CITY COUNCIL AGENDA

Monday, November 23, 2026, 5:30 p.m.

1. Roll Call/Determination of Quorum

2. Pledge of Allegiance

3. Approval of Agenda

4. Recognition/Presentations

4.1 Proclamation – American Education Week (4)

4.2 Proclamation – Human Rights Day (6)

4.3 Presentation and Consideration of the City's Electric, Water and Wastewater Rate Design Study (8)

5. Public Discussion/Comment (Individual comments are limited to 3 minutes) (46)

6. Consent Agenda (Items removed from consent will be placed at the end of the items under new business)

A. Minutes

6.A.1 Consideration of the City Council Minutes from the Special Meeting held November 6, 2026 (47)

6.A.2 Consideration of the City Council Minutes from the Regular Meeting held November 9, 2026 (50)

B. Check Registers

6.B.1 Consideration of Accounts Payable for November 2026 (56)

C. Other

6.C.1 Consideration of an Application and Agreement for Special Assessment Deferral (Anderson: 908 Home Street) (57)

6.C.2 Consideration of an Application and Agreement for Special Assessment Deferral (Brumbaugh: 1309 Budd Street) (62)

6.C.3 Consideration of an Event Permit for the Fairmont Lakes Foundation, Inc. (67)

6.C.4 Consideration of Submitting a Name to the Chief Judge for a Charter Commission Appointment (Logan Kelly) (70)

6.C.5 Consideration of a Lower-Potency Hemp Edible Retailer Registration Renewal for Fairmont Smokes dba Fair Smokes (72)

6.C.6 Consideration of the 2027 Miscellaneous License Renewals (73)

6.C.7 Consideration of Updates to the "Acceptance of Gifts" Personnel Policy (75)

6.C.8 Consideration of Updates to the "Attendance" Personnel Policy (77)

6.C.9 Consideration of Updates to the "Conflict of Interest" Personnel Policy (79)

6.C.10 Consideration of the Creation of an "Employee Conduct" Personnel Policy (81)
6.C.11 Consideration of Updates to the "Employee Recruitment and Selection" Personnel Policy (85)
6.C.12 Consideration of Updates to the "Financial Interest" Personnel Policy (92)
6.C.13 Consideration of Updates to the "Holidays" Personnel Policy (94)
6.C.14 Consideration of Updates to the "Leaving Employment" Personnel Policy (97)
6.C.15 Consideration of Updates to the "Pay Days and Timesheets" Personnel Policy (100)
6.C.16 Consideration of Updates to the "Personal Appearance" Personnel Policy (103)
6.C.17 Consideration of Surplus Equipment for the Fairmont Police Department (105)
6.C.18 Consideration of an Application and Agreement for Special Assessment Deferral (1300 Lake Avenue) (106)

7. Public Hearing
7.1 Public Hearing on Proposed Ordinance 2026-04 Granting a Cable Franchise to Midcontinent Communications (137)
7.2 Public Hearing on the 2027 Improvement Program and Consideration of Ordering Improvement, Preparation of Plans and Advertising of Bids (159)

8. Old Business

9. New Business
A. Other
B. Public Works/Utilities
C. Finance
D. Community Development

10. Council Discussion

11. Staff/Liaison Reports
A. City Administrator
B. Public Works
C. Finance
D. Community Development
E. Mayor/Council
Hasek – PUC, Lakes Management, Visit Fairmont
Kawecki – Library, Lakes Management
Kotewa
Lubenow
Maynard – Airport, Planning Commission
Baarts

12. **Evaluation of the Performance of Jason Baker, City Administrator (6 month evaluation)**
Pursuant to Minn. Stat. §13D.05, subd 3 (a)

This portion of the meeting may be closed pursuant to Minnesota Statutes, section 13D.05, subdivision 3(a) as the Fairmont City Council will be evaluating the performance of an individual subject to the Fairmont City Council's authority – Jason Baker, City Administrator.

13. Adjournment

Dates to Note

City Offices Closed	Thanksgiving	November 26, 2026 & November 27, 2026	all day
City Council Meeting	City Hall Council Chambers	December 14, 2026	5:30 pm
City Offices Closed	Christmas	December 24, 2026 & December 25, 2026	all day
City Offices Closed	New Years Day	January 1, 2027	all day

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☐ **Consent Agenda Item** ☒ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 4.1
Reviewed by: Jason Baker, City Administrator	**Item:** Proclamation – Recognizing Past Observance of American Education Week		
Presented by: Lee C. Baarts, Mayor	**Action Requested:**		
Vote Required: ☐ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** **Board/Commission/Committee Recommendation:**		

REFERENCE AND BACKGROUND

Mayor Baarts will read a Proclamation Recognizing the Past Observance of American Education Week, celebrated November 16–20, 2026.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

Proclamation

FAIRMONT

CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031
Phone (507) 238-9461 www.fairmont.org Fax (507) 238-9469

PROCLAMATION

Recognizing Past Observance

WHEREAS, American Education Week provides an opportunity to recognize the accomplishments and needs of our local public schools; and,

WHEREAS, our public schools have enabled generations of American families to build upon the lessons of the past to achieve the dreams of tomorrow; and,

WHEREAS, America's system of public education relies not only on the skills and dedication of teachers, school administrators, and educational support staff, but also on the encouragement and support of the entire community; and,

WHEREAS, teachers, students, and educational organizations in the Fairmont area joined others across the nation in special activities in honor of American Education Week.

NOW, THEREFORE, I, Mayor Lee C. Baarts, Mayor of the City of Fairmont, do hereby recognize and extend appreciation for the observance of

American Education Week

celebrated November 16 - 20, 2026, and encourage all citizens to join in recognizing the dedication and contributions of our public schools, educators, staff, and students.

FAIRMONT MINNESOTA SEAL OF THE CITY OF

Lee C. Baarts, Mayor
November 23, 2026

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☐ **Consent Agenda Item** ☒ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 4.2
Reviewed by: Jason Baker, City Administrator	**Item:** Proclamation - Human Rights Day		
Presented by: Mayor Baarts	**Action Requested:**		
Vote Required: ☐ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** **Board/Commission/Committee Recommendation:**		

REFERENCE AND BACKGROUND

Mayor Baarts will proclaim Thursday, December 10, 2026 as Human Rights Day in the City of Fairmont.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

Proclamation

FAIRMONT

CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031
Phone (507) 238-9461 www.fairmont.org Fax (507) 238-9469

PROCLAMATION

Commemorating the 78th Anniversary of the United Nations Universal Declaration of Human Rights

WHEREAS, the United Nations Universal Declaration of Human Rights will celebrate the 78th anniversary of the adoption of the Declaration on December 10, 1948, which was the result of the experiences of the Second World War. With the end of that war and the creation of the United Nations, the international community vowed to never again allow atrocities like those of that conflict to happen again; and

WHEREAS, Article 1 of the Universal Declaration of Human Rights states: "All human beings are born free and equal in dignity and rights. They are endowed with reason and conscience and should act towards one another in a spirit of brotherhood"; and

WHEREAS, this year's theme of Universal Human Rights Day is "The Year of Indigenous Languages: Promoting and Deepening a Human Rights Culture." This theme emphasizes the importance of indigenous languages in fostering a culture of human rights and respect for diversity; and

WHEREAS, the State of Minnesota has played an important role in the development of human and civil rights in this country; and

WHEREAS, the Minnesota Human Rights Act, passed into law in 1967, states that "Discrimination threatens the rights and privileges of the inhabitants of this state and menaces the institution and foundations of democracy"; and

WHEREAS, the Fairmont Area Human Rights Organization (FAHRO) is one of 38 human rights organizations that operate in the State of Minnesota and is a local, nonprofit organization, that is guided in its work by the Minnesota Human Rights Act and by the goals as outlined in the Universal Declaration of Human Rights Act. The mission of FAHRO is, "To make the Fairmont area a place where everyone can lead lives of dignity and joy with equal opportunity."; and

NOW, THEREFORE, BE IT RESOLVED, that I, Lee C. Baarts, Mayor of the City of Fairmont, in commemoration of the 78th Anniversary of the United Nations Universal Declaration of Human Rights, do hereby designate Thursday, December 10th 2026 as "**Human Rights Day**" and encourage all citizens of the City to act toward one another in the spirit of kindness, dignity, and compassion.

Lee C. Baarts, Mayor

STAFF MEMO

Prepared by: Paul Hoye, Finance Director	**Meeting Date:** 11/23/2026	☐ **Consent Agenda Item** ☒ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 4.3
Reviewed by: Jason Baker, City Administrator	**Item:** Presentation and Consideration of the City's Electric, Water and Wastewater Rate Design Study		
Presented by: Dave Berg, Consultant with Dave Berg Consulting	**Action Requested:** Motion to Accept the City of Fairmont Electric, Water and Wastewater Rate Design Study		
Vote Required: ☒ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:** Approval		

REFERENCE AND BACKGROUND

Dave Berg of Dave Berg Consulting will present the results of the City's Electric, Water, and Wastewater Rate Design Study. The study evaluates the financial condition of each utility, projected operating expenses, future capital improvements, debt obligations, and cash reserve requirements to determine appropriate utility rates over the next several years.

The study includes the following rate recommendations:

- Electric: No rate increase in 2027, followed by projected annual increases of 3% in 2028 through 2030.
- Water: No overall rate increases in 2027 or 2028, followed by projected increases of 10% annually in 2029 and 2030.
- Wastewater: Annual rate increases of 15% from 2027 through 2030 to support operating costs, capital improvements, and financial reserve requirements.

The study also recommends adjustments to the rate structures for all three utilities to better align customer charges with service costs and promote a more equitable distribution of costs among customer classes.

The Public Utilities Commission reviewed and approved the final rate design study at its October 20, 2026, meeting. Mr. Berg will provide the City Council with an overview of the rate design study, recommended rate adjustments, and projected impacts on residential utility bills.

BUDGET IMPACT

There is no immediate budget impact associated with accepting the rate design study. However, future adoption of the recommended utility rates through separate rate resolutions would impact projected revenues for the Electric, Water, and Wastewater Utilities and would be incorporated into the respective utility budgets.

SUPPORTING DATA/ATTACHMENTS

Electric, Water and Wastewater Rate Design Study

FAIRMONT T.M.
Public Utilities

ELECTRIC, WATER AND WASTEWATER RATE DESIGN STUDY

Final Report

November 3, 2026

DBC
DAVE BERG CONSULTING, LLC

REPORT OUTLINE

Cover Letter

Section 1 - Introduction

Section 2 – Projected Operating Results – Existing Rates

Section 3 – Proposed Rates

November 3, 2026

Fairmont Public Utilities Commission
100 Downtown Plaza
Fairmont, MN 56031

Subject: Electric, Water and Wastewater Rate Study

Commission Members:

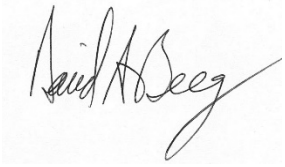
Dave Berg Consulting, LLC has undertaken a study of the retail rates Fairmont charges its customers for electric, water and wastewater services. This report summarizes the analyses undertaken and the resulting recommendations for changes to the existing rates.

The recommended rate adjustments have been made based on overall revenue needs of each utility. As a result of the study undertaken, annual overall rate increases of 3% in each year from 2028-2030 for the electric utility are recommended. For the water utility, no increases are recommended in 2027 or 2028, with 10% increases in 2029 and 2030. Wastewater rate increases of 15% each year from 2027-2030 are recommended. Additionally, certain structural changes to utility rates are also addressed in the report. These increases have been recommended to help ensure the continued financial strength of each of the utilities.

Thank you for the opportunity to be of service to Fairmont through the conduct of this study. I wish to express my appreciation for the valuable assistance I received from Fairmont staff relative to the execution of this study.

Sincerely,

Dave Berg Consulting, LLC



David A. Berg, PE
Principal

Section 1

Introduction

The City of Fairmont, MN owns and operates municipal utilities providing service to approximately 6,100 electric customers and 4,500 water and wastewater customers. The utilities operate under the direction of the Fairmont Public Utilities Commission (Fairmont). This report has been prepared by Dave Berg Consulting, LLC to examine the rates and charges for all 3 utilities in Fairmont. The study includes projected operating results for 2026-2030 (Study Period). As a result of the analyses undertaken and reported on herein, new proposed rates have been recommended for implementation by Fairmont.

Section 2
Projected Operating Results
Existing Rates

The rates charged for utility services by Fairmont, combined with other operating and non-operating revenues, must be sufficient to meet the cost of providing services to Fairmont's retail customers. This is necessary to ensure the long-term financial health of Fairmont. The cost of providing services consists of normal operating expenses such as wholesale power purchases, water and wastewater treatment, local distribution, customer and administrative functions, capital improvements and contributions to the City of Fairmont and other non-operating expenses.

An analysis of the operating results for Fairmont during the 2026-2030 Study Period has been performed assuming the current retail rates and charges remain in effect through the Study Period. This analysis has been done to determine the overall need, if any, for additional revenue through rates to meet projected utility revenue requirements. The analyses and assumptions utilized in these projections are explained below.

Electric Rates

Estimated Revenues – Existing Rates

Retail Sales

Fairmont sells retail power and energy to residential, commercial and industrial customers. One industrial customer is expected to reduce electric consumption in 2027. No other overall electric sales growth is assumed.

Fairmont offsets certain wholesale costs through its Energy Cost Adjustment (ECA) which is set as a pass-through of the adjustment included on the wholesale power cost from the Southern Minnesota Municipal Power Agency (SMMPA).

Exhibit 2-A is a summarized listing of Fairmont's historical and projected electric operating results at existing retail rates. The historical and projected revenues from retail sales of power and energy to different groups of customers are included in Charges for Services under Operating Revenues. Operating Revenues also includes other miscellaneous revenues including surge protection, customer service labor and materials, penalties and other miscellaneous revenues.

Revenue Requirements

Purchased Power

Fairmont purchases all of its wholesale power and energy requirements from SMMPA and Western Area Power Administration (Western) under the terms of long-term wholesale power contracts. Purchased power is the largest single operating expense for Fairmont. In 2025, purchased power accounted for approximately 79% of Fairmont's total operating expenses. Fairmont receives approximately 97.6% of its wholesale requirements from SMMPA, the remaining 2.4% is from Western.

SMMPA had a 10% rate reduction in 2026, has announced a further 12.6% reduction for 2027, but then is planning for a 21% increase in 2028, a 2% increase in 2029 and an additional 11% increase in 2030. SMMPA also includes a monthly energy cost adjustment (ECA) as part of its wholesale rate structure. For purposes of the wholesale cost projections, it is assumed that the SMMPA ECA will be zero each year. It is assumed that Western rates will increase 5% per year through the Study Period.

Other Operating Expenses

Fairmont incurs other operating expenses associated with local electric system operations. Distribution operating and maintenance expenses are related to the substations, overhead and underground lines and customer facilities located in Fairmont. Administrative and other expenses are required for reading meters, sending and processing bills, dealing with customer inquiries, covering utility management, employee

benefits, training and other administrative costs. Fairmont also participates in SMMPA demand side management programs designed to reduce customer's use of electric energy. These types of programs are mandated by the state of Minnesota.

Depreciation

Fairmont has annual depreciation costs based on its system investments. Depreciation during the Study Period is based on budgeted Fairmont amounts and future capital improvements. Depreciation is a funded non-cash expense that generates monies available for annual capital improvements and reserves.

Non-operating Revenue (Expenses)

Fairmont's non-operating revenue is primarily associated with investment and grant income. Non-operating expenses include payments to the local economic development authority.

City Support

Fairmont makes a direct cash transfer to the City of Fairmont. It has assumed to remain steady at $562,000 beyond 2026.

Capital Improvements

Fairmont makes annual normal capital investments in its electric system. Annual electric capital improvements for the Study Period, as budgeted by Fairmont, are shown in Table 2-1 below.

Table 2-1
Electric Capital Improvements by Year

Capital Item	2026	2027	2028	2029	2030
Electric Capital	$16,737,500	$3,588,000	$2,963,000	$740,000	$655,000

It is assumed that Fairmont will issue bonds to partially pay for the capital improvements listed above. Bond issues are listed in Table 2-2 below. Bonds are assumed to have a 20-year term at an annual interest rate of 5%.

Table 2-2
Electric Bond Issues by Year

	2026	2027	2028	2029	2030
Total Bond Issue	$10,000,000	$10,000,000	$0	$0	$0

Projected Operating Results – Existing Rates

Based on the assumptions outlined above, the resulting projected operating results assuming continued application of the existing retail rates are summarized in Table 2-3 for the electric utility. A summary presentation of the operating results is shown in Exhibit 2-A.

Table 2-3
Projected Operating Results-Electric
Existing Rates

Fiscal Year	2026	2027	2028	2029	2030
Operating Revenues	$17,378,882	$16,266,598	$16,266,598	$16,266,598	$16,266,598
Less Operating Expenses	(14,704,244)	(13,163,477)	(15,075,052)	(15,190,931)	(16,326,529)
Plus Non-Operating Revenue (Expenses)	(65,500)	(781,676)	(699,947)	(717,102)	(704,699)
Less Transfer Out	(600,276)	(561,857)	(561,857)	(561,857)	(561,857)
Change in Net Position	$2,008,862	$1,759,588	$(70,258)	$(203,292)	$(1,326,487)
Net Position as Percent of Revenues	11.6%	10.8%	-0.4%	-1.2%	-8.2%

Cash Reserves

A summary of the impact of the projected operating results on Fairmont's cash reserves for the Study Period is shown at the end of Exhibit 2-A and in Table 2-4 below.

As shown below, under existing retail rates and estimated revenue requirements over the Study Period, the cash reserves for the electric utility are projected to decrease from approximately $7.5 million at the end of 2025 to approximately $5.7 million by the end of 2030. As shown in Table 2-4 below, the balance at the end of the Study Period is estimated to be 35% of annual operating revenues.

Table 2-4
Projected Cash Reserves-Electric
Existing Rates

Fiscal Year	2026	2027	2028	2029	2030
Beginning of Year	$7,539,299	$2,235,661	$10,115,166	$7,599,424	$7,197,416
Plus Change in Net Position	2,008,862	1,759,588	(70,258)	(203,292)	(1,326,487)
Less Capital Improvements	(16,737,500)	(3,588,000)	(2,963,000)	(740,000)	(655,000)
Plus Debt Proceeds	8,975,000	8,975,000	-	-	-
Less Debt Principal	-	(275,000)	(610,000)	(685,000)	(715,000)
Plus Depreciation	450,000	1,007,917	1,127,517	1,226,283	1,250,950
End of Year	$2,235,661	$10,115,166	$7,599,424	$7,197,416	$5,751,879
As a percent of Operating Revenue	13%	62%	47%	44%	35%

Water Rates

Estimated Revenues – Existing Rates

Operating Revenues

Fairmont provides water services to residential, commercial and industrial customers. Total sales to Fairmont retail customers for the Study Period are assumed to equal the volume of service in 2025 with no assumed growth in sales during the Study Period.

Exhibit 2-B is a summarized listing of Fairmont's historical and projected water operating results at existing rates. The historical and projected revenues from retail sales to different groups of customers are included in Operating Revenues as Charges for Services. As shown in Exhibit 2-B, operating revenues are projected to remain the same each year of the Study Period. This is due to assumed continuation of the existing rates and no change in overall sales for the Study Period. Operating revenues also include miscellaneous revenues for customer services, penalties, hydrant rentals and miscellaneous items.

Revenue Requirements

Operating Expenses

Operating expenses for the water system are shown in Exhibit 2-B. Projections of operating expenses are based on actual 2025 amounts and 2026 budgeted amounts provided by Fairmont.

Depreciation

Fairmont has annual depreciation costs associated with water system investments. Depreciation during the Study Period is based on budgeted Fairmont amounts. Depreciation is a funded non-cash expense that generates monies available for annual capital improvements, debt principal payments and reserves.

Non-operating Income (Expenses)

Fairmont's non-operating water income and expenses are primarily associated with interest and grant income, sale of assets, and interest payments on outstanding debt and payments to the Economic Development Authority.

City Support

Fairmont makes a direct cash transfer to the City of Fairmont. It has assumed to remain steady at $217,000 beyond 2026.

Capital Improvements

Fairmont makes annual normal capital investments in its water systems. Annual capital improvements for the Study Period, as budgeted by Fairmont, are shown in Table 2-5 below.

Table 2-5
Capital Improvements- Water

Year	2026	2027	2028	2029	2030
Water capital	$1,185,000	$500,000	$550,000	$8,500,000	$500,000

Debt Service

Fairmont has current outstanding bond issues related to the water system. No additional water debt is planned at this time.

Projected Operating Results – Existing Rates

Based on the assumptions outlined above, the resulting projected operating results assuming continued application of the existing retail rates are summarized below in Table 2-6 for the water utility. A summary presentation of the historical and projected operating results is also shown in Exhibit 2-B.

Table 2-6
Projected Operating Results-Water
Existing Rates

Year	2026	2027	2028	2029	2030
Operating Revenues	$6,809,279	$6,809,279	$6,809,279	$6,809,279	$6,809,279
Less Operating Expenses	(4,119,603)	(4,277,487)	(4,417,273)	(4,563,651)	(4,980,150)
Less Non-Operating Expenses	(303,013)	(246,435)	(166,943)	(90,993)	(290,321)
Less Transfer Out	(217,145)	(217,145)	(217,145)	(217,145)	(217,145)
Change in Net Position	$2,169,518	$2,068,212	$2,007,918	$1,937,490	$1,321,663
Net Position as Percent of Revenues	31.9%	30.4%	29.5%	28.5%	19.4%

Cash Reserves

A summary of the impact of the projected operating results on Fairmont's cash reserves for the Study Period is shown at the end of Exhibit 2-B and in Table 2-7 below.

As shown below, under existing retail rates and estimated revenue requirements over the Study Period, the cash reserves for the water utility are projected to decrease from $7.3 million to $5.5 million by the end of the Study Period. Fairmont has targeted reserve levels for the water utility based on 100% of operating revenues. The projected 2030 end of year reserve levels for water are 81% of operating revenue.

Table 2-7
Projected Cash Reserves-Water
Existing Rates

Year	2026	2027	2028	2029	2030
Beginning Balance	$7,266,365	$8,270,593	$9,782,305	$11,172,389	$4,532,380
Plus Change in Net Position	2,169,518	2,068,212	2,007,918	1,937,490	1,321,663
Plus Depreciation	1,160,000	1,199,500	1,216,167	1,234,500	1,517,833
Plus New Debt Proceeds	-	-	-		-
Less Water Capital Improvements	(1,185,000)	(500,000)	(550,000)	(8,500,000)	(500,000)
Less Existing Debt Principal	(1,140,290)	(1,256,000)	(1,284,000)	(1,312,000)	(1,340,000)
Ending Balance	$8,270,593	$9,782,305	$11,172,389	$4,532,380	$5,531,876
Reserves as % of Operating Revenue	121.5%	143.7%	164.1%	66.6%	81.2%

Wastewater Rates

Estimated Revenues – Existing Rates

Operating Revenues

Fairmont provides wastewater services to residential, commercial and industrial customers. Total sales to Fairmont retail customers for the Study Period are assumed to equal the volume of service in 2025 with no assumed growth in sales during the Study Period.

Exhibit 2-C is a summarized listing of Fairmont's historical and projected wastewater operating results at existing rates. The historical and projected revenues from retail sales to different groups of customers are included in Operating Revenues as Charges for Services. As shown in Exhibit 2-C, operating revenues are projected to remain the same each year of the Study Period. This is due to assumed continuation of the existing rates

and no change in overall sales for the Study Period. Operating revenues also include other miscellaneous revenues.

Revenue Requirements

Operating Expenses

Operating expenses for the wastewater utility are shown in Exhibit 2-C. Projections of operating expenses are based on actual 2025 amounts and 2026 budgeted amounts provided by Fairmont.

Depreciation

Fairmont has annual depreciation costs associated with wastewater system investments. Depreciation during the Study Period is based on budgeted Fairmont amounts. Depreciation is a funded non-cash expense that generates monies available for annual capital improvements, debt principal payments and reserves.

Non-operating Income (Expenses)

Fairmont's non-operating wastewater income and expenses are primarily associated with interest income and interest payments on outstanding debt and payments to the Economic Development Authority.

City Support

Fairmont makes a direct cash transfer to the City of Fairmont. It has assumed to remain steady at $123,000 beyond 2026.

Capital Improvements

Fairmont makes annual normal capital investments in its wastewater systems. Annual capital improvements for the Study Period, as budgeted by Fairmont, are shown in Table 2-8 below.

Table 2-8
Capital Improvements- Wastewater

Year	2026	2027	2028	2029	2030
Wastewater capital	$15,835,000	$6,135,000	$500,000	$1,000,000	$500,000

Debt Service

Fairmont has current outstanding bond issues related to the wastewater system. It is assumed that Fairmont will issue additional bonds to partially pay for the capital improvements listed above. Bond issues are listed in Table 2-9 below, bonds are assumed to have a 20-year term at an annual interest rate of 5%.

Table 2-9
Bond Issues by Year - Wastewater

Year	2026	2027	2028	2029	2030
Wastewater bonds	$12,565,000	$4,400,000	$0	$0	$0

Projected Operating Results – Existing Rates

Based on the assumptions outlined above, the resulting projected operating results assuming continued application of the existing retail rates are summarized below in Table 2-10 for the wastewater utility. A summary presentation of the historical and projected operating results is also shown in Exhibit 2-C

Table 2-10
Projected Operating Results-Wastewater
Existing Rates

Year	2026	2027	2028	2029	2030
Operating Revenues	$3,824,558	$3,824,558	$3,824,558	$3,824,558	$3,824,558
Less Operating Expenses	(3,082,495)	(3,697,628)	(3,992,920)	(4,104,010)	(4,235,544)
Less Non -Operating Expense	(622,290)	(648,377)	(905,183)	(875,872)	(838,129)
Plus Fed/State Grants	3,450,000	850,000	-	-	-
Less Transfer Out	(122,579)	(122,579)	(122,579)	(122,579)	(122,579)
Change in Net Position	$3,447,194	$205,974	$(1,196,124)	$(1,277,903)	$(1,371,694)
Net Position as Percent of Revenues	90.1%	5.4%	-31.3%	-33.4%	-35.9%

Cash Reserves

A summary of the impact of the projected operating results on Fairmont's wastewater cash reserves for the Study Period is shown at the end of Exhibit 2-C and in Table 2-11 below.

As shown below, under existing retail rates and estimated revenue requirements over the Study Period, the cash reserves for the wastewater utility are projected to decrease from $1.2 million to negative $4.7 million by the end of the Study Period. Fairmont has targeted reserve levels for the wastewater utility based on 100% of operating revenues. The projected 2030 end of year reserve levels for water are $8.5 million below the reserve target.

Table 2-11
Projected Cash Reserves-Wastewater
Existing Rates

Year	2026	2027	2028	2029	2030
Beginning Balance	$1,209,526	$1,751,605	$88,413	$(1,249,109)	$(3,188,380)
Plus Change in Net Position	3,447,194	205,974	(1,196,124)	(1,277,903)	(1,371,694)
Plus Depreciation	900,000	1,427,833	1,632,333	1,649,000	1,682,333
Plus New Debt Proceeds	12,565,000	3,950,000	-	-	-
Less WW Capital Improvements	(15,835,000)	(6,135,000)	(500,000)	(1,000,000)	(500,000)
Less Debt Principal	(535,115)	(1,112,000)	(1,273,731)	(1,310,368)	(1,348,336)
Ending Balance	$1,751,605	$88,413	$(1,249,109)	$(3,188,380)	$(4,726,077)
Reserves as % of Operating Revenue	45.8%	2.3%	-32.7%	-83.4%	-123.6%

Fairmont Public Utilities Commission
Electric Operating Results at Existing Rates

	Historical		Projected				
	2024	2025	2026	2027	2028	2029	2030
OPERATING REVENUES							
Charges for services	$ 16,451,082	$ 16,756,332	$ 17,107,642	$ 15,995,358	$ 15,995,358	$ 15,995,358	$ 15,995,358
Miscellaneous Revenues	705,161	272,922	271,240	271,240	271,240	271,240	271,240
Total Operating Revenues	$ 17,156,243	$ 17,029,254	$ 17,378,882	$ 16,266,598	$ 16,266,598	$ 16,266,598	$ 16,266,598
OPERATING EXPENSES							
Personnel services	$ 1,854,783	$ 1,961,338	$ 2,171,634	$ 2,258,499	$ 2,348,839	$ 2,442,793	$ 2,540,505
Supplies	13,097,877	12,469,658	11,445,710	9,234,685	10,909,825	10,805,429	11,789,991
Professional services	339,551	361,853	426,950	444,028	461,789	480,261	499,471
Repairs and maintenance	343,595	266,504	209,950	218,348	227,082	236,165	245,612
Depreciation	444,061	403,601	450,000	1,007,917	1,127,517	1,226,283	1,250,950
Total Operating Expenses	$ 16,079,867	$ 15,462,954	$ 14,704,244	$ 13,163,477	$ 15,075,052	$ 15,190,931	$ 16,326,529
Operating Income	$ 1,076,376	$ 1,566,300	$ 2,674,638	$ 3,103,121	$ 1,191,546	$ 1,075,667	$ (59,931)
NON-OPERATING INCOME (EXPENSES)							
Investment income	$ 406,951	$ 335,781	$ 275,000	$ 81,547	$ 368,956	$ 277,193	$ 262,530
Gain (loss) on assets	19,632	$ -	-	-	-	-	-
Operating grant	893	2,086	-	-	-	-	-
Less Interest Payments	-	-	(255,500)	(778,223)	(983,903)	(909,295)	(882,229)
Payments to Economic Development Auth	(77,684)	(75,174)	(85,000)	$ (85,000)	$ (85,000)	$ (85,000)	$ (85,000)
Total Non-Operating Revenues (Expenses)	$ 349,792	$ 262,693	$ (65,500)	$ (781,676)	$ (699,947)	$ (717,102)	$ (704,699)
Income Before Transfers	$ 1,426,168	$ 1,828,993	$ 2,609,138	$ 2,321,445	$ 491,599	$ 358,565	$ (764,630)
Transfers in	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Transfers out	$ (557,297)	$ (539,295)	$ (600,276)	$ (561,857)	$ (561,857)	$ (561,857)	$ (561,857)
CHANGE IN NET POSITION	$ 868,871	$ 1,289,698	$ 2,008,862	$ 1,759,588	$ (70,258)	$ (203,292)	$ (1,326,487)
PERCENT OF OPERATING REVENUES	5.1%	7.6%	11.6%	10.8%	-0.4%	-1.2%	-8.2%
CASH RESERVES							
Beginning of Year			$ 7,539,299	$ 2,235,661	$ 10,115,166	$ 7,599,424	$ 7,197,416
Plus Net Income			2,008,862	1,759,588	(70,258)	(203,292)	(1,326,487)
Less Capital Improvements			(16,737,500)	(3,588,000)	(2,963,000)	(740,000)	(655,000)
Plus Debt Proceeds			8,975,000	8,975,000	-	-	-
Less Debt Principal			-	(275,000)	(610,000)	(685,000)	(715,000)
Plus Depreciation			450,000	1,007,917	1,127,517	1,226,283	1,250,950
End of Year	$ 7,603,808	$ 7,539,299	$ 2,235,661	$ 10,115,166	$ 7,599,424	$ 7,197,416	$ 5,751,879
Percent of Operating Revenues	44%	44%	13%	62%	47%	44%	35%

Fairmont Public Utilities Commission
Water Operating Results at Existing Rates

	Historical		Projected				
	2024	2025	2026	2027	2028	2029	2030
OPERATING REVENUES							
Charges for services	$ 6,029,390	$ 6,687,572	$ 6,660,809	$ 6,660,809	$ 6,660,809	$ 6,660,809	$ 6,660,809
Miscellaneous Revenues	509,538	137,414	$ 148,470	$ 148,470	$ 148,470	$ 148,470	$ 148,470
Total Operating Revenues	$ 6,538,928	$ 6,824,986	$ 6,809,279	$ 6,809,279	$ 6,809,279	$ 6,809,279	$ 6,809,279
OPERATING EXPENSES							
Personnel services	$ 1,372,013	$ 1,464,048	$ 1,610,374	$ 1,674,789	$ 1,741,781	$ 1,811,452	$ 1,883,910
Supplies	366,723	371,850	367,132	381,817	397,090	412,974	429,493
Professional services	474,288	533,865	555,097	577,301	600,393	624,409	649,385
Repairs and maintenance	268,264	445,784	427,000	444,080	461,843	480,317	499,530
Depreciation	1,068,543	1,155,497	1,160,000	1,199,500	1,216,167	1,234,500	1,517,833
Total Operating Expenses	$ 3,549,831	$ 3,971,044	$ 4,119,603	$ 4,277,487	$ 4,417,273	$ 4,563,651	$ 4,980,150
OPERATING INCOME	$ 2,989,097	$ 2,853,942	$ 2,689,676	$ 2,531,792	$ 2,392,006	$ 2,245,628	$ 1,829,129
NON-OPERATING REVENUES (EXPENSES)							
Investment income	$ 137,113	$ 289,805	$ 250,000	$ 284,551	$ 336,561	$ 384,387	$ 155,937
Gain (loss) on assets	(90,430)	(29,748)	4,000	4,000	4,000	4,000	4,000
Operating grant	25,386	22,939	-	-	-	-	-
Less Interest Payments	(445,378)	(464,618)	(531,793)	(509,766)	(482,284)	(454,160)	(425,038)
Payments to Economic Development Auth	(23,173)	(25,220)	(25,220)	(25,220)	(25,220)	(25,220)	(25,220)
Total Non-Operating Revenues (Expenses)	$ (396,482)	$ (206,842)	$ (303,013)	$ (246,435)	$ (166,943)	$ (90,993)	$ (290,321)
Income Before Transfers	$ 2,592,615	$ 2,647,100	$ 2,386,663	$ 2,285,357	$ 2,225,063	$ 2,154,635	$ 1,538,808
Transfers in	$ 1,032,255	$ -	$ -	$ -	$ -	$ -	$ -
Transfers out	$ (166,244)	$ (180,927)	$ (217,145)	$ (217,145)	$ (217,145)	$ (217,145)	$ (217,145)
CHANGE IN NET POSITION	$ 3,458,626	$ 2,466,173	$ 2,169,518	$ 2,068,212	$ 2,007,918	$ 1,937,490	$ 1,321,663
As Percent of Revenues	52.9%	36.1%	31.9%	30.4%	29.5%	28.5%	19.4%
UNRESTRICTED CASH RESERVES							
Beginning of Year			$ 7,266,365	$ 8,270,593	$ 9,782,305	$ 11,172,389	$ 4,532,380
Plus Change in Net Position			2,169,518	2,068,212	2,007,918	1,937,490	1,321,663
Plus Depreciation			1,160,000	1,199,500	1,216,167	1,234,500	1,517,833
Plus New Bonding			-	-	-		-
Less Water Capital Improvements			(1,185,000)	(500,000)	(550,000)	(8,500,000)	(500,000)
Less Debt Principal			(1,140,290)	(1,256,000)	(1,284,000)	(1,312,000)	(1,340,000)
End of Year	$ 6,090,192	$ 7,266,365	$ 8,270,593	$ 9,782,305	$ 11,172,389	$ 4,532,380	$ 5,531,876
As a percent of Operating Revenue	93%	106%	121.5%	143.7%	164.1%	66.6%	81.2%

Fairmont Public Utilities Commission
Wastewater Operating Results at Existing Rates

	Historical		Projected				
	2024	2025	2026	2027	2028	2029	2030
OPERATING REVENUES							
Charges for services	$ 2,434,463	$ 3,618,402	$ 3,789,558	$ 3,789,558	$ 3,789,558	$ 3,789,558	$ 3,789,558
Miscellaneous Revenues	1,034,097	44,728	35,000	35,000	35,000	35,000	35,000
Total Operating Revenues	$ 3,468,560	$ 3,663,130	$ 3,824,558	$ 3,824,558	$ 3,824,558	$ 3,824,558	$ 3,824,558
OPERATING EXPENSES							
Personnel services	$ 840,232	$ 972,107	$ 1,160,682	$ 1,207,109	$ 1,255,394	$ 1,305,609	$ 1,357,834
Supplies	129,418	153,765	131,651	136,917	142,394	148,089	154,013
Professional services	585,860	686,333	655,662	681,888	709,164	737,531	767,032
Repairs and maintenance	104,143	169,925	234,500	243,880	253,635	263,781	274,332
Depreciation	767,650	900,693	900,000	1,427,833	1,632,333	1,649,000	1,682,333
Total Operating Expenses	$ 2,427,303	$ 2,882,823	$ 3,082,495	$ 3,697,628	$ 3,992,920	$ 4,104,010	$ 4,235,544
OPERATING INCOME	$ 1,041,257	$ 780,307	$ 742,063	$ 126,930	$ (168,362)	$ (279,452)	$ (410,986)
OTHER INCOME (EXPENSE)							
Investment income	$ 77,095	$ 19,559	$ 100,000	$ 144,817	$ 7,310	$ -	$ -
Insurance reimbursement	426,557	50,027	-	-	-	-	-
Gain (loss) on assets	(3,815)	31,592	-	-	-	-	-
Operating grant	-	-		-	-	-	-
Less Interest Payments	(11,784)	(166,118)	(708,290)	(779,194)	(898,492)	(861,872)	(824,129)
Payments to Economic Development Auth	(14,143)	(14,606)	(14,000)	(14,000)	(14,000)	(14,000)	(14,000)
Total Non-Operating Revenues (Expenses)	$ 473,910	$ (79,546)	$ (622,290)	$ (648,377)	$ (905,183)	$ (875,872)	$ (838,129)
Income Before Transfers	$ 1,515,167	$ 700,761	$ 119,773	$ (521,447)	$ (1,073,545)	$ (1,155,324)	$ (1,249,115)
Federal/State Grants	$ -	$ 4,063,078	$ 3,450,000	850,000	-	-	-
Transfers out	$ (101,459)	$ (104,779)	$ (122,579)	$ (122,579)	$ (122,579)	$ (122,579)	$ (122,579)
CHANGE IN NET POSITION	$ 1,413,708	$ 4,659,060	$ 3,447,194	$ 205,974	$ (1,196,124)	$ (1,277,903)	$ (1,371,694)
As Percent of Revenues	40.8%	127.2%	90.1%	5.4%	-31.3%	-33.4%	-35.9%
UNRESTRICTED CASH RESERVES							
Beginning of Year			$ 1,209,526	$ 1,751,605	$ 88,413	$ (1,249,109)	$ (3,188,380)
Plus Change in Net Position			3,447,194	205,974	(1,196,124)	(1,277,903)	(1,371,694)
Plus Depreciation			900,000	1,427,833	1,632,333	1,649,000	1,682,333
Plus New Debt Proceeds			12,565,000	3,950,000	-	-	-
Less Wastewater Capital Improvements			(15,835,000)	(6,135,000)	(500,000)	(1,000,000)	(500,000)
Less Debt Principal			(535,115)	(1,112,000)	(1,273,731)	(1,310,368)	(1,348,336)
End of Year	$ 26,445	$ 1,209,526	$ 1,751,605	$ 88,413	$ (1,249,109)	$ (3,188,380)	$ (4,726,077)
As a percent of Operating Revenue	1%	33%	45.8%	2.3%	-32.7%	-83.4%	-123.6%

Section 3
Proposed Rates

The projected operating results for the three utilities, at existing rates, as presented in Section 2 of this report outline the overall revenue needs of each utility. These results as well as other rate design considerations have been taken into account in developing the proposed rates summarized in this section of the report.

Proposed Rates - Electric

Revenue Needs

In Section 2, it shows that Fairmont's projected annual change in net position, assuming continuation of the existing retail rates, is in excess of 10% of operating revenues in 2026 and 2027. This is largely driven by the decreases in wholesale rates from SMMPA in those years. However, for 2028-2030 the results turn negative due to increased operating results including planned rate increases by SMMPA. Projected cash reserves are projected to decrease from $7.5 million to $5.8 million during the same period, reaching a level of 35% of operating revenues in 2030.

Based on these results, no change in rates is recommended for 2027 followed by a series of 3% annual increases in each year 2028-2030. These adjustments cause projected cash reserves to approach a goal of 50% of annual operating revenue by 2030.

Rate Design Adjustments

As outlined above, a series of rate increases in revenues through rates is recommended at this time. These changes are explained below and presented in Exhibit 3-A at the end of this section of this report.

Residential/Residential Heat

For Residential customers, the recommended rate increase includes increasing the monthly customer charge by $0.50 each year beginning in 2028, to move the current $7.50/mo rate to $9.00/mo by 2030. Energy charges for Residential customers are also increased each year after 2027.

Fairmont also has a Residential Heat rate for customers with electric heat. This rate has a declining block rate structure (energy over 800 kWh per month is at a lower rate). The declining block structure is a rate designed to promote use of electric heat by Residential customers.

Fairmont has a separate Rural rate for residential customers outside the City limits. The structure of that rate mirrors the Residential rate and the changes are consistent with the proposed changes to the Residential rate.

Commercial

Fairmont has a Commercial rate and a Commercial Seasonal Heat rate for commercial customers. The proposed rate changes shown for these customers result in overall annual 3% increases for Commercial customers after 2027. Additionally, the Commercial Seasonal Heat customers do not incur a monthly customer charge. It is recommended that a monthly charge of $8.00 be added to this rate in 2027. These customers utilize a second meter for their heating load, this second meter charge has been set at one-half of the regular Commercial customer charge of $16.00 per month. It is also recommended that the summer energy charge for Commercial Seasonal Heat customers be set equal to the regular Commercial energy charge. Seasonal Heat customers get a lower rate for use of electric heat, which is not applicable in the summer months.

Seasonal Commercial Service

Fairmont also has a Seasonal Commercial Service rate which is a special rate developed for a single customer. This customer has discontinued regular operations, but still uses

a limited amount of energy on an ongoing basis. It is recommended that the Seasonal Commercial Service rate be discontinued and the existing customer be moved to either the Commercial rate or General Service rate based on its current usage and the appropriate rate schedule guidelines.

General Service/Industrial/All Electric

Customers served under the General Service, Industrial and All Electric rates are billed both a demand and energy charge each month. These rates are all currently the same. It is recommended that the General Service and All Electric customers be combined into a single General Service rate and the All Electric rate be eliminated. The Industrial rate contains additional provisions applicable to these customers and it is recommended to maintain the current Industrial rate structure. The structures of these rates have been maintained and both rate components have been altered to result in an average overall increase of 3% each year after 2027.

City

Fairmont has separate rates for City and Municipal Street Lighting. These rates are lower than other retail rates. This is one way that the Fairmont electric department supports the overall City of Fairmont. The City rate and the Municipal Street Lighting rates have been increased as shown in Exhibit 3-A.

Security Lighting

The current rates are increased by the annual 3% per year rate increase after 2027.

Projected Operating Results/Cash Reserves – Proposed Rates

The resulting projected operating results assuming implementation of the proposed rates summarized above are shown in Exhibit 3-B and summarized in Table 3-1 below.

Table 3-1
Projected Operating Results-Electric
Proposed Rates

Fiscal Year	2026	2027	2028	2029	2030
Operating Revenues	$17,378,882	$16,270,968	$16,755,410	$17,244,742	$17,747,932
Less Operating Expenses	(14,704,244)	(13,163,477)	(15,075,052)	(15,190,931)	(16,326,529)
Plus Non-Operating Revenue (Expenses)	(65,500)	(781,676)	(699,793)	(699,729)	(652,246)
Less Transfer Out	(600,276)	(562,008)	(578,741)	(595,643)	(613,023)
Change in Net Position	$2,008,862	$1,763,806	$401,824	$758,440	$156,134
Net Position as Percent of Revenues	11.6%	10.8%	2.4%	4.4%	0.9%

The projected cash reserves assuming implementation of proposed rates are shown at the bottom of Exhibit 3-B and summarized in Table 3-2 below. Projected reserves at the end of the Study Period are estimated to reach $8.7 million or 49% of operating revenues.

Table 3-2
Projected Cash Reserves-Electric
Proposed Rates

Fiscal Year	2026	2027	2028	2029	2030
Beginning of Year	$7,539,299	$2,235,661	$10,119,384	$8,075,724	$8,635,447
Plus Change in Net Position	2,008,862	1,763,806	401,824	758,440	156,134
Less Capital Improvements	(16,737,500)	(3,588,000)	(2,963,000)	(740,000)	(655,000)
Plus Debt Proceeds	8,975,000	8,975,000	-	-	-
Less Debt Principal	-	(275,000)	(610,000)	(685,000)	(715,000)
Plus Depreciation	450,000	1,007,917	1,127,517	1,226,283	1,250,950
End of Year	$2,235,661	$10,119,384	$8,075,724	$8,635,447	$8,672,531
As a percent of Operating Revenue	13%	62%	48%	50%	49%

Proposed Rates - Water

Revenue Needs

In Section 2, it shows that Fairmont's projected annual change in water net position in future years, assuming continuation of the existing retail rates, decreases from 31.9% of operating revenues in 2026 to 19.4% of operating revenues in 2030. Additionally, Fairmont's projected water cash reserves decline from $7.3 million to $5.5 million by the end of the Study Period. The projected end of Study Period reserves are equal to 81% of operating revenues, slightly below a target reserve level of 100% of operating revenues.

Based on these results, no overall increases are recommended in water rates in 2027 or 2028. Increases of 10% are recommended for 2029 and 2030. This will raise projected reserve levels to 93% of operating revenues in 2030.

Recommended Rates

Exhibit 3-C shows the existing and recommended rates for water each year from 2027-2030. No overall water rate increases are recommended in 2027 and 2028, but certain rate structure changes are recommended.

Infrastructure, Lake Restoration and Cleanup/Trees Charges

All rate classes currently include an infrastructure charge, a lake restoration charge and a cleanup/trees charge. All classes are currently billed the same monthly rate for the infrastructure charge ($5.65), the lake restoration charge ($4.00) and the cleanup/trees charge ($3.00). It is recommended that the infrastructure charge be increased to a higher rate for the Commercial and Industrial customers. There is a usage correlation to the need for infrastructure and charges to support it. As shown in Exhibit 3-C, the infrastructure charge for Residential is not increased during the projected period, but the Commercial and Industrial charges are elevated to a higher level. The lake restoration and cleanup/trees rate structure remains as currently designed with increases in all classes in 2029 and 2030.

Residential Rates

The current Residential water rate includes an inverted structure with higher rates for consumption above a certain level. This type of rate is designed to encourage conservation, particularly during summer watering months. The current threshold for this higher rate is 15,000 gallons. This is a high threshold and Fairmont actually sells very little water at this rate. For the period 2027-2030, it is recommended that this threshold be lowered by 2,000 gallons each year until it reaches 7,000 gallons in 2030. Slight reductions in the Residential customer charge in 2027 and 2028 are made to yield no net

increase in overall Residential rates those two years. The 2029 and 2030 rates reflect the 10% recommended increases.

Commercial and Industrial Rates

In 2027 and 2028, the only adjustments to the Commercial and Industrial rates is the increase in the relevant Infrastructure charges. In 2029 and 2030 the increases reflect the 10% recommended increases. Additionally, the Industrial customer charges are increased to a level higher than the Commercial customer charges.

Projected Operating Results/Cash Reserves – Proposed Rates

Based on the proposed rates outlined above, the resulting projected operating results for water are summarized below in Table 3-3. A summary presentation of the water operating results at proposed rates is shown in Exhibit 3-D.

Table 3-3
Projected Operating Results-Water
Proposed Rates

Year	2026	2027	2028	2029	2030
Operating Revenues	$6,809,279	$6,812,434	$6,816,569	$7,462,567	$8,193,600
Less Operating Expenses	(4,119,603)	(4,277,487)	(4,417,273)	(4,563,651)	(4,980,150)
Less Non-Operating Expenses	(303,013)	(246,435)	(166,834)	(90,630)	(267,469)
Less Transfer Out	(217,145)	(217,145)	(217,145)	(217,145)	(217,145)
Change in Net Position	$2,169,518	$2,071,367	$2,015,317	$2,591,141	$2,728,836
Net Position as Percent of Revenues	31.9%	30.4%	29.6%	34.7%	33.3%

A summary of the impact of the projected operating results with the proposed rate adjustments on Fairmont's water cash reserves for the Study Period are shown at the

end of Exhibit 3-D and in Table 3-4 below. As shown below, with the recommended increases, the projected reserve levels are near the target reserve level of 100% of operating revenues in 2030.

Table 3-4
Projected Cash Reserves-Water
Proposed Rates

Year	2026	2027	2028	2029	2030
Beginning Balance	$7,266,365	$8,270,593	$9,785,460	$11,182,943	$5,196,585
Plus Change in Net Position	2,169,518	2,071,367	2,015,317	2,591,141	2,728,836
Plus Depreciation	1,160,000	1,199,500	1,216,167	1,234,500	1,517,833
Plus New Debt Proceeds	-	-	-		-
Less Water Capital Improvements	(1,185,000)	(500,000)	(550,000)	(8,500,000)	(500,000)
Less Existing Debt Principal	(1,140,290)	(1,256,000)	(1,284,000)	(1,312,000)	(1,340,000)
Ending Balance	$8,270,593	$9,785,460	$11,182,943	$5,196,585	$7,603,254
Reserves as % of Operating Revenue	121.5%	143.6%	164.1%	69.6%	92.8%

Proposed Rates - Wastewater

Revenue Needs

In Section 2, it shows that Fairmont's projected annual change in wastewater net position in future years, assuming continuation of the existing retail rates, decreases to negative 35.9% of operating revenues in 2030. Additionally, Fairmount's projected wastewater cash reserves decline from $1.2 million to negative $4.7 million by the end of the Study Period. Based on these results, annual 15% increases are recommended each year for 2027 through 2030. A long-term reserve goal of 100% of operating results is recommended, however the recommended rate increases will only result in a projected 2030 reserve level of 25% of operating revenues.

Recommended Rates

Exhibit 3-E shows the existing and recommended rates for wastewater each year from 2027-2030.

Infrastructure Charges

All rate classes currently include an infrastructure charge. The current monthly charge ($16.82) is the same for all classes of customer. It is recommended that the infrastructure charge be increased to a higher rate for the Commercial and Industrial customers.

Residential Rates

The current Residential wastewater rates have varied monthly customer charges based on water meter size. The current rate also includes a 'free' 1000 gallons of wastewater service included with the customer charge. As part of the rate recommendations the Residential rate has been simplified to include a single customer charge for all Residential customers. Multi-unit housing and mobile home parks would be billed multiple customer charges based on the number of units or mobile homes. The proposed consumption charges would be applicable to all billed consumption with elimination of the 'free' first 1000 gallons. Due to the structural changes in the first year, the increases will impact different customers in varied ways, some customers will experience increases higher than 15% and some lower than 15%.

Commercial and Industrial Rates

The rates for Commercial and Industrial customers do not currently include a monthly customer charge. The Commercial class does include a minimum bill provision, but this only applies to customers with very low wastewater consumption bills. The addition of customer charges in both Commercial and Industrial eliminate the need for a minimum bill provision, the customer charge becomes the minimum bill. The rates shown in Exhibit 3-E for Commercial and Industrial customers are designed to yield the overall 15% annual increases.

Projected Operating Results – Proposed Rates - Wastewater

Based on the proposed rates outlined above, the resulting projected operating results for wastewater are summarized below in Table 3-5. A summary presentation of the wastewater operating results at proposed rates is shown in Exhibit 3-F.

Table 3-5
Projected Operating Results-Wastewater
Proposed Rates

Year	2026	2027	2028	2029	2030
Operating Revenues	$3,824,558	$4,393,308	$5,023,481	$5,757,851	$6,602,376
Less Operating Expenses	(3,082,495)	(3,697,628)	(3,992,920)	(4,104,010)	(4,235,544)
Less Non -Operating Expense	(622,290)	(648,377)	(859,667)	(833,919)	(798,326)
Plus Fed/State Grants	3,450,000	850,000	-	-	-
Less Transfer Out	(122,579)	(140,808)	(161,005)	(184,542)	(211,609)
Change in Net Position	$3,447,194	$756,496	$9,889	$635,379	$1,356,897
Net Position as Percent of Revenues	90.1%	17.2%	0.2%	11.0%	20.6%

Cash Reserves

A summary of the impact of the projected operating results with the proposed rate adjustments on Fairmont's wastewater cash reserves for the Study Period are shown at the end of Exhibit 3-F and in Table 3-6 below. As shown below, with the recommended increases, the projected reserve levels reach 25% of operating revenues in 2030.

Table 3-6
Projected Cash Reserves-Wastewater
Proposed Rates

Year	2026	2027	2028	2029	2030
Beginning Balance	$1,209,526	$1,751,605	$638,934	$507,425	$481,437
Plus Change in Net Position	3,447,194	756,496	9,889	635,379	1,356,897
Plus Depreciation	900,000	1,427,833	1,632,333	1,649,000	1,682,333
Plus New Debt Proceeds	12,565,000	3,950,000	-	-	-
Less WW Capital Improvements	(15,835,000)	(6,135,000)	(500,000)	(1,000,000)	(500,000)
Less Debt Principal	(535,115)	(1,112,000)	(1,273,731)	(1,310,368)	(1,348,336)
Ending Balance	$1,751,605	$638,934	$507,425	$481,437	$1,672,331
Reserves as % of Operating Revenue	45.8%	14.5%	10.1%	8.4%	25.3%

Overall Residential Bill Impacts

Table 3-7 below shows the overall monthly bill impacts for an average residential customer with 625 kWh of electric use and 3,200 gallons of water use. The total bill increases are lower in the first two years due to lower electric and water increases. The increases in total bills are shown on both a total dollars and percent increase basis.

Table 3-7
Combined Residential Bill Impact

	Monthly Bill				
	2026	2027	2028	2029	2030
	Current	Proposed	Proposed	Proposed	Proposed
Residential Bill Impact	Rate	Rate	Rate	Rate	Rate
Electric 625 kWh	$ 84.13	$ 84.13	$ 86.69	$ 89.25	$ 91.88
Water 3200 gallons	$ 79.85	$ 79.34	$ 78.91	$ 86.05	$ 93.05
Wastewater 3200 gallons	$ 46.21	$ 55.02	$ 63.28	$ 72.77	$ 83.68
Total	$ 210.19	$ 218.49	$ 228.87	$ 248.07	$ 268.61
Increase over previous year ($)		$ 8.30	$ 10.39	$ 19.19	$ 20.54
Increase over previous year (%)		3.9%	4.8%	8.4%	8.3%

Fairmont Public Utlities Commission
Existing and Proposed Electric Rates

Class	Current Rate	2027 Proposed Rate	2028 Proposed Rate	2029 Proposed Rate	2030 Proposed Rate
Residential					
Customer (per month)	$ 7.50	$ 7.50	$ 8.00	$ 8.50	$ 9.00
Energy - all kWh	$ 0.1226	$ 0.1226	$ 0.1259	$ 0.1292	$ 0.1326
Residential Heat					
Customer (per month)	$ 7.50	$ 7.50	$ 8.00	$ 8.50	$ 9.00
Energy - (0-800 kWh)	$ 0.1220	$ 0.1220	$ 0.1250	$ 0.1280	$ 0.1315
Energy - (over 800 kWh)	$ 0.1160	$ 0.1160	$ 0.1192	$ 0.1225	$ 0.1258
Commercial					
Customer (per month)	$ 16.00	$ 16.00	$ 17.00	$ 18.00	$ 19.00
Energy - all kWh	$ 0.1214	$ 0.1214	$ 0.1248	$ 0.1283	$ 0.1318
General Service					
Energy - all kWh	$ 0.0782	$ 0.0782	$ 0.0806	$ 0.0830	$ 0.0855
Demand - all kW	$ 14.53	$ 14.53	$ 14.96	$ 15.40	$ 15.86
Industrial					
Energy - all kWh	$ 0.0782	$ 0.0782	$ 0.0806	$ 0.0830	$ 0.0855
Demand - all kW	$ 14.53	$ 14.53	$ 14.96	$ 15.40	$ 15.86
All Electric					
Energy - all kWh	$ 0.0782	Move to General Service Rate			
Demand - all kW	$ 14.53				
Rural					
Customer (per month)	$ 10.50	$ 10.50	$ 11.25	$ 12.00	$ 12.75
Energy - all kWh	$ 0.1258	$ 0.1258	$ 0.1292	$ 0.1327	$ 0.1363
Commercial Seasonal Heat					
Customer (per month)	$ -	$ 8.00	$ 8.50	$ 9.00	$ 9.50
Summer Energy - all kWh	$ 0.1200	$ 0.1214	$ 0.1248	$ 0.1283	$ 0.1318
Winter Energy - all kWh	$ 0.0897	$ 0.0897	$ 0.0925	$ 0.0953	$ 0.0981
Seasonal Commercial Service					
Customer (per month)	$ 106.00	Move to Commercial/General Service Rate			
Summer Energy - all kWh	$ 0.1200				
Winter Energy - all kWh	$ 0.1080				
City					
Energy - all kWh	$ 0.0851	$ 0.0851	$ 0.0877	$ 0.0903	$ 0.0930
Municipal Street Lighting					
Energy - all kWh	$ 0.0914	$ 0.0914	$ 0.0941	$ 0.0969	$ 0.0998
Security Lights					
ML	$ 4.75	$ 4.75	$ 4.90	$ 5.05	$ 5.20
ML1	$ 2.10	$ 2.10	$ 2.15	$ 2.20	$ 2.25
ML1NT	$ 2.10	$ 2.10	$ 2.15	$ 2.20	$ 2.25
MLNT	$ 4.75	$ 4.75	$ 4.90	$ 5.05	$ 5.20

Fairmont Public Utilities Commission
Electric Operating Results at Proposed Rates

	Historical		Projected				
	2024	2025	2026	2027	2028	2029	2030
OPERATING REVENUES							
Charges for services	$ 16,451,082	$ 16,756,332	$ 17,107,642	$ 15,999,728	$ 16,484,170	$ 16,973,502	$ 17,476,692
Miscellaneous Revenues	705,161	272,922	271,240	271,240	271,240	271,240	271,240
Total Operating Revenues	$ 17,156,243	$ 17,029,254	$ 17,378,882	$ 16,270,968	$ 16,755,410	$ 17,244,742	$ 17,747,932
OPERATING EXPENSES							
Personnel services	$ 1,854,783	$ 1,961,338	$ 2,171,634	$ 2,258,499	$ 2,348,839	$ 2,442,793	$ 2,540,505
Supplies	13,097,877	12,469,658	11,445,710	9,234,685	10,909,825	10,805,429	11,789,991
Professional services	339,551	361,853	426,950	444,028	461,789	480,261	499,471
Repairs and maintenance	343,595	266,504	209,950	218,348	227,082	236,165	245,612
Depreciation	444,061	403,601	450,000	1,007,917	1,127,517	1,226,283	1,250,950
Total Operating Expenses	$ 16,079,867	$ 15,462,954	$ 14,704,244	$ 13,163,477	$ 15,075,052	$ 15,190,931	$ 16,326,529
Operating Income	$ 1,076,376	$ 1,566,300	$ 2,674,638	$ 3,107,490	$ 1,680,358	$ 2,053,811	$ 1,421,403
NON-OPERATING INCOME (EXPENSES)							
Investment income	$ 406,951	$ 335,781	$ 275,000	$ 81,547	$ 369,110	$ 294,566	$ 314,983
Gain (loss) on assets	19,632	$ -	-	-	-	-	-
Operating grant	893	2,086	-	-	-	-	-
Less Interest Payments	-	-	(255,500)	(778,223)	(983,903)	(909,295)	(882,229)
Payments to Economic Development Auth	(77,684)	(75,174)	(85,000)	$ (85,000)	$ (85,000)	$ (85,000)	$ (85,000)
Total Non-Operating Revenues (Expenses)	$ 349,792	$ 262,693	$ (65,500)	$ (781,676)	$ (699,793)	$ (699,729)	$ (652,246)
Income Before Transfers	$ 1,426,168	$ 1,828,993	$ 2,609,138	$ 2,325,814	$ 980,565	$ 1,354,082	$ 769,157
Transfers in	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Transfers out	$ (557,297)	$ (539,295)	$ (600,276)	$ (562,008)	$ (578,741)	$ (595,643)	$ (613,023)
CHANGE IN NET POSITION	$ 868,871	$ 1,289,698	$ 2,008,862	$ 1,763,806	$ 401,824	$ 758,440	$ 156,134
PERCENT OF OPERATING REVENUES	5.1%	7.6%	11.6%	10.8%	2.4%	4.4%	0.9%
CASH RESERVES							
Beginning of Year			$ 7,539,299	$ 2,235,661	$ 10,119,384	$ 8,075,724	$ 8,635,447
Plus Net Income			2,008,862	1,763,806	401,824	758,440	156,134
Less Capital Improvements			(16,737,500)	(3,588,000)	(2,963,000)	(740,000)	(655,000)
Plus Debt Proceeds			8,975,000	8,975,000	-	-	-
Less Debt Principal			-	(275,000)	(610,000)	(685,000)	(715,000)
Plus Depreciation			450,000	1,007,917	1,127,517	1,226,283	1,250,950
End of Year	$ 7,603,808	$ 7,539,299	$ 2,235,661	$ 10,119,384	$ 8,075,724	$ 8,635,447	$ 8,672,531
Percent of Operating Revenues	44%	44%	13%	62%	48%	50%	49%

Fairmont Public Utilties
Existing and Proposed Water Rates

	Existing Rate	2027 Proposed Rate	2028 Proposed Rate	2029 Proposed Rate	2030 Proposed Rate
Residential					
Customer charge ($/mo)	$ 32.96	$ 32.45	$ 32.02	$ 35.00	$ 38.00
Infrastructure charge ($/mo)	$ 5.65	$ 5.65	$ 5.65	$ 5.65	$ 5.65
Lake Restoration charge ($/mo)	$ 4.00	$ 4.00	$ 4.00	$ 4.50	$ 5.00
Cleanup and trees charge ($/mo)	$ 3.00	$ 3.00	$ 3.00	$ 3.30	$ 3.60
Block 1	$ 10.70	$ 10.70	$ 10.70	$ 11.75	$ 12.75
Block 2	$ 11.83	$ 11.83	$ 11.83	$ 13.10	$ 14.25
Block 1 size (gallons/mo)	15,000	13,000	11,000	9,000	7,000
Commercial					
Customer charge ($/mo)	$ 62.91	$ 62.91	$ 62.91	$ 71.00	$ 80.00
Infrastructure charge ($/mo)	$ 5.65	$ 8.00	$ 10.00	$ 12.00	$ 14.00
Lake Restoration charge ($/mo)	$ 4.00	$ 4.00	$ 4.00	$ 4.50	$ 5.00
Cleanup and trees charge ($/mo)	$ 3.00	$ 3.00	$ 3.00	$ 3.30	$ 3.60
Block 1 (up to 9000 gallons/mo)	$ 8.92	$ 8.92	$ 8.92	$ 9.77	$ 10.75
Block 2 (over 9000 gallons/mo)	$ 9.17	$ 9.17	$ 9.17	$ 10.02	$ 11.25
Industrial					
Customer charge ($/mo)	$ 62.91	$ 62.91	$ 62.91	$ 85.00	$ 105.00
Infrastructure charge ($/mo)	$ 5.65	$ 30.00	$ 50.00	$ 75.00	$ 100.00
Lake Restoration charge ($/mo)	$ 4.00	$ 4.00	$ 4.00	$ 4.50	$ 5.00
Cleanup and trees charge ($/mo)	$ 3.00	$ 3.00	$ 3.00	$ 3.30	$ 3.60
Block 1 (up to 556,000 gallons/mo)	$ 7.07	$ 7.07	$ 7.07	$ 7.77	$ 8.75
Block 2 (over 556,000 gallons/mo)	$ 8.02	$ 8.02	$ 8.02	$ 8.72	$ 9.75

Fairmont Public Utilities Commission
Water Operating Results at Proposed Rates

	Historical		Projected				
	2024	2025	2026	2027	2028	2029	2030
OPERATING REVENUES							
Charges for services	$ 6,029,390	$ 6,687,572	$ 6,660,809	$ 6,663,964	$ 6,668,099	$ 7,314,097	$ 8,045,130
Miscellaneous Revenues	509,538	137,414	$ 148,470	$ 148,470	$ 148,470	$ 148,470	$ 148,470
Total Operating Revenues	$ 6,538,928	$ 6,824,986	$ 6,809,279	$ 6,812,434	$ 6,816,569	$ 7,462,567	$ 8,193,600
OPERATING EXPENSES							
Personnel services	$ 1,372,013	$ 1,464,048	$ 1,610,374	$ 1,674,789	$ 1,741,781	$ 1,811,452	$ 1,883,910
Supplies	366,723	371,850	367,132	381,817	397,090	412,974	429,493
Professional services	474,288	533,865	555,097	577,301	600,393	624,409	649,385
Repairs and maintenance	268,264	445,784	427,000	444,080	461,843	480,317	499,530
Depreciation	1,068,543	1,155,497	1,160,000	1,199,500	1,216,167	1,234,500	1,517,833
Total Operating Expenses	$ 3,549,831	$ 3,971,044	$ 4,119,603	$ 4,277,487	$ 4,417,273	$ 4,563,651	$ 4,980,150
OPERATING INCOME	$ 2,989,097	$ 2,853,942	$ 2,689,676	$ 2,534,947	$ 2,399,296	$ 2,898,916	$ 3,213,450
NON-OPERATING REVENUES (EXPENSES)							
Investment income	$ 137,113	$ 289,805	$ 250,000	$ 284,551	$ 336,670	$ 384,750	$ 178,789
Gain (loss) on assets	(90,430)	(29,748)	4,000	4,000	4,000	4,000	4,000
Operating grant	25,386	22,939	-	-	-	-	-
Less Interest Payments	(445,378)	(464,618)	(531,793)	(509,766)	(482,284)	(454,160)	(425,038)
Payments to Economic Development Auth	(23,173)	(25,220)	(25,220)	(25,220)	(25,220)	(25,220)	(25,220)
Total Non-Operating Revenues (Expenses)	$ (396,482)	$ (206,842)	$ (303,013)	$ (246,435)	$ (166,834)	$ (90,630)	$ (267,469)
Income Before Transfers	$ 2,592,615	$ 2,647,100	$ 2,386,663	$ 2,288,512	$ 2,232,462	$ 2,808,286	$ 2,945,981
Transfers in	$ 1,032,255	$ -	$ -	$ -	$ -	$ -	$ -
Transfers out	$ (166,244)	$ (180,927)	$ (217,145)	$ (217,145)	$ (217,145)	$ (217,145)	$ (217,145)
CHANGE IN NET POSITION	$ 3,458,626	$ 2,466,173	$ 2,169,518	$ 2,071,367	$ 2,015,317	$ 2,591,141	$ 2,728,836
As Percent of Revenues	52.9%	36.1%	31.9%	30.4%	29.6%	34.7%	33.3%
UNRESTRICTED CASH RESERVES							
Beginning of Year			$ 7,266,365	$ 8,270,593	$ 9,785,460	$ 11,182,943	$ 5,196,585
Plus Change in Net Position			2,169,518	2,071,367	2,015,317	2,591,141	2,728,836
Plus Depreciation			1,160,000	1,199,500	1,216,167	1,234,500	1,517,833
Plus New Bonding			-	-	-		-
Less Water Capital Improvements			(1,185,000)	(500,000)	(550,000)	(8,500,000)	(500,000)
Less Debt Principal			(1,140,290)	(1,256,000)	(1,284,000)	(1,312,000)	(1,340,000)
End of Year	$ 6,090,192	$ 7,266,365	$ 8,270,593	$ 9,785,460	$ 11,182,943	$ 5,196,585	$ 7,603,254
As a percent of Operating Revenue	93%	106%	121.5%	143.6%	164.1%	69.6%	92.8%

Fairmont Public Utilties
Existing and Proposed Wastewater Rates

		Existing Rate	2027 Proposed Rate	2028 Proposed Rate	2029 Proposed Rate	2030 Proposed Rate
Residential						
Customer Charge per month (muli-unit charged per unit)			$ 22.65	$ 26.05	$ 29.95	$ 34.45
3/4"	$	21.10				
1"	$	56.51				
1.25"	$	90.62				
1.5"	$	127.20				
2"	$	244.39				
3"	$	566.49				
4"	$	943.77				
6"	$	1,436.59				
Consumption (per 1000 gallons)			$ 4.34	$ 4.99	$ 5.73	$ 6.59
Consumption over 1000 gallons (per 1000 gallons)	$	3.77				
Infrastructure Charge per month	$	16.82	$ 18.50	$ 21.28	$ 24.47	$ 28.14
Commercial						
Customer Charge per month	$	-	$ 25.70	$ 28.75	$ 33.06	$ 38.02
Consumption (per 1000 gallons)	$	5.87	$ 6.75	$ 7.76	$ 8.93	$ 10.27
Infrastructure Charge per month	$	16.82	$ 26.00	$ 29.90	$ 34.39	$ 39.54
Minimum bill	$	34.40	n/a	n/a	n/a	n/a
Industrial						
Customer Charge per month	$	-	$ 100.00	$ 115.00	$ 132.25	$ 152.09
Biochemical Oxygen Demand (BOD) (per pound)	$	1.2774	$ 1.4690	$ 1.6894	$ 1.9428	$ 2.2342
Total Suspended Solids (TSS) (per pound)	$	1.0812	$ 1.2434	$ 1.4299	$ 1.6444	$ 1.8910
Phosphorus (P) (per pound)	$	9.6991	$ 11.1540	$ 12.8271	$ 14.7511	$ 16.9638
Total Kjeldahl Nitrogen (TKN) (per pound)	$	2.9080	$ 3.3442	$ 3.8458	$ 4.4227	$ 5.0861
Fats, Oils, Grease (FOG) (per pound)	$	1.7744	$ 2.0406	$ 2.3466	$ 2.6986	$ 3.1034
Infrastructure Charge per month	$	16.82	$ 80.00	$ 92.00	$ 105.80	$ 121.67

Fairmont Public Utilities Commission
Wastewater Operating Results at Proposed Rates

	Historical		Projected				
	2024	2025	2026	2027	2028	2029	2030
OPERATING REVENUES							
Charges for services	$ 2,434,463	$ 3,618,402	$ 3,789,558	$ 4,358,308	$ 4,988,481	$ 5,722,851	$ 6,567,376
Miscellaneous Revenues	1,034,097	44,728	35,000	35,000	35,000	35,000	35,000
Total Operating Revenues	$ 3,468,560	$ 3,663,130	$ 3,824,558	$ 4,393,308	$ 5,023,481	$ 5,757,851	$ 6,602,376
OPERATING EXPENSES							
Personnel services	$ 840,232	$ 972,107	$ 1,160,682	$ 1,207,109	$ 1,255,394	$ 1,305,609	$ 1,357,834
Supplies	129,418	153,765	131,651	136,917	142,394	148,089	154,013
Professional services	585,860	686,333	655,662	681,888	709,164	737,531	767,032
Repairs and maintenance	104,143	169,925	234,500	243,880	253,635	263,781	274,332
Depreciation	767,650	900,693	900,000	1,427,833	1,632,333	1,649,000	1,682,333
Total Operating Expenses	$ 2,427,303	$ 2,882,823	$ 3,082,495	$ 3,697,628	$ 3,992,920	$ 4,104,010	$ 4,235,544
OPERATING INCOME	$ 1,041,257	$ 780,307	$ 742,063	$ 695,680	$ 1,030,561	$ 1,653,841	$ 2,366,832
OTHER INCOME (EXPENSE)							
Investment income	$ 77,095	$ 19,559	$ 100,000	$ 144,817	$ 52,825	$ 41,952	$ 39,804
Insurance reimbursement	426,557	50,027	-	-	-	-	-
Gain (loss) on assets	(3,815)	31,592	-	-	-	-	-
Operating grant	-	-		-	-	-	-
Less Interest Payments	(11,784)	(166,118)	(708,290)	(779,194)	(898,492)	(861,872)	(824,129)
Payments to Economic Development Auth	(14,143)	(14,606)	(14,000)	(14,000)	(14,000)	(14,000)	(14,000)
Total Non-Operating Revenues (Expenses)	$ 473,910	$ (79,546)	$ (622,290)	$ (648,377)	$ (859,667)	$ (833,919)	$ (798,326)
Income Before Transfers	$ 1,515,167	$ 700,761	$ 119,773	$ 47,304	$ 170,894	$ 819,921	$ 1,568,507
Federal/State Grants	$ -	$ 4,063,078	$ 3,450,000	850,000	-	-	-
Transfers out	$ (101,459)	$ (104,779)	$ (122,579)	$ (140,808)	$ (161,005)	$ (184,542)	$ (211,609)
CHANGE IN NET POSITION	$ 1,413,708	$ 4,659,060	$ 3,447,194	$ 756,496	$ 9,889	$ 635,379	$ 1,356,897
As Percent of Revenues	40.8%	127.2%	90.1%	17.2%	0.2%	11.0%	20.6%
UNRESTRICTED CASH RESERVES							
Beginning of Year			$ 1,209,526	$ 1,751,605	$ 638,934	$ 507,425	$ 481,437
Plus Change in Net Position			3,447,194	756,496	9,889	635,379	1,356,897
Plus Depreciation			900,000	1,427,833	1,632,333	1,649,000	1,682,333
Plus New Debt Proceeds			12,565,000	3,950,000	-	-	-
Less Wastewater Capital Improvements			(15,835,000)	(6,135,000)	(500,000)	(1,000,000)	(500,000)
Less Debt Principal			(535,115)	(1,112,000)	(1,273,731)	(1,310,368)	(1,348,336)
End of Year	$ 26,445	$ 1,209,526	$ 1,751,605	$ 638,934	$ 507,425	$ 481,437	$ 1,672,331
As a percent of Operating Revenue	1%	33%	45.8%	14.5%	10.1%	8.4%	25.3%

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☐ **Consent Agenda Item** ☒ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 5
Reviewed by: Jason Baker, City Administrator	**Item:** Public Discussion/Comment		
Presented by: Betsy Steuber, City Clerk	**Action Requested:**		
Vote Required: ☐ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** **Board/Commission/Committee Recommendation:**		

REFERENCE AND BACKGROUND

Prior to regular business, is there any public discussion/comment?

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.A.1
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of the City Council Minutes from the Special Meeting held November 6, 2026		
Presented by: Betsy Steuber, City Clerk	**Action Requested:** Motion to Approve the City Council Minutes from the Special Meeting held November 6, 2026		
Vote Required: ☒ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

REFERENCE AND BACKGROUND

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

City Council Meeting Minutes: November 6, 2026

City of Fairmont
100 Downtown Plaza
Fairmont, MN 56031

City Council Minutes — November 6, 2026
Special Meeting: Canvass Municipal Election Results — City Hall, 1:00 p.m.

CALL TO ORDER

The Fairmont City Council met in special session at the City Hall Council Chambers. Mayor Pro-Tem Kawecki called the meeting to order at 1:00 p.m.

ROLL CALL

Council present: Wayne Hasek, Councilmember
Britney Kawecki, Councilmember
James Kotewa, Councilmember
Randy Lubenow, Councilmember
Jay Maynard, Councilmember

Absent: Lee Baarts, Mayor

Staff present: Betsy Steuber, City Clerk

PLEDGE OF ALLEGIANCE

The City Council and all present stood for the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion was made by Councilmember Maynard, seconded by Councilmember Kotewa to approve the agenda as presented. All present voted in favor. Motion carried.

ROTATING VOTES

Please note that votes taken by roll call are called by the City Clerk on a rotating basis; however, the written minutes list the Councilmembers in alphabetical order.

NEW BUSINESS
MOTION
Item 4

Prior to presenting the results of the 2026 City of Fairmont General Election, held November 3, 2026, Clerk Steuber thanked all candidates, voters, election judges, the Martin County Auditor/Treasurer's Office, City staff, and everyone involved in the election process.

Clerk Steuber provided an overview of the General Election results as presented in the Abstract of Votes, noting 4,086 total voters across the City's eight (8) precincts. Of those voters, 32% voted by absentee or mail ballot, with 172 individuals registering at the polls on Election Day. Additional voter and election statistics were shared.

Motion was made by Councilmember Maynard, seconded by Councilmember Kotewa, to Canvass and Certify the 2026 City of Fairmont Election Results as Presented in the Abstract of Votes. All present voted in favor. Motion carried.

ADJOURNMENT Motion was made by Councilmember Hasek, seconded by Councilmember Lubenow, to adjourn the meeting, as there was no further business to come before the Council. All present voted in favor. Motion carried. The Fairmont City Council adjourned at 1:04 p.m.

_____

ATTEST: Lee C. Baarts, Mayor

_____

Betsy Steuber, City Clerk

Following adjournment, Councilmembers signed the *"Abstract of Votes Cast in the Precincts of the City of Fairmont"*.

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.A.2
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of the City Council Minutes from the Regular Meeting held November 9, 2026		
Presented by: Betsy Steuber, City Clerk	**Action Requested:** Motion to Approve the City Council Minutes from the Regular Meeting held November 9, 2026		
Vote Required: ☒ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

REFERENCE AND BACKGROUND

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

City Council Meeting Minutes: November 9, 2026

City of Fairmont
100 Downtown Plaza
Fairmont, MN 56031

City Council Minutes — November 9, 2026
Regular Meeting — City Hall, 5:30 p.m.

CALL TO ORDER

The Fairmont City Council met in regular session at the City Hall Council Chambers. Mayor Baarts called the meeting to order at 5:30 p.m.

ROLL CALL

Council present: Lee Baarts, Mayor
Wayne Hasek, Councilmember
Britney Kawecki, Councilmember
James Kotewa, Councilmember
Randy Lubenow, Councilmember
Jay Maynard, Councilmember

Absent: None

Staff present: Matthew York, Director of Public Works/Utilities
Paul Hoye, Finance Director
Ned Koppen, Economic Development Director
Doug Harstad, Building Official
Lee Steinkamp, Airport Manager
Michael Beletti, Police Chief
Betsy Steuber, City Clerk
David Assaf, City Attorney, via telephone (Flaherty & Hood)

ROTATING VOTES

Please note that votes taken by roll call are called by the City Clerk on a rotating basis; however, the written minutes list the Councilmembers in alphabetical order.

PLEDGE OF ALLEGIANCE

The City Council and all present stood for the Pledge of Allegiance.

APPROVAL OF AGENDA

Prior to approval of the agenda, a motion was made by Councilmember Kotewa, seconded by Councilmember Maynard, to remove Agenda Item 6.C.3, Consideration of an Easement with Southern Minnesota Municipal Power Agency (SMMPA) from a Transmission Line between the FES Substation and the WIP Substation from the Consent Agenda and to place it under New Business to allow for further discussion. All present voted in favor. Motion carried.

Mayor Baarts designated the item as Agenda Item 9.B.1 under New Business.

Motion was made by Councilmember Kotewa, seconded by Councilmember Maynard, to approve the agenda as amended, Agenda Item 6.C.3 moved from the Consent Agenda to New Business. All present voted in favor. Motion carried.

RECOGNITION/ PRESENTATIONS
Item 4.1

Mayor Baarts proclaimed November 12, 2026, as Community Education and Recreation Day in the City of Fairmont. Stephanie Bushian, Fairmont Community Education and Recreation Director, provided an update on CER programming and activities and expressed appreciation to City Council, City staff, and the community for their support and partnerships.

PUBLIC DISCUSSION/ COMMENT

No comments were heard.

CONSENT AGENDA

Mayor Baarts introduced the consent agenda items as listed for consideration to be enacted by one motion unless an item was requested to be removed and placed under New Business. Mayor Baarts reviewed the consent items, as follows:

- Minutes from the Regular Meeting held October 26, 2026
- Resolution 2026-42 Approving State Airport Fund Grant Agreement 1064781 with the Minnesota Department of Transportation
- Resolution 2026-43 Approving State Airport Fund Grant Agreement 1064784 with the Minnesota Department of Transportation
- Resolution 2026-44 Approving an Application and Agreement for Special Assessment Deferral (520 E. Blue Earth Avenue)
- Temporary On-Sale Liquor Licenses for Martin County Preservation Association d/b/a Red Rock Center for the Arts for Events to be held on December 6 and December 18, 2026; and January 8, January 9, February 12, March 19, and April 9, 2027

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek, to approve the consent agenda, as amended. All present voted in favor. Motion carried.

OLD BUSINESS

No old business.

NEW BUSINESS MOTION
Item 6.C.3 to 9.B.1

Mayor Baarts asked Councilmember Kotewa to begin discussion on the Southern Minnesota Municipal Power Agency (SMMPA) easement, previously removed from the Consent Agenda to New Business for further discussion.

Councilmember Kotewa requested that the easement payment of $14,057.50 be designated for improvements at Bullhead Park (610 Pioneer Drive) rather than be deposited into the General Fund. Discussion was held

regarding potential park improvements, including a dock, walking path, native prairie plantings, and signage.

Motion was made by Councilmember Kotewa, seconded by Councilmember Maynard, to Approve the Easement with Southern Minnesota Municipal Power Agency (SMMPA) as Presented, with the Easement Payment of $14,057.50 Designated for Improvements at Bullhead Park. All present voted in favor. Motion carried.

NEW BUSINESS
RESOLUTION 2026-45
RESOLUTION 2026-46
Item 9.D.1

The final item of new business was agenda item 9.D.1, Consideration of Dilapidated and Hazardous Buildings Located at 112 and 114 W. 4th Street, Fairmont and Ordering Repair.

Discussion was held on the history of the properties, previous efforts to have the properties deeded to the City, the ongoing communication held with the property owners, and the cost and time associated with addressing these types of properties. Attorney Assaf noted that the two properties had not been transferred due to an unresolved probate matter and that the two resolutions would begin the process to address the dilapidated hazardous conditions of the properties. Attorney Assaf explained the process for addressing properties with dilapidated hazardous conditions per Minnesota Statutes Chapter 463.

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek, to Adopt Resolution 2026-45 Declaring Buildings Located at 112 W. 4th Street, Fairmont, Minnesota as Hazardous and Ordering the Repair or Razing of Hazardous Conditions. All present voted in favor. Motion carried.

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek, to Adopt Resolution 2026-46 Declaring Buildings Located at 114 W. 4th Street, Fairmont, Minnesota as Hazardous and Ordering the Repair or Razing of Hazardous Conditions. All present voted in favor. Motion carried.

COUNCIL DISCUSSION
Item 10.1

During agenda item 10.1, Councilmember Lubenow opened the discussion regarding the Yard Waste Site, noting the accumulation of materials and the need for a long-term solution.

Council discussed the current condition of the site, challenges with the accumulation and quantity of materials, burning options, and additional site maintenance, potentially during weekends and/or times of heavy use. Director York updated Council on current site operations, burning permit

requirements per the MnDNR and challenges associated with Shamrock, the grinding contractor.

The overall Council consensus was to schedule a special meeting to continue discussion on the Yard Waste Site, with Mayor Baarts requesting that Councilmembers work with Clerk Steuber on their availability to hold a special meeting sometime during the week of November 16 – 20, 2026.

STAFF/LIAISON REPORTS

Director York reported on the Blue Earth Avenue Project, noting that the contaminated soil had been removed from the intersection of Park Street and Blue Earth Avenue and that crews were continuing to work on sidewalk, curb and paving preparations, with a drivable surface to be in place for the upcoming winter months.

Director Hoye reminded of the upcoming City office closures on November 11 (Veterans Day) and November 26 and 27, 2026 (Thanksgiving).

Councilmember Lubenow inquired on the status of filling the Liquor Store Manager position. Director Hoye reported interviews were being held with candidate selection likely to occur by the end of the week.

Councilmember Maynard inquired on the Lake Avenue/Bixby Road (1300 Lake Avenue, Parcel 23.037.0270) assessment with property owner DFP Limited Partnership (represented by Thomas Dougherty and Colin Dougherty). Attorney Assaf stated an agreement was being finalized and was expected to be brought to Council for consideration at the next meeting.

Councilmember Hasek provided an update from the Public Utilities Commission meeting, noting a presentation and discussion on a recent rate study. The study findings recommended no rate increases for electric or water services; however, an increase was recommended for wastewater.

Councilmember Kotewa reported on a collaborative meeting with FEDA and Region Nine, noting good discussions were held regarding potential opportunities for Fairmont.

Councilmember Lubenow reported on the recent HRA meeting, noting plans for development near Fairlakes with two phases of 14 single-story homes with a single-car garage to be constructed. He shared the possibility of seeking state funding for roads and infrastructure improvements to help reduce costs.

Councilmember Maynard reported the Planning Commission would be meeting to conduct its annual review of home occupation permits (HOP) and conditional use permits (CUP) and that FEDA was moving forward with forming a housing committee.

Mayor Baarts encouraged residents to serve on City Boards and Commissions and to contact Clerk Steuber for additional application information.

ADJOURNMENT

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek, to adjourn the meeting, as there was no further business to come before the Council. All present voted in favor. Motion carried. The Fairmont City Council adjourned at 6:23 p.m.

_____

ATTEST: Lee C. Baarts, Mayor

_____

Betsy Steuber, City Clerk

STAFF MEMO

Prepared by: Paul Hoye, Finance Director	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.B.1
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of Accounts Payable for November 2026		
Presented by: Paul Hoye, Finance Director	**Action Requested:** Motion to Approve the November 2026 Accounts Payable List		
Vote Required: ☒ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

REFERENCE AND BACKGROUND

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

The November 2026 bills are attached at the end of the agenda.

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.1
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of an Application and Agreement for Special Assessment Deferral		
Presented by: Betsy Steuber, City Clerk	**Action Requested:** Motion to Adopt Resolution 2026-48 Approving an Application and Agreement for Special Assessment Deferral (908 Home Street)		
Vote Required: ☒ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

REFERENCE AND BACKGROUND

A property owner has submitted an Application and Agreement for Special Assessment Deferral for the 2026 Home Street Mill and Overlay Project abutting their property located at 908 Home Street, Fairmont. Council approval of the application and agreement is requested through Resolution 2026-48.

The assessment deferral is subject to the City's Special Assessment Policy, adopted by the Fairmont City Council on November 18, 2024. The policy generally provides that assessments will not be deferred except under the following circumstances:

1) Hardship (Seniors, Disabled or Military)
2) Undeveloped or Unimproved Property
3) Green Acres

Gustaf and Carol Anderson, property owners of 908 Home Street, have been in communication with City Staff and requested deferral of their assessment under the Hardship Deferment provision of the City's Special Assessment Policy. The assessment would become due and payable upon the occurrence of any of the applicable events outlined in the Application and Agreement for Special Assessment Deferral.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

Resolution 2026-48
Application & Agreement for Special Assessment Deferral: 908 Home Street

RESOLUTION NO. 2026-48

STATE OF MINNESOTA
COUNTY OF MARTIN } **SS**
CITY OF FAIRMONT

RESOLUTION APPROVING A
2026 APPLICATION & AGREEMENT FOR SPECIAL ASSESSMENT DEFERRAL

WHEREAS, an Application and Agreement for Special Assessment Deferral has been received from the following individuals for the property listed below:

Gustaf A. Anderson and Carol A. Anderson

Property: 908 Home Street, Fairmont, MN	Parcel #:	23.123.0190
Assmt Number: 8726007-0-0008	Amount:	$1,456.94

Street Improvement: Home Street Mill & Overlay – Adams Avenue to Budd Street

WHEREAS, the property owners are requesting deferral of the assessment based on the Hardship Deferment provision of the City of Fairmont Special Assessment Policy.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRMONT, MINNESOTA, that the Application and Agreement for Special Assessment Deferral for the property owners and property listed above is hereby approved.

Adopted by the Council this 23rd day of November, 2026.

_____
Lee C. Baarts, Mayor

ATTEST:

_____
Betsy Steuber, City Clerk

Motion by:
Seconded by:
All in Favor:
Opposed:
Abstained:
Absent:

City of Fairmont

Application & Agreement for Special Assessment Deferral

Information on Applicant

APPLICANT'S FULL LEGAL NAME Gustaf A Anderson & Carol A Anderson
APPLICANT'S MAILING ADDRESS (STREET ADDRESS, CITY, STATE, ZIP) 908 Home St Fairmont, MN 56031
APPLICANT'S PHONE NUMBER 507-399-2108

Information on Property

STREET ADDRESS OF PROPERTY 908 Home St Fairmont, MN 56031
LEGAL DESCRIPTION OF PROPERTY See Exhibit A
PARCEL IDENTIFICATION NUMBER (PIN) 23.123.0190

Deferral Information

REASON FOR DEFERRAL:

- ☒ Hardship Deferment (Seniors, Disabled, or Military Persons)
- ☐ Retired as a result of a permanent and total disability
- ☐ Undeveloped Property

PROJECT YEAR: 2026	**ASSESSMENT NUMBER: 8726007-0-0008**
AMOUNT OF PRINCIPAL TO BE DEFERRED: $1,456.94	**PROJECT:** Home St Mill & Overlay - Adams Avenue to Budd Street
INTEREST RATE: 5.0%	**TERM: 10 years**

Please initial each statement.

GA CAA I certify that the information given herein is true and complete to the best of my knowledge. I certify that I own the real estate described above and are a senior and military person, therefore I am seeking deferral of the assessment.

GA CAA I hereby agree that if the deferral of this assessment is approved, it will be deferred with interest, compounded annually, until such time as it is deemed that I no longer qualify or the property loses eligibility. Under the City of Fairmont guidelines and Minnesota Statute Sections 429.061, sub. 2, the deferral could be terminated and become payable upon one of the following events:

- Upon the death of the owner if the spouse is not otherwise eligible for deferment
- Upon the sale, transfer or subdivision of any part of the property
- Upon loss of homestead status
- Upon the Council's determination that immediate or partial patment would impose no hardship
- In no event will the assessment be deferred for longer than 30 years from the date of the adoption of the assessment by the City of Fairmont.

Gustaf A. Anderson — 11-10-2026

Gustaf A Anderson, applicant — Date

Carol A Anderson — 11-10-2026

Carol A Anderson, applicant — Date

STATE OF MINNESOTA
COUNTY OF MARTIN } SS

On this 10th day of November, 2026, personally appeared Gustaf Anderson and Carol Anderson, a married couple, who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

Betsy Steuber

Notary Signature

BETSY ANN STEUBER
Notary Public-Minnesota
My Commission Expires Jan. 31, 2028

Drafted by:
City of Fairmont
100 Downtown Plaza
Fairmont, MN 56031

FOR OFFICE USE ONLY

DATE SUBMITTED TO COUNCIL FOR APPROVAL:

ACTION TAKEN: ☐ APPROVED ☐ DENIED

CONDITIONS FOR DEFERMENT/REASONS FOR DENIAL:

Exhibit A – Legal Description

Parcel ID: 23.123.0190

Lot Three (3) of Block Two (2) in Greenfield Addition in the City of Fairmont, Minnesota, according to the map or plat thereof on file and of record in the Office of the County Recorder in and for said County and State.

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.2
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of an Application and Agreement for Special Assessment Deferral		
Presented by: Betsy Steuber, City Clerk	**Action Requested:** Motion to Adopt Resolution 2026-49 Approving an Application and Agreement for Special Assessment Deferral (1309 Budd Street)		
Vote Required: ☒ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

REFERENCE AND BACKGROUND

A property owner has submitted an Application and Agreement for Special Assessment Deferral for the 2026 Budd Street Mill and Overlay Project abutting their property located at 1309 Budd Street, Fairmont. Council approval of the application and agreement is requested through Resolution 2026-49.

The assessment deferral is subject to the City's Special Assessment Policy, adopted by the Fairmont City Council on November 18, 2024. The policy generally provides that assessments will not be deferred except under the following circumstances:

1) Hardship (Seniors, Disabled or Military)
2) Undeveloped or Unimproved Property
3) Green Acres

Harry and Cherlynn Brumbaugh, property owners of 1309 Budd Street, have been in communication with City Staff and requested deferral of their assessment under the Hardship Deferment provision of the City's Special Assessment Policy. The assessment would become due and payable upon the occurrence of any of the applicable events outlined in the Application and Agreement for Special Assessment Deferral.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

Resolution 2026-49
Application & Agreement for Special Assessment Deferral: 1309 Budd Street

RESOLUTION NO. 2026-49

STATE OF MINNESOTA
COUNTY OF MARTIN } **SS**
CITY OF FAIRMONT

RESOLUTION APPROVING A
2026 APPLICATION & AGREEMENT FOR SPECIAL ASSESSMENT DEFERRAL

WHEREAS, an Application and Agreement for Special Assessment Deferral has been received from the following individuals for the property listed below:

Harry Brumbaugh and Cherylnn Brumbaugh

Property: 1309 Budd Street, Fairmont, MN	Parcel #:	23.100.0090
Assmt Number: 8726002-0-0003	Amount:	$1,581.46

Street Improvement: Budd Street Mill & Overlay – Home Street to Burton Lane

WHEREAS, the property owners are requesting deferral of the assessment based on the Hardship Deferment provision of the City of Fairmont Special Assessment Policy.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRMONT, MINNESOTA, that the Application and Agreement for Special Assessment Deferral for the property owners and property listed above is hereby approved.

Adopted by the Council this 23rd day of November, 2026.

_____
Lee C. Baarts, Mayor

ATTEST:

_____
Betsy Steuber, City Clerk

Motion by:
Seconded by:
All in Favor:
Opposed:
Abstained:
Absent:

City of Fairmont

Application & Agreement for Special Assessment Deferral

Information on Applicant

APPLICANT'S FULL LEGAL NAME Harry Brumbaugh & Cherylnn Brumbaugh
APPLICANT'S MAILING ADDRESS (STREET ADDRESS, CITY, STATE, ZIP) 1309 Budd St Fairmont, MN 56031
APPLICANT'S PHONE NUMBER 507-238-4584

Information on Property

STREET ADDRESS OF PROPERTY 1309 Budd St Fairmont, MN 56031
LEGAL DESCRIPTION OF PROPERTY See Exhibit A
PARCEL IDENTIFICATION NUMBER (PIN) 23.100.0090

Deferral Information

REASON FOR DEFERRAL:

- ⊟ Hardship Deferment (Seniors, Disabled, or Military Persons)
- □ Retired as a result of a permanent and total disability
- □ Undeveloped Property

PROJECT YEAR: 2026	**ASSESSMENT NUMBER: 8726002-0-0003**
AMOUNT OF PRINCIPAL TO BE DEFERRED: $1,581.46	**PROJECT:** Budd St Mill & Overlay - Home Street to Burton Lane
INTEREST RATE: 5.0%	**TERM: 10 years**

Please initial each statement.

HB CB I certify that the information given herein is true and complete to the best of my knowledge. I certify that I own the real estate described above and are a senior and military person, therefore I am seeking deferral of the assessment.

HB CB I hereby agree that if the deferral of this assessment is approved, it will be deferred with interest, compounded annually, until such time as it is deemed that I no longer qualify or the property loses eligibility. Under the City of Fairmont guidelines and Minnesota Statute Sections 429.061, sub. 2, the deferral could be terminated and become payable upon one of the following events:

- Upon the death of the owner if the spouse is not otherwise eligible for deferment
- Upon the sale, transfer or subdivision of any part of the property
- Upon loss of homestead status
- Upon the Council's determination that immediate or partial patment would impose no hardship
- In no event will the assessment be deferred for longer than 30 years from the date of the adoption of the assessment by the City of Fairmont.

Harry Brumbaugh, applicant — Date: Nov 13, 2026

Cherylnn Brumbaugh, applicant — Date: Nov. 13, 2026

STATE OF MINNESOTA
COUNTY OF MARTIN } SS

On this 13th day of November, 2026, personally appeared Harry Brumbaugh and Cherylnn Brumbaugh, a married couple, who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

Notary Signature

DARCY J. JONES
Notary Public-Minnesota
My Commission Expires Jan 31, 2027

Drafted by:
City of Fairmont
100 Downtown Plaza
Fairmont, MN 56031

FOR OFFICE USE ONLY

DATE SUBMITTED TO COUNCIL FOR APPROVAL:

ACTION TAKEN: □ APPROVED □ DENIED

CONDITIONS FOR DEFERMENT/REASONS FOR DENIAL:

Exhibit A – Legal Description

Parcel 23.100.0090

Lot Nine (9) Block One (1) Eastside First Addition to the City of Fairmont, according to the map or plat thereof on file and of record in the Office of the Register of Deeds in and for said County and State.

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.3
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of an Event Permit for the Fairmont Lakes Foundation, Inc.		
Presented by: Betsy Steuber, City Clerk	**Action Requested:** Motion to Approve an Event Permit for the Fairmont Lakes Foundation, Inc. Ice Fishing Tournament to be held on January 30, 2027		
Vote Required: ☒ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

REFERENCE AND BACKGROUND

The Fairmont Lakes Foundation Inc. has submitted an event permit application to host its Ice Fishing Tournament on January 30, 2027. The event will be based at Gomsrud Park with fishing activities taking place on Fairmont's lakes.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

Event Permit Application

EVENT APPLICATION/PERMIT

This form must be filed with the City at least thirty (30) days in advance of the event. The City will review the application in accordance with the permitting process outlined in the City Code, Chapter 18. Attach additional sheets, maps, etc. if necessary. For events which include overnight camping a separate addendum must be included with the event application.

Date: 11/13/26 Ice Bit Permit Fee: $15.00

Event: Fairmont Lakes Foundation Spring Fishing Tournament

Sponsoring entity: Fairmont Lakes Foundation

Address: PO Box 523 Fairmont, MN 56031

Maximum estimated number of persons expected to attend at any one time: 100

Event coordinator(s): Matt Moore - Fairmont Lakes Foundation
Contact Info: 507-236-2100 Phone #
matthew.g.moore@outlook.com E-mail

Primary contacts (during event):

Name: Matt Moore
Cell#: 507-236-2100
E-mail: matthew.g.moore@outlook.com

Name
Cell#
E-mail:

Event Start: Day/Date January 30, 2027 Time: 8:00 AM
Event End: Day/Date January 30, 2027 Time: 1:00 PM
Setup: Day/Date January 30, 2027 Start time: 7:00 AM End Time: 8:00 AM
Teardown: Day/Date January 30, 2027 Start time: 1:00 PM End Time: 2:00 PM

1. Type and description of the event and a list of all activities to take place at the event.
   Ice fishing tournament

2. Proposed location of event, including a site plan or diagram of the proposed area to be used showing the location of any barricades, perimeter/security fencing, fire extinguishers, safety or first aid stations, entertainment, stages, restrooms or portable toilets, parking areas, ingress and egress routes, signs, special lighting, trash containers and any other items related to the event.
   Fishing on George, Sisseton, Budd, Hall, and Amber lakes
   Check in and weigh in at Gomsrud Park shelter house

3. Will outside drinking water or waste collection systems be supplied? ____ Yes; ____x__ No
   If yes, supply public health plans, including the number of toilet facilities that will be available.

4. Will the event be providing: fire prevention, emergency medical service, security and severe weather shelter. _____ Yes; ____x__No
   If yes, provide the written plans.

5. Will organizers allow outside food wagon/vendors at the event? _____ Yes; ____x__ No
   If yes, all food wagons/vendors must complete a Food Wagon/Vendor Permit and submit payment.

6. Will camping or temporary overnight lodging be included for the event? (allowed only at Cedar Creek Park and Winnebago Sports Complex): _____ Yes; ____x__ No
   If yes, event coordinator must complete temporary overnight camping permit and submit payment.

7. Will the event be using any sound amplification, public address system or will there be any live performances of any music or musical instruments? ____ Yes; ____x__ No
   If yes, please describe:_____

8. Will the event restrict or alter normal parking, vehicular traffic or pedestrian traffic patterns?
   _____ Yes; ____x__ No
   If yes, provide a detailed description of all public rights of way and private streets for which the applicant requests the city to restrict or alter traffic flow. (Please attach a detailed map).

9. Will you be providing shuttle service? _____ Yes; ____x__ No
   If yes, provide offsite parking locations, shuttle routes, types of vehicles that will be used for shuttling passengers, hours of operation and frequency of shuttle service.

I affirm that I am authorized to execute this application on behalf of the applicant and that the statements contained therein are true and correct to the best of my knowledge. If the special event requires special services provided by the City of Fairmont, the applicant agrees to indemnify, defend and hold the City of Fairmont, its officials, employees, and agents harmless from any claim that arises in whole or in part out of the special event, except any claims arising solely out of the negligent acts or omissions of the City of Fairmont, its officials, employees and agents. The applicant agrees to pay all fees and meet all City Code requirements.

Signature_____ Title FLF Board Member Date 11/13/26

Office Use Only			
$15.00 Fee Paid	Date: 11/13/2020	Received by: 11/13/2020	pdcash
Requires Council Approval	x Yes; ___No	Council Meeting Date: 11/23/2020	Action:
City Administrator Approval	Yes	No	Date

Permit distribution:
____ City
____ Applicant
____ Police
____ Parks/Streets
____ Other

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.4
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of Submitting a Name to the Chief Judge for a Charter Commission Appointment		
Presented by: Betsy Steuber, City Clerk	**Action Requested:** Motion to Adopt Resolution 2026-50 Submitting a Name to the Chief Judge of the Fifth Judicial District Court for Consideration in Making an Appointment to the City of Fairmont Charter Commission (Logan Kelly)		
Vote Required: ☒ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

REFERENCE AND BACKGROUND

Pursuant to Minnesota Statutes § 410.05, the City Council may submit eligible names to the Chief Judge for consideration in making appointments to the Charter Commission. While the statutory authority for appointment lies solely with the Chief Judge, the City of Fairmont accepts applications for volunteer service on boards and commissions on an ongoing basis.

The City of Fairmont received an application from Logan Kelly to serve on the Fairmont Charter Commission. Attached is Resolution 2026-50 submitting the name of Logan Kelly to the Chief Judge of the Fifth Judicial District Court for consideration in making an appointment to full an existing long-standing vacancy to the City of Fairmont Charter Commission.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

Resolution 2026-50

RESOLUTION NO. 2026-50

RESOLUTION OF THE FAIRMONT CITY COUNCIL SUBMITTING A NAME TO THE CHIEF JUDGE OF THE FIFTH JUDICIAL DISTRICT FOR CONSIDERATION IN MAKING AN APPOINTMENT TO THE CITY OF FAIRMONT CHARTER COMMISSION

WHEREAS, the City of Fairmont (City) is a Home Rule Charter City; and

WHEREAS, the members of the City of Fairmont Charter Commission (Commission) are appointed by the chief judge for the district court of the judicial district in which the City is located, which is the Fifth Judicial District, pursuant to Minn. Stat. 410.05; and

WHEREAS, vacancies currently exist on the Fairmont Charter Commission; and

WHEREAS, the City has received an application from a resident interested in serving on the Charter Commission; and

WHEREAS, Minn. Stat. § 410.05, subd. 3, provides that a "city council . . . may submit to the court the names of eligible nominees which the district court may consider in making appointments to the charter commission."

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

1. The City Council of the City of Fairmont respectfully requests that the Chief Judge of the Fifth Judicial District consider appointing the following individual to serve on the Charter Commission to fill a longstanding vacancy for a four-year term in accordance with the provisions of Minn. Stat. § 410.05, subd. 2.

Logan Kelly 131 Tilden Street, Fairmont, MN 56031

ADOPTED by the City Council this 23rd day of November, 2026.

_____
Lee C. Baarts, Mayor

ATTEST:

_____
Betsy Steuber, City Clerk

Motion by:
Seconded by:
All in favor:
Opposed:
Abstained:
Absent:

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.5
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of a Lower-Potency Hemp Edible Retailer Registration Renewal for Fairmont Smokes, LLC dba Fair Smokes		
Presented by: Betsy Steuber, City Clerk	**Action Requested:** Motion to Approve the Renewal of the Lower-Potency Hemp Edible Retailer Registration for Fairmont Smokes, LLC dba Fair Smokes, contingent upon Verification of Renewed State Licensure		
Vote Required: ☒ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

REFERENCE AND BACKGROUND

Fairmont Smokes, LLC dba Fair Smokes currently holds a local registration with the City of Fairmont for the retail sale of lower-potency hemp edible products. The current local registration, along with the State license, is set to expire on December 5, 2026.

Under the Minnesota Office of Cannabis Management's licensing process, businesses are required to obtain the appropriate State license and complete the applicable local registration requirements.

As of the preparation of this memo, Fairmont Smokes has not received its renewed State license. The renewal of local registration will be issued upon verification of State licensure and the local registration period will coincide with the State licensure period.

Staff recommends approval of the renewal of the local registration, contingent upon verification of renewed State licensure. This conditional approval would allow staff to complete the renewal registration process once all requirements have been satisfied.

Council approval does not authorize retail sale without the required State license and local registration.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.6
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of the 2027 Miscellaneous License Renewals		
Presented by: Betsy Steuber, City Clerk	**Action Requested:** Motion to Approve the 2027 Cigarette and Tobacco Products, Refuse Hauling, Taxi, and Theater License Renewals, as Outlined in the Attached List, with Approval of Incomplete Renewals Contingent Upon Receipt of All Required Applications, Supporting Documentation, and Applicable Fees		
Vote Required: ☒ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

REFERENCE AND BACKGROUND

The 2026 Municipal Cigarette and Tobacco Products, Refuse Hauling, Taxi, and Theater Licenses expire on December 31, 2026. Applications for renewal of license and the applicable fees have been received from the applicants, as outlined on the attached sheet, with exceptions noted.

Licenses with outstanding requirements will not be issued until all required documentation and applicable fees have been received and verified by City staff.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

2027 Miscellaneous License Renewals

2027 Miscellaneous License Renewals

Cigarette/Tobacco Product License

Business Name	Location
Anchor Lakes LLC, DBA Snak Atak #95	1552 Albion Avenue
Anchor Lakes LLC, DBA Snak Atak #100	307 North State Street
CAPL Retail LLC dba Express Lane	407 East Blue Earth Avenue
Casey's Retail Company dba Casey's General Store #1772	202 East Blue Earth Avenue
Casey's Retail Company dba Casey's General Store #5238	2197 North State Street
**Fairmont Smoke Shop	1023 East Blue Earth Avenue, Ste #2
Fairmont Smokes, LLC. dba Fair Smokes	1245 Goemann Road
Fareway Stores, Inc. dba Fareway Stores, Inc. #102	500 South State Street
Hy-vee, Inc. dba Hy-vee	907 South State Street
Hy-vee, Inc. dba Hy-vee C-Store #5183	917 South State Street
Kwik Trip, Inc. dba Kwik Trip #424	217 South State Street
Walgreen Co. dba Walgreens #09350	1123 Blue Earth Avenue
Walmart Stores, Inc. dba Walmart Store #3806	1250 Goemann Road

*** Renewal application, supporting materials, and applicable fee are outstanding as of November 17, 2026*

Refuse Hauling License

Business Name
B & B Sanitation & Recycling LLC.
Clayton Mitchell dba CM Sanitation
Hometown Sanitation Services, LLC
LJP Waste Solutions
Waste Management

Taxi License

Business Name
Crystal Gruber dba Crystal's Taxis Cab

Theater License

Business Name	Location
***Fairmont 5 Theatre	1201 North State Street

*** Certificate of Insurance pending as of November 17, 2026

STAFF MEMO

Prepared by: Rachel Viesselman, Human Resources Manager	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.7
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of Updates to the "Acceptance of Gifts" Personnel Policy		
Presented by: Rachel Viesselman, Human Resources Manager	**Action Requested:** Motion to Approve the Proposed Updates to the "Acceptance of Gifts" Personnel Policy within the *Personnel Policy Handbook*		
Vote Required: ☒ **Simple Majority** ☐ **Two-Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

An "Acceptance of Gifts" policy was adopted on 12/09/1985. It underwent revision on 12/11/2017 and is currently contained within the *Personnel Policy Handbook*.

REFERENCE AND BACKGROUND

Minimal changes are needed. The policy was improved in the following ways:

- The addition of headings throughout the policy to provide clarity as well as to keep the format consistent with the handbook's other new/updated policies.
- The addition of a "Purpose" section to highlight the rationale behind such a policy.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

The policy is attached. Additions/changes are in yellow.

Acceptance of Gifts

Purpose
This policy is in place to comply with Minnesota Statutes § 471.895 and minimize perceived or actual conflict of interest at the City of Fairmont as it relates to gifts.

General Policy
Minnesota Statutes § 471.895 specifically prohibits the acceptance of gifts, gratuities, or services from any person or organization that has direct financial interest in a decision that a local official is authorized to make. A person who accepts such gratuities may be subject to civil and/or criminal penalty. Therefore, no employee may solicit or accept gifts, entertainment, or other benefits from potential or actual customers, suppliers, or competitors as a public official. Special care must be taken to avoid the impression of a conflict of interest.

In the event employees have a concern whether a particular situation may constitute a conflict of interest, information about the situation should be submitted to the city administrator in writing for review and, if appropriate, authorization.

Adopted: 12/09/1985
Revised: 12/11/2017, 11/23/2026

STAFF MEMO

Prepared by: Rachel Viesselman, Human Resources Manager	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.8
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of Updates to the "Attendance" Personnel Policy		
Presented by: Rachel Viesselman, Human Resources Manager	**Action Requested:** Motion to Approve the Proposed Updates to the "Attendance" Personnel Policy within the *Personnel Policy Handbook*		
Vote Required: ☒ **Simple Majority** ☐ **Two-Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

An attendance policy was established, effective 12/09/1985. It underwent revisions on 12/11/2017 and is currently contained within the *Personnel Policy Handbook*.

REFERENCE AND BACKGROUND

While the policy was not incorrect, it was improved in the following ways:

- A title change from "Attendance and Tardiness" to "Attendance" to be more all-encompassing, as tardiness is not the only type of absence an employee may experience.
- The inclusion of verbiage to clarify the responsibility of the designated supervisor.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

The policy is attached. Additions/changes are in yellow.

Attendance

Purpose
Regular, reliable attendance is essential for maintaining effective service to the community and ensuring that each City of Fairmont position functions as intended. This policy seeks to support effective City operations by outlining attendance expectations and absence reporting procedures.

General Policy
The operations and standards of service in the City of Fairmont require that employees be at work unless valid reasons warrant absence or an employee has a position that has been approved to work remotely. Understanding attendance requirements is an essential function for every City position.

Employees who are going to be absent from or tardy to work are required to notify their supervisor at least one (1) hour in advance of the start of the shift. In cases of unexpected absence, employees should contact their supervisor as soon as possible before the scheduled starting time. If the supervisor is not available at the time, the employee should leave a message that includes a call-back telephone number and/or contact any other individual designated by the supervisor to handle call-in notices. Individual departments may establish more specific reporting procedures.

Failure to use the established reporting process will be grounds for disciplinary action.

The employee must contact the supervisor on each day of an absence extending beyond one (1) day unless arrangements have otherwise been made with the supervisor.

Employees who are absent for three (3) days or more and who do not report the absence in accordance with this policy may be considered to have voluntarily resigned in poor standing. The City may waive this rule if extenuating circumstances warrant such behavior.

This policy does not preclude the City from administering discipline for unexcused absences, including tardiness, of less than three (3) days.

Adopted: 12/09/1985
Revised: 12/11/2017, 11/23/2026

STAFF MEMO

Prepared by: Rachel Viesselman, Human Resources Manager	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.9
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of Updates to the "Conflict of Interest" Personnel Policy		
Presented by: Rachel Viesselman, Human Resources Manager	**Action Requested:** Motion to Approve the Proposed Updates, to the "Conflict of Interest" Personnel Policy within the *Personnel Policy Handbook*		
Vote Required: ☒ **Simple Majority** ☐ **Two-Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

A "Conflict of Interest" policy was adopted on 12/11/2017. It is currently contained within the *Personnel Policy Handbook*.

REFERENCE AND BACKGROUND

While the policy was not incorrect, it was improved in the following ways:

- The addition of headings throughout the policy to provide clarity as well as to keep the format consistent with the handbook's other new/updated policies.
- The addition of a "Purpose" section to highlight the rationale behind such a policy.
- The inclusion of verbiage to guide how an employee should behave in order to avoid a conflict of interest, either real or perceived.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

The policy is attached. Additions/changes are in yellow and reflect verbiage similar to that found in other city personnel policies, particularly the City of Northfield's, as Flaherty & Hood tout Northfield as being a model city when it comes to its handbook.

Conflict of Interest

Purpose
The City of Fairmont understands that those who provide service to the public must act in an independent, impartial manner in order to uphold the integrity of local government. In recognition of this goal, this policy establishes expectations for employees to serve without regard to personal gain.

General Policy
A conflict of interest exists when employees place themselves in a position where their private interests may have an adverse effect on their motivation or the proper performance of their job or when their actions result in a direct or indirect detriment to the City of Fairmont.

Employees must avoid conflicts of interest. They are to remove themselves from situations in which they would have to take action or make a decision where that action/decision could be a perceived or actual conflict of interest or could result in a personal benefit for themselves or a family member.

The city administrator should be consulted with questions about whether a conflict of interest exists.

Adopted: 12/11/2017
Revised: 11/23/2026

STAFF MEMO

Prepared by: Rachel Viesselman, Human Resources Manager	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.10
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of the Creation of an "Employee Conduct" Personnel Policy		
Presented by: Rachel Viesselman, Human Resources Manager	**Action Requested:** Motion to Approve the Creation of an"Employee Conduct" Personnel Policy within the *Personnel Policy Handbook*		
Vote Required: ☒ **Simple Majority** ☐ **Two-Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

It is best practice for an organization to incorporate an employee conduct policy into its personnel handbook for a variety of reasons. Such a policy…

- outlines behavior expectations so employees understand what is acceptable versus unacceptable, giving them a strong sense of workplace norms and encouraging actions and decision-making that align with desired standards;
- minimizes legal and compliance risks for the organization, as having employees act in accordance with established policy reduces the likelihood of claims regarding discrimination, harassment, misconduct, etc.; and
- improves workplace culture by promoting a respectful, productive, and safe environment.

The handbook already contained a list of unacceptable behavior per its "Disciplinary/Corrective Action" and "Leaving Employment" policies. However, such content better belongs within a conduct policy; this list has therefore been incorporated into the drafted "Employee Conduct" policy. (Note: Complementary revisions to the aforementioned policies will likely be forthcoming to remedy this.) Having a standalone conduct policy will serve as a comprehensive reference point for employees and supervisors alike and help strengthen understanding of expectations for all. It will also serve as a valuable tool in coaching employees and holding them accountable.

Overall, the "Employee Conduct" policy seeks to clearly communicate workplace expectations and encourage that such expectations are followed. It achieves this by addressing the following:

- Rationale for this policy's existence
- General characteristics of a good City employee
- Expectations for how employees should conduct themselves
- A non-exhaustive list of inappropriate workplace conduct*
- Warning that inappropriate behavior may be grounds for disciplinary action, including termination
- Reminder that off-duty behavior has the potential to impact one's employment status

*This list has been slightly altered compared to how it currently appears in the handbook. Enhancements include:

- Adding the following items to make the list more comprehensive: disclosing private business matters or confidential information about others without authorization; possessing, distributing, selling, transferring, or using alcohol or illegal drugs in the workplace either while on duty or while operating City-owned vehicles or equipment; sabotaging another's work; using excessively abusive, threatening, or obscene language; and working under the influence of alcohol or illegal drugs.
- Alphabetizing the list.
- Standardizing the verbs' grammatical tense (i.e., "-ing") for consistency's sake.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

This policy draws on best-practice guidance from the Society of Human Resource Management (SHRM) and the League of Minnesota Cities. It was modeled after the League's sample policy as well as various other city policies, including Fairmont's current policies. The policy is attached.

Employee Conduct

Purpose
This policy establishes standards of conduct for City of Fairmont employees and provides guidance with respect to such standards. It shall not be construed to interfere with lawful concerted activity by employees.

Scope
This policy applies to all employees (including firefighters) and those who volunteer for the City.

General Policy
In accepting City employment, employees become representatives of the organization and have a primary responsibility to serve the residents of Fairmont. Employees should exhibit conduct that is ethical, professional, responsive, and of standards becoming of a City employee. To achieve this goal, employees must adhere to established policies, rules, and procedures and follow the instructions of their supervisors. These rules of employee conduct reflect generally established and accepted principles of business, workplace, and social conduct.

Expectations of Conduct
Employees are expected to conduct themselves, both on and off duty, in a manner that promotes the public's trust and confidence in City services. The conduct of an employee on the job shall be such that it does not bring negative public opinion on the organization. All employees are expected to:

- Always perform assigned duties to the best of their ability.
- Approach the City and its operational duties with a positive, constructive attitude.
- Behave professionally toward customers and staff.
- Maintain good attendance.
- Meet the goals set by their supervisor.
- Read, understand, and comply with the rules and regulations set forth in these personnel policies as well as those of their department.
- Render prompt and courteous service to the public.
- Report any and all unsafe conditions to their supervisor.
- Use available working hours to their best advantage in carrying out work-related duties.

The above basic rules are not an all-inclusive list. Employees are expected to use good judgment and common sense and to comply with rules of conduct which are generally accepted in a working environment. The following are examples of inappropriate workplace conduct that may subject an employee to disciplinary action up to and including termination:

- Accepting a fee, gift, or other item in the course of work which might be construed as a conflict of interest
- Assaulting, disrespecting, being insubordinate to, intimidating, or threatening a manager/supervisor, co-worker, customer, or vendor
- Behaving in a grossly negligent manner
- Breaching trust or being dishonest
- Deliberately damaging or destroying City property or the property of an employee,

customer, vendor, etc.

- Disclosing private business matters or confidential information about others without authorization
- Displaying work performance below an acceptable level
- Disregarding safety practices/procedures or serving to create or contribute to unsafe conditions
- Engaging in discriminatory or abusive behavior, including sexual harassment
- Falsifying City records, including timesheets and employment applications
- Fighting, intentionally injuring, or threatening/attempting to injure another person
- Gambling, conducting games of chance, or possessing gambling-related devices during work hours or while on City premises
- Leaving the work premises without authorization during working time
- Maintaining relationships which might be construed as evidence of favoritism, coercion, unfair advantage, or collusion
- Possessing dangerous weapons or firearms on the premises or in City vehicles
- Possessing, distributing, selling, transferring, or using alcohol or illegal drugs in the workplace either while on duty or while operating City-owned vehicles or equipment
- Possessing, using, or copying any records that are the property of the City without authorization
- Sabotaging another's work
- Sleeping on duty
- Stealing or possessing/using property that belongs to the City or any of its employees, customers, or visitors without authorization
- Taking unapproved time off from work (i.e., absenteeism, tardiness)
- Using excessively abusive, threatening, or obscene language
- Violating an established policy or rule
- Working under the influence of alcohol or illegal drugs

Further, employees should be aware that certain types of off-duty activities may be considered misconduct. Any reports of off-duty misconduct will be reviewed on a case-by-case basis. The review will take into consideration the employee's job duties, the conduct, and the connection between the conduct and employment relationship.

Adopted: 11/23/2026
Revised: N/A

STAFF MEMO

Prepared by: Rachel Viesselman, Human Resources Manager	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.11
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of Updates to the "Employee Recruitment and Selection" Personnel Policy		
Presented by: Rachel Viesselman, Human Resources Manager	**Action Requested:** Motion to Approve the Proposed Updates to the "Employee Recruitment and Selection" Personnel Policy within the *Personnel Policy Handbook*		
Vote Required: ☒ **Simple Majority** ☐ **Two-Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

The following policies are currently contained within the *Personnel Policy Handbook*:

- Recruitment Policy (adopted: 12/09/1985 | revised: 12/11/2017, 11/10/2025, 03/23/2026)
- Recruitment Process (adopted: 12/09/1985 | revised: 12/11/2017)
- Background Checks (adopted: 12/11/2017)
- Pre-employment Medical Exams (adopted: 12/09/1985 | revised: 12/11/2017)
- Disqualification of Applicants (adopted: 12/09/1985 | revised: 12/11/2017)

Given that these standalone policies all pertain to employee recruitment and selection, it would be best to incorporate them all into one policy for the sake of accessibility, consistency between said topics, and administrative maintenance ease.

REFERENCE AND BACKGROUND

The content in these policies is not necessarily wrong, but significant updates are needed to make it more comprehensive and more in line with best practice. Enhancements include:

- Titling the compilation of policies "Employee Recruitment and Selection" to encompass the nature the topics at hand.
- Adding more headings throughout the policy to provide clarity as well as to keep the format consistent with the handbook's other new/updated policies.
- Adding a "Purpose" section to highlight the rationale behind such a policy.
- Clarifying legal guidelines as it relates to the minimum age authorized to sell THC products. This aligns with MN Statutes Sec. 342.24.
- Incorporating subheadings and related content into the "Recruitment Process" section to explain the various types of recruitment possibilities. The League of Minnesota Cities' and City of Northfield's policies were used as models, and content in this section also ties to the City of Fairmont's current "Compensation" policy, which was last revised on 03/09/2026. These expansions bolster the recruitment process, encourage the obtainment of top-tier candidates, and align with League-recommended best practice.
- Outlining job qualification expectations and providing various examples of how the City may determine if a candidate possesses the right skills/experience for a role. This aligns

with the League's guidance and more closely mimics other cities' recruitment policies.

- Including a section about reference checks so prospective employees are aware of how that may factor into determining their suitability for their desired role.
- Tweaking the "Background Check" requirement to allow for more flexibility and cost savings for the City. It is not common nor necessary to run background checks on all finalists in the majority of cases. Additionally, content was added to address computerized history, driver's license, and credit checks to enhance process transparency.
- Including verbiage to outline the process for the Fairmont Police Department's (FPD) assistance in the background check process. The new PD administration is open to running basic criminal history checks on candidates, which will improve the process as it relates to seasonal employee checks in terms of thoroughness and legitimacy. The content added for this purpose was provided by the League of Minnesota Cities and therefore aligns with statute and best practice.
- Including a "Pre-employment Drug and Alcohol Testing" section to make applicants aware of such requirements and link to the City's current related policies on the matter.
- Adding verbiage to the "Disqualification of Applicants" section to strengthen that section, thereby increasing the likelihood of obtaining quality candidates. Such verbiage was modeled after other cities' policies.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

The policy is attached. Additions/changes are in yellow. This policy draws on best-practice guidance from the Society of Human Resource Management (SHRM) and the League of Minnesota Cities. It was modeled after the League's sample policy, various other public employers' policies, and State statutes. Guidance was also received via conversations with a representative from the League.

Employee Recruitment and Selection

Purpose

The City of Fairmont strives to hire top-quality candidates. This policy establishes a structured, fair process that ensures the selection of such candidates based on their merit and fit with the job. It also aims to promote consistency and adherence to legal guidelines.

General Policy

Recruitment of employees for positions in the City shall be under the direction of the city administrator. Department heads should notify the city administrator as far in advance as possible of any requirements for additional personnel, setting forth such items as the number and classification of additional employees needed, education, training, and experience desired. Upon notification from a department head of a potential or existing vacancy, the city administrator will review departmental budgets, staffing requirements, and departmental operations to ascertain the necessity for position recruitment.

To be hired by the City in a regular capacity, employees must be at least 18 or, for retail positions involving THC products, 21 years of age. The City may hire individuals under age 18 for seasonal/temporary positions in accordance with guidelines set forth by Minnesota's Department of Labor and Industry and position-specific requirements.

Recruitment Process

The city administrator (or designee) will determine if a vacancy will be filled through an open recruitment or by promotion, transfer, or some other method. This determination will be made on a case-by-case basis.

Open Recruitment

When the City recruits externally, the position will be advertised on the City website, City social media sites, internet job sites, and/or in select newspapers. When applicable, the City will also utilize recruitment platforms for colleges, universities, vocational/technical schools, and professional organizations.

Promotion

The City values filling open positions with qualified employees from within the organization; current employees are therefore encouraged to apply for promotional opportunities. Due consideration will be given to internal applicants. The presence of an internal qualified candidate does not, however, preclude the City from the recruitment and/or selection of applicants outside the City's workforce. The city administrator maintains the right to make the final hiring decision based on the employee's qualifications, abilities, experience, and record of service as well as the needs of the City.

Transfer

Transfers, like promotions, may be offered to employees on a competitive basis. The presence of an internal qualified candidate does not, however, guarantee that employee's transfer nor precludes the City from recruiting and/or selecting applicants outside the City's workforce. The city administrator maintains the right to make the final hiring decision based on the

employee's qualifications, abilities, experience, and record of service as well as the needs of the City.

Reassignment

The city administrator may reassign employees to related positions, possibly in different departments, for the benefit of the organization or the employee.

Position vacancies may also be filled on an "acting" basis as needed. The city administrator will approve all acting appointments and, if applicable, associated pay rate adjustments. In the event an acting city administrator must be appointed, however, the city council will be responsible for approving such an appointment and, if applicable, pay rate adjustment.

Application Process

Application for employment will generally be made online or by application forms, including any supplemental questionnaires, provided by the City. Applicants may also be required to submit certificates from educational and training institutions, military discharge information, and reasonable proof of any statements made on the application. Other materials in lieu of a formal application may be accepted in certain recruitment situations as determined by the city administrator or designee. All candidates must complete and submit the required application materials by the posted deadline to be considered for the position. The deadline for application may be extended by the city administrator. Applicants will be required to submit a new, separate application for each position for which they apply. Unsolicited applications will not be considered or kept on file.

Selection Process

The selection process will be a cooperative effort between the city administrator (or designee), the hiring supervisor, and the Human Resources Department.

To be eligible for participation in the selection process, an applicant must meet the minimum qualifications of the position.

Candidate qualifications will be evaluated in one or more ways, including but not limited to:

- Evaluation of knowledge, skills, and abilities listed on the application for employment and any addendum, cover letter, résumé, or other submitted material
- Training and experience ratings
- Written responses to questions
- Written exams
- Oral interviews or tests
- Managerial profiles
- Role-play performances and/or presentations
- Physical agility tests
- Reference checks and discussions with former employers
- Academic verifications
- Criminal background checks (which may include fingerprinting)
- Driver's license checks
- Financial credit checks

- Medical examinations
- Psychological examinations
- Drug and/or alcohol screening/testing

The city administrator has the right to make the final hiring decision based on the candidates' qualifications, abilities, and experience as well as the City's needs.

Veterans' Preference

The City complies with veterans' preference requirements as required by the Minnesota Veterans Preference Act.

Reference Checks

The City may conduct reference checks prior to making a job offer. This could include inquiries into all statements contained on the employment application or made during the selection process. Such checks may consist of items such as:

- Information from current or former employers concerning a candidate's employment history, experience, abilities, and behavior on the job.
- Feedback from references listed on the application or co-workers/professionals associated with the applicant.
- Records maintained by an educational institution.

Background Checks

The City conducts background checks at the finalist stage or after a conditional job offer has been made for all positions to confirm information submitted as part of application materials and to assist in determining the candidate's suitability for the position. Except where already defined by state law, the city administrator will determine the level of background check to be conducted based on the position being filled. This may involve a computerized history check through the Bureau of Criminal Apprehension (BCA), Fairmont Police Department, and/or a professional employment verification agency to ensure there is no relevant felony, gross misdemeanor, or misdemeanor convictions as well as to ensure there are no warrants for arrest.

When applicable, a driver's license verification is done to ensure that the applicant has a valid driver's license and check the status of their driving record.

A credit history check is conducted through a professional employment verification agency for any new or newly promoted employee that has responsibility for City funds.

Checks Conducted by the Fairmont Police Department

Police departments are authorized to access the Minnesota BCA's criminal history information database for employment and licensing background check purposes under Minn. Stat. § 299C.72. Consistent with the provisions of this statute, the Fairmont Police Department may conduct a criminal history background check on applicants for all positions within the organization as defined within the City's "Classification of Employees" policy, including volunteer positions that will work with children or vulnerable adults, unless the city administrator concludes that a background investigation is not needed. (Note: Sworn police positions are not subject to these BCA checks under Minn. Stat. § 299C.72, as such background checks are authorized and

covered by Minn. Stat. § 626.87, subd. 1.)

Before the investigation is undertaken, the applicant must provide written consent to authorize the Police Department to conduct the investigation.

Results of the criminal history data may be released by the Police Department to the hiring authority which, depending on the position, may include the city administrator, the city council, or other City staff involved in the hiring process. For firefighter background checks, the results must be returned directly to the fire chief for review per Minn. Stat. 299F.035, subd 2(b). All criminal history data must be maintained securely.

Employment Ineligibility

Except for the positions set forth in Minn. Stat. § 364.09, the City will not reject an applicant for employment on the basis of the applicant's prior conviction unless the crime is directly related to the position of employment sought and the conviction is for a felony, gross misdemeanor, or misdemeanor with a jail sentence. If the City rejects the applicant's request on this basis, it shall notify the applicant in writing of the following:

- the grounds and reasons for the denial,
- the applicant complaint and grievance procedure set forth in Minn. Stat. § 364.06,
- the earliest date the applicant may reapply for employment, and
- that all competent evidence of rehabilitation will be considered upon reapplication.

Pre-employment Drug and Alcohol Testing

Refer to the City's "Drug and Alcohol Testing for Non-DOT Employees" and "Drug and Alcohol Testing for Commercial Drivers (DOT Policy)".

Pre-employment Medical Examinations

The city administrator or designee may determine that a pre-employment medical examination, which may include a psychological evaluation, is necessary to determine fitness to perform the essential functions of any City position. Where a medical examination is required, an offer of employment is contingent upon successful completion of the medical exam.

When a pre-employment medical exam is required, it will be required of all candidates who are finalists and/or who are offered employment for a given job class. Information obtained from the medical exam will be treated as confidential medical records.

When required, the medical exam will be conducted by a licensed physician designated by the City with the cost of the exam paid by the City. Psychological/psychiatric exams will be conducted by a licensed psychologist or psychiatrist. The physician will notify the city administrator or designee whether a candidate is medically able to perform the essential functions of the job (with or without accommodation) and whether the candidate passed the drug and/or alcohol test, if applicable. If the candidate requires accommodation to perform one or more of the essential functions of the job, the city administrator or designee will confer with the physician and candidate regarding reasonable and acceptable accommodations. If a candidate is rejected for employment based on the results of the medical exam, they will be notified of this determination.

Disqualification of Applicants
The city administrator may reject any application which indicates upon initial or subsequent reference/background check that the applicant does not possess the minimum qualifications required for the position. Applicants may also be disqualified if they are found not able to perform the essential functions of the position with or without accommodation or are found to have made false statements in their application or during an interview; cheated on a pre-employment test; or falsified a statement, certificate, or evaluation. Additionally, any other forms of fraud or attempted fraud which would preclude the City from impartially executing the provisions of its personnel policies will be cause for the City to refrain from hiring an applicant.

If, after an employee is hired, it is discovered that they provided false information on the application and/or during the selection process, the City reserves the right to terminate the employment relationship regardless of time or situation.

Adopted: 12/09/1985
Last revised: 12/11/2017, 11/10/2025, 03/23/2026, 11/23/2026

STAFF MEMO

Prepared by: Rachel Viesselman, Human Resources Manager	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.12
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of Updates to the "Financial Interest" Personnel Policy		
Presented by: Rachel Viesselman, Human Resources Manager	**Action Requested:** Motion to Approve the Proposed Updates to the "Financial Interest" Personnel Policy within the *Personnel Policy Handbook*		
Vote Required: ☒ **Simple Majority** ☐ **Two-Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

A "Financial Interest" policy was adopted on 12/09/1985. It is currently contained within the *Personnel Policy Handbook*.

REFERENCE AND BACKGROUND

While the policy was not incorrect, it was improved in the following ways:

- The addition of headings throughout the policy to provide clarity as well as to keep the format consistent with the handbook's other new/updated policies.
- The addition of a "Purpose" section to highlight the rationale behind such a policy.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

The policy is attached. Additions/changes are in yellow.

Financial Interest

Purpose

The City of Fairmont understands that those who provide service to the public must act in an independent, impartial manner in order to uphold the integrity of local government. In recognition of this goal, this policy establishes expectations for employees to serve without regard to personal gain, particularly as it relates to financial gain.

General Policy

Use of the City's funds for improper purposes and dishonest practices is absolutely forbidden. Further, no employee shall have a financial interest, direct or indirect, in any contract with the City or be financially interested directly or indirectly in the sale to the City of land, materials, supplies, or services, except on behalf of the City as an employee. Employees are required to disqualify themselves from any transaction where their own interests may conflict with the interests of the City or where they may gain any financial benefit. An employee must report, in writing, to the city administrator any financial interest that the employee or any member of the employee's family may have with any individual or party doing business with the City. Upon full disclosure by the employee of the circumstances and extent of the employee's financial interest in contracts or in the sale of land, materials, supplies, or services to the City, the city council may grant an exception to these restrictions.

Adopted: 12/09/1985
Revised: 11/23/2026

STAFF MEMO

Prepared by: Rachel Viesselman, Human Resources Manager	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.13
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of Updates to the "Holidays" Personnel Policy		
Presented by: Rachel Viesselman, Human Resources Manager	**Action Requested:** Motion to Approve the Proposed Updates to the "Holidays" Personnel Policy within the *Personnel Policy Handbook*		
Vote Required: ☒ **Simple Majority** ☐ **Two-Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

A "Holidays" policy was adopted on December 9, 1985. It has seen various revisions between then and last November and is currently contained within the *Personnel Policy Handbook*.

REFERENCE AND BACKGROUND

An update is needed to clarify that only those employed on a full-time, regular basis are eligible for a paid day off on the City's designated holidays. This is not a change to current practice.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

The policy is attached. Additions/changes are in yellow.

Holidays

Purpose
The City of Fairmont recognizes the importance of providing its employees with time off to rest, relax, and celebrate with family and friends.

Scheduled Holidays
The following shall be paid holidays for full-time, regular employees of the City of Fairmont:

- New Year's Day
- Martin Luther King, Jr. Day
- Presidents' Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Veterans' Day
- Thanksgiving Day
- Day after Thanksgiving Day
- Christmas Eve Day
- Christmas Day
- Floating Holiday (1)

Implementation
Any employee on a leave of absence without pay from the City or receiving workers' compensation benefits is not eligible for holiday pay.

Holiday pay does count toward the calculation of overtime.

When a holiday falls on a Saturday, the preceding Friday shall be observed. When a holiday falls on a Sunday, the following Monday shall be observed.

When a full-time or part-time non-exempt/non-represented employee's services are required for an emergency or performance of an essential public service on a holiday, the employee shall be entitled to pay at two (2) times their regular rate of pay for hours worked plus holiday pay. Seasonal employees shall be paid at one and one-half (1.5) times their regular rate of pay for hours worked. Union-represented employees shall be paid as described in their union contract.

Premium pay as described in the above paragraph for non-exempt/non-represented employees required to work on a holiday will be for hours worked on the "actual" holiday as opposed to the "observed" holiday.

Employees wanting to observe holidays other than those officially observed by the City may request to use their floating holiday, use vacation leave, or take unpaid leave for such time off.

The floating holiday will become available for use on January 1st. An employee who chooses to use their floating holiday must do so within the calendar year, as it will not carry over into subsequent years. Further, the floating holiday must be used in a single increment; it cannot be split between various workdays. An employee who terminates employment (whether voluntarily or involuntarily) prior to using their floating holiday will not receive compensation for the floating holiday. Floating holiday request/usage will follow vacation leave request/usage guidelines; see the "Vacation Leave" policy for details.

Adopted: 12/09/1985
Revised: 12/14/1987, 12/04/1990, 07/13/1992, 12/2022, 11/10/2025, 11/23/2026

STAFF MEMO

Prepared by: Rachel Viesselman, Human Resources Manager	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.14
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of Updates to the "Leaving Employment" Personnel Policy		
Presented by: Rachel Viesselman, Human Resources Manager	**Action Requested:** Motion to Approve the Proposed Updates to the "Leaving Employment" Personnel Policy within the *Personnel Policy Handbook*		
Vote Required: ☒ **Simple Majority** ☐ **Two-Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

A "Leaving Employment" policy was established on 12/09/1985. It underwent revision on 12/11/2017 and is currently contained within the *Personnel Policy Handbook*.

REFERENCE AND BACKGROUND

Below is the current policy:

Resignation

Full-time employees are expected to give a written notice of at least 10 working days and other employees at least four (4) days of written notice prior to the effective date of resignation.

Termination

The city administrator may terminate any employee for neglect of duty, disobedience, misconduct, or failure to properly perform assigned duties. Any employee who has been terminated shall be entitled to receive a written statement of the reasons for such action.

The City of Fairmont has the policy of at-will employment for the unrepresented employees, meaning that the City may end the employment relationship without notice and without reason.

The following guidelines may be applied at the discretion of the City of Fairmont's management. Any employee whose conduct, actions, or performance violates or conflicts with the City's policies may be terminated immediately and without warning.

These are examples of grounds for the immediate termination of an employee. This is not a comprehensive or exhaustive list:

- *Breach of trust or dishonesty*
- *Work performance below an acceptable level*
- *Violation of an established policy or rule*
- *Falsification of City records, including timesheets and employment application*
- *Gross negligence or insubordination*
- *Engaging in discriminatory or abusive behavior, including sexual harassment*
- *Tardiness or absenteeism (unless such absences are excused or legally protected)*

- *Theft or unauthorized possession/use of property belonging to the City of Fairmont or any of its employees, visitors, or customers*
- *Possession of dangerous weapons or firearms on the premises (except for law enforcement officers)*
- *Unauthorized possession, use, or copying of any records that are the property of the City of Fairmont*
- *Fighting, intentionally injuring, or threatening/attempting to injure another person*
- *Assaulting, disrespecting, being insubordinate to, intimidating, or threatening a manager/supervisor, co-worker, customer, or vendor*
- *Gambling, conducting games of chance, or possessing gambling-related devices during work hours or while on City premises*
- *Leaving the work premises without authorization during working time*
- *Sleeping on duty*

Layoff and Recall
When required by public interest, the city administrator may lay off any employee. Written notice of such action shall be given to the affected employee two weeks in advance thereof.

In such an event, decisions will be made based on:
- *Business needs related to employee job functions and performance*
- *Promotion potential and transferability of skills to other positions*
- *Demonstrated current and past performance*
- *Length of service*

The city administrator will contact the employee regarding his/her employment status.

. . .

While the contents of the current policy are not necessarily incorrect, they fall short in terms of scope and comprehensiveness. A leaving employment policy should serve to provide an explanation of how various types of termination situations will be handled. Therefore, the policy has been overhauled to align with best practice guidance and cover content that is suited for the topic at hand.

It was improved in the following ways:
- Adding more headings throughout the policy to provide clarity as well as to keep the format consistent with the handbook's other new/updated policies.
- Adding a "Purpose" section to highlight the rationale behind such a policy.
- Adding a "Types of Separation" section to provide background context.
- Incorporating retirement verbiage into the already-established "Resignation" section, as both are types of voluntary separation.
- Providing instruction on what employees should include in their two-week notice and highlighting the consequences for failing to submit proper notice.
- Providing clarification on how unused, accrued paid leave may be used by employees who soon plan to leave employment.
- Including verbiage regarding situations of job abandonment and its associated consequences.

- Removing the list of discharge-worthy behavior, as this type of content is better suited for inclusion in an employee conduct policy. (This list was expanded and then included in a draft policy titled “Employee Conduct” to compensate for this removal.)
- Utilizing layoff/recall verbiage as recommended by the League of Minnesota Cities to enhance that section’s level of thoroughness.
- Adding an “Exit Interview” section to make employees aware of the opportunity to share their insight with the organization.
- Adding a “Final Pay and Benefits” section to inform employees of how their final paycheck, available leave time, and benefits will be handled.
- Adding a “Return of Company Property” section to highlight the need for employees to return City-issued items and warn of the consequences for failing to do so.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

The policy is attached. This policy draws on best-practice guidance from the Society of Human Resource Management (SHRM) and the League of Minnesota Cities. It was modeled after the League’s sample policy as well as various other public employers’ policies.

STAFF MEMO

Prepared by: Rachel Viesselman, Human Resources Manager	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.15
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of Updates to the "Pay Days and Timesheets" Personnel Policy		
Presented by: Rachel Viesselman, Human Resources Manager	**Action Requested:** Motion to Approve the Proposed Updates to the "Pay Days and Timesheets" Personnel Policy within the *Personnel Policy Handbook*		
Vote Required: ☒ **Simple Majority** ☐ **Two-Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

A "Pay Days and Timesheets" policy was established, effective 01/01/2006. It underwent revisions on 12/11/2017 and is currently contained within the *Personnel Policy Handbook*.

REFERENCE AND BACKGROUND

While the policy was not incorrect, it was improved in the following ways:

- A title change from "Pay Days and Timesheets" to "Payroll and Timesheets" to encompass a wider range of payroll-related topics.
- The addition of more headings throughout the policy to provide clarity as well as to keep the format consistent with the handbook's other new/updated policies.
- The addition of "Purpose" and "General Policy" sections to highlight the rationale behind such a policy.
- The addition of specifics regarding deadlines for pay and timesheets.
- The inclusion of expectations for both employees and supervisors to ensure accuracy in reporting, stress the importance of meeting deadlines, and highlight how timesheets for employees on leave should be handled.
- The addition of a brief explanation so employees know when to expect receipt of their final pay when they terminate employment.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

The policy is attached. Additions/changes are in yellow.

Payroll and Timesheets

Purpose

This policy sets forth consistent standards for accurate time reporting, payroll processing, and related employee and supervisor responsibilities within the organization. Such standards ensure compliance with labor laws, promote accountability, and support timely and accurate compensation for all employees.

General Policy

Timesheets must represent an accurate report of hours worked, leave hours taken, and other time off in accordance with the City of Fairmont's attendance, leave, and other worktime-related policies.

Payroll

The pay period is two weeks in length, beginning on Thursday and ending on Wednesday two weeks later. Employees are paid on a bi-weekly basis every other Wednesday. In the event a pay day falls on a holiday as observed by the Federal Reserve System, pay day will occur on the business day prior. Aside from this rare occurrence, the City does not issue advance paychecks.

Employees will receive their pay through direct deposit and are required to provide the Finance Department (i.e., Payroll) with valid banking information to facilitate direct deposit. It is the employee's responsibility to notify Payroll of a change in bank deposit information at least two weeks prior to the end of the pay period for which the change is effective. Further, employees are responsible for notifying Human Resources and Payroll of any status updates, including changes in address, contact information, names of beneficiaries/dependents, marital status, tax withholdings, etc. to ensure accurate benefit administration and tax reporting.

Time Reporting

All employees are required to submit a timesheet to their supervisor by their supervisor's established deadline. Timesheets are to include hours worked, including overtime, as well as any personal leave time used (e.g., compensatory time, sick leave, vacation leave). When applicable, employees will allocate their time to the proper project code to which they worked during the pay period.

To comply with the provisions of the federal and state Fair Labor Standards Acts, hours worked and any leave time used by non-exempt employees are to be recorded daily and submitted to Payroll on a bi-weekly basis. Timesheets, which must include the appropriate employee's and supervisor's or department head's signatures, are due to Payroll no later than noon the Thursday immediately following the end of the pay period. Occasionally, timesheets may be requested earlier when holidays or other conditions require payroll processing to be completed sooner than the standard schedule provides. Each department head shall determine what level of supervisor should sign timesheets.

Knowingly reporting false information on a timesheet may be cause for disciplinary action up to and including termination.

Employee Responsibilities

Employees are responsible for the accurate and timely reporting of their hours. They should adhere to the following guidelines:

- Reflect all time worked on the timesheet. No employee is authorized to work for the City without compensation.
- Use ink when completing hard copy timesheets.
- While no justification is necessary for regular work time, explain overtime and comp time on the timesheet.
- When correcting a timesheet, use a single-line strike through the error and then initial the change/correction.
- If on leave, complete and submit the timesheet(s) prior to being absent.
- Submit timesheets to their supervisor by the established deadline. Employees who miss the deadline may not be paid until the following pay period as determined by the city administrator.

Supervisor Responsibilities

Supervisors are responsible for the review, verification, and certification of all time recorded by employees. When handling timesheets, they should:

- Review all timesheets and leave requests carefully to ensure accuracy.
- Correct inaccuracies by notifying the employee and obtaining their initials by the correction. The supervisor must also initial the change.
- Ensure that appropriate explanations or forms are attached to the timesheet to justify the various leaves, overtime earned, comp time accrued, etc.
- Complete the timesheet in the employee's absence when the employee is on FMLA, MNPL, or sick leave and is unable to fill out their own timesheet.
- Sign each timesheet acknowledging its accuracy and their approval.
- Submit timesheets to Payroll by the established deadline.

Leaving Employment

An employee typically receives their final wage, payable accrued leave time, and any severance benefits through the normal payroll cycle upon termination of employment.

Adopted: 10/24/2005 (to be effective 01/01/2006)
Revised: 12/11/2017, 11/23/2026

STAFF MEMO

Prepared by: Rachel Viesselman, Human Resources Manager	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.16
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of Updates to the "Personal Appearance" Personnel Policy		
Presented by: Rachel Viesselman, Human Resources Manager	**Action Requested:** Motion to Approve the Proposed Updates, to the "Personal Appearance" Personnel Policy within the *Personnel Policy Handbook*		
Vote Required: ☒ **Simple Majority** ☐ **Two-Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

A "Personal Appearance" policy was adopted on 12/09/1985. It underwent revision on 12/11/2017 and is currently contained within the *Personnel Policy Handbook*.

REFERENCE AND BACKGROUND

While the policy is not incorrect, it could be better and has therefore been improved in the following ways:

- The addition of headings throughout the policy to provide clarity as well as to keep the format consistent with the handbook's other new/updated policies.
- The addition of a "Purpose" section to highlight the rationale behind such a policy.
- The addition of verbiage to stress the importance of grooming and personal hygiene.
- The clarification of the supervisor's role in setting the dress code.
- The restructuring of a few sentences to enhance readability and content flow.
- The outlining of expectations for employees who have City uniforms or otherwise display the City logo on their apparel to encourage them to represent a professional image at all times.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

The policy is attached. Additions/changes are in yellow and reflect best-practice verbiage based on the Society of Human Resource Management (SHRM), the League of Minnesota Cities, and other cities' policies.

Personal Appearance

Purpose
Along with quality service and a positive attitude, professional appearance helps create and maintain a favorable image of the City of Fairmont. Because City employees represent the organization in their contact with residents, businesses, consultants, and the general public, they are expected to use good judgment in choosing their attire and in their personal grooming/ hygiene habits.

General Policy
Personal appearance should be appropriate to the nature of the work and should present a positive image to the public. While all employees must observe professional grooming and personal hygiene practices, dress needs vary by function. Supervisors will determine appropriate dress standards for employees in their work groups.

Clothing should be professional, conservative, and work-appropriate and in all cases should be clean, neat, and in good condition. It may not be excessively casual, distracting, immodest, or revealing nor should it present a safety hazard to the employee. If these guidelines are not met, employees may be sent home to change into appropriate clothing. They may also be asked to cover tattoos or remove inappropriate jewelry.

Employees must also wear appropriate personal protective equipment as required. Additionally, in certain employee groups, uniforms will be required. Employees are expected to keep uniforms clean and well maintained. They should keep in mind that they are representing the organization while wearing City uniforms or clothing displaying City logos even if not on duty.

Employees should discuss accommodations associated with religion, ethnicity, or disability with their supervisor.

Adopted: 12/09/1985
Revised: 12/11/2017, 11/23/2026

STAFF MEMO

Prepared by: Michael Beletti, Police Chief	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.17
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of Surplus Equipment for the Fairmont Police Department		
Presented by: Michael Beletti, Police Chief	**Action Requested:** Motion to Declare the Fairmont Police Department Jamar Technologies, Radar Recorder as Surplus and Authorize its Donation to the Sherburn/Welcome Police Department		
Vote Required: ☒ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

The City of Fairmont has identified one (1) piece of equipment (see equipment and description below) within the Police Department that is outside the valuable life of the City and is not being utilized. Replacement equipment was purchased in 2024, making the existing equipment as department surplus. It is unknown whether the item is operable and it has minimal trade in value.

The Sherburn/Welcome Police Department expressed interest in the equipment and staff proposed donating the item in its current as-is condition.

- Jamar Technologies, Radar Recorder – This equipment was utilized as a traffic counter and gathered data related to vehicle speeds. The reports generated from this unit allowed law enforcement to determine the validity of community concerns and address problems at time specific intervals when speeding is most prevalent. This item was purchased in 2013.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

Minnesota Statutes 471.85 PROPERTY TRANSFER; PUBLIC CORPORATIONS.

Any county, city, town, or school district may transfer its personal property for a nominal or without consideration to another public corporation for public use when duly authorized by its governing body.

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☒ **Consent Agenda Item** ☐ **Regular Agenda Item** ☐ **Public Hearing**	**Agenda Item #** 6.C.18
Reviewed by: Jason Baker, City Administrator	**Item:** Consideration of an Application and Agreement for Special Assessment Deferral		
Presented by: Jason Baker, City Administrator and David Assaf, Attorney	**Action Requested:** Motion to Adopt Resolution 2026-51 Adopting and Approving a Special Assessment Against 1300 Lake Avenue for the 2025 Lake Avenue Improvement Project and Approving the 2026 Application and Agreement for Special Assessment Deferral		
Vote Required: ☒ **Simple Majority** ☐ **Two Thirds Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

February 23, 2026: City Council adopted Resolution 2026-07 and 2026-08, declaring the costs for the 2025 Improvement Program, ordering the assessment roll to be prepared, and calling for a public hearing on the proposed assessment for March 23, 2026.

March 23, 2026: City Council held a public hearing on the 2025 Improvement Program. Doughterys provided a written and verbal objection to their 74-acre property located at 1300 Lake Avenue with a proposed assessment of $274,705.38 The City Council continued the public hearing for these six objections to April 13, 2026

April 13, 2026: The City Council continued the hearing on the 1300 Lake Avenue property for April 27, 2026 at 5:30 p.m. and authorized City Staff and the City Attorney to discuss assessment related matters with the property owners.

April 27, 2026: The City Council continued the hearing on 1300 Lake Avenue property for June 8, 2026 and directed staff to complete an appraisal for 1300 Lake Avenue and continue discussions with the property owners regarding the assessment amount.

June 8, 2026: Council continued the assessment hearing regarding 1300 Lake Avenue to July 13, 2025 at 5:30 p.m. (Staff noted appraisal process was underway and recommended to continue hearing to July 13)

July 13, 2026: The public hearing was closed with Council motioning to provide the appraisal completed by the City of Fairmont to forward to Council for review and direct staff to continue discussion with the property owners towards a deferral agreement or settlement.

REFERENCE AND BACKGROUND

The property owners of 1300 Lake Avenue objected to the proposed special assessment in the amount of $274,705.38.

Following Council direction, City staff and the City Attorney continued holding discussions with the property owners on the assessment amount and deferral agreement process/provisions.

The attached proposed agreement would establish a $15,100 assessment, with a deferral of up to 20 years at an interest rate of 5%. Additional conditions, including when the assessment may become payable or waived, are included in Exhibit C.

BUDGET IMPACT

SUPPORTING DATA/ATTACHMENTS

Application & Agreement for Special Assessment Deferral
Resolution 2026-51

City of Fairmont

Application & Agreement for Special Assessment Deferral

Information on Applicant

APPLICANT'S FULL LEGAL NAME **DFP Limited Partnership ("DFP")**
APPLICANT'S MAILING ADDRESS (STREET ADDRESS, CITY, STATE, ZIP) **PO BOX 24247, Edina, Minnesota 55424-0247**
APPLICANT'S PHONE NUMBER **(952) 920 - 9955**

Information on Properties

STREET ADDRESS OF PROPERTIES **1300 Lake Avenue, Fairmont, Minnesota 56031**
LEGAL DESCRIPTION OF PROPERTY **See Attached Legal Description & Property Survey: Exhibit A and Exhibit B**
PARCEL IDENTIFICATION NUMBERS (PIN) **23.037.0270**

Deferral Information

REASON FOR DEFERRAL:

- ☐ 65 years of age or older
- ☐ Retired as a result of a permanent and total disability
- ☒ Undeveloped Property

PROJECT YEAR: 2025

PROJECT: Lake Avenue Reconstruction - CSAH 39/Bixby Road to Fairlakes Avenue (Project No. 5725001)

INTEREST RATE: 5.0% simple interest and not compounded

ASSESSMENT NUMBER: _____

AMOUNT OF PRINCIPAL TO BE DEFERRED: $15,100.00

Please initial each statement below.

TFD CED The undersigned certify that, to the best of their knowledge, the information provided herein is true and complete. The undersigned further certify that DFP owns the real estate described above and that the property is undeveloped. Accordingly, DFP seeks a deferral of the assessment.

TFD CED DFP and the City of Fairmont hereby agree that if the deferral of this assessment is approved, the assessment will be deferred pursuant to and in accordance with the terms and conditions set forth in the Special Assessment Terms and Conditions of Deferral and attached hereto as **Exhibit C** incorporated herein and made a part hereof. Interest will accrue at the rate of 5% per annum, calculated on a simple interest basis and not compounded.

DFP Limited Partnership, by:

Thomas F. Dougherty, Its General Partner: x Thomas F. Dougherty Date: 11-19-2026

Colin E. Dougherty, Its General Partner: Colin E. Dougherty Date: 11-19-2026

STATE OF MINNESOTA }
COUNTY OF HENNEPIN } SS

On this 19th day of November, 2026, personally appeared Thomas F. Dougherty and Colin E. Dougherty, General Partners of DFP Limited Partnership, who acknowledged that they executed the foregoing instrument on behalf of the partnership as their free act and deed.

Notary Signature & Stamp: Heather B Gilbertson

HEATHER B GILBERTSON
Notary Public
Minnesota
My Commission Expires
Jan 31, 2028

Drafted by:
City of Fairmont
100 Downtown Plaza
Fairmont, MN 56031
(507) 238-9461

FOR OFFICE USE ONLY

DATE SUBMITTED TO COUNCIL FOR APPROVAL: _____

ACTION TAKEN: ☒ APPROVED ☐ DENIED

CONDITIONS FOR DEFERMENT SET FORTH ON **EXHIBIT C**

Exhibit A: Legal Description of the Property

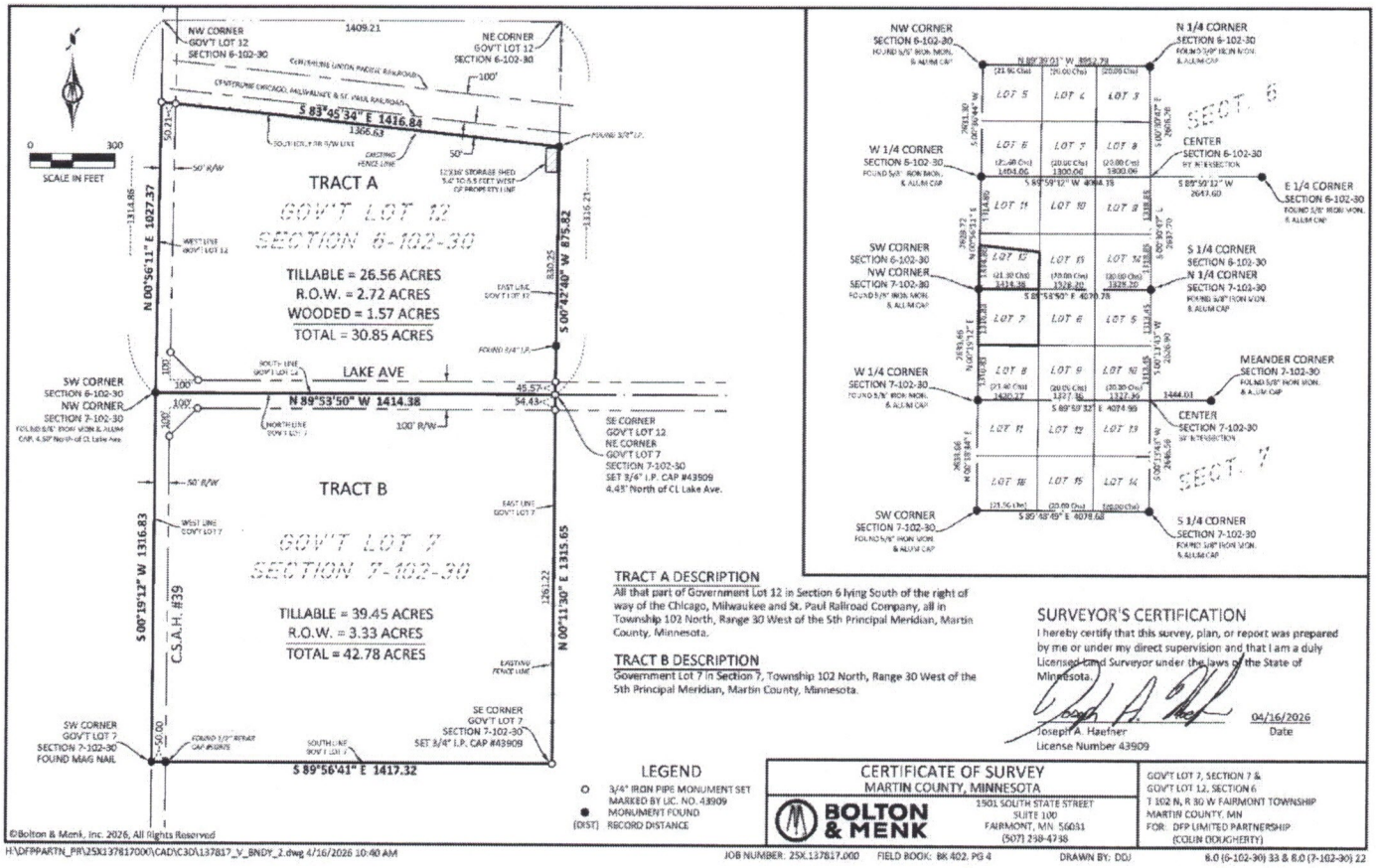
Tract A Description

All that part of Government Lot 12 in Section 6 lying South of the right of way of the Chicago, Milwaukee and St. Paul Railroad Company, all in Township 102 North, Range 30 West of the 5th Principal Meridian, Martin County, Minnesota.

Tract B Description

Government Lot 7 in Section 7, Township 102 North, Range 30 West of the 5th Principal Meridian, Martin County, Minnesota.

Exhibit B: Property Survey



TRACT A DESCRIPTION

All that part of Government Lot 12 in Section 6 lying South of the right of way of the Chicago, Milwaukee and St. Paul Railroad Company, all in Township 102 North, Range 30 West of the 5th Principal Meridian, Martin County, Minnesota.

TRACT B DESCRIPTION

Government Lot 7 in Section 7, Township 102 North, Range 30 West of the 5th Principal Meridian, Martin County, Minnesota.

SURVEYOR'S CERTIFICATION

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Joseph A. Haefner
License Number 43909

04/16/2026
Date

CERTIFICATE OF SURVEY
MARTIN COUNTY, MINNESOTA

BOLTON & MENK
1501 SOUTH STATE STREET
SUITE 100
FAIRMONT, MN 56031
(507) 238-4738

GOVT LOT 7, SECTION 7 &
GOVT LOT 12, SECTION 6
T 102 N, R 30 W FAIRMONT TOWNSHIP
MARTIN COUNTY, MN
FOR: DFP LIMITED PARTNERSHIP
(COLIN DOUGHERTY)

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Exhibit C: Special Assessment Terms and Conditions of Deferral

SPECIAL ASSESSMENT TERMS AND CONDITIONS OF DEFERRAL

1. Deferral of Assessment

1.1 Deferral Granted

The first installment and all payment obligations including but not limited to interest associated with the $15,100.00 special assessment (the "**Special Assessment**") are deferred, effective from the date of the adoption of the Special Assessment, subject to the terms of this Special Assessment Terms and Conditions of Deferral (this "**Deferral**") (also referred to in the Assessment Resolution as the "**Deferral Terms**") and no payments of any kind shall be due during the Deferral Period, as hereinafter defined in Section 2.1. As used in this Deferral, "**Assessment Resolution**" means the City Council resolution adopting the Special Assessment and approving the *Application & Agreement for Special Assessment Deferral* (the "**Application**") for the Property as defined in the Application; "**Effective Date**" means the date on which the Assessment Resolution is adopted; and capitalized terms not defined in this Deferral, including "Project," "Owner" and "City," have the meanings given in the Application.

1.2 Purpose of Deferral

The City recognizes that the Property is unimproved and undeveloped agricultural land and that deferral is permitted pursuant to Minn. Stat. § 429.061, subd. 2.

1.3 Waiver of Appeal and Release of Claims

a. **Owner's Limited Waiver**. The Owner waives all rights to notices, hearings, objections, and appeals under Minn. Stat. §§ 429.061, 429.071, and 429.081 solely with respect to the adoption and amount of the Special Assessment established by the Assessment Resolution. This waiver shall be narrowly construed and shall apply only to the Special Assessment that is the subject of this Deferral. This waiver does not apply to any other matter or issue. Without limiting that reservation, the following matters are excluded from this waiver: the City's administration, certification, recertification, collection, attempted collection, enforcement, implementation, interpretation, modification, amendment, acceleration, allocation, reapportionment, transfer, assignment, or breach of this Deferral; constitutional claims; claims arising under Minnesota Statutes Chapter 117; condemnation, inverse condemnation, temporary taking, regulatory taking, acquisition under threat of condemnation, or claims arising under Minn. Stat. §§ 117.135 or 272.68; future assessments, reassessments, supplemental assessments, recertifications, reapportionments, or future municipal improvement projects; claims relating to drainage, flooding, access, easements, rights-of-way, County Ditch 56, or public infrastructure; claims based upon fraud, misrepresentation, nondisclosure, mutual mistake, or latent conditions; any supplemental assessments or reassessment under Minn. Stat. § 429.071, with respect to the Project, as defined in the Application, which would increase the

Special Assessment; or any claims, defenses, causes of action, or remedies arising after the Effective Date of this Deferral.

b. **Owner's Limited Release**. In consideration of the City's adoption of the Assessment Resolution and this Deferral, the Owner, for itself and its partners, successors, affiliates, agents, and assigns, releases the City and its current officers, employees, and agents solely from claims existing as of the Effective Date arising directly from the procedural adoption of the Assessment Resolution and the amount of the Special Assessment established therein. This release shall be construed no broader than the Owner's waiver of rights to notices, hearings, objections, and appeals set forth in Section 1.3 a. and shall not apply to any matter excluded from that waiver. This release, by way of example and not limitation, does not include claims arising from the City's operation, maintenance, repair, or management of the transferred portion of County Ditch 56, including its failure to accommodate current or reasonably expected hydraulic demand from the portions of County Ditch 56 remaining as a public drainage system serving the Property, or claims arising from a breach of the terms of this Deferral. Nothing herein shall constitute an admission by Owner that the Property has received special benefits equal to or exceeding the amount of the Special Assessment.

c. **City's Release and Acknowledgement**. In consideration of the Owner's waiver of statutory appeal rights and execution of this Deferral, the City, for itself and its current and future officers, employees, agents, successors, and assigns, hereby releases and forever discharges the Owner and its partners, successors, affiliates, agents, assigns, tenants, lessees, contractors, and representatives from all claims, demands, causes of action, liabilities, damages, losses, costs, expenses, setoffs, and obligations existing as of the Effective Date arising out of or relating to the Project, the Assessment Resolution, or the Special Assessment, except claims arising from the Owner's material breach of this Deferral. In addition to that release, the City acknowledges and agrees to the following concerning deferral eligibility, excluded activities, assessment treatment, and interpretation of this Deferral: (a) the Property qualified for deferral under Minn. Stat. § 429.061, subd. 2 as of the Effective Date and waives any claim to the contrary; (b) activities expressly excluded from the definition of Development under this Deferral do not constitute Development and shall not terminate, accelerate, impair, or otherwise affect the Deferral; (c) all present and future signage, billboards, sign leases, agricultural activities, drainage improvements, drainage tile, County Ditch 56 work, field entrances, and other activities expressly excluded by Section 8 do not constitute Development and the City waives any claim to the contrary; (d) all present and future activities undertaken pursuant to governmental requirements, directives, orders, permits, or approvals, except for such permits and approvals voluntarily sought by Owner that authorize, and are followed by, physical construction constituting Development as defined in Section 8, do not constitute Development; (e) the amount of the Special Assessment shall not constitute evidence of market value, special benefit, enhanced value, condemnation damages, or compensation payable in any condemnation or eminent-domain

proceeding; (f) the City shall not impose, levy, certify, recertify, reapportion, supplement, or otherwise assess the Property a second time for costs arising from the same improvement project that is the subject of the Assessment Resolution, except for such reapportionment as described in Paragraph 4.d or reapportionment following subdivision of the Property pursuant to Minn. Stat. § 429.071, subd. 3, provided that no such reapportionment shall increase the total Special Assessment or the interest accrued on it or accelerate its payment, and this Deferral shall continue as to each resulting parcel unless Development of that parcel occurs; (g) this Deferral constitutes a binding contractual agreement supported by adequate consideration and is not merely a discretionary administrative accommodation, policy determination, or revocable privilege; and (h) any ambiguity concerning the scope of the Owner's waiver or release shall be construed narrowly and in favor of preserving the Owner's rights.

Except as expressly provided herein, all rights, claims, defenses, causes of action, and remedies of the parties are reserved.

1.4 Right of Way

The City recognizes that the Property is subject to certain easements and rights of way as disclosed and delineated on the Property Survey, attached as Exhibit B to the Application, and in the public record which limit and restrict the Owner's use and enjoyment of the Property and give the easement and right of way holder certain rights and use of the Property. Accordingly, the City agrees that any actions/inactions of the rights of way holders or a third party with respect to the Property subject to right of way shall not cause the Special Assessment to become due and payable or otherwise be attributable to the Owner for purposes of determining Development. The City acknowledges and agrees that any actions/inactions undertaken by the Owner, or by a tenant or lessee of the Owner, at the request or direction of, or as required by, the City or any other governmental entity, shall not cause the deferred Special Assessment to become due and payable and shall not constitute Development or otherwise end this Deferral.

2. Duration of Deferral

2.1 Deferral Period

In no event will the Special Assessment be deferred for longer than 20 years from the date of the adoption of the Special Assessment (the "**Deferral Period**"), unless earlier terminated pursuant to this Deferral solely as a result of Development as defined in Section 8.

2.2 End of Deferral

The deferral shall end only upon:

1. Development of the Property (as defined in Section 8 below) within the Deferral Period (or, as to a parcel resulting from a reapportionment permitted by this Deferral, Development of that parcel, as to that parcel only);

2. Expiration of the Deferral Period; or

3. Sale or transfer of the Property for value (or, as to a parcel resulting from a reapportionment permitted by this Deferral, a sale or transfer of that parcel for value, as to that parcel only), exclusive of a sale or transfer pursuant to Sections 4, 6.1 or 6.2, hereof.

3. Interest During Deferral

Interest shall accrue during the Deferral Period at the rate of 5% per annum, calculated as simple interest on the unpaid principal amount of the Special Assessment only and not compounded, so that no interest accrues on interest. Interest which accrues during the Deferral Period shall be added to the principal amount of the Special Assessment only when the Special Assessment becomes payable pursuant to Minn. Stat. § 429.061, subd. 2 and the City Council resolution authorizing the deferral.

4. Condemnation or Governmental Taking

a. **Payment Obligation.** If, during the Deferral Period, the Property or any portion of it is condemned, acquired, or taken by any person or entity exercising the power of eminent domain, including but not limited to the City, the state, the Minnesota Department of Transportation, any other political subdivision of the state, the United States, any other political subdivision of the United States, any watershed district or drainage authority, and any other person or entity with such power (each, a "condemning authority"), through eminent domain or any similar process, including inverse condemnation, regulatory taking, acquisition under threat of condemnation, or negotiated sale or acquisition in lieu of condemnation, then: (i) if the condemning authority acquires fee title and does not pay the deferred Special Assessment attributable to the acquired property in full, or if the City is the condemning authority, that Special Assessment shall be waived and deemed satisfied, no part of it shall be payable by the Owner, and the City shall record a release of its lien as to the acquired property; and (ii) if the deferred Special Assessment is treated as a lien against the Property and offset against, deducted from, or otherwise charged against or satisfied out of the condemnation award or proceeds, or the award or compensation is otherwise reduced, in whole or in part, on account of the Special Assessment, its lien, or this Deferral (whether by deduction, offset, or appraisal adjustment), then the City shall pay the Owner the amount offset, deducted, satisfied, or reduced, up to a maximum of the deferred Special Assessment and any interest accrued thereon, so that the Owner receives full value for the interest taken without reduction for the Special Assessment. Nothing herein shall be construed to limit the City's ability to exercise any right to recover the Special Assessment from the condemning authority

pursuant to Paragraph 4.e of this Deferral. The City's obligations under this Section 4 apply in any of the proceedings or negotiated acquisitions described in this Section 4, including eminent domain, inverse condemnation, regulatory taking, acquisition under threat of condemnation, or negotiated sale or acquisition in lieu of condemnation, however the acquisition arises, and, notwithstanding anything herein before or herein after to the contrary, are not conditioned on any determination of causation, fault, or inducement. The City's obligations under this Section 4 do not apply to an acquisition that first occurs, or that the condemning authority first threatens or commences, after this Deferral has already terminated by reason of (i) a sale or transfer of the Property for value (other than a sale or transfer under Section 4, 6.1 or 6.2) or (ii) Development of the Property by Owner or any successor owner as defined in Section 8. A sale, transfer, or Development made in response to, or required by, a condemning authority or other governmental requirement is not such a termination. Termination of this Deferral after an acquisition has occurred, or has been threatened or commenced by a condemning authority, does not affect the City's obligations hereunder as to that acquisition.

b. **No Reduction of Award.** The award or compensation payable to the Owner shall not be reduced, offset, deducted, or diminished by the deferred Special Assessment, and the Special Assessment shall not be treated as a charge against the award or as a claim against any condemnation fund. The City shall not set off, recoup, or withhold any amount owed under this Section 4 against any other obligation of the Owner to the City, whether or not disputed. In any eminent domain, condemnation, or acquisition proceeding, the Property shall be valued, and any award or compensation determined, as though the Property were not encumbered by the Special Assessment, its lien, or this Deferral, and neither the Special Assessment nor its amount shall reduce the value of the Property, whether directly or through any appraisal adjustment. Neither the City nor the Owner shall offer the Special Assessment or its amount as evidence of special benefit, increase in value, or market value in any such proceeding, and the City, on the Owner's request, shall confirm this Section 4 in writing to the condemning authority. The City acknowledges that the purpose of this Section is to ensure that the Owner receives the same condemnation compensation that would be payable if the Special Assessment and this Deferral did not exist. Nothing in this Section shall prevent the City or the Owner from referring to the Special Assessment in any proceeding between them to enforce or interpret this Deferral, but not as evidence of special benefit, increase in value, or market value.

c. **Timing.** The City shall pay the Owner any amount owed under this Section 4 within thirty (30) days after the date title or possession passes to the condemning authority or third party taking pursuant to a negotiated sale or acquisition in lieu of condemnation, or after the Owner delivers written notice of the non-payment, offset, or reduction, whichever is later.

d. **Partial Takings; Effect on Deferral.** If less than the entire Property is acquired, the Special Assessment shall be apportioned between the acquired property and the remaining property according to the tract allocation in the *Application & Agreement*

for Special Assessment Deferral or, if none applies, pro rata by acreage; the City shall promptly record a release of its lien as to the acquired property or otherwise comply with the City's obligations under Paragraph 4.a; and the deferral shall continue as to the remaining property, provided the remaining property meets the requirements for deferment under this Deferral. The City shall be deemed to have confirmed that the remaining property meets the requirements for deferment unless Development of the remaining property has occurred. No acquisition under this Section 4, including the acquisition of an easement or other interest less than fee, is Development or a sale or transfer for value, or otherwise ends the deferral with regard to the remaining property, which is not acquired.

e. **Enforcement and Survival.** The Owner's rights under this Section 4 are in addition to, and do not limit, any right the Owner has under Minn. Stat. §§ 117.135 and 272.68 or under the constitutions of the United States and Minnesota, and the City retains every right of recovery those statutes or other applicable law give it against the acquiring authority. This Section 4 survives the termination of the deferral, the transfer of title, and the closing of the condemnation proceeding.

This Section 4 recognizes that condemnation is not a voluntary act of the Owner. Therefore, the Owner's award shall not be reduced by the amount of the Special Assessment.

5. Waiver After 20 Years of Non-Development

If, at the end of the 20-year Deferral Period:

- the Property has not been platted, and
- Development has not occurred,

Then, the Special Assessment:

- shall be permanently waived,
- shall not become payable,
- shall be deemed satisfied.

Upon such waiver, neither the principal amount of the Special Assessment nor any accrued interest shall ever be payable by Owner or any successor owner. The City shall within thirty (30) days execute and record a release of the Special Assessment lien in full for the Property.

This waiver is a condition of deferral, not an exemption, and reflects City of Fairmont 2024 Special Assessment Policy § 8.2 and shall be automatic, requiring no further action by the Owner. Where the Special Assessment has been reapportioned among parcels as permitted by this Deferral, this Section 5 applies separately to each resulting parcel, and the platting or Development of one parcel does not affect the waiver as to any other parcel.

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6. Sale or Transfer of the Property During Deferral Period

6.1 No Acceleration on Transfer of the Property without Consideration

Transfers of the Property completed without consideration shall not trigger payment of the Special Assessment. Such transfers include, by way of example and not limitation, transfers involving reorganization or restructuring of DFP Limited Partnership; inheritance; adding or removing an owner of record, including the replacement of a partner in DFP Limited Partnership; transfers to an entity wholly owned by DFP Limited Partnership, the partners or their descendants, or gifting. Transfers among entities under common ownership or control of DFP Limited Partnership, the partners or their descendants shall be deemed transfers without consideration for purposes of this Deferral.

6.2 Deferral Runs with the Land

The deferral shall continue for a successor owner, who qualifies for such continued deferral under Section 6.1, provided that the Property remains undeveloped during the original Deferral Period and the successor owner executes an assumption agreement agreeing to be bound by the terms of this Deferral; provided, however, that the deferral of the Special Assessment shall automatically continue regardless of whether an assumption agreement is executed, and the City shall not withhold, delay, or condition continuation of the deferral of the Special Assessment.

6.3 Deferral Terminates upon Sale of the Property for Value

The deferral shall be terminated upon the sale or transfer of the Property for value (or, as to a parcel resulting from a reapportionment permitted by this Deferral, a sale or transfer of that parcel for value, as to that parcel only), exclusive of a sale or transfer pursuant to Sections 4, 6.1 or 6.2, hereof.

7. Signage

The City acknowledges the existence of ground sign structures located on the Property which may be subject to a private lease agreement. The City acknowledges that the City Council has determined that the signs do not constitute Development under Minn. Stat. § 429.061, subd. 2, or Section 8.2 of the City of Fairmont 2024 Special Assessment Policy and shall not terminate deferral, accelerate payment, or affect waiver eligibility. This exclusion applies to all existing and future signage, billboards, or sign-related leases. Notwithstanding anything hereinbefore or hereinafter to the contrary, applying for or receiving a permit for construction or erection of a permanent billboard or other signage on the Property is not Development and does not end the Special Assessment deferral.

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8. Definition of Development

For purposes of this Deferral, "Development" means physical changes by the Owner that convert the Property from unplatted or undeveloped status to urban, commercial, industrial, or residential use, including:

- platting of the Property;
- the issuance of building permits, applied for by and issued to the Owner or a contractor, subcontractor, agent, tenant, or lessee acting at the Owner's prior written request or with Owner's prior written consent, for the construction of buildings or structures on the Property that will be connected to municipal water or sanitary sewer service;
- improvements have been made upon the Property that are connected, or will be connected, to municipal water or sanitary sewer service; or
- site preparation intended for nonagricultural development, which shall not include grading, drainage work, soil conservation, or any activity conducted for the benefit of continued agricultural use of the Property.

Development does not include:

- continued agricultural use, or cultivation, or other activities consistent with agricultural use without installation of improvements upon the Property that will be connected to municipal water or sanitary sewer service;
- routine farming improvements or soil conservation practices;
- fencing, or the installation, extension, repair, replacement, connection, or maintenance of drainage tile or other drainage facilities serving the Property, including connections to County Ditch 56 or any other public drainage system, and any permit or approval needed for that work, whether on the Property or in a public right-of-way (a storm sewer or drainage connection is not a municipal water or sanitary sewer connection for purposes of this Section 8);
- the use of Lake Avenue including the installation of field entrances with curb cuts;
- the placement, existence, maintenance, installation, replacement, or leasing of signs or billboards on the Property, including but not limited to the issuance of building permits, applied for by and issued to the Owner or a contractor, subcontractor, agent, tenant, or lessee acting at the Owner's prior written request or with Owner's prior written consent, in connection with any of the foregoing;

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- agricultural use, cultivation, or conservation practices, and any other activity consistent with agricultural use of the Property;

- any manner or form of condemnation of the Property as described in Section 4, hereof; or

- a division or subdivision of the Property, other than by platting.

City Council Resolution

CITY OF FAIRMONT, MINNESOTA
RESOLUTION NO. 2026-__

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF FAIRMONT ADOPTING AND APPROVING A SPECIAL ASSESSMENT AGAINST PID 230370270 (1300 LAKE AVENUE) FOR THE 2025 LAKE AVENUE IMPROVEMENT PROJECT AND APPROVING THE 2026 APPLICATION & AGREEMENT FOR SPECIAL ASSESSMENT DEFERRAL

WHEREAS, the City of Fairmont (the "**City**") performed street reconstruction and utility improvements as part of the City's 2025 Lake Avenue Improvement Project (Project No. 5725001, CSAH 39/Bixby Road to Fairlakes Avenue) (the "**Project**"); and

WHEREAS, Owner DFP Limited Partnership (the "**Owner**") owns real property with an address of 1300 Lake Ave., Fairmont, Minnesota 56031, PID No. 230370270, consisting of two tracts totaling 73.63 acres and legally described in **Exhibit A** to the Application (as defined below) (the "**Farm Property**"); and

WHEREAS, in order to hear and consider objections from the Owner, the City has not levied a special assessment against the Farm Property for Project improvements; and

WHEREAS, the City and the Owner have agreed, in compromise of the Owner's objections, that the Farm Property shall be assessed in the amount of $15,100.00 (the "**Assessment**"); and

WHEREAS, the Owner has submitted an Application & Agreement for Special Assessment Deferral for the Farm Property, including **Exhibits A, B** and **C** all of which are incorporated herein and made a part hereof (the "**Application**"), requesting deferral of the Assessment under the Undeveloped or Unimproved Property provision of the City's Special Assessment Policy and Minn. Stat. § 429.061, subd. 2, on the terms of the Special Assessment Terms and Conditions of Deferral attached to the Application as **Exhibit C** (the "**Deferral Terms**"); and

WHEREAS, pursuant to the Deferral Terms, the Owner has waived all rights to notices, hearings, objections, and appeal solely with respect to the Assessment adopted by this Resolution, subject to the terms, limitations, exceptions, and remedies preserved in the Deferral Terms.

NOW, THEREFORE, BE IT RESOLVED by the Fairmont City Council that:

1. Pursuant to Minn. Stat. § 429.061, the City Council hereby adopts the Assessment of $15,100.00 against the Farm Property for the Project (Assessment No. [_____]).

2. The Application for the Farm Property has been received and is hereby approved, and the Assessment for the Farm Property is hereby deferred pursuant to Minn. Stat. §

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429.061, subd. 2, the Undeveloped or Unimproved Property provision of the City's Special Assessment Policy, and the Deferral Terms.

3. The deferred Assessment shall bear interest at five percent (5.0%) per annum, calculated on a simple interest basis and not compounded, as provided in the Application and the Deferral Terms.

4. The City Clerk shall record with the Martin County Recorder a certificate of deferred assessment containing the legal description of the Farm Property and the amount of the deferred Assessment, as required by the City's Special Assessment Policy.

5. Notwithstanding the foregoing or anything hereinbefore or hereinafter to the contrary, the Assessment shall be deferred pursuant to such terms as contained in the Deferral Terms, which are attached to the Application as **Exhibit C** and incorporated herein by reference and made a part hereof.

PASSED by the City Council of the City of Fairmont on this ___ day of _____, 2026.

ATTEST

_____ _____

City Clerk Mayor

City of Fairmont
Special Assessment Policy

CITY OF FAIRMONT
SPECIAL ASSESSMENT POLICY

Adopted by the Fairmont City Council, November 18, 2024

1. INTRODUCTION AND PURPOSE

1.1 Special assessments are those charges levied against certain parcels of land for the cost of public improvements for which the City Council has determined that the parcels being assessed will be specifically benefited by the improvements. The intent and purpose of this document is to establish the procedures and policies to be used by the City of Fairmont in making public improvements including, but not limited to construction and/or reconstruction of streets, alleys, curb and gutter, driveway approaches, installation of water mains, water services , sanitary sewer services, storm drainage, sanitary sewers, storm sewers (including trunk lines), lift stations, street lights, and sidewalks, among such other assessable local public improvements as provided by applicable law and Fairmont City Charter.

1.2 Section 8.01 of the Fairmont City Charter gives the City Council the authority to make any and every type of public improvement and to levy special assessments to pay all or any part of the cost of such improvements. The Charter also allows the City Council to adopt a comprehensive ordinance prescribing the procedures which are to be followed in making all local improvements and levying assessments for their construction.

1.3 The procedures used by the City in levying the assessments shall be in accordance with Minnesota Statutes, Chapters 429, 435, 444, and 475. These governing statutes do not establish how to measure benefit or how costs are to be apportioned. Rather, this Assessment Policy is intended to outline the method of determination and apportionment of the special benefit received by public improvements according to the philosophy and desires of the City Council and to ensure that the costs are apportioned in a consistent, uniform, systematic, fair, and equitable manner. Special assessments may be levied only upon property receiving a special benefit from the improvement to the extent of the special benefit, as measured by the increase in market value to the benefited property attributable to the improvements. The total amount of assessments will not exceed the project cost. The rate must be uniform and apportioned equally upon all property receiving special benefits. Assessments must be confined to property benefited, and the amount of the assessment must not exceed the benefit.

2. PROJECT INITIATION AND ORDERING OF IMPROVEMENTS

2.1 Public improvements may be initiated and ordered by any of the following methods:

2.1.1 Council Initiated - As part of its duties, there arise situations when the City Council, on its own initiative, will desire that proposed improvements be considered. The procedure for origination and consideration is implemented by proposing a resolution referring the proposed improvement to the City Engineer for preliminary study and preparation of a feasibility report.

2.1.2 Staff Initiated - It is an administrative responsibility to bring to the attention of the City Council needed or advisable public improvements. It is the sole responsibility of the City Council

to decide to act on such staff-initiated improvements. Such improvements must follow all procedural and implementation provisions of this Assessment Policy.

2.1.3 Property Owner Initiated - Public improvements can be initiated by petition of the affected property owners. A petition must be signed by not less than 35% of the owners in frontage of the real property abutting on the streets named in the petition as the location of the improvement. The Council retains full discretion to determine whether to proceed to order such improvements and the timeline for such project, if ordered. When a petition is signed by 100% of the property owners affected by an improvement, the Council may order said improvement without holding an improvement hearing. This can be accomplished by special resolution.

2.2. All petitions must be received by the City Council on or before the first regular meeting in June, one year prior to the summer of construction. Petitions submitted after the first regular meeting in June will be considered, subject to the priority of the petitioned improvement as it relates to the City's five-year plan and the needs of the petitioned improvement as determined by the City Council.

2.3 Ordering the Improvement - A resolution ordering the improvement may be adopted at any time within six months after the date of the Improvement Hearing. If improvement proceedings are initiated by petition of at least 35% of the affected owners, the Council needs a simple majority to pass a resolution for improvement. If the Council initiates the proceedings or a petition is signed by less than 35 percent of owners in frontage of the real property abutting on the streets named in the petition, it will require a four-fifths (4/5) majority to adopt an improvement resolution. The Council will then direct the City Engineer to prepare plans and specifications, followed by a call for bids or such other action as required by Minnesota Statutes, section 471.345.

2.4. For properties served by water and/or sewer utilities not located in a City owned right of way (ie- a State or County Highway right of way) special assessments for utility work shall be imposed pursuant to this policy.

3. FEASIBILITY REPORTS, COSTS, AND ASSESSMENT ROLLS

3.1 Report Requirements - Upon authorization from the City Council, the City Engineer or consulting engineer shall prepare a preliminary study and feasibility report on the proposed improvement. In accordance with Minnesota Statutes, Section 429.031 Subd. 1(b), the report shall indicate whether the proposed improvement is necessary, cost effective, and feasible, and as to whether it should best be made as proposed or in conjunction with other improvements. The report must also include the estimated cost of the improvement as recommended, a reasonable estimate of the total amount to be assessed, and a description of the methodology used to calculate individual assessments for affected parcels. The estimated costs will be based on similar projects over the previous three years in unit pricing for like construction of a 36 foot-wide street. Feasibility reports for the annual improvement program will be submitted by the first regularly scheduled Council meeting in February.

3.2 Assessment Rolls - In the feasibility report, the Engineer will designate the area to be included and will provide the description of the properties affected by the project. Based on the report, the

City Clerk shall identify the owners of the property affected by the improvement and create an assessment roll. Based on the roll, the City Clerk shall provide the required mailed and published notices for each hearing as provided in Minnesota Statutes, section 429.061. Following the assessment hearing, the Council shall pass a resolution adopting the assessment roll and a copy of the roll shall be provided to the County Auditor for certification.

3.3 Project Costs - The City Council shall determine the total cost of the improvement by adding: the amount of contract cost; the cost of labor and materials furnished by the City, if not contained in contract costs; the cost of engineering, legal, fiscal, and administrative services provided by City staff or other parties; the cost of acquiring easements, property, or right-of-way required by the improvement; interest costs incurred by the City between the time money is borrowed for the improvement and special assessments are paid in full; and any other costs which, in the opinion of the Council, should be included as part of the total project cost.

3.3.1 Construction- Depending on the construction classifications as described in Section 5, the assessment costs will vary.

3.3.2 Engineering - For projects designed and inspected by the City Engineer's office, the fee shall be set at fifteen percent (15%) of the construction cost. For projects in which a consulting engineer is utilized, the actual costs charged are to be used.

3.3.3 Legal, Administration - Whereas, it is difficult to itemize the expense of these services, an amount equal to three percent (3%) of the construction costs will be considered part of the total project cost.

3.4 Interest Rate - The interest rate to be used for special assessments shall be determined by the interest rate of the City's bond to finance all or part of the project. For projects where the bond interest rate is known there shall be an additional two percent added to the interest rate of the bond. For projects where the City does not utilize a bond to finance all or part of the project or the bond rate is not known at the time the Special Assessment rolls are certified to the County the interest rate shall be based on the current estimated Bond Market Rate provided by the City's financial advisor.

4. PUBLIC HEARINGS

4.1 Improvement Hearing and Notice Required - In accordance with Minnesota Statutes, 429.031, Subd. 1(a), the City Council shall hold an initial public hearing on the proposed improvement, known as an Improvement Hearing. The City must publish notice of the hearing twice in the official newspaper, each notice must be at least one week apart. The public hearing must be held at least three days after the second publication, but no earlier. The published notice must include the following: the time and place of the hearing, describe the general nature of the improvements, estimated cost, and describe the proposed area to be assessed. Notice shall also be mailed to each affected property owner at least ten (10) days prior to the hearing date stating hearing date information, proposed improvements, and estimated costs.

If the improvement is petitioned by 100% of the affected property owners, the Council may decide to order the improvement without an Improvement Hearing.

4.2 Assessment Hearing and Notice Required - Upon receipt of the feasibility report and proposed assessment roll, the City Council shall schedule an Assessment Hearing to hear and consider objections to the assessment. If the Council determines to move forward with the assessments as proposed, the Council shall adopt the resolution approving the assessment roll following the hearing. In advance of the hearing, notice shall be published at least once in the official newspaper, which shall include the time, date, place, project description, area to be assessed, total cost of the improvement, a description of the landowner's right to appeal, and any deferment options. At least two weeks before the Assessment hearing, the City must also mail notice to each affected property owner.

4.3 New Construction Hearings - Projects involving new construction as defined in Section 5.1, shall have the assessment hearing after the project is constructed and all costs shall be assessed against the benefitting property.

4.4 Reconstruction Hearings - Projects involving construction or reconstruction as described in Section 5.2, shall have their assessment hearings prior to completion of construction.

5. CONSTRUCTION CLASSIFICATION AND CITY COST PARTICIPATION

Due to the different circumstances in which the following project types are constructed, it has been determined that different criteria need to be established. Most notably, under reconstruction projects, the City must have a greater share of participation to ensure the stability of the core community, encourage redevelopment, and to control the ever increasing maintenance demands of the aging infrastructure.

5.1 New Construction - A developer of a new subdivision or the owner of an unimproved subdivision, lot, lots, or parcels has two alternatives for completing the needed improvements: 1) Developer Installed and Financed Improvements or 2) City Installed and Assessed Improvements. If Developer Installed Improvements are a part of the project, costs will be denoted within a Development Agreement with Developer provided financial security as required by the City and pursuant to Fairmont City Code. It shall remain in the City's sole judgment and discretion which of the two alternatives is selected and that Developer installed and financed Improvements shall be the preferred alternative.

5.1.1 City Installed Improvements - If a developer petitions for an improvement by June 1st prior to the year of construction, the City will include the improvement in the annual improvement program upon deposit by the developer with the City Clerk an amount equal to 125% of the City's estimated cost for such improvements. The deposit shall be either in an escrow deposit or an indemnity bond, with sureties satisfactory to the City conditioned upon payment of all construction costs incurred in making of such improvements and all expense incurred including engineering, legal fees and other connected expenses and provided that such escrow agreement and/or bond shall state that the City is the beneficiary of the same and may call upon the security for reimbursement of all project costs incurred and for any untimely uncured Developer failure to perform.

5.1.2 Assessment Methods Utilized - All costs associated with new improvements including; construction, availability charge, engineering, legal and administrative shall be borne by the

developer or assessed against the property with the method selected in the City's sole judgement and discretion. The City is not obligated to participate in new development unless it directs the developer to oversize an improvement or install at an additional depth for service beyond the new subdivision. In those instances, the City will only pay for the costs due to the oversizing and/or additional depth. There will be no corner yard credits applied. If all the lots are of similar size and purpose, the unit method wherein all lots in the improvement area are assessed equally may be used. The frontage or per lot methods or a combination thereof may be used in the judgement and discretion of the City if there are disproportionate lot sizes or a combination of residential, business and industrial uses.

5.2 Reconstruction - Each infrastructure improvement has a design life. At some point in time, all improvements will have to be reconstructed to ensure reliability and manage maintenance costs. The purpose is to make replacements on a cost-effective time schedule rather than wait until the City is spending more on maintaining an adequate system than it would cost to replace it.

Assessments are to be based on a 36-foot-wide street regardless of the actual constructed width. Costs are to be on a front footage basis, with construction costs plus administrative costs equal to the past three project average for like construction of a 36-foot-wide street. In the event the actual construction costs are 15% less than the projects over the previous three years average construction costs, the property owners will be eligible for an assessment credit upon authorization by the Council. If the actual construction costs exceed the previous three project average costs, the City will absorb the difference.

5.2.1 Streets - Distribution of costs of reconstructing the infrastructure will be distributed as follows: 70% to be paid by the City through property taxes and other sources of revenue such as Municipal State Aid, and 30% to be paid by the benefited property.
Street reconstruction includes: removal of curb and gutter, removal of driveways, removal of sidewalks, removal or pavement, installation of concrete curb and gutter, installation of driveways and sidewalk, installation of base and pavement, and surface overlays.

Engineering, Administration, and Legal costs for street reconstruction will be distributed as follows: 70% to be paid by the City through property taxes and 30% to be paid by the benefited property. These costs will be assessed only for the street and sidewalk portion of the reconstruction projects, not for the utility portion of the project.

a. In the event that a commercial, business, or industrial property requires a heavier street design (exp. truck route) through a residential zone to serve one or more businesses, the business(es) requiring the heavier design shall be assessed the difference between the residential design and the needed design strength for the length required to meet the need.

b. Curb and gutter and sidewalk may be petitioned for by individual property owners if not included in the project. The total assessment to the property owner petitioning the improvement shall cover 100 percent of the costs except that approach sidewalk to corner lots at street intersections and alley crossings shall be paid by the City.

c. If the improvement is part of a street reconstruction project, the improvement will be

assessed on the same basis as the street above or 70% paid by the City and 30% paid by the benefited property. Property owners that had replaced the sidewalk on their property within the last 10 years and can prove the sidewalk replacement (exp. right-of-way permit) will not be assessed for any cost of replacement of the sidewalk as part of the street construction project. This shall also apply to driveway aprons if expanded or replaced in the last 10 years.

d. Property owners may petition the city to improve alleys. The cost shall be assessed to cover 100 percent of the cost of the work. Alleyway petitions may arrange an assessment allocation in a manner agreed upon by the abutting neighbors. Alternatively, alleyway petitions may be accepted by the City Council when at least 51 percent of the abutting frontage property owners sign the petition. The Assessment to properties with indirect benefit (potential garage access) shall be 25 percent of the assessment rate for properties with direct benefit (garage access). The total assessment to all property owners must cover 100% of the costs.

e. Maintenance costs of improved alleys shall be assessed 100 percent to the property owners on the same basis as the assessment of the alley improvement.

5.2.2 Sanitary Sewer Main

a. The cost of construction and reconstruction of sanitary sewer mains shall be funded through sanitary sewer rates.

The cost of construction and reconstruction of sanitary sewer service lines from the main sanitary sewer to the property line shall be assessed 100 percent to the benefited property. The costs assessed for sewer services include the wye from the main and all service pipe material. The cost assessed to each property for sanitary sewer service will be the total cost of all wyes and pipe divided by the number of services installed on the project. The Service Line from the Sanitary Sewer Main will be stubbed into each buildable empty lot when a reconstruction project for the adjacent street is constructed and the assessment deferred by the City until the lot is developed. The property owner must complete a petition to defer the assessment until the lot is developed.

b. Property owners that had replaced the sanitary sewer line on their property within the last 10 years and can provide proof the sanitary sewer line replacement was from the property line to the sewer main (exp. right-of-way permit) will not be assessed for any sanitary sewer lateral cost as part of the street construction project.

5.2.3 Storm Sewer Main

a. The cost of construction and reconstruction of storm sewers mains, leads, and catch basins/manholes will not be assessed, but will be paid for 100% through storm sewer utility fund or other sources of revenue as determined by the City Council.

5.2.4 Water Main

a. The total cost of removal and installation of water main shall be funded through water rates.

The cost of construction and reconstruction of water service lines from the water main pipe to the property line shall be assessed 100% to the benefited property.The costs assessed for water services include the corporation from the main, curb stop, box, and all service pipe material. The cost assessed to each property for water service will be total cost all corporations, curb stops, boxes, and service pipe divided by the number of services installed on the project. For larger commercial/industrial services the costs assessed for water service include watermain tee, pipe, and valve. These services will be averaged separately from the 2" or smaller services.

b. The Service Line from the Water Main will be stubbed into each buildable empty lot when a reconstruction project for the adjacent street is constructed and the assessment deferred by the City until the lot is developed. The property owner must complete a petition to defer the assessment until the lot is developed.

c. Property owners that have replaced the waterline on their property within the last 10 years and can provide proof the water line replacement was from the water shut off to the water main (exp. right-of-way permit) will not be assessed for any water lateral cost as part of the street construction project.

6. CALCULATING ASSESSABLE FRONT FOOTAGES

In the front footage method of assessments, odd-shaped lots are adjusted to an average front footage that would be equivalent to the frontage of a rectangular shaped lot of the same area and depth. All assessable frontages will be calculated to the nearest hundredth of a foot.

6.1 Rectangular Lots - for the standard rectangular lot, the assessable front footage is the actual footage at the front lot line.

6.2 Cul-De-Sac Lots - For lots which are created by a cul-de-sac, the assessable front footage will be computed by calculating the footage at a point 30 feet to the rear of the front line.

6.3 Lots with Curved Frontage - For lots which are on curvilinear alignment streets, the assessable front footage will be the actual front footage.

6.4 Trapezoidal and Approximately Rectangular Lots - For a lot which is approximately rectangular, the assessable front footage will be computed by adding the front and rear lot lines and dividing by two. If the lot is deeper than 150 feet, the width at the 150-foot depth will be used for the rear lot line. This method is only to be used where the difference between the front and rear lot lines is five feet or greater.

6.5 Corner Lots - The assessable front footage is defined as 100% of the front footage of the short side and 50% of the front footage of the long side of said lot. These footages apply regardless of whether both sides are improved simultaneously or at different times. The city

will be responsible for the remaining 50% of the frontage on the long side of the lot. In cases where the said corner lot abuts on a trunk highway. the assessable footage shall be the actual footage on the City street being improved. Corner lot credit applies only to existing residential lots. New residential, business, and industrial development and reconstruction of business and industrial areas shall not be eligible for corner lot credits.

6.6 Large Tracts and Unplatted Parcels - For lots that may have assessable front footage on two or more sides, the assessable front footage will apply only to improvements on the particular street upon which improvements are made at this time. A distance of 150 feet back from the corner on each side of the street at each intersection will be considered as corner lots, with assessable front footage as determined in Section 6.5. For remaining lengths between corner lots, the assessable front footage is the actual footage at the lot line.

6.7 Double Frontage Lots - For reconstruction abutting double frontage residential lots, the assessable front footage is defined as 100% of the front footage of the short side and 50% of the front footage of the long side of said lot. These footages apply regardless of whether both sides are improved simultaneously or at different times. The city will be responsible for the remaining 50% of the frontage on the long side of the lot. ew residential, business, industrial development, and reconstruction of business and industrial areas that have double frontages shall be assessed full frontages on each abutting street at the time that improvements are made on each street. If a double frontage lot is greater than 150 feet in depth and is of sufficient area to permit subdivision into two lots according to the existing zoning requirements, the parcel will be subject to all assessments on both frontages.

6.8 Maximum Frontage. For large single family residential lots that are a primary residence, the maximum assessable front footage will be 150 feet. This maximum does not apply to non-residential land uses or corner lot calculations.

7. NON -ABUTTING PROPERTY

There are times when non-abutting property will benefit from an improvement. This most often occurs when a lot or parcel has access from an alley, via an easement across private property, or by private roads which connect to public streets and roads. These types of properties receive benefit from a street improvement but have no abutting frontage on the street being improved. In the case of non-abutting property, the amount to be assessed and the amount shall be equal to the benefit received by the particular lot or parcel.

8. DEFERRALS

It is the policy of the City to not defer assessments with the exception of three circumstances in which assessments can be deferred along with accumulated interest. Deferrals may be made pursuant to Minnesota Statutes, sections 429.061 and 435.193 to 435.195. All deferrals require a resolution authorizing the deferrals as well as filing a certificate of deferred assessment with the County Recorder's Office. When payment of an assessment is deferred, as authorized in this section, interest thereon for the period of deferment may be made payable annually at the same times as the principal installments of the assessment would have been payable if not deferred; or interest for this period may be added to the principal amount of the assessment when it becomes payable; or, if so provided in the resolution levying the assessment, interest

thereon to December 31 of the year before the first installment is payable may be forgiven. The foregoing determination remains solely in the judgment and discretion of the City Council. All amounts deferred under any of the below programs shall bear interest at the rates established by the Council in the resolution in which the assessment was imposed. The policy of the Council is to defer such interest with the principal unless otherwise specified in the resolution granting the deferment. The Council may also, in the resolution imposing the assessment, forgive interest during the period assessments are deferred. All deferred assessments, including terms and conditions, must be established at the time of the assessment roll.

8.1 Hardship Deferments for Seniors, Disabled, or Military —Persons – In the event that a proposed assessment puts an undue financial hardship on an individual in one of the following categories: a person 65 years of age or older, a person who is retired by virtue of a permanent disability, a member of the Minnesota National Guard or other military reserves who is ordered into active service, , then that individual can request an assessment deferral. The individual must admit hardship and agree to the accumulation of interest for as long as the assessment is deferred. Undue financial hardships shall be determined by the City in the sole discretion of the City Council.

The Council may limit the deferment to one (1) year or to a limited period of years, and may require regular verification by the applicant of the continuation of the exceptional and unusual circumstances that justify the deferment. A hardship deferment shall end and all accumulated amounts (including applicable interest, if any) become due:

a. Upon the death of the owner if the spouse is not otherwise eligible for deferment;
b. Upon the sale, transfer or subdivision of any part of the property;
c. Upon loss of homestead status; or
d. Upon the Council's determination that immediate or partial payment would impose no hardship.

8.2 Undeveloped or Unimproved Property– In the event an improvement affects undeveloped property that will not be utilizing the improvement, the property owner can request deferral of assessments with accumulated interest until such time as the property is developed or the improvement utilized. The payment of the first installment of any assessment levied upon unimproved property may be deferred until a designated future year, or until the platting of the property or the construction of improvements thereon, upon such terms and conditions and based upon such standards and criteria as may be provided by resolution of the Council. If special assessments against the property have been deferred pursuant to this subdivision, the governmental unit shall record with the county recorder in the county in which the property is located a certificate containing the legal description of the affected property and of the amount deferred. If the property is not developed within 20 years of the improvement the assessment shall be waived.

For un-platted lots with a single family home on them the assessment will be based on the actual street frontage up to a maximum of a 150 feet. Any frontage greater than 150 feet will be eligible for a deferment.

8.3 Green Acres – The City shall defer assessments against certain agricultural properties which qualify for deferment under the Minnesota Agricultural Property Tax law, known as the Green Acres Law, as governed by Minnesota Statutes, section 273.111.

9. TAX FORFEITED PROPERTIES.

Properties, which have been forfeited for non-payment of taxes, are subject to possible reassessment pursuant to Minnesota Statutes, section 429.071. The amount of special assessments subject to reassessment is determined by City Council resolution following sale by the County for the tax-forfeited land. Following the sale of tax forfeited property, the City may conduct an assessment hearing and re-assess the amount remaining unpaid on the original assessment. The assessment terms and conditions will be determined by the City Council. In re-assessing such property, the City will follow the same procedure as for an original assessment under Minnesota Statutes, section 429.061 including advance notice and public hearing.

10. TAX EXEMPT PROPERTIES.

Tax exempt properties including private cemeteries, churches, hospitals, schools, and similar institutions must pay special assessments. Railroads are also subject to special assessments. Government units subject to special assessments include state agencies, cities, school districts, and counties. However, federal government entities are exempt from special assessments.

11. REAPPORTIONMENT.

Special assessments that have been levied against a tract of land that is subsequently subdivided may be reapportioned pursuant to Minnesota Statutes, section 429.071 and any applicable City Ordinances.

CITY OF FAIRMONT, MINNESOTA
RESOLUTION NO. 2024-32

STATE OF MINNESOTA)
COUNTY OF MARTIN)
CITY OF FAIRMONT)

RESOLUTION APPROVING AN UPDATE TO THE CITY'S SPECIAL ASSESSMENT POLICY "EXHIBIT A"

WHEREAS, the current Special Assessment Policy was adopted on May 6, 1996; and

WHEREAS, over more than a year staff has been working with the City's various consultants and attorneys in an update to the policy to bring compliance with existing Minnesota Statutes, and provide consistency and clarity to the Policy; and

NOW, THEREFORE, BE IT RESOLVED BY THE FAIRMONT CITY COUNCIL, THAT:

1. The updated Special Assessment Policy dated October 28, 2024 is hereby adopted.
2. The updated Special Assessment Policy is effective as of January 1, 2025, and will supersede all previous policies, and such amendments thereto.
3. The Previous Special Assessment Policy shall remain in effect for all projects where the feasibility study has been completed and the project ordered by the City Council prior to January 1, 2025.

Whereupon said Resolution No. 2024-32 was declared duly passed and adopted this 18th day of November, 2024.

Lee Baarts, Mayor

ATTEST: Betsy Steuber
Betsy Steuber, City Clerk

STAFF MEMO

Prepared by: Betsy Steuber, City Clerk	**Meeting Date:** 11/23/2026	☐ **Consent Agenda Item** ☐ **Regular Agenda Item** ☒ **Public Hearing**	**Agenda Item #** 7.1
Reviewed by: Jason Baker, City Administrator	**Item:** Public Hearing on Proposed Ordinance 2026-04 Granting a Cable Franchise to Midcontinent Communications		
Presented by: Betsy Steuber, City Clerk; David Assaf, City Attorney; and Jason Baker, City Administrator	**Action Requested:** Following public comments regarding Proposed Ordinance 2026-04, Motion to Close the Public Hearing.		
Vote Required: ☒ **Simple Majority** ☐ **Four Fifths Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

January 10, 2011: Council approved Ordinance 2011-01 granting a cable franchise with Midco.

December 8, 2025: Council adopted Resolution 2025-44, approving a temporary franchise extension with Midcontinent Communications (Midco) through June 30, 2026.

June 8, 2026: Council adopted Resolution 2026-23, approving a second temporary franchise extension with Midco, through December 31, 2026.

October 26, 2026: Council approved the first reading of proposed Ordinance 2026-04 and called for a Public Hearing to be held on November 23, 2026 at 5:30 p.m.

REFERENCE AND BACKGROUND

The City of Fairmont's existing cable franchise agreement with Midcontinent Communications (Midco) was adopted in 2011 for a term of 15 years. Since that time, the City Council has approved two temporary extensions to allow additional time for City staff, the City Attorney, and Midco representatives to negotiate updated franchise terms. The current extension expires December 31, 2026, or upon the effective date of a renewed agreement.

At its October 26, 2026, regular meeting, the City Council approved the first reading of proposed Ordinance 2026-04 and called for a Public Hearing on November 23, 2026. In addition, Council approved the allocation of the proposed 4% franchise fee, with 1.5% designated to the General Fund and the remaining 2.5% designated to the Lake Restoration Fund..

The proposed ordinance would establish a new 10-year franchise agreement, with an anticipated effective date of January 1, 2027. The proposed ordinance includes updates to franchise fees, public, educational, and governmental (PEG) access channels, complimentary cable services, insurance requirements, and other provisions relating to the operation and maintenance of the cable system.

The purpose of the November 23, 2026, Public Hearing is to provide an opportunity for public comment regarding the proposed ordinance.

A comparison of the existing and proposed franchise agreements is outlined below for Council's review.

The anticipated timeline for consideration of the proposed ordinance is as follows:

- October 26, 2026 First Consideration and Calling for a Public Hearing
- November 23, 2026 Public Hearing
- December 14, 2026 Second/Final Consideration (Four affirmative Council votes required for adoption)
- January 1, 2027 Effective Date

	2011 Agreement	Proposed 2026 Agreement
Franchise term	15-year term	10-year term
Franchise fee	Minimum 1.5% of annual gross revenues	Minimum 4% of annual gross revenues
Maximum franchise fee	City could increase to 5% with 90 days' notice and a public hearing	Same authority retained
PEG channels	Required PEG access channels, without specifying a fixed number	Specifically allocates three PEG channels to the City
PEG connectivity	No specific 100 Mbps connection provision	Adds a connection of up to 100 Mbps at Gemini Studios for PEG purposes
Complimentary cable service	Public buildings and public/parochial schools identified in Exhibit A	Five designated City facilities specifically listed
Service extensions	General service-area and construction provisions	More detailed residential-density and line-extension requirements
Insurance	Specified liability coverage amounts	Requires $2 million in liability coverage, with additional insurance conditions
Effective date	Based on franchise acceptance	January 1, 2027, subject to adoption, publication, and acceptance requirements
Franchise acceptance	Written execution by Midco	Written acceptance by Midco and delivery of required insurance certificates

BUDGET IMPACT

The proposed ordinance increases the minimum franchise fee from 1.5% to 4% of annual gross revenues. At its October 26, 2026, regular meeting, Council approved the allocation of the proposed franchise fee, with 1.5% designated to the General Fund and the remaining 2.5% designated to the Lake Restoration Fund.

SUPPORTING DATA/ATTACHMENTS

Proposed Ordinance 2026-04
Public Hearing Notice

ORDINANCE# 2026-04

AN ORDINANCE GRANTING TO MIDCONTINENT COMMUNICATIONS, A SOUTH DAKOTA GENERAL PARTNERSHIP, TO MAINTAIN A CABLE COMMUNICATIONS SYSTEM IN THE CITY OF FAIRMONT, MINNESOTA; SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF THE FRANCHISE; PROVIDING FOR REGULATION AND USE OF THE SYSTEM; PRESCRIBING PENALTIES FOR THE VIOLATION OF ITS PROVISIONS; AND REGULATING THE SAME, AND PROVIDING FOR COMPENSATION TO THE CITY FOR A PERIOD OF TEN (10) YEARS.

BE IT ORDAINED by the City Council of the City of Fairmont, Minnesota ("Franchising Authority") that the City of Fairmont Ordinances be modified to read as follows,

SECTION I - TITLE

This Ordinance shall be known and may be cited as the "Midcontinent Cable Television Ordinance," and is sometimes referred to as the "Franchise."

SECTION II - DEFINITIONS

For the purpose of this Ordinance, the following terms, phrases, words, and their derivations shall have the meaning given herein, when not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular include the plural number, The word "shall" is always mandatory and not merely directory,

1. "Basic Cable Service" means the service tier which includes the retransmission of local television broadcast signals, and any public, educational, and governmental access programming required by the Franchise to be carried on the basic tier. Basic Cable Service as defined herein shall not be inconsistent with 47 U.S.C. §543(b)(7).

2. "Cable Programming Service" means any Video Programming provided over a Cable System, regardless of service tier, including installation or rental of equipment use for the receipt of such Video Programming, other than:

    a. Video Programming carried on the Basic Service Tier;

    b. Video Programming offered on a pay-per-channel or pay-per-program basis; or

    c. A combination of multiple channels of pay-per-channel or pay-per-program

Video Programming offered on a multiplexed or time-shifted basis so long as the combined service:

i. consists of commonly-identified Video Programming; and
ii. is not bundled with any regulated tier of service.

Cable Programming Service is as defined herein shall not be inconsistent with the definition as set forth in 47 U.S.C. §543(l)(2) and 47 C.F.R. 76.901(b) (1993).

3. “Cable Service” means the one-way transmission to Subscribers of Video Programming, or other programming service, and Subscriber interaction, if any, which is required for the selection of such Video Programming or other programming service.

4. “Cable System” or “System” means a facility, consisting of a set of closed transmission paths and associated signal generation, reception, and control equipment that is designed to provide Cable Service which includes Video Programming and which is provided to multiple Subscribers within a community, but such term does not include:

a. a facility that serves only to retransmit the television signals of one or more television broadcast stations;

b. a facility that services Subscribers without using any public right-of-way;

c. a facility of a common carrier which is subject, in whole or in part, to the provisions of 47 U.S.C. §§ 201 et seq., except that such facility shall be considered a Cable System (other than for purposes of 47 U.S.C. § 541(c) to the extent such facility is used in the transmission of Video Programming directly to Subscribers, unless the extent of such use is solely to provide interactive on-demand services;

d. an open video system that complies with 47 U.S.C. § 653; or

e. any facilities of any electric utility used solely for operating in its electric utility systems.

5. "Cable Television Reception Service" means the delivery by the Grantee to television receivers or any other suitable type of electronic terminal or receiver of the electronic signals and other communications services carried over said system including VDSL services.

6. “Cable Television System" or "Cable System" is a system utilizing certain electronic and other components which deliver to subscribing members of the public various video or communications services.

7. “City” is the City of Fairmont, Minnesota.

8. “Council” or “City Council” is the City Council of the City of Fairmont, Minnesota.

9. “Drop” means the cable that connects the ground block on the Subscriber’s residence to the nearest feeder cable of the System.

10. "FCC" shall mean Federal Communications Commission.

11. “Franchise” means an initial authorization, or renewal thereof (including a renewal of an authorization which has been granted subject to 47 U.S.C. § 546) issued by a franchising authority, whether such authorization is designated as a franchise, permit, license, resolution, contract, certificate, agreement, or otherwise, which authorizes the construction or operation of a Cable System.

12. “Franchise Area” means the area within the legal boundaries of the City and any area annexed thereto during the term of this Ordinance.

13. “Grantee” is Midcontinent Communications ("Midcontinent") or anyone who succeeds Midcontinent in accordance with the revisions of this Ordinance.

14. “Grantor” is the City of Fairmont, Minnesota.

15. “Gross Revenue” means all Cable Service revenue derived from the Grantee from the operation of the Cable System in the Franchise Area to provide Cable Services, calculated in accordance with generally accepted accounting principles. Cable Service revenue includes, but is not limited to, monthly basic, premium, pay-per-view, and other video fees, installation fees, and equipment rentals. Gross Revenue shall not include refundable deposits, bad debt, late fees, investment income, programming launch support programs, advertising sales commissions, nor any taxes, fees, franchise fees or assessments imposed or assessed by any governmental authority.

16. “Installation” means the connection of the System from feeder cable to the point of connection, including Standard Installations and custom installations.

17. “Lockout Device” means an optional mechanical or electrical accessory to a Subscriber’s terminal which inhibits the viewing of any certain program, certain channel, or certain channels provided by way of Cable System.

18. “Multichannel Video Program Distributor” or “MVPD” means a Person such as, but not limited to, a cable operator, a multichannel multipoint distribution service, a direct broadcast satellite service, an Open Video Services provider, or a television receive-only satellite program distributor, who makes available for

purchase, by Subscribers or customers, multiple channels of video programming.

19. “Open Video Services” or “OVS” means any video programming services provided to any person by a Franchisee certified by the FCC to operate an Open Video System pursuant to 47 U.S.C. § 573, as may be amended, regardless of the facilities used.

20. "Person" is any person, firm, partnership, association, corporation or organization of any kind and any other legally recognized entity.

21. “Pay Television” means the delivery over the System of pay-per-channel or pay-per-program audio-visual signals to Subscribers for a fee or charge, in addition to the charge for Basic Cable Service or Cable Programming Services.

22. “Standard Installation” means any residential installation which can be completed using a Drop of two hundred (200) feet or less.

23. “Street” means the surface of, and the space above and below, any public street, road, highway, freeway, lane, alley, path, court, sidewalk, parkway, or drive, or any easement or right-of-way now or hereafter held by Franchising Authority.

24. “Subscribers” are those persons to receive cable television reception services furnished under this Ordinance by Grantee.

25. “Video Programming” means programming provided by, or generally considered comparable to programming provided by, a television broadcast station.

SECTION III - GRANT OF NON-EXCLUSIVE AUTHORITY

1. It shall be unlawful for any Person to construct, operate, or maintain a Cable System or to provide Cable Service or MVPD services, including OVS, in the City without a Franchise in the form of a Franchise Agreement authorizing the same, unless applicable federal or state law prohibits the Grantor’s enforcement of such a requirement.

2. This Franchise is granted pursuant to the terms and conditions contained herein.

3. There is hereby granted by the City to the Grantee, and to its successors, assigns or designees, the non-exclusive right to erect, maintain and operate in, under, over, along, across and upon the present and future streets, lanes, avenues, sidewalks, alleys, bridges, highways, easements dedicated for compatible uses and other public places in the City, and subsequent additions thereto; towers, poles, lines, cables, wires, manholes, and all other fixtures and equipment necessary for the maintenance and operation in the City of a Cable Television System for a period of ten (10) years, commencing from and after the effective date of this Ordinance.

4. This Franchise shall be nonexclusive, and the City reserves the right to grant a similar use of said streets, lanes, avenues, sidewalks, alleys, bridges, highways, easements dedicated for compatible uses and other public places in the City to any MVPD at any time during the period of this Ordinance. For purposes of this section, an MVPD is not an entity that provides direct broadcast satellite services.

5. Upon acceptance by Grantee as required by Section XXIV herein, this Franchise shall supersede and replace any previous Ordinance or agreement granting a Franchise to Grantee to own, operate, and maintain a Cable System within the Franchise Area.

SECTION IV - COMPLIANCE WITH APPLICABLE LAWS AND ORDINANCES

The Grantee shall, during the term hereof, except in those areas which have been preempted by the acts, laws, and regulations of the government of the United States, be subject to all lawful exercise of the regulating and police powers of the City.

SECTION V - TERRITORIAL AREA INVOLVED

1. This Ordinance relates to the Franchise Area.

2. Grantee may, but shall not be required to, serve areas or individual homes adjoining, but outside the City limits and that may be served from its existing facilities. Grantee may negotiate directly with such customers the amount to be charged for the bringing of the service to the customer.

3. Services provided by the Grantee under this Franchise shall be made available to all points within the Franchise Area during the term of this Franchise under the following conditions:

    a. Whenever the Grantee shall receive a request for service from at least 25 residences within 1,320 cable-bearing strand feet (one-quarter mile) of its trunk or distribution cable, it shall extend the Cable System to such Subscribers at no cost to said Subscribers for the extension, other than the usual connection fees for all Subscribers, provided that such Cable System extension is technically feasible and provided such an extension will not adversely affect the operation, financial condition, or market development of the Cable System or as provided for under subsection B, below.

    b. No Subscriber shall be refused service arbitrarily. However, for unusual circumstances, such as a Subscriber's request to locate their cable drop underground in an area where other installations are done in an aerial manner or a distance of greater than 200 feet from the distribution cable to the connection of service to Subscriber, or a density of less than 25 residences per 1,320 cable-bearing strand feet (one-quarter mile) of trunk or distribution cable, service may be made available on the basis of a

capital contribution in aid of construction, including cost of materials, labor, and access to easements. For the purpose of determining the amount of capital contribution in aid of construction to be borne by the Grantee and Subscribers in an area in which service may be expanded, the Grantee will contribute an amount equal to the construction and other costs per mile, multiplied by a fraction whose numerator equals the actual number of residences per 1,320 cable-bearing strand feet of its hunks or distribution cable, and whose denominator equals 25 residences.

c. Subscribers who request service hereunder may bear the remainder of the construction and other cost on a pro rata basis. The Grantee may require that the payment of the capital contribution in aid of construction to be borne by such potential Subscribers be paid in advance.

SECTION VI – TECHNICAL AND CONSTRUCTION STANDARDS

1. Grantee shall be governed by technical standards established by the FCC.

2. Grantee shall obtain all required permits from the City before commencing any construction upgrade or extension of the System, including the opening or disturbance of any street, lanes, avenues, sidewalks, alleys, bridges, highways, or easements, or private or public property within the Franchise Area.

3. No street shall be used by Grantee if City, in its sole opinion, determines that such use is inconsistent with the terms, conditions, or provisions by which such street was created or dedicated, or with the present use of the street.

4. The City shall have the right to inspect all construction or installation work performed pursuant to the provisions of this Ordinance and to make such tests at its own expense as it shall find necessary to ensure compliance with the terms of this Ordinance and applicable provisions of local, state, and federal law.

SECTION VII - OPERATION AND MAINTENANCE OF SYSTEM

1. Grantee shall render efficient service, make repairs promptly and interrupt service only for good cause and for the shortest possible time. Such interruption, insofar as possible, shall be preceded by notice and shall occur during minimal use of the System.

2. Grantee shall have a publicly listed toll-free telephone number which will be operated so as to receive Subscriber service requests and complaints on a twenty-four (24) hours a day, seven (7) days a week basis. All service requests and complaints should generally be responded to within twenty-four (24) hours of receipt.

3. In the event a Subscriber establishes or terminates service and receives less than a full month's service, Grantee shall prorate the monthly rate on the basis of the number of days in the period for which service was rendered to the number of days in the billing.

4. Upon the request of a Subscriber, Grantee shall provide by sale or lease a Lockout Device, which may be accomplished via software or firmware.

SECTION VIII - SAFETY REQUIREMENTS

The Grantee shall, at all times, employ ordinary care and shall use and maintain commonly accepted methods and devices for preventing failures and accidents which are likely to cause damages, injuries, or nuisances to the public.

SECTION IX - BUILD-OUT - NEW DEVELOPMENTS

The City and the Grantee may agree to amend this Franchise, upon application of the Grantee, when necessary to enable the Grantee to take advantage of any developments in the field of transmission of television and radio signals which will afford it an opportunity to more effectively, efficiently, or economically serve its customers. Provided, however, that this Section shall not be construed to require the City to make any amendment or to prohibit it from unilaterally changing its policy stated herein.

With regards to build-outs for new developments:

1. Subject to the line extension provisions of Section V, Grantee shall extend cable service to all areas of the City with a density of 25 homes per mile at no cost for cable system extension other than the standard installation fees charged to all Subscribers, and in accordance with its franchise and consistent with the rules and guidelines of the FCC.

2. In cases of new construction or property development where utilities are to be placed underground, the developer or property owner shall give all Grantees at least ten (10) business days' written notice of the construction or development, and of the particular date on which open trenching will be available for Grantee's installation of conduit and/or cable. Grantee shall provide specifications as needed for trenching.

3. Should the Grantee determine that line extension is economically unfeasible, the Grantee and the developer agree to negotiate in good faith toward an equitable agreement. If the Grantee and the developer arrive at impasse, disputes over the extension shall be mediated by the City Council thirty (30) days after receipt of written request by either party.

SECTION X - LIMITATIONS ON RIGHTS GRANTED

1. All transmission and distribution structures, lines, and equipment erected by the Grantee within the City shall be so located as to cause minimum interference with the proper use of streets, alleys and other public ways and places, and to cause minimum interference with the rights and reasonable convenience of property owners who adjoin any of the said streets, alleys or other public ways and places, and said poles or towers shall be removed by Grantee whenever the City reasonably finds that the same restricts or obstructs the operation or location of any future streets or public places in the City.

2. All transmission and distribution structures, lines and equipment erected by the Grantee within the City shall be located, erected, and maintained so as not to endanger or interfere with the lives of persons, or to interfere with any installations of the City or of a public utility serving the City, or to interfere with new improvements the City may deem proper to make, or to interfere with other uses of the streets.

3. In the maintenance and operation of their television transmission and distribution system in the streets, alleys, and other public places, and in the course of any new construction or addition to their facilities, Grantee shall proceed so as to cause the least possible inconvenience to the general public. Any opening or obstruction in the streets or other public places made by Grantee in the course of its operations shall be guarded and protected at all times by the placement of adequate barriers, fences, or boardings, the bounds of which, during periods of dusk and darkness, shall be clearly designated by warning indicators.

4. All work in any way necessitated by the business of Grantee which may involve the opening, breaking up or tearing up of a portion of a street, sidewalk, or other part of any City-owned or City-controlled property shall at the option of the City be done by the City at the expense of Grantee. In the event the City does not exercise its option, in case of disturbance of any City-owned or City-controlled property, including but not limited to streets, sidewalks, alleys, public ways, or paved areas, the Grantee shall at its own expense and in a manner approved by the City, replace and restore such property to as good of condition as before the work involving such disturbance was done. Grantee shall not be required to pay a fee for street openings.

5. Grantee shall at its own expense replace and restore any private property disturbed as a result of its work to as good of condition as before the work involving such disturbance was done.

6. If at any time during the period of this Ordinance the City shall lawfully elect to alter or change the grade of any street, sidewalk, alley, or other public way, the Grantee, upon reasonable notice by the City, shall remove, relay, and relocate its poles, wires, cables, underground conduits, manholes and other fixtures at its own expense.

7. All installations of equipment shall be in accordance with good engineering practices, and of sufficient height to comply with all existing City regulations, ordinances and state laws so as not to interfere in any manner with the right of the public or individual property owner, and any equipment in a public way or public place shall not interfere with the usual travel on such public way or usual use of such public place by the public and, during the construction, repair or removal thereof, shall not unduly obstruct or impede traffic.

8. The Grantee shall, on the request of any person holding a building moving permit issued by the City or any person who wishes to remove trees or structures from their property, temporarily raise or lower its wires to permit the moving of buildings or tree removal. The expense of such temporary raising or lowering of wires shall be paid by the person requesting the same, and the Grantee shall have the authority to require such payment in advance. The Grantee shall be given not less than ten (10) business days advance notice to arrange for such temporary wire changes.

9. The Grantee shall have the authority to trim trees that are overhanging the streets, alleys, sidewalks and public ways and places of the City so as to prevent the branches of such trees from coming in contact with the wires and cables of the Grantee, except that at the option of the City, such trimming may be done by it or under its supervision and direction at the expense of the Grantee, provided that Grantee has been first notified to perform such trimming and has refused to do so. Trimming shall be done in accordance with any city requirements regarding such trimming.

10. In all sections of the City where all other utility lines are placed underground, Grantee shall construct and install its cables, wires, and other facilities underground.

11. In all sections of the City where one or more public utilities are aerial, Grantee may construct and install its cables, wires, and other facilities from the same pole with the consent of the owner of the pole.

12. In all sections of the City where the City designates an area where all presently above ground services are to be placed underground, the Grantee shall place its wires underground on the same time schedule and on the same conditions that are applicable to the providers of other above ground services in the designated areas.

13. The Grantee shall not allow its cable or other operations to interfere with television receptions of persons not served by the Grantee.

14. Grantee shall, at its expense, protect, support, temporarily disconnect, relocate on the same street, alley or public place, or remove from the street, alley or public place, any property of Grantee when required by the City by reason of traffic

conditions, public safety, street vacation, freeway and street construction, change or establishment of the street grade, installation of sewers, drains, water pipes, power lines, signal lines, and tracks or any other types of structures or improvements by governmental agencies when acting in a governmental or proprietary capacity, or other structure of public improvement; provided, however, that City, upon such terms as City may impose, may give Grantee written permission to abandon, without removing, any property of Grantee in place as hereinafter provided.

15. In the event that the use of any part of the System is discontinued for any reason for a continuous period of twelve (12) months, or in the event such System or property has been installed in any street or public place without complying with the requirements of this Ordinance, or the rights granted hereunder have been terminated, canceled or have expired, Grantee shall, subject to the rights of the City to acquire or transfer the System promptly remove all above ground facilities, wires, etc. from the streets and public places other than any which the City may permit to be abandoned in place. In the event of such removal, Grantee shall promptly restore the street or other area from which said property has been removed to a condition satisfactory to the City.

16. Any property of Grantee to be abandoned in place shall be abandoned in such a manner as the City may prescribe. Upon permanent abandonment of the property of Grantee in place, it shall submit to the City an instrument to be approved by the City, transferring to the City the ownership of such property.

SECTION XI – REVOCATION, ABANDONMENT, AND SALE OR TRANSFER

1. In addition to all other rights which the City has pursuant to law or equity, the City reserves the right to revoke, terminate, or cancel this Franchise, and all rights and privileges pertaining thereto, if after strictly following the procedures required by this Section, it is determined that Grantee has violated any material provision of this Franchise and has failed to substantially cure said violation.

2. Procedures for revocation:

    a. The City shall provide Grantee with written notice of a cause for revocation and the intent to revoke and shall allow Grantee sixty (60) days subsequent to receipt of the notice in which to substantially cure the violation or to provide adequate assurance of performance. Together with the notice required herein, the City shall provide Grantee with written findings of fact which are the basis of the revocation.

    b. Grantee shall be provided the right to a public hearing affording due process before the City Council prior to revocation, which public hearing shall follow the sixty (60) day notice provided in subsection A. The City shall provide Grantee with written notice of its decision together with

written findings of fact supplementing said decision.

c. After the public hearing, and upon written determination by the City to revoke the Franchise, Grantee may appeal said decision with an appropriate state or federal court or agency.

d. During the appeal period, the Franchise shall remain in full force and effect unless the term thereof sooner expires.

e. Upon satisfactory correction by Grantee of the violation upon which said notice was given, the initial notice shall become void.

3. No sale or transfer of this Franchise shall take place without the prior written approval of the City, which approval shall not be unreasonably withheld.

4. The Grantee shall not assign rights obtained under this Ordinance to another Person without the prior written approval of the City Council, which approval shall not be unreasonably withheld. This provision shall not apply to assignment of rights to a parent, subsidiary, or affiliate of the Grantee.

5. All of the rights, privileges, obligations, duties, and liabilities created by this Franchise shall pass to and be binding upon the successor or assign of Grantee.

6. Upon receipt of an application for approval of an assignment of this Franchise, the City shall have the non-exclusive right to purchase the Grantee's Cable Television System.

SECTION XII - DURATION AND RENEWAL OF ORDINANCE

1. The rights granted to the Grantee herein shall, except as provided in this Section, terminate ten (10) years from the Effective Date of this Ordinance which Ordinance shall be subject to renewal pursuant to the provisions of the Cable Communications Policy Act of 1984, as amended, applicable to new ordinances that are in the nature of a franchise.

2. If this Ordinance is not renewed, or if it is revoked for cause by the City, the transfer of Grantee's system shall be governed by Section 627 of the Cable Communications Policy Act of 1984, as amended.

3. Any renewal of this Ordinance shall be done in accordance with applicable federal, state, and local laws and regulations. Federal law supersedes any Ordnance requirement.

SECTION XIII - ERECTION, REMOVAL AND COMMON USE OF POLES

1. There is hereby granted to the extent that the City is authorized to so do, the right

and authority to Grantee to lease, rent, or in any other manner obtain the use of towers, poles, lines, cables, and other equipment and facilities from the City and all other holders of public licenses and franchises within the corporate limits of the City, to use such towers, poles, lines, cables and other equipment and facilities, subject to all existing and future ordinances and regulations of the City. Grantee shall obtain the appropriate permits prior to attaching any wire or other equipment to the City's towers, poles, lines, cables, or other equipment and facilities. The annual rental for the use of City poles shall be set by the Council by resolution and separate agreement, but shall not be less than $3.50 per pole.

2. No poles or other wire-holding structures shall be erected by the Grantee without prior approval of the City with regard to location, height, type or any other pertinent aspect. However, no locations of any pole or wire-holding structure of the Grantee shall be a vested interest and such poles or structures shall be removed or modified by the Grantee at its own expense whenever the City Council or its designated representative determines that the public convenience would be enhanced thereby.

3. Grantee shall grant to the City, free of expense, joint use of any and all poles owned by it for any proper municipal purpose acceptable to Grantee, insofar as it may be done without interfering with the free use and enjoyment of Grantee's own wires and fixtures, and the City shall hold Grantee harmless from any and all actions, causes of actions and damages caused by the placing of the City's wires or appurtenances upon the poles of the Grantee. Proper regard shall be given to all existing safety rules covering construction and maintenance in effect at the time of construction. If, in accommodating the City's joint use of their poles, Grantee is required to change or replace poles or install new poles, the City shall compensate for such additional expense.

4. Where a public utility serving the City desired to make use of poles or other wire-holding structures of the Grantee but agreement therefore with the Grantee cannot be reached, the Council may require the Grantee to permit such use for such consideration as is just and reasonable and upon such terms as the Council determines the use would enhance the public convenience and would not unduly interfere with the Grantee's operations.

SECTION XIV - RATES

1. During the term hereof, and if required by the FCC, Grantee shall comply with the rate regulations of the Federal Communications Commission.

2. The Grantee shall not discriminate in rates between customers of the same category except to the extent permitted by the Cable Communications Policy Act of 1984, as amended, if applicable and Federal Communications Commission regulations.

3. The City reserves the right to regulate rates for Basic Cable Service and any other services offered over the Cable System, to the extent not prohibited by applicable law.

SECTION XV - PAYMENT TO THE CITY

1. Grantee will pay Franchising Authority a monthly franchise fee in the amount of a minimum of four percent (4%) of Grantee's annual Gross Revenue.

2. The franchise fee shall be payable monthly. The payment shall be made within thirty (30) days of the end of each month, together with a brief report showing the basis for the computation.

3. The City reserves the right, upon ninety (90) days written notice to the Grantee, to raise the franchise fee to a maximum of five percent (5%). Pursuant to federal and state regulations and laws, the City Council shall consider the franchise fee increase at a public hearing after which it shall take a vote on the issue of the franchise fee increase.

SECTION XVI - SERVICE TO CITY

The Grantee shall, subject to the line extension provisions of Section V, provide without charge, one (1) cable drop and one (1) cable drop outlet, or one (1) wireless customer premises equipment (CPE), in lieu of a cable drop and outlet, and Basic Cable Service to all sets connected within the below City-owned buildings to the terminal junction.

122174601	City of Fairmont City Hall
122245701	Fairmont Water Department
122284301	City of Fairmont Fire Hall
122583601	Fairmont Police Department
141204701	City of Fairmont Line Dept./Warehouse

No redistribution of the free Basic Cable Service provided pursuant to this Section shall be allowed. Additional drops and/or outlets in any of the locations will be provided by Grantee at the cost of Grantee's time and material. Alternatively, at the institution's request, said institution may add outlets at its own expense, as long as such installation meets Grantee's standards and provided that any fees for Cable Services are paid.

To the extent permitted by applicable law, including 47 U.S.C. § 542 and applicable FCC guidance, Grantee reserves the right to offset or otherwise recover the incremental or marginal cost of providing Complimentary Service from Franchise Fees or other payments otherwise due to the Cities, upon reasonable supporting documentation that such costs, if determined to fall with the definition of franchise fee under 47 U.S.C. § 542, together with the Franchise Fee, exceed five percent (5%) of Grantee's Gross Revenues, unless otherwise authorized by applicable law.

SECTION XVII - PUBLIC, EDUCATIONAL AND GOVERNMENTAL ACCESS

CHANNELS

Grantee shall allocate three (3) channels to the City as a public, educational, and governmental ("PEG") access channel. Upon written request of the City, the Grantee shall operate and make readily available for the public equipment to record programs. Additional PEG access channel(s) shall be made available in a manner consistent with applicable law; provided, however, that Grantee shall determine the channel location of any additional PEG access channel(s).

Grantee shall provide, at no charge, a data connection with bandwidth up to 100 Mbps solely for purposes of satisfying the PEG requirements of this Franchise and Basic Cable Service. Any bandwidth or service level in excess of 100 Mbps requested or utilized in excess of the PEG purposes shall be provided at Grantee's then-existing rates and paid for by Gemini Studios. The in-kind PEG services and Basic Cable Service shall be delivered at Gemini Studios, 205 Downtown Plaza, Fairmont, Minnesota 56031 (currently associated with account number 122520601). The City may, upon not less than thirty (30) days' prior written notice to Grantee, designate an alternative location for the PEG channel equipment, subject to Grantee's ability to reasonably provision service at such location. This provision will be effective March 15, 2026.

SECTION XVIII - EMERGENCY USE OF FACILITIES

In the case of any emergency or disaster, the Grantee shall, upon request of the Council or its designated representative, make available its facilities to the City for emergency use during the emergency or disaster.

SECTION XIX - MISCELLANEOUS

1. Grantee's legal, financial, technical, and other qualifications, and the adequacy and feasibility of its construction arrangements, if any, have been approved by the Council after consideration in a full public proceeding affording due process to all interested parties.

2. Grantee shall comply with the terms of 47 U.S.C. § 551 relating to the protection of Subscriber privacy.

SECTION XX - MODIFICATION OF OBLIGATIONS

1. In addition to any other remedies provided by law or regulation, Grantee's obligations under this Ordinance may be modified, at its request, in accordance with Section 625 of Cable Communications Policy Act of 1984 as it now exists, or as hereafter amended, replaced, or superseded by other Act of Congress.

2. Grantee and the City may agree, from time to time, to amend this Ordinance. Such written amendments may be made at any time if the City and Grantee agree that such an amendment will be in the public interest or if such an amendment is

required due to changes in federal, state, or local law. The City and the Grantee shall act pursuant to local law pertaining to the ordinance amendment process.

SECTION XXI - LIABILITY AND INDEMNIFICATION

Grantee shall, at all times, keep in effect the following types of insurance coverage:

1. Worker's Compensation upon its employees engaged in any manner in the installation or servicing of its plant and equipment within the City.

2. Grantee shall maintain in full force and effect at its sole expense, a comprehensive general liability insurance policy, including contractual liability coverage, that shall protect Grantee, the City and their officials, officers, directors, employees and agents from any and all claims which may arise from operations under this Franchise, whether such operations be by the Grantee, its officials, officers, directors, employees and agents or any subcontractors of Grantee. This liability insurance shall include, but shall not be limited to, protection against claims arising from bodily and personal injury and damage to property, resulting from Company's vehicles, products and operations. The amount of insurance for single limit coverage applying to bodily and personal injury and property damage shall not be less than Two Million and No/100 Dollars ($2,000,000.00), which may be met by use of an umbrella policy. The minimum amounts shall be increased to meet any amendments to the City's minimum tort liability under Minn. Stat. § 466.04.

   a. The policy shall be written on a per "occurrence" basis.

   b. Grantee shall obtain insurance policies from insurance companies having an "AM BEST" rating of A- (minus); Financial Size Category (FSC) VII or better, and authorized to do business in the State of Minnesota.

   c. An endorsement stating that the policy shall not be canceled without thirty (30) days' notice of such cancellation given to the City.

   d. The policies shall be primary insurance and noncontributory to any other valid and collectible insurance available to City with respect to any claim arising out of this Franchise.

   e. The City shall be named as an additional insured on all policies required under this Franchise.

   f. Grantee shall submit to the City a certificate of insurance signed by the insurance agent.

3. The Grantee shall indemnify, save, and hold harmless, and defend the City, its officers, boards, committees, commissioners, elected officials, agents, and

employees, from and against all lawsuits, claims, liability, damages, penalties, and expenses, including, but not limited to, reasonable attorney's fees and costs, which they may legally be required to pay, as a result of the breach by Grantee of its obligations under this Franchise, the activities of the Grantee, its subcontractors, employees and agents, and/or the exercise of the Franchise.

4. City does not, and shall not, waive any rights against Grantee which it may have by reason of the indemnification provided for in this Franchise, because of the acceptance by City of any of the insurance policies described in this Franchise.

5. The indemnification of City by Grantee provided for in this Franchise shall apply to all damages and claims for damages of any kind suffered by reason of any of the Grantee' s operations referred to in this Franchise, regardless of whether or not such insurance policies shall have been determined to be applicable to any such damages or claims for damages.

These damages or penalties shall include, but shall not be limited to, damages arising out of copyright, infringements, and all other damages arising out of the installation, operation, or maintenance of the Cable Television System authorized herein, whether or not any act or omission complained of is authorized, allowed, or prohibited by this ordinance.

SECTION XXII – WRITTEN NOTICE

All notices, reports or demands required to be given in writing under this Franchise shall be deemed to be given when delivered personally to any officer of Grantee or the City Administrator, or forty-eight (48) hours after it is deposited in the United States mail in a sealed envelope, with registered or certified mail postage prepaid thereon, addressed to the party to whom notice is being given, as follows:

If to Grantor: City of Fairmont
100 Downtown Plaza
Fairmont, MN 56031
Attn: City Administrator

If to Grantee: Midcontinent Communications
4020 W Cayman Street
Sioux Falls, SD 57107
Attn: Legal

SECTION XXIII – SEVERABILITY

If any Section, subsection, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, or is superseded or preempted by FCC regulation, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the

remaining portions thereof.

SECTION XXIV – PUBLICATION, EFFECTIVE DATE, AND ACCEPTANCE

1. If applicable, this Franchise shall be published in accordance with law. The effective date of this Franchise shall be January 1, 2027.

2. Grantee shall accept this Franchise by executing the same. Such acceptance by the Grantee shall be deemed the grant of this Franchise for all purposes. With its acceptance, Grantee shall also deliver any insurance certificates required herein that have not been previously delivered.

3. Upon acceptance of this Franchise, Grantee shall be bound by all the terms and conditions contained herein and deliver any insurance certificates required herein that have not been previously delivered.

Passed by the City Council of the City of Fairmont, Minnesota, this ____ day of _____ 2026.

_____
Mayor

ATTEST:

_____
City Clerk

First Reading: October 26, 2026
Motion by: Councilmember Lubenow
Seconded by: Councilmember Kotewa
All in Favor: Councilmembers Hasek, Kotewa, Lubenow, and Maynard
Opposed: Councilmember Kawecki
Abstained: None
Absent: None

Public Hearing: November 23, 2026

Second Reading: December 14, 2026
Motion by:
Seconded by:
All in Favor:
Opposed:
Abstained:
Absent:

MIDCONTINENT COMMUNICATIONS

By: _____

Its: _____
Midcontinent Communications Investor, LLC
Managing Partner of Midcontinent Communications

Date: _____

FAIRMONT T.M.
CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031
Phone (507) 238-9461 www.fairmont.org Fax (507) 238-9469

NOTICE OF PUBLIC HEARING
ORDINANCE NO. 2026-04: CABLE TELEVISION FRANCHISE ORDINANCE

NOTICE IS HEREBY GIVEN that the Fairmont City Council will hold a public hearing on **Monday, November 23, 2026, at 5:30 p.m.**, in the Fairmont City Hall Council Chambers, located at 100 Downtown Plaza, Fairmont, Minnesota to receive public comments regarding proposed Ordinance No. 2026-04, granting a cable television franchise to Midcontinent Communications (Midco) for a period of ten (10) years.

The proposed ordinance establishes the terms and conditions of the franchise, including the operation and maintenance of the cable system, public, educational, and governmental (PEG) access channels, and a franchise fee of four percent (4%) of applicable cable service gross revenues.

A complete copy of proposed Ordinance No. 2026-04 is available for public review on the City of Fairmont's website at https://fairmont.org/public-notices/ or at the Fairmont City Clerk's Office, 100 Downtown Plaza, Fairmont, Minnesota, during regular business hours.

All interested persons are invited to attend the public hearing and will be given an opportunity to be heard.

BY ORDER OF THE FAIRMONT CITY COUNCIL

Betsy Steuber
City Clerk

Published in the Fairmont Sentinel, October 30, 2026

STAFF MEMO

Prepared by: Tyler Cowing, Civil Engineer	**Meeting Date:** 11/23/2026	☐ **Consent Agenda Item** ☐ **Regular Agenda Item** ☒ **Public Hearing**	**Agenda Item #** 7.2
Reviewed by: Jason Baker, City Administrator	**Item:** Public Hearing on the 2027 Improvement Program and Consideration of Ordering Improvement, Preparation of Plans and Advertising of Bids		
Presented by: Troy Nemmers, Consulting City Engineer (Bolton & Menk)	**Action Requested:** **Motion 1:** Close the Public Hearing **Motion 2:** Motion to Approve Resolution 2026-47, Ordering Improvement, Preparation of Plans and Advertising of Bids* *Four-fifths vote required for approval		
Vote Required: ☐ **Simple Majority** ☒ **Four Fifths Vote** ☐ **Roll Call**	**Staff Recommended Action:** Approval **Board/Commission/Committee Recommendation:**		

PREVIOUS COUNCIL ACTION

On October 26, 2026, the City Council adopted Resolution 2026-39, Ordering Preparation of Report on Improvements, and Resolution 2026-40, Receiving Report and Calling for a Public Hearing on the 2027 Improvement Program to be held November 23, 2026, at 5:30 p.m. Property owners affected by the proposed 2027 improvements were notified of the public hearing date and time.

REFERENCE AND BACKGROUND

To help finance street improvements, the City of Fairmont uses special assessments. The City Charter provides the City Council with the authority to make public improvements and levy special assessments to abutting property owners. The procedures used by the City conform to Minnesota Statutes, Chapter 429, Local Improvements and Special Assessments.

The assessments for the proposed 2027 projects are based on the City's Special Assessment Policy, which was updated by Council in 2026. This policy distributes the funding of street projects with the City paying 70% of the cost for street improvements, with the remaining 30% assessed to the abutting property owners. All water, sewer, and storm sewer mains are financed entirely by the City, while services are assessed to the abutting property owner. Actual bid project costs are used to calculate the assessment rates for each street improvement, including the cost per front foot for street assessments and the applicable water and sanitary sewer service assessments.

Complaints or concerns about the projects can be directed to the Public Works Director or the City Engineering Department. Objections to the assessments can be made by submitting a written objection to the city prior to the conclusion of the public hearing certifying the assessments in the spring of 2028.

Prior to construction, an informational meeting will be held with residents/property owners to discuss the project and answer questions. During construction, the City will have an onsite project representative available to address any questions or complaints.

The timeline for these projects is the summer/fall of 2027. Once project design has been completed and contracts have been awarded to a contractor, Staff can update property owners on a closer proposed timeframe for construction.

During this public hearing affected residents will be provided with an opportunity to ask questions and comment on the proposed improvements. Following the receipt of public comments, Council may consider a motion to close the public hearing.

Staff recommend that the City Council consider approval of Resolution 2026-47, Ordering Improvements, Preparation of Plans, and Advertising for Bids for the proposed 2027 Improvement Program.

BUDGET IMPACT

The preliminary project costs of the 2027 Improvement Program are estimated at $3,278,691.00, which will be financed through special assessments, utility funds, and bonding improvement funds.

SUPPORTING DATA/ATTACHMENTS

Resolution 2026-47
PowerPoint Presentation

RESOLUTION NO. 2026-47

STATE OF MINNESOTA
COUNTY OF MARTIN } **SS**
CITY OF FAIRMONT

RESOLUTION ORDERING IMPROVEMENT, PREPARATION OF PLANS, AND ADVERTISING OF BIDS

WHEREAS, Resolution 2026-40 was adopted by the City Council on the 26th day of October, 2026 and established a date for a Council hearing on the following proposed improvements:

Project No.	Description
	RECONSTRUCTION
5727001	Fairview Avenue: 1st Street to 4th Street
5727002	Parkwood Place: E. Amber Lake Drive to Dead End
	SEALCOAT
7527001	Blue Earth Avenue; from Downtown Plaza to TH15
7527002	Park Street; from Albion Avenue to Budd Street
7527003	Woodland Avenue; from CSAH 39 to Lake Park Boulevard
7527004	Burton Lane; from School Street to Perimeter Drive
7527005	Cedar Creek Court; from W. Amber Lake Drive to Dead End
7527006	Delu Street; from Albion Avenue to Dead End
7527007	Government Street; from Albion Avenue to Dead End
7527008	Home Street; from Adams Avenue to Budd Street
7527009	School Street; from Home Street to Burton Lane
7527010	Budd Street; from Home Street to Burton Lane
7527011	TH 15 Service Road E; from Adams Ave. to Victoria Street
7527012	TH 15 Service Road W; from Torgerson Drive to Dead End
7527013	Twelfth Street; from N. Park Street to N. Prairie Avenue
7527014	Seventh Street; from N. Main Street to N. North Ave
7527015	South Armstrong Drive; from CSAH 26 to Dead End
7527016	North Armstrong Drive; from CSAH 26 to Dead End
7527017	Johnson Street; from Prairie Street to TH 15
7527018	South Main Street; from Albion Avenue to Lake Avenue
7527019	North Main Street; from Railroad Tracks to Lincoln Park
7527020	Aquatic Park Parking Lot
7527021	Water Plant Parking Lot
7527022	Steve Pierce Park Parking Lot
7527023	Ward Park Parking Lot
7527024	Winnebago Diamonds Trails
7527025	Hobo Camp Trail
7527026	Hobo Trail Parking Lot
7527027	Day Farm Trails

WHEREAS, notice of the public hearing was duly published and mailed in accordance with Minnesota Statutes, Section 429.031; and

WHEREAS, the hearing was held on the 23rd day of November, 2026 at which time all persons desiring to be heard were given an opportunity to be heard thereon.

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

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

2. Such improvement has no relationship to the comprehensive plan.

3. The City of Fairmont, in consultation with Bolton & Menk, is hereby designated as the engineer for this improvement. They shall prepare, or have prepared by others, plans and specifications for the making of such improvement.

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

5. The City Clerk shall prepare and cause to be inserted in the official paper, on QuestCDN, and on the City of Fairmont website (www.fairmont.org) an advertisement for bids for the improvements listed herein. All bids received will be tabulated and will be considered by the City Council at a regularly scheduled meeting to be held after review by the City Engineer of the lowest responsible responsive bidder's bid documents.

PASSED, APPROVED AND ADOPTED this 23rd day of November 2026.

_____
Lee C. Baarts, Mayor

ATTEST:

_____
Betsy Steuber, City Clerk

Motion by:
Seconded by:
All in Favor:
Opposed:
Absent:
Abstained:

**Four-fifths affirmative vote required for adoption pursuant to Minnesota Statutes § 429.031*

2027 Improvement Program

City of Fairmont 2027 Improvement Program

2027 Improvement Program Objectives

- Improve street surface conditions
- Extend the life of the streets and utilities
- Improve the neighborhood aesthetics and property values
- Reduce maintenance time for city street crews and utility crews, provide long-term cost saving for the community.
- Improve Drainage and Stormwater Management

City of Fairmont 2027 Improvement Program

Project No. 5727001

Reconstruction

LOCATION: Fairview Avenue; from 1st Street to 4th Street

INITIATION: City Council

OWNERS ABUTTING: 36

RIGHT OF WAY: 66’

EASEMENTS: None

CURRENT PCI: 5/100 Average

PROPOSED STREET SECTION:

Width Curb to Curb: 32’

Section: Asphalt (7 Ton Design)

Sidewalks: Both Sides

Tree Removal: 26

FEASIBILITY: This project is feasible as outlined in the 2027 report.

Project No. 5727001

CITY OF FAIRMONT

2027 IMPROVEMENT REPORT

Fairview Avenue - Reconstruction

Description	Year Built	Existing Structure	Proposed Construction
Water Main	1946	4” & 6” CI	8” PVC
Sewer Main	1937	8” VCP	8” PVC
Street	1939	Unknown (Asphalt)	7 Ton Design
Storm Sewer	1939	6” -12” RCP	12-24” RCP/HDPE



Project No. 5727001

CITY OF FAIRMONT

2027 IMPROVEMENT REPORT

FAIRVIEW AVENUE
STREET CONDITIONS







City of Fairmont 2027 Improvement Program

Project No. 5727002

Reconstruction

LOCATION: Parkwood Place; from E. Amber Lake Drive to Deadend

INITIATION: City Council **OWNERS ABUTTING: 10**

RIGHT OF WAY: 40’ Approximately **EASEMENTS: 1 Needed for Storm Sewer**

- **(Additional May Be Required)**

CURRENT PCI: 1/100

PROPOSED STREET SECTION:

Width Curb to Curb: 24’

Section: Asphalt (7 Ton Design)

Sidewalks: None

Tree Removal: 15 potential, will save as many as possible (water/sewer services)

FEASIBILITY: This project is feasible as outlined in the 2027 report.

Project No. 5727002

CITY OF FAIRMONT

2027 IMPROVEMENT REPORT

Parkwood Place - Reconstruction

Description	Year Built	Existing Structure	Proposed Construction
Water Main	1966	8” CI	8” PVC
Sewer Main	1966	8” VCP	8” PVC
Street	1979	1.5” Asphalt	7 Ton Design
Storm Sewer	NA	NA	12-15” RCP/HDPE



Project No. 5727002

CITY OF FAIRMONT

2027 IMPROVEMENT REPORT

PARKWOOD PLACE
STREET CONDITIONS







City of Fairmont 2027 Improvement Program

Assessments

Assessments for 2027 Improvement Program

- 30% of construction costs based on average 36’ wide constructed street paid by the benefiting property abutting the street.
- Only street costs are assessed.
- Utility mains – water, sewer, and storm sewer are fully funded by the city and/or utility.

- Assessments based on front footage of the property and actual bid cost of the project.
- Actual Cost - Water Services and Sewer Services

Total Estimate Assessments	$556,385.69
Utility Funds	$1,268,375.00
Bonding Improvement Funds	$1,453,930.31
TOTAL FUNDS:	**$3,278,691.00**

City of Fairmont 2027 Improvement Program

Assessments

Estimated Assessments

- Preliminary Assessment – Estimates
- Actual Assessment at end of project
- Mailed notice – Assessment Hearing
- Hearing Date (Spring/Summer 2028)
- Appeals
  - Property owner must give notice of intent before hearing
  - Notices must be filed before close of the hearing

City of Fairmont 2027 Improvement Program

Deferrals

Senior Citizens, Disability or Active Military

- Must provide evidence of undue hardship
- Deferment reviewed each year
- Payment due upon death, sale, loss of homestead status, no hardship or failure to renew annually

Undeveloped Property

- Property owner may request until property is developed
- Interest does continue to accrue with both deferrals

City of Fairmont
2027
Improvement
Program

QUESTIONS?



Accounts Payable
Check Approval List - City Council

From: 10/28/2026 To: 11/24/2026

Vendor	Department		Description	Amount	Check Number	Check Date	
A.H. Hermel Company							
A.H. Hermel Company	Liquor - Mdse for Resale		Freight	9.95	175024	11/18/2026	1
A.H. Hermel Company	Liquor - Mdse for Resale		Pop/Mix	118.63	175024	11/18/2026	1
		Total for	**A.H. Hermel Company**	**128.58**			
A1 Concrete Grinding & Mudjacking							
A1 Concrete Grinding & Mudjacking	Paved Streets		3rd St Curb & Gutter, Sidewalk & Street	2,860.00	174872	11/05/2026	1
A1 Concrete Grinding & Mudjacking	Paved Streets		113 Runyan, 649 Embassy, 644 Embassy Remove & Replace Curb & G	5,800.00	174872	11/05/2026	1
A1 Concrete Grinding & Mudjacking	Parks		Shelter House Gomsrud Park Remove & Replace 30' x 4 Concrete	1,550.00	174872	11/05/2026	1
		Total for	**A1 Concrete Grinding & Mudjacking**	**10,210.00**			
AED Smart Monitoring							
AED Smart Monitoring	Parks		Annual Full Maint & Monitoring Srvc Soccer Fields & Wbgo Sports	1,200.00	174966	11/13/2026	1
		Total for	**AED Smart Monitoring**	**1,200.00**			
Alano Society of Fairmont							
Alano Society of Fairmont	Non-departmental		Forgivable Loan	4,875.00	174867	11/03/2026	1
		Total for	**Alano Society of Fairmont**	**4,875.00**			
Amazon Capital Services							
Amazon Capital Services	Human Resources		Breakroom Supplies City Hall	2.19	174960	11/13/2026	1
Amazon Capital Services	Parking Lots		Breakroom Supplies City Hall	2.19	174960	11/13/2026	1
Amazon Capital Services	Paved Streets		Breakroom Supplies City Hall	2.19	174960	11/13/2026	1
Amazon Capital Services	Data Processing		Breakroom Supplies City Hall	3.29	174960	11/13/2026	1
Amazon Capital Services	City Manager		Breakroom Supplies City Hall	5.48	174960	11/13/2026	1
Amazon Capital Services	SMEC Building		Flusher Kits SMEC	82.76	175037	11/18/2026	1
Amazon Capital Services	SMEC Building		Flush Valves A-42A, A-41A	130.42	174873	11/05/2026	1
Amazon Capital Services	Parks		Breakroom Supplies City Hall	4.38	174960	11/13/2026	1
Amazon Capital Services	Parks		Flush Valves A-42A, A-41A	130.42	174873	11/05/2026	1
Amazon Capital Services	Parks		Green Solar Dock Lights	64.95	174873	11/05/2026	1
Amazon Capital Services	Planning & Zoning		Breakroom Supplies City Hall	5.48	174960	11/13/2026	1
Amazon Capital Services	Planning & Zoning		iPad Screen Protector	13.28	174967	11/13/2026	1
Amazon Capital Services	Parks		Angular Paint Brushes, Stencils Sign Repairs	56.10	174804	10/29/2026	1
Amazon Capital Services	Parks		Dock Warning Lights LED Green (2)	129.90	175037	11/18/2026	1
Amazon Capital Services	Parks		Dock Warning Lights LED White (6)	389.70	175037	11/18/2026	1
Amazon Capital Services	Recording & Reporting		Breakroom Supplies City Hall	5.48	174960	11/13/2026	1
Amazon Capital Services	Economic Development		Breakroom Supplies City Hall	3.29	174960	11/13/2026	1
Amazon Capital Services	Police Administration		Planner, Cabinet 18x18x35 Police Dept	218.60	174960	11/13/2026	1
Amazon Capital Services	Police Administration		ASUS 24" Eye Care Monitors Police Dept	494.19	174960	11/13/2026	1
Amazon Capital Services	Police Administration		Breakroom Supplies City Hall	2.19	174960	11/13/2026	1
Amazon Capital Services	Engineering		Breakroom Supplies City Hall	9.86	174960	11/13/2026	1
Amazon Capital Services	Crime Control & Investigation		Front Windshield Washer Nozzles Replacement 2 Pcs Police Dept	12.99	174804	10/29/2026	1
Amazon Capital Services	Crime Control & Investigation		Breakroom Supplies City Hall	3.29	174960	11/13/2026	1
Amazon Capital Services	General Government Buildings		Flush Valves A-42A, A-41A	130.42	174873	11/05/2026	1
Amazon Capital Services	General Government Buildings		Valve City Hall Boilers	322.90	174804	10/29/2026	1
Amazon Capital Services	General Government Buildings		Flusher Kits City Hall	165.52	175037	11/18/2026	1

Accounts Payable
Check Approval List - City Council

From: 10/28/2026 To: 11/24/2026

Vendor	Department		Description	Amount	Check Number	Check Date
Amazon Capital Services	Director of Finance		Breakroom Supplies City Hall	5.48	174960	11/13/2026 1
Amazon Capital Services	Fire Fighting		Breakroom Supplies City Hall	4.38	174960	11/13/2026 1
Amazon Capital Services	Garbage Collection		GPS Trackers Leaf Pickup	264.17	174804	10/29/2026 1
Amazon Capital Services	Building Inspection		Breakroom Supplies City Hall	5.48	174960	11/13/2026 1
Amazon Capital Services	Airport		Breakroom Supplies City Hall	5.48	174960	11/13/2026 1
Amazon Capital Services	Lake Restoration		2PCS Bill Fork, Rod Paper Holder Spike, SS Check Bill Spike	6.99	174804	10/29/2026 1
Amazon Capital Services	Lake Restoration		Breakroom Supplies City Hall	2.19	174960	11/13/2026 1
Amazon Capital Services	Liquor Store		Breakroom Supplies City Hall	2.19	174960	11/13/2026 1
		Total for	**Amazon Capital Services**	**2,687.82**		
ANCOM Communications						
ANCOM Communications	Fire Fighting		External Speaker Fire Dept	91.00	174805	10/29/2026 1
		Total for	**ANCOM Communications**	**91.00**		
Arnold Motor Supply						
Arnold Motor Supply	Storm Sewer Mnt		Returned Super HC Narrow Section Molded Notch V-Belt #123B	-106.83	174806	10/29/2026 1
Arnold Motor Supply	Storm Sewer Mnt		Banded V-Belt #123B	115.16	174806	10/29/2026 1
Arnold Motor Supply	Storm Sewer Mnt		Super HC Narrow Section Molded Notch V-Belt #123B	106.83	174806	10/29/2026 1
Arnold Motor Supply	Parks		Interior Door Handle Park #504	16.62	174806	10/29/2026 1
Arnold Motor Supply	Parks		General Purpose ADH Cleaner	34.40	174968	11/13/2026 1
Arnold Motor Supply	Parks		4" Dia x 1-1/4" Wide Red-Tred Eraser Wheel #501	49.32	174968	11/13/2026 1
		Total for	**Arnold Motor Supply**	**215.50**		
Asmus						
Asmus	Crime Control & Investigation		IA Investigation Training 11/02 to 11/06/26 Faribault, MN	95.00	0	11/18/2026 1
Asmus	Crime Control & Investigation		Domestic Violence Conf Shakopee, MN 10/22 & 10/23/2026	44.00	0	10/29/2026 1
Asmus	Crime Control & Investigation		Fuel for Squad To Return From Training 11/06/2026	20.00	0	11/18/2026 1
		Total for	**Asmus**	**159.00**		
Atlantic Coca-Cola Bottling Company						
Atlantic Coca-Cola Bottling Company	Liquor - Mdse for Resale		Pop/Mix	147.38	174969	11/13/2026 1
Atlantic Coca-Cola Bottling Company	Liquor - Mdse for Resale		Pop/Mix	341.46	174807	10/29/2026 1
		Total for	**Atlantic Coca-Cola Bottling Company**	**488.84**		
Baker						
Baker	City Manager		ICMA 2026 Annual Conf Long Beach, CA 10/15 to 10/22/2026	692.36	0	11/05/2026 1
		Total for	**Baker**	**692.36**		
Barnes						
Barnes	Central Garage		Reimbursement for Safety Toe Boots	194.95	174808	10/29/2026 1
		Total for	**Barnes**	**194.95**		
Bauer Built Tire						
Bauer Built Tire	Crime Control & Investigation		(4) 275/65R18 Terr Contact AT2 Tires Police #2	934.32	174970	11/13/2026 1
Bauer Built Tire	Parks		(2) 23-10.5-12 Carlisle Multitrac C/S Park Dept	270.00	174970	11/13/2026 1
		Total for	**Bauer Built Tire**	**1,204.32**		
Bevcomm Inc						
Bevcomm Inc	Data Processing		Nov 2026 Computer Related Support Services Contract	7,035.72	174874	11/05/2026 1
Bevcomm Inc	Data Processing		Nov 2026 EDP, Software & Design	2,991.49	174874	11/05/2026 1
Bevcomm Inc	Data Processing		Computer Supplies	342.99	174874	11/05/2026 1

Vendor	Department		Description	Amount	Check Number	Check Date
Bevcomm Inc	Data Processing		300 Day St 500mb Dedicated Internet Access Nov 2026	400.00	174874	11/05/2026 1
Bevcomm Inc	Data Processing		Computer Supplies	599.50	174874	11/05/2026 1
		Total for	**Bevcomm Inc**	**11,369.70**		
Blackstrap, Inc.						
Blackstrap, Inc.	Ice & Snow Removal		Road Salt for Snow & Ice 25.73 Tons	2,392.89	174875	11/05/2026 1
		Total for	**Blackstrap, Inc.**	**2,392.89**		
Bomgaars Supply						
Bomgaars Supply	Central Garage		Tru Fuel Gas, Tru Fuel Mixed 2 Each	95.96	175038	11/18/2026 1
Bomgaars Supply	Paved Streets		(2) Map Gas Cylinders	33.98	175038	11/18/2026 1
Bomgaars Supply	Aquatic Park		Hoses Aquatic Park	25.98	175038	11/18/2026 1
Bomgaars Supply	Parks		Air Freshners Parks Dept	9.98	175038	11/18/2026 1
Bomgaars Supply	Parks		Filter, Foam	3.99	175038	11/18/2026 1
Bomgaars Supply	Parks		Cleaning Supplies Park Dept	33.15	175038	11/18/2026 1
Bomgaars Supply	Parks		Saw Blades Park Dept	39.99	175038	11/18/2026 1
Bomgaars Supply	Parks		Detergent, Brushes	48.93	175038	11/18/2026 1
Bomgaars Supply	Parks		Bolt Cutter Park Dept	49.99	175038	11/18/2026 1
Bomgaars Supply	Parks		13 Gallons Antifreeze	38.87	175038	11/18/2026 1
		Total for	**Bomgaars Supply**	**380.82**		
Breakthru Beverage MN Wine & Spirits						
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Wine	3,528.00	174913	11/06/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Misc Merchandise for Resale Liquor Store	91.00	175025	11/18/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Freight	59.20	175025	11/18/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Freight	74.00	174913	11/06/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Liquor	7,283.30	174913	11/06/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Freight	218.30	174913	11/06/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Freight	1.85	174913	11/06/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Wine	320.00	175025	11/18/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Wine	352.00	175025	11/18/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Freight	1.85	175025	11/18/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Freight	9.25	175025	11/18/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Liquor	2,735.81	175025	11/18/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Freight	120.25	175025	11/18/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Freight	9.25	174809	10/29/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Wine	96.00	174913	11/06/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Pop/Mix	124.20	175025	11/18/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Liquor	3,454.15	175025	11/18/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Freight	5.55	175025	11/18/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Freight	7.40	175025	11/18/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Liquor	3,667.40	174809	10/29/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Wine	592.00	174809	10/29/2026 1
Breakthru Beverage MN Wine & Spirits, LLC	Liquor - Mdse for Resale		Freight	96.20	174809	10/29/2026 1
		Total for	**Breakthru Beverage MN Wine & Spirits**	**22,846.96**		
C & B Operations, LLC						

Accounts Payable
Check Approval List - City Council

From: 10/28/2026 To: 11/24/2026

Vendor	Department		Description	Amount	Check Number	Check Date
C & B Operations, LLC	Parks		Chani Tightener (4), Wheel (2), Bearings (4)	1,314.73	174972	11/13/2026 1
		Total for	**C & B Operations, LLC**	**1,314.73**		
Carquest Auto Parts Stores						
Carquest Auto Parts Stores	Parks		4" Strobe Light Park 552	82.68	175039	11/18/2026 1
Carquest Auto Parts Stores	Crime Control & Investigation		Mirror Adhesive #3	-7.83	174810	10/29/2026 1
Carquest Auto Parts Stores	Storm Sewer Mnt		30 Black 1/4" Plastic Air Line #123B	11.10	174810	10/29/2026 1
Carquest Auto Parts Stores	Paved Streets		Hyd Hose Made Maple Grapple #121	44.27	174810	10/29/2026 1
		Total for	**Carquest Auto Parts Stores**	**130.22**		
Cemstone Concrete Materials LLC						
Cemstone Concrete Materials LLC	Storm Sewer Mnt		Concrete N Park & 3rd St Storm Sewer	629.50	174811	10/29/2026 1
		Total for	**Cemstone Concrete Materials LLC**	**629.50**		
Central Farm Service						
Central Farm Service	Central Garage		Cenex CLT-Maxtron P, Cenex CLT-Superlube	2,100.30	174876	11/05/2026 1
Central Farm Service	Central Garage		Service Pro 0W 20 City Shop	1,745.70	174876	11/05/2026 1
		Total for	**Central Farm Service**	**3,846.00**		
Christenson						
Christenson	Crime Control & Investigation		Reimbursement for Safety Eyewear	300.00	0	11/18/2026 1
		Total for	**Christenson**	**300.00**		
Cintas Corporation						
Cintas Corporation	Parks		First Aid Supplies Park Dept	49.55	174812	10/29/2026 1
Cintas Corporation	Paved Streets		First Aid Supplies Street Dept	49.54	174812	10/29/2026 1
		Total for	**Cintas Corporation**	**99.09**		
City Of Estherville						
City Of Estherville	Fiscal Sponsor		Insurance 10/01/26 to 10/01/2027 2023 Freightliner HEAT Team	956.00	174973	11/13/2026 1
		Total for	**City Of Estherville**	**956.00**		
City of Lakes Media						
City of Lakes Media	Liquor Store		Rocktober Radio Ads Fairmont Liquor Store	800.00	174877	11/05/2026 1
		Total for	**City of Lakes Media**	**800.00**		
Civic Plus LLC						
Civic Plus LLC	Data Processing		Website Development & Hosting 10/29/26 to 10/28/2027	46,014.25	174878	11/05/2026 1
		Total for	**Civic Plus LLC**	**46,014.25**		
CNA Surety						
CNA Surety	Garbage Collection		12/31/26 to 12/31/27 MN Refuse Hauler Martin County	100.00	174974	11/13/2026 1
		Total for	**CNA Surety**	**100.00**		
Cole Papers						
Cole Papers	Parks		Cleaning Supplies Park/Street	79.38	174879	11/05/2026 1
Cole Papers	Paved Streets		Cleaning Supplies Park/Street	79.39	174879	11/05/2026 1
Cole Papers	Liquor Store		Bags Liquor Store	57.74	174879	11/05/2026 1
Cole Papers	Liquor Store		Bags Liquor Store	219.79	174879	11/05/2026 1
		Total for	**Cole Papers**	**436.30**		
Cromwell						
Cromwell	Crime Control & Investigation		ERU Training Spencer, IA 10/21/26	19.00	0	11/18/2026 1
Cromwell	Crime Control & Investigation		ERU Training 11/01 to 11/04/2026	203.00	0	11/18/2026 1

Accounts Payable
Check Approval List - City Council

From: 10/28/2026 To: 11/24/2026

Vendor	Department		Description	Amount	Check Number	Check Date	
		Total for	**Cromwell**	**222.00**			
Crysteel Truck Equipment Inc							
Crysteel Truck Equipment Inc	Ice & Snow Removal		Right & Left Torsion Springs, Right & Left Cutting Edges #509	765.18	174814	10/29/2026	1
Crysteel Truck Equipment Inc	Ice & Snow Removal		Sprint Torsion, Trip, LH & RH Wound, CS, DXT #509	146.50	175040	11/18/2026	1
		Total for	**Crysteel Truck Equipment Inc**	**911.68**			
Cutter's Choice							
Cutter's Choice	Parks		(3) 16" Bar FMast 3/8 60 Link	93.92	174815	10/29/2026	1
		Total for	**Cutter's Choice**	**93.92**			
Dahlheimer Beverage							
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	-30.00	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	8,146.90	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Freight	5.00	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	179.20	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Freight	5.00	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	-66.60	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		THC	1,167.00	174914	11/06/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Pop/Mix	286.93	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	154.00	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	-39.20	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Liquor	1,275.30	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Pop/Mix	12.50	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Liquor	-142.80	174914	11/06/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	-321.00	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	504.30	174914	11/06/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	14,153.60	174914	11/06/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	300.00	174914	11/06/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Freight	5.00	174914	11/06/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	8,950.30	175026	11/18/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	-30.00	174914	11/06/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	-266.80	174914	11/06/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Freight	5.00	174914	11/06/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		THC	304.00	174914	11/06/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Liquor	777.15	174914	11/06/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Pop/Mix	624.10	175026	11/18/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	112.00	174914	11/06/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	55.50	175026	11/18/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Pop/Mix	332.00	175026	11/18/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Liquor	1,125.60	175026	11/18/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Freight	5.00	175026	11/18/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	134.20	174816	10/29/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	11,988.75	175026	11/18/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Beer	150.00	175026	11/18/2026	1
Dahlheimer Beverage	Liquor - Mdse for Resale		Liquor	2,260.10	175026	11/18/2026	1

Accounts Payable
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From: 10/28/2026 To: 11/24/2026

Vendor	Department		Description	Amount	Check Number	Check Date
Dahlheimer Beverage	Liquor - Mdse for Resale		Freight	5.00	175026	11/18/2026 1
Dahlheimer Beverage	Liquor - Mdse for Resale		THC	720.00	175026	11/18/2026 1
		Total for	**Dahlheimer Beverage**	**52,847.03**		
Dakota Riggers & Tool Supply, Inc.						
Dakota Riggers & Tool Supply, Inc.	Paved Streets		(2) 3/8 x 6' Lifting Cable	139.58	175041	11/18/2026 1
		Total for	**Dakota Riggers & Tool Supply, Inc.**	**139.58**		
Day Plumbing Heating & Cooling, Inc.						
Day Plumbing Heating & Cooling, Inc.	Parks		Restroom Repairs Park Dept	216.79	174817	10/29/2026 1
Day Plumbing Heating & Cooling, Inc.	General Government Buildings		City Hall Water Filter Council Chambers	164.81	174975	11/13/2026 1
Day Plumbing Heating & Cooling, Inc.	Liquor Store		Sewer Line Cleaning Liquor Store 10/26/2026	500.00	174880	11/05/2026 1
		Total for	**Day Plumbing Heating & Cooling, Inc.**	**881.60**		
Department of Public Defense						
Department of Public Defense	Fiscal Sponsor		S98 Urban Assualt Cr IA MN HEAT 11/3/2026	350.00	174961	11/13/2026 1
		Total for	**Department of Public Defense**	**350.00**		
Duderstadt						
Duderstadt	Local Access		Oct 2026 Council Mtgs 10/6, 10/12, 10/26/2026	295.00	174976	11/13/2026 1
		Total for	**Duderstadt**	**295.00**		
Earl F Andersen						
Earl F Andersen	Paved Streets		Equipment Parts for Street Signs (400)	9,040.00	174818	10/29/2026 1
Earl F Andersen	Paved Streets		(3) Keep Right Symbol Signs, 25 2" x10" Square Tubes, 12" Flat t	1,481.75	174818	10/29/2026 1
		Total for	**Earl F Andersen**	**10,521.75**		
Elan Financial Services						
Elan Financial Services	Parking Lots		General Office Supplies City Hall	0.59	0	11/13/2026 1
Elan Financial Services	Human Resources		General Office Supplies City Hall	0.59	0	11/13/2026 1
Elan Financial Services	Human Resources		PSHRA Fair & Effective Workplace Investigations 10/5/26 Viesselm	399.00	0	11/13/2026 1
Elan Financial Services	Data Processing		General Office Supplies City Hall	0.89	0	11/13/2026 1
Elan Financial Services	Paved Streets		General Office Supplies City Hall	0.59	0	11/13/2026 1
Elan Financial Services	SMEC Building		(2) Flush Valves SMEC	716.77	0	11/13/2026 1
Elan Financial Services	City Manager		Parking Training Long Beach, CA	8.40	0	11/13/2026 1
Elan Financial Services	City Manager		Work Shirts City Administrator (4)	183.34	0	11/13/2026 1
Elan Financial Services	City Manager		General Office Supplies City Hall	1.48	0	11/13/2026 1
Elan Financial Services	Director of Finance		OpenAi*ChatGPT Subscription Oct 2026	37.50	0	11/13/2026 1
Elan Financial Services	Fire Fighting		General Office Supplies City Hall	1.19	0	11/13/2026 1
Elan Financial Services	Building Inspection		General Office Supplies City Hall	1.48	0	11/13/2026 1
Elan Financial Services	Storm Sewer Mnt		Inflatable Pipe Plug W/ 2" Bypass, Hose, Controller Storm Sewer	3,556.81	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		V31/V34 SWAT Gear	544.30	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		Supplies HEAT Team Rifle V31/V34	171.06	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		General Office Supplies City Hall	0.89	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		V31/V34 SWAT Gear	706.80	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		Supplies 40 Hour City Training W/ 25 Attendees	29.53	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		Adopt A Cop Frames	23.03	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		HEAT Team Equipment V31/V34	222.70	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		Business Cards-Officer Brown	57.15	0	11/13/2026 1

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Vendor	Department		Description	Amount	Check Number	Check Date
Elan Financial Services	Crime Control & Investigation		Supplies Police Impound	14.94	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		ERU Gear V31/V34	506.87	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		Supplies HEAT Team Rifles V31/V34	223.00	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		Police Equipment	137.22	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		09/29/2026 BCA CJIS User Conf Nuss, Quade, Beletti & Sanow	1,194.16	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		ERU Rifle Sights V31/V34	15.98	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		Supplies 40 Hour City Training W/ 25 Attendees, Halloween Suppli	276.40	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		SWAT Gear V31/V34	153.00	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		Police Equipment	455.62	0	11/13/2026 1
Elan Financial Services	Crime Control & Investigation		ERU Gear V31/V34	223.90	0	11/13/2026 1
Elan Financial Services	Director of Finance		League of WI Municipalities Advertise Asst Finance Director Job	150.00	0	11/13/2026 1
Elan Financial Services	Director of Finance		General Office Supplies City Hall	1.48	0	11/13/2026 1
Elan Financial Services	Director of Finance		South Dakota Municipal League Asst Finance Director Job Posting	50.00	0	11/13/2026 1
Elan Financial Services	General Government Buildings		10/30/26 Supplies For Halloween On The Plaza Event	76.38	0	11/13/2026 1
Elan Financial Services	Parks		General Office Supplies City Hall	1.19	0	11/13/2026 1
Elan Financial Services	Parks		Float 5x9 Orange/White/Orange Loc-On Bouys (50)	1,011.65	0	11/13/2026 1
Elan Financial Services	Planning & Zoning		General Office Supplies City Hall	1.48	0	11/13/2026 1
Elan Financial Services	Economic Development		General Office Supplies City Hall	0.89	0	11/13/2026 1
Elan Financial Services	Recording & Reporting		General Office Supplies City Hall	1.48	0	11/13/2026 1
Elan Financial Services	Engineering		OpenAi*ChatGPT Subscription Oct 2026	37.50	0	11/13/2026 1
Elan Financial Services	Engineering		General Office Supplies City Hall	2.67	0	11/13/2026 1
Elan Financial Services	Police Administration		Regional Drug Task Force Mtg	16.99	0	11/13/2026 1
Elan Financial Services	Police Administration		General Office Supplies City Hall	0.59	0	11/13/2026 1
Elan Financial Services	Police Administration		Regional Drug Task Force Mtg	42.95	0	11/13/2026 1
Elan Financial Services	Lake Restoration		2026 Board of Water & Soil Resources Academy Lodging Neusch	266.48	0	11/13/2026 1
Elan Financial Services	Lake Restoration		General Office Supplies City Hall	0.59	0	11/13/2026 1
Elan Financial Services	Elections		Election Supplies	92.41	0	11/13/2026 1
Elan Financial Services	Liquor Store		General Office Supplies City Hall	0.59	0	11/13/2026 1
Elan Financial Services	Airport		General Office Supplies City Hall	1.48	0	11/13/2026 1
		Total for	**Elan Financial Services**	**11,621.98**		
Erosion Products, LLC						
Erosion Products, LLC	Storm Sewer Mnt		1 Pallet-Covergrow Pellet Mulch 40lb Bags	1,179.00	175042	11/18/2026 1
		Total for	**Erosion Products, LLC**	**1,179.00**		
Fairmont Chamber of Commerce						
Fairmont Chamber of Commerce	Economic Development		Fairmont's Future Event E-Blast New 1 & Resend 2	100.00	174819	10/29/2026 1
Fairmont Chamber of Commerce	Mayor & Council		Glows Parade Registration 11/20/2026	10.00	174881	11/05/2026 1
		Total for	**Fairmont Chamber of Commerce**	**110.00**		
Fairmont Sentinel Subscriptions						
Fairmont Sentinel Subscriptions	Other General Gov't		Subscription 11/08/2026 to 11/07/2027 Downstairs City Hall	291.40	174882	11/05/2026 1
Fairmont Sentinel Subscriptions	Other General Gov't		1 Year Subscription 11/7/2026 to 11/06/2027 City Hall Upstairs	291.40	174820	10/29/2026 1
		Total for	**Fairmont Sentinel Subscriptions**	**582.80**		
Fairmont Youth Hockey Association						
Fairmont Youth Hockey Association	Parks		Sept 2026 Facility Usage	5,000.00	174977	11/13/2026 1

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Vendor	Department		Description	Amount	Check Number	Check Date
Fairmont Youth Hockey Association	Parks		Oct 2026 Facility Usage	5,000.00	174977	11/13/2026 1
		Total for	**Fairmont Youth Hockey Association**	**10,000.00**		
Faribault County Register						
Faribault County Register	Director of Finance		Help Wanted Ads Asst Finance Director	239.60	174978	11/13/2026 1
Faribault County Register	Liquor Store		Help Wanted Ads Liquor Store Manager	239.60	174978	11/13/2026 1
		Total for	**Faribault County Register**	**479.20**		
Fastenal Company						
Fastenal Company	Ice & Snow Removal		(12) 1 1/4 SAE Washers #104 Plow	15.17	174821	10/29/2026 1
Fastenal Company	Ice & Snow Removal		(40) 5/8 SAE Flat Washers #107 Plow	13.02	174821	10/29/2026 1
Fastenal Company	Library		Cleaning Supplies Library	399.82	175043	11/18/2026 1
		Total for	**Fastenal Company**	**428.01**		
Federal Signal Corporation-SSG						
Federal Signal Corporation-SSG	Crime Control & Investigation		System Optimization to Load & Configure New License Civil Sirens	5,900.00	174822	10/29/2026 1
Federal Signal Corporation-SSG	Civil Defense		Relocate Existing SS2000+ & Computer to New Base Radio Local	1,500.00	174822	10/29/2026 1
		Total for	**Federal Signal Corporation-SSG**	**7,400.00**		
Federated Rural Electric Association						
Federated Rural Electric Association	Airport		Electric utilities 09/30 to 10/31/2026 Airport	70.91	174979	11/13/2026 1
		Total for	**Federated Rural Electric Association**	**70.91**		
Flagship Recreation						
Flagship Recreation	Parks		120 CU YD Engineered Wood Fiber	3,544.00	174980	11/13/2026 1
		Total for	**Flagship Recreation**	**3,544.00**		
Flaherty & Hood P.A.						
Flaherty & Hood P.A.	Other General Gov't		Oct 2026 1524 Albion Ave Hazardous Property	852.50	175044	11/18/2026 1
Flaherty & Hood P.A.	Other General Gov't		Oct 2026 Disbursements	300.00	175044	11/18/2026 1
Flaherty & Hood P.A.	Other General Gov't		Oct 2026 General Municipal Matters	8,557.50	175044	11/18/2026 1
Flaherty & Hood P.A.	Other General Gov't		Oct 2026 Labor & Employment Consultation Services	5,065.00	175044	11/18/2026 1
Flaherty & Hood P.A.	Other General Gov't		Oct 2026 Professional Services	498.75	175044	11/18/2026 1
Flaherty & Hood P.A.	Other General Gov't		Oct 2026 Real Estate Matters	330.00	175044	11/18/2026 1
		Total for	**Flaherty & Hood P.A.**	**15,603.75**		
Fleet & Farm Supply						
Fleet & Farm Supply	Airport		Plow Oil, Gloves, Brush, Bait Airport	110.44	174883	11/05/2026 1
Fleet & Farm Supply	Airport		Rodent Repellant Airport	30.99	174883	11/05/2026 1
Fleet & Farm Supply	Airport		Restroom Repairs Airport	15.98	174883	11/05/2026 1
Fleet & Farm Supply	Garbage Collection		Bushings 3/4" #552	27.98	174883	11/05/2026 1
Fleet & Farm Supply	Storm Sewer Mnt		Lay Flat Hose & Fitting Storm Sewer	48.87	174883	11/05/2026 1
Fleet & Farm Supply	Parks		Saw Blades, Caulk, Side Cutters	50.97	174883	11/05/2026 1
Fleet & Farm Supply	Parks		Batteries, Battery Siphon Pump	37.98	174883	11/05/2026 1
Fleet & Farm Supply	Parks		100ft Nylon Rope Park Dept	33.98	174883	11/05/2026 1
Fleet & Farm Supply	Parks		Rodent Repellant Park Dept	69.99	174883	11/05/2026 1
Fleet & Farm Supply	Parks		Drill Bits Park Dept	32.76	174883	11/05/2026 1
Fleet & Farm Supply	Parks		Green Painter's Tape Park Dept	10.99	174883	11/05/2026 1
Fleet & Farm Supply	Aquatic Park		Tarp Aquatic Park	23.99	174883	11/05/2026 1
Fleet & Farm Supply	Aquatic Park		Aquatic Park Bldg Repair Supplies	26.35	174883	11/05/2026 1

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Vendor	Department		Description	Amount	Check Number	Check Date
Fleet & Farm Supply	Paved Streets		Anti-Seize	6.99	174883	11/05/2026 1
Fleet & Farm Supply	Liquor Store		Restroom Repairs Liquor Store	31.98	174883	11/05/2026 1
		Total for	**Fleet & Farm Supply**	**560.24**		
Frontier Communications						
Frontier Communications	Airport		Nov 2026 Airport Card Reader	96.07	174981	11/13/2026 1
		Total for	**Frontier Communications**	**96.07**		
Frontier Precision, Inc.						
Frontier Precision, Inc.	Engineering		GPS, Controller, License & Accessories Survey Equipment	31,747.55	174982	11/13/2026 1
		Total for	**Frontier Precision, Inc.**	**31,747.55**		
G & R Controls, Inc.						
G & R Controls, Inc.	Library		Maint Services Agreement 11/01/2026 to 04/30/2027 Library	780.00	175045	11/18/2026 1
		Total for	**G & R Controls, Inc.**	**780.00**		
Galindo Alejandro						
Galindo Alejandro	Non-departmental		Refund Check 020262-000, 601 E 6th St-East Apt	0.10	174855	11/02/2026 1
Galindo Alejandro	Non-departmental		Refund Check 020262-000, 601 E 6th St-East Apt	1.03	174855	11/02/2026 1
Galindo Alejandro	Non-departmental		Refund Check 020262-000, 601 E 6th St-East Apt	1.42	174855	11/02/2026 1
Galindo Alejandro	Non-departmental		Refund Check 020262-000, 601 E 6th St-East Apt	1.03	174855	11/02/2026 1
Galindo Alejandro	Non-departmental		Refund Check 020262-000, 601 E 6th St-East Apt	2.74	174855	11/02/2026 1
		Total for	**Galindo Alejandro**	**6.32**		
Gemini Studios						
Gemini Studios	Local Access		Nov 2026 Operation Of Audio & Video Broadcast Equipment	450.00	174884	11/05/2026 1
Gemini Studios	Local Access		Nov 2026 Local Access Channel & Boxcast Membership	626.00	174884	11/05/2026 1
		Total for	**Gemini Studios**	**1,076.00**		
Gillette Pepsi Companies Inc.						
Gillette Pepsi Companies Inc.	Liquor - Mdse for Resale		Pop/Mix	372.00	174915	11/06/2026 1
		Total for	**Gillette Pepsi Companies Inc.**	**372.00**		
GMS Industrial Supplies, Inc.						
GMS Industrial Supplies, Inc.	Paved Streets		#12 x 1-1/2" Hex Head Tek Screw (100) Sign Repairs	12.07	174824	10/29/2026 1
GMS Industrial Supplies, Inc.	Parks		3 Packets 7" Light Duty Zip Ties	14.52	175046	11/18/2026 1
GMS Industrial Supplies, Inc.	Central Garage		Equipment Parts City Shop	580.41	174824	10/29/2026 1
		Total for	**GMS Industrial Supplies, Inc.**	**607.00**		
GMS, Inc.						
GMS, Inc.	Urban Redevelopment & Housing		10/23 Change SEC Code IN DD	32.50	174885	11/05/2026 1
GMS, Inc.	Urban Redevelopment & Housing		Oct 2026 Monthly User License & Warranty RLSS	90.00	174885	11/05/2026 1
		Total for	**GMS, Inc.**	**122.50**		
Gopher Alarms, LLC						
Gopher Alarms, LLC	Parks		Service Call 08/17/2026 Photo Smoke Detector & Labor	127.50	174825	10/29/2026 1
Gopher Alarms, LLC	Parks		Park/Streets Alarm Monitoring July to December 2026	94.50	174825	10/29/2026 1
Gopher Alarms, LLC	Library		Library Fire Alarm Monitoring July to December 2026	288.00	174825	10/29/2026 1
Gopher Alarms, LLC	General Government Buildings		City Hall Alarm Monitoring July to December 2026	96.00	174825	10/29/2026 1
Gopher Alarms, LLC	SMEC Building		Alarm Monitoring July to December 2026 SMEC	144.00	174825	10/29/2026 1
Gopher Alarms, LLC	Paved Streets		Park/Streets Alarm Monitoring July to December 2026	94.50	174825	10/29/2026 1
Gopher Alarms, LLC	Liquor Store		Liquor Store Fire & Burglar Alarm Monitoring July to December 26	504.86	174825	10/29/2026 1

Vendor	Department		Description	Amount	Check Number	Check Date
		Total for	**Gopher Alarms, LLC**	**1,349.36**		
Guardian						
Guardian	Health Insurance		Oct 2026 Life Insurance Premiums	1,377.08	0	11/18/2026 1
		Total for	**Guardian**	**1,377.08**		
Hagert						
Hagert	Crime Control & Investigation		LELS Critical Incident Training 11/05/2026 Mankato, MN	19.00	0	11/18/2026 1
		Total for	**Hagert**	**19.00**		
Hawk Alarm Systems, Inc						
Hawk Alarm Systems, Inc	Parks		10/16/26 Service Call Alarm Trouble Following Pressure Wash PW	72.50	174826	10/29/2026 1
Hawk Alarm Systems, Inc	Paved Streets		10/16/26 Service Call Alarm Trouble Following Pressure Wash PW	72.50	174826	10/29/2026 1
		Total for	**Hawk Alarm Systems, Inc**	**145.00**		
Home City Ice Co.						
Home City Ice Co.	Liquor - Mdse for Resale		Ice	107.14	174827	10/29/2026 1
Home City Ice Co.	Liquor - Mdse for Resale		Freight	11.00	174827	10/29/2026 1
Home City Ice Co.	Liquor - Mdse for Resale		Ice	211.86	175027	11/18/2026 1
Home City Ice Co.	Liquor - Mdse for Resale		Freight	11.00	175027	11/18/2026 1
		Total for	**Home City Ice Co.**	**341.00**		
Hometown Sanitation Services, LLC						
Hometown Sanitation Services, LLC	SMEC Building		Nov 2026 Refuse Removal SMEC	226.50	174983	11/13/2026 1
Hometown Sanitation Services, LLC	Liquor Store		Nov 2026 Cardboard Pickup Liquor Store	115.00	174983	11/13/2026 1
		Total for	**Hometown Sanitation Services, LLC**	**341.50**		
Hoye						
Hoye	Director of Finance		Nov 2026 Cell Phone Reimbursement	38.41	0	11/05/2026 1
		Total for	**Hoye**	**38.41**		
Hughes						
Hughes	Crime Control & Investigation		10/21/26 ERU Training Meal Reimbursement	19.00	0	11/05/2026 1
Hughes	Crime Control & Investigation		Fuel to Return from Training Granger, IA	46.92	0	11/18/2026 1
Hughes	Crime Control & Investigation		ERU Training 11/01 to 11/04/2026 Camp Dodge, IA	203.00	0	11/18/2026 1
		Total for	**Hughes**	**268.92**		
Hy Vee Food Store						
Hy Vee Food Store	Elections		Election Supplies	293.88	175047	11/18/2026 1
		Total for	**Hy Vee Food Store**	**293.88**		
Independent Pest Control						
Independent Pest Control	Airport		Oct 2026 Pest Control Airport	131.00	174828	10/29/2026 1
Independent Pest Control	Airport		Nov 2026 Pest Control Airport	125.00	174985	11/13/2026 1
		Total for	**Independent Pest Control**	**256.00**		
Indian Island Winery LLC						
Indian Island Winery LLC	Liquor - Mdse for Resale		Wine	887.77	175028	11/18/2026 1
		Total for	**Indian Island Winery LLC**	**887.77**		
Jackson County Sheriff's Office						
Jackson County Sheriff's Office	Fiscal Sponsor		OCt 2026 HEAT Team Fuel	122.98	174986	11/13/2026 1
		Total for	**Jackson County Sheriff's Office**	**122.98**		
Jefferson Fire & Safety, Inc.						

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Vendor	Department		Description	Amount	Check Number	Check Date
Jefferson Fire & Safety, Inc.	Fire Fighting		Sensit Gold G2 4-Gas	2,587.42	174987	11/13/2026 1
Jefferson Fire & Safety, Inc.	Fire Fighting		(4) Streamlight Strion LED, Streamlight Vantage 180X (4)	976.23	174987	11/13/2026 1
		Total for	**Jefferson Fire & Safety, Inc.**	**3,563.65**		
Jetter Clean, Inc.						
Jetter Clean, Inc.	Library		Martin Co Library Jetted Interior Main From Floor Clean Outside	575.00	174886	11/05/2026 1
		Total for	**Jetter Clean, Inc.**	**575.00**		
Johnson Brothers Liquor Company						
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Freight	-2.06	174916	11/06/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Freight	-2.06	174916	11/06/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Freight	90.64	174916	11/06/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Beer	433.80	174916	11/06/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Wine	1,556.22	174829	10/29/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Freight	57.68	174829	10/29/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Liquor	6,070.70	174829	10/29/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Freight	122.26	174829	10/29/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Freight	153.13	175029	11/18/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Wine	5,464.76	175029	11/18/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Freight	2.06	175029	11/18/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Pop/Mix	37.00	175029	11/18/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Wine	-684.00	174916	11/06/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Liquor	-80.00	174916	11/06/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Wine	148.00	175029	11/18/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Wine	664.94	175029	11/18/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Liquor	5,555.25	175029	11/18/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Freight	138.02	175029	11/18/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Liquor	3,564.68	174916	11/06/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Wine	2,556.50	174916	11/06/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		THC	180.90	174916	11/06/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Freight	57.46	174916	11/06/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Freight	25.06	175029	11/18/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Liquor	7,771.26	175029	11/18/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Freight	85.76	175029	11/18/2026 1
Johnson Brothers Liquor Company	Liquor - Mdse for Resale		Freight	2.06	175029	11/18/2026 1
Johnson Brothers Liquor Company	Liquor Store		Advertising/Promo	0.01	175029	11/18/2026 1
		Total for	**Johnson Brothers Liquor Company**	**33,970.03**		
Kastning, Bryan						
Kastning, Bryan	Fire Fighting		MN State Fire Chief's Convention 10/14 to 10/17/2026 Duluth, MN	1,390.52	0	10/29/2026 1
		Total for	**Kastning, Bryan**	**1,390.52**		
Keith						
Keith	Non-departmental		Refund Check 014549-002, 514 N Prairie Ave	4.44	174856	11/02/2026 1
Keith	Non-departmental		Refund Check 014549-002, 514 N Prairie Ave	1.67	174856	11/02/2026 1
Keith	Non-departmental		Refund Check 014549-002, 514 N Prairie Ave	4.39	174856	11/02/2026 1
Keith	Non-departmental		Refund Check 014549-002, 514 N Prairie Ave	1.66	174856	11/02/2026 1

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Vendor	Department		Description	Amount	Check Number	Check Date
Keith	Non-departmental		Refund Check 014549-002, 514 N Prairie Ave	0.17	174856	11/02/2026 1
		Total for	**Keith**	**12.33**		
KKOJ/KUXX						
KKOJ/KUXX	Liquor Store		Vikings Sponsor Ad 10/31/2026 Liquor Store	275.00	174988	11/13/2026 1
		Total for	**KKOJ/KUXX**	**275.00**		
Koppen						
Koppen	Economic Development		Nov 2026 Cell Phone Reimbursement	38.41	0	11/05/2026 1
		Total for	**Koppen**	**38.41**		
Kwik Trip Inc.						
Kwik Trip Inc.	Crime Control & Investigation		Fuel for Squads 10/10/2026 Police Dept	69.63	174989	11/13/2026 1
		Total for	**Kwik Trip Inc.**	**69.63**		
Lawn Solutions, Inc						
Lawn Solutions, Inc	Weed Control		Mow & Trim City & Nuisance Properties Oct 2026	615.60	175048	11/18/2026 1
Lawn Solutions, Inc	SMEC Building		Nov 2026 Lawn Care Services Per Contract SMEC	700.00	174887	11/05/2026 1
		Total for	**Lawn Solutions, Inc**	**1,315.60**		
League Of Mn Cities Ins Trust						
League Of Mn Cities Ins Trust	Property/Liability Insurance		Trailer LMC GL 000000565269 11/09/2026	500.00	175049	11/18/2026 1
		Total for	**League Of Mn Cities Ins Trust**	**500.00**		
Lexis Nexis Risk Data Management, LL						
Lexis Nexis Risk Data Management, LLC	Other General Gov't		Oct 2026 Monthly Subscription Fee	119.40	174888	11/05/2026 1
		Total for	**Lexis Nexis Risk Data Management, LL**	**119.40**		
Locators & Supplies, Inc						
Locators & Supplies, Inc	Parks		Cowhide Gloves	62.16	174990	11/13/2026 1
Locators & Supplies, Inc	Paved Streets		Cowhide Gloves	62.17	174990	11/13/2026 1
		Total for	**Locators & Supplies, Inc**	**124.33**		
Lockridge Grindal Nauen P.L.L.P.						
Lockridge Grindal Nauen P.L.L.P.	Other General Gov't		Nov 2026 Government Relations	3,333.33	174991	11/13/2026 1
		Total for	**Lockridge Grindal Nauen P.L.L.P.**	**3,333.33**		
M.R. Paving & Excavating, Inc.						
M.R. Paving & Excavating, Inc.	Paved Streets		Blue Earth Ave Improvements 09/20 to 10/23/2026	579,620.47	174992	11/13/2026 1
		Total for	**M.R. Paving & Excavating, Inc.**	**579,620.47**		
Mankato/Fairmont Fire & Safety						
Mankato/Fairmont Fire & Safety	Animal Control		2026 Annual Fire Extinguisher Inspections & Repairs Humane Socie	85.00	174889	11/05/2026 1
Mankato/Fairmont Fire & Safety	Aquatic Park		2026 Annual Fire Extinguisher Inspections & Repairs Aquatic Park	131.00	174889	11/05/2026 1
Mankato/Fairmont Fire & Safety	SMEC Building		2026 Annual Fire Extinguisher Inspections & Repairs SMEC	213.00	174889	11/05/2026 1
Mankato/Fairmont Fire & Safety	Paved Streets		2026 Annual Fire Extinguisher Inspections & Repairs Streets	1,294.50	174889	11/05/2026 1
Mankato/Fairmont Fire & Safety	Fire Fighting		2026 Annual Fire Extinguisher Inspections & Repairs Fire Dept	658.00	174889	11/05/2026 1
Mankato/Fairmont Fire & Safety	General Government Buildings		2026 Annual Fire Extinguisher Inspections & Repairs City Hall	346.00	174889	11/05/2026 1
Mankato/Fairmont Fire & Safety	Airport		2026 Annual Fire Extinguisher Inspections & Repairs Airport	322.00	174889	11/05/2026 1
Mankato/Fairmont Fire & Safety	Parks		2026 Annual Fire Extinguisher Inspections & Repairs Parks	1,294.50	174889	11/05/2026 1
Mankato/Fairmont Fire & Safety	Liquor Store		2026 Annual Fire Extinguisher Inspections & Repairs Liquor Store	85.00	174889	11/05/2026 1
		Total for	**Mankato/Fairmont Fire & Safety**	**4,429.00**		
Marco Technologies, LLC						

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Vendor	Department	Description	Amount	Check Number	Check Date
Marco Technologies, LLC	Liquor Store	Contract Base Rate 10/14 to 11/13/26 Liquor Store	22.68	174831	10/29/2026 1
Marco Technologies, LLC	Lake Restoration	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	37.60	174831	10/29/2026 1
Marco Technologies, LLC	Lake Restoration	Contract Usage 10/02 to 11/01/2026 City Hall	5.52	174890	11/05/2026 1
Marco Technologies, LLC	Airport	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	37.60	174831	10/29/2026 1
Marco Technologies, LLC	Airport	Contract Base Rate 11/14 to 12/13/26. Usage 08/14 to 11/13/26.	12.02	175057	11/24/2026 1
Marco Technologies, LLC	Airport	Contract Usage 10/02 to 11/01/2026 City Hall	5.52	174890	11/05/2026 1
Marco Technologies, LLC	Airport	Contract Base Rate 10/14 to 11/13/26 Airport	11.28	174831	10/29/2026 1
Marco Technologies, LLC	Liquor Store	Contract Base Rate 11/14 to 12/13/26. Usage 08/14 to 11/13/26.	204.97	175057	11/24/2026 1
Marco Technologies, LLC	Liquor Store	Contract Usage 10/02 to 11/01/2026 City Hall	5.52	174890	11/05/2026 1
Marco Technologies, LLC	Liquor Store	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	37.60	174831	10/29/2026 1
Marco Technologies, LLC	Economic Development	Contract Usage 10/02 to 11/01/2026 City Hall	24.85	174890	11/05/2026 1
Marco Technologies, LLC	Economic Development	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	169.18	174831	10/29/2026 1
Marco Technologies, LLC	Police Administration	Contract Usage 10/02 to 11/01/2026 City Hall	5.52	174890	11/05/2026 1
Marco Technologies, LLC	Police Administration	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	37.60	174831	10/29/2026 1
Marco Technologies, LLC	Engineering	Contract Base Rate 11/14 to 12/13/26. Usage 08/14 to 11/13/26.	12.02	175057	11/24/2026 1
Marco Technologies, LLC	Engineering	Contract Usage 10/02 to 11/01/2026 City Hall	38.65	174890	11/05/2026 1
Marco Technologies, LLC	Engineering	Contract Base Rate 10/14 to 11/13/26 Engineering	11.34	174831	10/29/2026 1
Marco Technologies, LLC	Engineering	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	263.18	174831	10/29/2026 1
Marco Technologies, LLC	Recording & Reporting	Contract Base Rate 11/14 to 12/13/26. Usage 08/14 to 11/13/26.	12.02	175057	11/24/2026 1
Marco Technologies, LLC	Recording & Reporting	Contract Usage 10/02 to 11/01/2026 City Hall	8.28	174890	11/05/2026 1
Marco Technologies, LLC	Recording & Reporting	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	56.39	174831	10/29/2026 1
Marco Technologies, LLC	Recording & Reporting	Contract Base Rate 10/14 to 11/13/26 City Clerk	11.34	174831	10/29/2026 1
Marco Technologies, LLC	Parks	Contract Usage 10/02 to 11/01/2026 City Hall	8.28	174890	11/05/2026 1
Marco Technologies, LLC	Parks	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	56.39	174831	10/29/2026 1
Marco Technologies, LLC	Building Inspection	Contract Usage 10/02 to 11/01/2026 City Hall	13.81	174890	11/05/2026 1
Marco Technologies, LLC	Building Inspection	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	93.99	174831	10/29/2026 1
Marco Technologies, LLC	Crime Control & Investigation	Contract Base Rate 11/14 to 12/13/2026 Police Dept	41.69	174962	11/13/2026 1
Marco Technologies, LLC	Crime Control & Investigation	Contract Usage 10/02 to 11/01/2026 City Hall	5.52	174890	11/05/2026 1
Marco Technologies, LLC	Crime Control & Investigation	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	37.60	174831	10/29/2026 1
Marco Technologies, LLC	Fire Fighting	Contract Base Rate 10/14 to 11/13/26 Fire Dept	11.34	174831	10/29/2026 1
Marco Technologies, LLC	Fire Fighting	Contract Base Rate 11/14 to 12/13/26. Usage 08/14 to 11/13/26.	12.02	175057	11/24/2026 1
Marco Technologies, LLC	Fire Fighting	Contract Usage 10/02 to 11/01/2026 City Hall	8.28	174890	11/05/2026 1
Marco Technologies, LLC	Fire Fighting	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	56.39	174831	10/29/2026 1
Marco Technologies, LLC	Director of Finance	Contract Base Rate 11/14 to 12/13/26. Usage 08/14 to 11/13/26.	113.52	175057	11/24/2026 1
Marco Technologies, LLC	Director of Finance	Contract Usage 10/02 to 11/01/2026 City Hall	8.28	174890	11/05/2026 1
Marco Technologies, LLC	Director of Finance	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	56.39	174831	10/29/2026 1
Marco Technologies, LLC	Director of Finance	Contract Base Rate 10/14 to 11/13/26 Finance Dept	45.36	174831	10/29/2026 1
Marco Technologies, LLC	Paved Streets	Contract Base Rate 11/14 to 12/13/26. Usage 08/14 to 11/13/26.	12.02	175057	11/24/2026 1
Marco Technologies, LLC	Paved Streets	Contract Usage 10/02 to 11/01/2026 City Hall	5.52	174890	11/05/2026 1
Marco Technologies, LLC	Paved Streets	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	37.60	174831	10/29/2026 1
Marco Technologies, LLC	Paved Streets	Contract Base Rate 10/14 to 11/13/26 Street Dept	11.34	174831	10/29/2026 1
Marco Technologies, LLC	Data Processing	Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	56.39	174831	10/29/2026 1
Marco Technologies, LLC	Data Processing	Contract Usage 10/02 to 11/01/2026 City Hall	8.28	174890	11/05/2026 1

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Vendor	Department		Description	Amount	Check Number	Check Date	
Marco Technologies, LLC	City Manager		Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	56.39	174831	10/29/2026	1
Marco Technologies, LLC	City Manager		Contract Base Rate 11/14 to 12/13/26. Usage 08/14 to 11/13/26.	12.02	175057	11/24/2026	1
Marco Technologies, LLC	City Manager		Contract Usage 10/02 to 11/01/2026 City Hall	8.28	174890	11/05/2026	1
Marco Technologies, LLC	City Manager		Contract Base Rate 10/14 to 11/13/26 City Admin	11.34	174831	10/29/2026	1
Marco Technologies, LLC	Planning & Zoning		Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	93.99	174831	10/29/2026	1
Marco Technologies, LLC	Planning & Zoning		Contract Base Rate 11/14 to 12/13/26. Usage 08/14 to 11/13/26.	36.06	175057	11/24/2026	1
Marco Technologies, LLC	Planning & Zoning		Contract Usage 10/02 to 11/01/2026 City Hall	13.81	174890	11/05/2026	1
Marco Technologies, LLC	Planning & Zoning		Contract Base Rate 10/14 to 11/13/26 Planning & Zoning	34.02	174831	10/29/2026	1
Marco Technologies, LLC	Human Resources		Contract Base Rate 11/14 to 12/13/26. Usage 08/14 to 11/13/26.	12.02	175057	11/24/2026	1
Marco Technologies, LLC	Human Resources		Contract Usage 10/02 to 11/01/2026 City Hall	5.52	174890	11/05/2026	1
Marco Technologies, LLC	Human Resources		Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	37.60	174831	10/29/2026	1
Marco Technologies, LLC	Human Resources		Contract Base Rate 10/14 to 11/13/26 HR	11.34	174831	10/29/2026	1
Marco Technologies, LLC	Parking Lots		Contract Usage 10/02 to 11/01/2026 City Hall	5.52	174890	11/05/2026	1
Marco Technologies, LLC	Parking Lots		Contract Base Rate 10/22 to 11/21/26. Usage 07/22 to 10/21/26 CH	37.60	174831	10/29/2026	1
		Total for	**Marco Technologies, LLC**	**2,106.20**			
Martin County Attorney's							
Martin County Attorney's	Other General Gov't		October 2026 Prosecutorial Services	6,250.00	174891	11/05/2026	1
		Total for	**Martin County Attorney's**	**6,250.00**			
Martin County Auditor							
Martin County Auditor	Crime Control & Investigation		Nov 2026 Rental of Security Building	5,219.05	174892	11/05/2026	1
Martin County Auditor	Crime Control & Investigation		CADY Phone Bill Nov 2026 Police Dept	159.83	175050	11/18/2026	1
		Total for	**Martin County Auditor**	**5,378.88**			
Martin County Highway Dept							
Martin County Highway Dept	Crime Control & Investigation		fuel usage-october	5,646.74	174941	11/10/2026	1
Martin County Highway Dept	Building Inspection		fuel usage-october	98.32	174941	11/10/2026	1
Martin County Highway Dept	Garbage Collection		fuel usage-october	894.14	174941	11/10/2026	1
Martin County Highway Dept	Storm Sewer Mnt		fuel usage-october	1,839.98	174941	11/10/2026	1
Martin County Highway Dept	Fire Fighting		fuel usage-october	359.65	174941	11/10/2026	1
Martin County Highway Dept	Parks		fuel usage-october	3,582.54	174941	11/10/2026	1
Martin County Highway Dept	Engineering		fuel usage-october	344.65	174941	11/10/2026	1
Martin County Highway Dept	Paved Streets		excise tax 1% evaporation loss -8.05 gal	-2.62	174941	11/10/2026	1
Martin County Highway Dept	Paved Streets		fuel usage-october	7,764.60	174941	11/10/2026	1
Martin County Highway Dept	Airport		fuel usage-october	287.52	174941	11/10/2026	1
Martin County Highway Dept	Central Garage		fuel usage-october	162.44	174941	11/10/2026	1
		Total for	**Martin County Highway Dept**	**20,977.96**			
Martin County Recorder							
Martin County Recorder	Planning & Zoning		Gikmore Prop, Copies, Vaughn	56.00	174893	11/05/2026	1
		Total for	**Martin County Recorder**	**56.00**			
Martin County Sheriffs							
Martin County Sheriffs	Planning & Zoning		Notice to Declare Bldgs Hazardous & Order Corrections 11/16/26	65.00	175051	11/18/2026	1
		Total for	**Martin County Sheriffs**	**65.00**			
Martin County Star Inc.							
Martin County Star Inc.	Liquor Store		Help Wanted Ads Liquor Store Manager Oct 2026	270.00	174894	11/05/2026	1

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Vendor	Department		Description	Amount	Check Number	Check Date
		Total for	**Martin County Star Inc.**	**270.00**		
Martin County Treasurer						
Martin County Treasurer	Garbage Collection		2027 Solid Waste Collection & Transportation License in Martin C	10.00	174993	11/13/2026 1
		Total for	**Martin County Treasurer**	**10.00**		
Mayo Clinic Health System Fairmont						
Mayo Clinic Health System Fairmont	Crime Control & Investigation		Search Warrant Blood Draw 10/16/2026	36.00	174963	11/13/2026 1
Mayo Clinic Health System Fairmont	Fire Fighting		Fireman Physical B Scott	231.00	174994	11/13/2026 1
		Total for	**Mayo Clinic Health System Fairmont**	**267.00**		
MCFOA Region V						
MCFOA Region V	Recording & Reporting		MCFOA Region V Mtg 11/20/2026 St James, MN B Steuber	20.00	174832	10/29/2026 1
		Total for	**MCFOA Region V**	**20.00**		
Medsurety LLC						
Medsurety LLC	Health Insurance		COBRA Continuation & Participant Fees Nov 2026	85.75	0	11/18/2026 1
		Total for	**Medsurety LLC**	**85.75**		
Midco						
Midco	Library		Nov 2026 Telephone Library	517.99	174895	11/05/2026 1
Midco	Building Inspection		Nov 2026 Telephone City Hall	51.72	174895	11/05/2026 1
Midco	Airport		Nov 2026 Airport Ethernet Circuit	307.65	174895	11/05/2026 1
Midco	Director of Finance		Nov 2026 Telephone City Hall	51.72	174895	11/05/2026 1
Midco	Fire Fighting		Nov 2026 Telephone City Hall	20.69	174895	11/05/2026 1
Midco	Fire Fighting		Nov 2026 Telephone Fire Dept	62.93	174895	11/05/2026 1
Midco	Crime Control & Investigation		Nov 2026 Telephone City Hall	31.03	174895	11/05/2026 1
Midco	Recording & Reporting		Nov 2026 Telephone City Hall	62.06	174895	11/05/2026 1
Midco	Economic Development		Nov 2026 Telephone City Hall	41.37	174895	11/05/2026 1
Midco	Engineering		Nov 2026 Telephone City Hall	113.78	174895	11/05/2026 1
Midco	Parks		Nov 2026 Telephone 417 E Margaret St	39.90	174895	11/05/2026 1
Midco	Parks		Nov 2026 Telephone 801 E Margaret St	244.90	174895	11/05/2026 1
Midco	Parks		Nov 2026 Telephone City Hall	31.03	174895	11/05/2026 1
Midco	Planning & Zoning		Nov 2026 Telephone City Hall	51.72	174895	11/05/2026 1
Midco	Aquatic Park		Nov 2026 Telephone Aquatic Park	67.02	174895	11/05/2026 1
Midco	City Manager		Nov 2026 Telephone City Hall	113.78	174895	11/05/2026 1
Midco	SMEC Building		Nov 2026 Telephone SMEC	128.36	174895	11/05/2026 1
Midco	Data Processing		Nov 2026 City Hall Internet Circuit	600.65	174895	11/05/2026 1
Midco	Animal Control		Nov 2026 Internet Humane Society	121.65	174895	11/05/2026 1
Midco	Animal Control		Nov 2026 Telephone Humane Society	95.67	174895	11/05/2026 1
Midco	Paved Streets		Nov 2026 Telephone 801 E Margaret St	244.89	174895	11/05/2026 1
Midco	Paved Streets		Nov 2026 Telephone City Hall	62.06	174895	11/05/2026 1
Midco	Paved Streets		Nov 2026 Telephone 417 E Margaret St	39.91	174895	11/05/2026 1
Midco	Human Resources		Nov 2026 Telephone City Hall	20.69	174895	11/05/2026 1
Midco	Airport		Nov 2026 Telephone City Hall	30.71	174895	11/05/2026 1
Midco	Airport		Nov 2026 Telephone Airport	64.52	174895	11/05/2026 1
Midco	Central Garage		Nov 2026 Telephone City Hall	20.69	174895	11/05/2026 1
Midco	Lake Restoration		Nov 2026 Telephone City Hall	20.69	174895	11/05/2026 1

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Vendor	Department		Description	Amount	Check Number	Check Date
Midco	Liquor Store		Nov 2026 Telephone Liquor Store	201.74	174895	11/05/2026 1
		Total for	**Midco**	**3,461.52**		
Middle Nine Mutual Aid						
Middle Nine Mutual Aid	Fire Fighting		Middle 9 Mutual Aid Association Dues 2026	50.00	174869	11/03/2026 1
		Total for	**Middle Nine Mutual Aid**	**50.00**		
Miller Sellner						
Miller Sellner	Parks		(6) Gator Blades	271.32	174995	11/13/2026 1
		Total for	**Miller Sellner**	**271.32**		
Minnesota Dept of Admin						
Minnesota Dept of Admin	Crime Control & Investigation		Sept 2026 Vehicle Leases Police Dept	5,819.26	174833	10/29/2026 1
		Total for	**Minnesota Dept of Admin**	**5,819.26**		
Mn Co. Attorneys Assoc.						
Mn Co. Attorneys Assoc.	Crime Control & Investigation		Receipt, Inventory & Return Form, Notice of Seizure of Motor Veh	91.00	174896	11/05/2026 1
		Total for	**Mn Co. Attorneys Assoc.**	**91.00**		
MN Energy Resources Corp.						
MN Energy Resources Corp.	Fire Fighting		Gas Utilities 10/05 to 11/01/2026 Fire Dept	126.96	174996	11/13/2026 1
MN Energy Resources Corp.	Library		Gas Utilities 09/22 to 10/21/2026 Library	1,053.79	174897	11/05/2026 1
MN Energy Resources Corp.	Parks		Gas Utilities 09/17 to 10/18/2026 801 E Margaret St	275.95	174834	10/29/2026 1
MN Energy Resources Corp.	Parks		Gas Utilities 09/15 to 10/14/2026 417 E Margaret St	20.43	174834	10/29/2026 1
MN Energy Resources Corp.	Parks		Gas Utilities 10/08 to 11/04/2026 Lincoln Park Shelter	20.50	174996	11/13/2026 1
MN Energy Resources Corp.	Animal Control		Gas Utilities 09/15 to 10/14/2026 Humane Society	20.50	174834	10/29/2026 1
MN Energy Resources Corp.	Paved Streets		Gas Utilities 09/17 to 10/18/2026 801 E Margaret St	275.95	174834	10/29/2026 1
MN Energy Resources Corp.	Paved Streets		Gas Utilities 09/15 to 10/14/2026 417 E Margaret St	20.43	174834	10/29/2026 1
MN Energy Resources Corp.	Aquatic Park		Gas Utilities 09/17 to 10/18/2026 Aquatic Park	47.50	174897	11/05/2026 1
MN Energy Resources Corp.	Central Garage		Gas Utilities 09/17 to 10/18/2026 801 E Margaret St	89.84	174834	10/29/2026 1
MN Energy Resources Corp.	Central Garage		Gas Utilities 09/15 to 10/14/2026 417 E Margaret St	6.64	174834	10/29/2026 1
MN Energy Resources Corp.	Liquor Store		Gas Utilities 09/15 to 10/14/2026 Liquor Store	48.36	174834	10/29/2026 1
		Total for	**MN Energy Resources Corp.**	**2,006.85**		
Mn State Fire Chiefs Assn.						
Mn State Fire Chiefs Assn.	Fire Fighting		Membership Renewal-Fire Chief Thru 12/31/2027	110.00	174997	11/13/2026 1
		Total for	**Mn State Fire Chiefs Assn.**	**110.00**		
Mn State Fire Dept. Asso.						
Mn State Fire Dept. Asso.	Fire Fighting		2027 MSFDA Membership Dues	375.00	174998	11/13/2026 1
		Total for	**Mn State Fire Dept. Asso.**	**375.00**		
Moore & Ace, Inc.						
Moore & Ace, Inc.	Parks		Chip Guard Park Dept	32.97	174835	10/29/2026 1
Moore & Ace, Inc.	Parks		Stihl Repair Parts	32.97	174999	11/13/2026 1
		Total for	**Moore & Ace, Inc.**	**65.94**		
Morgan Creek Vineyards						
Morgan Creek Vineyards	Liquor - Mdse for Resale		Wine	390.00	174917	11/06/2026 1
		Total for	**Morgan Creek Vineyards**	**390.00**		
Mountain Lake Police Dept						
Mountain Lake Police Dept	Fiscal Sponsor		Basic Swat Training 10/12/2026 HT Training Group HEAT Ellis	995.00	174898	11/05/2026 1

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Vendor	Department		Description	Amount	Check Number	Check Date
		Total for	**Mountain Lake Police Dept**	**995.00**		
Napa Auto Fairmont						
Napa Auto Fairmont	Crime Control & Investigation		Oil Filter Police #4	4.04	175000	11/13/2026 1
Napa Auto Fairmont	Crime Control & Investigation		Oil Filter Police #1	4.04	175000	11/13/2026 1
Napa Auto Fairmont	Crime Control & Investigation		Oil Filter Squad #5	4.04	175000	11/13/2026 1
Napa Auto Fairmont	Parks		Core Return (4) Park Dept	-100.00	175000	11/13/2026 1
Napa Auto Fairmont	Parks		Oil, Air & Cabin Filters Park 515	27.25	175000	11/13/2026 1
Napa Auto Fairmont	Parks		Oil Filter Park 509	4.04	175052	11/18/2026 1
Napa Auto Fairmont	Engineering		Oil & Cabin Filters Engineering 732	20.16	175000	11/13/2026 1
Napa Auto Fairmont	Paved Streets		Oil & Cabin Filters Street 115	43.11	175000	11/13/2026 1
Napa Auto Fairmont	Paved Streets		Oil Filter Street 142	4.04	175000	11/13/2026 1
Napa Auto Fairmont	Paved Streets		Oil Filter Street 139	4.04	175052	11/18/2026 1
Napa Auto Fairmont	Central Garage		Oil & Fuel Filters City Shop	120.65	175000	11/13/2026 1
		Total for	**Napa Auto Fairmont**	**135.41**		
National Enrollment Partners						
National Enrollment Partners	Health Insurance		Nov 2026 Employee Navigator Support	350.00	175001	11/13/2026 1
		Total for	**National Enrollment Partners**	**350.00**		
Nelson						
Nelson	Non-departmental		Refund Check 008153-001, 214 E 8th St	1.19	174857	11/02/2026 1
Nelson	Non-departmental		Refund Check 008153-001, 214 E 8th St	1.19	174857	11/02/2026 1
Nelson	Non-departmental		Refund Check 008153-001, 214 E 8th St	0.12	174857	11/02/2026 1
Nelson	Non-departmental		Refund Check 008153-001, 214 E 8th St	3.14	174857	11/02/2026 1
Nelson	Non-departmental		Refund Check 008153-001, 214 E 8th St	3.17	174857	11/02/2026 1
		Total for	**Nelson**	**8.81**		
Neusch						
Neusch	Lake Restoration		BWSR Academy Brainerd, MN 10/20 to 10/22/2026	310.08	174899	11/05/2026 1
		Total for	**Neusch**	**310.08**		
Nielsen Blacktopping & Concrete						
Nielsen Blacktopping & Concrete	Paved Streets		Blacktop	7,441.28	174900	11/05/2026 1
		Total for	**Nielsen Blacktopping & Concrete**	**7,441.28**		
Nippon Sanso Matheson Inc.						
Nippon Sanso Matheson Inc.	Central Garage		Oct 2026 Cylinder Rentals Acetylene, High Pressure Large	92.40	174836	10/29/2026 1
		Total for	**Nippon Sanso Matheson Inc.**	**92.40**		
Northern Safety Technology, Inc.						
Northern Safety Technology, Inc.	Fire Fighting		M6 LED Brake/Tail/Turn Light Fire #7	251.32	175002	11/13/2026 1
		Total for	**Northern Safety Technology, Inc.**	**251.32**		
Olson						
Olson	Non-departmental		Refund Check 007776-002, 316 E 4th Street	0.95	174858	11/02/2026 1
Olson	Non-departmental		Refund Check 007776-002, 316 E 4th Street	2.51	174858	11/02/2026 1
Olson	Non-departmental		Refund Check 007776-002, 316 E 4th Street	0.10	174858	11/02/2026 1
Olson	Non-departmental		Refund Check 007776-002, 316 E 4th Street	0.95	174858	11/02/2026 1
Olson	Non-departmental		Refund Check 007776-002, 316 E 4th Street	2.54	174858	11/02/2026 1
		Total for	**Olson**	**7.05**		

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Vendor	Department		Description	Amount	Check Number	Check Date
O'Reilly Auto Parts						
O'Reilly Auto Parts	Paved Streets		Battery Post Kit Street #113	18.99	175003	11/13/2026 1
O'Reilly Auto Parts	Paved Streets		Sway Bar Link Kit Street #139	28.15	175053	11/18/2026 1
O'Reilly Auto Parts	Central Garage		Penetrant (3) City Shop	86.97	174837	10/29/2026 1
O'Reilly Auto Parts	Airport		Bushing & Links #318 Airport	81.23	175003	11/13/2026 1
O'Reilly Auto Parts	Airport		Link Kits, Sway Bar BSH Ram1500 #318 Airport	81.23	175003	11/13/2026 1
O'Reilly Auto Parts	Airport		Return Bushing & Links #318 Airport	-81.23	175003	11/13/2026 1
		Total for	**O'Reilly Auto Parts**	**215.34**		
Oxford Street Merchants						
Oxford Street Merchants	Liquor - Mdse for Resale		Wine	760.00	175030	11/18/2026 1
Oxford Street Merchants	Liquor - Mdse for Resale		Freight	24.72	174964	11/13/2026 1
Oxford Street Merchants	Liquor - Mdse for Resale		Wine	1,186.00	174964	11/13/2026 1
Oxford Street Merchants	Liquor - Mdse for Resale		Freight	19.40	174838	10/29/2026 1
Oxford Street Merchants	Liquor - Mdse for Resale		Wine	1,032.00	174838	10/29/2026 1
Oxford Street Merchants	Liquor - Mdse for Resale		Freight	12.36	175030	11/18/2026 1
		Total for	**Oxford Street Merchants**	**3,034.48**		
Paper Roll Products LLC						
Paper Roll Products LLC	Liquor Store		Supplies Liquor Store Thermal Receipt Paper	159.55	175031	11/18/2026 1
		Total for	**Paper Roll Products LLC**	**159.55**		
Paustis Wine Company						
Paustis Wine Company	Liquor - Mdse for Resale		Wine	96.00	174839	10/29/2026 1
Paustis Wine Company	Liquor - Mdse for Resale		Freight	4.00	174839	10/29/2026 1
Paustis Wine Company	Liquor - Mdse for Resale		Wine	716.00	175032	11/18/2026 1
Paustis Wine Company	Liquor - Mdse for Resale		Freight	10.50	175032	11/18/2026 1
		Total for	**Paustis Wine Company**	**826.50**		
PDCM/SCSU-Range						
PDCM/SCSU-Range	Crime Control & Investigation		EVOC/PIT Refresher Hybrid 10/21/2026 Reinke	545.00	174840	10/29/2026 1
		Total for	**PDCM/SCSU-Range**	**545.00**		
Phillips Wine & Spirits						
Phillips Wine & Spirits	Liquor - Mdse for Resale		Liquor	2,238.69	174841	10/29/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		Beer	296.90	174841	10/29/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		Freight	37.08	174841	10/29/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		Pop/Mix	76.00	174841	10/29/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		Freight	41.20	174841	10/29/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		THC	-2.71	174918	11/06/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		Liquor	-45.00	174918	11/06/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		Liquor	-15.75	174918	11/06/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		Freight	53.56	174918	11/06/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		Freight	150.38	174918	11/06/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		Liquor	-15.39	174918	11/06/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		Pop/Mix	46.20	174918	11/06/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		Liquor	8,935.39	174918	11/06/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale		Wine	1,396.50	174918	11/06/2026 1

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Vendor	Department	Description	Amount	Check Number	Check Date
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	2.06	174918	11/06/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	2,129.05	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	115.00	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	910.30	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	810.75	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Pop/Mix	310.52	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	30.90	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	8.24	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Liquor	16,662.11	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	384.90	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	300.76	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	88.58	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	32.96	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	THC	1,555.54	174841	10/29/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	2.06	174841	10/29/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	1,080.30	174841	10/29/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Wine	1,823.85	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Beer	300.60	175033	11/18/2026 1
Phillips Wine & Spirits	Liquor - Mdse for Resale	Freight	53.56	175033	11/18/2026 1
		Total for Phillips Wine & Spirits	**39,795.09**		
Photo Press					
Photo Press	Director of Finance	Help Wanted Asst Finance Director	118.00	174901	11/05/2026 1
Photo Press	Director of Finance	Help Wanted Asst Finance Director	118.00	174901	11/05/2026 1
Photo Press	Director of Finance	Help Wanted Asst Finance Director	118.00	174901	11/05/2026 1
Photo Press	Other General Gov't	Charter	1,300.00	174901	11/05/2026 1
Photo Press	Liquor Store	Help Wanted Liquor Store Manager	118.00	174901	11/05/2026 1
Photo Press	Liquor Store	Help Wanted Liquor Store Manager	118.00	174901	11/05/2026 1
		Total for Photo Press	**1,890.00**		
Plunkett's Pest Control, Inc.					
Plunkett's Pest Control, Inc.	Parks	Nov 2026 Pest Control 801 E Margaret St	68.14	175004	11/13/2026 1
Plunkett's Pest Control, Inc.	Paved Streets	Nov 2026 Pest Control 801 E Margaret St	68.14	175004	11/13/2026 1
		Total for Plunkett's Pest Control, Inc.	**136.28**		
Police Dept/ Petty Cash					
Police Dept/ Petty Cash	Crime Control & Investigation	Mail Evidence to MN BCA FMP26-7180	19.50	174902	11/05/2026 1
Police Dept/ Petty Cash	Crime Control & Investigation	Tabs for 2021 Ford Explorer Police Dept	16.25	174902	11/05/2026 1
		Total for Police Dept/ Petty Cash	**35.75**		
Powerplan					
Powerplan	Paved Streets	Sharpening Knives	70.00	174842	10/29/2026 1
		Total for Powerplan	**70.00**		
Prairieland Solid Waste Mgmnt					
Prairieland Solid Waste Mgmnt	Garbage Collection	Oct 2026 Refuse Removal	853.21	174904	11/05/2026 1
Prairieland Solid Waste Mgmnt	Garbage Collection	Oct 2026 City Wide Cleanup	2,475.00	174904	11/05/2026 1
		Total for Prairieland Solid Waste Mgmnt	**3,328.21**		

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Vendor	Department	Description	Amount	Check Number	Check Date
Public Utilities Commission					
Public Utilities Commission	Fire Fighting	Nov 2026 Utilities	53.52	175058	11/24/2026 1
Public Utilities Commission	Fire Fighting	Nov 2026 Utilities	341.89	175058	11/24/2026 1
Public Utilities Commission	Fire Fighting	Nov 2026 Utilities	136.97	175058	11/24/2026 1
Public Utilities Commission	Fire Fighting	Nov 2026 Utilities	21.37	175058	11/24/2026 1
Public Utilities Commission	Library	Nov 2026 Utilities	48.38	175058	11/24/2026 1
Public Utilities Commission	Library	Nov 2026 Utilities	2,295.46	175058	11/24/2026 1
Public Utilities Commission	Library	Nov 2026 Utilities	115.26	175058	11/24/2026 1
Public Utilities Commission	Library	Nov 2026 Utilities	21.21	175058	11/24/2026 1
Public Utilities Commission	General Government Buildings	Nov 2026 Utilities	1,738.31	175058	11/24/2026 1
Public Utilities Commission	General Government Buildings	Nov 2026 Utilities	48.38	175058	11/24/2026 1
Public Utilities Commission	General Government Buildings	Nov 2026 Utilities	101.92	175058	11/24/2026 1
Public Utilities Commission	General Government Buildings	Nov 2026 Utilities	35.62	175058	11/24/2026 1
Public Utilities Commission	Parks	09/15 to 10/15/2026 Sewer 801 E Margaret St	75.19	175058	11/24/2026 1
Public Utilities Commission	Parks	09/15 to 10/15/2026 Storm Sewer 801 E Margaret St	15.83	175058	11/24/2026 1
Public Utilities Commission	Parks	09/15 to 10/15/2026 Water 801 E Margaret St	169.89	175058	11/24/2026 1
Public Utilities Commission	Parks	Nov 2026 Utilities	2,806.84	175058	11/24/2026 1
Public Utilities Commission	Parks	Nov 2026 Utilities	1,704.33	175058	11/24/2026 1
Public Utilities Commission	Parks	09/15 to 10/15/2026 Electric 801 E Margaret St	758.49	175058	11/24/2026 1
Public Utilities Commission	Parks	Nov 2026 Utilities	1,393.44	175058	11/24/2026 1
Public Utilities Commission	Parks	Nov 2026 Utilities	585.92	175058	11/24/2026 1
Public Utilities Commission	Paved Streets	Nov 2026 Utilities	34.40	175058	11/24/2026 1
Public Utilities Commission	Paved Streets	Nov 2026 Utilities	34.98	175058	11/24/2026 1
Public Utilities Commission	Paved Streets	09/15 to 10/15/2026 Electric 801 E Margaret St	758.49	175058	11/24/2026 1
Public Utilities Commission	Paved Streets	Nov 2026 Utilities	79.50	175058	11/24/2026 1
Public Utilities Commission	Paved Streets	Nov 2026 Utilities	110.48	175058	11/24/2026 1
Public Utilities Commission	Aquatic Park	Nov 2026 Utilities	426.58	175058	11/24/2026 1
Public Utilities Commission	Aquatic Park	Nov 2026 Utilities	199.88	175058	11/24/2026 1
Public Utilities Commission	Aquatic Park	Nov 2026 Utilities	90.16	175058	11/24/2026 1
Public Utilities Commission	Aquatic Park	Nov 2026 Utilities	183.63	175058	11/24/2026 1
Public Utilities Commission	SMEC Building	Nov 2026 Utilities	49.93	175058	11/24/2026 1
Public Utilities Commission	SMEC Building	Nov 2026 Utilities	159.47	175058	11/24/2026 1
Public Utilities Commission	SMEC Building	Nov 2026 Utilities	2,206.65	175058	11/24/2026 1
Public Utilities Commission	Animal Control	Nov 2026 Utilities	173.40	175058	11/24/2026 1
Public Utilities Commission	Animal Control	Nov 2026 Utilities	17.41	175058	11/24/2026 1
Public Utilities Commission	Animal Control	Nov 2026 Utilities	331.32	175058	11/24/2026 1
Public Utilities Commission	Animal Control	Nov 2026 Utilities	77.50	175058	11/24/2026 1
Public Utilities Commission	Parking Lots	Nov 2026 Utilities	181.41	175058	11/24/2026 1
Public Utilities Commission	Parking Lots	Nov 2026 Utilities	239.77	175058	11/24/2026 1
Public Utilities Commission	Street Lighting	Nov 2026 Utilities	14.74	175058	11/24/2026 1
Public Utilities Commission	Street Lighting	Nov 2026 Utilities	4,183.39	175058	11/24/2026 1
Public Utilities Commission	Street Lighting	Nov 2026 Utilities	2,451.05	175058	11/24/2026 1
Public Utilities Commission	Liquor Store	09/15 to 10/15/2026 Water Liquor Store Sprinkler System	380.37	175058	11/24/2026 1

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Vendor	Department		Description	Amount	Check Number	Check Date
Public Utilities Commission	Liquor Store		Nov 2026 Utilities	156.13	175058	11/24/2026 1
Public Utilities Commission	Liquor Store		Nov 2026 Utilities	55.88	175058	11/24/2026 1
Public Utilities Commission	Liquor Store		Nov 2026 Utilities	66.14	175058	11/24/2026 1
Public Utilities Commission	Airport		Nov 2026 Utilities	976.04	175058	11/24/2026 1
Public Utilities Commission	Airport		Nov 2026 Utilities	238.50	175058	11/24/2026 1
Public Utilities Commission	Airport		09/15 to 10/15/2026 Electric D Hangar Airport	57.51	175058	11/24/2026 1
Public Utilities Commission	Airport		Nov 2026 Utilities	2,229.66	175058	11/24/2026 1
Public Utilities Commission	Airport		Nov 2026 Utilities	68.80	175058	11/24/2026 1
Public Utilities Commission	Central Garage		Nov 2026 Utilities	2.65	175058	11/24/2026 1
Public Utilities Commission	Central Garage		09/15 to 10/15/2026 Electric 801 E Margaret St	246.93	175058	11/24/2026 1
Public Utilities Commission	Liquor Store		Nov 2026 Utilities	2,148.50	175058	11/24/2026 1
Public Utilities Commission	Lake Restoration		Nov 2026 Utilities	95.45	175058	11/24/2026 1
		Total for	**Public Utilities Commission**	**31,194.92**		
Reinke						
Reinke	Crime Control & Investigation		EVOC Refresher St Cloud, MN 10/20 to 10/21/2026	171.16	0	10/29/2026 1
Reinke	Crime Control & Investigation		Training-Grant Writing 11/12 to 11/13/2026 Shakopee, MN	172.83	0	11/18/2026 1
		Total for	**Reinke**	**343.99**		
Reserve Account						
Reserve Account	Crime Control & Investigation		Postage for Postage Meter	90.00	174843	10/29/2026 1
Reserve Account	Engineering		Postage for Postage Meter	300.00	174843	10/29/2026 1
Reserve Account	Police Administration		Postage for Postage Meter	60.00	174843	10/29/2026 1
Reserve Account	Economic Development		Postage for Postage Meter	150.00	174843	10/29/2026 1
Reserve Account	Recording & Reporting		Postage for Postage Meter	150.00	174843	10/29/2026 1
Reserve Account	Parks		Postage for Postage Meter	120.00	174843	10/29/2026 1
Reserve Account	Planning & Zoning		Postage for Postage Meter	150.00	174843	10/29/2026 1
Reserve Account	Director of Finance		Postage for Postage Meter	120.00	174843	10/29/2026 1
Reserve Account	Fire Fighting		Postage for Postage Meter	120.00	174843	10/29/2026 1
Reserve Account	Building Inspection		Postage for Postage Meter	150.00	174843	10/29/2026 1
Reserve Account	Paved Streets		Postage for Postage Meter	60.00	174843	10/29/2026 1
Reserve Account	Parking Lots		Postage for Postage Meter	90.00	174843	10/29/2026 1
Reserve Account	Human Resources		Postage for Postage Meter	90.00	174843	10/29/2026 1
Reserve Account	City Manager		Postage for Postage Meter	120.00	174843	10/29/2026 1
Reserve Account	Data Processing		Postage for Postage Meter	90.00	174843	10/29/2026 1
Reserve Account	Lake Restoration		Postage for Postage Meter	90.00	174843	10/29/2026 1
Reserve Account	Liquor Store		Postage for Postage Meter	90.00	174843	10/29/2026 1
Reserve Account	Airport		Postage for Postage Meter	150.00	174843	10/29/2026 1
		Total for	**Reserve Account**	**2,190.00**		
Retirement Association						
Retirement Association	Aquatic Park		Omitted Deductions AL 02/20/25 to 09/02/2026	3,339.91	174854	11/02/2026 1
		Total for	**Retirement Association**	**3,339.91**		
River Bend Business Products						
River Bend Business Products	Crime Control & Investigation		Office Supplies Police Dept	49.78	174844	10/29/2026 1
River Bend Business Products	Crime Control & Investigation		Office Supplies Police Dept	54.00	174844	10/29/2026 1

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Vendor	Department		Description	Amount	Check Number	Check Date	
		Total for	**River Bend Business Products**	**103.78**			
Round Lake Vineyards & Winery LLC							
Round Lake Vineyards & Winery LLC	Liquor - Mdse for Resale		Wine	150.00	175034	11/18/2026	1
		Total for	**Round Lake Vineyards & Winery LLC**	**150.00**			
RTT Mobile Interpretation							
RTT Mobile Interpretation	Crime Control & Investigation		Minutes Used 10/1 to 10/15/2026 Police Dept	48.18	174845	10/29/2026	1
RTT Mobile Interpretation	Crime Control & Investigation		10/16 to 10/31/2026 Minutes Used Police Dept	77.38	175005	11/13/2026	1
		Total for	**RTT Mobile Interpretation**	**125.56**			
Safety & Security Consultation Special							
Safety & Security Consultation Specialists, LLC	Fire Fighting		2026 EMR Refresher (27 Attendees) 02/28/2026	4,590.00	174870	11/03/2026	1
Safety & Security Consultation Specialists, LLC	Fire Fighting		11/11/25 Pump Operations Course	3,000.00	175006	11/13/2026	1
Safety & Security Consultation Specialists, LLC	Fire Fighting		10/29/2025 1403 House Burn	2,000.00	175006	11/13/2026	1
		Total for	**Safety & Security Consultation Special**	**9,590.00**			
Sandwick							
Sandwick	Parks		Safety Toe Boot Reimbursement	189.99	174846	10/29/2026	1
		Total for	**Sandwick**	**189.99**			
Sanow, Chad							
Sanow, Chad	Police Administration		FBI LEEDA IA Investigation Training 11/02 to 11/06/26 Faribault	95.00	0	11/18/2026	1
		Total for	**Sanow, Chad**	**95.00**			
Schillinger, Todd							
Schillinger, Todd	Fiscal Sponsor		Security Bit Set, Auto Threadlocker	38.50	175007	11/13/2026	1
		Total for	**Schillinger, Todd**	**38.50**			
Shamrock Recycling, Inc.							
Shamrock Recycling, Inc.	Garbage Collection		Tree Dump Hauling	990.00	175054	11/18/2026	1
		Total for	**Shamrock Recycling, Inc.**	**990.00**			
Sharp							
Sharp	Crime Control & Investigation		Fuel for Squad #8 Returning From Training In Blaine	25.51	0	11/18/2026	1
Sharp	Crime Control & Investigation		School Resource Officer Refresher Course 11/05/2026 Blaine, MN	63.00	0	11/18/2026	1
		Total for	**Sharp**	**88.51**			
Southern Glazer's Wine & Spirits of MN							
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Wine	593.71	174919	11/06/2026	1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Liquor	4,846.02	174919	11/06/2026	1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Freight	2.17	175035	11/18/2026	1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Liquor	4,106.15	175035	11/18/2026	1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Wine	1,175.06	175035	11/18/2026	1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Freight	73.30	175035	11/18/2026	1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Freight	15.37	174919	11/06/2026	1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Liquor	7,581.80	175035	11/18/2026	1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Freight	57.61	175035	11/18/2026	1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Freight	29.45	175035	11/18/2026	1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Wine	838.02	175035	11/18/2026	1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Freight	23.25	175035	11/18/2026	1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Liquor	4,673.91	174847	10/29/2026	1

Vendor	Department		Description	Amount	Check Number	Check Date
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Freight	72.98	174847	10/29/2026 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Freight	29.97	174847	10/29/2026 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Wine	1,128.22	174847	10/29/2026 1
Southern Glazer's Wine & Spirits of MN	Liquor - Mdse for Resale		Freight	84.35	174919	11/06/2026 1
		Total for	**Southern Glazer's Wine & Spirits of MN**	**25,331.34**		
Spidahl						
Spidahl	Non-departmental		Refund Check 020264-000, 222 1/2 S Main St Str Vw	2.30	174859	11/02/2026 1
Spidahl	Non-departmental		Refund Check 020264-000, 222 1/2 S Main St Str Vw	2.30	174859	11/02/2026 1
Spidahl	Non-departmental		Refund Check 020264-000, 222 1/2 S Main St Str Vw	6.11	174859	11/02/2026 1
Spidahl	Non-departmental		Refund Check 020264-000, 222 1/2 S Main St Str Vw	0.19	174859	11/02/2026 1
		Total for	**Spidahl**	**10.90**		
Squeegee Brothers						
Squeegee Brothers	Library		Nov 2026 Window Cleaning Library	170.00	175008	11/13/2026 1
Squeegee Brothers	General Government Buildings		Outside Window Cleaning 09/21 to 10/16/2026 City Hall	90.00	174906	11/05/2026 1
Squeegee Brothers	Airport		Nov 2026 Window Cleaning Out & Entry Airport	100.00	175008	11/13/2026 1
		Total for	**Squeegee Brothers**	**360.00**		
Stevens						
Stevens	Crime Control & Investigation		LELS Critical Incident Training 11/05/26 Mankato, MN	19.00	0	11/18/2026 1
		Total for	**Stevens**	**19.00**		
Streicher's						
Streicher's	Crime Control & Investigation		Police Polo Shirt Officer Reinke	43.99	174907	11/05/2026 1
Streicher's	Crime Control & Investigation		Police Polo Officer Reinke	43.99	175009	11/13/2026 1
Streicher's	Crime Control & Investigation		Strap Metal Expansion Officer Reinke	-59.97	174965	11/13/2026 1
Streicher's	Crime Control & Investigation		1/2" Custom Cut-Out, Gold FPD	239.92	174965	11/13/2026 1
		Total for	**Streicher's**	**267.93**		
Sunset Law Enforcement LLC						
Sunset Law Enforcement LLC	Fiscal Sponsor		Camp Dodge Training Ammo HEAT Team	3,543.00	174848	10/29/2026 1
		Total for	**Sunset Law Enforcement LLC**	**3,543.00**		
SWATMOD, LLC						
SWATMOD, LLC	Fiscal Sponsor		10/27/26 Basic Armored Vehicle Operations 3 People HEAT Team	1,125.00	175010	11/13/2026 1
		Total for	**SWATMOD, LLC**	**1,125.00**		
Tallgrass Cider						
Tallgrass Cider	Liquor - Mdse for Resale		Wine	42.00	174849	10/29/2026 1
		Total for	**Tallgrass Cider**	**42.00**		
Texas Refinery Corp.						
Texas Refinery Corp.	Central Garage		DZL-Pep Artic 1 Case, Moly 880 C & C #2 Grease 1 Case	1,170.60	175011	11/13/2026 1
		Total for	**Texas Refinery Corp.**	**1,170.60**		
Tonneson						
Tonneson	Building Inspection		Oct 2026 Building Offical Services	3,840.00	0	11/05/2026 1
		Total for	**Tonneson**	**3,840.00**		
Tow Distributing						
Tow Distributing	Liquor - Mdse for Resale		Freight	5.00	174850	10/29/2026 1
Tow Distributing	Liquor - Mdse for Resale		Liquor	363.20	174850	10/29/2026 1

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Vendor	Department	Description	Amount	Check Number	Check Date
Tow Distributing	Liquor - Mdse for Resale	Beer	8,655.95	174850	10/29/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	76.35	174850	10/29/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	-18.60	174850	10/29/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	2,129.00	174850	10/29/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	-203.61	174850	10/29/2026 1
Tow Distributing	Liquor - Mdse for Resale	Liquor	3,479.00	174850	10/29/2026 1
Tow Distributing	Liquor - Mdse for Resale	Freight	5.00	174850	10/29/2026 1
Tow Distributing	Liquor - Mdse for Resale	THC	-30.00	174920	11/06/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	-76.35	174920	11/06/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	-38.09	174920	11/06/2026 1
Tow Distributing	Liquor - Mdse for Resale	Freight	5.00	174920	11/06/2026 1
Tow Distributing	Liquor - Mdse for Resale	Pop/Mix	-30.00	174850	10/29/2026 1
Tow Distributing	Liquor - Mdse for Resale	Liquor	-2,295.00	174850	10/29/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	2,464.50	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Liquor	1,509.70	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	-17.20	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	THC	-306.00	174920	11/06/2026 1
Tow Distributing	Liquor - Mdse for Resale	Misc Merchandise for Resale Liquor Store	220.20	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	8,246.60	174920	11/06/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	4,907.40	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	-39.20	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Wine	142.40	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	9,799.80	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Liquor	921.90	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Misc Merchanidse for Resale Liquor Store	220.20	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Liquor	-92.60	175055	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	9,279.95	175055	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Freight	5.00	175055	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Freight	5.00	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	76.35	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Freight	5.00	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	THC	216.00	174850	10/29/2026 1
Tow Distributing	Liquor - Mdse for Resale	THC	288.00	174850	10/29/2026 1
Tow Distributing	Liquor - Mdse for Resale	Liquor	390.39	175055	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	THC	288.00	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Wine	161.20	175036	11/18/2026 1
Tow Distributing	Liquor - Mdse for Resale	Beer	-171.84	175055	11/18/2026 1
		Total for Tow Distributing	**50,547.60**		
Truck Center Companies East LLC					
Truck Center Companies East LLC	Garbage Collection	#552 Def Line Heater Codes Coming Up Diag & Report. Def HEader	1,837.35	175012	11/13/2026 1
Truck Center Companies East LLC	Paved Streets	3 Batteries Street #113	307.71	175012	11/13/2026 1
		Total for Truck Center Companies East LLC	**2,145.06**		
ULINE					

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Vendor	Department		Description	Amount	Check Number	Check Date
ULINE	Paved Streets		(3) 48" Round Flex Post-Orange Blue Earth Ave	161.39	174908	11/05/2026 1
		Total for	**ULINE**	**161.39**		
United Behavioral Health						
United Behavioral Health	Health Insurance		Oct 2026 Uninsured Employee Assistance Plan 38512	14.64	174909	11/05/2026 1
United Behavioral Health	Health Insurance		Nov 2026 Uninsured Employee Assistance Plan	14.64	174909	11/05/2026 1
		Total for	**United Behavioral Health**	**29.28**		
Valley Asphalt Products						
Valley Asphalt Products	Paved Streets		Winter Mix Blacktop	4,132.50	175013	11/13/2026 1
Valley Asphalt Products	Paved Streets		Blacktop	552.86	175013	11/13/2026 1
		Total for	**Valley Asphalt Products**	**4,685.36**		
Verizon Connect						
Verizon Connect	Crime Control & Investigation		GPS Vehicle Tracking Oct 2026 Subscription	15.98	175014	11/13/2026 1
		Total for	**Verizon Connect**	**15.98**		
Verizon Wireless						
Verizon Wireless	Engineering		Cell Phone 09/21 to 10/20/2026 Engineering	232.19	174910	11/05/2026 1
Verizon Wireless	Parks		Cell Phone 09/21 to 10/20/2026 Park Dept	76.86	174910	11/05/2026 1
Verizon Wireless	Building Inspection		Cell Phone 09/21 to 10/20/2026 Bldg Insp	38.43	174910	11/05/2026 1
Verizon Wireless	Crime Control & Investigation		Cell Phone 09/21 to 10/20/2026 Police Dept	1,053.43	174910	11/05/2026 1
Verizon Wireless	Paved Streets		Cell Phone 09/21 to 10/20/2026 Street Dept	38.43	174910	11/05/2026 1
Verizon Wireless	Data Processing		Backup Router 09/24 to 10/23/2026	10.02	174910	11/05/2026 1
Verizon Wireless	Aquatic Park		Cell Phone 09/21 to 10/20/2026 Aquatic Park	38.43	174910	11/05/2026 1
Verizon Wireless	Planning & Zoning		Cell Phone 09/21 to 10/20/2026 Planning & Zoning	58.45	174910	11/05/2026 1
Verizon Wireless	City Manager		Cell Phone 09/21 to 10/20/2026 City Admin	38.43	174910	11/05/2026 1
Verizon Wireless	Human Resources		Cell Phone 09/21 to 10/20/2026 HR	38.43	174910	11/05/2026 1
Verizon Wireless	Airport		Cell Phone 09/21 to 10/20/2026 Airport	38.43	174910	11/05/2026 1
		Total for	**Verizon Wireless**	**1,661.53**		
Vestis						
Vestis	Central Garage		Launder Uniforms for Mechanics	55.28	174911	11/05/2026 1
Vestis	Central Garage		Launder Uniforms for Mechanics	53.14	175015	11/13/2026 1
Vestis	Central Garage		Launder Uniforms for Mechanics	53.14	175015	11/13/2026 1
Vestis	Paved Streets		Cleaning Supplies Street Dept	27.42	174851	10/29/2026 1
Vestis	Paved Streets		Cleaning Supplies Street Dept	27.42	174911	11/05/2026 1
Vestis	Paved Streets		Cleaning Supplies Street Dept	27.42	175015	11/13/2026 1
Vestis	Paved Streets		Cleaning Supplies Street Dept	27.42	175015	11/13/2026 1
Vestis	Parks		Cleaning Supplies Park Dept	27.42	174851	10/29/2026 1
Vestis	Parks		Cleaning Supplies Park Dept	27.42	174911	11/05/2026 1
Vestis	Parks		Cleaning Supplies Park Dept	27.42	175015	11/13/2026 1
Vestis	Parks		Cleaning Supplies Park Dept	27.42	175015	11/13/2026 1
		Total for	**Vestis**	**380.92**		
Vicente						
Vicente	Other General Gov't		10/08 Correspondence	115.50	175016	11/13/2026 1
		Total for	**Vicente**	**115.50**		
Vinocopia, Inc						

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Vendor	Department		Description	Amount	Check Number	Check Date
Vinocopia, Inc	Liquor - Mdse for Resale		Wine	404.00	174852	10/29/2026 1
Vinocopia, Inc	Liquor - Mdse for Resale		Freight	12.50	174852	10/29/2026 1
Vinocopia, Inc	Liquor - Mdse for Resale		Liquor	257.00	174852	10/29/2026 1
		Total for	**Vinocopia, Inc**	**673.50**		
Visit Fairmont						
Visit Fairmont	CVB		Aug 2026 Hotel/Motel & Airbnb Lodging Tax	23,027.87	175017	11/13/2026 1
		Total for	**Visit Fairmont**	**23,027.87**		
Voss Cleaning Services, Inc.						
Voss Cleaning Services, Inc.	Parks		Nov 2026 Janitorial & Rug Service Park/Street Dept	282.50	175018	11/13/2026 1
Voss Cleaning Services, Inc.	General Government Buildings		Nov 2026 Janitorial & Rug Service City Hall	840.50	175018	11/13/2026 1
Voss Cleaning Services, Inc.	Fire Fighting		Nov 2026 Janitorial Service Fire Dept	389.00	175018	11/13/2026 1
Voss Cleaning Services, Inc.	Airport		Nov 2026 Janitorial & Rug Service Airport	348.00	175018	11/13/2026 1
Voss Cleaning Services, Inc.	Library		Nov 2026 Janitorial Service Library	1,195.00	175018	11/13/2026 1
Voss Cleaning Services, Inc.	Paved Streets		Nov 2026 Janitorial & Rug Service Park/Street Dept	282.50	175018	11/13/2026 1
Voss Cleaning Services, Inc.	SMEC Building		Nov 2026 Janitorial Service SMEC	1,325.00	175018	11/13/2026 1
		Total for	**Voss Cleaning Services, Inc.**	**4,662.50**		
Wex Health, Inc.						
Wex Health, Inc.	Health Insurance		Oct 2026 Participant Fees	176.00	0	11/18/2026 1
		Total for	**Wex Health, Inc.**	**176.00**		
WW Blacktopping, Inc						
WW Blacktopping, Inc	Paved Streets		2026 Overlay Projects 10/08 to 10/26/2026	36,016.06	174871	11/03/2026 1
		Total for	**WW Blacktopping, Inc**	**36,016.06**		
Yankee Hill Machine Co, Inc.						
Yankee Hill Machine Co, Inc.	Crime Control & Investigation		Fat Cat 5.56MM Suppressor W/ SRX Mount	656.00	174912	11/05/2026 1
		Total for	**Yankee Hill Machine Co, Inc.**	**656.00**		
Yeager Implement, Inc.						
Yeager Implement, Inc.	Parks		(2) Springs #531	8.18	175056	11/18/2026 1
		Total for	**Yeager Implement, Inc.**	**8.18**		
Ziegler, Inc.						
Ziegler, Inc.	Parks		Element As-P, Element As-S #530	105.33	174853	10/29/2026 1
Ziegler, Inc.	Ice & Snow Removal		5/8 PLow Bolts & Nuts Ice & Snow	294.63	174853	10/29/2026 1
Ziegler, Inc.	Ice & Snow Removal		Cutting Edges, Grader Blade, 47.25 Centers, End Bit	6,767.54	174853	10/29/2026 1
		Total for	**Ziegler, Inc.**	**7,167.50**		
				1,225,226.71		