



AGENDA FOR THE WORK SESSION AND THE
REGULAR MEETING OF THE
ALBERT LEA CITY COUNCIL – September 22, 2025
WORK SESSION – 5:30 PM – REGULAR MEETING – 7:00 PM

WORK SESSION – 5:30 PM

- I. STRATEGIC PLAN - ENVIRONMENTAL SCAN RESULTS
- II. 2026 BUDGET REVIEW
- III. REVIEW COUNCIL MEETING AGENDA OF SEPTEMBER 22, 2025

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 September 08, 2025 Regular Council Meeting
 - B. Approve Minutes of the September 08, 2025 Work Session
 - C. License & Permits
 - D. Resolution Supporting the Freeborn County Regional Trail Designation Application in Greater Minnesota for the Songbird Trail – Job 2411
 - E. Resolution Authorizing Solar on Public Buildings (SPB) Grant Program Application and Solicitation of Quotations – 2025 Misc. 226
 - F. Resolution Authorizing Execution of the MNDOT Grant Agreement for the Albert Lea Municipal Airport Snow Removal Equipment (SRE) Purchase – Job 2509
 - G. Resolution Accepting Towards Zero Deaths (TZD) Enforcement Grant
- VI. **PETITIONS, REQUESTS AND COMMUNICATIONS**



**AGENDA FOR THE WORK SESSION AND THE
REGULAR MEETING OF THE
ALBERT LEA CITY COUNCIL – September 22, 2025
WORK SESSION – 5:30 PM – REGULAR MEETING – 7:00 PM**

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

- A. Resolution Adopting 2026 Preliminary Budget and Property Tax Levy
- B. Resolution Adopting 2026 HRA Levy
- C. Ordinance Amending Chapter 2, Administration, Article VI. – Boards, Commissions and Authorities – Division 4. Human Rights Commission (1st Reading)
- D. Resolution Authorizing Broadway Ridge Grant with 212 S. Broadway, LLC

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: September 22, 2025
Re: September 22, 2025 City Council Meeting

V. CONSENT AND APPROVAL OF AGENDA

C. Licenses & Permits –

Massage Therapy

M Mobile Massage – Minnie Wilkemeyer

Mobile Vendor

The Compadres LLC – Rochester, MN

Sign Hanger

Innovative Signs, LLC – Austin, MN

- D. Resolution Supporting Regional Trail Designation Application in Greater Minnesota for the Songbird Trail – Job 2411 - The attached resolution is supporting Freeborn County submitting a Regional Trail Designation Application in Greater Minnesota for the Songbird Trail. This trail will connect multiple communities in Freeborn County and Waseca County with a paved trail for walking and biking. The trail will follow the path of a retired rail line through Albert Lea to Waseca along Highway 13. Staff recommends approval.

See attached resolution.

- E. Resolution Authorizing Solar on Public Buildings (SPB) Grant Program Application and Solicitation of Quotations – This resolution authorizes staff to seek quotations from solar contractors and use the quotation results to submit Solar on Public Buildings Grant Applications for each of the five proposed locations to the Minnesota Department of Commerce. The five locations are:

1. City Hall: 221 East Clark Street
2. Fire Station: 417 South Newton Avenue
3. City Garage: 414 Commercial Street (south end)
4. City Public Works Office: 414 Commercial Street (north end)
5. Main Lift Station: 102 Eddie Cochran Street

This grant program provides \$14.5 million in grant funding for eligible applicants to install solar energy generating systems up to 40 kW on publicly owned and operated buildings. Grants will be awarded for up to 70% of the project costs for a solar array that is built on or adjacent to a public building and is the lesser of 40 kW system capacity or 120% of the building's annual energy consumption. Cities can apply for multiple 40 kW AC projects and receive a grant of up to 70% of project costs along with a 30% Direct Pay Rebate from the IRS. These are potentially 100% paid for projects.

This process has a short timeline, with applications due no later than Monday November 17, 2025. Complete applications will be reviewed by the Minnesota Department of Commerce within two weeks of submittal on an ongoing basis with grant negotiations and subsequent grant awards to follow. Staff recommends approval.

See attached resolution.

- F. Resolution Authorizing the City of Albert Lea to Execute Minnesota Department of Transportation Grant Agreement for the Albert Lea Municipal Airport Snow Removal Equipment (SRE) Purchase – Job 2509 - Attached for council review and approval is a resolution to execute the Minnesota Department of Transportation Grant Agreement No. 1061005 for the airport tractor and front end loader.

The State MNDOT grant is in addition to the Federal Grant which was signed in August 2025. This project has a 95% (\$374,086.25) federal contribution, 2.5% (\$9,844.38) state contribution and 2.5% (\$9,844.38) local funds. Engineering is recommending entering into the State agreement

See attached resolution.

- F. Resolution Accepting Towards Zero Deaths (TZD) Enforcement Grant Award – MN Department of Public Safety - The Albert Lea Police Department has been awarded \$23,050.00 from the Office of Traffic Safety for participation with the Towards Zero Deaths (TZD) Grant. This grant program reimburses the city for costs associated with assigning police officers to participate in next year's designated enforcement waves. Lt. Strom will be the administrator of the grant. Funding will be shared with the Freeborn County Sheriff's Office as has been done in previous years. The ALPD has participated in this grant program for many years. Staff recommends accepting the grant.

See attached resolution.

VI. PETITIONS, REQUESTS AND COMMUNICATIONS

VII. UNFINISHED BUSINESS - None

VIII. NEW BUSINESS

- A. Resolution Adopting 2026 Preliminary Budget and Property Tax Levy – *This resolution adopts the 2026 preliminary general fund budget and tax levy. The levy is an 8% increase over the 2025 final tax levy. The preliminary property tax levy of \$9,769,700 can be reduced before final adoption in December but not increased. Finance Director Kristi Brutlag will have a presentation on the 2026 Preliminary General Fund Budget and General Fund and Debt Tax Levy.*

See attached resolution and exhibit.

- B. Resolution Adopting 2026 HRA Levy – *This resolution adopts the 2026 HRA Levy of \$266,000. Minnesota Statute 469.033 subdivision 6 limits the HRA levy to .0185 percent of the estimated market value. For 2026 the maximum amount is .0185% of \$1,670,633,100 or \$309,067. To staff's knowledge no official resolution to increase the levy to \$309,067 or lower it from \$266,000 has been passed. The levy is the same as the 2025 HRA Levy. The HRA is requesting these funds be designated for redevelopment. This levy can be reduced but not increased before final adoption in December. The designation of the funds can be changed before final adoption in December. The HRA board requests approval.*

See attached resolution.

- C. Ordinance Amending Chapter 2, Administration, Article VI. – Boards, Commissions and Authorities – Division 4. Human Rights Commission (1st Reading) – *The ordinance needed change because the commission purpose has changed. What used to be a commission that investigated and forwarded to the state claims of discrimination is now an advisory committee. Claims of discrimination or human rights violations are investigated by the state.*

See attached ordinance.

- D. Resolution Approving Broadway Ridge Grant With 212 S. Broadway, LLC – *The Broadway Ridge Grant is intended to assist property owners of property within the downtown commercial historic district in making façade improvements that preserve the historic character of the property. Robert and Angie Hoffman or 212 South Broadway LLC applied for a matching grant for replacement of the rubber roof which totaled Forty-Two Thousand One Hundred and no/100 Dollars (\$42,100.00). Attached is a resolution authorizing matching funds up to 50% or Twenty-One Thousand Fifty and no/100 Dollars (\$21,050.00) for work completed. Staff recommends approval.*

See attached resolution and agreement.

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
September 8, 2025 – 7:00 P.M.**

PRESENT: Mayor Rich Murray, Councilors Rachel Christensen, Larry Baker, Jason Howland, 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: Building/Zoning Official Wayne Sorensen, Community Engagement & Enrichment Director Cathy Malakowsky, City Planner Megan Boeck, Deputy Police Chief Darren Palmer, Recreation Manager Bob Furland, Park & Recreation Administrative Assistant Afton Wacholz.

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

A. Proclamation - See Tracks? Think Train!

Mayor Murray read the Proclamation aloud, proclaiming September 16-21, 2025, as See Tracks? Think Train! Week. Members of the organization were present to accept the proclamation.

B. Oath of Office – Sergeants - Sy Vanthavong, David Miller, Nathan Idstein

Police Chief Darren Hanson proudly announced the promotions of Sy Vanthavong, David Miller, and Nathan Idstein to sergeants, followed by City Clerk Maras formally administering the Oath of Office.

PUBLIC FORUM

Becky Greiner spoke about Albert Lea's ability to attract young families, emphasizing the urgent need for expanded childcare options. She proposed a solution to address housing affordability by adopting the adaptive reuse of hotel spaces, utilizing the available hotels in Albert Lea that are for sale.

Abby Leach Schumacher voiced concerns about delays in the city arena construction and criticized the lack of transparency from city leadership regarding project updates.

CONSENT AND APPROVAL OF AGENDA

- A. Approve Minutes of the August 25, 2025 Regular Council Meeting
- B. Approve Minutes of the August 25, 2025 Work Session
- C. License & Permits
- D. Resolution Supporting New Passenger Rail Service Between the Twin Cities in Minnesota

and Kansas City, Missouri

- E. Resolution Declaring 2025 Hometown Pride Fall Cleanup Day
- F. Resolution Authorizing Annexation Agreement for 2522 West Richway Drive – 2025 Misc. 196
- G. Resolution Approving Grant Agreement No. 1060288 with Minnesota Department of Transportation – Office of Aeronautics – Fiscal Years 2026 and 2027 – 2025 Misc. 239
- H. Resolution Approving Upgrade of Springbrook Software

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

(See Secretary's Original Resolution 25-142 through 25-146
Included with these minutes)

PETITIONS, REQUESTS, AND COMMUNICATIONS

A. Presentation from Bolton and Menk – WWTP Improvements

Kris Swanson of Bolton & Menk addressed the changes to the plan for the upgrade at the WWTP to fit other funding opportunities, allow for some delays in the final phase of reconstruction, and focus on the more immediate need of removing phosphorus.

B. Update on the Recreation Facilities Improvements

Community Engagement & Enrichment Director Cathy Malakowsky opened by expressing her sincere apologies to the City Council, City Manager, and the broader community for the lack of transparency surrounding updates on the Recreation Facilities projects.

She acknowledged that InBylt has consistently stated for several weeks that ice would be available in the Nystrom Rink by October. However, despite repeated requests from city staff for an update on the Colstrup Rink, no information had been provided until late this afternoon. That update was promptly shared with the City Manager, Mayor, and City Attorney.

Malakowsky noted that the City has been working closely with the City Attorney to explore legal avenues to ensure InBylt fulfills its contractual obligations to Albert Lea regarding the facility upgrades. She also explained that Rec staff have been navigating a series of change orders and project challenges, which prompted the invitation for InBylt representatives to attend tonight's meeting and provide direct updates to the Council and community.

She then introduced Chris Humphrey the fourth Project Manager assigned by InBylt to the Recreation Facilities project since its inception. She said, although she has put together a PowerPoint to help guide the discussion, most of the council's questions will need to be directed toward Mr. Humphrey.

The first slide outlined the October 17 opening target for Nystrom Rink, noting the city plans to lease a temporary chiller for \$115,850, covered by its \$180,000 budget set aside in anticipation

of the chiller that would not be installed by October. She addressed the impact on the ice schedules for the Albert Lea School District, Waldorf University, Albert Lea Hockey Association, and Albert Lea Figure Skating Club, as well as the extensive loss of revenue to the city.

Mayor Murray expressed skepticism regarding the projected October 17th opening of the Nystrom Rink, asking whether the timeline was truly feasible. In response, Malakowsky deferred to Mr. Humphrey, who noted that he had only recently joined InBylt, having been with the company for just one month. Humphrey explained that InBylt had only recently received an update from Total Mechanical, the subcontractor responsible for critical components of the project, indicating that the rink would be skateable by the target date. He then outlined the timeline of communications with Total Mechanical, emphasizing that the subcontractor had been largely unresponsive until recently and had not provided a clear explanation for its earlier lack of communication or failure to meet the original schedule.

Councilor Howland then inquired about the impact on the Open Skate program. Malakowsky confirmed that the delay would affect the program and contribute to a further loss in revenue.

Next, Malakowsky received the updated timeline of the Colstrup Rink, with the opening scheduled for January 6th. She said the good news is that a temporary chiller will not need to be rented, because the bad news is that the floor will not be ready.

Mayor Murray inquired about the cause of the current project delay, to which Mr. Humphrey reported that the delay, estimated at 7 to 8 weeks, was due to an unforeseen condition involving a raised water table.

Councilor Howland asked whether this delay would impact the delivery of the rink's chiller. Mr. Humphrey responded that the chiller is expected to arrive on schedule. However, if a delay occurs, the city may proceed with renting a chiller, as done previously.

Councilor Baker voiced strong concerns over InBylt's ongoing delays, citing significant financial losses for the city and reduced ice time for the affected organizations.

Malakowsky then turned to the fire alarm issue, explaining that a complete system replacement will be necessary for the facility. The original assumption that the existing 1997-installed system could accommodate additional sensors proved incorrect, as the current panel lacks the required capacity. She expressed deep frustration and disappointment that neither the council nor the community had access to this information at the time the lobby expansion was approved. Two bids were submitted, one at \$300,000 and the lowest at \$146,000. Even if the council proceeds with the lower bid, the arena project will still exceed its budget by 15%. She provided an update on the contingency budget established for the Arena and Aquatic Center to address anticipated unforeseen issues. The current remaining balance stands at \$50,500. It was noted that certain items were inadvertently omitted from the architect's plans, including the flooring in the arena lobby and the gates at the aquatic center. Malakowsky informed the council that the City Attorney is requesting guidance on whether the city should cover the cost of the new fire alarm system or

pursue financial contributions from InBylt and JLG Architects through arbitration. At this time, she invited Mr. Humphrey to deliver his presentation.

Mr. Humphrey stated that JLG based its initial code review on limited information and plans that were provided by the city, and JLG determined the building was classified as a type B3 use. During this preliminary assessment, there were no indications that the fire alarm system was non-compliant. He then proceeded to outline the project timeline and detail the scope of work, along with the issues that emerged throughout the process.

City Manager Rigg raised several inquiries with Mr. Humphrey, including whether a comprehensive inspection of the entire facility had been conducted to identify any deficiencies. Mr. Humphrey indicated he would follow up with InBylt and JLG to obtain responses to Rigg's questions. As the Council continued its line of questioning, Mr. Humphrey reiterated that he would need to consult with InBylt to provide further information.

Mr. Humphrey addressed the \$146,000 cost associated with the fire alarm system, noting that the city may be eligible for a \$36,000 tax credit, which would reduce the net expense to approximately \$113,000. Malakowsky shared that, in a discussion with another InBylt staff member, "Mark", it was suggested the city could pursue the credit, though there was some uncertainty about whether it would withstand a federal audit. Ultimately, the city opted not to pursue the credit. Mr. Humphrey once again reiterated that he would consult with that staff member.

City Attorney Holstad referenced a prior conversation with the same InBylt staff member, "Mark", that had led to a disagreement between the company and the city. He further noted that the account being presented tonight differs significantly from the discussion he recalls having just ten days ago. He recalled the conversation he had with the architect ten days ago and expressed his disappointment with the inconsistencies provided.

Councilor Christensen said she recommends that the city pursue recovery of these expenses.

Malakowsky wrapped up the discussion with updates on the remaining Recreation facility projects. Councilor Howland expressed gratitude to the Albert Lea Hockey Association for their generous contributions to the Arena lobby improvements. City Manager Rigg extended his thanks to Malakowsky, Bob Furland, Afton Wacholz, and the entire arena team for their dedication and hard work throughout the duration of the project.

Mayor Murray concluded by expressing deep frustration over the ongoing delays surrounding the arena project, emphasizing the negative impact on the local hockey community. He urged InBylt to accelerate its efforts and find a more efficient path forward to expedite the project's completion.

UNFINISHED BUSINESS

- A. **Ordinance 25-145 Amending Part 1 – CHARTER – Chapter 2 – Form of Government and Chapter 3 – Council Procedure and Adding New Sec. 3.12 – Disposal of Excess Personal Property (2nd Reading)**

This is the final reading of proposed amendments to Chapters 2 and 3 of the City Charter, including the addition of a new section concerning the disposal of surplus personal property. Pursuant to Minnesota Statute, these amendments require unanimous approval by all council members and shall not become effective until 90 days following passage and publication.

Motion made by Councilor Christensen to approve the final reading of this ordinance, seconded by Councilor Baker. On voice call vote, the following councilors voted in favor of said motion: Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Ordinance 25-145
Included with these minutes)

NEW BUSINESS

A. Resolution 25-147 Approving Professional Services Agreement for Demolition Landfill Feasibility Evaluation – Job 2521

The City of Albert Lea solicited proposals for professional engineering services for evaluating the closure or expansion of the Albert Lea Demolition Landfill.

The facility was originally permitted in 1994 upon the closure of the adjacent city-owned Municipal Solid Waste (MSW) site. The Albert Lea Demolition Landfill primarily serves the needs of the residents of the City of Albert Lea and receives approximately 5000 cubic yards of construction/demolition debris per year. Two of the four cells have been filled, with the third cell nearing completion.

The MPCA is proposing new rules governing Demolition Landfills. These new rules will require modified operational plans, more strenuous site development and project planning, require additional operational procedures, construction requirements and acceptable waste restrictions. The existing Albert Lea Demolition Landfill, will need substantial changes to operations and additional construction to comply with these requirements or the city will need to create and execute an updated plan for closure and post-closure care.

The city received four proposals for preparing a feasibility study to determine whether to expand or close the demolition landfill.

Staff is recommending hiring Short Elliot and Hendrickson (SEH) based on a proposed fee not to exceed \$29,700 for professional engineering services to prepare a feasibility study and determine a path forward with the demolition landfill.

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

(See Secretary's Original Resolution 25-147
Included with these minutes)

B. Resolution 25-148 Approving Professional Services Agreement with Bolton & Menk, Inc. for WWTP Improvements – Phosphorus Removal – Job 2522

Kris Swanson from Bolton and Menk Inc. provided a presentation on the proposed WWTP Phosphorus Removal Improvement Project. The project would be the design of the phosphorus removal improvements for the WWTP. Once designed, the city would apply for a \$12,500,000 PSIG grant that has a 50% match for the phosphorus removal improvements. This agreement is for professional services with Bolton and Menk Inc. (Task Order 2025-04). The total for the professional services agreement is estimated at \$1,497,400.

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

(See Secretary's Original Resolution 25-148
Included with these minutes)

C. Resolution 25-149 Approving Final Plat – Blazing Star No. 3

The Planning Commission held a public hearing on September 2, 2025 to review the Official Plat for Blazing Star No. 3, which is a re-plat or separation of Lot 1, Block 1 from Blazing Star No. 2 due to a Torrens issue.

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

(See Secretary's Original Resolution 25-149
Included with these minutes)

D. Resolution 25-150 Approving Conditional Use Permit for a Multi-Family Housing Development at 105 Garfield Avenue

Albert Lea Family Housing on behalf of the City of Albert Lea, applied for a Conditional Use Permit to develop a three-acre property at 105 Garfield Avenue, locally known as the Blazing Star Landing. Phase one of the project includes 61 units of affordable multifamily housing, 92 surface parking stalls, and two accessory structures.

The Planning Commission held a public hearing on September 2, 2025 and forwarded the following findings to the City Council:

1. The application is consistent with the 2040 Comprehensive Plan.
2. The proposed development meets the conditions of the Planned Development District related to density, size, and open space.

3. The proposed development will remediate a previously vacant and contaminated property and provide additional affordable housing units to an area conveniently located within walking distance to city parks, convenience stores, and the downtown historic district.
4. The proposed re-use will bring activity, tax base, and employment to an underused site.

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

(See Secretary's Original Resolution 25-150
Included with these minutes)

E. Resolution 25-151 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.

- Albert Lea Moose Lodge – Albert Lea Police Department & Albert Lea Fire Department

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

(See Secretary's Original Resolution 25-151
Included with these minutes)

MAYOR AND COUNCIL REPORTS

First Ward, Councilor Christensen reported:

- Ward Items – None
- Committee Update – None
- Public Announcements – None

Second Ward, Councilor Baker reported:

- Ward Items – None
- Committee Update – Attended an HRA meeting where the housing crisis was discussed.
Attended an ALEDA meeting.
- Public Announcements – None

Third Ward, Councilor Howland reported:

- Ward Items – None
- Committee Update – None
- Public Announcements – None

Fourth Ward, Councilor Olson reported:

- Ward Items – None
- Committee Update – Will be attending an Airport Board meeting next week.
- Public Announcements – Mentioned high school sports.

Fifth Ward, Councilor Van Beek reported:

- Ward Items – None
- Committee Update – None
- Public Announcements – None.

Sixth Ward, Councilor Anderson reported:

- Ward Items – None
- Committee Update – Attended an HRA meeting.
- Public Announcements – None

MAYOR REPORT:

Attended the following events:

- ALEDA project reviews
- Age Friendly Program held at the Fire Station
- Art Walk Ribbon Cutting at the new piece of Art featuring a frame
- Daisy Fest
- Encourages the community to attend the high school events.

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

CITY MANAGER REPORT

- Budget review continues
- Continue to review development projects
- IT changes will be addressed over the next couple of years to ensure software security
- Strategic Plan will be presented at the next council meeting.

APPROVAL OF CLAIMS

A. Resolution 25-152 Approving Claims

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

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

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

See Secretary's Original Resolution 25-152

Included with these minutes)

Councilor Howland motioned for adjournment; Councilor Van Beek seconded. That there being no further business, the Council meeting adjourns until the next regular meeting of the Albert Lea City Council at 7:00 p.m. on Monday, September 22, 2025. On a voice call vote, all councilors voted in favor of said motion.

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

ADJOURNMENT 8:58 PM

Mayor Rich Murray

Daphney Maras
Secretary of the Council

WORK SESSION MEETING
CITY COUNCIL CHAMBERS, CITY OF ALBERT LEA
September 8, 2025 - 5:30 P.M.

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

ADDITIONAL STAFF PRESENT: Fire Chief Jeff Laskowske, Deputy Police Chief Darren Palmer, Community Engagement & Enrichment Director Cathy Malakowsky, Human Resource Director Mike Zelenak, Finance Director Kristi Brutlag, City Planner Megan Boeck.

I. HRA LEVY UPDATE

City Manager Rigg provided an overview of the HRA's history, beginning with a review of the levy history spanning the years 2014-2026, while highlighting the assigned funds for each year. He noted the maximum HRA levy in 2026 is \$309,000.

Councilor Christensen asked for an update on the current HRA fund balance. Rigg responded that Fund 30 holds an estimated \$900,000. He noted that this amount raises important questions about how much additional funding the HRA truly requires, given its current initiatives and the projects planned for 2026. He further suggested that some of these funds could be redirected to support functions that the HRA has not traditionally undertaken, functions that the City may be better positioned to provide. The discussion focused on the annual allocation of levy funds. Mayor Murray inquired whether the HRA might help offset the city's demolition expenses, to which Rigg replied that such support could be feasible. Finance Director Brutlag provided an overview of the process by which HRA funds are reallocated across various accounts to support project initiatives.

Councilor Christensen inquired about the types of information that could be gathered to help the Council determine the appropriate HRA levy amount in two weeks. Councilor Baker, serving on the HRA Board, noted he plans to speak with the HRA Director later this week. Mayor Murray expressed interest in a joint discussion between the HRA and the City regarding potential HRA support for demolition costs, citing housing as the HRA's responsibility. Councilor Van Beek, also an HRA Board member, shared that he voted against raising the 2026 HRA levy from \$260,000 to the maximum \$309,000 at the last HRA meeting, citing a lack of clear plans for how the additional funds would be used. Councilor Baker proposed coordinating a meeting involving the HRA Director, the Mayor, the City Manager, and an additional HRA board member.

Councilor Anderson inquired whether there was concern about past levy funds potentially being used in ways not aligned with the original intentions outlined by the HRA. In response, Rigg clarified that all expenditures requested are permissible under state statute. City Attorney Holstad further explained that, conceptually, there is flexibility in how levy funds are used, provided the

spending remains consistent with the stated purpose.

Councilor Howland asked whether the council is required to approve a specific levy amount for the Housing and Redevelopment Authority (HRA). In response, Rigg explained that the only limitation is that the levy cannot exceed \$309,067, as determined by the market value.

II. REVIEW 2026 GENERAL FUND BUDGET & LEVY

Finance Director Brutlag displayed a slideshow review of the 2026 budget and levy. Her slides highlighted notable changes in revenue and personnel expenses. Councilor Howland inquired about the number of staff raises scheduled for the current year. Rigg clarified that the increases stem from the recent Pay Equity review, which outlined a step-based adjustment process. By the end of 2026, approximately 30% of staff will have reached their maximum step, after which they will only receive annual cost-of-living adjustments (COLA). Councilor Anderson inquired about the GIS position, effective October 1, 2026, as outlined in the Personnel Changes section. City Manager Rigg then invited Public Works Director Jahnke to elaborate on the role's importance and responsibilities. Jahnke explained that due to the County's reduced support for GIS services and the current workload of the city engineering staff, the position is necessary to ensure continued management of critical GIS functions.

Councilor Christensen raised concerns regarding the rising IT budget. In response, Brutlag clarified that the County's shared cost contribution remained unchanged. The increase is primarily attributed to the consolidation of departmental software expenses into the centralized IT Fund.

Next, Brutlag presented the proposed 2026 levy, highlighting a \$742,200 increase in the general fund levy and a slight decrease in the debt levy proposed at \$701,400. The combined general fund and debt levy is set at 8.00%, with the total net tax capacity projected at 16.43%. She also shared a summary of captured tax increments, showing totals of \$800,343 for 2025 and \$1,291,957 for 2026. Her presentation concluded with a slide illustrating the City's portion of the tax comparison from 2022 through 2026. Rigg noted there are several factors involved in determining the impact on the average residential property.

REVIEW COUNCIL MEETING AGENDA OF SEPTEMBER 8, 2025

Rigg covered each agenda item, shared pertinent information, and invited feedback from council members.

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

CEREMONIAL ITEMS

A. Proclamation - See Tracks? Think Train!

- B. Oath of Office – Sergeants - Sy Vanthavong, David Miller, Nathan Idstein

PUBLIC FORUM

CONSENT AND APPROVAL OF AGENDA

- A. Approve Minutes of the August 25, 2025 Regular Council Meeting
- B. Approve Minutes of the August 25, 2025 Work Session
- C. License & Permits
- D. Resolution Supporting New Passenger Rail Service Between the Twin Cities in Minnesota and Kansas City, Missouri
- E. Resolution Declaring 2025 Hometown Pride Fall Cleanup Day
- F. Resolution Authorizing Annexation Agreement for 2522 West Richway Drive – 2025 Misc. 196
- G. Resolution Approving Grant Agreement No. 1060288 with Minnesota Department of Transportation – Office of Aeronautics – Fiscal Years 2026 and 2027 – 2025 Misc. 239
- H. Resolution Approving Upgrade of Springbrook Software

Rigg outlined the rationale for upgrading the current Springbrook software, emphasizing the enhanced security benefits of transitioning to a cloud-based system. He also noted that future discussions will address the potential adoption of new software solutions, driven by ongoing security considerations.

PETITIONS, REQUESTS, AND COMMUNICATIONS

- A. Presentation - Bolton and Menk – WWTP Improvements
- B. Update on the Recreation Facilities Improvements

UNFINISHED BUSINESS

- A. Ordinance 25-145 Amending Part 1 – CHARTER – Chapter 2 – Form of Government and Chapter 3 – Council Procedure and Adding New Sec. 3.12 – Disposal of Excess Personal Property (2nd Reading)

NEW BUSINESS

- A. Resolution Approving Professional Services Agreement for Demolition Landfill Feasibility Evaluation – Job 2521
- B. Resolution Approving Professional Services Agreement with Bolton & Menk, Inc. for WWTP Improvements – Phosphorus Removal – Job 2522
- C. Resolution Approving Final Plat – Blazing Star No. 3
- D. Resolution Approving Conditional Use Permit for a Multi-Family Housing Development at 105 Garfield Avenue
- E. 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

ADJOURNMENT – 6:47 p.m.

Dated this 8th day of September, 2025

Daphney Maras
Council Secretary

5C - Licenses and Permits

Council Approval 09-22-2025

All Licenses Listed Are Located In Albert Lea Unless Otherwise Indicated

Massage Therapy

M Mobile Massage - Minnie Wilkemeyer

Mobile Vendor

The Compadres LLC - Rochester, MN

Sign Hanger

Innovative Signs, LLC - Austin, MN

RESOLUTION 25-

Introduced by Councilor

RESOLUTION SUPPORTING THE FREEBORN COUNTY REGIONAL TRAIL DESIGNATION
APPLICATION IN GREATER MINNESOTA FOR THE SONGBIRD TRAIL

WHEREAS, the City of Albert Lea supports Freeborn County's submittal of a Regional Trail Designation Application in Greater Minnesota for the Songbird Trail; and

WHEREAS, the City identifies as Partner Applicant on the application; and

WHEREAS, this trail will connect multiple communities in Freeborn County and Waseca County with a paved trail for walking and biking. The trail will follow the path of a retired rail line through Albert Lea to Waseca along Highway 13; and

WHEREAS, Freeborn County, as lead applicant, has the authority to act as legal public sponsor for the application for Regional Trail Designation from the Great Minnesota Regional Parks and Trails Commission.

NOW THEREFORE, BE IT RESOLVED, as Partner, the City of Albert Lea supports and authorizes the applicant's submission on behalf of the partnership.

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

Sec. 1. That the City of Albert Lea is fully aware of the information provided in the application, including long-term maintenance commitments for the trail built within the City of Albert Lea as defined in the application and related master plan.

Sec. 2. That, should the Songbird Trail receive formal designation as a regional trail in Greater Minnesota by the Commission, the partners have the legal authority to enter into formal designation and funding agreements with the Commission for the referenced trail.

Sec. 3. That the City of Albert Lea will comply with all applicable laws and regulations associated with regional designation and any future grant funding for the City of Albert Lea's respective portions of any project.

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, Howland, 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 22nd day of September 2025

Mayor Rich Murray

Filed and attested this 23rd day of September 2025

Secretary of the Council

RESOLUTION 25

Introduced by Councilor

RESOLUTION AUTHORIZING SOLAR ON PUBLIC BUILDINGS (SPB) GRANT PROGRAM
APPLICATION AND SOLICITATION OF QUOTATIONS

WHEREAS, the Solar on Public Buildings (SPB) grant program is now available to local units of government, providing grant funding for eligible applicants to install solar energy generating systems up to 40 kW on publicly owned and operated buildings; and

WHEREAS, grants will be awarded for up to 70% of the project costs for a solar array that is built on or adjacent to a public building and combined with the Federal Direct Pay tax credit may cover up to 100% of the cost of the system; and

WHEREAS, cost quotation information from two solar contractors will be sought and used to submit individual Solar on Public Buildings Grant Applications for each of five proposed locations to the Minnesota Department of Commerce.

WHEREAS, the City of Albert Lea owns several qualifying buildings, the Solar on Public Buildings grant program has identified five locations that would benefit from a solar generated system; and

WHEREAS, applications for the grant funding are due by Monday, November 17, 2025.

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

Sec. 1. That the City of Albert Lea shall proceed with Request for Quotations for installation of solar generated systems on five publicly owned and operated buildings.

Sec. 2 . The City Manager is hereby authorized to enter into contracts with the low bidder for each of the five solar installation projects.

Sec. 3. That the City Engineer and Director of Public Works is hereby authorized to work with the Minnesota Department of Commerce Solar on Public Buildings (SPB) Grant Program to facilitate the grant application and with solar installation contractors to provide technical assistance related to submitting individual applications for five solar installations on public buildings owned by the City of Albert Lea, Minnesota.

Sec.4. The City Engineer and Director of Public Works is hereby authorized to complete and submit to the Minnesota Department of Commerce Solar on Public Buildings (SPB) Grant Program the five individual grant applications along with supporting contractor documentation.

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, Howland, 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 22nd day of September, 2025

Mayor Rich Murray

Filed and attested this 23rd day of September, 2025

Secretary of the Council

RESOLUTION 25-

Introduced by Councilor

RESOLUTION AUTHORIZING THE CITY OF ALBERT LEA TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT
FOR THE ALBERT LEA MUNICIPAL AIRPORT SNOW REMOVAL
EQUIPMENT (SRE) PURCHASE (JOB 2509)

WHEREAS, the City of Albert Lea desires the financial assistance of the State and Federal Aviation Administration (FAA) for a Snow Removal Equipment Project involving the purchase of a tractor and front-end loader

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

Sec. 1. That the State of Minnesota Agreement No. 1061005, "Grant Agreement for Airport Improvement Excluding Land Acquisition", for State Project No. A2401-88 at the Albert Lea Municipal Airport is accepted.

Sec. 2. That the Mayor or City Manager are hereby authorized to execute this agreement and any amendments 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, Howland, 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 22nd day of September, 2025

Mayor Rich Murray

Filed and attested this 23rd day of September, 2025

Secretary of the Council

**STATE OF MINNESOTA
STATE AIRPORTS FUND
GRANT AGREEMENT**

This agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and **The City of Albert Lea, acting through its City Council, 221 East Clark Street, Albert Lea, MN 56007-2496** ("Grantee").

RECITALS

1. Minnesota Statutes Chapter 360 authorizes State to provide financial assistance to eligible airport sponsors for the acquisition, construction, improvement, marketing, maintenance, or operation of airports and other air navigation facilities.
2. Grantee owns, operates, controls, or desires to own an airport ("Airport") in the state system, and Grantee desires financial assistance from the State for an airport improvement project **A2401-88** ("Project").
3. Grantee represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State. Pursuant to [Minn.Stat.§16B.98](#), Subd.1, Grantee agrees to minimize administrative costs as a condition of this Agreement.

AGREEMENT TERMS

1. Term of Agreement, Survival of Terms, Project Plans, and Incorporation of Exhibits

- 1.1 **Effective Date.** This Agreement will be effective on the date the State obtains all required signatures under [Minn.Stat.§16B.98](#), Subd. 5. As required by [Minn.Stat.§16B.98](#) Subd. 7, no payments will be made to Grantee until this Agreement is fully executed. Grantee must not begin work under this Agreement until it is fully executed and Grantee has been notified by the State to begin the work.
- 1.2 **Expiration Date.** This Agreement will expire on **December 31, 2029**, or when all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: Airport Operations, Maintenance and Conveyance; Transfer of Interest; Indemnification; State Audits; Government Data Practices and Intellectual Property; Workers Compensation; Publicity and Endorsement; Governing Law, Jurisdiction and Venue; and Data Disclosure.
- 1.4 **Project Plans, Specifications, Descriptions.** Grantee has provided the State with the plans, specifications, and a detailed description of the Project which are on file with the State's Office of Aeronautics and are incorporated into this Agreement by reference.
- 1.5 **Exhibits.** Exhibit(s) **A** through **B** are attached and incorporated into this Agreement

2. Grantee's Duties

- 2.1 **Project Completion and Changes.** Grantee will complete the Project in accordance with the plans, specifications, and detailed description of the Project. Grantee will notify State's Authorized Representative in advance of any meetings taking place relating to the Project. Any changes to the plans or specifications of the Project after the effective date of this Agreement will be valid only if made by written amendment signed by the same parties who executed the original agreement, or their successors in office.
- 2.2 **Registered Engineer Designation.** If the Project involves construction, Grantee will designate a registered engineer to oversee the Project work. If, with the State's approval, Grantee elects not to have such services performed by a registered engineer, then Grantee will designate another responsible person to oversee such work.
- 2.3 **Policy Compliance.** Grantee will comply with all the required grants management policies and procedures of [Minn.Stat.§16B.97](#), Subd. 4(a)(1).

- 2.4 Asset Monitoring.** If Grantee uses funds obtained through this Agreement to acquire a capital asset, the Grantee is required to use that asset for a public aeronautical purpose for the normal useful life of the asset. Grantee may not sell or change the purpose of use for the capital asset(s) obtained with grant funds under this Agreement without prior written consent of the State and an amendment to this Agreement executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 2.5 Airport Operations, Maintenance, and Conveyance.** Pursuant to Minnesota Statutes §360.305, subd. 4(d)(1), Grantee must operate the Airport as a licensed, municipally-owned public airport at all times of the year for a period of **20 years** from the date Grantee receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only.
- 2.6 Transfer of Interest.** Without prior written approval from the State, Grantee will not transfer, convey, encumber, assign, or abandon its interest in the Airport or in any real or personal property purchased or improved under this Agreement. If the State approves such a transfer or change in use, the State may impose, at its sole discretion, conditions and/or restrictions on such transfer, with which Grantee must comply.
- 3. Time.** Grantee must comply with all the time requirements described in this Agreement. In the performance of this Agreement, time is of the essence.
- 4. Cost Participation and Payment**
- 4.1 Cost Participation.** Costs for the Project will be proportionate and allocated accordingly between the federal government, the State, and Grantee as described in Exhibit B.
- 4.1.1 Federal Funding.** The federal multiyear amount is an estimate only. These funds are not committed and are only available after being made so by the federal government. Federal funds for the Project will be received and disbursed by the State.
- 4.1.1.1 Requests for Additional Federal Reimbursement.** If Grantee intends to request additional federal reimbursement for Project costs, it must make all reasonable efforts to do so, and notify the State of the same, no later than thirty (30) days prior to the expiration of this Agreement. If federal reimbursement becomes available or is increased for the Project, the State will be entitled to recover from such federal funds an amount not to exceed the total state funds granted under this Agreement. Any further state match funding provided as part of this Agreement will be based on the State's current rate letter available at:
<https://www.dot.state.mn.us/aero/airportdevelopment/fundingandgrants.html>.
- 4.2 Sufficiency of Funds.** Pursuant to Minnesota Rule 8800.2500, Grantee certifies that: (1) it presently has sufficient unencumbered funds available to pay for its share of the Project; (2) it has the legal authority to engage in the Project as proposed; and (3) the Project will be completed without undue delay.
- 4.3 Total Obligation.** The State's total obligation for all compensation and reimbursements to Grantee under this Agreement will not exceed **\$10,319.50**.
- 4.4 Payment**
- 4.4.1 Invoices.** Grantee will submit invoices for payment by credit application via email. The form Grantee will use to submit invoices can be found on the Airport development forms website:
<https://www.dot.state.mn.us/aero/airportdevelopment/forms.html>. The State's Authorized Representative, as named in this Agreement, will review each invoice against the approved grant budget and grant expenditures to-date before approving payment. The State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule: Upon completion of the services.
- 4.4.2 All Invoices Subject to Audit.** All invoices are subject to audit, at the State's discretion.
- 4.4.3 Expiration of Reimbursement.** Grantee must submit all final invoices for reimbursement no later than ninety (90) calendar days after the expiration date of this Agreement. Any invoices received after this 90-day period will not be eligible for payment.

4.4.4 State's Payment Requirements. The State will promptly pay all valid obligations under this Agreement as required by Minnesota Statutes §16A.124. The State will make undisputed payments no later than thirty (30) days after receiving Grantee's invoices for services performed. If an invoice is incorrect, defective or otherwise improper, the State will notify Grantee within ten (10) days of discovering the error. After the State receives the corrected invoice, the State will pay Grantee within thirty (30) days of receipt of such invoice.

4.4.5 Grantee Payment Requirements. Grantee must pay all Project contractors promptly. Grantee will make undisputed payments no later than thirty (30) days after receiving an invoice. If an invoice is incorrect, defective, or otherwise improper, Grantee will notify the contractor within ten (10) days of discovering the error. After Grantee receives the corrected invoice, Grantee will pay the contractor within thirty (30) days of receipt of such invoice.

4.4.6 Grant Monitoring Visit and Financial Reconciliation. If the State's total obligation is greater than \$50,000.00, the State will conduct at least one monitoring visit and financial reconciliation of Grantee's expenditures. If the State's total obligation is greater than \$250,000.00, the State will conduct annual monitoring visits and financial reconciliations of Grantee's expenditures.

4.4.6.1 The State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which state employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided notice prior to any monitoring visit or financial reconciliation.

4.4.6.2 Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by the State.

4.4.6.3 At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.

4.4.7 Closeout. The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

4.4.8 Closeout Deliverables. At the close of the Project, Grantee must provide the following deliverables to the State before the final payment will be released by the State:

4.4.8.1 Electronic files of construction plans as both PDF and MicroStation compatible formats.

4.4.8.2 Electronic files of as-builts as both PDF and MicroStation compatible formats.

4.4.8.3 Electronic files of planning documents, including without limitation, airport layout plans and airport zoning plans, as PDF, MicroStation and GIS compatible formats.

4.5 Contracting and Bidding Requirements. Prior to publication, Grantee will submit to the State all solicitations for work to be funded by this Agreement. Prior to execution, Grantee will submit to the State all contracts and subcontracts between Grantee and third parties to be funded by this Agreement. The State's Authorized Representative has the sole right to approve, disapprove, or modify any solicitation, contract, or subcontract submitted by Grantee. All contracts and subcontracts between Grantee and third parties must contain all applicable provisions of this Agreement. The State's Authorized Representative will respond to a solicitation, contract, or subcontract submitted by Grantee within ten (10) business days.

5. Conditions of Payment. All services provided by Grantee under this Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law. No more than 95% of the amount due to Grantee under this Agreement will be paid by the State until it determines that Grantee has complied with all terms and conditions of this Agreement and has furnished all necessary records. In the event the Airport fails to pass any periodic inspection conducted by a representative of the State's Office of Aeronautics, Grantee will not receive payment under this Agreement until all deficiencies identified by any such inspection have been rectified to the Office of Aeronautics' satisfaction. .

6. Authorized Representatives

6.1 The State's Authorized Representative is:

Luke Bourassa, South Region Airports Engineer; (luke.bourassa@state.mn.us) (651)508-0448 and/or **Brian Conklin**, Regional Airport Specialist Sr.; (brian.conklin@state.mn.us) (651)252-7658, or their successor. State's Authorized Representative has the responsibility to monitor Grantee's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2 Grantee's Authorized Representative is:

Steven Jahnke, Director of Public Works

Phone (507) 377-4325 (sjahnke@ci.albertlea.mn.us)

City of Albert Lea

221 East Clark Street

Albert Lea, MN 56007

or their successor. If Grantee's Authorized Representative changes at any time during the term of this agreement, Grantee must immediately notify the State.

7. Assignment; Amendments; Waiver; Agreement Complete; Electronic Records; Certification

7.1 Assignment. Grantee may neither assign nor transfer any rights or obligations under this Agreement without the prior written consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

7.2 Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.

7.2.1 FAA Letter Amendments. Notwithstanding the foregoing, if the Federal Aviation Administration ("FAA") issues a Letter Amendment for this Agreement that results in an increase in the federal share of grant funds indicated in clause 4.1 herein, MnDOT's receipt of such Letter Amendment has the effect of automatically amending the total amount and respective shares granted under this Agreement without the requirement of a written amendment.

7.3 Waiver. If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or the State's right to subsequently enforce it.

7.4 Agreement Complete. This Agreement contains all negotiations and agreements between the State and Grantee. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

7.5 Electronic Records and Signatures. The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

7.6 Certification. By signing this Agreement, Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

8. Liability and Indemnification. Each party is responsible for its own acts, omissions, and the results thereof to the extent authorized by law and will not be responsible for the acts or omissions of others, or the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of Grantee. Notwithstanding the foregoing, Grantee will indemnify, hold harmless, and defend (to the extent permitted by the Minnesota Attorney General) the State against any claims, causes of actions, damages, costs (including reasonable attorneys' fees), and expenses arising in connection with the services performed under this Agreement, asserted by, or resulting from the acts or omissions of, Grantee's contractors, consultants, agents or other third parties under the direct control of Grantee.

9. State Audits. Under Minn. Stat. § 16B.98 Subd. 8, the books, records, documents, and accounting procedures and practices of Grantee, or those of any other party relevant to this Agreement, or transactions resulting from this Agreement, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six (6) years from: (1) the expiration or termination of this Agreement, (2) the receipt and approval of all final reports, or (3) the period of time required to satisfy all state and program retention requirements (available at:

https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=10358099), whichever is later. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

10. Government Data Practices and Intellectual Property Rights

10.1 Government Data Practices. Grantee and the State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this Agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either Grantee or the State. If Grantee receives a request to release the data referred to herein, Grantee must immediately notify the State and consult with the State as to how Grantee should respond to the request. Grantee's response to the request must comply with applicable law.

10.2 Intellectual Property Rights.

10.2.1 Ownership. The State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks and service marks in the Works and Documents created and paid for under this Agreement. "Works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by Grantee, its employees, agents and subcontractors, either individually or jointly with others in the performance of this Agreement. Works includes Documents. "Documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks or other materials, whether in tangible or electronic forms, prepared by Grantee, its employees, agents or subcontractors, in the performance of this Agreement. The Documents will be the State's exclusive property, and Grantee must immediately return all such Documents to the State upon completion or cancellation of this Agreement. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." Grantee assigns all right, title and interest it may have in the Works and the Documents to the State. Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

10.2.2 Obligations

10.2.2.1 Notification. Whenever any invention, improvement or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by Grantee, including its employees and subcontractors, in the performance of this Agreement, Grantee will immediately give the State's Authorized Representative written notice thereof and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.

10.2.2.2 Representation. Grantee must perform all acts and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State and that neither Grantee nor its employees, agents or subcontractors retain any interest in and to the Works and Documents. Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Other indemnification obligations of this Agreement notwithstanding, Grantee will indemnify, defend, to the extent permitted by the Attorney General, and hold harmless the State from any action or claim brought against the State to the extent such action is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorneys' fees. If such a claim or action arises, or in either party's opinion is likely to arise, Grantee, at the State's discretion, must either: (1) procure for the State the right or license to use the intellectual property rights at issue, or (2) replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of State will be in addition to and not exclusive of other remedies provided by law.

11. Workers' Compensation. Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#) subd. 2, pertaining to workers' compensation insurance coverage. Grantee's employees and agents will not be considered State employees.

Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of Grantee's employees, as well as any claims made by any third party as a consequence of any act or omission on the part of Grantee's employees are in no way the State's obligation or responsibility.

12. Publicity and Endorsement

12.1 **Publicity.** Any publicity regarding the subject matter of this Agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Agreement. All projects primarily funded by state grant appropriation must publicly credit the State of Minnesota, including on Grantee's website when practicable.

12.2 **Endorsement.** Grantee must not claim that the State endorses its products or services.

13. **Governing Law, Jurisdiction, and Venue.** Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Termination; Suspension

14.1 **Termination.** The State or Commissioner of Administration may unilaterally terminate this Agreement at any time, with or without cause, upon written notice to Grantee. Upon termination, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 **Termination for Cause.** The State may immediately terminate this Agreement if the State finds that there has been a failure to comply with the provisions of this Agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 **Termination for Insufficient Funding.** The State may immediately terminate this Agreement if:

14.3.1 It does not obtain funding from the Minnesota Legislature; or

14.3.2 If funding cannot be continued at a level sufficient to pay for the services contracted for under this Agreement. Termination must be by written or fax notice to Grantee. The State is not obligated to pay for any services that are performed after notice and effective date of termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

14.4 **Suspension.** The State may immediately suspend this Agreement in the event of a total or partial government shutdown due to its failure to pass an approved budget by the legal deadline. Work performed by Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

15. **Data Disclosure.** Under [Minn. Stat. § 270C.65](#) subd. 3, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16. **Fund Use Prohibited.** Grantee will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a state contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or

material supplier. This restriction does not prevent Grantee from utilizing these funds to pay any party who might be disqualified or debarred after Grantee has been awarded funds for the Project. For a list of disqualified or debarred vendors, see www.mmd.admin.state.mn.us/debarredreport.asp.

17. **Discrimination Prohibited by Minnesota Statutes §181.59.** Grantee will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Grantee agrees that:
 - 17.1 In the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Grantee, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates;
 - 17.2 No Grantee, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified herein, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color;
 - 17.3 A violation of this Section is a misdemeanor; and
 - 17.4 This Agreement may be canceled or terminated by the State, or any county, city, town, township, school, school district or any other person authorized to enter into agreements for employment, and all money due, or to become due under said agreements, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.
18. **Limitation.** Under this Agreement, the State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by Grantee, however, Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.
19. **Telecommunications Certification.** By signing this Agreement, Grantee certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Grantee will not use funding covered by this Agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Grantee will include this certification as a flow down clause in any contract related to this Agreement.
20. **Title VI/Non-discrimination Assurances.** Grantee agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. Grantee will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. The State may conduct a review of Grantee's compliance with this provision. Grantee must cooperate with the State throughout the review process by supplying all requested information and documentation to the State, making Grantee staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by the State.
21. **Additional Provisions**
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MnDOT ENCUMBRANCE VERIFICATION

The individual certifies funds have been encumbered as required by Minn. Stat. 16A.15 and 16C.05.

By:
Date:
SWIFT Contract # _____

SWIFT Purchase Order # _____

GRANTEE

Grantee certifies that the appropriate person(s) have executed the Agreement on behalf of Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

**COMMISSIONER OF TRANSPORTATION
as delegated**

By:

Date:

MnDOT CONTRACT MANAGEMENT

By:

Date:



221 East Clark Street
 Albert Lea, Minnesota 56007-2496
 507-377-4325
cityofalbertlea.org

June 5, 2025

Mr. Luke Bourassa
 Airport Development Engineer
 MnDOT Office of Aeronautics
 395 John Ireland Boulevard
 St. Paul MN 55155

RE: Grant Application
 Albert Lea Municipal Airport (AEL)
 SRE Acquisition Project – AIG Funded

Dear Mr. Bourassa:

Please find enclosed the abstract, signed professional service agreement, FAA cost-price analysis, FAA Form SF-424, and FAA Forms 5100-100, 129-132, 134,135, for the aforementioned project to be completed at the Albert Lea Municipal Airport in Albert Lea, Minnesota.

The aforementioned project involves professional services and equipment acquisition. The equipment being acquired is Case IH 265 Magnum carrier vehicle and loader to be used for snow removal at the airport. The supplier will be providing the required information for the Type 3 waiver per previous direction from the FAA Buy American representative.

The following is a breakdown of costs associated with this grant request:

SRE ACQUISITION COST BREAKDOWN				
PROFESSIONAL SERVICES	TOTAL	FAA (95%)	STATE (2.5%)	LOCAL (2.5%)
DESIGN ENGINEERING - BMI	\$19,000.00	\$18,050.00	\$475.00	\$475.00
TOTAL ENGINEERING:	\$19,000.00	\$18,050.00	\$475.00	\$475.00
EQUIPMENT ACQUISITION	TOTAL	FAA (95%)	STATE (2.5%)	LOCAL (2.5%)
SRE ACQUISITION	\$392,775.00	\$373,136.25	\$9,819.38	\$9,819.38
CITY ADMINISTRATION	\$1,000.00	\$950.00	\$25.00	\$25.00
TOTAL EQUIPMENT ACQUISITION:	\$393,775.00	\$374,086.25	\$9,844.38	\$9,844.38
	TOTAL	FAA (95%)	STATE (2.5%)	LOCAL (2.5%)
TOTAL PROJECT:	\$412,775.00	\$392,136.25	\$10,319.38	\$10,319.38

The city of Albert Lea requests a Federal AIG grant agreement in the amount of \$392,136.25 for the aforementioned project. If you need any further information or documentation, please feel welcome to contact me at sjahnke@ci.albert-lea.mn.us or 507-377-4325.

Sincerely,

Signed by:

Steven Jahnke

4F47E422CCF24B1...

Steve Jahnke, P.E.

City Engineer &

Director of Public Works

cc: Mark Schrader, FAA
Lindsay Terry, FAA
Brian Conklin, MnDOT Aeronautics
Silas Parmar, Bolton & Menk, Inc.
Nick Grahek, Bolton & Menk, Inc.

Enclosures:

- Bid Abstract
- Signed Professional Service Agreement
- FAA Cost-Price Analysis
- FAA Form SF-424
- FAA Form 5100-100, 129-132, 134, 135

EXHIBIT "B"

Airport: ALBERT LEA MUNICIPAL AIRPORT											
Airport Sponsor: CITY OF ALBERT LEA, MN											
Ident: AEL											
UEI: UAY3NSKZM7E6											
State Project No.: A2401-88											
Federal Project No.: 3-27-0003-025-2025											
Agreement No.: 1061005											
Project Description: SRE ACQUISITION											
Date: 6/10/2025											
Construction	Description		Total	Funding Rates			Federal		State		Local
				Federal	State						
		\$	-	95%	2.5%	\$	-	\$	-	\$	-
		\$	-	95%	2.5%	\$	-	\$	-	\$	-
	CONSTRUCTION SUBTOTAL	\$	-			\$	-	\$	-	\$	-
Engineering	Description		Total	Federal	State		Federal		State		Local
	DESIGN ENGINEERING - BOLTON & MENK, INC.	\$	19,000.00	95%	2.5%	\$	18,050.00	\$	475.00	\$	475.00
		\$	-	95%	2.5%	\$	-	\$	-	\$	-
		\$	-	95%	2.5%	\$	-	\$	-	\$	-
	ENGINEERING SUBTOTAL	\$	19,000.00			\$	18,050.00	\$	475.00	\$	475.00
Administration	Description		Total	Federal	State		Federal		State		Local
	EQUIPMENT ACQUISITION - ARNOLD'S OF ALDEN	\$	392,775.00	95%	2.5%	\$	373,136.25	\$	9,819.38	\$	9,819.38
	CITY ADMINISTRATION	\$	1,000.00	95%	2.5%	\$	950.00	\$	25.00	\$	25.00
	ADMINISTRATION SUBTOTAL	\$	393,775.00			\$	374,086.25	\$	9,844.38	\$	9,844.38
	Total (before adjustments)	\$	412,775.00			\$	392,136.25	\$	10,319.38	\$	10,319.38
	Adjustments to round Fed amount					\$	392,136.00	\$	10,319.38	\$	10,319.63
	Grant Amounts	\$	412,775.00			\$	392,136.00	\$	10,319.50	\$	10,319.50
	Overall Share Percentages						95.0%		2.5%		2.5%

RESOLUTION 25-

Introduced by Councilor

RESOLUTION ACCEPTING TOWARDS ZERO DEATHS (TZD)
ENFORCEMENT GRANT AWARD – MN DEPARTMENT OF PUBLIC SAFETY

WHEREAS, the City of Albert Lea, acting through its Police Department, applied and received a grant to be used for the Towards Zero Deaths (TZD) program; and

WHEREAS, grant funding of \$23,050.00 will be shared with the Freeborn County Sheriff's Office and will be used to pay overtime for officers working the TZD enforcement waves.

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

Sec. 1. That the Mayor and City Manager are authorized to enter into said Agreement with the Minnesota Department of Public Safety.

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, Howland, 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 22nd day of September, 2025

Mayor Rich Murray

Filed and attested this 23rd day of September, 2025

Secretary of the Council

RESOLUTION 25-xxx

Introduced by Councilor

RESOLUTION ADOPTING THE 2026 PRELIMINARY BUDGET AND PROPERTY TAX LEVY

WHEREAS, the City annually adopts an operating budget for the coming year in accordance with the City Charter and Minnesota Statutes; and

WHEREAS, Minnesota Statute 275.065, Subdivision 1 requires cities to certify a maximum proposed levy on or before September 30th of each year and to establish a public meeting date for the purpose of discussing said proposed levy; and

WHEREAS, the Albert Lea City Council has reviewed the preliminary budget and levy as found in Exhibit “A.”

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

Sec. 1. That the proposed 2026 preliminary budget found in Exhibit “A” is hereby adopted.

Sec. 2. The preliminary 2026 net tax levy to be certified to the Freeborn County Auditor of \$9,469,700 is hereby established as the maximum possible net tax levy for property tax payable 2025.

Sec. 3. That Monday, December 8, 2025 is hereby established for the public hearing on the proposed 2026 budget and tax levy to be held at the City Hall Council Chambers beginning at 7:00 p.m.

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, Howland, 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 22nd day of September, 2025

Mayor Rich Murray

Filed and attested this 23rd day of September, 2025

Secretary of the Council

General Fund 2026 Budget - Summary by Department

	2024	2025	2026	2026	%
	Actual	Budget	Budget	Over (Under) 2025 Budget	Change
Revenues					
Tax Levy - Collected	5,575,000	5,974,800	6,717,000	742,200	12.42%
Franchise Fees	1,723,312	2,150,000	2,000,000	(150,000)	-6.98%
Other Taxes	72,669	40,000	41,000	1,000	2.50%
Permits and Licenses	433,975	405,900	450,050	44,150	10.88%
LGA	6,868,836	6,882,691	6,909,613	26,922	0.39%
Other Intergovernmental	1,336,940	1,316,100	1,320,327	4,227	0.32%
Charges for Services	1,265,469	1,103,700	1,177,520	73,820	6.69%
Fines and Forfeits	76,899	85,000	90,000	5,000	5.88%
Miscellaneous	255,698	227,424	292,690	65,266	28.70%
Transfers In	2,322,135	2,510,000	2,700,000	190,000	7.57%
Total Revenues	19,930,933	20,695,615	21,698,200	1,002,585	4.84%
Expenditures					
Council	155,835	202,578	168,900	(33,678)	-16.62%
City Manager	288,345	309,415	331,229	21,814	7.05%
City Clerk	167,172	177,952	187,921	9,969	5.60%
Elections	74,847	-	36,484	36,484	N/A
Finance	607,275	637,520	658,370	20,850	3.27%
City Attorney	273,112	244,905	246,496	1,591	0.65%
Personnel Admin	312,419	380,504	434,741	54,237	14.25%
Planning & Zoning	133,315	150,362	176,712	26,350	17.52%
City Center	151,196	157,987	166,037	8,050	5.10%
Communications	314,662	338,259	340,996	2,737	0.81%
IT	277,781	290,050	379,150	89,100	30.72%
Police	4,977,312	5,420,989	6,011,407	590,418	10.89%
Fire	2,730,866	2,835,210	2,917,617	82,407	2.91%
Building Inspection	481,986	564,032	564,093	61	0.01%
Engineering	799,101	811,576	870,965	59,389	7.32%
Street Maint	1,079,540	1,051,651	1,092,772	41,121	3.91%
Snow & Ice Removal	451,839	546,295	536,573	(9,722)	-1.78%
Storm Drainage	292,313	277,084	293,991	16,907	6.10%
Street Lighting	266,328	279,270	274,064	(5,206)	-1.86%
City Garage	359,989	368,898	398,386	29,488	7.99%
Recreation	403,845	432,193	449,236	17,043	3.94%
Arena	537,938	545,168	528,615	(16,553)	-3.04%
Swimming Pool	205,014	226,059	233,168	7,109	3.14%
Theater	25,460	30,430	24,438	(5,992)	-19.69%
Senior Center	-	-	105,863	105,863	N/A
Parks	1,281,780	1,501,980	1,529,890	27,910	1.86%
Forestry	207,949	229,863	239,420	9,557	4.16%
Library	1,118,903	1,233,685	1,250,466	16,781	1.36%
Economic Devt	164,032	126,700	65,200	(61,500)	-48.54%
Transfers Out	1,380,884	1,325,000	1,185,000	(140,000)	-10.57%
Total Expenses/Transfers	19,521,038	20,695,615	21,698,200	1,002,585	4.84%
Total Revenue Over (Under)					
Expenditures	409,895	-	-	-	N/A

General Fund 2026 Preliminary Budget

	2024	2025	2026	2026 Budget	%
	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Over (Under)</u>	<u>Change</u>
				<u>2025 Budget</u>	
Revenues					
Tax Levy - Collected	5,575,000	5,974,800	5,974,800	-	
2026 Levy Increase	-	-	742,200	742,200	12.42%
Franchise Fees	1,723,312	2,150,000	2,000,000	(150,000)	-6.98%
Other taxes	72,669	40,000	41,000	1,000	2.50%
Permits and Licenses	433,975	405,900	450,050	44,150	10.88%
LGA	6,868,836	6,882,691	6,909,613	26,922	0.39%
Other Intergovernmental	1,336,940	1,316,100	1,320,327	4,227	0.32%
Charges for Services	1,265,469	1,103,700	1,177,520	73,820	6.69%
Fines and Forfeits	76,899	85,000	90,000	5,000	5.88%
Miscellaneous	255,698	227,424	292,690	65,266	28.70%
Transfer In - PILOT	580,000	610,000	700,000	90,000	14.75%
Transfer In - Overhead	1,730,000	1,900,000	2,000,000	100,000	5.26%
Transfer In - Other	12,135	-	-	-	N/A
Total Revenues	<u>19,930,933</u>	<u>20,695,615</u>	<u>21,698,200</u>	<u>1,002,585</u>	<u>4.84%</u>
Expenditures					
Council					
Personnel Services	63,825	71,053	65,642	(5,411)	-7.62%
Supplies	1,342	1,500	1,300	(200)	-13.33%
Other Services & Charges	90,668	130,025	101,958	(28,067)	-21.59%
Council Total	<u>155,835</u>	<u>202,578</u>	<u>168,900</u>	<u>(33,678)</u>	<u>-16.62%</u>
City Manager					
Personnel Services	274,713	293,070	315,669	22,599	7.71%
Supplies	2,010	1,450	850	(600)	-41.38%
Other Services & Charges	11,622	14,895	14,710	(185)	-1.24%
City Manager Total	<u>288,345</u>	<u>309,415</u>	<u>331,229</u>	<u>21,814</u>	<u>7.05%</u>
City Clerk					
Personnel Services	151,397	161,042	173,279	12,237	7.60%
Supplies	414	200	200	-	0.00%
Other Services & Charges	15,361	16,710	14,442	(2,268)	-13.57%
City Clerk Total	<u>167,172</u>	<u>177,952</u>	<u>187,921</u>	<u>9,969</u>	<u>5.60%</u>
Elections					
Personnel Services	42,860	-	30,534	30,534	N/A
Supplies	10,024	-	2,200	2,200	N/A
Other Services & Charges	21,963	-	3,750	3,750	N/A
Elections Total	<u>74,847</u>	<u>-</u>	<u>36,484</u>	<u>36,484</u>	<u>N/A</u>
Finance					
Personnel Services	498,301	523,975	558,818	34,843	6.65%
Supplies	5,902	7,500	8,200	700	9.33%
Other Services & Charges	93,312	106,045	91,352	(14,693)	-13.86%
Finance Total	<u>607,275</u>	<u>637,520</u>	<u>658,370</u>	<u>20,850</u>	<u>3.27%</u>
City Attorney					
Personnel Services	94,247	100,535	112,333	11,798	11.74%
Supplies	104	300	300	-	0.00%
Other Services & Charges	178,761	144,070	133,863	(10,207)	-7.08%
City Attorney Total	<u>273,112</u>	<u>244,905</u>	<u>246,496</u>	<u>1,591</u>	<u>0.65%</u>

General Fund 2026 Preliminary Budget

	2024	2025	2026	2026 Budget	%
	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	Over (Under)	<u>Change</u>
				<u>2025 Budget</u>	
Personnel Administration					
Personnel Services	258,331	305,074	336,221	31,147	10.21%
Supplies	273	150	150	-	0.00%
Other Services & Charges	53,815	75,280	98,370	23,090	30.67%
Personnel Admin Total	<u>312,419</u>	<u>380,504</u>	<u>434,741</u>	<u>54,237</u>	<u>14.25%</u>
Planning and Zoning					
Personnel Services	128,684	137,072	167,142	30,070	21.94%
Supplies	316	300	300	-	0.00%
Other Services & Charges	4,315	12,990	9,270	(3,720)	-28.64%
Planning and Zoning Total	<u>133,315</u>	<u>150,362</u>	<u>176,712</u>	<u>26,350</u>	<u>17.52%</u>
City Center					
Personnel Services	21,961	32,732	36,353	3,621	11.06%
Supplies	7,358	9,000	8,500	(500)	-5.56%
Other Services & Charges	112,313	116,255	121,184	4,929	4.24%
Capital Outlay	9,564	-	-	-	N/A
City Center Total	<u>151,196</u>	<u>157,987</u>	<u>166,037</u>	<u>8,050</u>	<u>5.10%</u>
Community Engagement					
Personnel Services	253,487	269,964	290,568	20,604	7.63%
Supplies	2,214	6,500	1,500	(5,000)	-76.92%
Other Services & Charges	58,961	61,795	48,928	(12,867)	-20.82%
Comm Eng Total	<u>314,662</u>	<u>338,259</u>	<u>340,996</u>	<u>2,737</u>	<u>0.81%</u>
Information Technology					
Other Services & Charges	<u>277,781</u>	<u>290,050</u>	<u>379,150</u>	<u>89,100</u>	<u>30.72%</u>
IT Total	<u>277,781</u>	<u>290,050</u>	<u>379,150</u>	<u>89,100</u>	<u>30.72%</u>
Police					
Personnel Services	4,233,561	4,630,400	5,190,852	560,452	12.10%
Supplies	144,560	134,700	147,600	12,900	9.58%
Other Services & Charges	599,191	655,889	672,955	17,066	2.60%
Police Total	<u>4,977,312</u>	<u>5,420,989</u>	<u>6,011,407</u>	<u>590,418</u>	<u>10.89%</u>
Fire					
Personnel Services	2,416,422	2,513,030	2,576,404	63,374	2.52%
Supplies	118,126	120,750	124,750	4,000	3.31%
Other Services & Charges	196,318	201,430	216,463	15,033	7.46%
Fire Total	<u>2,730,866</u>	<u>2,835,210</u>	<u>2,917,617</u>	<u>82,407</u>	<u>2.91%</u>
Inspections				-	
Personnel Services	449,440	523,702	522,699	(1,003)	-0.19%
Supplies	6,360	6,100	6,300	200	3.28%
Other Services & Charges	26,186	34,230	35,094	864	2.52%
Inspections Total	<u>481,986</u>	<u>564,032</u>	<u>564,093</u>	<u>61</u>	<u>0.01%</u>
Engineering					
Personnel Services	752,714	770,225	825,699	55,474	7.20%
Supplies	7,559	9,375	11,575	2,200	23.47%
Other Services & Charges	38,828	31,976	33,691	1,715	5.36%
Engineering Total	<u>799,101</u>	<u>811,576</u>	<u>870,965</u>	<u>59,389</u>	<u>7.32%</u>

General Fund 2026 Preliminary Budget

	2024	2025	2026	2026 Budget	
	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	Over (Under)	%
				<u>2025 Budget</u>	<u>Change</u>
Street Maintenance					
Personnel Services	591,953	634,851	687,459	52,608	8.29%
Supplies	315,606	314,000	308,900	(5,100)	-1.62%
Other Services & Charges	171,981	102,800	96,413	(6,387)	-6.21%
Street Maint Total	<u>1,079,540</u>	<u>1,051,651</u>	<u>1,092,772</u>	<u>41,121</u>	<u>3.91%</u>
Snow & Ice Removal					
Personnel Services	360,141	395,803	407,858	12,055	3.05%
Supplies	84,328	139,000	118,500	(20,500)	-14.75%
Other Services & Charges	7,370	11,492	10,215	(1,277)	-11.11%
Snow & Ice Removal Total	<u>451,839</u>	<u>546,295</u>	<u>536,573</u>	<u>(9,722)</u>	<u>-1.78%</u>
Storm Drainage					
Personnel Services	151,402	161,439	183,657	22,218	13.76%
Supplies	39,681	42,850	43,050	200	0.47%
Other Services & Charges	101,230	72,795	67,284	(5,511)	-7.57%
Storm Drainage Total	<u>292,313</u>	<u>277,084</u>	<u>293,991</u>	<u>16,907</u>	<u>6.10%</u>
Street Lighting					
Supplies	858	12,000	12,000	-	0.00%
Other Services & Charges	265,470	267,270	262,064	(5,206)	-1.95%
Street Lighting Total	<u>266,328</u>	<u>279,270</u>	<u>274,064</u>	<u>(5,206)</u>	<u>-1.86%</u>
City Garage					
Personnel Services	218,753	238,978	257,919	18,941	7.93%
Supplies	54,806	46,000	56,700	10,700	23.26%
Other Services & Charges	86,430	83,920	83,767	(153)	-0.18%
City Garage Total	<u>359,989</u>	<u>368,898</u>	<u>398,386</u>	<u>29,488</u>	<u>7.99%</u>
Recreation					
Personnel Services	349,191	364,923	378,679	13,756	3.77%
Supplies	15,809	20,075	23,400	3,325	16.56%
Other Services & Charges	38,845	47,195	47,157	(38)	-0.08%
Recreation Total	<u>403,845</u>	<u>432,193</u>	<u>449,236</u>	<u>17,043</u>	<u>3.94%</u>
Arena					
Personnel Services	253,028	278,982	289,770	10,788	3.87%
Supplies	29,454	44,855	49,090	4,235	9.44%
Other Services & Charges	242,909	221,331	189,755	(31,576)	-14.27%
Capital Outlay	12,547	-	-	-	N/A
Arena Total	<u>537,938</u>	<u>545,168</u>	<u>528,615</u>	<u>(16,553)</u>	<u>-3.04%</u>
Aquatic Center					
Personnel Services	129,377	137,887	134,439	(3,448)	-2.50%
Supplies	34,287	39,228	46,565	7,337	18.70%
Other Services & Charges	34,851	48,944	52,164	3,220	6.58%
Capital Outlay	6,499	-	-	-	N/A
Swimming Pool Total	<u>205,014</u>	<u>226,059</u>	<u>233,168</u>	<u>7,109</u>	<u>3.14%</u>
Theater					
Supplies	1,217	3,100	2,060	(1,040)	-33.55%
Other Services & Charges	24,243	27,330	22,378	(4,952)	-18.12%

General Fund 2026 Preliminary Budget

	2024	2025	2026	2026 Budget	%
	Actual	Budget	Budget	Over (Under)	Change
				2025 Budget	
Theater Total	25,460	30,430	24,438	(5,992)	-19.69%
Senior Center					
Other Services & Charges	-	-	105,863	105,863	N/A
Theater Total	-	-	105,863	105,863	N/A
Parks					
Personnel Services	970,391	1,120,337	1,171,719	51,382	4.59%
Supplies	157,958	197,300	184,350	(12,950)	-6.56%
Other Services & Charges	153,431	184,343	173,821	(10,522)	-5.71%
Parks Total	1,281,780	1,501,980	1,529,890	27,910	1.86%
Forestry					
Personnel Services	130,894	140,644	154,133	13,489	9.59%
Supplies	27,788	28,250	24,850	(3,400)	-12.04%
Other Services & Charges	49,267	60,969	60,437	(532)	-0.87%
Forestry Total	207,949	229,863	239,420	9,557	4.16%
Library					
Personnel Services	908,158	989,113	1,006,191	17,078	1.73%
Supplies	152,750	170,600	174,900	4,300	2.52%
Other Services & Charges	57,995	73,972	69,375	(4,597)	-6.21%
Library Total	1,118,903	1,233,685	1,250,466	16,781	1.36%
Economic Devt					
Other Services & Charges	164,032	126,700	65,200	(61,500)	-48.54%
Economic Devt Total	164,032	126,700	65,200	(61,500)	-48.54%
Total Expenses	18,140,154	19,370,615	20,513,200	1,142,585	5.90%
Transfer Out - Central Garage	850,000	850,000	800,000	(50,000)	-5.88%
Transfer Out - IT Capital Fund	55,000	55,000	55,000	-	0.00%
Transfer Out - Senior Center	60,000	60,000	-	(60,000)	-100.00%
Transfer Out - Broadway Ridge	145,000	145,000	145,000	-	0.00%
Transfer Out - Airport	75,000	75,000	75,000	-	0.00%
Transfer Out - Storm Water	80,000	80,000	50,000	(30,000)	-37.50%
Transfer Out - Building Maintenan	60,000	60,000	60,000	-	0.00%
Transfer Out - Other	55,884	-	-	-	N/A
Total Transfers	1,380,884	1,325,000	1,185,000	(140,000)	-10.57%
Total Expenses and Transfers Out	19,521,038	20,695,615	21,698,200	1,002,585	4.84%
Total Revenue Over (Under)					
Expenditures	409,895	-	-	-	N/A

CITY OF ALBERT LEA
General Fund and Debt Levies

Last Year	Fund Description	2025	2026	Increase (Decrease) from 2025		% Increase of Total 2025 Levy
	General Fund Levy	5,974,800	5,974,800	-	0.00%	0.00%
	2026 Increase	-	742,200	742,200	N/A	8.46%
	Total General Fund Levy	5,974,800	6,717,000	742,200	12.42%	8.46%
2024	2014B GO Bonds	-	-	-	0.00%	0.00%
2025	2010A GO Bonds	114,541	-	(114,541)	N/A	-1.31%
2025	2015A GO Bonds	108,977	-	(108,977)	N/A	-1.24%
2026	2016A GO Bonds	214,809	212,173	(2,636)	-1.23%	-0.03%
2027	2017A GO Bonds	147,344	149,969	2,625	1.78%	0.03%
2028	2018A GO Bonds	158,279	160,904	2,625	1.66%	0.03%
2029	2019A GO Bonds	181,587	181,797	210	0.12%	0.00%
2030	2020A GO Bonds	208,566	211,033	2,467	1.18%	0.03%
2031	2021A GO Bonds	102,571	104,146	1,575	1.54%	0.02%
2032	2022A GO Bonds	244,725	244,936	211	0.09%	0.00%
2032	2022A GO Bonds-Arena Roof	57,398	60,968	3,570	6.22%	0.04%
2033	2023A GO Bonds	232,922	235,652	2,730	1.17%	0.03%
2033	2023A GO Bonds-Arena Bleachers	39,743	43,943	4,200	10.57%	0.05%
2034	2024 Street Projects	133,243	131,541	(1,702)	-1.28%	-0.02%
2039	2024 Street Projects	64,683	62,845	(1,838)	-2.84%	-0.02%
2039	2024 Arena Solar	46,172	49,245	3,073	6.66%	0.04%
2045	2024 Recreational Facilities	737,940	773,745	35,805	4.85%	0.41%
2047	2025 TIF Soil District	-	52,876	52,876	N/A	0.60%
2036	2025 Eberhart	-	53,958	53,958	N/A	0.62%
2036	2025 Freeborn Bank Parking Lot	-	22,969	22,969	N/A	0.26%
	Total Debt Levy	2,793,500	2,752,700	(40,800)	-1.46%	-0.47%
	Total General Fund and Debt Levy	8,768,300	9,469,700	701,400	8.00%	8.00%

RESOLUTION 25-xxx

Introduced by Councilor

RESOLUTION APPROVING ALBERT LEA HOUSING AND REDEVELOPMENT
AUTHORITY PRELIMINARY PROPERTY TAX LEVY FOR FISCAL YEAR 2026

WHEREAS, the Housing and Redevelopment Authority of the City of Albert Lea (the “HRA”) may request the establishment of a special benefit tax pursuant to Minnesota Statute 469.033 Subdivision 6; and

WHEREAS, Minnesota Statute 469.033 Subdivision 6 requires the consent, by resolution, of the governing body of the municipality to levy said tax.

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

Sec. 1. That pursuant to Minnesota Statute 469.033 Subdivision 6, the special benefit tax as determined by the Housing and Redevelopment Authority of the City of Albert Lea is given preliminary approval of collection in fiscal year 2026 in the amount of \$266,000.

Sec. 2. That a copy of this resolution shall be certified to the Freeborn County Auditor no later than September 30, 2025, as required by law.

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, Howland, 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 22nd day of September, 2025

Mayor Rich Murray

Filed and attested this 23rd day of September, 2025

Secretary of the Council

ORDINANCE 25-

Introduced by Councilor

AN ORDINANCE AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE VI. – BOARDS,
COMMISSIONS AND AUTHORITIES - DIVISION 4. HUMAN RIGHTS COMMISSION

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA, ORDAINS:

Sec. 2.298. Qualifications of members.

The human rights commission shall be appointed with due regard to their fitness for the efficient dispatch of the functions, powers, and duties vested in and imposed upon the commission.

Sec. 2.299. Purpose.

The purpose of the Commission will be to serve as a resource for all those seeking equal opportunities in employment, housing, public accommodations, public service, education and state statutes with full participation in the affairs of the Albert Lea community.

Sec. 2.300. Duties and Responsibilities.

It is the duty and responsibility of the Human Rights Commission to recommend, counsel, and advise the administrative officers and the council in matters relating to human rights. The Commission will advise the City Council on long-range programs to improve community relations in the city.

Secs. 2.301—2.318. Reserved.

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

And the following voted against the same: None.

Introduced and read for the first time on the 22nd day of September, 2025

Mayor Rich Murray

Filed and attested this 23rd day of September, 2025

Secretary of the Council

Deleted: The purpose of the human rights commission is to secure for all citizens equal opportunity in employment, housing, public accommodations, public services, education, and state statutes with full participation in the affairs of this community. The commission will assist the state department of human rights in implementing the state's codes against discrimination and by advising the council on long-range programs to improve community relations in the city. Sec. 2.300. Duties and responsibilities.¶

Deleted: The duties and responsibilities of the human rights commission are as follows:

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Deleted: (1) Adopt bylaws and rules for the conduct of its affairs, including the election, assumptions of duties and definition of responsibilities of officers and committees. Such rules and bylaws shall be subject to the approval of the council. ¶
(2) Develop a process where complainants or the commission on their behalf may report and file possible violations of civil and human rights with the state for the purpose of determining regulatory and enforcement procedures. The council will approve the intake form and the reporting site, if the complainant chooses to report initially to the city. The state department of human rights investigates, mediates, and conciliates all alleged discriminatory acts. The local commission may assist with the process. ¶
(3) Enlist the cooperation of agencies, organizations, and individuals in the community in an active program directed to create equal opportunity and eliminate discrimination or inequalities. ¶
(4) Plan events, activities, and forums for the city to give increased effectiveness and direction to the work of all individuals and agencies addressing themselves to planning, policy making, and educational programming in the area of civil and human rights. ¶
(5) Advise the council and other agencies of the government on the human and civil rights issues, act in an advisory capacity with respect to planning or operation of any city department on issues of civil and human rights and recommend the adoption of such specific policies or actions as are needed to provide for full equal opportunity in the community. ¶
(6) Develop in cooperation with the state department of human rights, such programs of formal and informal education to assist in the implementation of the state act against discrimination and provide for the commission's assumption of leadership in recognizing and addressing potential problem areas in the community. ¶
(7) Assist the state commissioner of human rights in the investigation of complaints alleging a discriminatory act in violation of the state statutes. ¶

RESOLUTION 25-

Introduced by Councilor

RESOLUTION AUTHORIZING BROADWAY RIDGE GRANT WITH 212 S BROADWAY, LLC

WHEREAS, the Broadway Ridge Grant Fund allows property owners to be awarded funds to repair and restore certain areas of the building within the downtown commercial historic district; and

WHEREAS, 212 South Broadway LLC, has applied for matching grant funds and the plan has been reviewed by the City's Building Official for the work at 212 Broadway Avenue South; and

WHEREAS, the City has authorized a grant for of up to Forty-Two Thousand One Hundred and no/100 Dollars (\$42,100.00) to be awarded to provide for improvements and restoration of certain areas of the building; and

WHEREAS, this consists of replacement of the rubber roof on the building with up to Twenty-One Thousand Fifty and no/100 Dollars (\$21,050.00) in matching funds for work completed.

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

Sec. 1. That the Mayor and City Manager are hereby authorized to enter into an Agreement with 212 South Broadway LLC to facilitate the terms of Broadway Ridge Grant Fund for the property located at 212 Broadway Avenue South, Albert Lea, Minnesota.

Sec. 2. The City is authorized to enter into other related Agreements and documents for this transaction.

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, Howland, 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 22nd day of September, 2025

Mayor Rich Murray

Filed and attested this 23rd day of September, 2025

Secretary of the Council

BROADWAY RIDGE GRANT AGREEMENT
212 Broadway Avenue South, Albert Lea, MN 56007

THIS AGREEMENT, made and entered into as of September _____, 2025, by and between 212 South Broadway LLC, a limited liability company under the laws of the State of Minnesota, together with its successors and assigns (the “Borrower”), and the City of Albert Lea, a municipal corporation under the laws of the State of Minnesota, together with its successor and assigns (the “Lender”);

WHEREAS, Lender has a matching 50/50 grant of up to Fifty Thousand and no/100 Dollars (\$50,000.00) for improvements to the façade of buildings within the downtown commercial historic district; and

WHEREAS, Borrower owns the building located at 212 Broadway Avenue South and has applied to Lender for a matching grant. The grant is for of up to Forty-Two Thousand One Hundred and no/100 Dollars (\$42,100.00) to be awarded to provide for improvements and restoration of certain areas of the building.

WHEREAS, the improvements consist of replacement of the rubber roof on the building. Borrower seeks up to Twenty-One Thousand Fifty and no/100 Dollars (\$21,050.00) matching funds for work completed.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

I. GRANT; ADVANCES OF GRANT PROCEEDS

Section 1.1 – General.

Lender agrees to award to Borrower the proceeds of the Grant. The Grant shall be advanced in stages by Lender only for work satisfactorily completed or materials actually incorporated or stored and to be incorporated into the Project within thirty (30) days. Lender is not obligated to make an advance payment until Lender’s representative is satisfied that the work has been completed in accordance with the approved plan.

When Borrower seeks an Advance, it shall submit a Draw Request in a form approved by Lender to Lender at least fourteen (14) days prior to the date on which the Advance is to be made. If Lender believes inadequate documentation is shown, payment shall not be made.

Section 1.2 – Project Phasing.

Projects may be completed in two or more phases, subject to the development of a total project plan for each phase, in which case the grant funds will pay for that part of the work that is

completed and the grant will be aggregated into the single grant. Aggregated projects may not exceed five years from the start date of the first phase of the project to the date of completion of the final phase funded by the grant hereunder, and are subject to the maximum grant amount.

Section 1.3 – Conditions Precedent to Advances.

Each of the following shall be a condition precedent to each Advance under this Agreement:

- A. Borrower will present Lender with design and/or improvement plans illustrating the proposed work. The design and/or improvement plans must remedy exterior code violations as part of the project.
- B. Lender shall have received a Draw Request which complies with the requirements set forth in this Agreement and in the Disbursing Agreement.
- C. Borrower is required to pay contractors in full. Lender will reimburse Borrower paid contractor invoices up to 50% of the invoice. Borrower shall show the source of funds for full payment of the contractor.
- D. All work or materials for which an Advance is required shall be in place and incorporated into the improvements or if stored prior to use, shall be accounted for on the Premises.
- E. Lender, or Lender's Agent shall have access to the Project at all reasonable times prior to an Advance. Such access shall include the right to enter the Project and to conduct such inspections thereof as they shall deem necessary or desirable for the protection of the Lender's interests. Improvements will be inspected by the City Building Official for approval of the completed work.
- F. Lender will reimburse Borrower paid contractor invoices or the contractor directly up to the amount of the matching funds for the replacement of the roof. Borrower shall show the source of funds for full payment of the contractor.

II. REPRESENTATIONS AND WARRANTIES OF BORROWER

Borrower represents and warrants to Lender as of the date of this Agreement and as of the date of each Advance hereunder and under the Grant that:

Section 2.1 – Funds Sufficient to Pay Costs of Project.

Borrower has undertaken reasonable efforts to determine the overall costs of the Project, and Borrower understands that Lender's participation in this Agreement is based upon the estimated costs currently determined. As such, Borrower has a good faith belief that the proceeds of the Grant, together with any other funds to be contributed to the Project by the Borrower or otherwise in accordance with this Agreement, will be sufficient to pay the costs of the Project in a

manner suitable for its use, and all costs and expenses incidental thereto. The proceeds will be used only for the purposes contemplated hereby. Should the actual costs of the Project be higher than currently estimated, Borrower understands that Lender is not committed to advancing any funds in excess of Lender's commitment under this Agreement and the Grant Documents and any such excess costs are Borrower's sole responsibility.

III. COVENANTS OF BORROWER

Section 3.1 – Providing Financial Information.

Borrower shall cause to be delivered to Lender, in accurate form and substance, without omissions or misrepresentations therein and all in form and content reasonably satisfactory to Lender:

- A. Project progress reports and Project cost summaries upon Lender's reasonable request; and
- B. Such other information respecting the Project.

IV. DEFAULTS

Section 4.1 – Events of Default.

Any of the following events shall constitute an Event of Default under this Agreement:

- A. Borrower shall default in the due performance or observance of any covenant set forth herein.
- C. Work on the Project shall be substantially abandoned, or shall, by reason of Borrower's fault, be unreasonably delayed or discontinued for any reason whatsoever to the extent that completion of the Project cannot, in the reasonable judgment of Lender, be accomplished.
- D. Borrower shall file bankruptcy.
- E. Borrower shall liquidate, wind up, dissolve, merge, terminate or suspend its operations, or sell all or substantially all of its assets, without the prior written consent of Lender.

Section 4.2 – Rights and Remedies.

Upon the occurrence of any Event of Default, unless such Event of Default is subsequently waived in writing by Lender, Lender shall be entitled, at the option of Lender, to exercise any or all of the following rights and remedies, consecutively or simultaneously, and in any order.

- A. Lender may make one (1) or more further Advances of Grant proceeds, without liability to make any subsequent Advances thereof.
- B. Lender may suspend its obligation to make Advances under this Agreement, without notice to Borrower.
- C. Lender may terminate its obligation to make Advances under this Agreement, and may declare Advances made under this Agreement to be immediately due and payable together with accrued and unpaid interest on such Advances, and any other sums due hereunder or under the Grant or any of the other Grant Documents, without notice to or demand on Borrower.

V. MISCELLANEOUS

Section 5.1 – Governing Law; Waiver of Jury Trial.

This Agreement, the rights of the parties hereunder and the interpretation hereof shall be governed by, and construed in accordance with, the laws of the State of Minnesota, in all respects. BORROWER HEREBY WAIVES ANY RIGHT TO A TRIAL BY JURY IN ANY ACTION RELATING TO THE GRANT AND/OR THE GRANT DOCUMENTS.

Section 5.2 – Counterparts.

This Agreement may be executed in any number of counterparts, all of which shall constitute a single agreement.

Section 5.3 – Notices.

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.

If to Borrower:	212 South Broadway LLC 71764 Michael Street Albert Lea, MN 56007
-----------------	--

If to Lender:	City of Albert Lea Attn: City Manager 221 East Clark Street Albert Lea, MN 56007
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Section 5.4 – Lender Responsibilities.

Lender assumes no liability or responsibility for the sufficiency of the Grant proceeds to complete the Project, for protection of the Project, for the satisfactory completion of the Project, for inspection during construction, for the adequacy or accuracy of the Draw Request, for any representations made by Borrower, or for any acts on the part of Borrower or its contractors to be performed in the construction of the Project.

Section 5.5 – Time of the Essence.

Time is of the essence hereof with respect to the dates, terms and conditions of this Agreement.

Section 5.6 – Entire Agreement; No Oral Modifications.

This Agreement supersedes all prior written or oral understandings and agreements with respect hereto including but not limited to that certain commitment letter, if any, between Borrower and Lender relating to the Project. No modification or waiver of any provision of this Agreement shall be effective unless set forth in writing and signed by the parties hereto.

Section 5.7 – Indemnification.

Borrower agrees that it will indemnify, defend, and hold harmless the Lender, its officers, employees, contractors, and agents, from and against any and all claims or causes of action arising or purportedly arising out of the actions of the Borrower in connection with the construction, installation, ownership, or operation of the Project, except for claims or causes of action arising or purportedly arising from the negligent acts or omissions of Lender's officers, employees, contractors, or agents.

Section 5.8 – Cooperation.

Borrower agrees that it will reasonably cooperate with Lender with respect to any litigation commenced by third-parties in connection with this agreement.

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

BORROWER

212 South Broadway LLC

By: _____
Robert J. Hoffman
Its Member

By: _____
Angela J. Hoffman
Its Member

LENDER

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 September, 2025, before me, a Notary Public within and for said County and State, personally appeared Robert J. Hoffman and Angela J. Hoffman, the Members of 212 South Broadway LLC.

Notary Public

STATE OF MINNESOTA)
) ss.
COUNTY OF FREEBORN)

On this _____ day of September, 2025, 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
2020 County Road F East
White Bear Lake, MN 55110
(651) 274-8989
holstad2000@yahoo.com

RESOLUTION 25 - 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 for Check #92452 through #92598 in the amount of \$1,646,680.37 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, Howland, 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 22nd day of September, 2025

Mayor Rich Murray

Filed and attested this 23rd day of September, 2025

Secretary of the Council

Claims Over \$25,000

City of Albert Lea Council Meeting 09/22/2025

- **\$28,060.86 – BCM Construction Inc**
Pay Estimate 5 – Lead Service Line Replacement Project
- **\$30,682.53 – HomeServe USA Corp**
Water/Sewer Protection Plan Services (August)
- **\$35,074.00 – Site Services Inc**
338 Broadway Ave S – Asbestos Removal, Clean Up Debris
- **\$43,383.90 – Tres Inc**
2025 GMC Sierra – Utilities
- **\$45,309.00 – Boyer Ford Truck**
2025 Ford F150 Lightning - Parks
- **\$51,108.85 – Platinum Plumbing Solutions LLC**
Pay Estimate 12 – Lead Service Line Replacement Project
- **\$80,188.41 – Municipal Pipe Tool**
Sliplining Project
- **\$118,989.00 – League of MN Cities Insurance**
Workers Compensation Insurance Premium – 4th Quarter
- **\$464,894.30 – inBYLT LLC (Apex)**
Recreational Facilities Project
 - Arena Refrigeration – Refrigeration Electrical – Energy Savings



Accounts Payable

Checks for Approval

User: NThoms
Printed: 9/17/2025 - 2:37 PM



Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	09/19/2025	101 General	Deferred Compensation Payable	Mission Square Plan Services		925.15
0	09/19/2025	101 General	Deferred Compensation Payable	Mission Square Plan Services		4,243.60
0	09/19/2025	101 General	Deferred Compensation Payable	Mission Square Plan Services		991.23
0	09/19/2025	101 General	Deferred Compensation Payable	Mission Square Plan Services		2,664.00
0	09/19/2025	101 General	Accrued Medicare Payable	Internal Revenue Service		41.49
0	09/19/2025	101 General	Accrued FICA Payable	Internal Revenue Service		15,545.47
0	09/19/2025	101 General	Federal Withholding Payable	Internal Revenue Service		307.02
0	09/19/2025	101 General	Accrued Medicare Payable	Internal Revenue Service		6,222.94
0	09/19/2025	101 General	Federal Withholding Payable	Internal Revenue Service		39,035.96
0	09/19/2025	101 General	Accrued Medicare Payable	Internal Revenue Service		6,222.94
0	09/19/2025	101 General	Accrued FICA Payable	Internal Revenue Service		15,545.47
0	09/19/2025	101 General	Accrued Medicare Payable	Internal Revenue Service		41.49
0	09/19/2025	101 General	Other Payroll Deduct Payable	Minnesota Department of Human Services		1,418.06
0	09/19/2025	101 General	State Withholding Payable	Minnesota Department of Revenue		130.63
0	09/19/2025	101 General	State Withholding Payable	Minnesota Department of Revenue		18,365.05
0	09/19/2025	101 General	Deferred Compensation Payable	MN State Retirement - Empower		200.00
0	09/19/2025	101 General	Deferred Compensation Payable	MN State Retirement - Empower		1,156.77
0	09/19/2025	101 General	Accrued PERA Payable	PERA		39,029.81
0	09/19/2025	101 General	Accrued PERA Payable	PERA		52,674.73
0	09/19/2025	101 General	Other Payroll Deduct Payable	WEX Health Inc		11,341.48
0	09/19/2025	101 General	Other Payroll Deduct Payable	AFLAC Group Insurance		871.47
0	09/19/2025	101 General	Other Payroll Deduct Payable	AFLAC Group Insurance		426.38
0	09/19/2025	101 General	Vision Care Payable	Fidelity Security Life		296.78
0	09/19/2025	101 General	Credit Union Payable	City and County Employees Federal Credit Union		11,756.47
0	09/19/2025	101 General	Other Payroll Deduct Payable	Employee Benefit Fund		75.00
0	09/19/2025	101 General	Union Dues Payable	IAFF Local 1041		1,089.30
0	09/19/2025	101 General	Other Payroll Deduct Payable	AFLAC Group Insurance		871.47
0	09/19/2025	101 General	Other Payroll Deduct Payable	AFLAC Group Insurance		426.38
0	09/19/2025	101 General	Vision Care Payable	Fidelity Security Life		296.78
0	09/19/2025	101 General	Dental Insurance Payable	MetLife		1,933.73
0	09/19/2025	101 General	Union Dues Payable	MNPEA		81.00
0	09/19/2025	101 General	Union Dues Payable	Minnesota Public Employees Association		624.00
0	09/19/2025	101 General	Union Dues Payable	Minnesota Public Employees Association		1,008.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	09/19/2025	101 General	Deferred Compensation Payable	Nationwide Retirement Solutions		1,490.38
0	09/19/2025	101 General	Deferred Compensation Payable	Nationwide Retirement Solutions		437.31
0	09/19/2025	101 General	Other Payroll Deduct Payable	Sun Life Financial		1,516.20
0	09/19/2025	101 General	Long-term Disability Payable	Sun Life Financial		1,145.83
0	09/19/2025	101 General	Dental Insurance Payable	MetLife		1,933.73
0	09/19/2025	101 General	Other Payroll Deduct Payable	Sun Life Financial		1,516.20
0	09/19/2025	101 General	Life Insurance Payable	Sun Life Financial		245.96
0	09/19/2025	101 General	Life Insurance Payable	Sun Life Financial		1.72
0	09/19/2025	101 General	Life Insurance Payable	Sun Life Financial		1.72
0	09/22/2025	703 HealthIns/Workers Comp Reserve	Expert & Professional Services	WEX Health Inc		357.50
0	09/22/2025	601 Water	Credit Card & Bank Fees	TTech		188.54
0	09/22/2025	602 Sewer	Credit Card & Bank Fees	TTech		188.54
0	09/22/2025	101 General	Rents & Leases	Loffler		2.74
0	09/22/2025	101 General	Telephone & Internet	Granite Telecommunications LLC		37.32
0	09/22/2025	101 General	Telephone & Internet	Granite Telecommunications LLC		77.72
0	09/22/2025	101 General	Telephone & Internet	Granite Telecommunications LLC		111.97
0	09/22/2025	101 General	Telephone & Internet	Granite Telecommunications LLC		108.81
0	09/22/2025	101 General	Telephone & Internet	Granite Telecommunications LLC		24.87
0	09/22/2025	101 General	Telephone & Internet	Granite Telecommunications LLC		141.01
0	09/22/2025	101 General	Telephone & Internet	Granite Telecommunications LLC		73.04
0	09/22/2025	101 General	Telephone & Internet	Granite Telecommunications LLC		59.07
0	09/22/2025	101 General	Telephone & Internet	Granite Telecommunications LLC		40.42
0	09/22/2025	210 Senior Center	Telephone & Internet	Granite Telecommunications LLC		104.96
0	09/22/2025	601 Water	Telephone & Internet	Granite Telecommunications LLC		37.32
0	09/22/2025	602 Sewer	Telephone & Internet	Granite Telecommunications LLC		76.30
0	09/22/2025	602 Sewer	Telephone & Internet	Granite Telecommunications LLC		37.32
0	09/22/2025	602 Sewer	Telephone & Internet	Granite Telecommunications LLC		73.40
0	09/22/2025	602 Sewer	Telephone & Internet	Granite Telecommunications LLC		73.41
0	09/22/2025	602 Sewer	Telephone & Internet	Granite Telecommunications LLC		76.31
0	09/22/2025	602 Sewer	Telephone & Internet	Granite Telecommunications LLC		82.58
0	09/22/2025	602 Sewer	Telephone & Internet	Granite Telecommunications LLC		76.30
0	09/22/2025	101 General	Medical Flex Payable	WEX Health Inc		628.00
0	09/22/2025	101 General	Medical Flex Payable	WEX Health Inc		70.00
0	09/22/2025	101 General	Sales Tax Payable	Minnesota Department of Revenue		5,550.00
0	09/22/2025	601 Water	Credit Card & Bank Fees	BPSH LLC		1,979.25
0	09/22/2025	602 Sewer	Credit Card & Bank Fees	BPSH LLC		1,979.25
0	09/22/2025	603 Solid Waste	Sales Tax Payable	Minnesota Department of Revenue		426.00
0	09/22/2025	603 Solid Waste	Refuse Fee	Minnesota Department of Revenue		235.00
0	09/22/2025	101 General	Motor Fuels	Minnesota Department of Revenue		333.38
0	09/22/2025	101 General	Motor Fuels	Minnesota Department of Revenue		14.48
0	09/22/2025	602 Sewer	Motor Fuels	Minnesota Department of Revenue		154.26
0	09/22/2025	101 General	Safety Equipment	Ryan Hajek		73.00
0	09/22/2025	101 General	Safety Equipment	Ryan Hajek		73.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	09/22/2025	601 Water	Safety Equipment	Ryan Hajek		109.50
0	09/22/2025	602 Sewer	Safety Equipment	Ryan Hajek		109.50
0	09/22/2025	602 Sewer	Expert & Professional Services	Minnesota Valley Testing Laboratories		210.50
0	09/22/2025	602 Sewer	Expert & Professional Services	Minnesota Valley Testing Laboratories		73.00
0	09/22/2025	101 General	Street Maintenance Materials	Ulland Brothers, Inc.		5,540.80
0	09/22/2025	601 Water	Street Maintenance Materials	Ulland Brothers, Inc.		3,781.60
0	09/22/2025	602 Sewer	Supplies	Ulland Brothers, Inc.		162.81
0	09/22/2025	601 Water	Statement Printing/Postage	Publiq, LLC		-3,283.83
0	09/22/2025	602 Sewer	Statement Printing/Postage	Publiq, LLC		-3,283.82
0	09/22/2025	101 General	Travel Expense	Mary Gaul		389.38
0	09/22/2025	602 Sewer	Dues & Subscriptions	Matthew Wahlers		50.00
0	09/22/2025	601 Water	Statement Printing/Postage	Publiq, LLC		3,283.83
0	09/22/2025	602 Sewer	Statement Printing/Postage	Publiq, LLC		3,283.82
0	09/22/2025	601 Water	Statement Printing/Postage	Publiq, LLC		3,180.60
0	09/22/2025	602 Sewer	Statement Printing/Postage	Publiq, LLC		3,180.60
0	09/22/2025	101 General	Travel Expense	Mary Gaul		168.06
0	09/22/2025	101 General	Supplies	Fastenal Company		257.24
0	09/22/2025	101 General	Supplies	Fastenal Company		17.64
0	09/22/2025	601 Water	Supplies	Fastenal Company		138.77
0	09/22/2025	601 Water	Supplies	Fastenal Company		52.86
0	09/22/2025	601 Water	Safety Equipment	Fastenal Company		175.92
0	09/22/2025	101 General	Supplies	Fastenal Company		40.95
0	09/22/2025	601 Water	Safety Equipment	Fastenal Company		107.57
0	09/22/2025	101 General	Supplies	Fastenal Company		43.27
0	09/22/2025	601 Water	Supplies	Fastenal Company		43.04
0	09/22/2025	101 General	Supplies	Fastenal Company		477.51
0	09/22/2025	602 Sewer	Supplies	Fastenal Company		67.24
0	09/22/2025	601 Water	Expert & Professional Services	Platinum Plumbing Solutions LLC		51,108.85
0	09/22/2025	601 Water	Expert & Professional Services	BCM Construction, Inc		28,060.86
0	09/22/2025	101 General	Humane Society Mgmt/Costs	Humane Society of Freeborn County		1,000.00
0	09/22/2025	101 General	Expert & Professional Services	CP2 Consulting Inc		5,750.00
92452	09/10/2025	101 General	Telephone & Internet	Charter Communications Holdings LLC		189.99
92453	09/10/2025	101 General	Rents & Leases	Driessen Water Inc		49.57
92453	09/10/2025	101 General	Rents & Leases	Driessen Water Inc		184.80
92453	09/10/2025	101 General	Expert & Professional Services	Driessen Water Inc		184.80
92454	09/10/2025	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		156.52
92455	09/10/2025	101 General	Rents & Leases	Metro Sales, Inc		2,589.31
92456	09/10/2025	101 General	Gas Utilities	Minnesota Energy Resources		60.17
92456	09/10/2025	101 General	Gas Utilities	Minnesota Energy Resources		12.54
92456	09/10/2025	602 Sewer	Gas Utilities	Minnesota Energy Resources		1,951.10
92457	09/10/2025	101 General	Rents & Leases	US Bank Equipment Finance		330.00
92458	09/10/2025	101 General	Telephone & Internet	Verizon Wireless Services LLC		40.01
92458	09/10/2025	101 General	Telephone & Internet	Verizon Wireless Services LLC		40.01

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92458	09/10/2025	101 General	Telephone & Internet	Verizon Wireless Services LLC		40.01
92458	09/10/2025	101 General	Telephone & Internet	Verizon Wireless Services LLC		40.01
92458	09/10/2025	101 General	Telephone & Internet	Verizon Wireless Services LLC		38.38
92458	09/10/2025	101 General	Telephone & Internet	Verizon Wireless Services LLC		38.38
92458	09/10/2025	101 General	Telephone & Internet	Verizon Wireless Services LLC		40.01
92458	09/10/2025	101 General	Telephone & Internet	Verizon Wireless Services LLC		40.01
92459	09/19/2025	101 General	Other Payroll Deduct Payable	LegalShield		314.52
92459	09/19/2025	101 General	Other Payroll Deduct Payable	LegalShield		314.52
92460	09/19/2025	101 General	Life Insurance Payable	NCPERS Minnesota Group Life Ins		264.00
92460	09/19/2025	101 General	Life Insurance Payable	NCPERS Minnesota Group Life Ins		264.00
92461	09/22/2025	227 Broadway Ridge/Main Corridor	Loans & Grants	212 South Braodway LLC		21,050.00
92462	09/22/2025	225 Airport	Expert & Professional Services	Albert Lea Airport, Inc		2,200.00
92462	09/22/2025	225 Airport	Building Maintenance	Albert Lea Airport, Inc		850.00
92463	09/22/2025	101 General	Management Services	Albert Lea Community Theater, Inc.		1,000.00
92464	09/22/2025	602 Sewer	Vehicle/Equipment Parts	Albert Lea Electric		21.60
92464	09/22/2025	602 Sewer	Vehicle/Equipment Parts	Albert Lea Electric		127.22
92464	09/22/2025	602 Sewer	Vehicle and Equipment Repairs	Albert Lea Electric		4,173.00
92464	09/22/2025	602 Sewer	Vehicle and Equipment Repairs	Albert Lea Electric		4,135.00
92464	09/22/2025	101 General	Building Maintenance	Albert Lea Electric		356.03
92464	09/22/2025	602 Sewer	Expert & Professional Services	Albert Lea Electric		132.00
92465	09/22/2025	210 Senior Center	Management Services	Albert Lea Family YMCA		4,175.00
92466	09/22/2025	101 General	Periodicals & Magazines	Albert Lea Newspapers Inc		110.00
92467	09/22/2025	101 General	Legal Notices & Recording	Albert Lea Newspapers, Inc		105.35
92467	09/22/2025	101 General	Legal Notices & Recording	Albert Lea Newspapers, Inc		132.87
92468	09/22/2025	101 General	Chemicals & Chemical Products	Albert Lea Seed House		4,048.50
92468	09/22/2025	101 General	Supplies	Albert Lea Seed House		48.10
92469	09/22/2025	601 Water	Supplies	Albert Lea Steel, Inc		10.96
92469	09/22/2025	101 General	Vehicle and Equipment Repairs	Albert Lea Steel, Inc		40.00
92469	09/22/2025	101 General	Vehicle and Equipment Repairs	Albert Lea Steel, Inc		40.00
92469	09/22/2025	101 General	Vehicle and Equipment Repairs	Albert Lea Steel, Inc		40.00
92470	09/22/2025	101 General	Fire Prevention	Alert-All Corp		4,159.00
92471	09/22/2025	101 General	Expert & Professional Services	Alliant Engineering Inc		1,410.00
92471	09/22/2025	101 General	Expert & Professional Services	Alliant Engineering Inc		87.50
92472	09/22/2025	101 General	Building Maintenance	Allweather Roof		940.83
92473	09/22/2025	101 General	Supplies	Amazon Capital Services Inc		195.31
92473	09/22/2025	101 General	Audio Visual	Amazon Capital Services Inc		29.99
92473	09/22/2025	101 General	Supplies	Amazon Capital Services Inc		195.98
92473	09/22/2025	101 General	Audio Visual	Amazon Capital Services Inc		26.94
92473	09/22/2025	101 General	Audio Visual	Amazon Capital Services Inc		33.42
92473	09/22/2025	101 General	Books	Amazon Capital Services Inc		44.34
92473	09/22/2025	101 General	Special Programs	Amazon Capital Services Inc		42.72
92474	09/22/2025	101 General	Building Permit	American Waterworks		142.40
92475	09/22/2025	101 General	Vehicle/Equipment Parts	APH Stores, Inc.		84.37

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92475	09/22/2025	101 General	Vehicle/Equipment Parts	APH Stores, Inc.		414.94
92475	09/22/2025	101 General	Furniture, Equipment & Tools	APH Stores, Inc.		411.96
92475	09/22/2025	101 General	Vehicle/Equipment Parts	APH Stores, Inc.		7.74
92475	09/22/2025	101 General	Vehicle/Equipment Parts	APH Stores, Inc.		7.04
92475	09/22/2025	101 General	Vehicle/Equipment Parts	APH Stores, Inc.		42.24
92475	09/22/2025	101 General	Vehicle/Equipment Parts	APH Stores, Inc.		15.98
92475	09/22/2025	601 Water	Vehicle/Equipment Parts	APH Stores, Inc.		219.98
92475	09/22/2025	602 Sewer	Supplies	APH Stores, Inc.		8.99
92475	09/22/2025	101 General	Supplies	APH Stores, Inc.		11.99
92475	09/22/2025	101 General	Lubricants & Additives	APH Stores, Inc.		22.99
92475	09/22/2025	101 General	Vehicle/Equipment Parts	APH Stores, Inc.		4.99
92475	09/22/2025	601 Water	Vehicle/Equipment Parts	APH Stores, Inc.		181.80
92475	09/22/2025	101 General	Vehicle/Equipment Parts	APH Stores, Inc.		311.98
92475	09/22/2025	101 General	Vehicle/Equipment Parts	APH Stores, Inc.		111.99
92475	09/22/2025	601 Water	Vehicle/Equipment Parts	APH Stores, Inc.		81.32
92475	09/22/2025	602 Sewer	Supplies	APH Stores, Inc.		3.29
92475	09/22/2025	601 Water	Vehicle/Equipment Parts	APH Stores, Inc.		-55.99
92475	09/22/2025	602 Sewer	Supplies	APH Stores, Inc.		-3.29
92475	09/22/2025	101 General	Vehicle/Equipment Parts	APH Stores, Inc.		34.98
92475	09/22/2025	101 General	Supplies	APH Stores, Inc.		18.99
92475	09/22/2025	101 General	Vehicle/Equipment Parts	APH Stores, Inc.		31.99
92476	09/22/2025	412 Recreation Facilities Project	Building & Improvements	API Supply Lifts		400.00
92477	09/22/2025	440 District 5-31 300 Block	Demolition Costs	Asbestrol, Inc.		546.00
92477	09/22/2025	234 Blight/Hazardous Mitigation	Hazard Prop Removal-Assessed	Asbestrol, Inc.		1,016.71
92477	09/22/2025	234 Blight/Hazardous Mitigation	Expert & Professional Services	Asbestrol, Inc.		1,180.00
92477	09/22/2025	440 District 5-31 300 Block	Demolition Costs	Asbestrol, Inc.		4,510.00
92478	09/22/2025	101 General	Telephone & Internet	AT&T		58.49
92479	09/22/2025	602 Sewer	Telephone & Internet	AT&T Mobility II LLC		15.32
92480	09/22/2025	101 General	Supplies	Axon Enterprise, Inc		1,338.00
92481	09/22/2025	101 General	Dues & Subscriptions	Paul Baertschi		180.00
92482	09/22/2025	101 General	Books	Baker and Taylor, Inc.		294.92
92482	09/22/2025	101 General	Books	Baker and Taylor, Inc.		650.12
92482	09/22/2025	101 General	Books	Baker and Taylor, Inc.		184.95
92482	09/22/2025	101 General	Books	Baker and Taylor, Inc.		366.47
92482	09/22/2025	101 General	Audio Visual	Baker and Taylor, Inc.		58.95
92483	09/22/2025	101 General	Legal Services	Barna, Guzy & Steffen, Ltd		493.00
92484	09/22/2025	602 Sewer	Engineering Services	Bolton & Menk Inc		4,881.00
92484	09/22/2025	602 Sewer	Engineering Services	Bolton & Menk Inc		22,470.50
92484	09/22/2025	225 Airport	Engineering Services	Bolton & Menk Inc		2,200.00
92484	09/22/2025	225 Airport	Engineering Services	Bolton & Menk Inc		850.00
92484	09/22/2025	225 Airport	Engineering Services	Bolton & Menk Inc		2,850.00
92484	09/22/2025	496 2026 Projects	Cash and Investments	Bolton & Menk Inc		6,090.00
92484	09/22/2025	496 2026 Projects	Engineering Services	Bolton & Menk Inc		6,090.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92484	09/22/2025	496 2026 Projects	Cash and Investments	Bolton & Menk Inc		-6,090.00
92485	09/22/2025	101 General	Supplies	Bomgaars Supply Inc		3.60
92485	09/22/2025	101 General	Furniture, Equipment & Tools	Bomgaars Supply Inc		38.98
92485	09/22/2025	101 General	Building Repair Supplies	Bomgaars Supply Inc		15.98
92485	09/22/2025	601 Water	Supplies	Bomgaars Supply Inc		20.76
92485	09/22/2025	602 Sewer	Supplies	Bomgaars Supply Inc		45.32
92485	09/22/2025	101 General	Supplies	Bomgaars Supply Inc		34.99
92485	09/22/2025	602 Sewer	Supplies	Bomgaars Supply Inc		64.96
92485	09/22/2025	101 General	Lubricants & Additives	Bomgaars Supply Inc		49.90
92485	09/22/2025	602 Sewer	Supplies	Bomgaars Supply Inc		24.99
92485	09/22/2025	602 Sewer	Supplies	Bomgaars Supply Inc		31.92
92485	09/22/2025	602 Sewer	Supplies	Bomgaars Supply Inc		52.96
92486	09/22/2025	101 General	Supplies	Bound Tree Medical LLC		136.74
92487	09/22/2025	701 CG - Vehicle & Equip Capital	Vehicles	Boyer Ford Trucks Inc		45,309.00
92488	09/22/2025	441 5-33 Blzg Star Soil District	Expert & Professional Services	Braun Intertec Corporation		3,469.00
92489	09/22/2025	101 General	Expert & Professional Services	Al D. Brooks		66.50
92490	09/22/2025	101 General	Rents & Leases	John R. Butler		952.50
92490	09/22/2025	101 General	Rents & Leases	John R. Butler		382.50
92491	09/22/2025	101 General	Furniture, Equipment & Tools	C Emery Nelson, Inc.		3,719.33
92492	09/22/2025	101 General	Building Maintenance	Cedar Valley Services, Inc		2,117.58
92492	09/22/2025	101 General	Building Maintenance	Cedar Valley Services, Inc		1,596.86
92493	09/22/2025	101 General	Advertising - Other	Church Offset Printing, Inc		4,633.00
92493	09/22/2025	101 General	Postage	Church Offset Printing, Inc		3,235.28
92493	09/22/2025	101 General	Supplies	Church Offset Printing, Inc		142.00
92493	09/22/2025	603 Solid Waste	Supplies	Church Offset Printing, Inc		117.00
92494	09/22/2025	101 General	Laundry Services	Cintas Corporation		28.18
92494	09/22/2025	101 General	Laundry Services	Cintas Corporation		24.44
92494	09/22/2025	602 Sewer	Laundry Services	Cintas Corporation		112.57
92494	09/22/2025	602 Sewer	Laundry Services	Cintas Corporation		112.94
92494	09/22/2025	101 General	Laundry Services	Cintas Corporation		24.44
92494	09/22/2025	101 General	Laundry Services	Cintas Corporation		28.18
92494	09/22/2025	602 Sewer	Laundry Services	Cintas Corporation		112.94
92494	09/22/2025	101 General	Laundry Services	Cintas Corporation		24.44
92494	09/22/2025	101 General	Laundry Services	Cintas Corporation		28.18
92495	09/22/2025	101 General	Rents & Leases	Coordinated Business Systems LTD		27.54
92495	09/22/2025	101 General	Rents & Leases	Coordinated Business Systems LTD		27.54
92495	09/22/2025	101 General	Rents & Leases	Coordinated Business Systems LTD		23.56
92495	09/22/2025	101 General	Rents & Leases	Coordinated Business Systems LTD		53.94
92495	09/22/2025	101 General	Rents & Leases	Coordinated Business Systems LTD		64.41
92496	09/22/2025	601 Water	Supplies	Core & Main LP		1,250.12
92496	09/22/2025	602 Sewer	Supplies	Core & Main LP		1,195.04
92496	09/22/2025	601 Water	Supplies	Core & Main LP		74.38
92496	09/22/2025	601 Water	Supplies	Core & Main LP		800.19

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92496	09/22/2025	601 Water	Supplies	Core & Main LP		474.02
92497	09/22/2025	227 Broadway Ridge/Main Corridor	Loans & Grants	Susanne Crane		16,150.00
92498	09/22/2025	602 Sewer	Street Maintenance Materials	Croell, Inc.		2,959.00
92498	09/22/2025	602 Sewer	Street Maintenance Materials	Croell, Inc.		3,793.00
92498	09/22/2025	602 Sewer	Street Maintenance Materials	Croell, Inc.		2,313.50
92499	09/22/2025	101 General	Training & Education	Dakota County Technical College		700.00
92500	09/22/2025	602 Sewer	Vehicle/Equipment Parts	Dave Syverson Truck Center		46.87
92500	09/22/2025	101 General	Vehicle/Equipment Parts	Dave Syverson Truck Center		84.55
92501	09/22/2025	101 General	Vehicle/Equipment Parts	Dave Syverson, Inc.		397.80
92501	09/22/2025	602 Sewer	Vehicle/Equipment Parts	Dave Syverson, Inc.		8.68
92501	09/22/2025	101 General	Vehicle/Equipment Parts	Dave Syverson, Inc.		-178.49
92502	09/22/2025	101 General	Library Selco/Software	Dell Marketing LP		1,762.95
92502	09/22/2025	702 Computer Equip Capital Purchas	Minor Computer Equip/Software	Dell Marketing LP		12,302.56
92503	09/22/2025	602 Sewer	Rents & Leases	Driessen Water Inc		88.05
92503	09/22/2025	602 Sewer	Rents & Leases	Driessen Water Inc		161.82
92504	09/22/2025	101 General	Dues & Subscriptions	DTN, LLC		2,608.20
92505	09/22/2025	101 General	Vehicle and Equipment Repairs	Environmental Equipment & Services, Inc		3,981.90
92505	09/22/2025	101 General	Vehicle/Equipment Parts	Environmental Equipment & Services, Inc		500.65
92506	09/22/2025	101 General	Expert & Professional Services	Jamaira Escobar		510.00
92507	09/22/2025	101 General	Street Maintenance Materials	Falkstone LLC		208.24
92508	09/22/2025	601 Water	Supplies	Ferguson Enterprises, Inc.		503.80
92509	09/22/2025	101 General	Supplies	Ferrellgas		35.04
92510	09/22/2025	101 General	Chemicals & Chemical Products	FHR Investments, LP		10,095.96
92511	09/22/2025	101 General	Supplies	Fire Safety USA Inc		2,249.25
92512	09/22/2025	101 General	Supplies	Keith Flatness		35.00
92512	09/22/2025	101 General	Furniture, Equipment & Tools	Keith Flatness		191.40
92512	09/22/2025	101 General	Building Maintenance	Keith Flatness		740.00
92513	09/22/2025	101 General	Vehicle/Equipment Parts	fleetTEC LLC		275.90
92514	09/22/2025	401 Capital Project Revolving Fund	Engineering Services	Freeborn County Highway Department		4,473.98
92515	09/22/2025	101 General	Legal Notices & Recording	Freeborn County Recorder		46.00
92515	09/22/2025	101 General	Legal Notices & Recording	Freeborn County Recorder		46.00
92515	09/22/2025	101 General	Legal Notices & Recording	Freeborn County Recorder		46.00
92515	09/22/2025	101 General	Legal Notices & Recording	Freeborn County Recorder		46.00
92515	09/22/2025	101 General	Legal Notices & Recording	Freeborn County Recorder		46.00
92515	09/22/2025	101 General	Legal Notices & Recording	Freeborn County Recorder		46.00
92515	09/22/2025	101 General	Legal Notices & Recording	Freeborn County Recorder		46.00
92516	09/22/2025	701 CG - Vehicle & Equip Capital	Vehicles	Freeborn County Registrar		5,990.56
92517	09/22/2025	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		1,749.44
92517	09/22/2025	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		969.55
92517	09/22/2025	603 Solid Waste	Electric Utilities	Freeborn Mower Electric Cooperative		70.66
92517	09/22/2025	603 Solid Waste	Electric Utilities	Freeborn Mower Electric Cooperative		56.79
92518	09/22/2025	602 Sewer	Electric Utilities	Freeborn Mower Electric Cooperative		512.06
92519	09/22/2025	101 General	Special Programs	Fun Express LLC		46.28
92520	09/22/2025	601 Water	Expert & Professional Services	Gopher State One-Call, Inc.		314.55

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92521	09/22/2025	101 General	Software/Software Subscription	GovernmentJobs.com Inc		2,030.23
92521	09/22/2025	101 General	Prepaid Items	GovernmentJobs.com Inc		10,150.00
92522	09/22/2025	101 General	Supplies	Grainger		191.44
92523	09/22/2025	602 Sewer	Expert & Professional Services	Greg's Grass Service		500.00
92523	09/22/2025	602 Sewer	Expert & Professional Services	Greg's Grass Service		2,250.00
92523	09/22/2025	602 Sewer	Expert & Professional Services	Greg's Grass Service		600.00
92523	09/22/2025	602 Sewer	Expert & Professional Services	Greg's Grass Service		2,850.00
92524	09/22/2025	101 General	Lubricants & Additives	Growmark, Inc		146.40
92525	09/22/2025	602 Sewer	Supplies	Hach Chemical Company		2,971.10
92526	09/22/2025	601 Water	Vehicle and Equipment Repairs	Hanson Tire Service of Albert Lea, Inc		260.33
92526	09/22/2025	101 General	Vehicle and Equipment Repairs	Hanson Tire Service of Albert Lea, Inc		31.50
92527	09/22/2025	101 General	Building Maintenance	Harty Mechanical Inc.		1,320.00
92527	09/22/2025	101 General	Building Maintenance	Harty Mechanical Inc.		1,227.41
92528	09/22/2025	602 Sewer	Chemicals & Chemical Products	Hawkins, Inc.		1,086.69
92529	09/22/2025	602 Sewer	Supplies	HD Supply Inc		2,559.61
92530	09/22/2025	605 Utility Line Protection Plan	Protection Plan Services	HomeServe USA Corp		30,682.53
92531	09/22/2025	409 Storm Water Capital Projects	Expert & Professional Services	HR Green Inc		23,497.00
92532	09/22/2025	101 General	Rents & Leases	Huber Supply Company Inc.		187.75
92533	09/22/2025	603 Solid Waste	Refuse Disposal	I-35 Auto Recycling		400.00
92534	09/22/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		489,362.42
92534	09/22/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		-24,468.12
92534	09/22/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		8,295.69
92534	09/22/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		-414.78
92534	09/22/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		18,500.00
92535	09/22/2025	101 General	Supplies	Innovative Office Solutions, LLC		61.74
92536	09/22/2025	703 HealthIns/Workers Comp Reserve	Expert & Professional Services	Intellicents Inc		2,000.00
92537	09/22/2025	101 General	Expert & Professional Services	Interstate Services, Inc		30.00
92538	09/22/2025	602 Sewer	Supplies	Jasper Engineering & Equipment Co LLC		1,416.00
92539	09/22/2025	412 Recreation Facilities Project	Building & Improvements	Jim & Dudes Plumbing & Heating, Inc.		11,900.00
92539	09/22/2025	101 General	Building Repair Supplies	Jim & Dudes Plumbing & Heating, Inc.		17.60
92539	09/22/2025	601 Water	Supplies	Jim & Dudes Plumbing & Heating, Inc.		33.52
92540	09/22/2025	101 General	Vehicle/Equipment Parts	John Deere Financial		517.35
92540	09/22/2025	101 General	Vehicle/Equipment Parts	John Deere Financial		370.89
92541	09/22/2025	101 General	Vehicle/Equipment Parts	Johnston Autostores		72.23
92542	09/22/2025	495 2025 Projects	Cash and Investments	Jones, Haugh & Smith Inc		-3,840.90
92542	09/22/2025	495 2025 Projects	Cash and Investments	Jones, Haugh & Smith Inc		3,840.90
92542	09/22/2025	495 2025 Projects	Expert & Professional Services	Jones, Haugh & Smith Inc		3,840.90
92542	09/22/2025	441 5-33 Blzg Star Soil District	Expert & Professional Services	Jones, Haugh & Smith Inc		633.63
92543	09/22/2025	412 Recreation Facilities Project	Building & Improvements	Kelley Plumbing, Heating & Cooling, LLC		9,613.89
92544	09/22/2025	101 General	Supplies	Lawson Products Inc		88.82
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		47.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		1,414.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		229.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		253.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		44,653.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		89.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		819.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		214.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		1,585.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		9,031.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		743.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		223.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		1,040.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		3,944.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		33,654.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		1,370.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		110.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		346.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		5,860.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		129.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		428.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		915.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		549.00
92545	09/22/2025	101 General	Workers Compensation Insurance	League of MN Cities Insurance Trust		170.00
92545	09/22/2025	601 Water	Workers Compensation Insurance	League of MN Cities Insurance Trust		3,812.00
92545	09/22/2025	602 Sewer	Workers Compensation Insurance	League of MN Cities Insurance Trust		2,151.00
92545	09/22/2025	602 Sewer	Workers Compensation Insurance	League of MN Cities Insurance Trust		4,833.00
92545	09/22/2025	603 Solid Waste	Workers Compensation Insurance	League of MN Cities Insurance Trust		378.00
92546	09/22/2025	703 HealthIns/Workers Comp Reserve	Claims & Damages	League of MN Cities Insurance Trust		449.89
92547	09/22/2025	101 General	Books	Library Sales, Inc		4,906.74
92548	09/22/2025	602 Sewer	Vehicle/Equipment Parts	MacQueen Equipment LLC		752.72
92549	09/22/2025	101 General	Street Maintenance Materials	Ryan Madsen		7,755.00
92549	09/22/2025	101 General	Street Maintenance Materials	Ryan Madsen		5,295.00
92549	09/22/2025	101 General	Street Maintenance Materials	Ryan Madsen		7,462.50
92550	09/22/2025	101 General	Training & Education	Martin-McAllister Consulting		5,400.00
92551	09/22/2025	101 General	Expert & Professional Services	MCHS - Albert Lea and Austin		499.00
92551	09/22/2025	101 General	Expert & Professional Services	MCHS - Albert Lea and Austin		129.00
92552	09/22/2025	101 General	Safety Equipment	MES I Acquisition Inc		590.00
92552	09/22/2025	101 General	Safety Equipment	MES I Acquisition Inc		89.00
92553	09/22/2025	101 General	Rents & Leases	Metro Sales, Inc		11.00
92554	09/22/2025	225 Airport	Telephone & Internet	MetroNet Holding LLC		140.20
92555	09/22/2025	101 General	Rents & Leases	Mid-America Business Systems		895.00
92556	09/22/2025	101 General	Audio Visual	Midwest Tape, LLC		1,826.46
92557	09/22/2025	101 General	Building Maintenance	Minnesota Elevator Inc		105.44
92557	09/22/2025	101 General	Building Maintenance	Minnesota Elevator Inc		75.34
92557	09/22/2025	230 Economic Development	Building Maintenance	Minnesota Elevator Inc		60.28

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92558	09/22/2025	101 General	Taxes & Licenses	MN Department of Labor and Industry		145.00
92559	09/22/2025	101 General	Training & Education	MN Recreation and Park Association		59.00
92560	09/22/2025	101 General	Refuse Disposal	Mark Muilenburg		1,568.16
92560	09/22/2025	440 District 5-31 300 Block	Demolition Costs	Mark Muilenburg		3,675.00
92561	09/22/2025	602 Sewer	Improvements Other Than Bldgs	Municipal Pipe Tool Co. LLC		80,188.41
92562	09/22/2025	101 General	Supplies	National Outdoor Furniture Inc		3,668.00
92563	09/22/2025	101 General	Vehicle/Equipment Parts	North Central International		337.11
92564	09/22/2025	101 General	Vehicle/Equipment Parts	Northstar Powersports & Marine		55.99
92565	09/22/2025	101 General	Expert & Professional Services	Office of MN IT Services-Accts. Rec.		536.55
92565	09/22/2025	101 General	Expert & Professional Services	Office of MN IT Services-Accts. Rec.		7.35
92566	09/22/2025	101 General	Refuse Disposal	OSI Environmental Inc		55.00
92567	09/22/2025	225 Airport	Building Maintenance	Overhead Door Company of Albert Lea		419.60
92568	09/22/2025	101 General	Vehicle and Equipment Repairs	Pomp's Tire Service Inc		105.24
92568	09/22/2025	101 General	Tires	Pomp's Tire Service Inc		137.61
92568	09/22/2025	602 Sewer	Vehicle and Equipment Repairs	Pomp's Tire Service Inc		21.95
92568	09/22/2025	101 General	Tires	Pomp's Tire Service Inc		1,053.64
92569	09/22/2025	101 General	Safety Equipment	Pro-Vision Solutions LLC		1,604.17
92570	09/22/2025	101 General	Rents & Leases	Quadient Leasing USA, Inc.		1,378.38
92571	09/22/2025	225 Airport	Supplies	Raleigh's Ace Hardware		24.27
92571	09/22/2025	101 General	Supplies	Raleigh's Ace Hardware		50.38
92571	09/22/2025	101 General	Supplies	Raleigh's Ace Hardware		40.49
92571	09/22/2025	101 General	Furniture, Equipment & Tools	Raleigh's Ace Hardware		53.97
92571	09/22/2025	602 Sewer	Supplies	Raleigh's Ace Hardware		133.34
92571	09/22/2025	602 Sewer	Supplies	Raleigh's Ace Hardware		30.39
92571	09/22/2025	225 Airport	Supplies	Raleigh's Ace Hardware		8.09
92571	09/22/2025	225 Airport	Supplies	Raleigh's Ace Hardware		8.09
92571	09/22/2025	101 General	Supplies	Raleigh's Ace Hardware		17.99
92571	09/22/2025	101 General	Supplies	Raleigh's Ace Hardware		31.47
92571	09/22/2025	101 General	Furniture, Equipment & Tools	Raleigh's Ace Hardware		8.26
92571	09/22/2025	101 General	Supplies	Raleigh's Ace Hardware		57.98
92571	09/22/2025	101 General	Supplies	Raleigh's Ace Hardware		49.99
92571	09/22/2025	602 Sewer	Supplies	Raleigh's Ace Hardware		17.98
92571	09/22/2025	412 Recreation Facilities Project	Building & Improvements	Raleigh's Ace Hardware		54.44
92571	09/22/2025	101 General	Supplies	Raleigh's Ace Hardware		15.59
92571	09/22/2025	101 General	Supplies	Raleigh's Ace Hardware		16.74
92571	09/22/2025	602 Sewer	Supplies	Raleigh's Ace Hardware		33.26
92571	09/22/2025	101 General	Furniture, Equipment & Tools	Raleigh's Ace Hardware		89.08
92571	09/22/2025	101 General	Supplies	Raleigh's Ace Hardware		33.25
92571	09/22/2025	602 Sewer	Supplies	Raleigh's Ace Hardware		154.85
92571	09/22/2025	101 General	Supplies	Raleigh's Ace Hardware		41.38
92571	09/22/2025	601 Water	Vehicle and Equipment Repairs	Raleigh's Ace Hardware		355.41
92571	09/22/2025	101 General	Supplies	Raleigh's Ace Hardware		57.55
92571	09/22/2025	101 General	Building Repair Supplies	Raleigh's Ace Hardware		80.99

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92571	09/22/2025	225 Airport	Supplies	Raleigh's Ace Hardware		62.94
92571	09/22/2025	101 General	Supplies	Raleigh's Ace Hardware		13.49
92572	09/22/2025	101 General	Training & Education	Riverland Community College		390.00
92572	09/22/2025	101 General	Training & Education	Riverland Community College		195.00
92572	09/22/2025	101 General	Training & Education	Riverland Community College		390.00
92572	09/22/2025	101 General	Training & Education	Riverland Community College		195.00
92572	09/22/2025	101 General	Training & Education	Riverland Community College		195.00
92573	09/22/2025	101 General	Rents & Leases	Riverland Community College		10,000.00
92574	09/22/2025	101 General	Expert & Professional Services	Rohn Industries, Inc		46.88
92575	09/22/2025	101 General	Vehicle/Equipment Parts	Ronco Engineering Sales		328.68
92575	09/22/2025	101 General	Vehicle/Equipment Parts	Ronco Engineering Sales		251.76
92575	09/22/2025	101 General	Supplies	Ronco Engineering Sales		178.00
92576	09/22/2025	101 General	Library Selco/Software	Selco		1,771.30
92577	09/22/2025	101 General	Expert & Professional Services	Short Elliott Hendrickson Inc.		11,011.27
92578	09/22/2025	440 District 5-31 300 Block	Demolition Costs	Site Services Inc		34,512.00
92578	09/22/2025	440 District 5-31 300 Block	Demolition Costs	Site Services Inc		562.00
92579	09/22/2025	210 Senior Center	Rents & Leases	Skyline Plaza Associates		4,100.00
92580	09/22/2025	101 General	Uniforms	Streicher's		1,654.00
92580	09/22/2025	101 General	Supplies	Streicher's		1,099.00
92580	09/22/2025	701 CG - Vehicle & Equip Capital	Vehicles	Streicher's		1,099.00
92580	09/22/2025	201 Police Forfeitures	Supplies	Streicher's		6,425.00
92580	09/22/2025	101 General	Uniforms	Streicher's		288.00
92581	09/22/2025	101 General	Books	Taste of Home Books		43.13
92582	09/22/2025	101 General	Training & Education	The CTK Group LLC		500.00
92583	09/22/2025	101 General	Expert & Professional Services	The Davey Tree Expert Company		22,863.65
92584	09/22/2025	601 Water	Deposits	Thisius Flying Service		150.00
92585	09/22/2025	234 Blight/Hazardous Mitigation	Hazard Prop Removal-Assessed	Thompson Sanitation, Inc.		895.30
92585	09/22/2025	101 General	Refuse Disposal	Thompson Sanitation, Inc.		146.34
92585	09/22/2025	101 General	Refuse Disposal	Thompson Sanitation, Inc.		146.34
92585	09/22/2025	101 General	Refuse Disposal	Thompson Sanitation, Inc.		183.32
92585	09/22/2025	101 General	Refuse Disposal	Thompson Sanitation, Inc.		25.30
92585	09/22/2025	101 General	Refuse Disposal	Thompson Sanitation, Inc.		292.68
92586	09/22/2025	101 General	Hot Spots	T-Mobile		1,333.57
92587	09/22/2025	101 General	Software/Software Subscription	TransUnion Risk		165.00
92588	09/22/2025	701 CG - Vehicle & Equip Capital	Vehicles	Tres Inc		43,383.90
92589	09/22/2025	101 General	Furniture, Equipment & Tools	Ultimate Safety Concepts, Inc.		5,193.46
92590	09/22/2025	101 General	Prepaid Postage	United States Postal Service		2,000.00
92591	09/22/2025	412 Recreation Facilities Project	Building & Improvements	US LBM Operating Co 3009 LLC		23.06
92591	09/22/2025	412 Recreation Facilities Project	Building & Improvements	US LBM Operating Co 3009 LLC		120.79
92591	09/22/2025	412 Recreation Facilities Project	Building & Improvements	US LBM Operating Co 3009 LLC		2,430.05
92591	09/22/2025	412 Recreation Facilities Project	Building & Improvements	US LBM Operating Co 3009 LLC		267.61
92591	09/22/2025	412 Recreation Facilities Project	Building & Improvements	US LBM Operating Co 3009 LLC		985.85
92591	09/22/2025	412 Recreation Facilities Project	Building & Improvements	US LBM Operating Co 3009 LLC		1,554.80

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92591	09/22/2025	412 Recreation Facilities Project	Building & Improvements	US LBM Operating Co 3009 LLC		-1,413.78
92592	09/22/2025	602 Sewer	Vehicle and Equipment Repairs	Vasco, Inc.		1,964.87
92593	09/22/2025	101 General	Demo Deposits	Veit & Company Inc		1,100.00
92594	09/22/2025	101 General	Periodicals & Magazines	Vogue		28.00
92595	09/22/2025	101 General	Supplies	Walter Kidde Portable Equipment		673.10
92596	09/22/2025	603 Solid Waste	Refuse Disposal	Waste Management of WI-MN		1,957.08
92596	09/22/2025	603 Solid Waste	Refuse Disposal	Waste Management of WI-MN		6,798.91
92596	09/22/2025	602 Sewer	Refuse Disposal	Waste Management of WI-MN		177.99
92596	09/22/2025	602 Sewer	Refuse Disposal	Waste Management of WI-MN		453.04
92596	09/22/2025	101 General	Refuse Disposal	Waste Management of WI-MN		409.36
92597	09/22/2025	101 General	Supplies	White Cap LP		317.80
92598	09/22/2025	101 General	Telephone & Internet	Winnebago Cooperative Telecom Assn		84.44
92598	09/22/2025	101 General	Telephone & Internet	Winnebago Cooperative Telecom Assn		292.50

Report Total:

1,646,680.37