR LIABILITY OF ANY KIND FOR PERSONAL INJURY, INCLUDING DEATH, OR PROPERTY DAMAGE CAUSED AS A RESULT OF THE NEGLIGENCE OF DEVELOPER, ITS EMPLOYEES, AGENTS, CONTRACTORS, SUBCONTRACTORS, INVITEES, CUSTOMERS OR GUESTS. DEVELOPER WILL ALSO INDEMNIFY AND HOLD CITY, ITS OFFICERS, OFFICIALS, AND EMPLOYEES HARMLESS FROM AND AGAINST ANY AND ALL LOSS OR DAMAGE CAUSED BY ITS MISREPRESENTATIONS, INACCURACIES AND/OR OMISSIONS IN INFORMATION, PLUS ANY COST, EXPENSE OR LIABILITY, INCLUDING ATTORNEY FEES, ARISING FROM THE ENFORCEMENT OF THIS INDEMNIFICATION.**

Developer shall indemnify, defend and hold the City, their officers, agents and employees harmless from any and all claims, damages, losses, causes of action and demands, including, without limitation, the payment of all consequential damages, expert witness

fees, reasonable attorney's fees and other related costs and expenses, incurred in connection with or in any manner arising out of Developer's performance of the work.

Developer's request to purchase and develop the property signifies that the Developer is not covered under the City's general liability insurance, employee benefits, or worker's compensation. Developer's obligation to indemnify shall survive expiration or termination of the request to purchase and develop the property and shall not be restricted to insurance proceeds, if any, received by the City, and their officers, agents and employees.

18. **LEGAL ADVICE.** Developer acknowledges that: (a) the City has not provided legal advice, and (b) Developer has had an opportunity to see appropriate legal counsel to assist with this matter.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

Marjorie J. Petersen

City of Albert Lea

By: _____
Patrick Ian Rigg
Its City Manager

By: _____
Rich Murray
Its Mayor

STATE OF MINNESOTA)
) ss.
COUNTY OF Freeborn)

On this _____ day of August, 2026, before me, a Notary Public within and for said County and State, personally appeared Marjorie J. Petersen.

Notary Public

STATE OF MINNESOTA)
) ss.
COUNTY OF FREEBORN)

On this _____ day of August, 2026, before me, a Notary Public within and for said County and State, personally appeared Patrick Ian Rigg, the City Manager; and Rich Murray, the Mayor, of the City of Albert Lea.

Notary Public

Prepared by:
Joel M. Holstad #402970
Albert Lea City Attorney
3055 Bellaire Avenue
St. Paul, MN 55110-4535
(651) 274-8989
holstad2000@yahoo.com

EXHIBIT “A” BID

RE: City of Albert Lea to Marjorie Petersen

Reversionary Interest

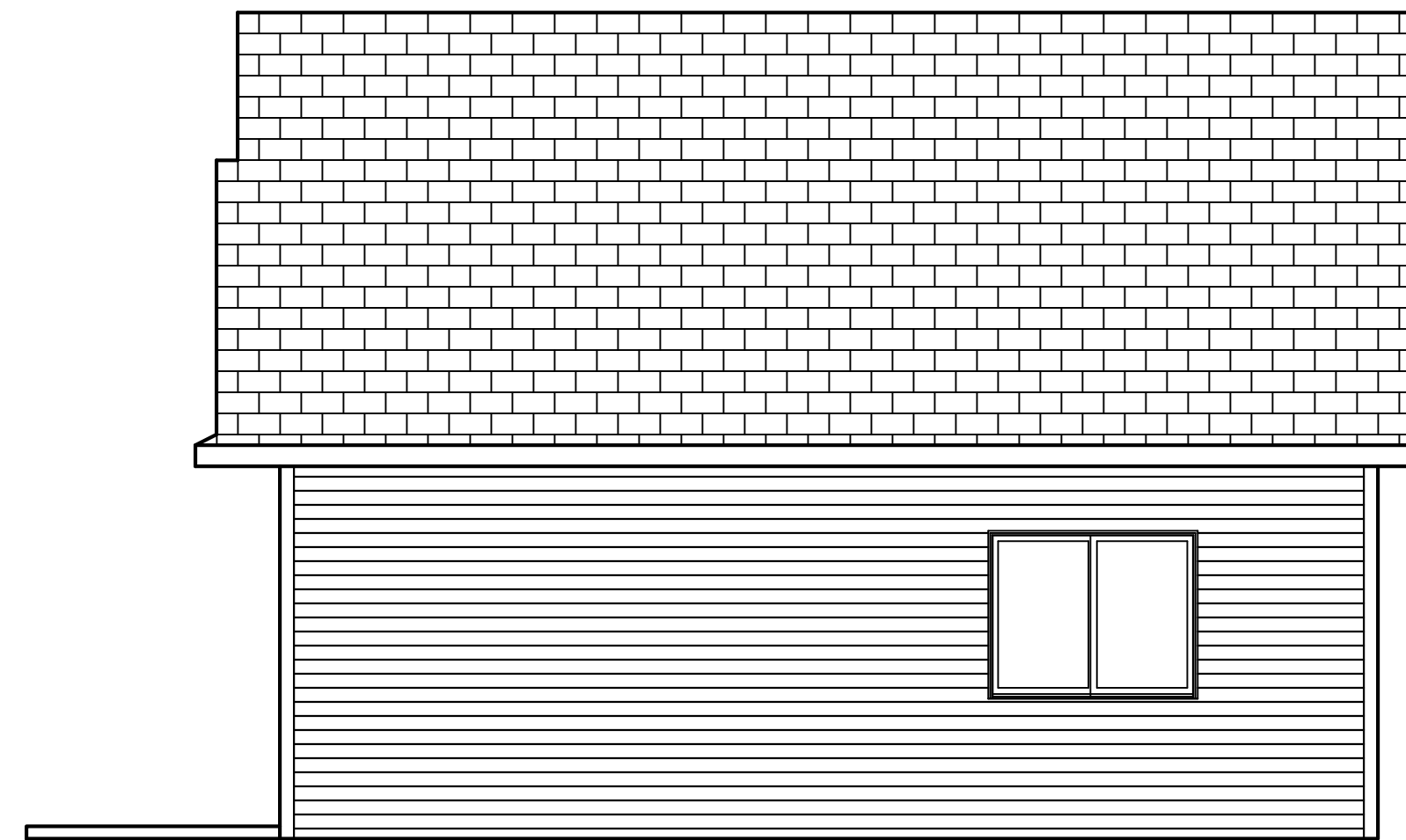
The Developer understands and agrees that should it fail to comply with the terms of this Agreement, the Property shall revert to the City, and Developer shall not be entitled to any compensation for improvements to the Property. Further, Developer agrees that under such circumstances, Developer shall execute all documents necessary to effectuate the reversion of the Property to City. This provision shall survive closing on the Property. The Developer shall be given thirty (30) days written notice and the opportunity to correct any terms not complied with pursuant to this Agreement.

Assessment

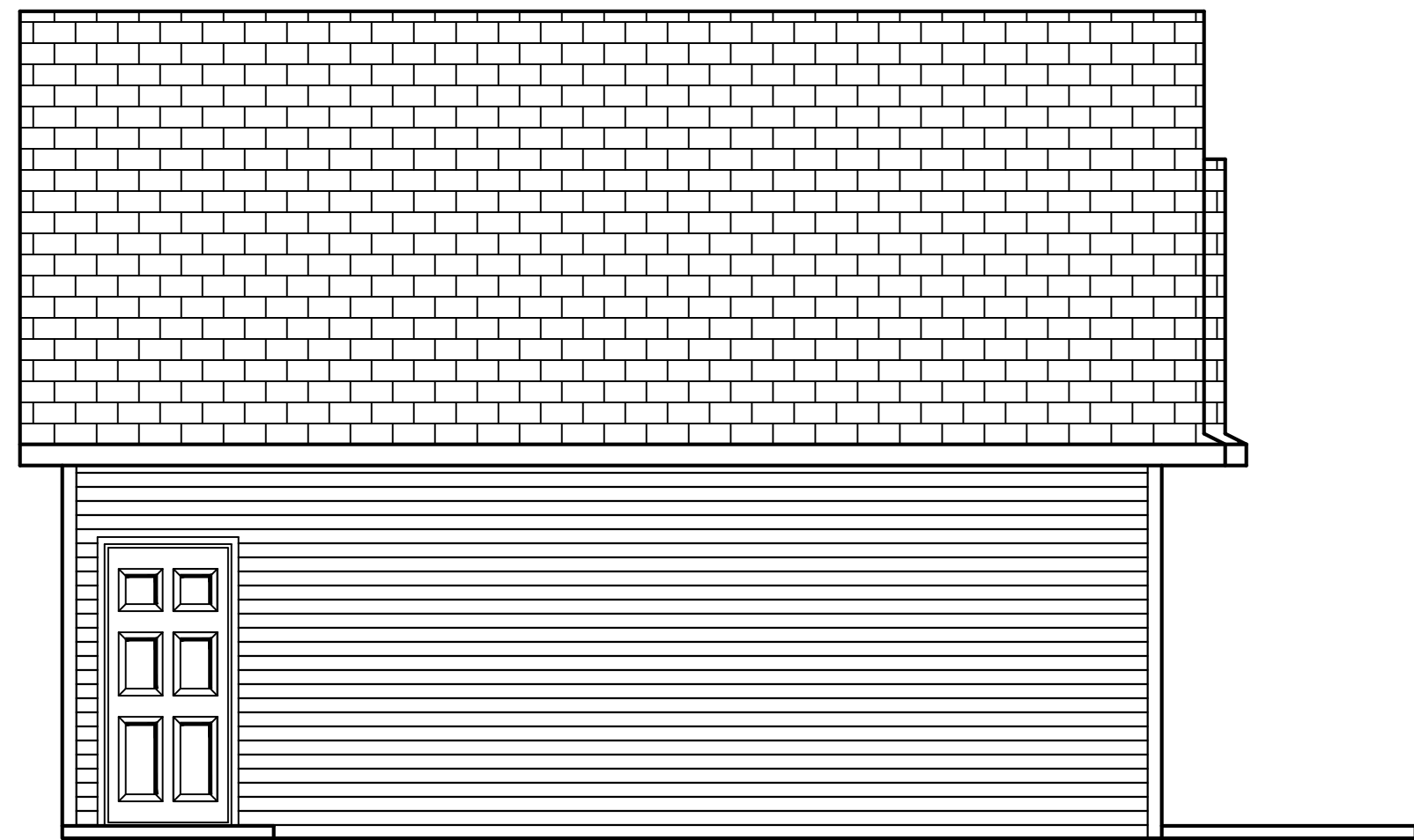
If Developer fails to construct/complete the single-family housing unit by approximately December 31, 2028, the value of four thousand and 00/100 dollars (\$4,000.00) may be specially assessed to the Property and paid in one (1) installment or in advance.



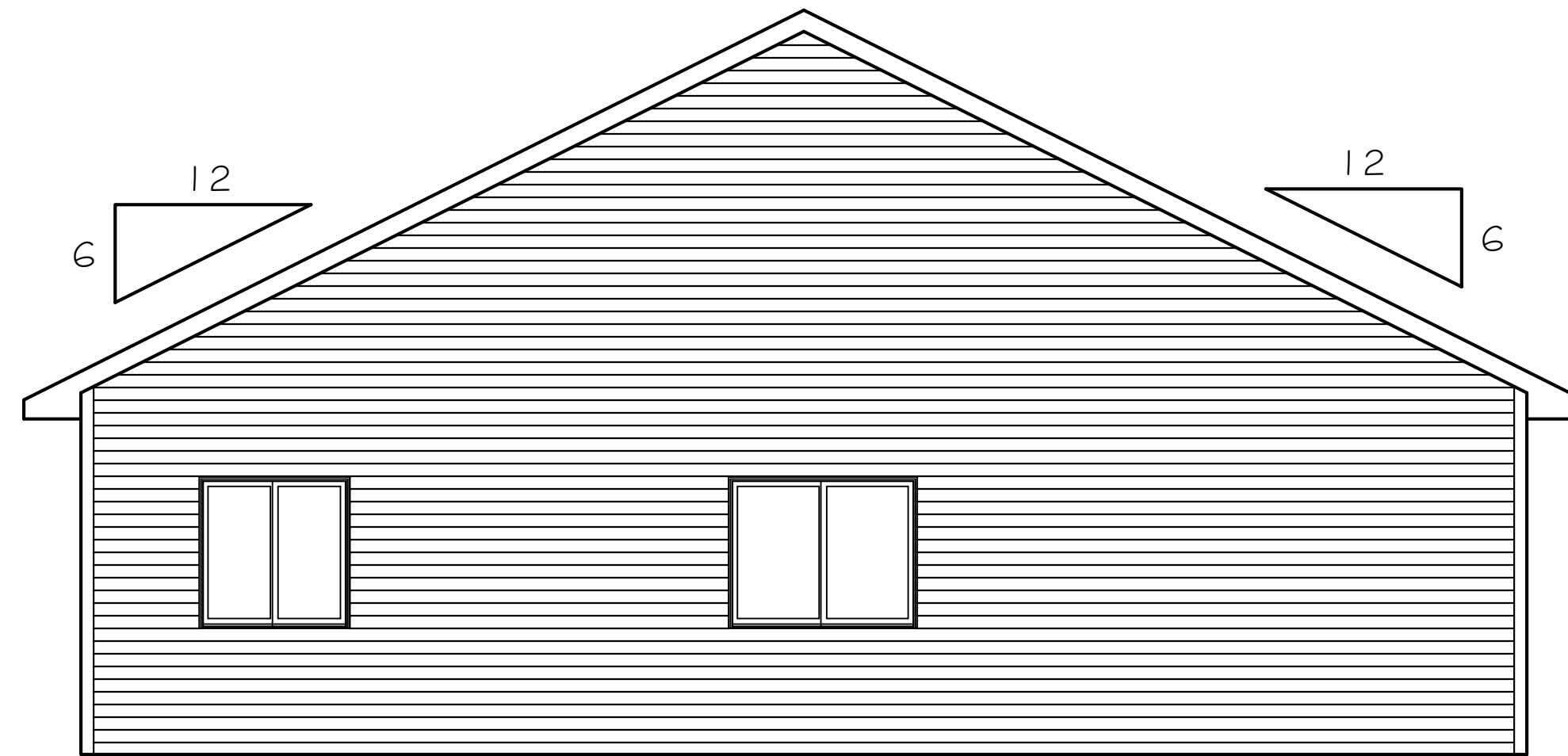
A FRONT ELEVATION
101 SCALE 1/4" = 1'-0"



B RIGHT ELEVATION
101 SCALE 1/4" = 1'-0"



C RIGHT ELEVATION
101 SCALE 1/4" = 1'-0"

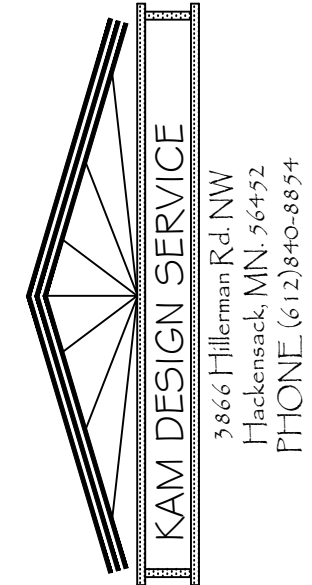


D REAR ELEVATION
101 SCALE 1/4" = 1'-0"

NOTE:
THESE PLANS ARE PREPARED AS A DRAFTING SERVICE ONLY.
GENERAL CONTRACTOR ASSUMES FULL RESPONSIBILITY FOR ALL
DIMENSIONS, GRADES, ELEVATIONS, NOTES, AND CONFORMITY TO
LOCAL BUILDING CODES.
VERIFY THESE PLANS FOR ANY POSSIBLE CHANGES OR CORRECTIONS
PRIOR TO CONSTRUCTION.

NOTE:
ALL BEAMS AND STRUCTURAL MEMBER SIZES
TO BE DETERMINED AND VERIFIED BY
SUPPLIERS AND CONTRACTOR.
ROOM DIMENSIONS TO BE APPROXIMATE AND
TO BE DETERMINED ON JOB SITE.

REVISIONS	BY



Marjorie Petersen
725 Placeview Lane
Albert Lea, MN.

MAIN FLOOR PLAN

DRAWN BY:
GREG HUSTON

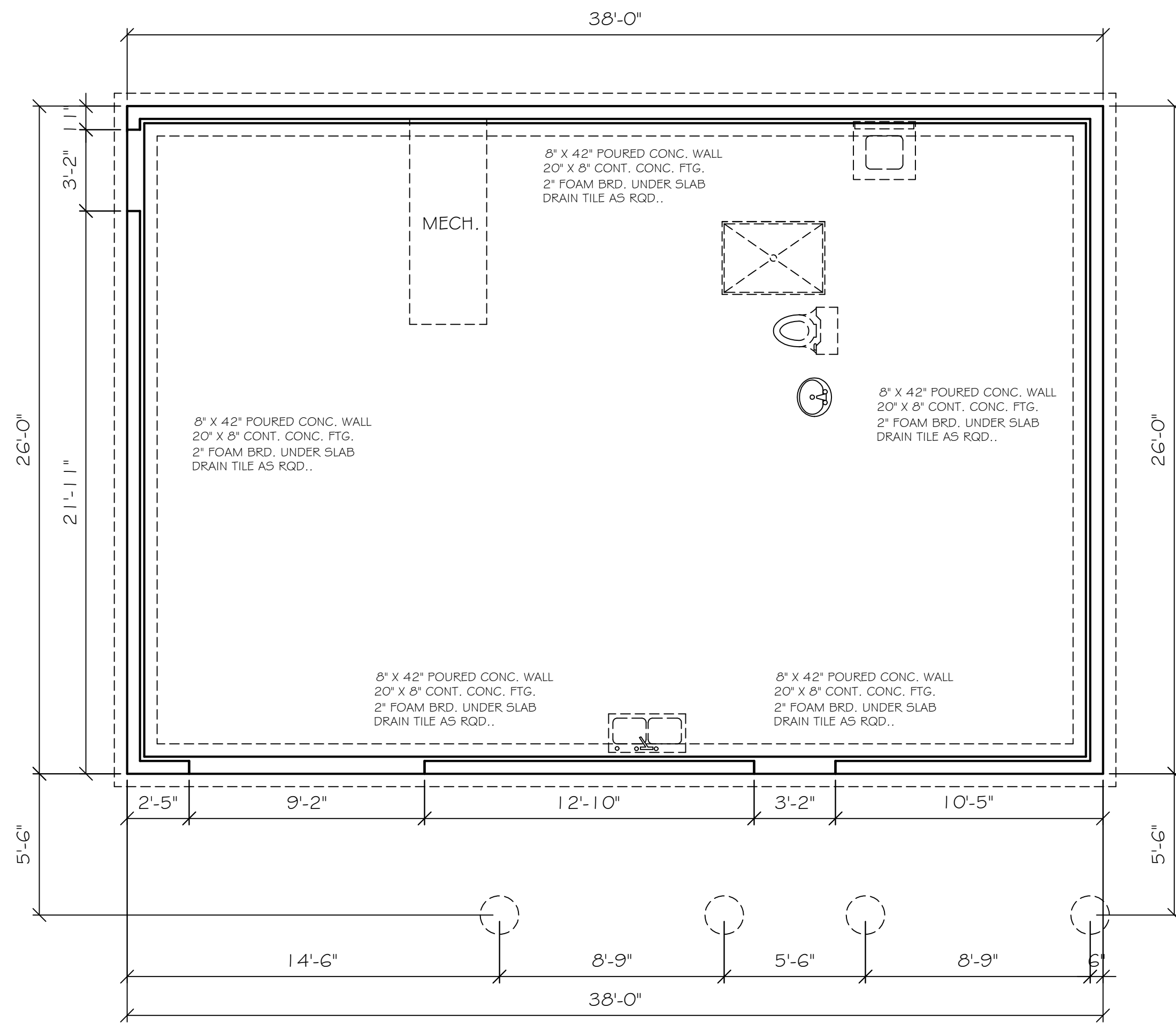
DATE
7/16/26

SCALE
1/4" = 1'-0"

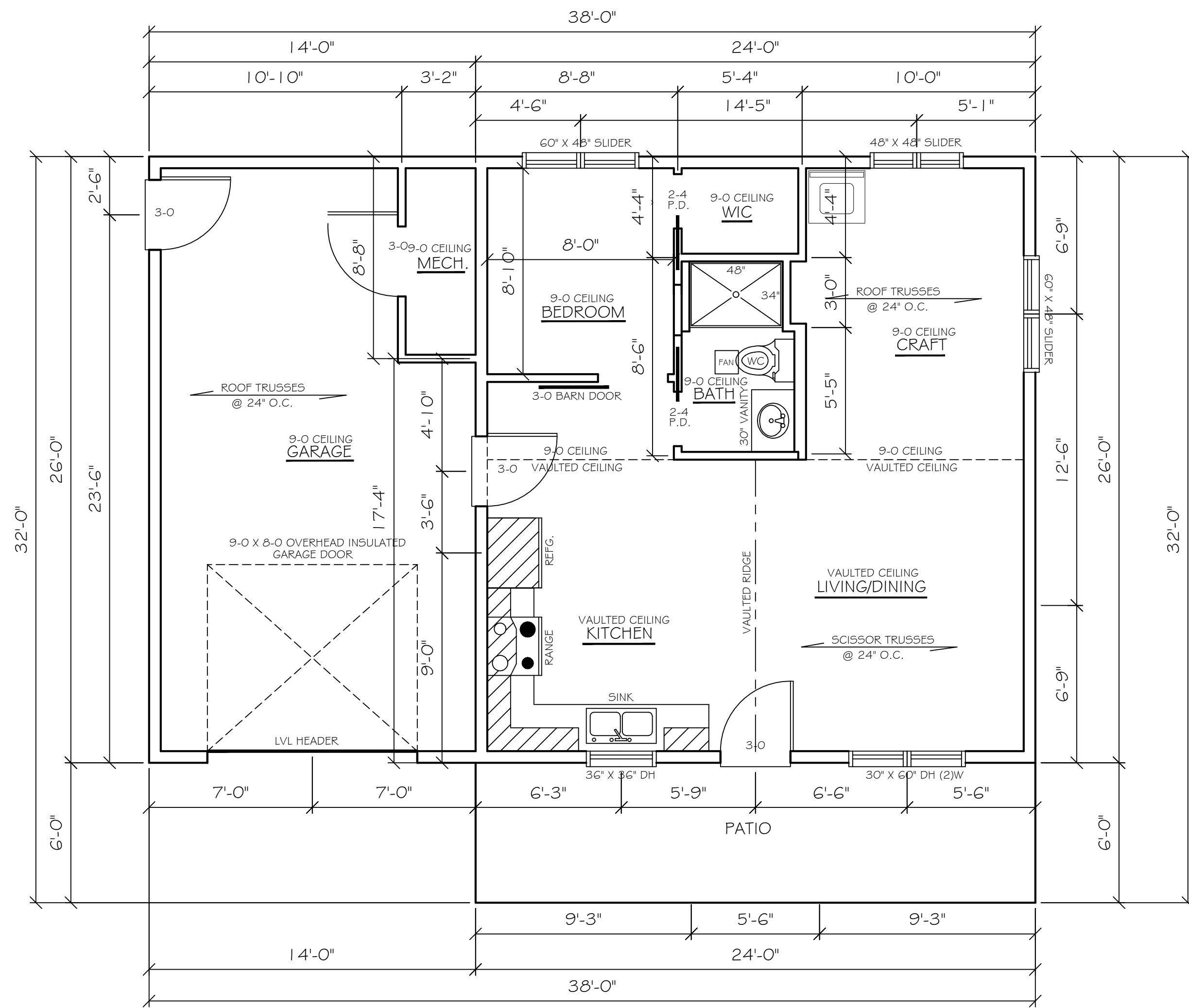
JOB NO.
131-2026

SHEET

A-101



FOUNDATION PLAN

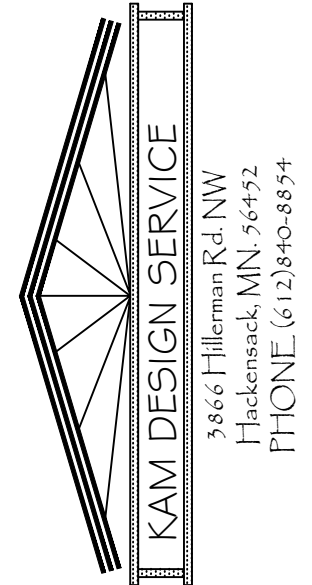


MAIN FLOOR PLAN
624 SQ. FT.

NOTE:
THESE PLANS ARE PREPARED AS A DRAFTING SERVICE ONLY.
GENERAL CONTRACTOR ASSUMES FULL RESPONSIBILITY FOR ALL
DIMENSIONS, GRADES, ELEVATIONS, NOTES, AND CONFORMITY TO
LOCAL BUILDING CODES.
VERIFY THESE PLANS FOR ANY POSSIBLE CHANGES OR CORRECTIONS
PRIOR TO CONSTRUCTION.

NOTE:
ALL BEAMS AND STRUCTURAL MEMBER SIZES
TO BE DETERMINED AND VERIFIED BY
SUPPLIER AND CONTRACTOR.
ROOM DIMENSIONS TO BE APPROXIMATE AND
TO BE DETERMINED ON JOB SITE.

REVISIONS	BY



5466 Tillerman Rd NW
Blaine, MN 55425
PHONE: (612) 840-8899

Marjorie Petersen
725 Placeview Lane
Albert Lea, MN.

FLOOR PLANS

DRAWN BY:
GREG HUSTON

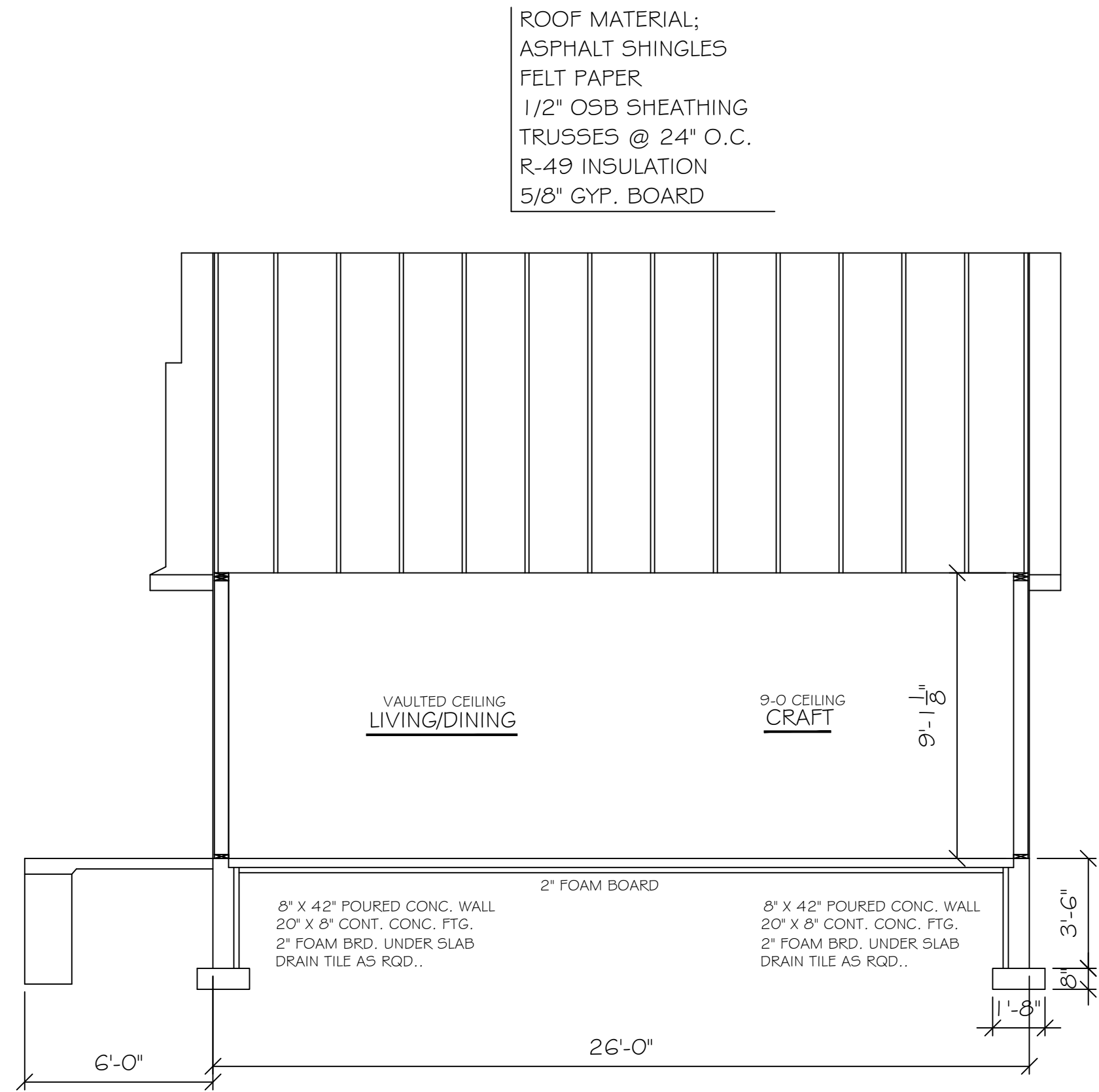
DATE
7/16/26

SCALE
1/4" = 1'-0"

JOB NO.
131-2026

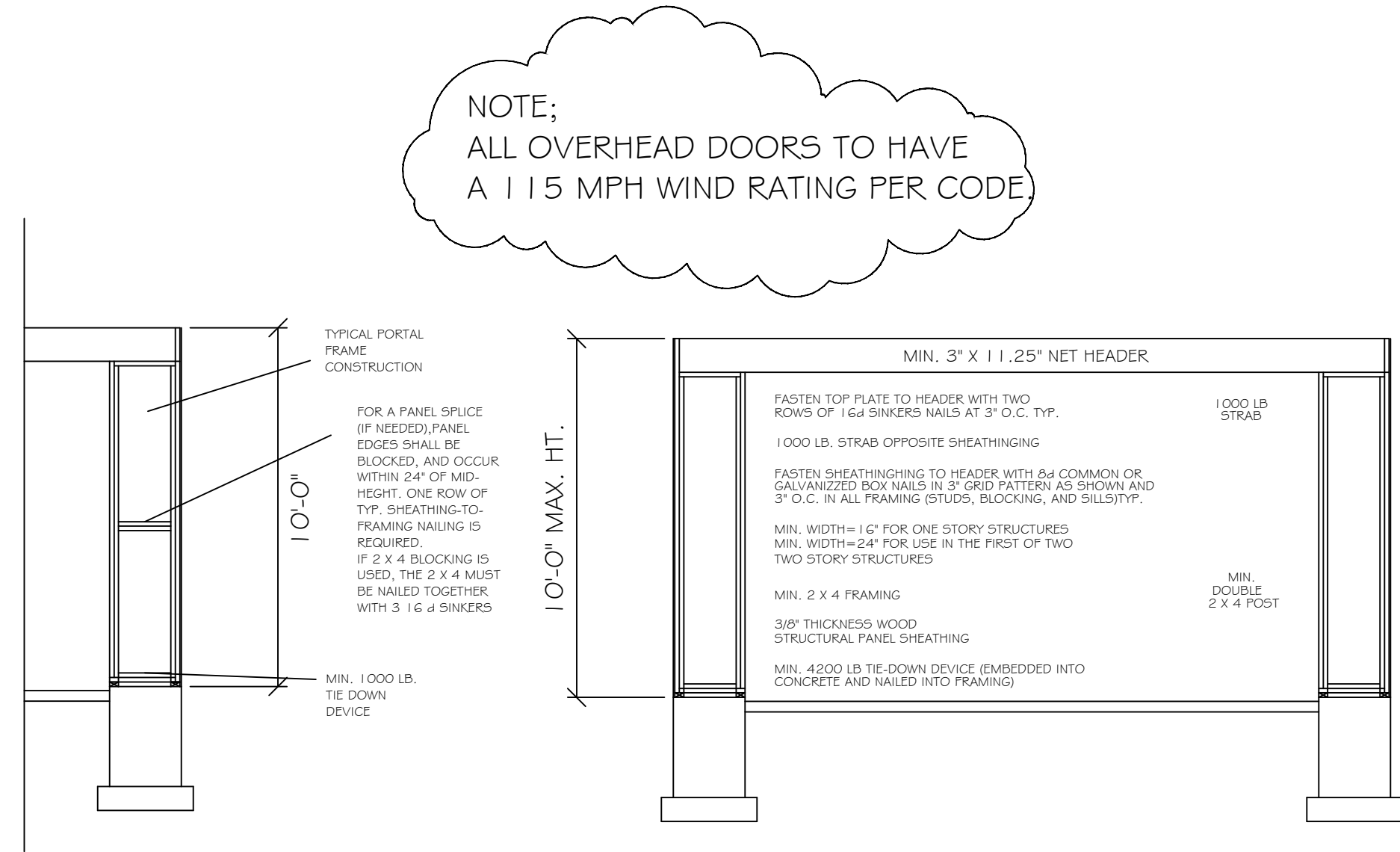
SHEET

A-102



BUILDING SECTION
SCALE 1/4"= 1'-0"

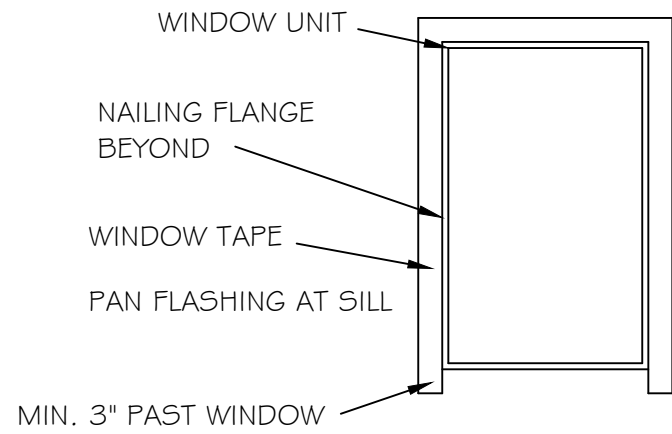
EXTERIOR WALL MATERIALS;
SIDING TBD
TYVEK HOUSE WRAP
7/16" OSB SHEATHING
2X6 STUDS @ 16" O.C.
R-21 BATT INSULATION
POLY VAPOR BARRIER
1/2" GYPSUM BOARD



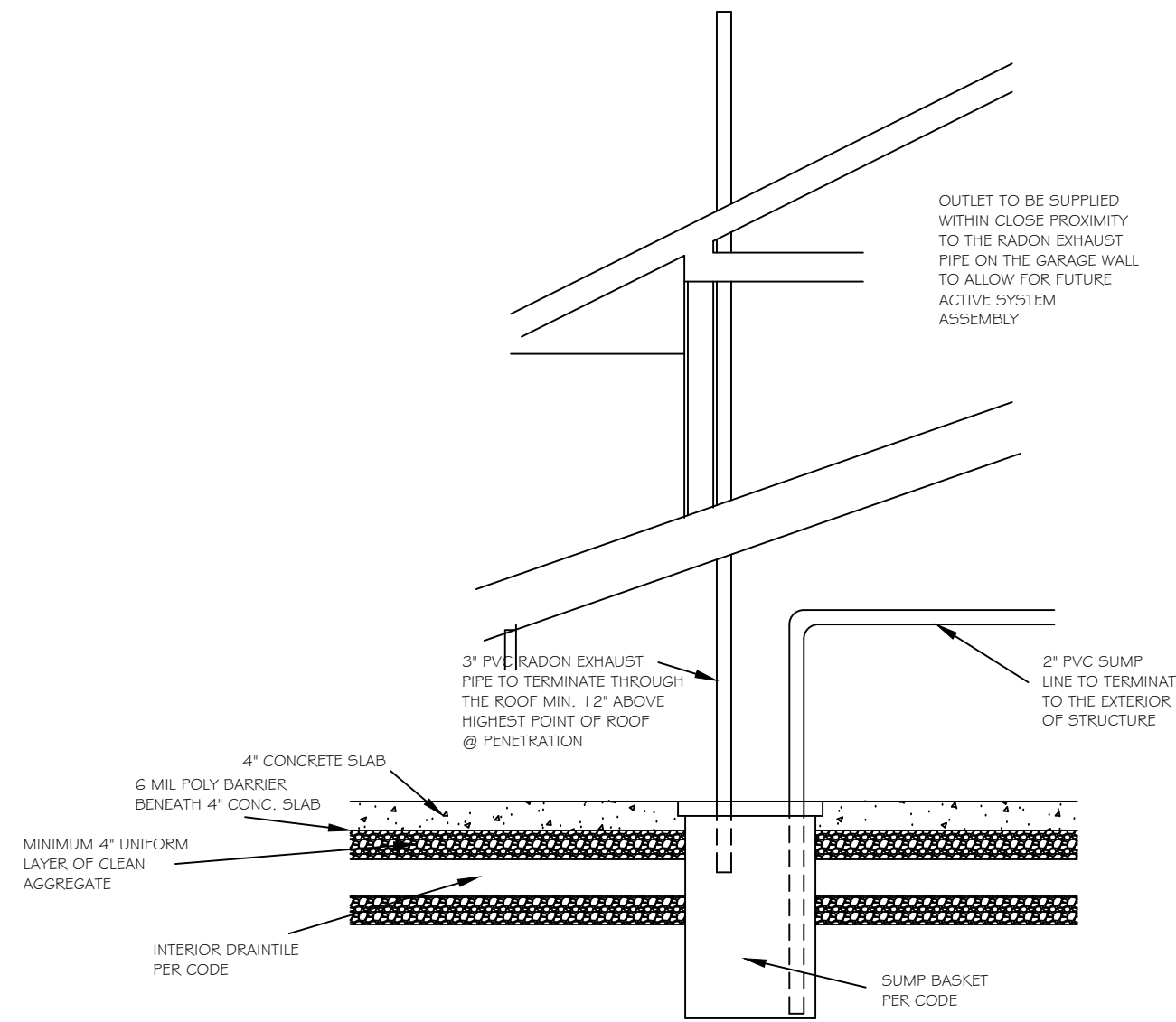
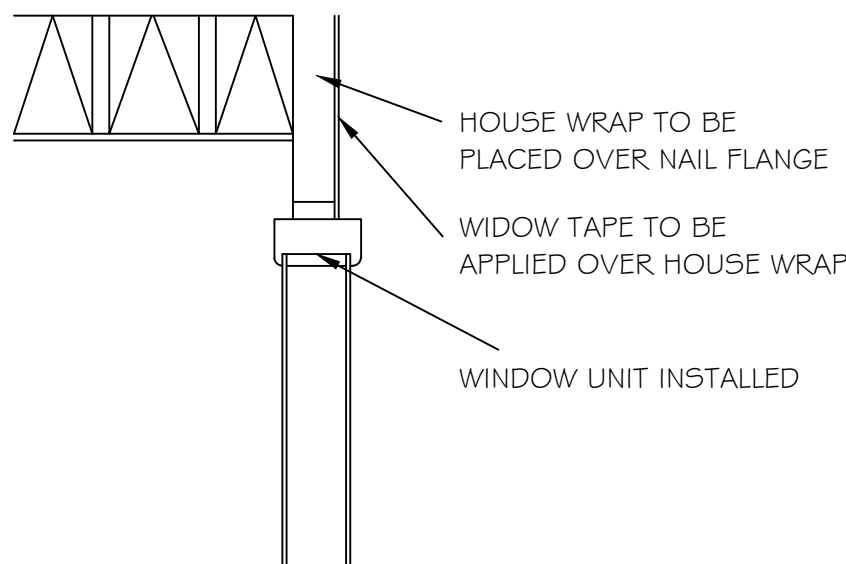
ENERGY CODE NOTE:

CONTRACTOR AND SUB-CONTRACTOR ARE RESPONSIBLE FOR COMPLIANCE OF THE CURRENT CODE AS REQUIRED.

1. INTERIOR VAPOR RETARDER ON INSULATED CEILINGS, WALLS AND FLOORS.
2. CONTINUOUS AIR BARRIER AT ALL PLUMBING AND HEATING PENETRATIONS.
3. FIRE STOPS MUST BE INSTALLED TO BLOCK AIR MOVEMENT INTO ATTIC.
4. PENETRATIONS IN THE BUILDING ENEVELOPE FOR ELECTRICAL AND TELECOMMUNICATIONS (EXCEPT FOR ELECTRICAL BOXES AND FAN HOUSINGS) MUST BE SEALED TO PREVENT AIR LEAKAGE.
5. WIND WASH BARRIER REQUIRED AT THE EXTERIOR EDGE OF ATTIC INSULATION.
6. WIND WASH BARRIER REQUIRED AT OVERHANG SUCH AS CANTILEVERED FLOORS AND BAY WINDOWS.
7. WINDOW AND DOOR FRAMES MUST BE SEALED.
8. ALL EXTERIOR JOINTS THAT MAY BE A SOURCE OF AIR INTRUSION MUST BE SEALED.
9. RIM JOISTS MUST BE SEALED TO PREVENT AIR LEAKAGE.
10. TOPS OF INTERIOR PARTITION WALLS MUST BE SEALED TO PREVENT AIR LEAKAGE.
11. ELECTRICAL BOXES AND FANS MUST BE SEALED TO PREVENT AIR LEAKAGE.
12. BETWEEN WALL ASSEMBLIES, RIM JOISTS, AND FOUNDATIONS MUST BE SEALED TO PREVENT AIR LEAKAGE.
13. A MECHANICAL VENTILATION SYSTEM WHICH REPLACES, BY DIRECT OR INDIRECT MEANS, AIR FROM HABITABLE ROOMS WITH OUTDOOR AIR (THIS WOULD ALLOW EXHAUST ONLY, AIR EXCHANGER OR HEAT RECOVERY VENTILATOR-HRV)
14. DIRECT VENT, POWER VENT, OR SEALED COMBUSTION FURNACE, WATER HEATER, OR GAS FIREPLACE.
15. IF ANY SINGLE EXHAUST DEVICE (E.G. KITCHEN FAN OR DRYER) OVER 300 CFM IS INSTALLED. A SEALED COMBUSTION FURNACE MUST BE USED OR AN ALTERNATIVE MAKE UP AIR SOURCE MUST BE USED.



WINDOW TAPE DETAIL

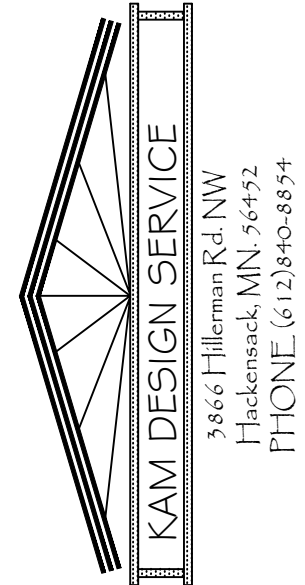


PASSIVE RADON DETAIL

NOTE:
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VERIFY THESE PLANS FOR ANY POSSIBLE CHANGES OR CORRECTIONS
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NOTE:
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TO BE DETERMINED AND VERIFIED BY
SUPPLIERS AND CONTRACTOR.
ROOM DIMENSIONS TO BE APPROXIMATE AND
TO BE DETERMINED ON JOB SITE.

REVISIONS	BY



Marjorei Petersen
725 Placeview Lane
Albert Lea, MN.

SECTION/DETAILS

DRAWN BY:
GREG HUSTON

DATE
7/16/26

SCALE
1/4" = 1'-0"

JOB NO.
131-2026

SHEET

A-103

RESOLUTION 26-XX

Introduced by Councilor

RESOLUTION AUTHORIZING ACTION ON TAX
FORFEITED PROPERTIES - ASSESSMENTS

WHEREAS, the City of Albert Lea has received notification from the County Auditor-Treasurer's Office of parcels of land located within the city limits of the City of Albert Lea that have been forfeited to the State of Minnesota for non-payment of property taxes;

WHEREAS, those parcels of land located within the city limits of the City of Albert Lea that have been forfeited to the State of Minnesota for non-payment of property taxes are listed in Exhibit A; and

WHEREAS, per Minn. Stat. § 282.01, the classification and sale of such lands may be approved by the governing body in which the lands are located;

WHEREAS, per Minn. Stat. § 429.071, when a parcel of tax-forfeited land is returned to private ownership and the parcel is benefited by an improvement for which special assessments were canceled because of the forfeiture, the municipality that made the improvement may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to the parcel in an amount equal to the amount remaining unpaid on the original assessment;

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

Sec. 1. The reinstated assessment amounts per Exhibit A will be added back to the property when the parcel returns to the tax rolls;

Sec. 2. The sales price of the forfeited properties includes the delinquent assessments;

Sec. 3. Any assessment balances may be reduced, or terms renegotiated in a separate development agreement between the purchaser and the City and any such agreement would be approved by Council resolution

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, Herman, 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 10th day of August, 2026

Mayor Rich Murray

Filed and attested this 11th day of August, 2026

Secretary of the Council

EXHIBIT A

Parcel	Property Address	2026 Special Assessment Amount	After 2026 Assessment Amount	Total Reinstated	Delinquent Special Assessments (included in forfeiture sales price)	Total Assessments due on property
34.036.1200	613 5th St E Albert Lea, MN 56007	\$ 878.34	\$ 4,075.62	\$ 4,953.96	\$ 1,896.44	\$ 6,850.40
34.115.0430	1317 Louis St Albert Lea, MN 56007	\$ 2,617.08	\$ -	\$ 2,617.08	\$ 1,674.33	\$ 4,291.41
34.172.0270	819 Bridge Ave Albert Lea, MN 56007	\$ 1,715.14	\$ -	\$ 1,715.14	\$ 32,447.39	\$ 34,162.53
34.180.1620	509 Minnesota Ave Albert Lea, MN 56007	\$ 568.61	\$ -	\$ 568.61	\$ 7,364.69	\$ 7,933.30
34.180.2320	819 Garfield Ave Albert Lea, MN 56007	\$ 2,650.23	\$ -	\$ 2,650.23	\$ 5,279.36	\$ 7,929.59
34.413.0110	2111 Paradise Rd Albert Lea, MN 56007	\$ 3,443.31	\$ 929.25	\$ 4,372.56	\$ 14,288.77	\$ 18,661.33
34.413.0130	2081 Paradise Rd Albert Lea, MN 56007	\$ 3,443.31	\$ 929.25	\$ 4,372.56	\$ 14,288.77	\$ 18,661.33
34.413.0140	2071 Paradise Rd Albert Lea, MN 56007	\$ 3,617.07	\$ 1,829.79	\$ 5,446.86	\$ 14,863.21	\$ 20,310.07
34.413.0150	2061 Paradise Rd Albert Lea, MN 56007	\$ 3,426.83	\$ 843.87	\$ 4,270.70	\$ 14,234.30	\$ 18,505.00
34.413.0280	2120 Paradise Rd Albert Lea, MN 56007	\$ 3,264.00	\$ -	\$ 3,264.00	\$ 13,696.00	\$ 16,960.00
34.413.0290	2106 Paradise Rd Albert Lea, MN 56007	\$ 3,264.00	\$ -	\$ 3,264.00	\$ 13,696.00	\$ 16,960.00
34.417.0070	1851 Paradise Rd Albert Lea, MN 56007	\$ 3,264.00	\$ -	\$ 3,264.00	\$ 13,696.00	\$ 16,960.00
34.417.0200	1809 Tiger Ridge Dr Albert Lea, MN 56007	\$ 3,264.00	\$ -	\$ 3,264.00	\$ 13,696.00	\$ 16,960.00
34.417.0220	1772 Tiger Ridge Rd Albert Lea, MN 56007	\$ 3,264.00	\$ -	\$ 3,264.00	\$ 13,696.00	\$ 16,960.00
		\$ 38,679.92	\$ 8,607.78	\$ 47,287.70	\$ 174,817.26	\$ 222,104.96

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 \$2,495,158.63, 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, Herman, 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 10th day of August, 2026

Mayor Rich Murray

Filed and attested this 11th day of August, 2026

Secretary of the Council

Claims Over \$25,000

City of Albert Lea Council Meeting 08/10/2026

- **\$25,269.30– Bolton & Menk Inc**
WWTP Phosphorus Removal Design
- **\$26,304.93 – BCM Construction**
Pay Estimate 14 – Lead Service Line Replacement Project
- **\$26,792.00 – Freeborn County Co-op Oil**
Unleaded Gas
- **\$27,076.00 – Minnesota Department of Health**
Water Service Connection Fee
- **\$28,675.72 – Albert Lea Convention & Visitors Bureau**
Lodging Tax
- **\$31,230.00 – Freeborn County Co-op Oil**
Diesel Fuel
- **\$36,304.25– Bolton & Menk Inc**
WWTP Facility Improvements Preliminary Engineering
- **\$49,369.53 – Solar Connection**
Solar – City Hall



Claims Over \$25,000

City of Albert Lea Council Meeting 08/10/2026

- **\$86,749.70 – Jensen Excavating & Trucking**
Pay Estimate 5 – St. Mary & 14th Street Reconstruction
- **\$155,006.65 – GM Contracting**
Pay Estimate 1 – Sorensen Road Watermain Replacement Project
- **\$195,074.22 – Ulland Brothers**
Pay Estimate 2 – Neighborhood Improvement Project – Job 2601
- **\$222,893.88 – Southeast Service Coop**
Health Insurance – Approximately 87% Employer and 13% Employee
- **\$298,240.72 – ICON LLC**
Pay Estimate 2 – St. Valley & Marshall Street Reconstruction

Accounts Payable

Checks for Approval

User: nthoms
Printed: 8/5/2026 - 1:46 PM



Check Number	Check Date	Fund	Account Name	Vendor Name	Amount
0	07/31/2026	101 General	Medical Flex Payable	WEX Health Inc	406.68
0	07/31/2026	101 General	Employee Programs	US Bank	116.22
0	07/31/2026	101 General	Dues,Subscriptions,Ee Licenses	US Bank	350.00
0	07/31/2026	602 Sewer	Training & Education	US Bank	55.00
0	07/31/2026	101 General	Dues,Subscriptions,Ee Licenses	US Bank	6.47
0	07/31/2026	234 Blight/Hazardous Mitigation	Expert & Professional Services	US Bank	1.00
0	07/31/2026	101 General	Credit Card & Bank Fees	US Bank	62.26
0	07/31/2026	101 General	Supplies	US Bank	178.27
0	07/31/2026	101 General	Supplies	US Bank	16.35
0	07/31/2026	101 General	Training & Education	US Bank	195.00
0	07/31/2026	101 General	Supplies	US Bank	61.95
0	07/31/2026	101 General	Travel Expense	US Bank	463.23
0	07/31/2026	101 General	Credit Card & Bank Fees	US Bank	25.65
0	07/31/2026	101 General	Travel Expense	US Bank	308.54
0	07/31/2026	101 General	Furniture, Equipment & Tools	US Bank	136.00
0	07/31/2026	101 General	Supplies	US Bank	55.32
0	07/31/2026	701 CG - Vehicle & Equip Capital	Vehicles (Licensed)	US Bank	1,179.00
0	07/31/2026	101 General	Supplies	US Bank	69.26
0	07/31/2026	101 General	Dues,Subscriptions,Ee Licenses	US Bank	315.00
0	07/31/2026	101 General	Supplies	US Bank	17.82
0	07/31/2026	101 General	Credit Card & Bank Fees	US Bank	37.40
0	07/31/2026	101 General	Supplies	US Bank	9.94
0	07/31/2026	101 General	Supplies	US Bank	41.20
0	07/31/2026	101 General	Postage	US Bank	10.47
0	07/31/2026	101 General	Telephone & Internet	US Bank	134.76
0	07/31/2026	101 General	Supplies	US Bank	11.48
0	07/31/2026	101 General	Supplies	US Bank	195.49
0	07/31/2026	101 General	Supplies	US Bank	53.06
0	07/31/2026	101 General	Training & Education	US Bank	735.00
0	07/31/2026	101 General	Furniture, Equipment & Tools	US Bank	38.82
0	07/31/2026	101 General	Supplies	US Bank	33.35
0	07/31/2026	101 General	Training & Education	US Bank	175.00
0	07/31/2026	101 General	Furniture, Equipment & Tools	US Bank	28.40
0	07/31/2026	101 General	Building Repair Supplies	US Bank	35.28

Check Number	Check Date	Fund	Account Name	Vendor Name	Amount
0	07/31/2026	601 Water	Credit Card & Bank Fees	US Bank	54.98
0	07/31/2026	101 General	Travel Expense	US Bank	547.61
0	07/31/2026	101 General	Training & Education	US Bank	35.00
0	07/31/2026	101 General	Training/ Instruction Supplies	US Bank	25.00
0	07/31/2026	101 General	Motor Fuels	US Bank	21.55
0	07/31/2026	101 General	Travel Expense	US Bank	438.79
0	07/31/2026	101 General	Furniture, Equipment & Tools	US Bank	1,391.00
0	07/31/2026	101 General	Building Repair Supplies	US Bank	21.19
0	07/31/2026	101 General	Cash Short/Over	US Bank	7.49
0	07/31/2026	234 Blight/Hazardous Mitigation	Expert & Professional Services	US Bank	1.00
0	07/31/2026	602 Sewer	Training & Education	US Bank	1.18
0	07/31/2026	234 Blight/Hazardous Mitigation	Expert & Professional Services	US Bank	1.00
0	07/31/2026	603 Solid Waste	Training & Education	US Bank	240.00
0	07/31/2026	101 General	Dues,Subscriptions,Ee Licenses	US Bank	90.00
0	07/31/2026	101 General	Postage	US Bank	16.80
0	07/31/2026	101 General	Furniture, Equipment & Tools	US Bank	186.96
0	07/31/2026	101 General	Supplies	US Bank	186.78
0	07/31/2026	101 General	Supplies	US Bank	10.00
0	07/31/2026	603 Solid Waste	Training & Education	US Bank	5.16
0	07/31/2026	101 General	Motor Fuels	US Bank	20.09
0	07/31/2026	101 General	Refuse Disposal	US Bank	245.25
0	07/31/2026	101 General	Motor Fuels	US Bank	281.94
0	07/31/2026	101 General	Training & Education	US Bank	250.00
0	07/31/2026	101 General	Furniture, Equipment & Tools	US Bank	275.34
0	07/31/2026	101 General	Credit Card & Bank Fees	US Bank	571.33
0	07/31/2026	101 General	Travel Expense	US Bank	463.23
0	07/31/2026	101 General	Library Selco/Software	US Bank	203.88
0	07/31/2026	101 General	Training & Education	US Bank	-175.00
0	07/31/2026	101 General	Supplies	US Bank	133.85
0	07/31/2026	603 Solid Waste	Supplies	US Bank	11.98
0	07/31/2026	101 General	Training & Education	US Bank	895.00
0	07/31/2026	603 Solid Waste	Credit Card & Bank Fees	US Bank	640.58
0	07/31/2026	101 General	Postage	US Bank	7.10
0	07/31/2026	101 General	Dues,Subscriptions,Ee Licenses	US Bank	1.94
0	07/31/2026	101 General	Training & Education	US Bank	175.00
0	07/31/2026	101 General	Postage	US Bank	8.52
0	07/31/2026	101 General	Supplies	US Bank	185.58
0	07/31/2026	101 General	Supplies	US Bank	82.26
0	07/31/2026	101 General	Software/Software Subscription	US Bank	220.97
0	07/31/2026	101 General	Supplies	US Bank	210.47
0	07/31/2026	602 Sewer	Credit Card & Bank Fees	US Bank	13.41
0	07/31/2026	101 General	Supplies	US Bank	52.56
0	08/10/2026	101 General	Minnesota Paid Leave	Minnesota Paid Leave	15,044.66
0	08/10/2026	101 General	Medical Flex Payable	WEX Health Inc	268.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Amount
0	08/10/2026	101 General	Minnesota Paid Leave	Minnesota Paid Leave	15,044.66
0	08/10/2026	101 General	Health Insurance	Southeast Service Coop	4,975.98
0	08/10/2026	101 General	Dependent Flex Payable	WEX Health Inc	850.00
0	08/10/2026	101 General	Medical Insurance Payable	Southeast Service Coop	217,917.90
0	08/10/2026	601 Water	Expert & Professional Services	BCM Construction	26,304.93
0	08/10/2026	101 General	Expert & Professional Services	First Choice Background Screening	24.50
0	08/10/2026	602 Sewer	Travel Expense	Brandon Huston	514.56
0	08/10/2026	602 Sewer	Expert & Professional Services	Minnesota Valley Testing Laboratories	240.50
0	08/10/2026	101 General	Travel Expense	Luke Tuzinski	1,040.75
0	08/10/2026	101 General	Travel Expense	Patrick Ian Rigg	38.00
0	08/10/2026	101 General	Safety Equipment	Michael Lillibridge	150.52
0	08/10/2026	601 Water	Expert & Professional Services	Platinum Plumbing Solutions LLC	16,183.49
0	08/10/2026	101 General	Travel Expense	Luke Tuzinski	211.65
0	08/10/2026	101 General	Supplies	Fastenal Company	381.36
0	08/10/2026	602 Sewer	Travel Expense	Brandon Huston	48.43
0	08/10/2026	232 Housing Program Fund	New Home Construction	GFY Custom Crafts LLC	10,055.17
0	08/10/2026	496 2026 Projects	Cash and Investments	Ulland Brothers, Inc.	210,680.16
0	08/10/2026	602 Sewer	Expert & Professional Services	Minnesota Valley Testing Laboratories	324.50
0	08/10/2026	101 General	Safety Equipment	Michael Lillibridge	74.13
0	08/10/2026	496 2026 Projects	Cash and Investments	Ulland Brothers, Inc.	-210,680.16
0	08/10/2026	101 General	Engineering Fees	Ulland Brothers, Inc.	-15,605.94
0	08/10/2026	101 General	Vehicle/Equipment Parts	Fastenal Company	28.81
0	08/10/2026	602 Sewer	Dues,Subscriptions,Ee Licenses	Brent Fjermestad	50.00
0	08/10/2026	602 Sewer	Expert & Professional Services	Minnesota Valley Testing Laboratories	347.50
0	08/10/2026	496 2026 Projects	Improvements Other Than Bldgs	Ulland Brothers, Inc.	195,074.22
0	08/10/2026	101 General	Special Programs	Annice Severt	14.44
0	08/10/2026	232 Housing Program Fund	New Home Construction	GFY Custom Crafts LLC	9,639.20
0	08/10/2026	602 Sewer	Supplies	Fastenal Company	67.50
0	08/10/2026	496 2026 Projects	City Engineering Charge	Ulland Brothers, Inc.	15,605.94
0	08/10/2026	101 General	Supplies	Fastenal Company	15.00
0	08/07/2026	101 General	Accrued PERA Payable	PERA	41,403.95
0	08/07/2026	101 General	Other Payroll Deduct Payable	WEX Health Inc	12,250.96
0	08/07/2026	101 General	Other Payroll Deduct Payable	Minnesota Department of Human Services	1,356.68
0	08/07/2026	101 General	Deferred Compensation Payable	MN State Retirement - Empower	200.00
0	08/07/2026	101 General	Deferred Compensation Payable	MN State Retirement - Empower	50.00
0	08/07/2026	101 General	Deferred Compensation Payable	Mission Square Plan Services	981.44
0	08/07/2026	101 General	Other Payroll Deduct Payable	WEX Health Inc	500.00
0	08/07/2026	101 General	State Withholding Payable	Minnesota Department of Revenue	20,951.80
0	08/07/2026	101 General	Deferred Compensation Payable	Mission Square Plan Services	2,944.00
0	08/07/2026	101 General	Accrued FICA Payable	Internal Revenue Service	18,842.97
0	08/07/2026	101 General	Accrued FICA Payable	Internal Revenue Service	18,842.97
0	08/07/2026	101 General	Deferred Compensation Payable	MN State Retirement - Empower	1,280.59
0	08/07/2026	101 General	Federal Withholding Payable	Internal Revenue Service	42,118.30
0	08/07/2026	101 General	Direct Primary Care	Kavira Health	3,564.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Amount
0	08/07/2026	101 General	Accrued Medicare Payable	Internal Revenue Service	7,140.46
0	08/07/2026	101 General	Accrued Medicare Payable	Internal Revenue Service	7,140.46
0	08/07/2026	101 General	Deferred Compensation Payable	Mission Square Plan Services	4,497.06
0	08/07/2026	101 General	Accrued PERA Payable	PERA	55,862.45
0	08/07/2026	101 General	Deferred Compensation Payable	Mission Square Plan Services	1,110.46
0	08/07/2026	101 General	Union Dues Payable	Minnesota Public Employees Association	1,080.00
0	08/07/2026	101 General	Deferred Compensation Payable	Nationwide Retirement Solutions	104.23
0	08/07/2026	101 General	Deferred Compensation Payable	Nationwide Retirement Solutions	249.28
0	08/07/2026	101 General	Deferred Compensation Payable	Nationwide Retirement Solutions	1,743.53
0	08/07/2026	101 General	Union Dues Payable	Minnesota Public Employees Association	600.00
0	08/07/2026	101 General	Union Dues Payable	IAFF Local 1041	1,089.30
0	08/07/2026	101 General	Union Dues Payable	MNPEA	78.00
0	08/07/2026	101 General	Deferred Compensation Payable	Nationwide Retirement Solutions	112.07
	07/28/2026	435 District 5-26 Unique Opport	TIF - PayGo Payment	Albert Lea Apartments LLC	23,995.10
	07/28/2026	434 District 5-25 Zumbro	TIF - PAYG Payment	Albert Lea Port Authority	18,967.92
	07/28/2026	422 District 5-13 - Larson Mfg	Due to Component Unit	Albert Lea Port Authority	46,416.16
	07/28/2026	101 General	Rents & Leases	Coordinated Business Systems LTD	58.83
	07/28/2026	101 General	Rents & Leases	Coordinated Business Systems LTD	31.22
	07/28/2026	101 General	Rents & Leases	Coordinated Business Systems LTD	63.14
	07/28/2026	101 General	Supplies	Curb Allure LLC	906.40
	07/28/2026	701 CG - Vehicle & Equip Capital	Vehicles (Licensed)	Dave Syverson, Inc.	51,435.00
	07/28/2026	225 Airport	Electric Utilities	Freeborn Mower Electric Cooperative	1,232.31
	07/28/2026	101 General	Electric Utilities	Freeborn Mower Electric Cooperative	16,737.94
	07/28/2026	601 Water	Due To Other Governments	Minnesota Department of Health	27,076.00
	07/28/2026	230 Economic Development	Gas Utilities	Minnesota Energy Resources	47.03
	07/28/2026	101 General	Gas Utilities	Minnesota Energy Resources	18.81
	07/28/2026	101 General	Gas Utilities	Minnesota Energy Resources	18.81
	07/28/2026	101 General	Gas Utilities	Minnesota Energy Resources	18.81
	07/28/2026	101 General	Gas Utilities	Minnesota Energy Resources	18.81
	07/28/2026	601 Water	Gas Utilities	Minnesota Energy Resources	94.36
	07/28/2026	601 Water	Gas Utilities	Minnesota Energy Resources	47.91
	07/28/2026	234 Blight/Hazardous Mitigation	Gas Utilities	Minnesota Energy Resources	98.21
	07/28/2026	101 General	Gas Utilities	Minnesota Energy Resources	18.81
	07/28/2026	101 General	Gas Utilities	Minnesota Energy Resources	31.69
	07/28/2026	602 Sewer	Gas Utilities	Minnesota Energy Resources	51.98
	07/28/2026	101 General	Gas Utilities	Minnesota Energy Resources	18.81
	07/28/2026	601 Water	Gas Utilities	Minnesota Energy Resources	18.81
	07/28/2026	101 General	Gas Utilities	Minnesota Energy Resources	18.81
	07/28/2026	101 General	Gas Utilities	Minnesota Energy Resources	18.81
	07/28/2026	101 General	Gas Utilities	Minnesota Energy Resources	18.81
	07/28/2026	101 General	Gas Utilities	Minnesota Energy Resources	53.65
	07/28/2026	601 Water	Gas Utilities	Minnesota Energy Resources	58.05
	07/28/2026	101 General	Gas Utilities	Minnesota Energy Resources	524.65
	07/28/2026	436 District 5-27 Marketplace	TIF - PayGo Payment	Northwest Development Group LLC	16,512.71

Check Number	Check Date	Fund	Account Name	Vendor Name	Amount
	07/28/2026	431 District 5-24 St John's Housin	TIF - PAYG Payment	St. Johns Lutheran Home of Albert Lea	57,032.58
	07/28/2026	438 District 5-29 Ulland	TIF - PayGo Payment	Ulland Brothers, Inc.	16,512.71
	07/28/2026	437 District 5-28 Vortex Cold Stor	TIF - PayGo Payment	Vortex Cold Storage LLC	353,366.55
	08/03/2026	101 General	Gas Utilities	Minnesota Energy Resources	18.81
	08/03/2026	101 General	Gas Utilities	Minnesota Energy Resources	18.81
	08/03/2026	101 General	Gas Utilities	Minnesota Energy Resources	18.81
	08/03/2026	101 General	Expert & Professional Services	MN Bureau of Criminal Apprehension	15.00
	08/03/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC	38.63
	08/03/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC	20.02
	08/03/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC	20.02
	08/03/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC	-37.42
	08/03/2026	602 Sewer	Telephone & Internet	Verizon Wireless Services LLC	40.01
	08/03/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC	20.02
	08/03/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC	38.63
	08/03/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC	40.01
	08/03/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC	20.02
	08/03/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC	20.02
	08/03/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC	20.02
	08/03/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC	20.02
	08/03/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC	20.02
	08/03/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC	40.01
	08/03/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC	20.02
	08/03/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC	35.01
	08/03/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC	20.02
	08/03/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC	20.02
	08/03/2026	601 Water	Telephone & Internet	Verizon Wireless Services LLC	20.02
	08/03/2026	602 Sewer	Telephone & Internet	Verizon Wireless Services LLC	40.01
	08/03/2026	101 General	Telephone & Internet	Verizon Wireless Services LLC	38.63
	08/10/2026	101 General	Building Repair Supplies	75F Inc	339.16
	08/10/2026	101 General	Supplies	Albert Lea Area Schools	250.00
	08/10/2026	101 General	Supplies	Albert Lea Bus Company, Inc	297.50
	08/10/2026	101 General	Lodging Tax Payable	Albert Lea Convention & Visitors Bureau	28,675.72
	08/10/2026	101 General	Vehicle and Equipment Repairs	Albert Lea Electric	252.58
	08/10/2026	602 Sewer	Vehicle and Equipment Repairs	Albert Lea Electric	146.00
	08/10/2026	101 General	Employee Programs	Albert Lea Newspapers Inc	116.58
	08/10/2026	101 General	Supplies	Albert Lea Seed House	32.50
	08/10/2026	101 General	Books	Amazon Capital Services Inc	98.08
	08/10/2026	101 General	Supplies	Amazon Capital Services Inc	167.24
	08/10/2026	101 General	Special Programs	Amazon Capital Services Inc	130.37
	08/10/2026	101 General	Books	Amazon Capital Services Inc	73.37
	08/10/2026	101 General	Supplies	Amazon Capital Services Inc	36.44
	08/10/2026	101 General	Vehicle/Equipment Parts	Arnold's of Alden, Inc	65.99
	08/10/2026	101 General	Vehicle/Equipment Parts	Arnold's of Alden, Inc	190.78
	08/10/2026	101 General	Rents & Leases	Assembly of God Church	600.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Amount
	08/10/2026	602 Sewer	Engineering Services	Bolton & Menk Inc	1,134.00
	08/10/2026	602 Sewer	Engineering Services	Bolton & Menk Inc	36,304.25
	08/10/2026	602 Sewer	Engineering Services	Bolton & Menk Inc	15,834.00
	08/10/2026	602 Sewer	Engineering Services	Bolton & Menk Inc	25,269.30
	08/10/2026	101 General	Motor Fuels	Bomgaars Supply Inc	33.96
	08/10/2026	602 Sewer	Supplies	Bomgaars Supply Inc	31.73
	08/10/2026	101 General	Furniture, Equipment & Tools	Bomgaars Supply Inc	25.76
	08/10/2026	101 General	Supplies	Bomgaars Supply Inc	20.46
	08/10/2026	101 General	Supplies	Bomgaars Supply Inc	28.00
	08/10/2026	101 General	Safety Equipment	Bomgaars Supply Inc	44.99
	08/10/2026	602 Sewer	Supplies	Bomgaars Supply Inc	66.85
	08/10/2026	101 General	Supplies	Bomgaars Supply Inc	17.46
	08/10/2026	101 General	Supplies	Bomgaars Supply Inc	35.97
	08/10/2026	101 General	Safety Equipment	Bomgaars Supply Inc	15.96
	08/10/2026	225 Airport	Supplies	Bomgaars Supply Inc	56.99
	08/10/2026	101 General	Supplies	Bomgaars Supply Inc	11.24
	08/10/2026	602 Sewer	Supplies	Bomgaars Supply Inc	20.97
	08/10/2026	601 Water	Vehicle/Equipment Parts	Bomgaars Supply Inc	11.99
	08/10/2026	101 General	Supplies	Bomgaars Supply Inc	26.99
	08/10/2026	602 Sewer	Supplies	Bomgaars Supply Inc	12.84
	08/10/2026	101 General	Supplies	Bomgaars Supply Inc	53.98
	08/10/2026	496 2026 Projects	Expert & Professional Services	Braun Intertec Corporation	1,268.40
	08/10/2026	496 2026 Projects	Expert & Professional Services	Braun Intertec Corporation	1,268.40
	08/10/2026	101 General	Safety Equipment	Al D. Brooks	108.80
	08/10/2026	101 General	Safety Equipment	Al D. Brooks	742.95
	08/10/2026	101 General	Expert & Professional Services	Al D. Brooks	156.60
	08/10/2026	101 General	Rents & Leases	John R. Butler	1,247.50
	08/10/2026	101 General	Books	Cengage Learning, Inc	30.40
	08/10/2026	101 General	Books	Cengage Learning, Inc	28.80
	08/10/2026	101 General	Books	Cengage Learning, Inc	83.20
	08/10/2026	602 Sewer	Laundry Services	Cintas Corporation	118.16
	08/10/2026	101 General	Laundry Services	Cintas Corporation	28.18
	08/10/2026	101 General	Laundry Services	Cintas Corporation	28.82
	08/10/2026	602 Sewer	Laundry Services	Cintas Corporation	115.91
	08/10/2026	101 General	Safety Equipment	Cintas First Aid and Safety	54.73
	08/10/2026	101 General	Vehicle/Equipment Parts	Commercial Recreation Specialists	1,136.40
	08/10/2026	101 General	Vehicle and Equipment Repairs	Consolidated Fleet Services Inc	2,128.05
	08/10/2026	101 General	Rents & Leases	Coordinated Business Systems LTD	62.27
	08/10/2026	101 General	Rents & Leases	Coordinated Business Systems LTD	36.77
	08/10/2026	101 General	Rents & Leases	Coordinated Business Systems LTD	20.42
	08/10/2026	601 Water	Supplies	Core & Main LP	1,185.88
	08/10/2026	101 General	Building Maintenance	Custom Communications, Inc.	779.95
	08/10/2026	602 Sewer	Vehicle/Equipment Parts	Dave Syverson Truck Center	36.62
	08/10/2026	701 CG - Vehicle & Equip Capital	Vehicles (Licensed)	Dave Syverson, Inc.	835.36

Check Number	Check Date	Fund	Account Name	Vendor Name	Amount
	08/10/2026	101 General	Vehicle/Equipment Parts	Dave Syverson, Inc.	393.06
	08/10/2026	101 General	Vehicle and Equipment Repairs	Dave Syverson, Inc.	173.60
	08/10/2026	602 Sewer	Vehicle/Equipment Parts	Dave Syverson, Inc.	1,014.89
	08/10/2026	101 General	Lubricants & Additives	Diesel Direct Central LLC	144.23
	08/10/2026	101 General	Safety Equipment	DiVal Safety Equipment Inc	142.04
	08/10/2026	230 Economic Development	Expert & Professional Services	Ehlers & Associates, Inc	225.00
	08/10/2026	602 Sewer	Vehicle/Equipment Parts	Electric Motor/Bearing Service, Inc	1,561.40
	08/10/2026	101 General	Refuse Disposal	Elliotts Elite Lawn Care Services	125.00
	08/10/2026	101 General	Refuse Disposal	Elliotts Elite Lawn Care Services	125.00
	08/10/2026	101 General	Refuse Disposal	Elliotts Elite Lawn Care Services	250.00
	08/10/2026	101 General	Refuse Disposal	Elliotts Elite Lawn Care Services	125.00
	08/10/2026	101 General	Refuse Disposal	Elliotts Elite Lawn Care Services	125.00
	08/10/2026	101 General	Refuse Disposal	Elliotts Elite Lawn Care Services	125.00
	08/10/2026	101 General	Refuse Disposal	Elliotts Elite Lawn Care Services	125.00
	08/10/2026	101 General	Vehicle/Equipment Parts	Environmental Equipment & Services, Inc	35.10
	08/10/2026	101 General	Street Maintenance Materials	Falkstone LLC	2,099.22
	08/10/2026	601 Water	Dues,Subscriptions,Ee Licenses	Ferguson Enterprises, Inc.	14,173.40
	08/10/2026	101 General	Chemicals & Chemical Products	FHR Investments, LP	17,217.45
	08/10/2026	101 General	Chemicals & Chemical Products	FHR Investments, LP	17,111.13
	08/10/2026	101 General	Chemicals & Chemical Products	FHR Investments, LP	3,768.65
	08/10/2026	101 General	Rents & Leases	First Lutheran Church	600.00
	08/10/2026	101 General	Telephone & Internet	Freeborn County Administration	1,701.55
	08/10/2026	101 General	Joint LEC Expenditures	Freeborn County Administration	12,257.03
	08/10/2026	101 General	Joint LEC Expenditures	Freeborn County Administration	225.97
	08/10/2026	101 General	Joint LEC Expenditures	Freeborn County Administration	9,627.88
	08/10/2026	101 General	Joint LEC Expenditures	Freeborn County Administration	9,627.88
	08/10/2026	101 General	Joint LEC Expenditures	Freeborn County Administration	106.67
	08/10/2026	101 General	Joint LEC Expenditures	Freeborn County Administration	17,659.85
	08/10/2026	101 General	Telephone & Internet	Freeborn County Administration	233.66
	08/10/2026	101 General	Expert & Professional Services	Freeborn County Administration	23,822.75
	08/10/2026	101 General	Expert & Professional Services	Freeborn County Administration	23,822.75
	08/10/2026	101 General	Telephone & Internet	Freeborn County Administration	1,678.60
	08/10/2026	101 General	Telephone & Internet	Freeborn County Administration	233.62
	08/10/2026	101 General	Supplies	Freeborn County Co-op Oil Co. Inc.	100.00
	08/10/2026	101 General	Lubricants & Additives	Freeborn County Co-op Oil Co. Inc.	537.50
	08/10/2026	101 General	Inventory - Fuel	Freeborn County Co-op Oil Co. Inc.	26,792.00
	08/10/2026	101 General	Inventory - Fuel	Freeborn County Co-op Oil Co. Inc.	31,230.00
	08/10/2026	101 General	Supplies	Freeborn County Co-op Oil Co. Inc.	175.00
	08/10/2026	101 General	Taxes, License & Permit Fees	Freeborn County Registrar	16.25
	08/10/2026	601 Water	Improvements Other Than Bldgs	GM Contracting	155,006.65
	08/10/2026	101 General	Rents & Leases	Grace Lutheran Church	600.00
	08/10/2026	101 General	Periodicals & Magazines	Greenspring Media LLC	27.95
	08/10/2026	101 General	Vehicle and Equipment Repairs	Hanson Tire Service of Albert Lea, Inc	77.85
	08/10/2026	101 General	Chemicals & Chemical Products	Hawkins, Inc.	2,472.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Amount
	08/10/2026	602 Sewer	Chemicals & Chemical Products	Hawkins, Inc.	3,465.30
	08/10/2026	101 General	Supplies	Henry Schein, Inc	41.02
	08/10/2026	101 General	Supplies	Henry Schein, Inc	170.70
	08/10/2026	101 General	Supplies	Home Depot Credit Services	56.04
	08/10/2026	101 General	Building Maintenance	Home Depot Credit Services	38.25
	08/10/2026	101 General	Supplies	Home Depot Credit Services	126.66
	08/10/2026	602 Sewer	Building Repair Supplies	Home Depot Credit Services	191.52
	08/10/2026	101 General	Supplies	Home Depot Credit Services	513.80
	08/10/2026	101 General	Supplies	Home Depot Credit Services	126.51
	08/10/2026	101 General	Furniture, Equipment & Tools	Home Depot Credit Services	116.90
	08/10/2026	101 General	Supplies	Home Depot Credit Services	313.80
	08/10/2026	701 CG - Vehicle & Equip Capital	Vehicles (Licensed)	Home Depot Credit Services	238.97
	08/10/2026	101 General	Supplies	Home Depot Credit Services	194.00
	08/10/2026	101 General	Supplies	Home Depot Credit Services	256.50
	08/10/2026	101 General	Building Maintenance	Home Depot Credit Services	-17.39
	08/10/2026	101 General	Supplies	Home Depot Credit Services	458.00
	08/10/2026	101 General	Supplies	Home Depot Credit Services	138.30
	08/10/2026	101 General	Vehicle/Equipment Parts	Home Depot Credit Services	59.12
	08/10/2026	602 Sewer	Building Repair Supplies	Home Depot Credit Services	81.57
	08/10/2026	101 General	Supplies	Home Depot Credit Services	46.92
	08/10/2026	101 General	Supplies	Home Depot Credit Services	107.81
	08/10/2026	101 General	Supplies	Home Depot Credit Services	119.12
	08/10/2026	101 General	Supplies	Home Depot Credit Services	51.86
	08/10/2026	101 General	Supplies	Home Depot Credit Services	-96.88
	08/10/2026	101 General	Supplies	Howmedica Osteonics Corp	300.00
	08/10/2026	601 Water	Expert & Professional Services	HydroCorp, LLC	9,943.89
	08/10/2026	496 2026 Projects	Cash and Investments	ICON LLC	298,240.72
	08/10/2026	496 2026 Projects	Improvements Other Than Bldgs	ICON LLC	298,240.72
	08/10/2026	496 2026 Projects	Cash and Investments	ICON LLC	-298,240.72
	08/10/2026	101 General	Books	Ingram Library Services	198.69
	08/10/2026	101 General	Books	Ingram Library Services	171.54
	08/10/2026	101 General	Books	Ingram Library Services	161.88
	08/10/2026	101 General	Books	Ingram Library Services	205.54
	08/10/2026	101 General	Books	Ingram Library Services	250.33
	08/10/2026	101 General	Books	Ingram Library Services	285.19
	08/10/2026	101 General	Supplies	Innovative Office Solutions, LLC	42.37
	08/10/2026	101 General	Expert & Professional Services	Interstate Services, Inc	30.00
	08/10/2026	101 General	Books	Colton Jensen	98.95
	08/10/2026	101 General	Engineering Fees	Jensen Excavating & Trucking	-6,939.98
	08/10/2026	496 2026 Projects	Improvements Other Than Bldgs	Jensen Excavating & Trucking	86,749.70
	08/10/2026	496 2026 Projects	City Engineering Charge	Jensen Excavating & Trucking	6,939.98
	08/10/2026	496 2026 Projects	Cash and Investments	Jensen Excavating & Trucking	-93,689.68
	08/10/2026	496 2026 Projects	Cash and Investments	Jensen Excavating & Trucking	93,689.68
	08/10/2026	101 General	Building Maintenance	Jim & Dudes Plumbing & Heating, Inc.	110.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Amount
	08/10/2026	101 General	Vehicle and Equipment Repairs	Jim & Dudes Plumbing & Heating, Inc.	1,090.62
	08/10/2026	101 General	Expert & Professional Services	Jim & Dudes Plumbing & Heating, Inc.	540.00
	08/10/2026	101 General	Vehicle and Equipment Repairs	Jim & Dudes Plumbing & Heating, Inc.	381.95
	08/10/2026	101 General	Building Repair Supplies	Jim & Dudes Plumbing & Heating, Inc.	6.25
	08/10/2026	101 General	Building Maintenance	Jim & Dudes Plumbing & Heating, Inc.	1,145.34
	08/10/2026	101 General	Building Maintenance	Jim & Dudes Plumbing & Heating, Inc.	120.00
	08/10/2026	101 General	Deposits	Jim & Dudes Plumbing & Heating, Inc.	275.00
	08/10/2026	602 Sewer	Supplies	Jim & Dudes Plumbing & Heating, Inc.	27.93
	08/10/2026	101 General	Expert & Professional Services	Jim & Dudes Plumbing & Heating, Inc.	1,230.15
	08/10/2026	602 Sewer	Vehicle and Equipment Repairs	Jim & Dudes Plumbing & Heating, Inc.	3,815.00
	08/10/2026	101 General	Vehicle/Equipment Parts	John Deere Financial	379.88
	08/10/2026	101 General	Vehicle and Equipment Repairs	Brent Keller	1,355.00
	08/10/2026	602 Sewer	Vehicle/Equipment Parts	MacQueen Equipment LLC	155.62
	08/10/2026	101 General	Safety Equipment	MES I Acquisition Inc	2,716.13
	08/10/2026	101 General	Safety Equipment	MES I Acquisition Inc	436.00
	08/10/2026	602 Sewer	Dues,Subscriptions,Ee Licenses	MESERB	7,807.80
	08/10/2026	101 General	Supplies	Millerbernd Manufacturing Company	50.00
	08/10/2026	101 General	Building Maintenance	Minnesota Elevator Inc	110.71
	08/10/2026	230 Economic Development	Building Maintenance	Minnesota Elevator Inc	63.29
	08/10/2026	101 General	Building Maintenance	Minnesota Elevator Inc	79.11
	08/10/2026	101 General	Gas Utilities	Minnesota Energy Resources	2,211.99
	08/10/2026	101 General	Gas Utilities	Minnesota Energy Resources	330.01
	08/10/2026	101 General	Training & Education	MN Bureau of Criminal Apprehension	75.00
	08/10/2026	101 General	Training & Education	MN Bureau of Criminal Apprehension	375.00
	08/10/2026	101 General	Training & Education	MN Bureau of Criminal Apprehension	375.00
	08/10/2026	494 2024 CIP - Bonded Projects	Improvements other than Bldgs	MNDOT	16,346.08
	08/10/2026	101 General	Vehicle/Equipment Parts	North Central International LLC	261.43
	08/10/2026	101 General	Vehicle/Equipment Parts	North Central International LLC	-217.11
	08/10/2026	101 General	Vehicle/Equipment Parts	North Central International LLC	102.60
	08/10/2026	101 General	Expert & Professional Services	Plunkett's Pest Control Inc	99.92
	08/10/2026	101 General	Building Maintenance	Plunkett's Pest Control Inc	40.52
	08/10/2026	230 Economic Development	Building Maintenance	Plunkett's Pest Control Inc	57.17
	08/10/2026	101 General	Expert & Professional Services	Plunkett's Pest Control Inc	70.35
	08/10/2026	227 Broadway Ridge/Main Corridor	Loans,Grants,Incentives	Professional Arts Group	23,260.50
	08/10/2026	101 General	Expert & Professional Services	Protect Youth Sports	10.95
	08/10/2026	101 General	Telephone & Internet	Qwest Corporation	118.12
	08/10/2026	101 General	Vehicle and Equipment Repairs	R & R Specialties	2,136.73
	08/10/2026	101 General	Furniture, Equipment & Tools	Raleigh's Ace Hardware	80.99
	08/10/2026	601 Water	Supplies	Raleigh's Ace Hardware	71.07
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	17.07
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	10.67
	08/10/2026	602 Sewer	Supplies	Raleigh's Ace Hardware	85.39
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	8.00
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	26.08

Check Number	Check Date	Fund	Account Name	Vendor Name	Amount
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	26.08
	08/10/2026	101 General	Furniture, Equipment & Tools	Raleigh's Ace Hardware	379.99
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	22.11
	08/10/2026	602 Sewer	Supplies	Raleigh's Ace Hardware	116.98
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	8.64
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	46.96
	08/10/2026	101 General	Vehicle/Equipment Parts	Raleigh's Ace Hardware	58.90
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	26.41
	08/10/2026	101 General	Furniture, Equipment & Tools	Raleigh's Ace Hardware	72.87
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	17.09
	08/10/2026	101 General	Furniture, Equipment & Tools	Raleigh's Ace Hardware	73.93
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	32.26
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	30.59
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	54.06
	08/10/2026	101 General	Vehicle/Equipment Parts	Raleigh's Ace Hardware	16.47
	08/10/2026	101 General	Building Repair Supplies	Raleigh's Ace Hardware	12.59
	08/10/2026	601 Water	Furniture, Equipment & Tools	Raleigh's Ace Hardware	80.99
	08/10/2026	601 Water	Supplies	Raleigh's Ace Hardware	73.77
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	6.99
	08/10/2026	602 Sewer	Supplies	Raleigh's Ace Hardware	22.29
	08/10/2026	602 Sewer	Supplies	Raleigh's Ace Hardware	97.98
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	22.11
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	21.58
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	25.18
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	7.19
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	16.19
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	3.59
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	13.49
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	30.92
	08/10/2026	101 General	Supplies	Raleigh's Ace Hardware	28.79
	08/10/2026	101 General	Supplies	Reinders Inc	228.50
	08/10/2026	101 General	Vehicle/Equipment Parts	Rihm Motor Company	10.86
	08/10/2026	101 General	Expert & Professional Services	Rohn Industries, Inc	77.37
	08/10/2026	101 General	Vehicle/Equipment Parts	Ronco Engineering Sales	214.30
	08/10/2026	101 General	Vehicle/Equipment Parts	Ruffridge Johnson Equipment Company Inc	812.67
	08/10/2026	101 General	Vehicle/Equipment Parts	Ruffridge Johnson Equipment Company Inc	288.18
	08/10/2026	227 Broadway Ridge/Main Corridor	Loans,Grants,Incentives	Adeline Rust	1,573.00
	08/10/2026	101 General	Supplies	Safety Signs	1,406.85
	08/10/2026	101 General	Supplies	Schilling Supply Company	55.00
	08/10/2026	101 General	Library Selco/Software	Selco	252.00
	08/10/2026	601 Water	Supplies	Sherwin-Williams	48.95
	08/10/2026	601 Water	Supplies	Sherwin-Williams	68.29
	08/10/2026	401 Capital Project Revolving Fund	Engineering Services	Short Elliott Hendrickson Inc.	361.57
	08/10/2026	101 General	Travel Expense	Rebecca Sola	170.24

Check Number	Check Date	Fund	Account Name	Vendor Name	Amount
	08/10/2026	401 Capital Project Revolving Fund	Building & Bldg Improvements	Solar Connection Inc	49,369.53
	08/10/2026	401 Capital Project Revolving Fund	Building & Bldg Improvements	Solar Connection Inc	11,744.00
	08/10/2026	101 General	Supplies	Streicher's	330.99
	08/10/2026	232 Housing Program Fund	Legal Services	Taft Stettinius & Hollister LLP	3,300.00
	08/10/2026	441 5-33 Blzg Star Soil District	Legal Services	Taft Stettinius & Hollister LLP	4,700.00
	08/10/2026	234 Blight/Hazardous Mitigation	Legal Services	Taft Stettinius & Hollister LLP	3,300.00
	08/10/2026	437 District 5-28 Vortex Cold Stor	Legal Services	Taft Stettinius & Hollister LLP	5,350.00
	08/10/2026	230 Economic Development	Legal Services	Taft Stettinius & Hollister LLP	3,300.00
	08/10/2026	234 Blight/Hazardous Mitigation	Hazard Prop Removal-Assessed	The Joseph Company Inc	5,832.00
	08/10/2026	234 Blight/Hazardous Mitigation	Hazard Prop Removal-Assessed	Thompson Sanitation, Inc.	27.58
	08/10/2026	101 General	Refuse Disposal	Thompson Sanitation, Inc.	146.34
	08/10/2026	601 Water	Expert & Professional Services	Traut Companies	15,950.00
	08/10/2026	101 General	Vehicle and Equipment Repairs	Ultimate Safety Concepts, Inc.	380.00
	08/10/2026	101 General	Rents & Leases	United Methodist Church	600.00
	08/10/2026	401 Capital Project Revolving Fund	Building & Bldg Improvements	US LBM Operating Co 3009 LLC	1,641.22
	08/10/2026	101 General	Supplies	US LBM Operating Co 3009 LLC	116.79
	08/10/2026	401 Capital Project Revolving Fund	Building & Bldg Improvements	US LBM Operating Co 3009 LLC	1,032.00
	08/10/2026	101 General	Supplies	Kelly Wangsness	25.00
	08/10/2026	101 General	Supplies	Kelly Wangsness	25.00
	08/10/2026	401 Capital Project Revolving Fund	Building & Bldg Improvements	Kelly Wangsness	1,160.00
	08/10/2026	101 General	Furniture, Equipment & Tools	Wesley L. Webb	129.06
	08/10/2026	225 Airport	Vehicle and Equipment Repairs	Westmor Industries LLC	1,429.38
	08/10/2026	101 General	Supplies	White Cap LP	363.87
	08/10/2026	603 Solid Waste	Telephone & Internet	Winnebago Cooperative Telecom Assn	73.29
Report Total:					2,495,158.63