

**CITY OF EAGLE LAKE**  
**October 6, 2025**  
**CITY COUNCIL MEETING AGENDA**  
**705 Parkway Avenue**  
**6:00 P.M.**

Regularly scheduled City Council meetings are held on the first Monday of every month at 6 p.m. All meetings are open to the public. If you wish to address the City Council in person, please contact City Hall at 507-257-3218 or email [krausch@eaglelakemn.com](mailto:krausch@eaglelakemn.com) or [jbromeland@eaglelakemn.com](mailto:jbromeland@eaglelakemn.com). Written comments or questions for the City Council can be submitted via USPS, email or dropped off at City Hall. City Council meetings are now live-streamed to the City of Eagle Lake's official YouTube Channel. To view meetings, please visit the City of Eagle Lake website at <https://www.eaglelakemn.com> and click on the "City of Eagle Lake MN City Council Meetings" icon on the home page of the website.

The City Council is provided with background information for agenda items in advance by staff, committees, and boards. Many decisions regarding agenda items are based upon this information, as well as city policy and practices, input from constituents, and a Council Member's personal judgment. If you have any comments, questions or information that has not yet been presented or discussed regarding an agenda item, please ask to be recognized by the mayor during the "Open Public Comments" section on the agenda. Please state your name and address for the record. All comments are appreciated.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**OPEN PUBLIC COMMENTS**

People may take one opportunity to address the council for three minutes on a topic not on the agenda. People commenting on the consent agenda may use this opportunity to speak. There will be no discussion or action taken at that time. This is merely to inform the City Council of your issue(s) or concern(s) and for City staff to do further research.

**APPROVAL OF THE AGENDA**

**APPROVAL OF MEETING MINUTES**

- City Council Meeting Minutes of September 8, September 9, and September 24, 2025

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**CONSENT AGENDA**

1.	Monthly Bills	Pg.			2.	Treasurer's Report	Pg.	
3.	Public Works Report	Pg.			4.	Fire Report	Pg.	
5.	Gambling Report	Pg.			6.	Building and Zoning Permits	Pg.	
7.	BECSO Report	Pg.			8.	Minutes from Boards and Commissions	Pg.	
9.	Res. 2025-42 Accept Donations from Star Light Early Learning Center	Pg.			10.		Pg.	
11.		Pg.			12.		Pg.	

If you have any questions, please feel free to contact City Hall at 507.257.3218 or email at [jbromeland@eaglelakemn.com](mailto:jbromeland@eaglelakemn.com).

## **PUBLIC HEARING**

1. Informal Public Hearing Related to Pollinator Gardens Pg. 69

## **SCHEDULED GUESTS/PRESENTATIONS**

1. Victoria Holthaus with Abdo Financial Solutions: Proposal for Accounting Services Pg. 83
2. Mary Wiese with For Pets: TNR Presentation Pg. 84
3. Blake Kuiken: Potential Annexation and Rezoning Request of Parcel in Mankato Township Pg. 88

## **NEW BUSINESS**

1. Proposals Obtained for Accounting Services Pg. 89
2. Fox Meadows Housing Development – Phase Two, Cash Escrow Draw Request No. 1 Pg. 131
3. Fire Department Proposal for New Ladder Truck Pg. 135
4. Pricing for 2025 Sidewalk Repairs Pg. 182
5. Pricing for Necessary Ash Tree Removal in Parks Pg. 185
6. Follow-Up to Requests Received from Two Parties to Purchase City Land Pg. 188
7. MMUA Membership and Drug and Alcohol Consortium Pg. 189

## **OTHER**

1. Eagle Lake Helping Hands – Youth Volunteer Opportunity on 10/25 Pg. 197
2. Nuisance Complaint – Regency of Minnesota Inc. Pg. 198

## **CITY ADMINISTRATOR REPORT**

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1. YTD Expense and Revenue Report for September 2025
2. Employee Leave Balances
3. Transmission Line Mailer from Xcel Energy
4. Trail Project and Next Steps
5. Fire Contracts with Townships
6. RCCIP Update
7. Recap of Recent Meetings with School Officials
8. Fire Department Open House – FREE Pancake and Sausage Breakfast – 10/11
9. Leaf Collections Begins Week of 10/13
10. Fall Cleanup Event at Park (Dropoff Only) on 10/18
11. MN House Capital Investment Committee Bonding Request Tour to Make a Stop in Eagle Lake on 10/23

## **COUNCIL MEMBER REPORTS**

## **ANNOUNCEMENTS**

- Upcoming Regular **City Council** Meeting – November 3, 2025 at 6:00 PM, City Hall – Council Chambers, 705 Parkway Avenue
- Next Regular **EDA** Meeting – October 23, 2025 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Park Board** Meeting – October 9, 2025 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Planning Commission** Meeting – October 20, 2025 at 6:00 PM, City Hall-Council Chambers, 705 Parkway Ave

## **ADJOURNMENT**

**CITY OF EAGLE LAKE  
CITY COUNCIL MEETING  
SEPTEMBER 8, 2025**

**CALL TO ORDER**

- Mayor John Whittington called the meeting to order at 6:00 p.m. The Pledge of Allegiance was said.

**ROLL CALL**

- Council Members present: Garrett Steinberg, Beth Rohrich, Anthony White, Nick Lewis, and Mayor John Whittington.
- Staff Present: City Administrator Jennifer Bromeland, Deputy Clerk Kerry Rausch, Public Works Director Andrew Hartman, Fire Chief Vern Simpson, and Blue Earth County Sheriff's Office Lieutenant Mitch Gahler.

**PUBLIC COMMENTS**

- None.

**APPROVAL OF AGENDA**

- Mayor Whittington asked to add Basketball Court Fencing and Solar on Public Buildings to the New Business.
- **Councilmember Rohrich moved, seconded by Councilmember Lewis, to approve the agenda as amended. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**

**APPROVAL OF MEETING MINUTES**

- **Councilmember White moved, seconded by Councilmember Rohrich, to approve August 11 and August 12, 2025 City Council minutes as presented. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**

**CONSENT AGENDA**

Monthly Bills  
Public Works Report  
Gambling Report  
BEC SO Report

Treasurer's Report  
Fire Report  
Building and Zoning Permit  
Minutes from Boards and Commissions

Res. 2025-41 Disposal of City Records

- **Councilmember Lewis moved, seconded by Councilmember Rohrich, to approve the consent agenda as presented. The motion was carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**

## SCHEDULED GUEST

### 1. Jenna Mohr, 712 Maple Lane: Resident Concern Regarding Pollinator Garden

- Ms. Mohr requested that overgrown grass and weeds be added to the city code. She went on to state that her backyard butts up to a pollinator garden where weeds are over seven feet tall and contain ragweed and thistles. She had someone from Blue Earth County view the pollinator garden. She stated that the grass is over 6 inches tall. She went on to state that she has a daughter and husband with allergies who are affected by the pollinator garden. She also stated that neighbors have been stung by bees.
- Ms. Mohr stated that Chapter 3 of the city code references a height requirement of 6 inches for grass and weeds and went on to say that other Minnesota cities have adopted ordinances regarding pollinator gardens and noxious weeds and have included setbacks from property lines. Some cities require permits and set conditions for pollinator gardens. There could be language that includes situations where gardens are not maintained for four months.
- Ms. Mohr's goal is for pollinator gardens to be investigated and added to the city code. She invited Councilmembers to view the garden in question and stated she would allow access from her property to view it.
- Eagle Lake's City Attorney Chris Kennedy explained that the city's existing code is not enforceable since the Minnesota legislature added a state statute allowing natural gardens. The City can include language in the city code that addresses the maintenance of such gardens. The City can enforce noxious weeds and the state statute specifies 8 inches for grass height.
- Council discussion included the desire to gather more information on this issue.

## PRESENTATION

### 1. Aaron Johnson, Director of Philanthropy with SMIF: Annual Presentation

- Mr. Johnson, with SMIF, presented an overview of SMIF and stated their key areas of focus are entrepreneurs, early childhood development, and community vitality. They offer gap lending and provide one-on-one technical assistance. They support childcare providers with CEU credits and offer grants for early childcare and provider education. They support community vitality through small-town grants and community foundations. Eagle Lake has established a foundation, and SMIF would be available to assist in reactivating the foundation.
- In the past five years, SMIF has provided over \$800,000 to communities.
- Mr. Johnson asked the City Council to consider maintaining their membership with a \$1,000 membership fee.

## NEW BUSINESS

### 1. Schedule a Public Hearing to Consider Amendments to City Code Related to Natural Landscapes

- City Attorney Chris Kennedy stated the city's current code is invalid and that the state statute allows for grass up to 8 inches in height, addresses native and non-native vegetation, and is difficult to interpret. He also stated that he feels that a public hearing to obtain public input would be beneficial, then he could draft an ordinance, and finally, a second public hearing would be needed prior to adopting the ordinance. He anticipated a new ordinance could be in place by the spring of 2026.
- Mr. Kennedy stated that in drafting the ordinance, enforcement needs to be considered and addressed, keeping in mind how this will affect staff. Budgetary costs should also be considered since the city does not have someone trained on staff to identify vegetation and may need to hire



an expert, depending on how the ordinance is written. There would not be a publication requirement for the first public hearing.

- State statute states that pollinator gardens must be allowed; it is up to the City to determine what “managed” in the statute means.
- Administrator Bromeland shared photos provided by Jenna Mohr of the pollinator garden.
- Council discussion included asking if developers would be able to plant native vegetation instead of grass to avoid having to maintain the lots. The Council expressed its desire to have other cities’ ordinances on this issue reviewed.
- Administrator Bromeland asked if it would be useful to bring in a University of MN Extension person to speak to the City Council on this topic.
- **Councilmember White moved, seconded by Councilmember Lewis, to schedule a public hearing for the October City Council meeting to gather public input for updating the city code relating to natural landscapes. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**

2. Process to Sell City Land in Response to Two Inquiries from Interested Parties

- Administrator Bromeland explained that the City has received two inquiries from residents interested in acquiring city-owned property adjacent to their parcels. Before any sale can occur, the City must follow a structured process to ensure compliance with legal requirements and to protect the interests of the community. The first step in the process is for the City Council to determine whether the property is excess property, meaning it is not currently needed by the City and is not anticipated to be needed for future public use. This determination requires considering factors such as potential public utility, infrastructure, recreational, or strategic needs.
- 429 Owl Lane has submitted a request to purchase land; however, there are concerns about utilities depending on the location of the land wanting to be purchased.
- Attorney Chris Kennedy stated the Council needs to determine if the land is no longer necessary and needs to consider if the land is excess property. If a utility easement is needed, the land may not truly be excess property.
- Administrator Bromeland explained that Orin Johnson, 111 Connie Lane, has made the other request. Public Works Director Hartman has indicated that the utilities for this property are in the street and not behind the parcel. However, there is a no trespassing sign for the State of Minnesota and Blue Earth County. Beacon shows that the City of Eagle Lake owns this land.
- Administrator Bromeland went on to explain that once the properties are identified as excess, the next step is to establish their fair market value. Typically, the City uses an open process that allows other interested parties the opportunity to submit bids, ensuring transparency and fairness. If the City wishes to retain an easement or access to part of the property, this may affect the valuation and decision to sell. The city should also consider the precedent that selling these properties may establish for future requests from other property owners. It is important to be certain that the parcels have no current or future value to the City before authorizing any sale.
- Administrator Bromeland will contact Blue Earth County to learn more about the no trespassing sign.
- Mr. Kennedy explained that the City Council needs to consider each parcel separately to determine the needs of the City.

- Administrator Bromeland asked for clarification that the request of the property owner at 429 Owl Lane should be declined. Mr. Kennedy responded by advising that the City needs to consider how much land is needed for city use and then decide.

### 3. Pricing for City Hall Reroof

- Administrator Bromeland explained that in May a significant rain and wind event caused major water intrusion on the east side of the City Hall roof, resulting in interior damage. While emergency repairs were completed at that time, the contractor who performed the work advised that the entire roof had reached the end of its useful life and recommended that a full reroof be completed as soon as possible. The existing roof is approximately 16 years old.
- This reroof project was not included in the 2025 budget because the need for full replacement was not known. However, the City has been incrementally setting aside funds in the General Government Capital Outlay Reserve Fund for building-related needs such as this. While there are adequate funds currently available to cover the cost of the reroof, it is important to note that doing so will substantially deplete the reserve balance. Staff recommend that future budget planning include strategies to begin rebuilding this reserve for upcoming capital needs.
- Four proposals for the reroof project through direct negotiation, consistent with the Uniform Municipal Contracting Law, have been obtained. Two of the quotes received were below the competitive bidding threshold, and two exceeded it. The lowest bid was received by Kato Roofing, Inc. (KRI) for \$97,412. KRI is qualified and capable of completing the project promptly and has confirmed that the reroofing can be completed by the end of 2025.
- Mr. Voss explained the difference in the system KRI has proposed and the system one of the other companies uses, which explained the difference in cost. Mr. Voss stated that both systems would serve the City well. The KRI system has a 20-year warranty, of which the first five years will be covered by the contractor, and with regular maintenance, it could last even longer. Items not covered under warranty include physical damage to the roof from shoveling, etc. KRI's system is an adhered system that will have minimal expansion and contraction. The existing system is a loose-laid ballast system, and KRI will remove the existing membrane as part of the reroof project. If the City is considering installing rooftop solar on the building, he would recommend installing a coverboard, which would be an add-on item to the bid presented. Mr. Voss anticipates work could begin as soon as the second week in October, weather dependent, and will take about one and a half weeks to complete.
- **Councilmember White moved, seconded by Councilmember Steinberg, to accept the bid from KRI to reroof City Hall at \$97,412. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington.**

### 4. Pricing for City Hall Exterior Building Repairs

- Administrator Bromeland stated that staff have identified failing control joints on the building's exterior. Control joints are intentional gaps built into masonry or concrete surfaces that allow the building to absorb movement caused by temperature changes, moisture expansion, or settling. When these joints fail, the surrounding materials are at increased risk of cracking and settling, and the surrounding materials are at an increased risk of cracking and water intrusion, which can accelerate deterioration and lead to more costly repairs.
- Pricing has been obtained from two contractors, with the lowest quote coming from RICE Companies at \$5,950. Staff are recommending awarding the contract to RICE Companies to complete the work.

- **Councilmember Steinberg moved, seconded by Councilmember White, to accept the bid from RICE Companies to repair the control joints for \$5,950. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**
5. Pricing for New Water Chemical Metering Pumps at Well House
- Public Works Director Harman explained that the well house has eight chemical feed pumps, which are all showing their age and is requesting approval for eight new chemical feed pumps from Hawkins Chemical Supplies to replace the current pumps, which are most likely over 10 years old. The pumps are vital in treating and disinfecting the water. They have been seeing parts starting to wear and fail on the current pumps. Staff will be able to do the installation.
  - **Councilmember White moved, seconded by Councilmember Steinberg, to accept the bid from Hawkins for eight chemical feed pumps costing \$7,644.88. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**
6. Pricing for Annual Street Repairs
- Director Hartman explained that two quotes were requested to complete the 2025 street repairs, with the lowest quote received from WW Blacktopping for \$52,479.90. The work will consist of a 1 ½ inch mill and overlay.
  - Council discussion included that it is late in the season for this type of work and they would like to see this type of item before the Council earlier in the season. Concern was expressed about for the increased number of roads in Eagle Lake and the need to be able to stay on top of maintenance needs.
  - Administrator Bromeland stated the City does have a pavement plan.
  - Director Hartman stated that for the past five years, the budgeted amount for road maintenance has not increased.
  - **Councilmember Steinberg moved, seconded by Councilmember White, to accept the bid from WW Blacktopping for \$52,479.90 for street repairs. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**
7. Pricing for Necessary Manhole Repairs
- Director Hartman explained that he is requesting to repair approximately 30 manholes due to improper installation or improper maintenance. Several of these manholes cause issues when snowplowing and pose a risk of damaging equipment. A quote was received from WW Blacktopping for \$22,350.
  - **Councilmember White moved, seconded by Councilmembers Steinberg, to accept the bid from WW Blacktopping for \$22,350 to repair manholes. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington.**
8. Review Highway 14 Eagle Lake Study Recommendations Language from PMT
- Administrator Bromeland explained that following the last City Council meeting, the Project Management Team is requesting clarification from the City Council regarding design preferences at CSAH 17/27 and CSAH 56 to ensure the study report accurately reflects the City's rationale.
  - The City Council clarified that they are in support of Concept A, which includes a High T at County Road 56.
9. Basketball Court Fence and Backstop Pricing
- Administrator Bromeland explained that at the May Park Board meeting, pricing for the basketball court fence was reviewed. At that time, the Board determined to hold off on installing the

backstop. Since that discussion, the Park Board has received multiple requests from park users asking that a backstop be added.

- SunUp Construction has provided a quote of \$5,692.50 for this work and the park board capital outlay would cover the cost.
- **Councilmember White moved, seconded by Councilmember Steinberg, to authorize the installation of a backstop for the basketball court. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**

10. Solar on Public Buildings Grant Consideration

- Administrator Bromeland explained that the City was awarded a \$38,000 grant for rooftop solar on public buildings. She expressed concerns about the possibility of this causing future problems for the City, such as additional repairs. The new roof will have a 20-year life span, and the solar panels have a 25-year life span.
- Council discussion included that the roof may not be the best location for solar panels and that the disposal of solar panels is expensive.
- **Councilmember White moved, seconded by Councilmember Rohrich, to decline the grant and return the funds. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**

CITY ADMINISTRATOR REPORT

1. YTD Revenue and Expenditures Report

- The most recent year-to-date revenue and expenditure report has been included in the packet for Council review.

2. Congressionally Directed Spending (CDS) Request Update

- The City requested \$5 million in CDS funding for the Water Treatment Improvements Project. Notification has been received that the Senate and House Appropriations Committees have published their lists of selected CDS projects, and Eagle Lake's Water Treatment Plant project has been selected to move forward. The CDS funding is not final until Congress passes a bill including the project and the President signs it into law.

3. MVCOG General Assembly Meeting Invitation

- The City has received an invitation to the MVCOG General Assembly meeting scheduled for September 17 at 4:30 p.m. at the Pond on Madison Avenue.

4. 2025 Foundation of the Future Child Care in Economic Development Free Workshop Flyer

- First Children's Finance has invited Eagle Lake representatives to attend the 2025 Foundations of the Future Child Care in Economic Development Conference on Thursday, October 23, from 10:30 a.m. to 4:00 p.m. in Alexandria. Administrator Bromeland plans to attend and would be happy to carpool with others.

5. Notice from Xcel Energy about Electric Rate Increase

- The City has received a notice from Xcel Energy regarding their application for authority to increase electric rates. This notice will be posted on the City bulletin board and the online calendar.

6. Budget Work Session

- A budget work session is scheduled for Tuesday evening at 5:00 p.m.

7. Employee Leave Balances

- Current employee leave balances are included in the packet for Council review.



8. Eagle Lake Helping Hands-Community Volunteer Initiative

- Lieutenant Gahler with the Blue Earth County Sheriff's Office has proposed Eagle Lake Helping Hands, a program where BECSO personnel assist youth volunteers in performing community service for elderly residents or those with restricted mobility. Projects may include raking leaves, picking up litter, or weeding. The Eagle Lake Area Lions Club has agreed to partner in the effort.

9. Fire Department Policy Update

- The Fire Department has requested additional time to review the draft policy internally before bringing it back to the City Council for approval.

COUNCIL REPORTS

- Councilmember Rohrich stated she received an email from LJP about potential rate increases. She will share this with Administrator Bromeland.
- Councilmember White stated the ribbon-cutting event for Little Eagles Preschool was well attended.

ADJOURNMENT

**Councilmember Steinberg moved, seconded by Councilmember Rohrich, to adjourn the meeting. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**

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John Whittington, Mayor

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Kerry Rausch, Deputy City Clerk



**CITY OF EAGLE LAKE  
CITY COUNCIL MEETING  
September 9, 2025**

**CALL TO ORDER**

- Mayor John Whittington called the meeting to order at 5:00 p.m. The Pledge of Allegiance was said.

**ROLL CALL**

- Council Members present: Garrett Steinberg, Beth Rohrich, Anthony White, Nick Lewis, and Mayor John Whittington.
- Staff Present: City Administrator Jennifer Bromeland, Deputy Clerk Kerry Rausch, Public Works Director Andrew Hartman, Fire Chief Vern Simpson, Assistant Chief Trent Talle, and Captain Spencer Kolles.

**2026 BUDGET WORK SESSION**

- Administrator Bromeland explained that Minnesota cities are required to prepare and adopt a proposed budget and property tax levy on a calendar-year basis. For cities with populations over 500, the Truth-in-Taxation (TNT) process requires that the proposed levy be certified to the County Auditor by September 30. Property owners must receive notice and an opportunity to provide input before the budget and tax levy are finalized. Once adopted, the preliminary levy may be reduced but cannot be increased before the final levy is certified. The levy is comprised of the General Fund, Economic Development Authority (EDA), and Debt Service. A public TNT hearing must be held between November 24 and December 29, with the final levy and compliance certificate submitted to both the County Auditor and the Minnesota Department of Revenue by December 29.
- Last year's final tax levy was \$1,287,042, representing a 14 percent increase of \$158,058 from the prior year. The proposed preliminary levy for 2026 is \$1,377,135, which reflects a 7 percent increase over 2025. Within this total, the General Fund would rise from \$1,130,646 to \$1,221,518 (an increase of \$90,872). The EDA levy would remain at \$20,000 and Debt Service would decrease slightly from \$136,396 to \$135,617.
- The proposed 2026 General Fund expenditures total \$3,323,174, while revenues are projected at \$2,529,421, leaving a difference of \$793,753. The proposed budget would be balanced except for planned deficit spending, which is the intentional use of previously set-aside capital reserves.
- The Truth-in-Taxation meeting is tentatively scheduled for Monday, December 1, at 6:00 p.m. at City Hall. The City continues to maintain a minimum unassigned fund balance of 50 percent of the annual budget, which supports a strong bond rating, ensures cash flow stability, and protects against unexpected expenses in revenue shortfalls.
- Personnel costs remain a significant portion of the budget. A 3 percent cost-of-living adjustment (COLA) is factored into the 2026 budget, consistent with the average increase other cities are applying based on the 2.6 percent Midwest CPI change. In addition, a 3 percent step increase is included, following the updated pay structure adopted in 2024. Health insurance costs are projected to rise by 12.24 percent. Beginning in January 1, 2026, the new state-administered Paid Family and Medical Leave program will take effect, with Eagle Lake qualifying for the reduced small-employer premium rate of 0.44 percent of payroll.

- The enterprise budgets continue to be reviewed and refined. Staff will work with Shannon Sweeney of David Drown Associates to determine whether updated rate analyses are necessary in light of projected operating costs.
- Fire Chief Simpson reviewed the proposed 2026 fire department budget and explained all proposed line-item increases. Assistant Fire Chief Talle and Captain Kolles reviewed and explained which revenue sources would cover each expense. The largest capital outlay items proposed were new radios for trucks and personnel, a new SCBA equipment washing machine, and a new ladder truck.
- Administrator Bromeland explained that she did not include the previous year \$25,000 Capital Outlay-Facilities for the fire department since this was budgeted in 2025 for the fire hall study and to try and keep the levy low, but said any unused funds at year's end could be carried over to assist with anticipated improvements, with a motion to do so by the City Council. Normally, any unused funds at year end do not carry over for departmental spending purposes without separate action to do so. Public Works Director Hartman reviewed the proposed 2026 Public Works budgets and explained all proposed line-item increases and decreases.
- Director Hartman explained that he is still working on some of the enterprise fund line-item budget amounts. He also explained that he is looking to remove the purchase of a wood chipper from the capital outlay purchases, as he has other options for disposing of tree waste.
- Council discussion included the need to use the park professional services 2025 budgeted amount so that the necessary tree removal is accomplished. It was requested to explain to the Park Board what is in their budget and what is in the Park Board's budget.
- The Council indicated they would like to see a line item for each of the repairs for each of the City-owned buildings.
- The Council scheduled a special city council meeting for Wednesday, September 24, at 6:00 p.m. to approve a preliminary general fund budget and levy to be certified with Blue Earth County.

#### ADJOURNMENT

**Councilmember White moved, seconded by Councilmember Rohrich, to adjourn the meeting. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**

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John Whittington, Mayor

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Kerry Rausch, Deputy City Clerk

**CITY OF EAGLE LAKE  
CITY COUNCIL MEETING  
SEPTEMBER 24, 2025**

**CALL TO ORDER**

- Mayor John Whittington called the meeting to order at 6:00 p.m. The Pledge of Allegiance was said.

**ROLL CALL**

- Council Members present: Garrett Steinberg, Beth Rohrich, Anthony White, Nick Lewis, and Mayor John Whittington.
- Staff Present: City Administrator Jennifer Bromeland, Deputy Clerk Kerry Rausch, and Public Works Director Andrew Hartman

**2026 BUDGET WORK SESSION**

- Administrator Bromeland explained that each year, Minnesota cities are required to prepare and adopt a proposed budget and property tax levy on a calendar-year basis. For cities with populations over 500, the Truth-in-Taxation (TMT) process requires that the proposed levy be certified to the County Auditor by September 30. Property owners must receive notice and an opportunity to provide input before the budget and tax levy are finalized. Once adopted, the preliminary levy may be reduced before final adoption, but cannot be increased.
- Eagle Lake's tax levy is composed of General Fund, Economic Development Authority (EDA), and Debt Service.
- A public hearing must be held between November 24 and December 29, with the final levy and compliance certificate submitted to both the County Auditor and the Minnesota Department of Revenue by December 29.
- Last year's final tax levy was \$1,287,042, representing a 14 percent increase of \$158,058 from the prior year. The proposed preliminary levy for 2026 is \$1,386,788, which reflects a 7.75 percent increase over 2025. Within this total, the General Fund would rise from \$1,130,646 to \$1,231,171 (an increase of \$100,525), the EDA would remain at \$20,000, and Debt Service would decrease slightly from \$136,396 to \$135,617. The budget would be balanced but for planned deficit spending, which is the drawing down of previously set aside funding in the general fund reserves.
- Changes in the budget from the last work session were highlighted, which include additional expenditures for MN Family Medical Leave, accounting services, fire department clothing, and funds set aside for facilities.
- Capital Outlay needs include the need to increase the amount set aside for civil defense sirens. Staff will continue working to identify and list capital outlay needs.
- Council discussion included Mayor Whittington stating approving the preliminary budget and levy increase of 7.75 percent is a good starting point and then he would like to see it lowered prior to final adoption.
- **Councilmember Rohrich moved, seconded by Councilmember Steinberg, to approve Resolution 2025-41 Setting the Fiscal Year 2026 Preliminary City Budget and Preliminary Property Tax Levy. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**

**ADJOURNMENT**

**Councilmember Rohrich moved, seconded by Councilmember Steinberg, to adjourn the meeting. The motion carried with Councilmembers Steinberg, Rohrich, White, Lewis, and Mayor Whittington voting in favor.**

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John Whittington, Mayor

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Kerry Rausch, Deputy City Clerk

## CITY OF EAGLE LAKE

10/02/25 8:13 AM

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**\*Check Summary Register©**

September 2025

Name	Check Date	Check Amt	
<b>10100 Cash</b>			
2011e SOUTH CENTRAL SERVICE COO	9/2/2025	\$9,771.40	Sept. Health Insurance Premium
2012e MN DEPT OF REVENUE	9/2/2025	\$3,377.00	August Sales Tax
2013e ELAN FINANCIAL SERVICES	9/2/2025	\$11.99	Highway 14 Open House
2015e METRONET	9/3/2025	\$53.98	Acct 2222518
2016e METRONET	9/3/2025	\$724.33	Acct 1959304
2017e PSN	9/4/2025	\$839.52	August Fees
2019e METRONET	9/5/2025	\$169.65	Acct 1959251
2021e PERA	9/8/2025	\$2,508.79	BW 09-11-25
2022e WEX HEALTH INC.	9/8/2025	\$159.61	BW 09-11-25
2023e PITNEY BOWES GLOBAL FINAN	9/11/2025	\$165.00	Equipment Lease
2024e CASEYS GENERAL STORE EAG	9/15/2025	\$457.30	Fuel
2025e PERA	9/22/2025	\$2,591.73	BW 09-25-25
2026e PERA	9/22/2025	\$35.00	MO 09-25
2027e WEX HEALTH INC.	9/22/2025	\$6,009.61	BW 09-25-25
2028e WEX HEALTH INC.	9/22/2025	\$16.50	August Fees
2030e ELAN FINANCIAL SERVICES	9/30/2025	\$160.58	
47501 401 PARKWAY LLC	9/5/2025	\$934.73	Fuel
47502 BADGER METER	9/5/2025	\$119.77	Hosting Service
47503 BARTA, JODIE	9/5/2025	\$20.43	Notary Recording Fee at County
47504 BLUE EARTH COUNTY FINANCE	9/5/2025	\$43,309.77	September Services
47505 CHRISTOPHER KENNEDY	9/5/2025	\$189.00	August Fees
47506 COMPUTER TECHNOLOGY SOL	9/5/2025	\$3,096.74	VIP Service
47507 Eneboe, Jon	9/5/2025	\$48.65	Refunding Final Bill Overpayment
47508 FEDEX	9/5/2025	\$14.48	
47509 GOPHER STATE ONE CALL	9/5/2025	\$106.65	August Tickets
47510 KIMBALL MIDWEST	9/5/2025	\$166.83	Nuts bolts and screws
47511 LINDE GAS & EQUIPMENT INC	9/5/2025	\$71.47	Acetylene
47512 Lutheran Social Services	9/5/2025	\$84.59	Refund Water Utility Bill Overpayment - 513 Li
47513 NAPA AUTO PARTS	9/5/2025	\$383.86	Truck PAC 3000 Peak Amp
47514 PRINCIPAL FINANCIAL GROUP	9/5/2025	\$140.02	September/October Premium
47515 SANCO EQUIPMENT LLC	9/5/2025	\$134.25	Belt Cutterdeck 61 in
47516 SCHWICKERTS	9/5/2025	\$1,154.00	Service Call-Police Office Thermostat
47517 Thomas H. Roeker Estate	9/5/2025	\$69.22	Refund Utility Bill Overpayment
47518 UNITED STATES POSTAL SERVI	9/5/2025	\$1,108.64	First Class Postage
47519 Verizon Wireless	9/5/2025	\$240.06	iPads
47520 VESTIS	9/5/2025	\$108.70	Clothing
47521 BHE COMMUNITY SOLAR LLC	9/8/2025	\$4,068.78	August Billing
47522 BROMELAND, JENNIFER	9/8/2025	\$31.88	Reimbursement
47523 CENTER POINT ENERGY	9/8/2025	\$25.79	City Hall Generator
47524 DAVID DROWN ASSOCIATES, IN	9/8/2025	\$300.00	Disclosure Filing for 2021A Bonds
47525 CITY OF MANKATO	9/8/2025	\$34,140.37	Sewer Charge
47526 MINNESOTA WASTE PROCESSI	9/8/2025	\$9,726.72	August Charges
47527 CANON FINANCIAL SERVICES IN	9/24/2025	\$217.00	Contract Charge
47528 CORNERSTONE STATE BANK	9/24/2025	\$30.00	Safe Deposit Box 7354
47529 DELTA DENTAL OF MN	9/24/2025	\$676.29	October Premium
47530 LOFFLER COMPANIES INC	9/24/2025	\$176.00	Contract Base Rate
47531 UNITED STATES POSTAL SERVI	9/24/2025	\$370.00	Permit 12 Renewal -Utility Bills
47532 UNITED STATES POSTAL SERVI	9/24/2025	\$370.00	Permit 10 Renewal - Bulk Mail
47533 WELLS FARGO FINANCIAL SRV	9/24/2025	\$357.84	Bobcat Lease
47534 XCEL ENERGY	9/24/2025	\$5,618.13	
47536 Abraham, Adalee or Matt	9/30/2025	\$114.54	Refund Utility Bill Overpayment
47537 ADP, LLC	9/30/2025	\$545.90	
47538 ALERT ALL	9/30/2025	\$1,659.50	Open House Give Away Items
47539 American Trade Mark Co	9/30/2025	\$144.25	Deluxe Clips

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## CITY OF EAGLE LAKE

10/02/25 8:13 AM

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**\*Check Summary Register©**

September 2025

	Name	Check Date	Check Amt	
47540	BENCO ELECTRIC	9/30/2025	\$515.12	Electricity
47541	BLUE EARTH COUNTY FINANCE	9/30/2025	\$43,309.77	Contracted Service
47542	BORGSHOMES LLC	9/30/2025	\$445.00	Contracted Mowing
47543	BOUND TREE MEDICAL LLC	9/30/2025	\$554.59	Medical Supplies
47544	C & S SUPPLY CO INC	9/30/2025	\$58.98	Wire Drain Auger and Fogger
47545	CARRIAGE AUTO REPAIR	9/30/2025	\$1,396.64	2021 Freightliner-Leaf Vac
47546	CEDAR POINT TOWNHOMES	9/30/2025	\$58.12	Refund Utility Bill Overpayment 100 Cedar Pat
47547	CENTER POINT ENERGY	9/30/2025	\$86.33	Acct 8000014147-5
47548	CITY BUILDING INSPECTION SR	9/30/2025	\$953.50	Inspection Services
47549	COMPUTER TECHNOLOGY SOL	9/30/2025	\$600.00	VIP Services
47550	DAGGETT DIST. INC	9/30/2025	\$778.75	Pivoting search light and ham drill driver
47551	FOX MEADOWS	9/30/2025	\$68.79	Utility Bill Overpayment - 209 Thomas Dr East
47552	FREE PRESS	9/30/2025	\$21.96	RFP Trail Project
47553	FRESH START CLEANING AND	9/30/2025	\$100.00	August Service
47554	HAWKINS	9/30/2025	\$4,047.75	Chemicals
47555	JEREMY AMBROSE WINDOW CL	9/30/2025	\$200.00	Wash Windows
47556	LJP ENTERPRISES	9/30/2025	\$14,416.77	Small=1051 Large=133
47557	MATHESON TRI GAS INC	9/30/2025	\$644.95	
47558	MELCHIOR TREE SERVICE COR	9/30/2025	\$1,750.00	Limb removal, tree removal, grind stump
47559	MIKE'S LLC	9/30/2025	\$647.03	Install iPad mounts and chargers in 3 trucks
47560	MN DEPT OF HEALTH	9/30/2025	\$2,874.00	3rd Quarter Connection Fee
47561	MN FIRE SERVICE CERTIFICATI	9/30/2025	\$315.00	FFII - 6 Recertifications
47562	MN STATE FIRE CHIEF ASSN.	9/30/2025	\$60.00	Membership through December 2025
47563	NFPA	9/30/2025	\$225.00	2025 Membership Renewal
47564	PLOOG ELECTRIC	9/30/2025	\$239.25	Lift Station by Shop
47565	PLUNKETTS PEST CONTROL	9/30/2025	\$112.73	Pest Control
47566	KERRY RAUSCH	9/30/2025	\$23.31	Meeting Reimbursement
47567	RENT-N-SAVE	9/30/2025	\$185.00	Park location
47568	ROHRICH, BETH	9/30/2025	\$15.85	Meeting Reimbursement
47569	SANCO EQUIPMENT LLC	9/30/2025	\$369.64	V belt cogged and belt cutterdeck 72 inch
47570	Sun Up Fence LLC	9/30/2025	\$1,957.50	Tennis Repair
47571	UC LABORATORY	9/30/2025	\$642.12	
47572	VESTIS	9/30/2025	\$200.59	Clothing

Total Checks	\$215,000.88
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**10101 EDA Cash**

20e	ELAN FINANCIAL SERVICES	9/30/2025	\$79.90	Child Care Meetings
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Total Checks	\$79.90
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**10105 Community Bank**

326e	CORNERSTONE STATE BANK	9/22/2025	\$20,367.38	September ACH Transfer
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Total Checks	\$20,367.38
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**10110 Park- Assigned**

47535	Sun Up Fence LLC	9/30/2025	\$5,692.50	Basketball Court
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Total Checks	\$5,692.50
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**10161 Fox Meadow Escrow**

1e	CORNERSTONE STATE BANK	9/15/2025	\$24.61	Order Checks for Fox Meadows Escrow Acct
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Total Checks	\$24.61
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## CITY OF EAGLE LAKE

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**\*Check Summary Register©**

Batch: PAY 10-03-25

	Name	Check Date	Check Amt	
<b>10100</b>	<b>Cash</b>			
47573	BADGER METER	10/3/2025	\$119.84	Host Service
47574	BHE COMMUNITY SOLAR LLC	10/3/2025	\$3,467.20	August billing period
47575	COMPUTER TECHNOLOGY SOL	10/3/2025	\$3,101.74	
47576	GREAT PLAINS FIRE	10/3/2025	\$3,831.24	Gear - Duitsman
47577	HARTMAN, ANDREW	10/3/2025	\$38.75	CDL License Renewal
47578	HAWKINS	10/3/2025	\$7,681.38	Chemical Feed Pumps
47579	LINDE GAS & EQUIPMENT INC	10/3/2025	\$71.47	Acetylene
47580	MENARDS	10/3/2025	\$652.79	Infiniweb presm, utlity kinke, blades, etc
47581	MN VALLEY COUNCIL GOVERN	10/3/2025	\$2,840.04	Membership 2nd Half
47582	NICKLAY, MICHAEL	10/3/2025	\$38.75	CDL Renewal
47583	OFFICE DEPOT	10/3/2025	\$3,707.00	Hutch - PW Shop
47584	TRUCK CENTER COMPANTIES	10/3/2025	\$373.07	Repairs stemming from DOT inspection - 2014
47585	VESTIS	10/3/2025	\$40.47	Clothing
47586	WW BLACKTOPPING INC	10/3/2025	\$52,479.90	Street Repairs
	<b>Total Checks</b>		<b>\$78,443.64</b>	

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**Pay Dates** 09/11/2025, 09/25/2025

Payroll Name	Pay Date	Net Pay
Anderson, Jim	09/11/2025	0.00
Anderson, Jim	09/25/2025	0.00
Barta, Jodie L	09/11/2025	1,347.06
Barta, Jodie L	09/25/2025	1,347.07
Beckmann, Jacob Donald	09/11/2025	1,467.68
Beckmann, Jacob Donald	09/25/2025	1,367.94
Bromeland, Jennifer J	09/11/2025	3,213.15
Bromeland, Jennifer J	09/25/2025	3,213.14
Hartman, Andrew R	09/11/2025	1,462.99
Hartman, Andrew R	09/25/2025	1,607.16
Lewis, Nicholas W	09/25/2025	305.72
Nicklay, Michael L	09/11/2025	1,604.14
Nicklay, Michael L	09/25/2025	1,604.14
Rausch, Kerry L	09/11/2025	1,611.13
Rausch, Kerry L	09/25/2025	1,904.28
Richards, Taylor W	09/11/2025	631.33
Richards, Taylor W	09/25/2025	577.45
Rohrich, Elizabeth K	09/25/2025	323.22
Ruel, Nathan W	09/11/2025	1,330.46
Ruel, Nathan W	09/25/2025	1,382.70
Simpson, Vern L	09/25/2025	291.75
Steinberg, Garrett R	09/25/2025	323.22
White, Anthony D	09/25/2025	323.22
Whittington, Johnnie L	09/25/2025	415.57

**Wire Transfers Made in 2025**

Date	<u>Description</u>	<u>Initiated by</u>
9/25/2025	Transfer \$275,000 from ICS to NOW	Kerry



Andrew Hartman  
Public Works Director  
90 LeRay Avenue  
Eagle Lake, MN, 56024  
(507)257-3218  
ahartman@eaglelakemn.com

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Oct. 2025

To: Mayor, City Council and City Administrator Jennifer Bromeland

From: Andrew Hartman Public Works Director

**Water:**

We have installed all the new chemical feed pumps. We got our fall watermain flushing done.

**Sewer:**

We have been monitoring our main lift station and the flow rate into it. We have been doing some maintenance on our lift stations as needed.

**Streets:**

Most street repairs have been completed by WW black topping. We have a few more spots for them to get done in the upcoming weeks.

**Parks:**

We have gotten caught up on mowing and will be prepping for leaf pick up at the parks. The ballfield is about finished from the circus, we will be seeding that once it is complete.

**Storm Sewer:**

We have cleaned out some problem catch basins that weren't draining, and will continue to monitor them. The leaf vac is ready for the season. We will be out checking the operation if it and making sure it is 100% before the scheduled start.

If you have any questions or concerns, please feel free to contact me at [ahartman@eaglelakemn.com](mailto:ahartman@eaglelakemn.com)

Andrew Hartman



# ELFD CHIEF'S LETTER

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## SEPTEMBER CALLS FOR SERVICE

CO-3

Fire False Alarm-1

Medical-9

## SEPTEMBER DRILL

We were able to utilize a house, donated by a community member, to perform a few revolutions in Search & Rescue training, radio communications, practiced medical evals and scene management.

Stay safe,

Thanks,

Fire Chief Vern

EAGLE LAKE FIRE DEPARTMENT 2025 CALL REPORT

TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	% OF TOTAL
Assist Law Enforcement	0	0	0	0	0	0	0	0	0				3	2%
Assist Law Enforcement (Cancelled)	0	0	0	0	0	0	0	0	0				0	0%
Community Event	0	0	0	0	0	0	0	2	0				2	1%
Explosion (No fire)	0	0	0	0	0	0	0	0	0				0	0%
Fire (Commercial)	0	0	0	0	0	0	0	0	0				0	0%
Fire (Inspection)	0	1	0	0	0	0	0	0	0				1	1%
Fire (Investigation)	0	0	0	0	0	0	0	0	0				0	0%
Fire (Residential)	0	0	0	0	0	0	0	0	0				0	0%
Fire (Standby)	0	0	0	0	0	0	0	0	0				0	0%
Fire (Vehicle)	0	1	0	0	0	0	1	0	0				2	1%
Fire (Wildland)	1	0	0	0	2	0	0	0	0				3	2%
Fire Alarm	0	0	0	0	0	0	0	0	0				0	0%
Fire Assist	0	0	0	0	0	0	0	0	0				0	0%
Fire CO	1	1	0	0	0	0	1	2	4				9	7%
Fire False Alarm	0	0	0	0	0	0	0	0	1				3	2%
Fire Mutual Aid	1	2	0	0	1	0	0	0	0				4	3%
Gas Leak	0	0	1	1	0	0	0	0	0				2	1%
Hazardous (No fire)	0	0	0	0	0	0	0	0	0				0	0%
Medical (Cancelled)	1	0	0	0	0	0	0	0	0				1	1%
Medical (Response)	13	12	9	12	11	7	4	9	9				86	63%
Medical Lift Assist	0	2	1	0	1	1	0	0	0				5	4%
Missing Person Search	0	0	0	0	0	0	0	0	0				0	0%
Motor Vehicle Accident w/Injury	0	0	1	2	0	0	0	0	0				3	2%
MVA w/Injury (Cancelled)	0	1	0	0	0	1	0	0	0				2	1%
Motor Vehicle Accident w/o Injury	1	1	0	0	0	1	0	0	0				3	2%
Motor Vehicle Accident (Fatality)	0	0	0	0	0	0	0	0	0				0	0%
MVA W/O Injury (Cancelled)	0	0	0	0	0	0	0	0	0				0	0%
Odor Investigation	0	0	0	0	0	0	0	0	0				0	0%
Power Lines	0	0	0	0	0	1	0	0	0				1	1%
Rescue (Entrapment/Machinery)	0	0	0	0	0	0	0	0	0				0	0%
Rescue (Grain Bin)	0	0	0	0	0	0	0	0	0				0	0%
Rescue (Water)	0	0	0	0	0	0	0	0	0				0	0%
Smoke Investigation	1	0	0	0	0	0	0	0	0				1	1%
Smoke/CO Alarm Malfunction	1	1	0	0	0	0	0	0	0				2	1%
Special Incident	0	0	0	0	0	0	0	0	0				0	0%
Weather	0	0	0	1	0	2	0	0	0				3	2%
<b>Total</b>	<b>20</b>	<b>22</b>	<b>12</b>	<b>17</b>	<b>16</b>	<b>14</b>	<b>7</b>	<b>14</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>136</b>	<b>100%</b>
<b>RESPONSE AREA</b>														
Eagle Lake	14	13	10	12	10	11	4	11	11				96	71%
St. Clair	0	0	0	0	0	0	0	0	0				0	0%
Good Thunder	0	0	0	0	0	0	0	0	0				0	0%
Janesville	0	0	0	0	0	0	0	0	0				0	0%
Kasota (Lime Twp)	0	1	0	0	0	0	0	0	0				1	1%
Le Ray Twp	3	6	1	4	4	2	1	2	3				26	19%
Madison Lake (Jamestown Twp)	1	1	0	0	0	0	0	0	0				2	1%
Madison Lake (LeRay Twp)	0	0	0	0	0	0	0	0	0				0	0%
Mapleton	0	0	0	0	0	0	0	0	0				0	0%
Mankato	0	0	0	0	0	0	0	0	0				0	0%
Mankato Twp	2	1	1	1	1	1	2	1	0				10	7%
Southbend Twp	0	0	0	0	1	0	0	0	0				1	1%
<b>Total</b>	<b>20</b>	<b>22</b>	<b>12</b>	<b>17</b>	<b>16</b>	<b>14</b>	<b>7</b>	<b>14</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>136</b>	<b>100%</b>

Eagle Lake Fire Relief  
Gambling Fund Report August 2025

Balance	8/1/25		\$32,213.28
Income:			
Paper Pull Tabs		\$7,234.00	
Electronic		\$17,996.00	
Interest Income		\$17.35	
Raffle		\$7,200.00	
Total Income			<u>\$32,447.35</u>
Total Funds Available			\$64,660.63
Less Total Disbursements			<u>(\$18,655.00)</u>
Balance	8/31/25		\$46,005.63

2025 Profit / Community Donations

Net Profit:		
1/25		\$14,275.57
2/25		(\$8,062.62)
3/25		\$11,006.80
4/25		\$7,572.16
5/25		(\$6,779.17)
6/25		\$1,777.04
7/25		\$10,645.06
8/25		\$8,458.13

Total Profit To Date:	\$38,892.97
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Community Donations To Date:	\$5,615.00
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Eagle Lake Fire Relief  
September 9 2025  
Items To Be Approved

<u>To</u>	<u>For</u>	<u>Amount</u>
Eagles Nest	Rent	\$3,624.56
Randy Hoffmann	Accounting	\$700.00
Chad Witte	Wages	\$277.05
Triple Crown Gaming	Pull Tabs	\$748.32
	Invoice #9383057	
	Due 9/19/25	
Pilot Games	E-Bingo Prizes & Fees	\$415.46
Triple Crown Gaming	E-Tabs (No Check)	\$4,285.35
MN Revenue	State Tax (No Check)	\$2,020.00
Total		\$12,070.74

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<u>HOUSE #</u>	<u>STREET</u>	<u>VALUE</u>	<u>Project Description</u>
108	LeRay Ave	\$ 1,000.00	1 window
209	Creekside Dr	\$ 33,414.86	reroof
402	Linda Dr	\$ 53,000.00	windows (20) & residing
304	Maywood	\$ 28,000.00	residing
121	Matthew Ct	\$ 8,396.08	reroof
501	LeSueuer Ave	\$ 14,279.00	furnace & A/C
102	Diane Dr	\$ 5,000.00	egress window
524	Linda Dr	\$ 11,045.00	sub-floor basement drainage system
104	3rd St N	\$ 7,500.00	basement repair
524	Linda Dr	\$ 2,500.00	alterations
210	Blace Ave E	\$ 415,000.00	New Home
126	Hawk Ave	\$ 12,420.00	Reroof
204	Diane Dr	\$ 4,000.00	Reroof
121	Peggy Ln	\$ 16,000.00	Reroof
305	Falcon Run	\$ 14,000.00	Demo

<u>Zoning #</u>	<u>Address</u>	<u>Type</u>
25-23	301 LeSueur	Deck
25-24	160 Creekside Ct	Hard surface

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**CITY OF EAGLE LAKE  
PLANNING COMMISSION MEETING MINUTES  
SEPTEMBER 16, 2025**

**CALL TO ORDER**

- Chair Talle called the meeting to order at 6:02 p.m.

**MEMBERS PRESENT**

- Trent Talle, Ray Beckel, Tom Barna, Aaron Stubs, and Richard Garvey.

**MEMBERS ABSENT**

- Michael Hughes, Michael McCarty, and Jan Hughes.

**STAFF PRESENT**

- Jennifer Bromeland, City Administrator, and Kerry Rausch, Deputy Clerk.

**APPROVAL OF THE AGENDA**

- **Commissioner Beckel moved, seconded by Commissioner Barna, to approve the agenda. The motion carried unanimously.**

**APPROVAL OF MINUTES**

- **Commissioner Beckel moved, seconded by Commissioner Barna, to approve the July 21, 2025 minutes. The motion carried unanimously.**

**NEW BUSINESS**

**1. Consider Amendment to Sign Regulations**

- Administrator Bromeland explained that the City has received a request from a business that abuts Highway 14 and is within the commercial corridor to allow digital/electronic message board signage. The current City Code does not expressly permit such signage. To address this, a draft ordinance amending Section 6.390 has been prepared, establishing standards for permitting digital signs in a Commercial district by Conditional Use Permit (CUP). The ordinance intends to support business visibility, maintain public safety by minimizing driver distraction, preserve community character, and reduce potential impacts on nearby residential areas.
- Administrator Bromeland went on to explain that the draft ordinance establishes standards based on a review of practices in other Minnesota cities and Minnesota Statutes Section 173.155. Key provisions include: maximum 300 nits brightness at night with automatic dimming, minimum 10-second static messages, transitions limited to cut or fade only, no scrolling/blinking/flashing, 100 square foot maximum display area, 150 square feet maximum total structure, 25 feet height limit, and minimum 50 feet setback from residential zoning. Applications must include site plans, elevations, technical specs, message schedule, traffic safety analysis, and if appropriate, landscaping/screening plans and context simulations. Additional CUP conditions may include architectural compatibility, color or brightness restrictions, emergency shut-off, or buffering.
- Existing legally permitted signs may remain, but structural alterations or electronic conversions would require compliance with the new standards. Violations could result in fines, CUP revocation, or sign removal.

development and anticipates the sign will most likely be installed in the spring of 2026.

- Planning Commission discussion explained that static messages display for a set period and then change to a new image, proposed Section 5 may allow signs that are too large and Section 6 may want to allow the City the ability to restrict to protect residential areas.
- The Planning Commission asked that an updated draft be brought to the October Planning Commission meeting for review, a public hearing be scheduled for the November Planning Commission meeting, and then be brought to the December City Council meeting for approval.

2. Application for Re-Zoning: R12.10.18.180.022

- Administrator Bromeland stated that Justin Jackson and Justin Bauer have broken ground on the Creekside Townhomes and are looking forward to the parcel located along Agency Street and Linda Drive, which is currently a bare lot zoned B-1. They have requested that the parcel be rezoned to allow for two apartment buildings, eight units each.
- Planning Commission discussion included asking about the effect apartments could potentially have on surrounding single-family homes, the shortage of housing units in the area, and what is considered spot zoning.
- Mr. Stubbs explained that by diversifying housing types, it keeps neighborhoods fresh with turnover, which in turn provides better support of parks and schools. He also explained that the current B-1 zoning could be considered spot zoning and that rezoning to a residential district would bring this back in line. The elementary school's capacity was also discussed with Administrator Bromeland stating she stays in contact with school officials and the school can add more students with the existing space.
- Justin Bauer explained that his grandfather had previously owned this parcel, which included his home and business. Mr. Bauer has removed these structures. He also stated that with the price of construction, to be profitable, denser housing is needed.
- Also discussed was the desire to ensure screening is adequate with the adjacent single-family homes. Mr. Bauer stated that the abutting properties currently have privacy fences that he has allowed to be located on the shared property lines. He would also be open to vegetative screening if needed.
- **Commissioner Beckel moved, seconded by Commissioner Barna, to schedule a public hearing for the rezoning of parcel R12.10.18.180.022. The motion carried with Commissioners Trent Talle, Ray Beckel, Tom Barna, Aaron Stubbs, and Richard Garvey voting in favor.**

**OTHER:**

1. Monthly Building and Zoning Permit Activity

- A listing of building permit activity was shared with the Commissioners.

**ADJOURNMENT:**

- **A motion was made by Commissioner Beckel, seconded by Commissioner Garvey, to adjourn the meeting. Motion carried.**

Submitted by: Kerry Rausch, Deputy City Clerk

**CITY OF EAGLE LAKE, MINNESOTA  
CITY COUNCIL RESOLUTION 2025-42**

**A RESOLUTION ACCEPTING DONATION FOR THE CITY**

**WHEREAS** the City of Eagle Lake is generally authorized to accept donations pursuant to Minnesota Statutes for the benefit of its public recreational services.

**WHEREAS** the following donor has offered to contribute the cash amounts or items set forth below:

<u>Name of Donor</u>	<u>Items/Amount</u>
Star Light Early Learning Center	\$ 300.00 – Eagle Lake Parks
Star Light Early Learning Center	\$1,000.00 – Rural Child Care Innovation Program

**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

To be applied towards Eagle Lake Parks and the Rural Child Care Innovation Program.

**WHEREAS**, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

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

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAGLE LAKE, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used towards Eagle Lake Parks and the Rural Child Care Innovation Program, either alone or in cooperation with others, as allowed by law.

Passed by the City Council of Eagle Lake, Minnesota this 6th day of October 2025.

\_\_\_\_\_  
John Whittington  
Mayor

Attested:

\_\_\_\_\_  
Jennifer J. Bromeland  
Administrator

Lol



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# Star Light Early Learning Center Epiphany Lutheran Church

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605 Parkway Avenue. - P.O. Box 188 - Eagle Lake, MN 56024

Sarah Deutsch, Pastor

Phone: 507-257-3156

[epiphanygrowingfaith@gmail.com](mailto:epiphanygrowingfaith@gmail.com)

Website: [epiphanyeaglelake.com](http://epiphanyeaglelake.com)

September 29, 2025

Dear City of Eagle Lake

On behalf of Star Light Early Learning Center, we are pleased to share \$1000.00 with your organization. We are dedicating these funds toward the RCCIP (Rural Child Care Innovation Program). In December of 2024, Star Light, (formally Epiphany Preschool) closed its doors after many years of serving children and families in our community. Following the closure, we held a sale of equipment and materials from the center.

As we considered how to use the proceeds, we wanted the mission and spirit of Star Light to continue reaching children and families, even though our program has ended. Your organization was chosen because of the meaningful work you do to support our community. It is our hope that these funds will extend the impact of Star Light and its legacy of care, growth, and learning through your efforts.

We are grateful for the work you do and are honored to support you in this way.

With gratitude,

On behalf of Star Light Early Learning Center  
Epiphany Lutheran Church



# Star Light Early Learning Center Epiphany Lutheran Church

605 Parkway Avenue. - P.O. Box 188 - Eagle Lake, MN 56024

Sarah Deutsch, Pastor

[epiphanygrowingfaith@gmail.com](mailto:epiphanygrowingfaith@gmail.com)

Phone: 507-257-3156

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September 29, 2025

Dear City of Eagle Lake

On behalf of Star Light Early Learning Center, we are pleased to share \$300.00 with your organization. We are dedicating these funds toward City Parks. In December of 2024, Star Light, (formally Epiphany Preschool) closed its doors after many years of serving children and families in our community. Following the closure, we held a sale of equipment and materials from the center.

As we considered how to use the proceeds, we wanted the mission and spirit of Star Light to continue reaching children and families, even though our program has ended. Your organization was chosen because of the meaningful work you do to support our community. It is our hope that these funds will extend the impact of Star Light and its legacy of care, growth, and learning through your efforts.

We are grateful for the work you do and are honored to support you in this way.

With gratitude,

On behalf of Star Light Early Learning Center  
Epiphany Lutheran Church

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705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024  
(507) 257-3218 Phone (507) 257-3220 Fax

October 6, 2025

To: Honorable Mayor Whittington and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Informal Public Hearing – Section 3.050, Natural Landscapes and Pollinator-Friendly Gardens

At the September 8th City Council meeting, a discussion took place about the need to review and potentially update Section 3.050 of the Eagle Lake City Code, which relates to natural landscapes and pollinator-friendly gardens. Recent changes in Minnesota law require that pollinator-friendly gardens be allowed, but the City's current code does not fully reflect these changes. As a result, inconsistencies exist between city code enforcement and property owners' legal rights to maintain pollinator-friendly landscapes.

To gather input from the community and inform the drafting of a proposed ordinance, an informal public hearing has been scheduled this evening. The purpose of this informal hearing is to allow residents to provide comments and share their perspectives before a draft ordinance is prepared. City staff will also review ordinances from other municipalities for comparison purposes.

Following the informal hearing, the City Attorney will use the feedback received to draft an updated ordinance. The draft ordinance will then be presented to the City Council and the public for formal consideration at a subsequent public hearing. Proposed updates are expected to clarify definitions of "managed natural landscapes" and "pollinator gardens," outline maintenance standards that balance environmental and aesthetic considerations, and ensure consistency with state law.

Pollinator-friendly gardens provide habitat and food sources for bees, butterflies, and other pollinators, which are essential for healthy ecosystems and local food production. The City Attorney has noted that budgetary considerations may be necessary, as the City does not currently have staff trained to identify vegetation and may need to hire a consultant depending on the final ordinance requirements.

City staff recommends that the City Council receive input during this informal public hearing and provide guidance on next steps for drafting the proposed amendments to Section 3.050.

  
Jennifer J. Bromeland  
City Administrator



## Informal Public Hearing on Pollinator Gardens & Natural Landscapes

The Eagle Lake City Council will hold an informal public hearing on Monday, October 6, at 6:00 p.m. in the Council Chambers at City Hall to gather community input on potential updates to Section 3.050 of Eagle Lake City Code, which relates to natural landscapes and pollinator-friendly gardens. Recent Minnesota law now requires that pollinator-friendly gardens be allowed, but the City's current code does not fully reflect these changes. Proposed updates would clarify definitions, outline maintenance standards, and ensure consistency between city enforcement and state law. Pollinator-friendly gardens provide habitat and food sources for bees, butterflies, and other pollinators, which are essential for healthy ecosystems and local food production. Residents may provide input in person at the meeting or submit written comments to [jbromeland@eaglelakemn.com](mailto:jbromeland@eaglelakemn.com) or drop off at City Hall.

### **SECTION 3.030 UNLAWFUL DEPOSIT OF GARBAGE, LITTER OR LIKE**

It is unlawful for any person to deposit garbage, rubbish, offal, the body of a dead animal, or other litter in or upon any public street, public or private land, water or ice thereon.

### **SECTION 3.040 INTERFERENCE BY CITIZEN BAND RADIOS**

The City of Eagle Lake hereby defines as a nuisance any interference from citizen band radios with private television sets and radios. The purpose of this Ordinance is to prevent citizen band radios from interfering with the reasonable enjoyment of television viewing and radios by the citizens of Eagle Lake. Any such citizen band radio interference with such private viewing and listening is hereby declared to be a nuisance and may be abated as such.

### **SECTION 3.050 WEEDS, GRASS, BRUSH, AND OTHER RANK, POISONOUS, OR HARMFUL VEGETATION**

**Subd. 1. Removal of Vegetation.** It shall be unlawful of any owner, lessee, or occupant having control of any occupied or unoccupied parcel of land or any part thereof in the City of Eagle Lake to permit or maintain on any such parcel or along the sidewalk, street, or alley adjacent to the same any growth of weeds, grasses, brush or other rank vegetation to a height greater than six (6) inches on average or any accumulation of dead weeds, grasses, or brush. 811

Grass or vegetation (with the exception of noxious weeds) that is two hundred (200) feet or more from any constructed dwelling may be allowed to be above the six (6) inch limit. Grass or vegetation within ten (10) feet of a public sidewalk must not exceed six (6) inches. (Adopted by Council August 4, 2014)

**Subd. 2. Vegetation Elimination.** Any weeds or grasses whether noxious or not, as defined by State Law, growing to a height greater than six (6) inches, or which have gone, or are about to go to seed, regardless of height, are a nuisance. For the purpose of this section, "owner" shall refer to the person or corporation listed as such in the records of the Blue Earth County Taxpayer Services Department. Abatement of the nuisance shall cause the complete killing of the weeds or grasses, or controlling of the weeds or grasses above the surface of the earth by the use of cutting, chemicals, tillage, or cropping system.

**Subd. 3. Notice of Noncompliance.** In the event the owner of any property in the City of Eagle Lake permits weeds, grass, brush, or other rank, poisonous or harmful



vegetation nuisance to exist, the City shall serve a Notice of Noncompliance upon the owner of the property by both regular and certified mail. The notice shall order the owner or occupant abate the nuisance within ten (10) days from the date of the notice. If the owner or occupant does not comply with such order, the necessary work will be performed by the City at the expense of the owner. If the owner does not pay for such expense, the cost of the work will be assessed against the property benefited. The Notice of Noncompliance shall stay in effect for the entire growing season, meaning that if at any time after the issuance of the Notice of Noncompliance the nuisance reoccurs, the City shall abate the nuisance without further notice to the property owner.

**Subd. 4. Performance of work by the City of Eagle Lake-Billing Procedures.**

If the owner or occupant of any property within the City of Eagle Lake fails within ten (10) days from the date of the Notice of Noncompliance to comply with the order pursuant to Subdivision 3, the City shall maintain a record showing the cost of such work shall be determined by the City Fee Schedule at the time work was performed.

**Subd. 5. Violations.** Any person who shall neglect to cut and remove noxious weeds as directed in this Chapter, or who shall fail, neglect or refuse to comply with the provisions of any notice herein provided or who shall violate any of the provisions of this Chapter or who shall resist or obstruct the city or its employees in the cutting and removal of weeds, grass, brush and other vegetation, shall be guilty of a misdemeanor. Each day on which such violation continues shall constitute a separate offense.

**Subd. 6. Assessment.** Before December 1 of each year, the City of Eagle Lake shall list total unpaid charges for each type of such work against each separate lot or parcel to which such charges are attributable pursuant to this section. The City Council may then assess such charges against property benefited as a special assessment, pursuant to the provisions of Minnesota Statutes, Chapter 429, for certification to the County Auditor and collection together with current property taxes for the following year.

**Subd. 7. Effective Date.** This ordinance shall be in full force and effect from and after the date of publication.

## **SECTION 3.060 DOGS**

**Subd. 1. Licensing.**

- A.** No person, firm, or corporation shall harbor or keep any dog over ninety (90) days old within the City of Eagle Lake without first obtaining a license. Such license shall contain a date, a number and the name and address of the owner and keeper of the dog together with the name, description and registered number of the dog.
- B.** The license fee for each male, female, neutered or spayed dog shall be set by the resolution of the City Council. All licenses for the same shall be issued when the rabies vaccination is due. *(Adopted by City Council on December 2, 2013)*

## Pollinator and Biodiversity Toolbox

Home (/) / Land / Pollinator Protection / Living Landscapes Initiative (/practices/pollinator/index.html)  
/ Pollinator and Biodiversity Toolbox



The information below is intended to guide pollinator habitat projects through planning, installation and management. There is a focus on key steps for incorporating pollinator habitat and biodiversity into BWSR funded programs that can include efforts on conservation lands, natural areas and urban landscapes.



# Lawns to Legumes

## Program Overview

### What does this program do?

Lawns to Legumes offers workshops, coaching, planting guides and reimbursement funding for installing pollinator-friendly native plantings in residential yards. The program also campaigns to raise awareness for pollinator habitat projects and offers grants for community projects to create habitat corridors and showcase best practices.

Lawns to Legumes aims to protect the federally endangered rusty patched bumblebee (Minnesota's state bee) and other at-risk pollinators.

### Why does this matter?

Minnesota is home to more than 500 native bee species. Pollinators also include butterflies, moths, beetles and native flies. All play a key role in pollinating many food crops and native plants, but populations have significantly declined worldwide in recent years. Population decline can be attributed to habitat loss and lack of related nutrition for pollinators, as well as pesticide use and pathogens.

Even relatively small plantings of native flowers can help create conditions that are highly valuable to pollinators and can help build important habitat corridors.

### Am I eligible? How can I apply for funding?

Lawns to Legumes offer options for Minnesotans to put conservation on the ground in a way that works for them. More than 5,000 projects have been funded since the program launched in 2019, demonstrating Minnesotans' enthusiasm for protecting endangered pollinator species.

Minnesota residents can apply during active signup periods to be reimbursed for up to \$400 in costs associated with establishing pollinator habitat in their yards. Workshops and coaching are offered to recipients to ensure project success. Interested residents can apply on Blue Thumb's website <https://bluethumb.org/lawns-to-legumes/>.

Workshops, free planting guides and online resources are available to anyone who wishes to pursue a DIY project. Visit [www.bwsr.state.mn.us/12/](http://www.bwsr.state.mn.us/12/) for more information.



your yard  
**CAN BEE**  
the **CHANGE**

#Lawns2Legumes



## Pollinator Pathways

In addition to the Individual Support component of the program, Lawns to Legumes aims to establish high-profile community-wide projects called Pollinator Pathways. These projects raise awareness about residential pollinator protection and showcase best practices.

Across the state, 32 Pollinator Pathways programs funded by BWSR are active. Each project is overseen by a local government or nonprofit organization.

## Outreach and awareness

Lawns to Legumes strives to promote public adoption of residential pollinator habitat through a coalition of supportive groups including Blue Thumb, non profits and other supporters. Public outreach and education efforts raise awareness about issues affecting Minnesota pollinators.

## Getting started now

You don't have to wait to start planning a pollinator-friendly yard! Resources for planning projects can be found at [www.bwsr.state.mn.us/l2l](http://www.bwsr.state.mn.us/l2l). These include:

- Planting for Pollinators Habitat Guide: BWSR's one-stop shop for creating residential pollinator habitat
- Pollinator Garden Templates: These templates provide base designs for native plant pollinator gardens, including boulevard and shade garden designs. They are customizable with substitutions for each plant.
- Native Plant Selection: BWSR's guide to high quality pollinator plants to provide blooms throughout the growing season.

### Top 10 native plants for Minnesota bumble bees

- Virginia bluebells
- Blazingstars
- Wild white indigo
- Milkweeds
- Goldenrods
- Beebalm
- Beardtongues
- Red columbine
- Asters
- Blue giant hyssop





Michael H. Kennedy  
Christopher M. Kennedy\*

September 8, 2023

Mayor Lisa Norton  
Councilmembers  
City of Eagle Lake  
705 Parkway Avenue  
Post Office Box 159  
Eagle Lake MN 56024

Re: Managed Natural and Native Landscaping Yards

Dear Mayor Norton and Councilmember:

During the last session the Minnesota Legislature passed a new law in regards the ability of cities to regulate native landscapes and natural lawns. The new law requires all statutory and home rule charter cities allow a private owner to install, mange and retain a natural landscape. City ordinances not consistent with this provision are unenforceable.

Managed natural landscapes are defined ass planned, intentional and maintained planting of native and nonnative grasses, wildflowers, forbs, ferns, shrubs or trees and includes but is not limited to rain gardens, meadow vegetations, and ornamental plants. This will not include turf-grass lawns that are left unattended. The law will allow the landowners of managed natural landscapes to keep plants that are in excess of 8 inches. The statute reads as follows:

**Minnesota Statute Section 412.925 Native Landscapes**

- (a) A statutory or home rule charter city shall allow an owner, authorized agent, or authorized occupant or any privately owned lands or premises to install and maintain a managed natural landscape. For the purposes of this section, the following terms have the meanings given:
- (1) "managed natural landscape" means planned intentional and maintained planting of native or nonnative grasses, wildflowers, forbs, ferns, shrubs or trees, including but not limited to rain gardens, meadow vegetation, and ornamental plants. Managed natural landscapes does not include turf-grass lawns left unattended for the purpose of returning to a natural state;
  - (2) "meadow" means grasses and flowering broad-leaf plants that are native to, or vegetation adapted to, the State of Minnesota, and are commonly found in meadow and prairie plant communities, not including noxious weeds. "Noxious weed" has the meaning given in section 18.77, subdivision 8;

99 Navaho Avenue, Suite 104 Mankato, MN 56001  
Phone: 507/345-4582 Fax: 507/345-1010  
Email: knklaw@hickorytech.net  
Website: kennedykennedylaw.lawoffice.com  
\* Also Admitted in Iowa

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- (3) "ornamental plants" means grasses, perennials, annuals, and groundcovers purposely planted for aesthetic reasons.
- (4) "rain garden" means a native plant garden that is designed not only to aesthetically improve properties but also to reduce the amount of stormwater and pollutants from entering streams, lakes and rivers, and
- (5) "turf-grass lawn" means a law that is composed mostly of grasses commonly used in regularly cut lawns or play areas, including but not limited to bluegrass, fescue, and ryegrass blends, intended to be maintained to a height of no more than eight inches.
- (b) Managed natural landscapes may include plants and grasses that in excess of eight inches in height and have gone to seed but may not include any noxious weeds and must be maintained.
- (c) Except as part of a managed natural landscape as defined in this section, any weeds or grasses growing upon any lot or parcel of land in a city to a greater height than eight inches or that have gone or are about to go to seed are prohibited.

This statute conflicts with the provision of Eagle Lake City Code Section 3.050 in that it will allow for the growth of vegetation to a height higher than the six inches that the city allows. The language in the ordinance about vegetation elimination would also be unenforceable in regard to plants that are not considered noxious weeds.

At the present time the City is able to enforce the height restrictions on turf grass lawns and yards that are not maintained but the remainder of yards this statute would apply.

The language of the statute seems to allow for some management of these yards and is silent on size restrictions, so it would be possible to limit the size of the natural gardens, but that issue has yet to be litigated.

Let me know if you have any questions, comments or concerns.

Sincerely,

KENNEDY & KENNEDY

Christopher M. Kennedy  
CMK/cmk

## Jennifer Bromeland

---

**From:** Rosene, Josephine <JRosene@lmc.org>  
**Sent:** Thursday, September 4, 2025 2:10 PM  
**To:** Jennifer Bromeland  
**Subject:** RE: Research Question Submission

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon, Jennifer,

Thank you for contacting the League of Minnesota Cities with your inquiry.

While the statutory city code generally gives cities the power to define nuisances and provide for their regulation, prevention, or abatement, cities cannot, without other specific authority, declare something to be a nuisance that, according to the standards of the courts, is not in fact a nuisance. There is a list of things/activities that the courts in Minnesota have defined to be nuisances under certain circumstances beginning on page 22 of the League's Handbook for Minnesota Cities Chapter 11: City Regulatory Functions. You can access that Handbook chapter using this link: [Handbook for Minnesota Cities Chapter 11: City Regulatory Functions - League of Minnesota Cities](#). Otherwise, it is strongly recommended that cities seek the advice of the city attorney before declaring other things, acts, or uses of property to be nuisances.

I hope this information is helpful! Please feel free to reach out with any questions or if I can provide further assistance. Thank you and have a great day.

Best,

**Josie Rosene** (she/her) | Staff Attorney  
Phone: (651) 281-1205  
[jrosene@lmc.org](mailto:jrosene@lmc.org)

League of Minnesota Cities | 145 University Ave. West | St. Paul, MN 55103  
[lmc.org](http://lmc.org) | [Facebook](#) | [X](#) | [LinkedIn](#)

This response is intended to convey general information and should not be taken as legal advice or as a substitute for competent legal guidance. Consult your city attorney for advice regarding specific situations.

## Pollinators by Numbers

Three-fourths of the world's flowering plants and about 35 percent of the world's food crops depend on animal pollinators to reproduce. That's one out of every three bites of food you eat. More than 3,500 species of native bees help increase crop yields. Some scientists estimate that one out of every three bites of food we eat exists because of animal pollinators like bees, butterflies and moths, birds and bats, and beetles and other insects. Without pollinators, the human race and all of earth's terrestrial ecosystems would not survive.

## How Animal Pollination Works

Pollinators visit flowers in their search for food (nectar and pollen). During a flower visit, a pollinator may accidentally brush against the flower's reproductive parts, unknowingly depositing pollen from flower to flower. The plant uses pollen to produce a fruit or seed. Many plants cannot reproduce without pollen being carried to them by foraging pollinators.

## Pollinators Are in Trouble

You may have heard that bees are disappearing, and bats are dying. These and other animal pollinators face many challenges in the modern world. Habitat loss, disease, parasites, and environmental contaminants have all contributed to the decline of many species of pollinators. Pollinators that can't find the right quantity or quality of food (nectar and pollen from blooming plants within flight range) don't survive. Right now, there simply aren't enough pollinator friendly plantings to support pollinators.

## Helpful Hint:

Did you know dandelions are the first food for bees emerging in the spring. Leave them in your yard and feed the bees!

## You Can Help Pollinators

You can help pollinators in your garden at home. Pollinators make use of food and habitat anywhere it is found, whether on roadsides, in a schoolyard garden or a planter on a windowsill. Here's how:

- **Complete a Wildlife Assessment.** One of the first steps in creating new habitat for pollinators is to first assess and evaluate your existing space. Habitat assessments can be great tools to identify practices where you can improve or confirm good practices you already have in place. The Xerces Society has several different [habitat assessment guides](#) for different types of landscapes or specific insects. The [Habitat Assessment Guide for Pollinators in Yards, Gardens, and Parks](#) is a great resource for small and urban sites, including urban farms. The [Pollinators: Farms and Agricultural Landscapes](#) and [Beneficial Insects: Farms and Agricultural Landscapes](#) and two other



great options for assessing agricultural lands. For more information on providing ground, stem, and cavity nesting sites and overwintering sites, be sure to check out Xerces guide on [Nesting & Overwintering Habitat for Pollinators & Other Beneficial Insects](#).

- **Types of Habitat.** There are several [habitat opportunities](#) and strategies you can use to invite pollinators into your urban farms, gardens, or yards. Pollinator habitat can beautify your space, increase native biodiversity, increase pollination services and biological control of “pest” insects, and provide community engagement and learning opportunities. Often for smaller scale gardens in urban areas, plugs or transplanted plants from pots are preferred over pure live wildflower seeds.
- **Plant Native Plants.** Native plants are considered the best choice because of their abundance of nectar and pollen in addition to being low maintenance, generally pest free, drought tolerant, and ability to control erosion. They are good sources of food and shelter for wildlife, and naturally beautiful.
- **Plant a continuous food supply.** Make sure you have at least 3 different species throughout the spring, summer, and fall seasons to provide adequate food when pollinators emerge from and prepare for winter hibernation. Plant in groupings (clumps) of each plant species for a greater impact.
- **Include a diversity of plants.** Different flower sizes, shapes and colors, as well as varying plant heights and growth habits, support a greater number and diversity of pollinators. Include a combination of native plant species, heirloom plants and herbs in your pollinator garden. Common herbs such as rosemary, oregano, basil, marjoram, and borage are excellent pollinator plants. Allow unharvested fruits and vegetables to bolt (go to flower) for added pollinator and beneficial insect food.
- **Limit or eliminate use of pesticides.** A healthy garden with the appropriate plant species and an abundance of pollinators will support natural beneficial insects—reducing the need for pest control.
- **Install bat boxes.** Bats are also pollinators that need our help. Leave snags for habitat or install a bat box. Learn more about the [benefits of bats](#)!
- **Spread Awareness.** Educate others about the importance of pollinators and share how you planted for bees, butterflies, birds and other animals at home.

### Did You Know:

There are more than 3,600 species of bees in the U.S. and approximately 70% percent of these bees nest in the ground?

**Argument:** Pollinators in MN are declining. There is statewide support for creating new habitats to help stop the decline of pollinators. Urban pollinator habitats can provide important floral resources and habitats for Minnesota's pollinators.

- The MN Governor's Committee on Pollinator Protection was created in 2016 after then Governor Mark Dayton signed Executive Order 16-07 *Directing Steps to Reverse Pollinator Decline and Restore Pollinator Health in Minnesota*. The committee spent two years looking into the decline of pollinators across Minnesota. In 2018 they published a report on recommendations to stop the decline. One of their top recommendations was to "*Establish a turf conversion and enhancement program focused on replacing or enhancing turf with flowering habitat in urban, suburban, and rural non[1]agricultural land.*" Report can be found here: [Update Report template](#)
- MN Board of Water and Soil Resources (BWSR) is a state agency that has several programs that encourage and financially support residential pollinator habitats including the Pollinator Pathways and Lawns to Legumes. BWSR promotes native plantings that establish key corridors (or pathways) for at-risk pollinators such as (but not limited to) the Monarch Butterfly and Rusty Patched Bumble Bee, Minnesota's State Bee.

**Argument:** Other cities have successfully allowed planting of pollinator-friendly, perennial or other natural vegetation on residential lots. BWSR has developed a sample permit for cities that wish to allow such planting.

- [Sample Landscape Permit](#) - Many cities have lawn or vegetation maintenance ordinances that limit the height of vegetation or prohibit "weeds" in general terms. Some cities have established a permit process that allows planting of pollinator-friendly, perennial or other natural vegetation on residential lots. BWSR has developed a sample permit for cities that wish to allow such planting. Note that additional changes to municipal ordinances may be needed to allow pollinator plantings. The city attorney should be consulted when drafting any ordinance amendments.
- [Examples of Native Landscape Ordinances from Minnesota Cities](#) - Many cities now allow or promote the use of native plants and natural or naturalized residential landscaping. The ordinance excerpts included here show the range of approaches that cities are using, including allowing the practice by right, requiring setbacks, and/or requiring a permit.

**Argument:** The Mankato area plays an important role in pollinator recovery.

- Mankato, and the surrounding areas fall within the High Potential Zone for the federally endangered Rusty Patch bumblebee. This bumblebee is known to use small, urban, pollinator plantings and can benefit from an increase in urban floral resources. [Rusty Patched Bumble Bee Map](#)
- The Mankato area is mapped as Priority 1 (Highest Priority) for the BWSR Lawns to Legumes scoring criteria. [LtL\\_Scoring\\_Criteria-scaled.jpg \(1978x2560\)](#)

### **Addressing Allergy Claims:**

- According to the MN EPA, our area experienced at least 15 days during the summer of 2025 with air quality alerts due to wildfire smoke.
- Side effects of exposure to wildfire smoke include coughing, wheezing, trouble breathing, itching or burning eyes, scratchy throat, irritated sinuses and runny nose. Headaches, fatigue, and chest pain. Worsening asthma and other existing lung conditions.
- Our pets collect and carry seasonal allergens in their fur and on their paws. The allergens are spread throughout the home as pets disperse their dander and dried saliva after grooming themselves.
- Kentucky Bluegrass is a leading cause of allergies and is widely used for lawns, sports fields, and parks throughout our area.
- Other common flowers with high allergic potential: Daisy, Chrysanthemum, Sunflowers, and Marigolds. Many trees Oak, Birch, Ash, Elm, Pine, Cottonwood as well as shrubs including Burning Bush, Juniper, and Sagebrush for example are also considered highly allergenic.
- Environmental and seasonal allergies can develop at any age and not everyone responds the same.



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024  
(507) 257-3218 Phone (507) 257-3220 Fax

October 6, 2025

To: Honorable Mayor Whittington and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Presentation – Accounting Services Proposal

The City continues to face challenges completing timely bank reconciliations, which are critical to the annual audit process. Without reconciliations being brought up to date, the City's 2025 audit cannot be completed.

A subcommittee of the City Council, consisting of Mayor John Whittington, Councilmember Beth Rohrich, and City Administrator Jennifer Bromeland, previously met remotely with representatives from Eide Bailly to review their proposal for reconciliation and accounting support. At tonight's meeting, Victoria Holthaus with Abdo Solutions will present her firm's proposal for providing reconciliation and related accounting services. Copies of the complete proposals from both Eide Bailly and Abdo Solutions can be found in the New Business section of the packet.

Following this presentation, Council will have the opportunity to ask questions, compare proposals, and provide direction on how to proceed.

  
Jennifer J. Bromeland  
City Administrator



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024  
(507) 257-3218 Phone (507) 257-3220 Fax

October 6, 2025

To: Honorable Mayor Whittington and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Cat Overpopulation Concerns and For Pets Proposal

Mary Wiese with For Pets, a local nonprofit organization, will be attending tonight's meeting to discuss opportunities for collaboration between the City and For Pets to address cat overpopulation within Eagle Lake.

In a recent phone call, Mary explained that For Pets has spent approximately \$2,500 in Regency of Minnesota, Inc. alone just this summer for spay and neuter services and in trying to rehome cats outside of Eagle Lake. She shared that she is no longer able to find homes for the cats and is proposing that the City consider budgeting funds to help offset costs associated with Trap-Neuter-Return (TNR) efforts in Regency.

City staff has also contacted Regency management regarding this issue. In response, Regency provided staff with a copy of a communication that was recently sent to Regency residents regarding cat overpopulation concerns.

This item is being brought forward for Council discussion. If the Council is interested in pursuing this partnership, funds would need to be allocated to support TNR efforts in order to help address a situation that could quickly grow out of control and spread to other areas of the community.

  
Jennifer J. Bromeland  
City Administrator



Sent Via Email and USPS

September 17, 2025

Regency MHC Holdings LLC  
Attn: Kim Stumne and Jayme Joel  
40 4<sup>th</sup> Street  
Carbondale, CO 81623  
kimstumne@hotmail.com  
regencyofminnesotael@gmail.com

RE: Nuisance Notification - Cat Overpopulation

Dear Kim and Jayme,

I'm reaching out regarding an ongoing concern at Regency related to the growing number of stray and feral cats on the property.

We recently received a formal complaint from a resident about the increasing cat population. After looking into the issue, we learned that *For Pets*, a local nonprofit, has already invested **over \$2,500 this summer alone** in Trap-Neuter-Return (TNR) efforts in the park. While these efforts have made a positive impact, the situation continues to grow due to ongoing breeding and a general lack of awareness among residents.

We believe that with your support, we can work together to better inform the park and reduce the need for continued intervention. We respectfully ask that Regency help educate residents about:

- The importance of spaying and neutering pets
- The risks of feeding stray cats without proper coordination
- Available TNR programs and low-cost spay/neuter resources
- The need for responsible pet ownership and avoiding pet abandonment

Even small efforts — such as posting flyers or including information in Regency newsletters — can make a big difference.

This issue is scheduled for discussion with the Eagle Lake City Council on October 6, as the City is being asked to consider financial support for a problem that is primarily

occurring within Regency. Working together now could help reduce future costs and enhance the well-being of the park and the residents who live there.

Please let me know what steps Regency plans to take to support Regency resident education and address this issue going forward.

Thank you for your attention and your partnership.

Sincerely,

A handwritten signature in cursive script, reading "Jennifer J. Bromeland".

Jennifer J. Bromeland  
City Administrator  
City of Eagle Lake

cc: Lieutenant Mitch Gahler, Blue Earth County Sheriff's Office  
Property File for Regency MHC Holdings LLC



# Regency of Minnesota, Inc.

41 Country Manor Court , Eagle Lake, Minnesota 56024  
Jayme Joel 507-613-0112 Email: regencyofminnesotael@gmail.com  
Kim Stumne Cell: 763-245-1190 Email: kimstumne@hotmail.com

Date: 9/18/2025

RE: Stray cats population/resident cats/dogs (pets)

Dear Residents:

Please review the following Park Rules and Regulations regarding pets (both cats and dogs). Each of you has read and signed the Rules and Regulations at the time of move in.

Pets shall be inoculated and licensed according to all applicable laws, ordinances, and regulations and shall wear proper license tags. **All pets must be spayed or neutered** as appropriate to its gender. **No dog or cat shall be allowed off the owner's lot** and under no circumstances shall pets be allowed on other manufactured home lots without invitation or in any common areas. Pets shall not be left outside the home unattended with no responsible person in the home. Any pets found loose within the Park may be captured and delivered to the appropriate local authority/facility without any notice. **Tenant shall be responsible for the immediate removal of all his or her pet's litter.** Pets shall not be permitted to damage Park property, including shrubbery, grass and vegetation, whether on or off the owner's lot.

At no time are tenants allowed to leave their pets outside to freely roam the community. This doesn't apply to just dogs, cats as well. If you cannot keep your pet in your own lot, you will have to keep them indoors or remove them from the community.

With the growing number of stray cats in the community, we are working with the city of Eagle Lake to address the issue. Although no definite solution has been put in place, we are currently discussing a Tag and Release program (TNR), which would keep the colony of stray cats in the community, but they would be spayed or neutered. The other option in discussion is live trapping them and bringing them to a rescue or humane facility. If this is the route decided and your pet is live trapped, it will be removed from the community and not allowed back in. In the coming weeks I hope to provide an additional letter with information from a local nonprofit *For Pets*, regarding TNR programs and low-cost spay/neuter resources for the residents with pets. I know each of you care very deeply about your pets, as do we. If we are each taking responsibility for our own pets well-being and safety, we should be able to control any stray cat population which benefits the entire community.

Best Regards,  
Kim Stumne, Regional Manager





705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024  
(507) 257-3218 Phone (507) 257-3220 Fax

October 6, 2025


To: Honorable Mayor Whittington and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Possible Annexation and Rezoning Request – Blake Kuiken

The City has been contacted by Blake Kuiken, who is interested in purchasing a parcel of property located outside the City of Eagle Lake limits in Mankato Township. Mr. Kuiken has indicated an interest in developing the parcel for commercial use. Since the property is located outside of City limits, annexation into Eagle Lake and subsequent rezoning would be required before any commercial development could occur. The parcel in question is directly adjacent to the Eagle Lake storage units.

If the City were to annex this property, it would be important to establish an agreement clarifying that the City is not in a position to extend municipal water or sewer services to this area in the foreseeable future. However, if and when municipal services become available in the area, the property owner would be required to connect at that time.

The potential buyer has reached out seeking assurances from the City regarding annexation and rezoning. While the City understands his interest, annexation and rezoning require specific public processes and Council consideration. Therefore, it is not possible to provide a definitive yes or no response at this stage. In some situations, potential buyers may include contingencies in purchase agreements, though this option does not appear feasible in this case.

Mr. Kuiken has requested the opportunity to present his interest to the City Council this evening. This item is being brought forward for Council discussion only, and no formal action should be taken at this time.

  
Jennifer J. Bromeland  
City Administrator

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705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024  
(507) 257-3218 Phone (507) 257-3220 Fax

October 6, 2025

To: Honorable Mayor Whittington and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Request to Contract for Accounting Services – Bank Reconciliation Support

During the 2024 audit fieldwork, the auditors encountered challenges due to incomplete bank reconciliations through the end of the year. Completing year-to-date bank reconciliations is essential for the audit process and to ensure the City receives a clean audit opinion. The City previously contracted with Eide Bailly to assist with year-to-date reconciliations through the end of 2024. However, staff requires assistance to complete reconciliations for 2025. Without completion of these reconciliations, the 2025 audit will not be completed. Additionally, the reconciliation process is currently being handled outside of the City's fund accounting system, which could add challenges and increase the risk of errors.

To address these challenges, proposals have been obtained from two accounting firms to provide focused support for bank reconciliations and related accounting services. Eide Bailly's proposal includes a one-time assessment of operations, procedures, and processes, monthly accounting support, year-end close and annual audit support, and on-demand accounting and financial management assistance, with a total estimated cost of \$45,000. Abdo Solutions' proposal includes a one-day on-site assessment of the bank reconciliation process and related accounting processes, an executive summary with recommendations and proposed workflow, technical assistance implementing the Banyon Fund Accounting bank reconciliation module, monthly reconciliation of the primary checking account for 2025 including tie-out of 2024 balances, training on the new reconciliation process estimated to take three months, and technical assistance resolving general ledger cash balancing issues, with a total estimated cost of \$27,800.

This expenditure was not included in the current budget as it was not anticipated, but it is necessary to ensure the city can complete the 2025 audit on time. Both proposals provide essential support to bring bank reconciliations up to date, standardize processes, and ensure accurate reporting. Staff can provide additional information and a recommendation on the preferred firm during the Council meeting.

Staff requests that the City Council authorize entering into a contract for accounting services as needed to ensure completion of year-to-date reconciliations and support the 2025 audit process.

Discussion should ensue.

  
Jennifer J. Bromeland  
City Administrator



SERVICE PROPOSAL FOR

# City of Eagle Lake

705 Parkway Avenue, Eagle Lake, Minnesota 56024

September 30, 2025

[abdosolutions.com](http://abdosolutions.com) | Mankato, MN - Edina, MN - Scottsdale, AZ

**Abdo**  
Financial  
Solutions

Proposed by

Victoria Holthaus, MPA, CPA

Partner | Abdo

[victoria.holthaus@abdofs.com](mailto:victoria.holthaus@abdofs.com)

P 952-715-3069

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Jennifer Bromeland, City Administrator  
City of Eagle Lake  
705 Parkway Avenue  
Eagle Lake, Minnesota 56024

September 30, 2025

Dear Jennifer,

Thank you for the opportunity to submit this proposal to the City of Eagle Lake, Minnesota (the City), for accounting services. Based on our past experience with cities of comparable size and complexity, we believe our structured contract with defined outcomes offered through Abdo Financial Solutions, LLC (Abdo FS), will provide the City with excellent financial services.

We believe our solution will result in the City receiving high-level information, continual improvement of processes, and allow the City to keep overall costs stable. Our proposal is based on the needs of the City as laid out in your request for proposal, along with our phone conversation on September 26th. This, along with the experiences we have had working with other cities helps to ensure our proposal will meet your needs.

The term of this contract shall be from October 1, 2025 through January 31, 2025.

An Abdo FS representative will perform services remotely, with the exception of the one-day, on-site assessment.

The investment required for our services is indicated on the value page, and this quote remains valid for thirty (30) days.

Abdo FS acknowledges the City has retained an independent registered municipal advisor (IRMA) to assist and advise the City in evaluating information relating to the issuance of municipal securities and/or municipal financial products. Abdo FS acknowledges the City will rely on advice from their IRMA. Abdo FS will have no recourse against the City or its IRMA, regarding action or inaction relating to evaluating, commenting on, or responding to financial projects or information received under this Agreement. Abdo FS acknowledges it is not the registered independent municipal advisor retained by the Municipal Entity Client.

Abdo FS would like to thank the City for the opportunity to propose on these services. We look forward to exceeding your expectations and continuing our long-term, mutually beneficial relationship.

Sincerely,

**Abdo Financial Solutions**



**Victoria Holthaus, MPA, CPA**

Partner | Abdo



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# The current state

## WHAT WE HEARD

We understand the challenges you face as an organization with ever-changing regulations, financial standards, staffing changes, and council vision. Through our conversations, we understand these challenges to include:

- The City is currently experiencing challenges with the month-end reconciliation processes.
- Reconciliation work is being performed outside of the accounting system, due to these challenges.
- The current process creates internal control concerns and efficiency challenges for the City.

## CONSIDERATIONS AS YOU MOVE FORWARD

Given these challenges you're facing, we know that it can become overwhelming to grasp all the factors at play. Our team wants to ensure you have a pulse on all of these factors as you begin your search for solutions. Have you considered the following:

- Our team of experienced, local government finance and accounting professionals are well versed in government operations and the accounting system utilized by the City, Banyon Data Systems.
- We have helped hundreds of communities with process challenges, specifically challenges with month-end reconciliations and helping them make the transition to utilizing their accounting system to complete the reconciliation process.
- Our team leverages a gradual release of responsibility approach both internally with employees, and externally, with clients, when learning a new process. This approach has proven time-and-time again, to be successful in helping others master a new approach or skill. Here's how we do it: the first month, we demonstrate the new process. The second month, the client completes the process, with our support. The third month, the client will complete the process independently for the first time, knowing that we are only a call, email, or virtual meeting away for assistance.



# The path forward

## WHAT'S YOUR VISION?

**Let's build it together.** With knowledge and care, Abdo lights your path forward—illuminating opportunity and fueling your confidence to navigate the future. What do you envision for your future? We believe it could look something like this:

- A thorough understanding of your operations through process assessment, analysis, and recommendations.
- Implementation of the bank reconciliation feature within Banyon, to mitigate risk, and improve efficiency with month-end processes.
- A time tested training approach that will ensure the success of your team now and into the future!

## EXPERTISE FOR YOUR CHALLENGES

In the government space, your organization faces unique challenges that require a specific understanding of government regulations and operations. Our team not only has experience working with governmental entities, but many came directly from city administration and finance offices, giving them a unique understanding of the challenges you face.

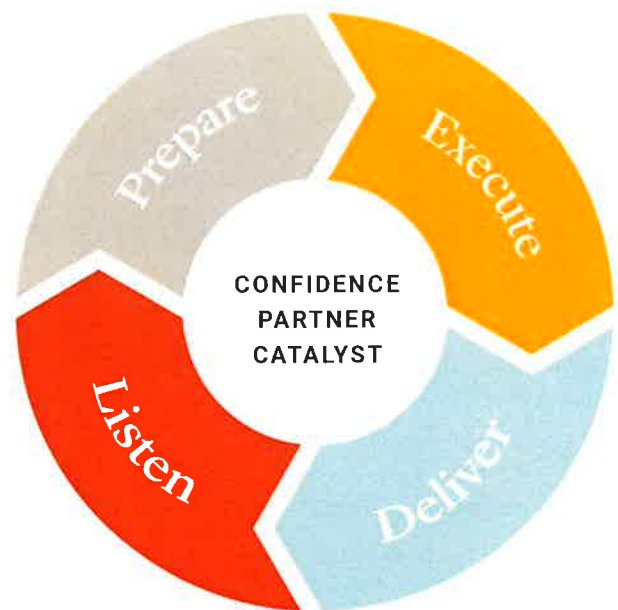


### Meet Jessi

**Jessi Sturtz**  
Manager

Jessi joined the Firm in 2020 in the Financial Solutions group. Prior to joining Abdo FS, Jessi worked for a local government in southern Minnesota. She has over ten years of experience working with local governments in accounting, as well as ten years of experience in the banking industry. She has over 10 years of experience working with Banyon, and 3 years working with BS&A.

What makes Jessi uniquely qualified to lead this engagement is her experience achieving the same desired outcomes for other clients. Jessi has helped many communities streamline their accounting processes, and move to reconciling within their accounting system. Most recently, she oversaw the project to assist the City of Babbitt get caught up on reconciliations, and start reconciling in Banyon!



## The Abdo Difference

At Abdo, we believe in the importance of relationships. This core value is the foundation of our approach to delivering the best experience and outcomes for our clients. It's inherent in our people and the way we work.

We know that for our clients to be successful, it takes more than having experience and credentials – we take the time to listen to their unique motivations, goals, and challenges. We truly care about their journey and where their path leads.

[LEARN MORE ON OUR WEBSITE](#)



# Government Experience

You can have confidence in our years of experience performing consulting services, the quality of the accounting services we offer and our understanding of the unique challenges our clients face in the government space. Since 1963, we've served cities just like yours. With an unwavering commitment to streamlining processes, training staff, and finding technology-based solutions, we proudly offer excellence in governmental consulting and auditing. Out of our 250-strong, talented staff, over 60 team members are 100% focused on government clients, which include over 100 cities and other governmental entities. By serving cities across Minnesota, we have become experts in the nuances of how to best support your city. Our expertise affords you a consulting experience that is painless. We do this by communicating up front, coming fully prepared, and being available throughout the year to support you.

## PROCESS

Our methods are centered around incorporating technology to deliver unparalleled solutions for government organizations. In addition to our consulting experience, our firm expertly performs outsourcing for governments giving us a wealth of experience in a consulting role. We don't believe in a one-size-fits-all mentality. So together, we'll focus on the needs that are relevant to your city and provide the right services to meet them with a customized methodology based on your needs. We're focused on developing creative, customized solutions to help your city mitigate costs and boost efficiency.

## FOCUS

Through continuous training and growth opportunities, we've established an environment with a focus on serving government entities. We spend more than 100 hours training and onboarding to ensure success for our clients. We truly hope that you partner with us to light the path forward for your organization.

## OUR QUALIFICATIONS

- GFOA and MnGFOA Association members
- Government operations training
- Consulting services for over 100 cities
- We've assisted many municipalities in preparing for the GFOA's Certificate of Achievement for Excellence awards in financial reporting



**OUR FINANCIAL MANAGEMENT AND CONSULTING SERVICES INCLUDE:**

- Budget process development
- Capital improvement planning
- Cash flow analysis
- Cost containment processes
- Debt management plans
- ERP system consulting
- Federal and State relations/grant consulting
- Finance Director services
- Financial management plans
- Financial reporting and analysis
- Fleet: Operations and replacement rate analysis
- Interim accounting and financial services
- Internal control evaluation
- Long-term strategic planning
- Payroll processing
- Policy development
- Process flows and efficiencies
- Project management
- Quarterly and monthly reporting to management
- Reconciliations
- Software implementation
- Training
- Utility/fee analysis
- Year-end audit preparation and financial statement preparation



# Your Team

Based on our ability to provide the requested services, our shared core values, and an understanding of your unique needs, we have the resources, knowledge, people and services to light the path forward for your city.

We have assembled a team with relevant experience who are committed to working with you to ensure success. Each team member is briefly profiled below.



**VICTORIA HOLTHAUS, CPA**

**Partner**  
*victoria.holthaus@abdofs.com*  
**P** 952.715.3069



**JULIE MCMACKINS**

**Senior Manager**  
*julie.mcmackins@abdofs.com*  
**P** 952.715.3062



**JESSI STURTZ**

**Manager**  
*jessi.sturtz@abdofs.com*  
**P** 507.304.6888



**CHERYL KERSHAW**

**Associate**  
*cheryl.kershaw@abdofs.com*  
**P** 952.295.7454



**IZZY WILFAHRT**

**Associate**  
*izzy.wilfahrt@abdofs.com*  
**P** 952.395.9334

# Value

At Abdo FS, we are dedicated to assisting our clients in achieving their financial goals through comprehensive and personalized financial services. Our team of experienced professionals provide expert guidance in public finance.

Below are our estimated fees for service. Additional information on the assumptions and limitations included with these estimates can be found in the Scope of Services page that follows.

SERVICE	ESTIMATED COST
<input type="checkbox"/> <b>Process Evaluation - Bank Reconciliation and Assistance</b> <b>Reconciliation Primary Checking for 2025</b>	\$27,800

Services will be invoiced hourly based on the staff level performing the work requested by the client. The actual fee for our services may vary from these estimates based on our ability to complete the training over three months, as well as the amount of legacy issues that remain with the general ledger cash reconciliation. Please know that our hourly rates are subject to change on September 1st of each year.

Our experienced project management team is committed to judiciously allocating tasks and resources to ensure the majority of the work will be executed at the lowest available rate, without compromising on the quality of the deliverables. We believe that with this approach, we can achieve a balance between cost-efficiency and excellence in execution.

This quote is valid for thirty (30) days.

Service fees will be invoiced monthly.

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# Scope of Services

ABDO FS CONTRACT TASK	CLIENT RESPONSIBILITY	FREQUENCY
Complete a one-day, on-site assessment of bank reconciliation process, including any day-to-day accounting processes as necessary	Provide uninterrupted time to meet with us	One-time
Prepare an Executive Summary of Recommendations, including proposed future state workflow design	Review and accept our work. Make all management decisions and perform all management functions.	One-time
Provide technical assistance in preparing Banyon Fund Accounting bank reconciliation module for implementation	Provide access to Banyon and the most recent outstanding check and deposit in transit record	One-time
Reconcile primary checking account, starting with January 2025 (includes a tie out of 2024 balances to audit)	Provide contact information for your auditor to obtain a final trial balance and reconciliation work papers used for the December 2024 audit	Monthly, for 2025
Training on the new reconciliation process, utilizing the gradual release of responsibility (estimated to take 3 months)	Provide uninterrupted time to meet and input on areas that require additional training or resources	Monthly, for three months
Provide technical assistance in resolving legacy general ledger balancing issues for cash	Provide access to bank and brokerage statements, the general ledger, and other supporting documentation as necessary. Make all unrecorded accounting entries in Banyon, with guidance from Abdo.	One-time



# Technology



We believe technology should enhance our service offerings, making our work less intrusive, our time with you more productive and everyone's data more secure. The use of technology in our tax and audit services enables us to streamline our processes and helps to automate certain functions of our work so we are able to spend more time analyzing our results and working directly with you.

Through the outbreak of COVID-19, our team has been able to seamlessly move to a completely remote work environment with no loss of productivity, cooperation, or communication. Since March 17, 2020, our staff has been successfully conducting remote audit and tax services using the latest video conferencing and secure file sharing technology. Through Zoom, Microsoft Teams, or whatever technology your city may use, our team will continue to work through normal procedures, including regular meetings with you during the planning/fieldwork phase to ensure effective collaboration with your team. Through SuraLink, you'll be able to see what documents have been uploaded, what documents are still needed, and keep track of important audit workpapers securely and easily.

We take the security of our client's data - and our own - very seriously. A number of systems are in place to ensure the safety of your city's data. We operate on a remote distributed infrastructure leveraging Microsoft's Cloud Platform Azure. This not only allows our staff to securely work from any computer, anywhere, any time, but also provides large-scale, cutting-edge technology and security for your data. Your data is housed in secure data centers that reside exclusively in the U.S. and not on laptops or local servers which could be stolen or misplaced. We continually provide security awareness training to our staff members to ensure they are good digital stewards of your data. In addition to this, we also consult bi annually with 3rd party security experts to conduct risk assessments and conduct annual penetration tests.

## IT ALSO MEANS:



All firm staff use dual authentication to ensure that every login to our remote environment is secure and authorized.



All data is saved on redundant servers and data centers so if one server fails, another immediately takes over with no data lost.



All data is backed up continually which means we always have an extra copy for safe-keeping.



All incoming emails, attachments, and embedded links are scanned for viruses prior to landing in our inbox, which allows us to operate with more protection from phishing emails, malware attacks, and other digital threats.

Our cloud platform, Azure, is globally trusted by companies and governments and has numerous security compliance standard they adhere to. Reports of these can be provided as requested.

# What Our Clients Say

## CLIENT REFERENCES

One of the things we enjoy most about our work is developing long-term relationships with our clients and watching their city thrive as we help them to evolve and grow. Our clients listed below serve as a sample of references of those we partner with for their financial accounting and consulting services. Additional references are available upon request.



### CITY OF SILVER BAY

*Lana Fralich*  
*City Administrator*  
**P 218.226.4408**

### SERVICES PROVIDED

*Accounting Services*  
*Cash and Investment*  
*Reconciliation*  
*Training Services*

### CITY OF BABBITT

*Kirsten Traut*  
*Administrative*  
*Assistant*  
**P 218.827.3464**

### SERVICES PROVIDED

*Cash and Investment*  
*Reconciliation*

### CITY OF TONKA BAY

*CJ Holl*  
*City Administrator*  
**P 507.474-7994**

### SERVICES PROVIDED

*Audit Preparation*  
*Cash and Investment*  
*Reconciliation*  
*Training Services*

# Value-Added Services

When you partner with Abdo, you get access to our entire catalog of services. Below is a selection of the additional solutions that we believe could be of great value to your city. If you have need of these services, please reach out to us so we can help! Our additional service offerings can be found at [www.abdosolutions.com](http://www.abdosolutions.com).

## HR & PAYROLL SERVICES

**We help employers better support their most valuable resource...their people.** Having clear and consistent HR practices that best suit the individuality of your city is key, even more so in today's tight employment environment. And because the right policies are just as important, we lend our HR expertise to help you strategically plan for your future.

We help cities with:

- Employee management and development
- Regulatory compliance
- Benefits analysis and administration, including the Affordable Care Act (ACA) and workers' compensation
- HR/Payroll software implementation and management
- Advisory services such as specialized labor cost analysis, compensation studies, and HR process development and implementation

## PROCESS SOLUTIONS

**"Because we've always done it that way" is an easy trap to fall into.** But outdated processes or systems might not be delivering the best results and cause redundancies, unreliable outcomes, and frustrated staff. An ineffective process can become your Achilles' heel in a crisis. Our customized process improvement solutions will meet you where you are - and guide you to a better tomorrow.

Our process solution services include:

- Process Mapping Documentation - *How do transactions and data flow through your city?*
- Abdo ProEval - *Removing waste in your processes allows your team members to focus on what they were hired to do - and to spend more time on value-added initiatives.*
- Abdo ProEval - Kaizen - *Does the project seem too large, or the change too overwhelming? The Kaizen approach is a pared - down version of our ProEval service. Instead of a full operational review, we'll focus on one aspect of your operation*
- Software Inventory & Assessment - *Including recommendations for increasing efficiency and, if possible, reducing software-related costs.*





## *An ongoing quest to be better, together*

### OUR COMMITMENT TO DIVERSITY, EQUITY, & INCLUSION

At Abdo, we recognize the need for continuous improvement in diversity, equity and inclusion initiatives throughout our firm and the accounting industry at large. We believe that when we understand each other better, we grow better together.

Over the past year, we have increased our efforts to promote diversity, equity, and inclusion within our firm and community through implicit/unconscious bias, anti-harassment, and interview training. Our Diversity, Equity, and Inclusion Committee continues to implement new ideas, projects, and initiatives to move our firm forward through learning, understanding, and improving on these issues.

We continue to increase our number of women at the highest leadership level. We strive for continued growth in our ability to attract and retain women and people of color within our firm and we are working towards greater equity and diversity for all within our industry.

In order to build a more inclusive work environment, the firm has implemented diversity and inclusion education through partnering with expert speakers and trainers. Please let us know if you have any ideas on how we can improve diversity, equity, and inclusion at Abdo.



**61%**

*of our employees  
are female*



**51%**

*of our  
management level  
employees are  
female*



**23%**

*of our interns this  
year were people  
of color*



## ABDO DIVERSE SCHOLARSHIP & INTERNSHIP PROGRAM

Abdo was a proud co-sponsor of the AICPA PCPS George Willie Ethnically Diverse Student Scholarship & Internship, which allows 10 ethnically diverse accounting students the opportunity to be awarded internships with a firm that has been selected by the AICPA. Upon conclusion of this successful partnership, we were inspired to create our own DEI Sponsorship program, annually awarding a rising diverse accounting student a scholarship & internship.



## DEI Initiatives



### PARTNERSHIP WITH NABA

Abdo is proud to sponsor the Minnesota State University, Mankato Chapter of NABA (National Association of Black Accountants) Inc. NABA is committed to increasing the number of African Americans in the accounting and finance professions and to promoting their success. As a firm, we are invested in not only increasing diversity within our organization but support diversifying the industry as a whole. We are committed to providing guidance and mentorship along with financial support to this organization.



### GREATER MANKATO GROWTH DEI COLLABORATIVE

Abdo is a founding sponsor and member of Greater Mankato Growth's (the Mankato region's chamber of commerce) DEI Collaborative. This collaborative was formed to discuss what we could do as individuals, organizations, and the community to increase diversity and make our community a welcoming one. Together, we explored our individual biases, developed action plans to make a difference within our organization, and pledged to continue the work to make our community inclusive.



### CEO ACTION PLEDGE

We are proud signatories of the CEO Action Pledge, a pledge signed by CEOs from different sectors, sizes, and geographical area to support more inclusive workplaces. As part of this pledge, we work toward goals including DEI education and recruiting. We promise to have the difficult conversations and make our firm, and this industry—one that better reflects the communities we live and work.



### YWCA

We are committed to the continued support and advancement of women in our firm and in our communities. One of the ways we do this is through a partnership with YWCA Mankato, an organization whose mission is dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom and dignity for all. We are proud sponsors of the Elizabeth Kearney Women's Leadership Program, Women's Leadership Conference, and Women of Distinction event.



### COMMUNITY INVOLVEMENT

Every year, we come together as a firm to participate in what we call a "Day of Action." This gives us an opportunity to give back to organizations within our communities that support underserved populations. You can catch us volunteering at a food shelf, building houses, or helping at an After School Program. In addition, the firm pledges 24 hours of VTO (Volunteer Time Off), for each employee to volunteer at the nonprofit of their choosing. We truly believe we are better, together.

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# Why Partner with Abdo

## LIGHTING THE PATH FORWARD

In a world of ever-changing complexity, people need caring, empathetic and highly skilled professionals they can depend on to provide the right advice and solutions for them. Our clients seek growth and success, but also want security and confidence. For over 60 years, Abdo has provided insights for our clients to help them achieve their goals.

That same innovative spirit is also what has earned us the title of being one of the top accounting firms in the Midwest. Abdo is a better firm today because of the efforts we made to support a culture driven by our core values of growth, relationships, and teamwork.

With this foundation in place, we have successfully helped our clients identify and break through their own growth barriers. Every challenge they face is an opportunity for us to listen, understand and empower them with solutions and a plan to achieve their goals. It's fulfilling to serve as the catalyst that helps them overcome obstacles that block their progress.

When it comes to our working relationships, we are partners. We're confidants. We're the catalyst that sparks true business growth, providing guidance through every challenge and opportunity along the way.

## ABOUT ABDO

Abdo is a full-service accounting and consulting firm that delivers customized strategies and innovative solutions to help businesses, governments and nonprofits succeed. With more than 200 professionals and over six decades of experience, Abdo is ranked as one of the top accounting firms in the Midwest. It is a licensed CPA firm with offices located in Minneapolis and Mankato, Minnesota, and Scottsdale, AZ. Abdo's commitment to its clients is to gain in-depth knowledge of their unique challenges, opportunities, and needs. Through this consultative approach, Abdo partners with organization leaders to light the path forward to confidently reach their goals.

*"Listening to our clients' needs, understanding their challenges, and adjusting how we work together is key to our partnership with the people we serve."*

– Steve McDonald, CPA | Managing Partner



# Appendix A

AGREEMENT FOR FINANCIAL SERVICES

# Agreement for Financial Services

THIS AGREEMENT, is made and entered into on September 30, 2025 by and between the City of Eagle Lake, Minnesota (hereinafter referred to as the ("Client"), and Abdo Financial Solutions (hereinafter referred to as the "Contractor").

## Articles of Agreement & Recitals

WHEREAS, the Client is authorized and empowered to secure from time to time certain professional services through contracts with qualified consultants; and

WHEREAS, the Contractor understands and agrees that:

1. The Contractor will act as an Independent Contractor in the performance of all duties under this Agreement. Accordingly, the Contractor shall be responsible for payment of all taxes, including federal, state and local taxes and professional/business license fees arising out of the Contractor's activities;
2. The Contractor shall have no authority to bind the Client for the performance of any services or to obligate the Client. The Contractor is not an agent, servant, or employee of the Client and shall not make any such representations or hold himself/herself out as such;
3. The Contractor shall be the exclusive outsourced accounting service provider for the Client during the term of this Agreement;
4. The Contractor shall perform all professional services in a competent and professional manner, acting in the best interests of the Client at all times.
5. The Contractor shall not accrue any continuing contract rights for the services performed under this Agreement.

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, it is agreed as follows:

## ARTICLE I

### INCORPORATION OF RECITALS

The recitals and agreement set forth above are hereby incorporated into this Agreement.

## ARTICLE II

### LIABILITY INSURANCE

**Section 1 Liability Insurance:** The Contractor shall obtain professional liability insurance, at their expense with liability insurance coverage minimums in the amount of \$2,000,000, which Contractor must secure and maintain during the term of this Agreement. Contractor will provide Client with proof of liability insurance coverage under this Agreement in writing upon request by the Client.

### ARTICLE III

#### DURATION OF THE AGREEMENT

**Section 1 Duration:** This Agreement shall commence upon date of execution by all parties and will remain in effect until January 31, 2026 unless earlier terminated as provided in Sections 2 and 3.

**Section 2 Client's Termination Rights:** The Client may terminate this Agreement upon thirty (30) days written notice in the event the Client determines in its sole discretion that it is not in the Client's best interest to continue using Contractor's services. The Client may terminate on ten (10) days written notice if the Contractor fails to perform its obligations under this Agreement.

**Section 3 Contractor's Termination Rights:** Contractor may terminate this Agreement upon thirty (30) days written notice to Client in the event Client does not pay Contractor compensation as required under Article 5, Section 9 within fifteen (15) days after invoice is received by Client. In the event of non-payment within thirty (30) days, Contractor shall give the Client an opportunity to cure the default by giving a notice of such non-payment and an additional five (5) days after the Client's receipt of the notice to remit such payment, prior to giving a notice of termination. Contractor can also terminate the Agreement with thirty (30) days written notice if the Contractor believes it is in its best interests to terminate the Agreement.

### ARTICLE IV

#### GENERAL

**Section 1 Authorized Client Agent:** The Client's authorized agent for the purpose of administration of this Agreement is the City Administrator. Said agent shall have final authority for approval and acceptance of the Contractor's services performed under this Agreement and shall further have responsibility for administration of the terms and conditions of this Agreement. All notices under this Agreement shall be sent to the person and address indicated below on the signature lines.

**Section 2 Amendments:** No amendments or variations of the terms and conditions of this Agreement shall be valid unless in writing and signed by the parties.

**Section 3 Assignability:** The Contractor's rights and obligations under this Agreement are not assignable or transferable.

**Section 4 Data:** Any data or materials, including, but not limited to, reports, studies, photographs, negatives, or any and all other documents prepared by the Contractor or its outside consultants in the performance of the Contractor's obligations under this Agreement shall be the exclusive property of the Client, and any such data and materials shall be remitted to the Client by the Contractor upon completion, expiration, or termination of this Agreement. Further, any such data and materials shall be treated and maintained by the Contractor and its outside consultants in accordance with applicable federal, state and local laws. Further, Contractor will have access to data collected or maintained by the Client to the extent necessary to perform Contractor's obligations under this Agreement. Contractor agrees to maintain all data obtained from the Client in the same manner as the Client is required under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 or other applicable law (hereinafter referred to as the "Act"). Contractor will not release or disclose the contents of data classified as not public to any person except at the written direction of the Client. Upon receipt of a request to obtain and/or review data as defined in the Act, Contractor will immediately notify the Client. The Client shall provide written direction to Contractor regarding the request within a reasonable time, not to exceed fifteen (15) days. The Client agrees to indemnify, hold harmless and defend Contractor for any liability, expense, cost, damages, claim, and action, including attorneys' fees, arising out of or related to Contractor's complying with the Client's direction. Subject to the aforementioned, Contractor agrees to defend and indemnify the Client from any claim, liability, damage or loss asserted against the Client as a result of Contractor's failure to comply with the requirements of the Act. Upon termination and/or completion of this Agreement, Contractor agrees to return all data to the Client, as requested by the Client.

#### ARTICLE IV - CONTINUED

##### GENERAL (CONTINUED)

**Section 5 Entire Agreement:** This Agreement is the entire agreement between the Client and the Contractor, and it supersedes all prior written or oral agreements. There are no other covenants, promises, undertakings, or understandings outside of this Agreement other than those specifically set forth. Any term, condition, prior course of dealing, course of performance, usage of trade, understanding, or agreement purporting to modify, vary, supplement, or explain any provision of this Agreement is null and void and of no effect unless in writing and signed by representatives of both parties authorized to amend this Agreement.

**Section 6 Severability:** All terms and covenants contained in this Agreement are severable. In the event any provision of this Agreement shall be held invalid by any court of competent jurisdiction, this Agreement shall be interpreted as if such invalid terms or covenants were not contained herein, and such holding shall not invalidate or render unenforceable any other provision hereof.

**Section 7 Contractor Fiscal Decision Waiver:** Contractor is responsible for providing the Client with timely and accurate financial recommendations and information that allows the Council the ability to make final financial decisions. Contractor will provide final financial recommendations but is not responsible for the final decisions made regarding financial matters.

**Section 8 Compensation:** The parties agree that the Contractor shall be paid compensation for the services provided hereunder, payable for work performed in accordance with this Agreement, based on the fees indicated on the Value page of this proposal. Additional fees will not be incurred without prior approval of the Client.

Initial invoice for anticipated first month fees will be sent within 10 days of the execution of this agreement. Monthly installment fees will be invoiced throughout the remainder of this Agreement. If the Agreement is for an hourly fee basis, invoices will be sent monthly.

**Section 9 Additional Services:** Should the Client request additional services in addition to the Contracted Services, the Contractor will provide the Client with proposed fees for the services to be provided. The Client shall provide a written or electronic confirmation prior to the proposed services implementation.

**Section 10 Outside Contractors:** It shall be the responsibility of Contractor to compensate any other outside consultants retained or hired by Contractor to fulfill their obligations under this Agreement and shall be responsible for their work and Contractor, by using outside contractors, shall not be relieved of its obligations under this Agreement.

**Section 11 Municipal Advisor:** Abdo FS acknowledges the Client may/has retained an independent registered municipal advisor (IRMA) to assist and advise the Client in evaluating information relating to the issuance of municipal securities and/or municipal financial products. Abdo FS acknowledges the Client will rely on advice from their IRMA. Abdo FS will have no recourse against the Client or its IRMA, regarding action or inaction relating to evaluating, commenting on, or responding to financial projects or information received under this Agreement. Abdo FS acknowledges it is not the registered independent municipal advisor retained by the Municipal Entity Client.

**Section 12 Equal Employment Opportunity:** Abdo, LLP and its subsidiary companies are committed to providing equal employment opportunities to all employees and applicants for employment without regard to any legally-recognized basis "protected class" including but not limited to: veteran status, uniform service member status, race, color, religion, sex, national origin, age, physical or mental disability, sexual orientation or marital preference, genetic information or any other protected class under federal, state, or local law.



# Appendix B

AGREEMENT FOR THE PROVISION OF  
PROFESSIONAL SERVICES

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# Agreement for the Provision of Professional Services

WHEREFORE, this Agreement was entered into on the date set forth below and the undersigned, by execution hereof, represent that they are authorized to enter into this Agreement on behalf of the respective parties and state that this Agreement has been read by them and that the undersigned understand and fully agree to each, all and every provision hereof, and hereby, acknowledge receipt of a copy hereof.

## City of Eagle Lake

705 Parkway Avenue

Eagle Lake, Minnesota 56024



SIGNATURE

Jennifer Bromeland

## Abdo Financial Solutions, LLC

5201 Eden Avenue, Suite 250

Edina, Minnesota 55436

A handwritten signature in black ink, appearing to read "Victoria Holthaus".

**Victoria Holthaus, MPA, CPA**

Partner | Abdo

September 30, 2025

///



July 24, 2025

**Proposal for Accounting Services**

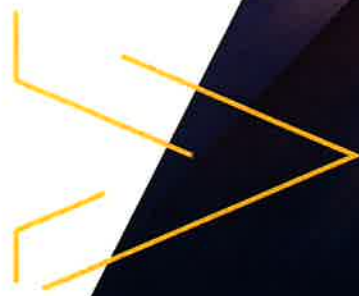
# **CITY OF EAGLE LAKE, MINNESOTA**

**Submitted By:**

Eide Bailly LLP

**Bradford Rockabrand, CPA, CIA**  
Partner

**Scott Catlett, MPA**  
Director





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## Submittal Letter

Jennifer Bromeland, City Administrator  
City of Eagle Lake  
705 Parkway Avenue  
PO Box 159  
Eagle Lake, MN 56024

Dear Ms. Bromeland:

Eide Bailly LLP is very interested in the opportunity to provide the City of Eagle Lake with accounting services. From our existing relationship with the City and conversations with you, we understand your needs and the objectives of this engagement. This perspective has helped us tailor our proposal to meet your request, and we are confident that the City will benefit from the expertise we can provide and believe Eide Bailly is the best candidate for this engagement for the following reasons:

▶▶▶ **Extensive Government Industry Experience:** We have served the government industry for over 70 years and work with more than 1,200 government clients throughout the nation, including numerous cities, counties, and special districts. Through serving these clients, our professionals have gained focused expertise regarding government organizations and performed the specific work requested for numerous clients. Our Government Advisory Services Team specializes in assisting government clients with their accounting and financial management needs, including providing turnkey bank reconciliation, year-end close, and accounting support services. As a valued client, you will experience:

- **Proactive Communication:** You can expect your Eide Bailly service team to keep you informed as our work progresses. We will build communication protocols into our service delivery to ensure timely communication resulting in prompt completion of work and consistent responsiveness.
- **Senior Staff Involvement:** Senior staff are involved and available to you throughout the engagement and will be directly involved in assisting the City and producing any deliverables.
- **Local Presence:** We have a strong local presence in Minnesota and experience auditing and providing accounting services to numerous Minnesota municipalities.

▶▶▶ **We Want to Work with You:** We have developed the following proposal with the City in mind, and the following pages highlight our firm's strengths and solutions we can provide. You will continue to be a highly valued firm client, and we would be proud to continue working with the City in this new capacity.

Sincerely,

**Bradford Rockabrand, CPA, CIA**  
Partner  
909.755.2712  
[brockabrand@eidebailly.com](mailto:brockabrand@eidebailly.com)

**Scott Catlett, MPA**  
Director  
775.337.3941  
[scatlett@eidebailly.com](mailto:scatlett@eidebailly.com)



## Industry Experience

# WE UNDERSTAND GOVERNMENTS

For more than 70 years, our firm has been providing services to the government industry. Our firm's Government Industry Group has more than 300 full-time professionals who share information, learn from others, and stay up to date on industry developments. To gain the greatest benefit, the knowledge is shared with professionals across the firm.

The government industry represents one of Eide Bailly's largest niche areas — with more than 1,200 government clients firmwide. We provide audit and advisory services for a variety of cities, towns, counties, water districts, colleges and universities, fire relief agencies, housing authorities, school districts, state agencies, and tribal entities. Through serving these clients, our professionals have gained focused expertise in the government industry and will provide you with comprehensive and effective services.


▶▶▶ **Advisory Team Experience:** Unlike other firms and other teams at Eide Bailly, our Government Advisory Services team does not perform audits or provide tax services. Our team specializes in advisory services for state and local government agencies like yours.

The firm's Government Advisory Services staff has a thorough understanding of state and local government finance throughout the country, which provides them with diverse perspectives and experience that is grounded in best practices and the latest standards, information, and trends. Our team also brings the unique perspectives of individuals who have previously served as Finance Directors and in other capacities for local governments in multiple states.


Our Government Advisory Services team operates as one firmwide team that pools the best professional resources throughout the firm to provide advisory services to government clients. Team members are located throughout the United States in or near our offices, with fully remote team members based in other states. This strategy allows us to capitalize on attracting, retaining, and leveraging the most

At a Glance


## GOVERNMENT




70+  
YEARS EXPERIENCE



1,200+  
INDUSTRY CLIENTS



300+  
DEDICATED STAFF



\$28.8 BILLION ANNUAL  
AVERAGE IN SINGLE AUDITS

skilled personnel with expertise in state and local government finance, regardless of their location. The team proposed for this engagement includes team members who have been selected based on their specific expertise with providing accounting and financial management services to agencies similar to the City.

Other services provided by the Government Advisory Services Department include, but are not limited to:

- Budget Development/Assistance
- Implementation of New Governmental Accounting Standards Board (GASB) Standards
- ERP System Selection and Implementation
- Long-Term Financial Planning
- Chart of Accounts Design
- Organizational Assessments
- Financial Policy Development
- Complex Financial Analysis
- Debt Administration Assistance

### Government Industry Involvement

Eide Bailly prioritizes staying current with changes to the government industry. We help clients adapt to changes within the existing accounting standards and implement any new standards. Our team members are engaged in the government industry and are well positioned in organizations associated with government entities. We are leaders in the Governmental Accounting Standards Advisory Council (GASAC), the American Institute of Certified Public Accountants' (AICPA) Governmental Audit Quality Center (GAQC), local and national boards of the AGA (formerly Association of Government Accountants), including the Financial Management Standards Board, and the review committee for the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting. Due to our leadership positions, you will have access to information not available from other accounting firms.

We regularly attend Governmental Accounting Standards Board (GASB) meetings throughout the year and communicate the results of those meetings to our clients through newsletters, e-blasts, and webinars. We are also involved with GASB's financial reporting reexamination task force shaping the future of state and local government accounting and reporting and participate in the reexamination of the revenue and expense model and note disclosure projects with GASB.

A number of Eide Bailly partners and directors are also nationally recognized state and local government thought leaders who present at dozens of national venues throughout the year. These venues include: the Government Finance Officers Association (GFOA), the National Association of State Auditors, Comptrollers, and Treasurers, and a variety of other state and local government finance conferences.

**VISIT OUR WEBSITE TO SIGN  
UP FOR NEWSLETTERS,  
E-BLASTS AND WEBINARS:**

[www.eidebailly.com](http://www.eidebailly.com)





## Service Approach and Methodology

# UNDERSTANDING OF SERVICES

Based on our discussions with the City, we understand and will meet your needs as described below.

ASSESSMENT OF CURRENT ACCOUNTING OPERATIONS, PROCEDURES, AND PROCESSES	
Description	<ul style="list-style-type: none"> <li>Evaluate current processes to identify potential process improvements related to:                             <ul style="list-style-type: none"> <li>Routine processes such as accounts payable and receivable</li> <li>Usage of financial system and automation</li> <li>Month-end close</li> <li>Year-end close</li> </ul> </li> <li>Provide a written summary report for the City's consideration outlining any recommendations for change</li> </ul>
MONTHLY ACCOUNTING SUPPORT	
Description	<ul style="list-style-type: none"> <li>Review monthly journal entries and other transactions in the accounting system for accuracy and recommend revisions, as needed</li> <li>Monitor and reconcile bank accounts on a monthly basis</li> </ul>
YEAR-END CLOSE AND ANNUAL AUDIT SUPPORT	
Description	<ul style="list-style-type: none"> <li>Reconcile significant balance sheet accounts</li> <li>Prepare necessary year-end closing entries</li> <li>Coordinate and support external audits, including preparation of audit schedules (capital assets, long-term debt, etc.) and responding to auditor inquiries</li> </ul>
ON-DEMAND ACCOUNTING AND FINANCIAL MANAGEMENT ASSISTANCE	
Description	<ul style="list-style-type: none"> <li>Review support to City staff on an as-needed basis with unusual transactions</li> <li>Provide support to City staff related to one-time accounting, budget, or other financial management issues that may arise</li> </ul>
ON-DEMAND INTERIM STAFFING	
Description	<ul style="list-style-type: none"> <li>When requested, provide interim staffing support to maintain required service levels and avoid backlogs related to accounting and financial management tasks</li> </ul>



## Engagement Philosophy

In Eide Bailly's Government Advisory Services Department, we promise you a better overall experience. Though multiple firms are capable of accomplishing the City's objectives, we appreciate that every situation and every organization is different, and our tailored approach is based on the needs of each client. We commit to the City that we will take the time to understand your unique needs and through a process of listening and learning will provide a customized solution that fully meets your needs.



We value our business relationships and demonstrate this through partner, director, and manager involvement. Our senior-level professionals are involved with our clients and accessible throughout the engagement. They do not delegate all tasks to staff, but rather stay involved and remain connected. This approach delivers the greatest benefit to our clients because we are able to stay abreast of changes in and updates to our clients' operating environments and collaborate to achieve optimal results.

Prior to beginning the engagement, we will discuss with the City's management our proposed approach and processes, desired timelines for deliverables, and any additional considerations that may affect scope, schedules, and/or information to be provided by your personnel. We will then craft timelines for monthly and annual tasks and deliverables that meet your needs and make the most effective use of your valuable time.

## Client Responsibilities

Our continued relationship with the City will be a partnership, with Eide Bailly providing you a turnkey solution to your accounting and financial management needs. As one of our valued clients, you will be asked to:

- Provide continuous knowledge and information related to the City's historical transactions and other information as necessary to allow us to be successful in our roles.
- Respond timely to requests for specific support and information needed.
- Designate a competent individual to oversee the services.
- Provide a point of contact for our team.
- Accept responsibility for the results of the services.
- Ensure continued access to the City's systems remotely, if required.
- Make all management decisions and perform all management functions.

## References

## CLIENT REFERENCES

We have built our business on relationships and believe our clients to be the best critics of our service. The clients below have similarities to your organization, and we encourage you to contact them to learn about their Eide Bailly experiences.

City of St. James, Minnesota	Name	Amanda Knoll, City Manager
	Contact	507.375.5090   <a href="mailto:amanda.knoll@ci.stjames.mn.us">amanda.knoll@ci.stjames.mn.us</a>
	Scope of Work	Year-end close, GASB statement implementation, audit preparation, and monthly general accounting and financial management assistance.
	Years of Service	4 Years
City of Pleasanton, Texas	Name	Raquel Navarro, Finance Director
	Contact	930.569.3867   <a href="mailto:rnavarro@pleasantontx.gov">rnavarro@pleasantontx.gov</a>
	Scope	Year-end close, GASB statement implementation, audit preparation, and monthly general accounting and financial management assistance.
	Years of Service	3 Years
North Central District Health Department (NE)	Name	Heidi Kuklis, MPH, Executive Director
	Contact	402.336.2406   <a href="mailto:heidi@ncdhd.ne.gov">heidi@ncdhd.ne.gov</a>
	Scope	Monthly accounting assistance including reconciliations, journal entries, profit and loss reporting by fund and grant, and the presentation monthly financial information to the Board.
	Years of Service	4 Years
City of Glendive, Montana	Name	Mike Dryden, Finance Committee Chair
	Contact	406.377.3318   <a href="mailto:drydenm5472@gmail.com">drydenm5472@gmail.com</a>
	Scope	Routine monthly accounting tasks, year-end close, audit preparation, financial statement preparation assistance, budget preparation & reporting, and general financial management assistance.
	Years of Service	3 Years
Lake County, Colorado	Name	Will Imhof, Deputy Finance Director
	Contact	970.977.7308   <a href="mailto:wimhof@lakecountycolorado.gov">wimhof@lakecountycolorado.gov</a>
	Scope of Work	Assistance with interfacing with the Treasurer's Office, bank reconciliation and related data concerns, year-end close, best practice implementation, and development of policies and procedures.
	Years of Service	2 Years
City of Manassas Park, Virginia	Name	Joshua McNeal, Finance Director
	Contact	703.257.2203   <a href="mailto:j.mcneal@manassasparkva.gov">j.mcneal@manassasparkva.gov</a>
	Scope of Work	Assistance with interfacing with the Treasurer's Office, bank reconciliations and related data concerns, year-end close, and best practice implementation.
	Years of Service	2 Years

## Total Cost and Fee Schedules

**EXPECTED FEES**

Our fees are based on the complexity of the issue and the experience level of the staff members necessary to address it. Based on our current understanding of the proposed scope of services, we propose the following not-to-exceed fees:

Major Task	One-Time	Recurring
1. Assessment of Operations, Procedures, and Processes	\$ 5,000	\$ ---
2. Monthly Accounting Support	\$ ---	\$12,000
3. Year-End Close and Annual Audit Support	\$ ---	\$25,000
4. On-Demand Accounting and Financial Management Assistance	\$ ---	\$ 8,000
<b>Not-To-Exceed Amount</b>	<b>\$ 5,000</b>	<b>\$45,000</b>

**Hourly Rates**

Our work for the tasks outlined in the scope of services will be billed at the rates shown in the table below. Any requested on-demand interim staffing support will also be provided at these rates and would be in addition to the not-to-exceed fees reflected in the table above.

Staff Level	Hourly Rate
Partner	\$396
Director	\$374
Senior Manager	\$339
Manager	\$284
Supervisor	\$252
Senior Associate	\$215
Associate	\$170

We recognize that clients want to control the cost of multi-year contracts by providing transparency on the front end regarding future rate increases. Each July 1<sup>st</sup> during the term of our contract with the City, the standard rate schedule shown herein will be adjusted by the annual change in related labor costs as of the preceding April 1<sup>st</sup>.

**Out-of-Pocket Expenses**

You will be billed for actual out-of-pocket expenses such as travel time, mileage, lodging, and meals. We anticipate all work under this engagement will be performed remotely.



### Project Team

## CONNECTING YOU WITH THE RIGHT RESOURCES

You will work with a team that has extensive knowledge and experience in local government finance. **Bradford Rockabrand** is the partner in charge of the firm's Government Advisory Services practice, and **Scott Catlett**, Director, will provide overall leadership for this engagement. Manager **Kyle Horton** and Senior Associate **Elsie Jones** will comprise the proposed core service team assigned to the City. They will be supported by additional staff on an as needed basis, including Senior Manager **Sam Singery**, who advises clients regarding GASB implementations and technical accounting issues, and Senior Technology Advisory **Michael Gomez**, who advises clients regarding any technology- or automation-related needs. Resumes for these key team members follow.

CITY OF EAGLE LAKE, MINNESOTA	
Bradford Rockabrand Partner in Charge	
Scott Catlett Director	
Kyle Horton Manager	Elsie Jones Senior Associate
	Senior Associates and Associates 

### Staff Continuity

To help ensure a strong business relationship and to minimize disruptions, we keep staffing changes to a minimum. Compared to the national average, Eide Bailly experiences a higher retention rate, which translates to providing our clients with consistent service teams. We will strive for continuity of staff for your engagement.



Core Service Team Profiles

## A KNOWLEDGEABLE AND EXPERIENCED TEAM



## DR. BRADFORD ROCKABRAND, CPA, CIA, MBA

Partner

**INSPIRATION:** I find great joy in creating empowering, cross sector partnerships with our government clients in order to support them in carrying out their mission of public service. By understanding the complex, evolutionary environment in which governments operate, I can offer sound advice and provide turn key solutions that meet their objectives.

909.755.2712 | brockabrand@eidebailly.com

Based in Rancho Cucamonga, CA, Brad has nearly 20 years of experience in various aspects of auditing, compliance, and financial and regulatory reporting via public accounting and government enterprises. He helps our clients identify organizational strategies that align their objectives with the complex and evolutionary regulatory environment.

Brad is a hands-on audit and accounting professional with considerable experience in financial accounting and reporting, internal control development, policy composition, budgeting, cash flow modeling and long-term debt use. His professional experience is primarily in municipal finance policy issues as they pertain to new GASB pronouncements and legislative changes. Brad prepares in depth financial analysis on the potential impacts of the changing political landscape and assists his clients with navigating the associated implementation complexities.

Outside of work, Brad is an adjunct professor of public administration and enjoys traveling, playing golf, experimenting in the kitchen, and spending time with friends and family.

### Client Work

Provides advisory services for government organizations navigating the evolutionary legislative and political landscape. Services include internal control review and design, policy implementation and monitoring, risk analysis and related policy design, general ledger maintenance, strategic management, financial analysis, debt issuance and use, cash/investment management, and internal, and external reporting.

Secured \$17,500,000 in private placement debt for a water district in an adjudicated water basin where there was no established market for water rights in order for the district to purchase permanent water rights to serve the community.

Turned around a community services district with a going concern opinion and no reserves through meticulous budgeting and strict adherence to accounting practices which now has nine consecutive years of unmodified audit opinions, no findings, sufficient reserves and current administrative and financial policy.



### Memberships

American Institute of Certified Public Accountants

Government Finance Officers Association

California Society of Municipal Finance Officers

### Designation/Licensures

Certified Public Accountant

Certified Internal Auditor

### Education

Doctor of Public Administration - University of La Verne, CA

Master of Business Administration - Saint Louis University, MO

Bachelor of Arts, Business - Principia College, Elmhurst, IL

### Community

University of La Verne School of Law and Public Service, Doctor and Master of Public Administration Program Adjunct Faculty Member

## SCOTT CATLETT, MPA

Director

**INSPIRATION:** I enjoy leveraging all that I've learned as a government finance officer and advisor to my clients to help them find targeted solutions to their problems. By taking the time to understand each client's unique situation and the challenges that they face, I am able to tailor my recommendations to achieve their goals. Seeing the end result achieved and the client's success is what brings me to work each day.

775.337.3941 | [scatlett@eidebailly.com](mailto:scatlett@eidebailly.com)

Based in Nashville, TN, Scott provides clients with solutions to the challenges facing governments today such as financial sustainability in a time of revenue challenges, establishing and maintaining robust financial management practices, and putting in place an effective policy framework. Scott has 25 years of diverse experience in public sector financial management and accounting. Prior to joining Eide Bailly, Scott spent 17 years working directly for cities after serving as a consultant to state and local governments earlier in his career. As a chief financial officer and assistant chief financial officer for three medium- to large-sized urban cities, Scott managed budgets of as much as \$1.2 billion and investment portfolios of as much as \$500 million and successfully navigated these agencies through the financial challenges of the Great Recession and the COVID-19 pandemic.

When you work with Scott, you can expect an approach that focuses on your specific needs and the unique attributes of your organization. While financial concepts and practices are often similar from agency to agency, no two clients are the same. Scott provides each client with recommendations and results that are specific to their situation and measurable against their desired outcomes.

Outside of work, Scott enjoys hiking the wooded trails near his home and cheering for his sons at their football and basketball games.

### Client Work

Scott's primary areas of expertise include long-term financial planning, budgeting, organizational assessment, debt administration, and fiscal policy development.

Scott works directly with the firm's clients to improve their policies, procedures, and practices to enhance long-term financial health and organizational effectiveness. He also leads nationwide teams undertaking routine year-end close, budget development, GASB statement implementation, and outsourced accounting and financial management engagements.



### Memberships

Government Finance Officers Association

Tennessee Government Finance Officers Association

California Society of Municipal Finance Officers

Association of Government Accountants

### Education

Bachelor of Science in Management, Finance - Tulane University, New Orleans, LA

Master of Public Administration - California State University, San Bernardino, CA

### Community

California Society of Municipal Finance Officers, Past President

California State University, San Bernardino MPA program, former adjunct faculty member

Government Finance Officers Association Budget Analyst Training Academy, former instructor



## KYLE HORTON, MBA

Manager

**INSPIRATION:** I have a passion for working with government agencies because of the lasting effects my work has on the communities I am able to serve. By helping our clients navigate complex financial landscapes, I aim to streamline processes, improve resource allocation and enhance fiscal responsibility. I find great fulfillment in delivering strategic insights that empower agencies to operate more efficiently, ultimately contributing to their overall effectiveness and success.

916.570.1885 | [khorton@eidebailly.com](mailto:khorton@eidebailly.com)

Based in Sacramento, CA, Kyle has nearly eight years of experience in government finance operations, cash and treasury management, as well as financial reporting. He began his career working as an Accountant for a small city, where he was immersed in all aspects of government accounting and finance. Most recently, he was the Accounting Supervisor for a medium-sized, full service city in Northern California, where he refined his skills and made significant contributions to the growth and success of the finance team as a whole. He has built multiple complex bank reconciliations from the ground up, created multiple process efficiencies through technological automation and successfully managed the year-end close and financial statement preparation process.

When you work with Kyle, you can expect a highly attentive, customer-focused professional that has a passion for helping his clients succeed. His background makes him the perfect resource for technical knowledge and creating operational efficiencies; both of which provide his clients with the skills to thrive in all the complexities that come with government finance.

Outside of work, Kyle enjoys spending time outdoors with his family. Some of his favorite activities include trout fishing, hiking in the Sierra Nevadas, and spending the day at the ballpark watching a baseball game.

### Client Work

Kyle's primary areas of expertise include cash reconciliation, investment reporting, cash flow forecasting, data analysis and financial reporting.



### Memberships

Government Finance Officers Association

California Municipal Treasurers Association

California Society of Municipal Finance Officers

### Education

Master of Business Administration - William Jessup University

Bachelor of Arts, Business Administration, Accounting & Finance - California State University, Fullerton

## ELSIE JONES

Senior Associate

**INSPIRATION:** I find fulfillment in problem-solving and working with clients to find the best solution to the challenges they face. I strive to develop and maintain successful collaboration with clients to deliver positive results and best serve people in their communities.

916.570.1893 | [ejones@eidebailly.com](mailto:ejones@eidebailly.com)

Based in Sacramento, CA, Elsie assists government clients with their day-to-day accounting and financial reporting. She can also be found working on special projects regarding internal control management, process improvements and regulatory compliance reporting.

When you work with Elsie, you will find her to be diligent and thorough in her work and to take the time to fully understand client needs. You can rely on her to utilize her knowledge and experience and the firm's internal resources to apply the best solution.

During her free time, Elsie loves spending time with her partner and two boys; they can be found camping, skiing, hiking or whatever outdoor activities the season permits.

### Client Work

Improves and maintains processes for cyclical tasks such as bank reconciliations, grant management and reporting and year-end audit workpaper preparation.

Prepares an indirect cost rate report and internal control analysis with recommendations and implementation.



### Education

Bachelor of Science,  
Managerial Economics -  
University of California, Davis

### Community

Animal Outreach of the  
Mother Lode, Volunteer

Technical Resource Profiles

# EXPERIENCED ASSISTANCE — RIGHT WHEN YOU NEED IT

## SAM SINGERY, CPA

Senior Manager

**INSPIRATION:** I enjoy applying the skills I've developed as an auditor and government finance officer to help my clients succeed. I have a passion for coming alongside clients to provide solutions that enable them to efficiently and effectively meet the needs of their constituents and communities.

325.437.4100 | [ssingery@eidebailly.com](mailto:ssingery@eidebailly.com)

Based in San Antonio, TX, Sam has nearly 15 of experience in various aspects of auditing, financial reporting, and municipal financial management. He began his career in public accounting, where he conducted and supervised audits of local governments. More recently, Sam spent the last five years as the Accounting Manager and Assistant Finance Director for small and medium-sized cities, overseeing the daily operations of the finance department in addition to coordinating all required audits, preparing financial and regulatory reports, developing enhanced policies and procedures, and implementing new Governmental Accounting Standards Board pronouncements.

When you work with Sam, you can expect a thorough and tailored approach. His range of experience enables him to assist clients with a wide variety of challenges and provide recommendations and results to help his clients successfully achieve their desired outcomes.

Outside of work, Sam enjoys reading, golfing, and spending time with his wife and five children.

### Client Work

Expertise includes year-end close and audit assistance, financial statement preparation, new Government Accounting Standards Board standard implementations and budget development.

Serves as volunteer reviewer for the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting and Popular Annual Financial Reporting (PAFR) award programs.



### Memberships

Government Finance Officers Association

Government Finance Officers Association of Texas

American Institute of Certified Public Accountants

### Designation/Licensures

Certified Public Accountant

### Education

Bachelor of Science, Business Administration, Accounting - Biola University, La Mirada, Calif.

## MICHAEL GOMEZ, MPA

Senior Technology Advisor

**INSPIRATION:** I enjoy helping clients increase their knowledge and reduce challenges for their technology projects. My goal is to be a trusted advisor that helps them through difficult projects and achieves effective outcomes.

909.755.2660 | [mgomez@eidebailly.com](mailto:mgomez@eidebailly.com)



Based in Rancho Cucamonga, CA, Mike advises government agencies on the assessment, procurement, and implementation of software systems with a goal of helping them be more efficient, accurate, and connected. While Mike has spent much of his career focused on technology, he has also served as a municipal finance officer, including as the Finance Director for a water district and the Deputy Finance Director for an urban, full-service city.

When you work with Mike, you can expect him to leverage his experience working for and with governmental agencies from both the customer and vendor perspective, coupled with a vast ERP market knowledge to help you find the best solution and implement that solution.

Outside of work, Mike enjoys spending time with family, reading, exercising, and golfing.

### Client Work

Providing ERP software assessments for cities and water districts that focus on identifying functional gaps and options to resolve those gaps.

Providing software procurement services for small to large government agencies focusing on improved processes, reporting, and data visibility.

Providing ERP project management services for government agencies that have selected Tyler Technologies, Workday, Oracle, and other software solutions.

### Memberships

California Society of  
Municipal Finance Officers

### Education

Master of Public  
Administration - California  
State University, San  
Bernardino, CA

Bachelor of Economics -  
Chapman University

### Community

City of Grand Terrace - Ad  
Hoc Finance Committee,  
Member

California Society of  
Municipal Finance Officers -  
Student Engagement  
Committee, member

California Society of  
Municipal Finance Officers -  
Mentorship Program



*The Right Choice for the City of Eagle Lake*

## **EXCEEDING EXPECTATIONS AND ACHIEVING GOALS**

Eide Bailly has made a commitment to provide you with a level of service and attention that surpasses our competitors, and more importantly, makes you feel as valued as you are. We will provide you with the knowledge, resources, and solutions that help bring confidence to your financial decisions and achieves your goals. If you have questions or would like additional information, do not hesitate to contact us. We want to make sure you have everything you need to make an informed decision.



**Bradford Rockabrand, CPA, CIA**

**Partner**

909.755.2712

[brockabrand@eidebailly.com](mailto:brockabrand@eidebailly.com)



**Scott Catlett, MPA**

**Director**

775.337.3941

[scatlett@eidebailly.com](mailto:scatlett@eidebailly.com)



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024  
(507) 257-3218 Phone (507) 257-3220 Fax

October 6, 2025

To: Honorable Mayor Whittington and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Draw Request No. 1 – Fox Meadows Housing Development, Phase Two

Draw Request No. 1 from Schrom Construction for Phase Two of the Fox Meadows Housing Development Project has been received, a copy of which is attached. This request, for \$228,922.54, represents the first pay application for work performed by WW Blacktopping on the Blace Avenue East Extension. The total amount held in the project escrow is \$304,400.00. The City's engineer with Bolton and Menk has reviewed the request and recommends approval.

Most of the street work associated with this phase is complete. Remaining items include finishing the intersection with the private road (valley gutter and paving), installing sidewalks, completing the gravel turnaround, seeding, and applying the final lift of asphalt, which is scheduled for next year. Approval of this draw request will release \$228,922.54 from the escrow account, leaving a balance of \$75,477.46.

Staff recommends that the City Council approve Draw Request No. 1 from Schrom Construction for \$228,922.54 for Phase Two of the Fox Meadows Housing Development Project, to be paid from the established cash escrow account.

A motion is needed to approve Draw Request No. 1 from Schrom Construction for \$228,922.54.

  
Jennifer J. Bromeland  
City Administrator



W W BLACKTOPPING, INC.  
700 INDUSTRIAL ROAD  
MANKATO, MN 56001-3007

Invoice: 25457

(507) 387-1518

Sold  
to

SCHROM CONSTRUCTION  
704 PARKWAY  
EAGLE LAKE, MN 56024

Ship  
to

FOX MEADOW PHASE 2 BLACE AVE  
EAGLE LAKE MN

Account  
SCHROMCO

P.O. Num

Ship Via

Ship Date

Terms  
Net 10

Invoice  
Date  
9/24/25

Page  
1

Item

Quantity  
1

Description  
FOX MEADOWS 2025  
FOR ALL THE WORK DONE PER PAY ESTIMATE  
#1

Unit  
Price

Extended  
Price

228,922.54

228,922.54

*Escrow:  
\$304,400*

Subtotal

228,922.54

Total

\$228,922.54

132

## FOX MEADOWS DEVELOPMENT PHASE 2 BLACE AVENUE

	QUANTITY	UNIT	UNIT PRICE	AMOUNT
MOBILIZATION	1.00	LS	\$9,000.00	\$9,000.00
CORE & BOOT	1.00	LS	\$1,300.00	\$1,300.00
8" SDR 35 SANITARY SEWER	468.00	LF	\$41.20	\$19,281.60
8" C900 WATERMAIN	516.00	LF	\$49.50	\$25,542.00
6" C900 WATERMAIN	82.00	LF	\$52.50	\$4,305.00
15" RC PIPE SEWER	193.00	LF	\$75.00	\$14,475.00
12" RC PIPE SEWER	17.00	LF	\$68.00	\$1,156.00
SANIATARY MANHOLE DESG 4007	9.30	LF	\$600.00	\$5,580.00
WATERMAIN FITTINGS	1.00	LS	\$2,300.00	\$2,300.00
8" GATE VALVE & BOX	1.00	EA	\$3,600.00	\$3,600.00
6" GATE VALVE & BOX	2.00	EA	\$2,800.00	\$5,600.00
8'6" BURY WATEROUS HYDRANT	1.00	EA	\$7,350.00	\$7,350.00
STORM SEWER MANHOLE DES 4020-48	4.36	LF	\$740.00	\$3,226.40
STORM SEWER CATCH BASIN TYPE 1 2X3	14.87	LF	\$502.00	\$7,464.74
CASTING ASSEMBLY SANITARY	1.00	EA	\$1,075.00	\$1,075.00
CASTING ASSEMBLY STORM	5.00	EA	\$965.00	\$4,825.00
6" PERFORATED DRAIN PIPE	856.00	LF	\$16.40	\$14,038.40
4" PVC SANITARY SERICE WYE	6.00	EA	\$340.00	\$2,040.00
4" PVC SDR 26 SANITARY SEWER SERVICE	289.00	LF	\$27.00	\$7,803.00
1" TYPE PE WATER SERVICE	205.00	LF	\$31.00	\$6,355.00
1" CORPORATION STOP & SADDLE	6.00	EA	\$400.00	\$2,400.00
1" CURB STOP & BOX	6.00	EA	\$520.00	\$3,120.00
4" PIPE DRAIN SERVICE STUB	6.00	EA	\$390.00	\$2,340.00
SUBGRADE EXCAVATION	485.00	CY	\$3.00	\$1,455.00
12" AGGREGATE BASE CLASS 5	730.00	CY	\$37.00	\$27,010.00
12" AGGREGATE BASE CLASS 5 AT TURN AROUND	0.00	CY	\$33.65	\$0.00
EDINA STYLE CURB & GUTTER	715.00	LF	\$34.25	\$24,488.75
2.5" TYPE SPNWB330C NON WEAR	225.86	TON	\$77.50	\$17,504.15
1.5" TYPE SPWEA340C WEAR	0.00	TON	\$82.00	\$0.00
CO#1 AGG BASE PLACED AT WALK	2050.00	SF	\$0.95	\$1,947.50
CO#2 6" 45 DEGREE ENDS FOR VERTICAL OFFSET (2 HOUR CREW TIME)	4.00	EA	\$585.00	\$2,340.00
				\$228,922.54

## Jennifer Bromeland

---

**From:** Accounting <accounting@schromconstruction.com>  
**Sent:** Thursday, October 2, 2025 3:47 PM  
**To:** Jennifer Bromeland  
**Subject:** Blace Extension Pay App #1  
**Attachments:** WW Blacktopping Blace Ext Pay #1.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon Jennifer,  
Attached is the 1<sup>st</sup> pay app request from WW Blacktopping for the Blace Ave East extension.

Let me know if you have any questions or if anything else is needed to get this payment processed.

Thanks,

Nathan Roberts  
Controller  
Schrom Construction  
1116 N Riverfront Dr.  
Mankato, MN 56001  
507-257-5102



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024  
(507) 257-3218 Phone (507) 257-3220 Fax

October 6, 2025

To: Honorable Mayor Whittington and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Fire Department Bid for Aerial Truck – Pierce Enforcer 107' Ascendant

The Fire Department has obtained a bid through Sourcewell for the purchase of a new aerial truck. Attached is a bid from Pierce Manufacturing for one Pierce Enforcer 107' Ascendant ladder truck at a sale price of \$1,895,133 utilizing Sourcewell Consortium pricing.

The Fire Department is recommending moving forward with a 10-year lease-to-purchase option for this apparatus. Fire Chief Vern Simpson and Assistant Chief Trent Talle will be present at the Council meeting to review the bid details and answer questions.

Discussion should focus on the structure of the lease-to-purchase agreement, with particular attention to clarifying when the first payment is due and whether any payment is required prior to the truck being received.

  
Jennifer J. Bromeland  
City Administrator



ILLINOIS INDIANA MINNESOTA MISSOURI NEBRASKA NORTH DAKOTA SOUTH DAKOTA

EM-102

August 14, 2025

Chief Vern Simpson II  
City of Eagle Lake  
705 Parkway Avenue  
Eagle Lake, MN 56024

Subject: **Proposal for one (1) Pierce Enforcer 107' Ascendant Ladder  
Proposal / Bid 1274**

Dear Chief Simpson,

With regard to the above subject, please find attached our complete proposal.  
Pricing, is as follows, including 100% prepay option.

**Pricing Summary:**

Sale Price – **\$1,895,133.00 \***

*\*Sourcewell Consortium Pricing, Member ID 232326.*

**100% Performance Bond:**

Should the City of Eagle Lake elect to have us provide a Performance Bond, \$4,743.00 will need to be added to the above sale price.

**100% Prepayment Option:**

Should the City of Eagle Lake elect to make 100% prepayment by October 15, 2025, a discount of (**\$59,623.00**) can be subtracted from the above "Sale Price" resulting in a revised contract price of **\$1,835,510.00 OR \$1,840,253.00 with Performance Bond.**

**Terms and Conditions:**

Taxes – Not Applicable

Freight – F.O.B. – Appleton, WI / Shipping to Eagle Lake, MN

Terms – Net due prior to vehicle(s) release at the Pierce Manufacturing Plant (Appleton, WI). Net due by October 15, 2025 for **Prepay discount** to be applicable.

Delivery\* – August – September 2026 from receipt and acceptance of contract.

***Stock slot availability is subject to prior sale.***

*\*Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.*



ILLINOIS INDIANA MINNESOTA MISSOURI NEBRASKA NORTH DAKOTA SOUTH DAKOTA

Said apparatus and equipment are to be built and shipped in accordance with the specifications hereto attached, delays due to strikes, war, or international conflicts, or other causes beyond our control not preventing, could alter the delivery schedule.

The specifications herein contained, shall form a part of the final contract, and are subject to changes as desired by the purchaser, provided such changes are acknowledged and agreed to in writing by the purchaser.

Various state or federal regulation agencies (e.g., NFPA, DOT, EPA) may require changes to the Specifications and/or the Product and in any such event any resulting cost increases incurred to comply therewith will be added to the Purchase Price to be paid by the Customer. Any future drive train upgrades (engine, transmission, axles, etc.) or any other specification changes have not been calculated into our annual increases and will be provided at additional cost. The Company reserves the right to update pricing in response to manufacturer-imposed increases as a result of PPI inflation. The Company will document and itemize any such price increase for the Customer's review and approval before proceeding. Should the customer choose not to accept the pricing update, the customer has the ability to cancel without penalty.

This proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of bid, and with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of bid, except as modified by customer specifications.

The attached proposal is valid for thirty (30) days. *Stock slot availability is subject to prior sale.*

We trust the above and the enclosed to be full and complete at this time; however, should you have any questions or require additional information, please do not hesitate to contact me at 507-272-2360 or [tom.soland@macqueengroup.com](mailto:tom.soland@macqueengroup.com).

We wish to thank the City of Eagle Lake for the opportunity to submit our proposal.

Respectfully,

*Tom Soland*

Tom Soland  
Apparatus Sales  
MacQueen Equipment LLC  
DBA MacQueen Emergency Group







## Pierce Financing Options



Tom Soland

**Pierce**  
**Enforcer 107'**  
**Aerial**



**Eagle Lake, MN**  
**Fire Department**





## Lease Purchase with and without Discounts



Budgetary Numbers:		Date	Option 1 10 Year Lease Purchase	Option 2 10 Year Lease Purchase
Pierce Apparatus:	(1) Enforcer 107' Aerial	October 2025	Order/Lease Start	Order
Estimated Delivery:	Per Contract	January 2026	\$700,000.00	\$700,000 / Lease Start
Cost:	\$1,899,876.00	January 2027	\$163,094.99	\$161,605.74
Prepayment Discount Option 1:	\$59,623.00	January 2028	\$163,094.99	\$161,605.74
Cost with Discounts Option 1:	\$1,840,253.00	January 2029	\$163,094.99	\$161,605.74
Prepayment Discount Option 2:	\$47,108.00	January 2030	\$163,094.99	\$161,605.74
Cost with Discounts Option 2:	\$1,852,768.00	January 2031	\$163,094.99	\$161,605.74
		January 2032	\$163,094.99	\$161,605.74
		January 2033	\$163,094.99	\$161,605.74
		January 2034	\$163,094.99	\$161,605.74
		January 2035	\$163,094.99	\$161,605.74
		Total Payments	\$2,167,854.91	\$2,154,451.66
		Rates	4.92%	4.92%
		Effective Rates	3.89%	4.03%

\* Rates as of September 18, 2025 and are fixed at closing.

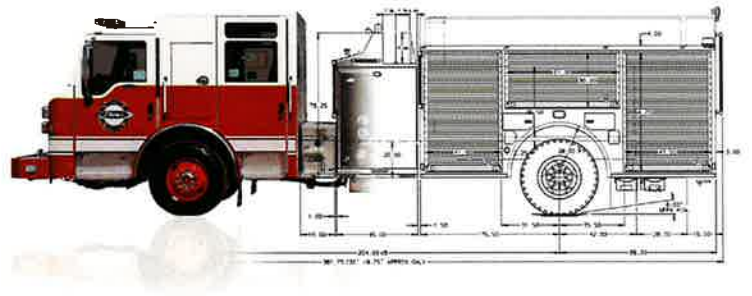
\* **Effective rate** is the rate based on the price of the apparatus excluding prepayment discounts. It's what the rate needs to fall to at the time of delivery to obtain the lease payment available today with the 100% prepayment discount.



## All kinds of plans for all kinds of departments

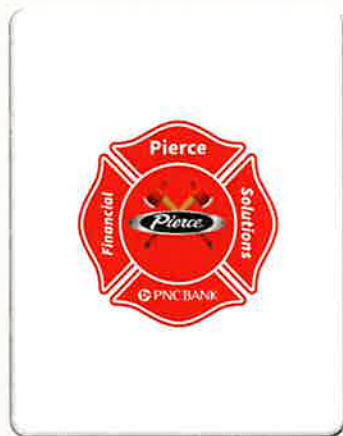
- 🔥 The same logic behind our custom chassis applies to our financial services: Tailor the product to the department, not the other way around.
- 🔥 Through the Pierce Financial Solutions program, PNC Bank provides the industry's most extensive line of lease plans for fleet replacement. With industry-leading tax-exempt rates, zero documentation fees, flexible payment plans and quick approvals that can bypass voter referendums, we make it easy to get behind the wheel of your new Pierce.
- 🔥 Pierce and PNC Bank partner to provide a tax-exempt municipal leasing program that has financed > \$1.5 Billion in Pierce Apparatus!

## Customized Financing



**For a One-of-a-Kind Customized Apparatus.**

## The Pierce Program Advantage



- 🔥 Financing from PNC Bank (4th largest bank-owned leasing company in U.S.)
- 🔥 Flexible payment structures to meet your budget requirements
- 🔥 Deferred payment option to simplify budgeting
- 🔥 Industry's most extensive lines of lease plans for fleet replacement
- 🔥 Prepay program to lower payments and eliminate interest rate risk
- 🔥 100% Financing with no documentation fees
- 🔥 Highly Competitive tax-exempt interest rates
- 🔥 Dedicated Account Executive to assist you through the entire financing process





## Finance Program Options

### Lease Purchase Plan

With a lease purchase plan, you can purchase the apparatus gradually over time. This allows you to use available capital for operations or other needs. At the end of the lease, you can purchase the apparatus for just \$1. Terms for this plan range from 2 to 15 years (10 years for apparatus with commercial chassis).



**Choose a lease purchase if:**

**You prefer ownership of the apparatus and need to spread capital costs over time.**

### Turn-In Lease Plan

The turn-in lease plan contains a "balloon payment" for the estimated resale value of the apparatus at the end of the lease. A department has two options at lease term:

1. Purchase the apparatus by paying off or refinancing the "balloon payment."
2. Return the apparatus to Pierce and lease a new Pierce apparatus (Pierce pays off the balloon payment).

*Terms for this plan range from 2 to 10 years of use. This lease contains mileage and apparatus condition provisions, with 10,000 and 15,000 annual mileage options available.*



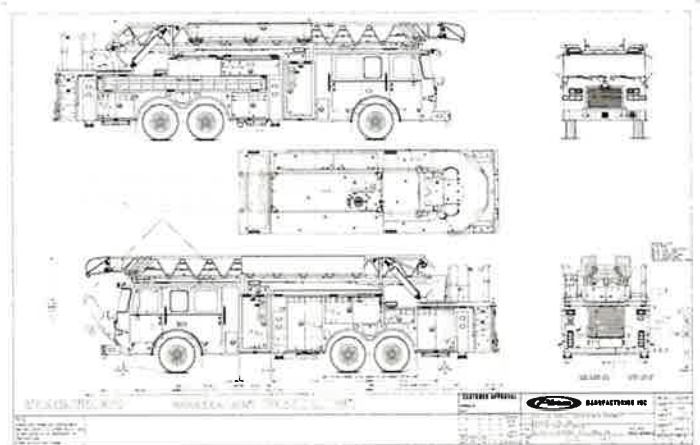
**Choose a turn-in lease if:**

**You want to pay for the use of the apparatus over the lease term and need a flexible, cost-effective fleet management program.**



## Lease Start Options

- 🔥 Eagle Lake Fire can start the financing at any time from the date of order to the date of delivery
- 🔥 Eagle Lake Fire will receive all remaining Pierce prepay discounts from the financing start date to the date of delivery.





## Making Lease Payments Prior To Delivery

**Lease payments made prior to delivery have two layers of protection:**

**1. Pierce Performance Bond**

*Ensures that the customer will receive the apparatus in accordance with the terms of the contract agreement. Guarantees one year warranty will be performed.*



**2. PNC "Four Party Agreement" in lease contract**

*If Pierce fails to deliver Equipment, then Pierce shall pay to Lessee the Lessee's payments and the amount owed to PNC (the lease is refunded).*



## Program Contacts



Tom Whitmer  
Director, Customer Finance  
[twhitmer@piercemfg.com](mailto:twhitmer@piercemfg.com)  
920.267.1256



Matthew Titel  
Manager, Customer Finance  
[mtitel@piercemfg.com](mailto:mtitel@piercemfg.com)  
920.810.9343



Kim Simon  
Vice President – Account Executive  
[kim.simon@pnc.com](mailto:kim.simon@pnc.com)  
614.670.3994



## **Jennifer Bromeland**

---

**From:** Chris Kennedy <knklaw@hickorytech.net>  
**Sent:** Friday, October 3, 2025 1:38 PM  
**To:** Jennifer Bromeland  
**Subject:** Re: FW: ELFD: Proposal for Aerial

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Jennifer,

Yes this contract would meet the exception to the competitive bidding requirements, while Eagle Lake received only one bid Sourcewell would have received a number of them.

Chris

On Fri, 3 Oct 2025 17:16:44 +0000, Jennifer Bromeland <jbromeland@eaglelakemn.com> wrote:

Hi Chris,

The Fire Department wants to purchase a new ladder truck with a lease purchase agreement through Sourcewell, a governmental service cooperative that has pre-approved competitively solicited contracts. Does this satisfy the competitive bidding requirements for contracts in excess of \$175,000? I have only received one proposal from the Fire Department and want to make sure that we comply with requirements.

Thank you in advance.

**Jennifer J. Bromeland**

City Administrator

City of Eagle Lake

705 Parkway Avenue

PO Box 159

Eagle Lake, MN 56024

P: (507) 257-3218

## 1999 Pierce 65' Telesqurt

- 1999 Piece Saber Chassis
- 1998 Telesqurt Ladder
- Detroit 330 HP Engine
- Allison Transmission
- Waterous 1250 GPM Pump
- 500 Gallon Tank



# BRINDLEE MOUNTAIN

FIRE APPARATUS, LLC



## 1999 Pierce Saber 65' Telesqurt

- 1999 Pierce Saber 65' Telesqurt
- Enclosed Seating for 4 - 2 SCBA Seats
- Detroit Series 40 330 HP Diesel Engine
- Allison MD3060 Automatic Transmission
- Waterous CSU 1250 GPM Pump
- 500 Gallon Polypropylene Tank
- Driver's Side Discharges: 2 - 2 1/2"
- Driver's Side Suction: 1 - 2 1/2", 1 - 6"
- Officer's Side Discharges: 2 - 2 1/2"
- Officer's Side Suction: 1 - 2 1/2", 1 - 6"
- Rear: 1 - 4" Waterway Inlet
- 2 - 1 1/2", 1 - 2 1/2" Preconnect Crosslays
- Interior Medical Cabinet
- Transmission Retarder
- Roll-Up Doors
- Hydraulic Ladder Rack
- Back up Camera
- Federal Q2B Siren
- Air Conditioning
- Current Pump and Aerial Certification
- Mileage: 59,164
- Length: 32' 6"
- Height: 11' 1"
- Width: 9' 6"
- GVWR: 47,000 #
- Wheelbase: 194"

## Contact Us

**Office:** 866-285-9305

**Email:** [sales@firetruckmall.com](mailto:sales@firetruckmall.com)

**Website:** [www.FireTruckMall.com](http://www.FireTruckMall.com)

**15410 HWY 231**

**UNION GROVE, AL 35175**

**STK# 02535**



**ABOUT BRINDLEE MOUNTAIN FIRE APPARATUS** Brindlee Mountain Fire Apparatus is one of the world's largest used fire truck sales and service companies. Based just outside Huntsville, Alabama, the company has thirty-one full-time personnel occupying over 12,000 square feet which includes office space and fourteen apparatus service bays. Our campus also includes two on-site pump testing facilities. BMFA's mechanics, all of whom are EVT certified, perform pump tests, general repairs, preventative maintenance, and body, collision, and paint work on over 500 fire trucks each year. Visit us online at [www.FireTruckMall.com](http://www.FireTruckMall.com).

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There are many different types of forms for reporting inspections, maintenance, and tests that could be used in connection with a fire apparatus preventive maintenance program. Resources for forms other than those shown in this annex are the local or state fire apparatus mechanics association, apparatus manufacturers, or the Apparatus Maintenance Section of the International Association of Fire Chiefs.

#### Annex D Guidelines for First-Line and Reserve Fire Apparatus

*This annex is not a part of the requirements of this NFPA document but is included for informational purposes only.*

**D.1 General.** To maximize fire fighter capabilities and minimize risk of injuries, it is important that fire apparatus be equipped with the latest safety features and operating capabilities. In the last 10 to 15 years, much progress has been made in upgrading functional capabilities and improving the safety features of fire apparatus. Apparatus manufactured prior to 1991 usually included only a few of the safety upgrades required by the 1991 and subsequent editions of the NFPA fire department apparatus standards or the equivalent Underwriters' Laboratories of Canada (ULC) standards. Because the changes, upgrades, and fine tuning to NFPA 1901, *Standard for Automotive Fire Apparatus*, since 1991 have been truly significant, especially in the area of safety, fire departments should seriously consider the value (or risk) to fire fighters of keeping pre-1991 fire apparatus in first-line service.

The 1991 edition of the NFPA fire department apparatus standards included, among other provisions, requirements for fully enclosed driving and riding areas, auxiliary braking systems, reflective striping, improved warning lights, and prohibition of roof-mounted audible warning devices. The minimum tip load for an aerial ladder was set at 250 lb (114 kg), and other requirements, such as a minimum rail height, were added to make the aerial ladder safer for fire fighters to use. The 1991 editions have been recognized as the benchmark from which improved and safer fire apparatus have evolved. It is recommended that only apparatus that were designed and manufactured to meet the 1991 or later editions of the NFPA fire apparatus standards, or apparatus that have been refurbished in accordance with NFPA 1912, *Standard for Fire Apparatus Refurbishing*, to meet the 1991 or later editions of the NFPA fire apparatus standards, be permitted to operate in first-line service. This will ensure that, while the apparatus might not totally comply with the current edition of the automotive fire apparatus standards, many of the improvements and upgrades required by the standards since 1991 are available to the fire fighters who use the apparatus.

It is recommended that apparatus manufactured prior to 1991 that is less than 25 years old, that has been properly maintained, and that is still in serviceable condition should be placed in reserve status and upgraded to incorporate as many features as possible of the post-1991 fire apparatus (see Section D.3). Apparatus that was not manufactured to the applicable NFPA fire apparatus standards or that is over 25 years old should be replaced.

**D.2 How the Standards Have Changed.** It is a generally accepted fact that fire apparatus, like all types of mechanical devices, have a finite life. The length of that life depends on many factors, including vehicle mileage and engine hours, quality of the preventative maintenance program, quality of the driver training program, whether the fire apparatus was

used within the design parameters, whether the apparatus was manufactured on a custom or commercial chassis, quality of workmanship by the original manufacturer, quality of the components used, and availability of replacement parts, to name a few. In the fire service, there are fire apparatus with 8 to 10 years of service that are simply worn out. There are also fire apparatus that were manufactured with quality components, that have had excellent maintenance, and that have responded to a minimum number of incidents that are still in serviceable condition after 20 years. Most would agree that the care of fire apparatus while being used and the quality and timeliness of maintenance are perhaps the most significant factors in determining how well a fire apparatus ages.

Prior to 1991, the single fire department apparatus standard was NFPA 1901. It was basically a "reactive standard." If something worked well in field use for a few years, it might have been suggested for inclusion in NFPA 1901. It was a very basic standard. In the late 1980s, the Technical Committee on Fire Department Apparatus decided to become proactive and to greatly enhance the value of the standard for the fire service. Task groups were appointed to develop reasonable requirements for the various components that made up a fire apparatus, and a safety task group was charged with looking at issues across the board that would improve the safety of fire fighters who use the apparatus.

The completely revised 1991 edition of NFPA fire department apparatus standards was the result of these efforts and the full committee's strong desire to make the automotive fire apparatus standards not only more safety oriented but also more user friendly. In 1991, four standards were issued: NFPA 1901, *Standard for Pumper Fire Apparatus*; NFPA 1902, *Standard for Initial Attack Fire Apparatus*; NFPA 1903, *Standard for Mobile Water Supply Fire Apparatus*; and NFPA 1904, *Standard for Aerial Ladder and Elevating Platform Fire Apparatus*.

Contained within the 1991 editions of the fire department apparatus standards were requirements for such items as increased battery capacity to ensure starting under most conditions, intersection lights for increased visibility, removal of all roof-mounted audible warning devices to reduce hearing problems, a flashing light in the cab to warn if a cab or body door is open, a backup alarm, an automatic transmission to make it easier to drive (unless the purchaser has a specific reason for a manual transmission), fully enclosed riding areas with reduced noise (dBA) levels to keep crew members safe and informed, seats and seat belts for all crew members riding on the apparatus, fail-safe door handles so the sleeve of a coat does not inadvertently catch a handle and open a door, and signs requiring everyone to be seated and belted.

In the pump area, the standard specified that 3 in. (75 mm) or larger valves be "slow close," that caps on intakes and discharge outlets be tested to 500 psi (3400 kPa), that an intake relief valve be provided to help manage incoming pressure, that 30-degree sweep elbows be provided on the discharges to eliminate hose kinking, and that all 3 in. (75 mm) and larger discharges be eliminated from the pump panel to reduce the possibility of injuries to the pump operator.

Fire apparatus equipped with electronic or electric engine throttle controls were required to include an interlock system to prevent engine speed advancement, unless the chassis transmission is in neutral with the parking brake engaged or unless the parking brake is engaged, the fire pump is engaged, and the chassis transmission is in the correct pumping gear.

In the body area, the minimum step surface size and load-carrying capabilities were increased, handrails were required





to be slip resistant, and reflective striping was required on all four sides of the apparatus. Electrical system requirements for line voltage systems were added to include the use of listed components that were grounded.

Many requirements were added to increase the operating capabilities of all aerial devices. For aerial ladders, the minimum design strength of the rungs was increased, a height requirement for the handrails was specified, a minimum load-carrying requirement for folding steps was specified, and the aerial ladder had to have a minimum carrying capacity of 250 lb (114 kg) at the tip when the aerial ladder is at zero degrees elevation and maximum extension. Where a water tower is equipped with a ladder, the same requirements that applied to an aerial ladder were required of the ladder on the water tower.

The carrying capacity of elevating platforms at zero degrees elevation and maximum extension was raised to 750 lb (340 kg). Elevating platforms were also required to have handrails, breathing air available in the platform (with low-air warning capability) for at least two fire fighters, and a water curtain cooling system under the platform.

All aerial devices had to be capable of supporting a static load of one and one-half times their rated capacity in any position. A requirement for a stabilizer movement alarm and reflective striping with warning lights was added. Interlocks to prevent inadvertent movement to an unsupported side and to prevent raising the aerial device prior to the stabilizers being deployed were specified. One hundred percent nondestructive tests (NDT) became a requirement. All these requirements were included in the 1991 editions of the NFPA fire department apparatus standards.

In 1996, the four fire department apparatus standards (NFPA 1901, NFPA 1902, NFPA 1903, and NFPA 1904) were recombined into a single standard that was designated as NFPA 1901, *Standard for Automotive Fire Apparatus*. This edition further enhanced the safety and operating characteristics of all the apparatus.

The 1999 edition included chapters on quints and mobile foam apparatus, further defined slip resistance of stepping and walking surfaces, required better mounting of equipment in the driving and crew compartments, required predelivery testing of foam systems, and specified that fill stations for breathing air cylinders be designed to totally contain a rupturing cylinder.

The 2003 edition continued to refine the requirements in the driving and crew riding areas with increased head height requirements at seating positions and additional requirements for storage of SCBAs in seat backs, both aimed at reducing fire fighter injuries. The test protocol for slip resistance of standing and walking surfaces was better defined. There was a general cleanup of the requirements throughout the document to enhance the operational usefulness of the apparatus.

**D.3 Upgrading Fire Apparatus.** Any apparatus, whether in first-line or reserve service, should be upgraded in accordance with NFPA 1912 as necessary to ensure that the following features are included as a minimum:

- (1) Fully enclosed seating is provided for all members riding on the fire apparatus.
- (2) Warning lights meet or exceed the current standard.
- (3) Reflective striping meets or exceeds the current standard.
- (4) Slip resistance of walking surfaces and handrails meets the current standard.

- (5) A low voltage electrical system load manager is installed if the total connected load exceeds the alternator output.
- (6) The alternator output is capable of meeting the total continuous load on the low voltage electrical system.
- (7) Where the gross vehicle weight rating (GVWR) is 36,000 lb (16,000 kg) or more, an auxiliary braking system is installed and operating correctly.
- (8) Ground and step lighting meets or exceeds the current standard.
- (9) Noise levels in the driving and crew compartment(s) meet the current standard, or appropriate hearing protection is provided.
- (10) All horns and sirens are relocated to a position as low and as far forward as possible.
- (11) Seat belts are available for every seat and are new or in serviceable condition.
- (12) Signs are present stating no riding on open areas.
- (13) A pump shift indicator system is present and working properly for vehicles equipped with an automatic chassis transmission.
- (14) For vehicles equipped with electronic or electric engine throttle controls, an interlock system is present and working properly to prevent engine speed advancement at the operator's panel, unless the chassis transmission is in neutral with the parking brake engaged; or unless the parking brake is engaged, the fire pump is engaged, and the chassis transmission is in pumping gear.
- (15) All loose equipment in the driving and crew areas is securely mounted to prevent its movement in case of an accident.

**D.4 Proper Maintenance of Fire Apparatus.** In addition to needed upgrades to older fire apparatus, it is imperative that all fire apparatus be checked and maintained regularly to ensure that they will be reliable and safe to use. The manufacturer's instructions should always be followed when maintaining the fire apparatus. Special attention should be paid to ensure that the following conditions exist, as they are particularly critical to maintaining a reliable unit:

- (1) Engine belts, fuel lines, and filters have been replaced in accordance with the manufacturers' maintenance schedule(s).
- (2) Brakes, brake lines, and wheel seals have been replaced or serviced in accordance with the manufacturers' maintenance schedule.
- (3) Tires and suspension are in serviceable condition, and tires are not more than 7 years old.
- (4) The radiator has been serviced in accordance with the manufacturer's maintenance schedule and all cooling system hose are new or in serviceable condition.
- (5) The alternator output meets its rating.
- (6) A complete weight analysis shows the fire apparatus is not over individual axle or total gross vehicle weight ratings.
- (7) The fire pump meets or exceeds its original pump rating.
- (8) The water tank and baffles are not corroded or distorted.
- (9) If equipped with an aerial device, a complete test to original specifications has been conducted and certified by a certified testing laboratory.
- (10) If so equipped, the generator and line voltage accessories have been tested and meet the current standard.

**D.5 Refurbishing or Replacing Fire Apparatus.** Fire department administrators and fire chiefs should exercise special care when evaluating the cost of refurbishing or updating an apparatus versus the cost of a new fire apparatus. Apparatus

that are refurbished should comply with the requirements of NFPA 1912. A thorough cost-benefit analysis of the value of upgrading or refurbishing a fire apparatus should be conducted. In many instances, it will be found that refurbishing costs will greatly exceed the current value of similar apparatus. Experience has also shown that refurbishing a fire apparatus that is over 20 years old, other than to paint or repair the apparatus, is a very poor investment.

Some factors to consider and evaluate when considering whether to refurbish or replace a fire apparatus include the following:

- (1) What is the true condition of the existing apparatus? Has it been in a major accident, or has something else happened to it that would make spending significant money on it ill advised?
- (2) Does the current apparatus meet the program needs of the area it is serving? Is it designed for the way the fire department operates today and is expected to operate into the foreseeable future, or is the apparatus functionally obsolete? Can it carry everything that is needed to do the job without being overloaded?
- (3) If the apparatus is refurbished, will it provide the level of safety and operational capability of a new fire apparatus? Remember, in many cases, refurbishing does not mean increasing the GVWR, so it is not possible to add a larger water tank or additional foam agent tanks or to carry massive amounts of additional equipment. Enclosing personnel riding areas might add enough weight to the chassis that existing equipment loads need to be reduced to avoid overloading the chassis. An aerial ladder that does not have a 250 lb (114 kg) tip load rating at zero degrees elevation and maximum extension cannot be made stronger.
- (4) What is the anticipated cost per year to operate the apparatus if it were refurbished, and what would the cost per year be for a new apparatus? Do not forget insurance costs, downtime costs, maintenance costs, depreciation, reliability, and the safety of the users and the public. At what rate are those costs rising each year? Are parts still readily available for all the components on the apparatus? A refurbished 15-year-old apparatus still has 15-year-old parts in it. How long could the fire department operate without the apparatus if it suddenly needed major repairs?
- (5) Is there a current trade-in value that will be gone tomorrow? Most apparatus over 12 years old have little trade-in value. Are there creative financing plans or leasing options that can provide a new fire apparatus for little more than the cost of refurbishing or maintaining an older apparatus?

**D.6 Conclusion.** A fire apparatus is an emergency vehicle that must be relied on to transport fire fighters safely to and from an incident and to operate reliably and properly to support the mission of the fire department. A piece of fire apparatus

that breaks down at any time during an emergency operation not only compromises the success of the operation but might jeopardize the safety of the fire fighters relying on that apparatus to support their role in the operation. An old, worn out, or poorly maintained fire apparatus has no role in providing emergency services to a community.

## Annex E Informational References

**E.1 Referenced Publications.** The documents or portions thereof listed in this annex are referenced within the informational sections of this standard and are not part of the requirements of this document unless also listed in Chapter 2 for other reasons.

**E.1.1 NFPA Publications.** National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.

NFPA 11, *Standard for Low-, Medium-, and High-Expansion Foam*, 2005 edition.

NFPA 1002, *Standard for Fire Apparatus Driver/Operator Professional Qualifications*, 2003 edition.

NFPA 1150, *Standard on Foam Chemicals for Fires in Class A Fuels*, 2004 edition.

NFPA 1901, *Standard for Automotive Fire Apparatus*, 2003 edition.

NFPA 1912, *Standard for Fire Apparatus Refurbishing*, 2006 edition.

NFPA 1961, *Standard on Fire Hose*, 2007 edition.

NFPA 1962, *Standard for the Inspection, Care, and Use of Fire Hose, Couplings, and Nozzles and the Service Testing of Fire Hose*, 2003 edition.

**E.1.2 Other Publications.**

**E.1.2.1 American Association of Motor Vehicle Administrators Publications.** American Association of Motor Vehicle Administrators, P.O. Box 79702, Baltimore, MD 21279-0702.

*Vehicle Inspection Handbook, Passenger Vehicles & Light Trucks*, 1999.

*Vehicle Inspection Handbook, Trucks, Buses, & Trailers*, 1999.

**E.1.2.2 ASME Publications.** American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990.

ASME B40.100, *Pressure Gauges and Gauge Attachments*, 2005.

**E.1.2.3 U.S. Government Publications.** U.S. Government Printing Office, Washington, DC 20402.

Title 29, Code of Federal Regulations, Section 1910.177, "Servicing multi-piece and single piece rim wheels" Mar. 7, 1996.

**E.2 Informational References. (Reserved)**

**E.3 References for Extracts in Informational Sections.**

NFPA 1901, *Standard for Automotive Fire Apparatus*, 2003 edition.



















## Lease Purchase with and without Discounts



Budgetary Numbers:		Date	Option 1	Option 2
Pierce Apparatus:	(1) Enforcer 107' Aerial	October 2025	10 Year Lease Purchase	10 Year Lease Purchase
Estimated Delivery:	Per Contract	January 2026	Order/Lease Start	Order
Cost:	\$1,899,876.00	January 2027	\$700,000.00	\$700,000 / Lease Start
Prepayment Discount Option 1:	<del>\$59,623.00</del>	January 2028	\$163,094.99	\$161,605.74
Cost with Discounts Option 1:	\$1,840,253.00	January 2029	\$163,094.99	\$161,605.74
Prepayment Discount Option 2:	<del>\$47,108.00</del>	January 2030	\$163,094.99	\$161,605.74
Cost with Discounts Option 2:	\$1,852,768.00	January 2031	\$163,094.99	\$161,605.74
		January 2032	\$163,094.99	\$161,605.74
		January 2033	\$163,094.99	\$161,605.74
		January 2034	\$163,094.99	\$161,605.74
		January 2035	\$163,094.99	\$161,605.74
		Total Payments	\$2,167,854.91	\$2,154,451.66
		Rates	4.92%	4.92%
		Effective Rates	3.89%	4.03%

\* Rates as of September 18, 2025 and are fixed at closing.

\* **Effective rate** is the rate based on the price of the apparatus excluding prepayment discounts. It's what the rate needs to fall to at the time of delivery to obtain the lease payment available today with the 100% prepayment discount.



FINANCIAL SOLUTIONS



## PURCHASE AGREEMENT

This Purchase Agreement (together with all attachments referenced herein, the "Agreement"), made and entered into by and between MacQueen Equipment, LLC, as a Delaware limited liability company DBA MacQueen Emergency ("MacQueen"), and City of Eagle Lake, (customer) is effective as of the date specified in Section 3 hereof.

### 1. Definitions

- a. **"Product"** means the fire apparatus and any associated equipment furnished for the Customer by MacQueen, pursuant to the specifications.
- b. **"Specifications"** means the general specifications, technical specifications, orientation, and testing requirements for the Product contained in the MacQueen Proposal for the Product prepared in response to the Customer's request for proposal.
- c. **"MacQueen Proposal"** means the proposal provided by MacQueen attached as Exhibit C prepared in response to the Customer's request for proposal.
- d. **"Delivery"** means the date MacQueen is prepared to make physical possession of the Product available to the Customer.

### 2. Purpose

This Agreement sets forth the terms and conditions of MacQueen's sale of the Product to the Customer.

### 3. Term of Agreement

This Agreement will become effective on the date it is signed and approved by MacQueen's authorized representative pursuant to Section 22 hereof ("Effective Date") and, unless earlier terminated pursuant to the terms of this Agreement, it will terminate upon the Customer's Acceptance and payment in full of the Purchase Price.

### 4. Purchase and Payment

The Customer agrees to purchase the Product specified on Exhibit A for the total purchase price of \$1,899,876.00 ("Purchase Price"). Prices are in US Funds.

**NOTE: Upon final inspection at the factory for pick-up or delivery, the customer will need to supply a "Certificate of Insurance" and "FULL PAYMENT" prior to release of the vehicle, unless prior arrangements for vehicle's release have been made.**

### 5. Future Changes

Various state or federal regulation agencies (e.g., NFPA, DOT, EPA) may require changes to the Specifications and/or the Product and in any such event any resulting cost increases incurred to comply therewith will be added to the Purchase Price to be paid by the Customer. Any future drive train upgrades (engine, transmission, axles, etc.) or any other specification changes have not been calculated into our annual increases and will be provided at additional cost. The Company reserves the right to update pricing in response to manufacturer-imposed increases as a result of PPI inflation. The Company will document and itemize any such price increase for the Customer's review and approval before proceeding. Should the customer choose not to accept the pricing update, the customer has the ability to cancel without penalty or cancellation fee.

### 6. Agreement Changes

The Customer may request that MacQueen incorporate a change to the Products or the Specifications for the Products by delivering a change order to MacQueen; provided, however, that any such change order must be in writing and include a description of the proposed change sufficient to permit MacQueen to evaluate the feasibility of such change ("Change Order"). Within seven (7) business days of receipt of a Change Order, MacQueen will inform the Customer in writing of the feasibility of the Change Order, the earliest possible implementation date for the Change Order, of any increase or decrease in the Purchase Price resulting from such Change Order, and of any effect on production scheduling or Delivery resulting from such Change Order. MacQueen shall not be liable to the Customer for any delay in performance or Delivery arising from any such Change Order. A Change Order is only

effective when counter-signed by MacQueen's authorized representative. Only the listed customer person(s) specified on Exhibit A may be able to authorize and sign the Change Order.

## **7. Cancellation/Termination**

In the event this Agreement is cancelled or terminated by the Customer before completion, MacQueen may charge a cancellation fee. The following charge schedule based on costs incurred may be applied: (a) 10% of the Purchase Price after order is accepted and entered by MacQueen; (b) 20% of the Purchase Price after completion of approval drawings, and; (c) 30% of the Purchase Price upon any material requisition. The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. MacQueen endeavors to mitigate any such costs through the sale of such Product to another purchaser; however, Customer shall remain liable for the difference between the Purchase Price and, if applicable, the sale price obtained by MacQueen upon sale of the Product to another purchaser, plus any costs incurred by MacQueen to conduct any such sale.

## **8. Delivery, Inspection, and Acceptance**

### **a. Delivery**

Delivery of the Product is approximately **August-September 2026**. Risk of loss shall pass to Customer upon Delivery. Delivery shall be made and title documentation shall pass upon Customer's complete fulfillment of its obligations arising under Section 4 hereof. Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.

### **b. Inspection and Acceptance**

Upon Delivery, Customer shall have fifteen (15) days within which to inspect the Product for substantial conformance to the material Specifications, and in the event of substantial non-conformance to the material Specifications to furnish MacQueen with written notice sufficient to permit MacQueen to evaluate such non-conformance ("Notice of Defect"). Any Product not in substantial conformance to material Specifications shall be remedied by MacQueen within thirty (30) days from the Notice of Defect. In the event MacQueen does not receive a Notice of Defect within fifteen (15) days of Delivery, Product will be deemed to be in conformance with Specifications and Accepted by Customer.

## **9. Notice**

Any required or permitted notices hereunder must be given in writing at the address of each party set forth below, or to such other address as either party may substitute by written notice to the other in the manner contemplated herein, by one of the following methods: hand delivery; registered, express, or certified mail, return receipt requested, postage prepaid; or nationally-recognized private express courier:

**MacQueen Equipment, LLC**  
1125 7th Street East  
St. Paul, MN 55106

**City of Eagle Lake**  
Chief Vern Simpson II  
705 Parkway Avenue  
Eagle Lake, MN 56024

## **10. Standard Warranty**

The equipment sold herein will be manufactured by Pierce Manufacturing, Inc. and any warranties are attached hereto as Exhibit B and made a part hereof. Any additional warranties must be expressly approved in writing by Pierce's authorized representative and MacQueen.

### **a. Disclaimer**

Other than as expressly set forth in this agreement, neither Pierce, its Parent Company, Affiliates, Subsidiaries, Licensors, suppliers, distributors, dealers, including without limitation, MacQueen, or other respective officers, directors, employees, shareholders, agents or representatives, make any express or implied warranties with respect to the products provided hereunder or otherwise regarding this agreement, whether oral or written, express, implied or statutory. Without limiting the foregoing, any implied warranty against infringement, and the

implied warranty of condition of fitness for a particular purpose are expressly excluded and disclaimed. Statements made by sales representatives or in promotional materials do not constitute warranties.

**b. Exclusions of Incidental and Consequential Damages**

In no event shall MacQueen be liable for consequential, incidental or punitive damages incurred by Customer or any third party in connection with any matter arising out of or relating to this Agreement, or the breach thereof, regardless of whether such damages arise out of breach of warranty, tort, contract, strict liability, statutory liability, indemnity, whether resulting from non-delivery or from MacQueen's own negligence, or otherwise.

**11. Insurance**

MacQueen maintains the following limits of insurance with a carrier(s) rated A- or better by A.M. Best:

Commercial General Liability Insurance:

Products/Completed Operations Aggregate: \$ 2,000,000

Each Occurrence: \$ 2,000,000

Umbrella/Excess Liability Insurance:

Aggregate: \$ 5,000,000

Each Occurrence: \$ 5,000,000

*The Customer may request MacQueen to provide the Customer with a copy of a current Certificate of Insurance with the coverages listed above.*

**12. Indemnity**

The Customer shall indemnify, defend and hold harmless MacQueen, its officers, employees, dealers, agents or subcontractors, from any and all claims, costs, judgments, liability, loss, damage, attorneys' fees or expenses of any kind or nature whatsoever (including, but without limitation, personal injury and death) to all property and persons caused by, resulting from, arising out of or occurring in connection with the Customer's purchase, installation or use of goods sold or supplied by MacQueen which are not caused by the sole negligence of MacQueen or Pierce.

**13. Force Majeure**

MacQueen shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond MacQueen's control which make MacQueen's performance impracticable, including but not limited to civil wars, insurrections, strikes, riots, fires, storms, floods, other acts of nature, explosions, earthquakes, accidents, any act of government, delays in transportation, inability to obtain necessary labor supplies or manufacturing facilities, allocation regulations or orders affecting materials, equipment, facilities or completed products, failure to obtain any required license or certificates, acts of God or the public enemy or terrorism, failure of transportation, epidemics, quarantine restrictions, failure of vendors (due to causes similar to those within the scope of this clause) to perform their contracts or labor troubles causing cessation, slowdown, or interruption of work.

**14. Default**

The occurrence of one or more of the following shall constitute a default under this Agreement:

(a) the Customer fails to pay when due any amounts under this Agreement or to perform any of its obligations under this Agreement; (b) MacQueen fails to perform any of its obligations under this Agreement; (c) either party becomes insolvent or become subject to a bankruptcy or insolvency proceedings; (d) any representation made by either party to induce the other to enter into this Agreement is false in any material respect; (e) the Customer dissolves, merges, consolidates or transfers a substantial portion of its property to another entity; or (f) the Customer is in default or has breached any other contract or agreement with MacQueen.

**15. Relationship of Parties**

Neither party is a partner, employee, agent, or joint venture of or with the other.

**16. Assignment**

Neither party may assign its rights and obligations under this Agreement unless it has obtained the prior written approval of the other party.

**17. Governing Law; Jurisdiction**

Without regard to any conflict of law's provisions, this Agreement is to be governed by and under the laws of the state of Minnesota.

**18. Facsimile & Electronic Verified Signatures**

The delivery of signatures to this Agreement by facsimile transmission and/or electronic verified shall be binding as original signatures.

**19. Entire Agreement**

This Agreement shall be the exclusive agreement between the parties for the Product. Additional or different terms proposed by the Customer shall not be applicable, unless accepted in writing by MacQueen's authorized representative. No change in, modification of, or revision of this Agreement shall be valid unless in writing and signed by MacQueen's authorized representative.

**20. Conflict**

In the event of a conflict between the Customer Specifications and the MacQueen Proposal, the MacQueen Proposal shall control.

**21. Additional Orders**

Company, at its sole discretion, will allow the terms of this contract to be extended to both the Customer, as well as to other Municipal, State, or Federal agencies for similar unit(s). Company will allow tag on / additional orders for up to three (3) years from the date of contract execution. To facilitate pricing, Company will quote the original price plus manufacturer's price increases or Producer's Price Index (PPI) whichever is greater as it applies to either Fire Apparatus and/or commercial heavy truck industries. Additionally, any regulatory changes (NFPA, EPA, Engine Emissions, FMVSS, etc.) will also have to be added to the price as they become applicable. Change orders to the original specification will need to be authorized, signed, and accepted by Company. Any entity using this tag-on/additional orders program will be required to sign a new contract commencing the relationship. Additionally, if required by the Purchaser, any new tag-on / additional orders that require a "separate" Performance bond will be separately priced. This contract, including its appendices, embodies the entire agreement between the parties relating to the subject matter contained herein and merges all prior discussions and agreements. No agent or representative of Company has authority to make any representations, statements, warranties, or agreements not herein expressed and all modifications of amendments of this agreement, including any appendices, must be in writing and executed by an authorized representative of each of the parties hereto. No surety of any performance bond given by Company to the Customer in connection with this Agreement shall be liable for any obligation of Company arising under the Standard Applicable Warranty.

**22. Signatures**

This Agreement is not effective unless and until it is approved, signed and dated by MacQueen's authorized representative.

Accepted and Agreed to:

**MACQUEEN EQUIPMENT, LLC**

**CITY OF EAGLE LAKE**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_





**EXHIBIT A – PURCHASE PAYMENT TERMS & CONDITIONS**

MacQueen Equipment, LLC  
1125 7th Street East  
St. Paul, MN 55106

Customer Name City of Eagle Lake Date October 6, 2025

Quantity	Chassis Type	Body Type	Contract Price per Unit
1	Enforcer	107' Ascendant Ladder	\$1,899,876.00*

***\*Sourcewell Consortium Pricing, Member ID 232326.***

**PERFORMANCE BOND: Included in the contract price.**

**100% PREPAYMENT OPTION: DUE BY OCTOBER 15, 2025 TO BE APPLICABLE.**

**If 100% prepayment is made by October 15, 2025, deduct \$59,623.00 from contract price.**

**Payment due by October 15, 2025 is \$1,840,253.00. Initial here to accept:**

**Only the below listed person(s) are authorized to make changes to product specifications on behalf of the Customer.**

Name	Title

This contract is available for inter-local and other municipal corporations to utilize with the option of adding or deleting any Company available options, including chassis models. Any addition or deletion may affect the unit price.

**"PAYMENT TERMS" 100% of contract price or any balance is due prior to vehicle(s) release at the Pierce Manufacturing Plant (Appleton, WI).**

**"TAXES" Federal, State, and Local Taxes are not included in the contract price.**

**"LATE PAYMENT" A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first thirty (30) days. The late fee increases to .044% per day until the payment is received.**

[NOTE: If deferred payment arrangements are required, the Customer must make such financial arrangements through a financial institution acceptable to MacQueen.] All taxes, excises and levies that MacQueen may be required to pay or collect by reason of any present or future law or by any governmental authority based upon the sale, purchase, delivery, storage, processing, use, consumption, or transportation of the Product sold by MacQueen to the Customer shall be for the account of the Customer and shall be added to the Purchase Price. All delivery prices or prices with freight allowance are based upon prevailing freight rates and, in the event of any increase or decrease in such rates, the prices on all unshipped Product will be increased or decreased accordingly. Delinquent payments shall be subject to a carrying charge of 1.5 percent (1.5%) per month or such lesser amount permitted by law. MacQueen will not be required to accept payment other than as set forth in this Agreement. However, to avoid a late charge assessment in the event of a dispute caused by a substantial nonconformance with material Specifications (other than freight), the Customer may withhold up to five percent (5%) of the Purchase Price until such time that MacQueen substantially remedies the nonconformance with material Specifications, but no longer than sixty (60) days after Delivery. If the disputed amount is the freight charge, the Customer may withhold only the amount of the freight charge until the dispute is settled, but no longer than sixty (60) days after Delivery. MacQueen shall have and retain a purchase money security interest in all goods and products now or hereafter sold to the Customer by MacQueen or any of its affiliated companies to secure payment of the Purchase Price for all such goods and products. In the event of nonpayment by the Customer of any debt, obligation or liability now or hereafter incurred or owing by the Customer to MacQueen, MacQueen shall have and may exercise all rights and remedies of a secured party under Article 9 of the Uniform Commercial Code (UCC) as adopted by the state of Minnesota.

THIS PURCHASE DETAIL FORM IS EXPRESSLY SUBJECT TO THE PURCHASE AGREEMENT TERMS AND CONDITIONS DATED AS OF October 6, 2025 BETWEEN MACQUEEN AND City of Eagle Lake (customer) WHICH TERMS AND CONDITIONS ARE HEREBY INCORPORATED IN, AND MADE PART OF, THIS PURCHASE DETAIL FORM AS THOUGH EACH PROVISION WERE SEPARATELY SET FORTH HEREIN, EXCEPT TO THE EXTENT OTHERWISE STATED OR SUPPLEMENTED BY MACQUEEN HEREIN.

**Is Customer Name and Address listed on page 2 to be used on Certificate of Origin (CO)? ☐ Yes ☐ No**

**If not, please provide correct name and address to be listed on CO.** \_\_\_\_\_

**Is there a lienholder? ☐ Yes ☐ No**

**If yes, please provide lienholder Name & Address.** \_\_\_\_\_



**EXHIBIT B – PROPOSAL OPTION LIST WITH WARRANTIES**

**SEE ATTACHED PROPOSAL OPTION LIST Bid Number 1274 Dated 8/14/2025 FOR ALL APPLICABLE  
OPTIONS AND WARRANTIES APPROVED WITH CONTRACT.**



# Option List

8/14/2025

<b>Customer:</b>	Eagle Lake Fire Department, City of	<b>Bid Number:</b>	1274
<b>Representative</b>	Soland, Thomas	<b>Job Number:</b>	
<b>Organization:</b>	MacQueen Emergency Group	<b>Number of Units:</b>	1
<b>Requirements Manager:</b>		<b>Bid Date:</b>	08/08/2024
<b>Description:</b>	Eagle Lake DAS Enforcer Ascendant 107' Ladder Quint	<b>Stock Number:</b>	
<b>Body:</b>	Aerial, HD Ladder 107' ASL Single, Quint, Alum Body	<b>Price Level:</b>	53 (Current: 53)
<b>Chassis:</b>	Enforcer Chassis, Aerials, Single Axle, Ascendant	<b>Lane:</b>	

Line	Option	Type	Option Description	Qty
1	0010012		No Boiler Plates requested	1
2	0018180		Single Source Compliance, Aerials	1
3	0584456		Manufacture Location, Appleton, Wisconsin	1
4	0584452		RFP Location: Appleton, Wisconsin	1
5	0588609		Vehicle Destination, US	1
6	0833435	SP	Aerial DAS-6	1
7	0816491		Comply NFPA 1900 Changes Effective Jan 1, 2024, With Exceptions	1
8	0533351		Quint Fire Apparatus	1
9	0588612		Vehicle Certification, Aerial w/Pump	1
10	0681278		Agency, Apparatus Certification, Aerial w/Pump, U.L.	1
11	0816495		Certification, Vehicle Inspection Program, NFPA 1900	1
12	0766110		Consortium, Sourcewell	1
13	0537375		Unit of Measure, US Gallons	1
14	0030006		Bid Bond Not Requested	1
15	0816569		Performance Bond, Not Requested, PPI Terms	1
16	0000007		Approval Drawing	1
17	0002928		Electrical Diagrams	1
18	0615217		Enforcer Chassis, Aerials, Single Axle, Ascendant	1
19	0000110		Wheelbase	1
			Wheelbase - 234"	
20	0000070		GVW Rating	1
			GVW rating - 56,300#	
21	0729280		Frame Rails, 13.38 x 3.50 x .375, Enforcer	1
22	0889469		Frame Liner, "C/Inv L" 12.50" x 3.00" x .25", AXT/Vel/Imp/Enf, 56" QVal	1
23	0629940		Axle, Front, Oshkosh TAK-4, Non Drive, 22,800 lb, Enforcer	1
24	0010427		Suspension, Front TAK-4, 22,800 lb, Qtm/AXT/Imp/Vel/Enf/SFR	1
25	0087572		Shock Absorbers, KONI, TAK-4, Qtm/AXT/Imp/Vel/Enf	1
26	0000322		Oil Seals, Front Axle	1
27	0899438		Tires, Front, Goodyear, Armor MAX MSA, 425/65R22.50, 20 ply	1
28	0019611		Wheels, Front, Alcoa, 22.50" x 12.25", Aluminum, Hub Pilot	1
29	0603826		Axle, Rear, Meritor RS30-185, 33,500 lb, Saber FR/Enforcer	1
30	0818721		Top Speed of Vehicle, 68 MPH/109 KPH, Non-NFPA/ULC 2024	1
31	0734351		Suspen, Rear, Reyco, 102AR-HD, Air Ride, 33,500 lb, No Sway Bar	1
32	0000485		Oil Seals, Rear Axle	1
33	0585004		Tires, Rear, Goodyear, G289 WHA, 315/80R22.50, 20 ply, Single	1
34	0641529		Wheels, Rear, Accuride, 22.50" x 9.00", Aluminum, Hub Pilot, Single	1
35	0568081		Tire Balancing, Counteract Beads	1
36	0620570		Tire Pressure Monitoring, RealWheels, AirSecure, Valve Cap, Single Axle	1
			Qty, Tire Pressure Ind - 6	
37	0801909		Lug Nut, Covers, Chrome	1
38	0003245		Axle Hub Covers w/center hole, S/S, Front Axle	1
39	0001960		Axle Hub Covers, Rear, S/S, High Hat (Pair)	1
40	0002045		Mud Flap, Front and Rear, Pierce Logo	1
41	0617577		Chocks, Wheel, Worden HWG- SB, Super Gripper	1
			Qty, Pair - 01	
42	0646364		Mounting Brackets, Chocks, Worden Safety, Model U815T	1
			Location, Wheel chock - rear of driver side rear axle.	
			Qty, Pair - 01	
43	0820509		ESC/ABS/ATC Wabco Brake System, Single Rear Axle, NFPA 1900/ULC	1
44	0030185		Brakes, Knorr/Bendix 17", Disc, Front, TAK-4	1
45	0803729		Brakes, Meritor, Cam, Rear, 16.50 x 8.63" No Dust Shield	1

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Line	Option	Type	Option Description	Qty
46	0735527		Air Compressor, Brake, Wabco 26.8 CI, Paccar	1
47	0637584		Brake Reservoirs, 5,376 Cubic Inch Minimum Capacity, Saber FR/Enforcer	1
			Paint Color, Air Tanks - Frame color	
48	0568012		Air Dryer, Wabco System Saver 1200, Heater, 2010	1
49	0000790		Brake Lines, Nylon	1
50	0000854		Air Inlet, w/Disconnect Coupling	1
			Location, Air Coupling(s) - DS Step Well, Forward	
			Qty, Air Coupling (s) - 1	
51	0070810		All Wheel Lockup (Aerial/Tanker Chassis)	1
52	0811018	SP	Engine, Paccar MX13, 510HP, 1850 lb-ftW/OBD, EPA 2024, SFR/Enforcer, BMP/HDR/STK	1
53	0811409		Not Required, Engine Contingency Adjustment	1
54	0001244		High Idle w/Electronic Engine, Custom	1
55	0735687		Engine Brake, Fully Integrated, Paccar MX13 Engine	1
			Switch, Engine Brake - Paccar	
56	0644227		Clutch, Fan, Air Actuated, Saber FR/Enforcer	1
57	0640477		Air Intake, Metal Screen, Saber FR/Enforcer	1
58	0814375		Exhaust System, Horizontal, Right Side	1
			Exhaust, Diffuser - Aluminized Steel (Standard)	
			Exhaust, Material/Finish - Aluminized Steel (Standard)	
			Location, Diffuser Termination - Flush With Rub Rail	
			Tip, Exhaust - Straight Tip (Standard)	
59	0788765		Radiator, Saber FR/Enforcer	1
60	0001090		Cooling Hoses, Rubber	1
61	0803687		Fuel Tank, 65 Gallon, Left Side Fill, Rear Air Suspension	1
62	0001129		Lines, Fuel	1
63	0734655		DEF Tank, 7.3 Gallon, LS Fill, Under Cab, Paccar, Fill Dr, ENF	1
			Door, Material & Finish, DEF Tank - Painted	
			Latch, Door, Access - SouthCo M1 medium compression	
64	0552793		Not Required, Fuel Priming Pump	1
65	0552712		Not Required, Shutoff Valve, Fuel Line	1
66	0699437		Cooler, Chassis Fuel, Not Req'd.	1
67	0011125		Door, Fuel Fill Painted Job Color	1
			Qty, - 01	
68	0690880		No Selection Required From This Category	1
69	0887546		Trans, Allison 6th Gen, 4000 EVS P, w/Prognostics, Imp/Vel/SFR/Enf	1
70	0625331		Transmission, Shifter, 6-Spd, Push Button, 4000 EVS	1
71	0684459		Transmission Oil Cooler, Modine, External	1
72	0001375		Driveline, Spicer 1810	1
73	0734211		Steering, Sheppard M110 w/Tilt, TAK-4, Paccar Pump, w/Cooler, Paccar	1
74	0802950		Steering Wheel, 4 Spoke w/Wiper Control, Saber FR/Enforcer	1
75	0559647		Pierce Logo on Horn Button	1
76	0012245		Bumper, 19" Extended, Polished S/S, Saber FR/Enforcer	1
77	0640197		Tray, Hose, Center, 19" Bumper, Outside Air Horns	1
			Grating, Bumper extension - Grating, Rubber	
			Capacity, Bumper Tray - 20) 125' of 1.75"	
78	0630813		Cover, Aluminum Treadplate, One (1) D-Ring Latch, Hose Tray	1
			Stay arm, Tray Cover - b) Pneumatic Stay Arm	
79	0614646		No Lift & Tow Package, Imp/Vel, AXT, SFR/Enf	1
80	0002270		Tow Hooks, Chrome	1
81	0698960		Coating, Top Flange, Front Bumper, Outside Exterior, UL-LX Coating, Black	1
82	0789736		Cab, Enforcer, 7010 w/Notch	1
83	0826074		Engine Tunnel, X12, MX13, Foil Insulation w/Mech Fasteners, Extreme Climate, Enf	1
84	0810166		Cab Insulation, Extreme Climate, Foil Insulation, Enforcer/Saber FR	1
85	0633594		Rear Wall, Interior, Adjustable Seating	1
86	0632103		Rear Wall, Exterior, Cab, Saber FR/Enforcer	1
			Material, Exterior Rear Wall - Aluminum Treadplate	
87	0644201		Cab Lift, Elec/Hyd, Saber FR/Enforcer	1
88	0695930		Grille, Bright Finished, Front of Cab, Enforcer	1
89	0647932		Not Required, Trim, S/S Band, Across Cab Face, AXT/Saber/Enforcer	1
90	0087357		Molding, Chrome on Side of Cab	1
91	0772130		Mirrors, Retractable, West Coast Style, Htd/Rmt, w/Htd/Rmt Convex, Marker Light	1

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Line	Option	Type	Option Description	Qty
92	0648172		Door, Full Height, Saber FR/Enforcer 4-Door Cab, Raised Roof	1
			Key Model, Cab Doors - 751	
			Cab, Exterior Door Handle, Finish - 4-Door, Chrome/Black	
93	0655543		Door Panel, Brushed Stainless Steel, Saber/Enforcer 4-Door Cab	1
94	0630636		Controls, Electric Roll-Up Windows, 4dr, 4 Driver Controls, Saber FR/Enforcer	1
95	0638310		Steps, 4-Door Cab, Saber FR/Enforcer	1
			Step Well Material - Aluminum Treadplate	
96	0770194		Handrail, Exterior, Knurled, Alum, 4-Door Cab	1
97	0892638		Lights, Cab & Crw Cab Acs Stps, P25, LED w/Bezel, 6lts	1
			Color, Trim - Chrome Housing	
98	0583698		Fenders, S/S on cab, Extra Wide, Saber/Enf	1
99	0586967		Grab Handle, Chrome, Specify Location, Qty	2
			Location - one (1) on the driver and one (1) on the officer side door pan vertical near the upper door panel hinged side, to work as a high grab handle into cab.	
			Qty, - 02	
100	0637984		Window, Side of C/C, Fixed, SFR/Enf	1
101	0779033		Not Required, Windows Rear of Crew Cab, Saber FR/Enforcer	1
102	0887710		Window Coatings, Solar Film, Cab/Crew Cab	1
103	0894089		Dash, Heavy Duty Metal, Enforcer	1
			Material Finish, Metal Dash - Fire Smoke Gray	
104	0607217		Mounting Provisions, 3/16" Alum, Full Engine Tunnel, Saber FR/Enforcer	1
			Mounting Provision Spacing - 1.00"	
			Material Finish, Cab Interior - Painted	
105	0750824		Cab Interior, Vinyl Headliner, Saber FR/Enforcer, CARE	1
			Color, Cab Interior Vinyl/Fabric - Endure Vinyl - Silver/Gray	
			Engine Tunnel Cover - Dark Silver Gray Endure Vinyl	
			Cab Interior Rear Wall Material - Painted Aluminum	
106	0753903		Cab Interior, Paint Color, Saber FR/Enforcer	1
			Color, Cab Interior Paint - i) fire smoke gray	
107	0052100		Floor, Rubber Padded, Cab & Crew Cab, Saber/Enforcer	1
108	0817805		HVAC, Heavy-Duty, Enforcer, Paccar, CARE	1
			Paint Color, A/C Condenser - Painted to Match Cab Roof	
			HVAC System, Filter Access - Removable Panel	
			Auxiliary Cab Heater - Both	
			HVAC System, Control Loc. - Panel Position #12	
			Plenum Cover Material - Formed Plastic	
109	0639675		Sun Visor, Smoked Lexan, AXT, Imp/Vel, SFR/Enf	1
			Sun Visor Retention - Thumb Latch	
110	0622887		Grab Handles, Driver Door Post, Officer Door Post Low, SFR/Enf	1
111	0693439		Lights, Engine Compt, Custom, Auto Sw, w/Fld Chk Dr Wln 3SC0CDCR, 3" LED Trim	1
			Qty, - 01	
112	0631830		Fluid Check Access, Saber FR/Enforcer, Arrow XT	1
			Latch, Door, Storage - Lift and Turn Latch, Flush	
113	0583042		Side Roll and Frontal Impact Protection	1
114	0622617		Seating Capacity, 6 Belted Seats	1
115	0636955		Seat, Driver, Pierce PSV, Air Ride, High Back, Safety, PRIMARY, SFR/Enf	1
116	0632926		Seat, Officer, Pierce PSV, Air Ride, SCBA, Safety, PRIMARY, SFR/Enf	1
117	0002517		Not Required, Radio Compartment	1
118	0635973		Seat, Rr Fcng C/C, LS Otbrd, Pierce PSV, SCBA, Safety, PRIMARY, SFR/Enf	1
119	0102783		Not Required, Seat, Rr Facing C/C, Center	1
120	0635969		Seat, Rr Fcng C/C, RS Otbrd, Pierce PSV, SCBA, Safety, PRIMARY, SFR/Enf	1
121	0108189		Not Required, Seat, Forward Facing C/C, LS Outboard	1
122	0635957		Seat, Fwd Fcng C/C, Ctr, (2) Pierce PSV, SCBA, Safety, SECONDARY, SFR/Enf	1
123	0108190		Not Required, Seat, Forward Facing C/C, RS Outboard	1
124	0766467		Upholstery, Seats In Cab, All Vinyl, Seats Inc, CARE	5
			Color, Cab Interior Vinyl/Fabric - Endure Vinyl - Silver/Gray	
			Qty, - 05	
125	0543991		Bracket, Air Bottle, Hands-Free II, Cab Seats	5
			Qty, - 05	
126	0603866		Seat Belt, Dual Retractor, ReadyReach, Saber FR/Enforcer	1
			Seat Belt Color - Red	

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Line	Option	Type	Option Description	Qty
127	0817557		Helmet Storage, Provided by Fire Department, NFPA/ULC 2024	1
128	0647647		Lights, Dome, FRP Dual LED 4 Lts	1
			Color, Dome Lt - Red & White	
			Color, Dome Lt Bzl - Black	
			Control, Dome Lt White - Door Switches and Lens Switch	
			Control, Dome Lt Color - Lens Switch	
129	0896451		Enhanced Software for Cab and Crew Cab Dome Lts	1
130	0816997		Portable Hand Light, Provided by Fire Dept, NFPA/ULC 2024	1
131	0622803		Cab Instruments, Black Gauges, Black Bezels, Enforcer MUX	1
			Emergency Switching - Individual Switches	
132	0509511		Air Restriction Indicator, Imp/Vel, AXT, Enf MUX	1
133	0543751		Light, Do Not Move Apparatus	1
			Alarm, Do Not Move Truck - Pulsing Alarm	
134	0509042		Messages, Open Dr/DNMT, Color Dsply,	1
135	0622798		Switching, Cab Instrument Lower Console & Overhead, Rocker MUX, Enforcer	1
136	0802946		Wiper Control, 2-Speed w/Intermittent, Steering Wheel, Left Pod, SFR/Enf	1
137	0731813		Hour Meter, Aerial, Included in Information Centers, ASL, AAT, ASP	1
138	0002615		Switch, Aerial 12V Master	1
139	0002617		PTO switch, w/light - aerial	1
140	0834413		USB, Cab, 4, 12V DC, Dual USB Termination, Batt Dir. NFPA1900/ULC	1
			USB, Type - USB Combo A & C	
141	0821236		Wiring, Spare, 20 A 12V DC, 6 Ckt FB, Blue Sea 5025 Batt Dir 1st NFPA1900/ULC	1
			12vdc power from - Battery direct	
			Location - behind officer seat	
142	0814201		Vehicle Information Center, 7" Color Display, Touchscreen, MUX, CL714	1
			System Of Measurement - US Customary	
143	0816633		Collision Mitigation, HAAS Alert (R2V), HA7	1
			Subscription, HAAS R2V - R2V - 5 Year Data Plan Subscription	
144	0606247		Vehicle Data Recorder w/CZ Display Seat Belt Monitor	1
145	0696439		Antenna Mount, Custom Chassis, Cable Routed to Instrument Panel Area	2
			Qty, - 02	
			Location, Antenna Mount - Left And Right Side	
146	0816158		Camera, Pierce, LS Mux, RS, LS, R, Cameras, AHD	1
			Color - 1) black	
			Camera System Audio - Not Provided	
147	0814861		Camera, Switcher, Pierce, 4 channel, AHD, CVBS	1
148	0890416		Pierce Command Zone, Advanced Electronics & Control System, Enforcer, WiFi	1
			CZT	
			Color, Antenna - Black Antenna	
			Module Housings - See Through Housings with LED Circuit Indicators	
149	0896456		Prognostics, Electrical System	1
150	0816093		ClearSky Telematics, Remote Fleet & On-scene Management, AT&T Commercial	1
			Subscription, Telematics - 3 Year Subscription	
151	0624253		Electrical System, Enforcer MUX	1
152	0079166		Batteries, (4) Stryten/Exide Grp 31, 950 CCA ea, Threaded Stud	1
153	0008621		Battery System, Single Start, All Custom Chassis	1
154	0002698		Battery Compartment, Saber/Enforcer	1
155	0812586		Charger, Sngl Sys, Kussmaul, Chief 091-266-12-60, 60 Amp	1
156	0814869		Location, Cab, Charger, Behind Driver Seat	1
157	0813791		Panel, Charger Display, Kussmaul, 091-94-12, Batt Dir	1
158	0814939		Location, Cab, Ind/Remote, Driver's Seat Riser	1
159	0811952		Not Required, Indicator/Remote Status	1
160	0016857		Shoreline, 20A 120V, Kussmaul Auto Eject, 091-55-20-120, Super	1
			Qty, - 01	
			Color, Kussmaul Cover - b) red	
			Shoreline Connection - Battery Charger	
161	0026800		Shoreline Location	1
			Location, Shoreline(s) - DS Cab Side	
162	0764491		Alternator, 420 amp, Leece-Neville BLP4003	1
163	0092582		Load Manager/Sequencer, MUX	1
			Enable/Disable Hi-Idle - e)High Idle enable	
164	0783157		Headlights, Rect LED, JW Spkr Evo 2, Heat, AXT/Enf/Imp/Sab/Vel	1
			Color, Headlight Bez - Chrome Bezel	

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Line	Option	Type	Option Description	Qty
165	0804681		Light, Directional, Wln 604T* Cmn Bzl, Above Headlts,Sab/Enf Color, Lens, LED's - Match Flash Pattern, Directional Lts - Steady On (Solid)	1
166	0620054		Light, Directional/Marker, Intermediate, Weldon 9186-8580-29 LED 2lts	1
167	0647800		Lights, Clearance/Marker/ID, Front, Truck-Lite 35375Y LED 5 Lts, Saber FR/Enf Light Guard - With Guard	1
168	0647899		Lights, Directional/Marker, Cab Front Side, Weldon 9186-8580-29 LED, Sab/Enf	1
169	0090155		Lights, Clearance/Marker/ID, Rear, Truck-Lite 35200R LED 7Lts	1
170	0602938		Light, Marker End Outline, Rubber Arm, LED Marker Lamp, Rear Body Qty, Lights, Pair - 1	1
171	0517025		Lights, Tail, Wrap-around, Stop/Tail, Turn & Backup LED, Tri-Cluster	1
172	0085910		Lights, Backup Included in Signal Cluster	1
173	0889577		Bracket, License Plate & Light, P25 LED, Stainless Brkt Color, Trim - Chrome Housing	1
174	0589905		Alarm, Back-up Warning, PRECO 1040	1
175	0769420		Lights, Perimeter Cab, Amdor AY-LB-12HW020 LED 4Dr	1
176	0769564		Lights, Perimeter Pump House, Amdor AY-LB-12HW020 LED 1lt	1
177	0758579		Lights, Perimeter Body, CLC-1049-20-AL LED 1lt, Turntable Access Control, Perimeter Lts - Parking Brake Applied	1
178	0896454		Enhanced Software for Perimeter Lts	1
179	0554198		Lights, Step, P25 LED, Aerial With Pump 2Lts, Pump Pnl Sw	1
180	0776995		Light, Roof Mt, HiViz, FT-MB-12-*-, 17" Qty, - 02 Location, driver's/passenger's/center - 1DS & 1PS Under Lightbar(s) Control, Scene Lts - Cab Sw Panel DS and Cab Sw Panel PS Color, Lt Housing HiViz - Black Scene Light Optics - Flood/Spot	2
181	0736731		Lights, HiViz FT-GESM LED 1st Location - behind driver side door, above side crew cab window Qty, - 01 Control, Scene Lts - Cab Sw Panel DS and Pump Panel Sw LS Color, Lt Housing HiViz - Blk Opt Hold, Blk Bez, Blk Fix	1
182	0736729		Lights, HiViz FT-GESM LED 2nd Location - behind officers side door, above side crew cab window Qty, - 01 Control, Scene Lts - Cab Sw Panel DS and Pump Panel Sw LS Color, Lt Housing HiViz - Blk Opt Hold, Blk Bez, Blk Fix	1
183	0757722		Lights, HiViz FT-B-65-* LED, 1st Location - centered over compartment LS2, on catwalk. Qty, - 01 Control, Scene Lts - DS Scene Lts Color, Lt Housing HiViz - Black	1
184	0757717		Lights, HiViz FT-B-65-* LED, 2nd Location - centered over compartment RS2, on catwalk. Qty, - 01 Control, Scene Lts - PS Scene Lts Color, Lt Housing HiViz - Black	1
185	0731115		Lights, Hose Bed, Sides, Amdor AY-LB-12HW040, 40" LED, 1.87", ASL ASP 2lts Control, Hose Bed Lts - Cup Switch At Rear	1
186	0645678		Lights, Not Required, Rear Work, Alt. 120/240 Volt Lights At Rear Body	1
187	0743346		Lights, Rear Scene, HiViz FT-GSMJR-*, Surface Mt Location, Lights - rear of truck, one each side, mid height. Qty, - 02 Control, Rear Scene Lts - Cab Switch Panel DS, Pump Panel DS and Body Switch, DS Rear Bulkhead Color, Trim - Black Trim & Optic Holder	2
188	0709438		Lights, Walk Surf, FRP Flood, LED	1
189	0624713		Aerial, HD Ladder 107' ASL Single, Quint, Alum Body	1
190	0554271		Body Skirt Height, 20"	1
191	0601008		Tank, Water, 500 Gallon, Poly, Ascendant Single Axle	1
192	0003405		Overflow, 4.00" Water Tank, Poly	1
193	0028104		Foam Cell Required	1
194	0553729		Not Required, Restraint, Water Tank, Heavy Duty	1

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Line	Option	Type	Option Description	Qty
195	0003429		Not Required, Direct Tank Fill	1
196	0624711		Hose Bed, Alum, LS/RS, Ascendant Single Axle	1
197	0723546		DA Finished Hose Bed/Cargo Area	1
198	0003492		Hose Bed Capacity, Special Amount, Ascendant, 100AAT, PAP, PAL Capacity, Hose Bed - 800' of 5" LDH 200' of 2.5" Double Jacket	1
199	0604069		Hose Restraint, Two (2) Hose Beds, Aerial, Front Strap, 1" Heavy Nylon Web Rear	1
200	0003512		Running Boards, Ascendant, PAL	1
201	0735739		Turntable Steps, Swing-Down, LS Only, Non-TCO, Ascendant Single Axle Step, Flip - Flip Step, One Step Assembly Body Handrail Finish - knurled aluminum Step Retention - lift bar latching mechanism Step Surface, Turntable - Punched Grip Latch, Step Well - Southco C2 Chrome Raised	1
202	0889980		Lights, Step (3), P25 LED, One Side Control, Scene Lts - Park Brake	1
203	0690023		Wall, Rear, Smooth Aluminum	1
204	0074516		Tow Eyes, Chrome (2), 100AAT, Ascendant Single Axle, 75' HAL	1
205	0624701		Construction, Compt, Alum, 3rd Gen, Ascendant Single Axle	1
206	0624699		Compt, LS F/H, Roll Drs, Ascendant Single Axle	1
207	0624694		Compt, LS Turntable, F/H, Roll Dr, Ascendant Single Axle	1
208	0023672		Compt, IPO Stairs, Not Required, LS	1
209	0624693		Compt, RS F/H, Roll Drs, Ascendant Single Axle	1
210	0708788		Compt, RS Turntable, F/H, Roll Dr, One (1) Large Rear Compt, Ascendant Single Axle	1
211	0708767		Compt, IPO Stairs, Not Required, RS, Ascendant Single Axle	1
212	0624691		Compt, Rear, Amdor Rollup Door, Ascendant Single Axle Color, Roll-up Door - AMDOR Satin Aluminum Latch, Roll-up Door - Non-Locking Liftbar	1
213	0594012		Doors, Amdor, Rollup, Side Compartments Qty, Door Accessory - 06 Color, Roll-up Door - AMDOR Painted to Match Lower Body Latch, Roll-up Door - Non-Locking Liftbar	6
214	0624690		Bumper, Rear, Aluminum Rub Rail, Ascendant Single Axle	1
215	0768509		Lights, Compt, Amdor AY-LB-12HW0** LED, Dual Lt Strip Qty, - 07	7
216	0687145		Shelf Tracks, Recessed, PUC/3rd Generation	1
217	0600289		Shelves, Adj, 500 lb Capacity, Full Width/Depth, Predefined Locations, Aerial Qty, Shelf - 06 Material Finish, Shelf - Painted - Spatter Gray Location, Shelves/Trays, Predefined - RS3-Upper Third, RS1-Upper Third, LS2-Centered, LS3-Upper Third, LS1-Upper Third and RS2-Centered Left of Partition	6
218	0603179		Tray, Floor Mounted, Slide-Out, 500lb, 2.00" Sides, 3G, Ascendant Single Axle Qty, - 03 Location, Tray Slide-Out, Floor Mounted - RS1, RS3 and LS1 Material Finish, Tray - Painted - Spatter Gray	3
219	0725635		Cabinet, Drawer Assembly, CTECH, Four Drawers, Up To 36" Wide, 24" Deep Qty, - 01 Location - LS3 Size, Drawer Height 1 (Top) - 3.00" Size, Drawer Height 2 - 3.75" Size, Drawer Height 3 - 5.75" Size, Drawer Height 4 - 7.75"	1
220	0544614		Toolboard, Swing-out, Alum, .188", Peg Board, 3G Qty - 1 Location, Pivot - Front Mounting, Toolboard - Adjustable Frt-back Hole Diameter, Pegboard/Toolboard - .203" diameter Finish, Pegboard/Toolboard - Painted - Spatter Gray Location, Toolboard - RS2 - Ahead of Partition	1
221	0726457		Partition, Vertical Compt, Predefined Locations Qty, Partition - 01	1

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Line	Option	Type	Option Description	Qty
221			Location, Partition/Toolboard, Predefined - RS2-60.00" From Forward Door Frame	
222	0755638		Material Finish, Partition - Painted - Spatter Gray Pegboard, Back Wall Mounted, 3/16" Alum, Full Height Compt Qty, Comp. Accessory - 01 Hole Diameter, Pegboard/Toolboard - .203" diameter Finish, Pegboard/Toolboard - Painted - Spatter Gray Location, Compartment, Predefined - RS2	1
223	0050308		Rear of Body, Smooth Aluminum Sheet	1
224	0061917		Rub Rail, Aluminum Extruded, 3.12", Side of Body	1
225	0565606		Fender Crowns, Rear, S/S, w/Removable Fender Liner, Aerial, 3G	1
226	0519849		Not Required, Hose, Hard Suction	1
227	0893756		Handrails, Side Pump Panels, Per Print, Aerial	1
228	0004150		Step, Runningboard - no step Handrail, Extra - 15-20" Long Qty, Handrails - 04 Location, Handrail Additional - on boom support 4-way aluminum privacy panel ahead of pump panel to help access crosslays, two at rear of truck, one each side for the recessed camper style steps.,	4
229	0791380		Compt, Air Bottle, Triple, Fender Panel Corner, 6.5"Diameter Max,w/straps,Aerial Qty, Air Bottle Comp - 3 Location, Air Bottle - (1) LS Ahead Rr Wheel, (1) RS Ahead Rr Wheel and (1) RS Behind Rr Wheel Door Finish, Fender Compt - Polished Latch, Air Bottle Compt - Southco C2 Chrome Raised Insert, Air Bottle Compt - Dura-Surf Lining	3
230	0004220		Ladder, 35' Duo-Safety 1225-A 3-Sect	1
231	0600821		Ladder, 24' Duo-Safety 900A 2-Section, Ascendant Single Axle, 75' HAL Qty, - 01 Location, Extension Ladder - ladder storage	1
232	0004232		Ladder, (2) 16' Duo-Safety 875A Roof	1
233	0648681		Ladder, 14' Duo-Safety 875-DR Roof Qty, - 01 Location - behind boom sign driver side of aerial ladder.	1
234	0024233		Not Required, Attic Extension Ladder	1
235	0600819		Ladder, 10' Duo-Safety Folding, 585A, Ascendant Single Axle, 75' HAL Qty, - 01 Location, Folding Ladder Aerial - ladder storage	1
236	0624687		Ladders Stored at Rear, Ascendant Single Axle, Smooth Aluminum Doors Latch, Ladder Storage - D-Ring latch, chrome	1
237	0600674		Lights, Torque Box Ladder Storage, Not Required, Ascendant Single, 75' HAL	1
238	0788575		Pike Pole, 12' Fire Hooks Unlimited, NY Roof Hook, Fiberglass, RH-12, Pry End Qty, - 02	2
239	0009048		Pike Pole, 8' Fire Hooks Unlimited, Fiberglass, APH-8', Gas Shut Off Qty, - 02	2
240	0551173		Pike Pole, 6' Fire Hooks Unlimited, Fiberglass, APH-6', Gas Shut Off Qty, - 02	2
241	0816916		Pike Pole, 3', Provided by Fire Department, NFPA/ULC 2024 Qty, - 02 Pike Pole Make/Model - Fire Hooks Unlimited 4' New York Roof Hook D Handl	2
242	0770572		Pike Pole Tubes, in Torque Box/Ladder Storage, Alum, Special Notch, NY Style Qty, - 06	6
243	0593075		Steps, Folding, Front Bulkheads (Aerial), w/LED, Trident Coating, Step - black	1
244	0760981		Step, Camper Style, Pull-Out & Drop Down, Rear Wall, Ascendant SA Rear Wall Qty, - 02 Location, driver's/passenger's/center - Left & Right Light, Short Step - Amdor Lumabar Light, Step, Additional - P25 LED	2
245	0724153		Step, Folding - Extra, Body Only, w/LED, Trident Qty, Folding Step - 04 Location, Additional Step - two additional step's, each side of truck, on front body bulkheads.	4

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Line	Option	Type	Option Description	Qty
245			Coating, Step - black	
246	0559082		Steps, Stirrup Style, Imp/Vel Cab Style, Each	1
			Location, Additional Step - under passenger side running board	
			Qty, - 01	
			Light, Step, Additional - P25 LED	
247	0620530		Pump House, Side Control, 52", Control Zone, Aerial	1
248	0035501		Pump House Structure, Std Height	1
249	0829914		Seal, Rubber, Pump Panel Openings	1
250	0829911		Heater, Electric, Gauges, Test Ports	1
251	0829913		Insulation, Pump House	1
252	0829912		Heater, Hot Water, Pump House	1
			Activation, Heater - Ignition On	
			Switch, Heater, Pump House - Pump Operators Panel and Cab	
253	0829886		Heat Enclosure, Lower w/Upper, Side Control	1
			Latch, Heat Enclosure Pans - Spring Loaded "T" Handle Hood Hook	
254	0004435		Pump, Waterous, CSU, 2000 GPM, Single Stage	1
255	0004481		Seal, Grafoil, Waterous	1
256	0816447		Trans, Pump, Waterous C22 Series	1
257	0635600		Pumping Mode, Stationary Only	1
258	0605126		Pump Shift, Air Mnl Override, Split Shaft, Interlocked, Waterous	1
259	0003148		Transmission Lock-up, EVS	1
260	0004547		Auxiliary Cooling System	1
261	0014486		Not Required, Transfer Valve, Single Stage Pump	1
262	0777650		Valve, Relief Intake, Akron	1
			Pressure Setting - 125 psig	
			Intake Relief Valve Control - Behind Right Side Pump Panel	
263	0826104		Controller, Pressure, FRC, Pump Boss Max, PBA500	1
			Pressure Governor Throttle Control - Clockwise	
			Pressure Governor Default Mode - RPM Setting	
			Pressure Governor Std/Metric - Standard psi readouts	
			Pressure Governor Transducer - Single 600 PSI	
			Pressure Governor Alarm - NOT BE an additional alarm provided	
264	0072176		Primer, Trident, Air Prime, Air Operated, w/(2) Additional Priming Valves	1
			Inlet Extra Primer - Left Side and Righth Side Ball Intake Valves	
265	0780364		Manuals, Pump, (2) Total, Electronic Copies	1
266	0602512		Plumbing, Stainless Steel and Hose, Single Stage Pump, Control Zone	1
267	0795135		Plumbing, Stainless Steel, w/Foam System	1
268	0004645		Inlets, 6.00" - 1250 GPM or Larger Pump	1
269	0615560		Valve, Waterous Monarch w/Relief, RS Side Inlet, 6", Waterous Electric Control	1
270	0615562		Valve, Waterous Monarch w/Relief, LS Side Inlet, 6", Waterous Electric Control	1
271	0004646		Cap, Main Pump Inlet, Long Handle, NST, VLH	1
272	0084610		Valves, Akron 8000 series- All	1
273	0016158		Valve, Inlet(s) Recessed, Side Cntrl, "Control Zone"	1
			Qty, Inlets - 1	
274	0004700		Control, Inlet, at Valve	1
275	0004660		Inlet (1), Left Side, 2.50"	1
276	0004680		Inlet, Right Side, 2.50"	1
277	0092569		No Rear Inlet (Large Dia) Requested	1
278	0064116		No Rear Inlet Actuation Required	1
279	0092696		Not Required, Cap, Rear Inlet	1
280	0009648		No Rear Intake Relief Valve Required on Rear Inlet	1
281	0586174		Provision, Front Inlet	1
282	0092568		No Rear Auxiliary Inlet Requested	1
283	0723049		Valve, .75" Bleeder, Aux. Side Inlet, "T" Swing Handle	1
284	0064750		Tank to Pump, (1) 4.00" Valve, 4.00" Plumbing, Air Control, Akron Valve	1
285	0004905		Outlet, Tank Fill, 1.50"	1
286	0062133		Control, Outlets, Manual, Pierce HW if applicable	1
287	0004940		Outlet, Left Side, 2.50"	1
			Qty, Discharges - 01	
288	0005091		Elbow, Left Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
289	0092570		Not Required, Outlets, Left Side Additional	1
290	0035094		Not Required, Elbow, Left Side Outlets, Additional	1

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Line	Option	Type	Option Description	Qty
291	0004945		Outlet, Right Side, 2.50"	1
			Qty, Discharges - 01	
292	0025091		Elbow, Right Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
293	0550252		Outlet, Right Side, 4" w/3" Plumbing, Handwheel Control, (added)	1
294	0659072		Elbow, Right Side Outlets, 30 Degree, 4.00" FNST x 5.00" Storz, Additional	1
295	0029137		Not Required, Outlet, Large Diameter	1
296	0007308		Not Required, Elbow, Large Diameter Outlet	1
297	0649939		Outlet, Front, 1.50" w/2" Plumbing	1
			Fitting, Outlet - 1.50" NST with 90 degree swivel	
			Drain, Front Outlet - Automatic	
			Location, Front, Single - in center bumper tray	
298	0092575		Not Required, Outlet, Rear	1
299	0045099		Not Required, Elbow, Rear Outlets	1
300	0092574		Not Required, Outlet, Rear, Additional	1
301	0085695		Not Required, Elbow, Rear Outlets, Large, Additional	1
302	0004990		Outlet, Front HB, 2.50" w/2.50" Plumbing	1
			Location - LS Hosebed furthest forward	
			Qty, Discharges - 01	
303	0752096		Caps/Plugs for 1.00" to 3.00" Discharges/Inlets, Vinyl Covered Cable	1
304	0723042		Valve, 0.75" Bleeder, Discharges, "T" Swing Handle	1
305	0029106		Not Required, Deluge Outlet	1
306	0029302		No Monitor Requested	1
307	0029304		No Nozzle Req'd	1
308	0029107		No Deluge Mount	1
309	0826323		Waterway Outlet & Control, Akron Valve	1
			Outlet, Waterway (Aerial), Valve Actuation - Pierce large handwheel	
310	0029167		Crosslays Sngl Sheet Unpainted, (2+) 1.50", Std. Cap	2
			Qty, Crosslays - 2	
311	0029196		Not Required, 2.50" Crosslay	1
312	0623374		Hose Restraint, Crosslays, 2" Nylon Web, Seat Belt Buckle, Tether, Bar, Sides	3
			Qty, - 03	
			Color, Strap - Orange	
313	0029260		Not Required, Speedlays	1
314	0750536		Hose Restr, Spdly, Not Required, No Spdly	1
315	0590884		Hose Restraint, Crosslay/Deadlay, Vinyl Cover, Top	1
			Color, Vinyl Cover - a) red	
			Qty, - 01	
			Type of fastener - jacket snap	
			Restraint Location - Back (towards rear of truck)	
316	0798558		Flap, Crosslay Ends, Hooked Loop Bungee Cord Straps	1
			Color, Vinyl Cover - a) red	
317	0624939		Foam Sys, Husky 3, Single Agent, Multi Select Feature	1
			Discharge, Foam Locations - Front Bumper Center, Rear Outlet Left	
			Side, Crosslay Front and Crosslay Rear	
318	0012126		Not Required, CAF Compressor	1
319	0592527		Refill, Foam Tank, Integral, Husky 3	1
320	0031896		Demonstration, Foam System, Dealer Provided	1
321	0022539		Foam Cell, 20 Gallon, Reduce Water	1
			Type of Foam - Class "A"	
322	0697589		Drain, 1.00", Foam Tank #1, Husky 3 Foam System, Quarter Turn	1
323	0091079		Not Required, Foam Tank #2	1
324	0091112		Not Required, Foam Tank #2 Drain	1
325	0738072		Approval Dwg, Pump Panel(s), Not Required	1
326	0032479		Pump Panel Configuration, Control Zone	1
327	0562698		Step, Slide-Out/Fold-Out, Pump Operator Platform, Aerial	1
328	0667186		Light, Slide-Out Pump Operator Step, OSS Access LED, Short Step	1
329	0005525		Material, Pump Panels, Side Control Brushed Stainless	1
330	0721765		Panel, Pump Access - Right Side Only, Side Control	1
			Latch, Pump Panel Access, Side Mount - Swell Latch, Black	
331	0583824		Light, Pump Compt, Win 3SC0CDCR LED White	2
			Qty, - 02	
332	0586382		Gauges, Engine, Included With Pressure Controller	1

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Line	Option	Type	Option Description	Qty
333	0005601		Throttle, Engine, Incl'd w/Press Controller	1
334	0739224		Indicator Light @ Pump Panel, Throttle Ready, Incl w/Pressure Gov/Throttle, Green	1
335	0549333		Indicators, Engine, Included with Pressure Controller	1
336	0745568		Indicator Light, Pump Panel, Ok To Pump, Green	1
337	0553643		Control, Air Horn at Pmp Pnl, Red Switch, Momentary	1
338	0511078		Gauges, 4.00" Master, Class 1, 30"-0-600psi	1
339	0511100		Gauge, 2.00" Pressure, Class 1, 30"-0-400psi	1
340	0757359		Gauge, Water Level, Class 1, Pierce Std, Remote Module Driver	1
			Activation, Water Level G - pg) pump in gear	
341	0731613		Water Level Gauge, Wln PSTANK2, LED 1-Light, 4-Level, Loc Fet	3
			Location - One each side of the cab and one rear	
			Qty, - 03	
			Activation, Water Level G - Ignition & Park Brake	
			Color, Trim - Black Trim	
342	0062992		Gauge, Foam Level, (1) Tank, Class 1, GAAAR 5lt	1
343	0593161		Light Shield, S/S LED	1
344	0606694		Air Horns, (2) Hadley, 6" Round, eTone, In Bumper	1
345	0606834		Location, Air Horns, Bumper, Each Side, Outside Frame, Inboard (Pos #2 & #6)	1
346	0757092		Control, Air Horn, Multi Select	1
347	0757077		Control, Air Horn, Lanyard, LS	1
			Lanyard - Nylon Rope	
348	0757076		Control, Air Horn, Lanyard, RS	1
			Lanyard - Vinyl Covered .12" cable	
349	0533071		Siren, Wln 295SLSC1, 100 or 200 Watt, w/Plug-in/Detachable Microphone Cord	1
350	0015283		Location, Elect Siren	1
			Location - Switch panel POS A	
351	0748306		Control, Elec Siren, Multi Select	1
352	0805709		Control, Elec Siren, Horn Ring, Interlock	1
			Control, Interlocks - No Interlocks	
353	0899995		Control, Elec Siren, Head	1
354	0748292		Control, Elec Siren, Push Button Sw, RS	1
355	0601306		Speaker, (1) Wln, SA315P, w/Pierce Polished Stainless Steel Grille, 100 watt	1
			Connection, Speaker - siren head	
356	0601565		Location, Speaker, Frt Bumper, Recessed, Center (Pos 4)	1
357	0895310		Siren, Federal Q2B	1
			Finish, Q2B Siren - Chrome	
358	0006095		Siren, Mechanical, Mounted Above Deckplate	1
			Location, Siren, Mech - a) Left	
359	0748305		Control, Mech Siren, Multi Select	1
360	0895055		Control Mech Siren, Ft Sw RS, Interlock	1
			Control, Interlocks - Prk Brk Released	
361	0895056		Control Mech Siren, Ft Sw LS, Interlock	1
			Control, Interlocks - Prk Brk Released	
362	0740391		Sw, Siren Brake, Momentary Chrome Push Button, RS	1
363	0734625		Control, Warning Lt Intensity, Wln, Photocell, Prk Brk	1
364	0794679		Lightbar, Wln, Freedom IV-Q, 2-21.5", RRRWR RWRRR, 30 deg	1
			Filter, Whl Freedom Ltbrs - No Filters	
365	0016380		No Additional Lights Req'd, Side Zone Upper	1
366	0745392		Lights, Front Zone, Wln M6** LED, in Common Bzl, Lw Int	1
			Color, Lens, LED's - c)clear	
			Color, Lt DS Front - Red	
			Color, Lt PS Front - Red	
367	0558676		Daytime Running Lights, Headlights, Qtm, Vel/Imp, Enf/AXT-MUX, (Low Beam)	1
368	0653937		Flasher, Headlight Alternating	1
			Headlt flash deactivation - a)w/high beam	
369	0740512		Lights, Side Zone Lower, Wln M6**, M6**, M6**, 6lts, Lw Int	1
			Location, Lights Front Side - b)each side bumper	
			Color, Lens, LED's - Clear	
			Location, Lights Mid Side - Over Front Wheels	
			Location, Lights Rear Side - Over Rear Wheels	
			Color, Trim - Chrome Trim	
			Color, Lt Side Front, DS - Red	
			Color, Lt Side Front, PS - Red	

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Line	Option	Type	Option Description	Qty
369			Color, Lt Side Mid DS - Red Color, Lt Side Mid PS - Red Color, Lt Side Rear PS - Red Color, Lt Side Rear DS - Red	
370	0746422	Lights, Rear Zn Lwr, Wln M6*, Lw Int	Color, Lens, LED's - Clear Color, Lt DS Rear - r) DS Rear Lt Red Color, Lt PS Rear - r) PS Rear Lt Red Color, Trim - Chrome Trim	1
371	0746415	Lights, Rear, Wln M6** LED, Features 1st, Lw Int	Location - rear of truck, mid height, one each side Qty, - 02 Color, Lights, Warning - Red Flashing Control, Light - a) rear upper warning Color, Lens, LED's - Clear Color, Trim - Chrome Trim	2
372	0803250	Light, Rear Zone Up, Wln L31H*F Beacon, Red LED, DVI High, Lw Int	Color, Dome, Rear Warning - j) both domes clear	1
373	0006551	Not Required, Lights, Rear Upper Zone Blocking		1
374	0791501	Light, Traffic Directing, Wln TAL65, 36" Long LED, Aerials	Activation, Traffic Dir L - Not Connected	1
375	0530074	Location, TDL, On Top of Body Below Turntable w/Treadplate Box		1
376	0530282	Location, Traf Dir Lt Controller, Overhead Switch Panel DS Right End		1
377	0781579	Receptacle, 15/20A 120V 3-Pr 3-Wr, NEMA 5-20R SB Dup, 1st, Interior Cab	Qty, - 02 Location 1 - Each side of the engine tunnel AC Power Source - Shoreline Cover, Receptacle - Interior SS Wall Plate(s)	2
378	0779722	Receptacle, 15/20A 120V 3-Pr 3-Wr, NEMA 5-20R SB Dup, 1st, Interior Body	Qty, - 02 Location 1 - LS1 and RS1 AC Power Source - Shoreline Cover, Receptacle - Interior SS Wall Plate(s)	2
379	0519934	Not Required, Brand, Hydraulic Tool System		1
380	0649736	Not Required, Hydraulic Tools		1
381	0755098	Aerial, 107' ASL Single Axle, 750/500 Tip, 35 MPH Wind		1
382	0000042	Boom Support, Rear of the Chassis Cab		1
383	0762413	Light, Boom Support, Amdor AY-LB-12HW012, 12" LED		1
384	0799571	Provision for Boom Support Compartment, Stock Unit Only		1
385	0680820	Boom Panel, One, Sized to Match Opposite Side Box	Location, Aerial Device - left side Paint Color, Predefined - #90 Red	1
386	0526885	Indicator, Extension, Inside and Outside Handrails, Every 10'	Color - 2) red	1
387	0723719	Steps, Folding, Four, Aerial Device, Trident	Coating, Step - black Light, Aerial Device Folding Step - no integrated light Finish, Aerial Device Folding Step - bright finish	1
388	0688232	Rung Covers, Aerial Device	Rung Cover Color - Safety Yellow	1
389	0786841	Brackets Only, Roof/Fresno Ladder, Base Section, Inboard of Boom Panel	Qty, - 01 Location, Aerial Device - left side Roof Ladder, Make/Model, Multi-Select - 14' Duo-Safety 875-DR	1
390	0623645	Aerial Stability Test, Maximum Tip Options		1
391	0728974	Box, Stokes/Backboard Stg, w/Cover, Base Section, In Place of Boom Panel, w/Door Sw	Qty, - 01 Finish - Painted, Aerial Device/Boom Panel Latch, Door, Storage - Rubber Draw Latch, Pair Location, Aerial Device - right side Louvers - no louvers Size, Stokes Basket, Predefined - 86"L x 24"W x 8"H Size, Backboard, Predefined - 72"L x 18"W x 2"H	1

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Line	Option	Type	Option Description	Qty
392	0601972		Lights, Turntable Walkway, P25, LED	1
393	0601949		Light, Turntable Console, TecNiq T-10, LED Strip Light	1
394	0814209		Control Stations, ASL Single Axle, MUX, Color Display, CL714	1
395	0743299		Remote Tip Controls, ASL/105' MUX	1
396	0624682		Stabilizers, One Set, Ascendant Single Axle	1
			Material, Stabilizer Pad - Composite	
397	0728961		Stabilizer Pan Material	1
			Stabilizer Panels - stainless steel, painted to match lower body color	
398	0809973		Doors, Stabilizer Control Box, Controls Each Side MUX Aerials	1
			Latch, Door, Storage - Southco C2 Chrome Raised	
			Hinge Location - Outboard	
			Door, Material & Finish, Stabilizer - Smooth aluminum	
399	0615058		Stabilizer Placement, Cameras w/Command Zone Color Display, 1 Set	1
400	0893165		Stabilizer Placement, Lasers Only, 1 Set	1
401	0624678		Hydraulic System, Ascendant Single Axle	1
402	0615180		Swivels, w/Encoder, ASL Single Axle, (28 Collector Rings)	1
403	0805188		Electrical System, ASL Single Axle, MUX, 10/8 Cable	1
404	0804781		Aerial Scene Lts Separated into Aerial Tip Category and Aerial Tracking Category	1
405	0807388		Lights, Tip, HiViz FT-WL-X-5-**-*, 2lts	1
			Color, Lt Housing HiViz - Black Housing	
			Scene Lt Optics LH Fly - Flood Left	
			Scene Lt Optics RH Fly - Flood Right	
406	0764346		Lights, Tracking, HiViz FT-WL-X-9-* LED, 2lts	1
			Location, Sw, Aerial DC Lts - m) 2 locations	
			Color, Lt Housing HiViz - Black	
			Scene Lt Optics LH Base - Left Spot	
			Scene Lt Optics RH Base - Right Spot	
407	0653677		Lighting, Rung, LED, TecNiq, 4 Section, Base, Lower/Upper Mid, Fly	1
			Control, Aerial Rung Lighting - Turntable Sw w/Master Batt Sw	
			Color, Lt Aerial Fly Sect - Red	
			Color, Lt Aerial Base Sect - Red	
			Color, Lt Aerial Lower Mid Sect - Red	
			Color, Lt Aerial Upper Mid Sect - Red	
408	0895652		Lights, Stabilizer Warn (1) Set, WIn M6**, Lw Int	1
			Color, Lens, LED's - Clear	
			Color, Trim - Chrome Trim	
			Color, Lt Stabilzr Pan, LS Rear - Red	
			Color, Lt Stabilzr Pan, RS Rear - Red	
409	0617469		Lights, WIn T0R00FRR LED 2", Stabilizer Beam (1) Set, Ascendant	1
410	0768550		Lights, Stabilizer Scene, Amdor AY-LB-12HW012, 12", 3lts LED, Ascendant Single	1
411	0006929		Not Required, 120v To Tip	1
412	0006920		Intercom, 2-Way Atkinson (PAL)	1
413	0540895		Not Required, Breathing Air to Tip, Aerial Ladder	1
414	0024742		Not Required, Mask, Breathing Air To Tip	1
415	0610887		Aerial Pedestal, Ascendant Single Axle	1
416	0604457		Lifting Eye Assembly, Rope Rescue Attachment, ASL, LSL	1
417	0530826		Turntable Access, ManSaver Bars, Yellow	1
418	0624672		Waterway, High Flow, 1500 GPM, ASL	1
419	0729475		Monitor, Akron 3486 StreamMaster II Electric, Extended Vertical	1
			Travel, w/ManualAVM	
			Nozzle, Monitor 1 PAL - Akron 5178 Electric 1500 gpm	
			Location, Valve - Akron S2 left side discharge	
420	0010758		Flow Meter, Waterway, PAL, 110' Ascendant, MUX	1
421	0624671		Inlet, 5.00" w/5.00" Aluminum, Plumbing at Rear, w/Pump, Ascendant Single Axle	1
422	0673128		Quick-Lock Waterway Locking System, 100' HDL, 105' HDL, ASL	1
423	0047897		Tools, Aerial	1
424	0559494		Manuals and Training, 3 Consecutive Days, Ascendant Ladder, PAL	1
425	0007150		Bag of Nuts and Bolts	1
			Qty, Bag Nuts and Bolts - 1	
426	0047021		Reflective Emergency Triangles, Set of Three	1
			Qty, - 1	
427	0816502		NFPA Required Loose Equipment, Quint, NFPA/ULC 2024, Provided by Fire Dept	1
428	0816941		Soft Suction Hose, Provided by Fire Department, NFPA/ULC 2024	1

Line	Option	Type	Option Description	Qty
429	0027023		No Strainer Required	1
430	0533246		Extinguisher, 20 lb Dry Chemical	1
			Qty, Extinguishers - 1	
431	0816937		Extinguisher, 2.5 Gal. Pressurized Water, NFPA/ULC 2024, Provided by Fire Dept	1
432	0007482		Not Required, Crowbars	1
433	0007484		Not Required, Claw Tools	1
434	0816998		Axe, Flathead, Provided by Fire Department	1
435	0817000		Axe, Pickhead, Provided by Fire Department	1
436	0007494		Not Required, Sledgehammers	1
437	0741569		Paint Process / Environmental Requirements, Appleton	1
438	0709567		Paint, Single Color, Enforcer	1
			Paint Color, Cab - #90 Red	
439	0709845		Paint, Single Color, Body	1
			Paint, Body - Match Lower Cab	
440	0646901		Paint Chassis Frame Assy, With Liner, E-Coat, Standard	1
			Paint Color, Frame Assembly, Predefined - Gloss Black	
441	0693797		No Paint Required, Aluminum Front Wheels	1
442	0693792		No Paint Required, Aluminum Rear Wheels	1
443	0733739		Paint, Axle Hubs	1
			Paint, Axle Hub - Lower Job Color	
444	0007230		Compartment, Painted, Spatter Gray	1
445	0792617		Aerial Ladder Paint, ASL-Single Axle, E-Coat	1
			Paint Color, Aerial Device - gray metallic 590	
			Paint Color, Egress - #90 Red	
			Paint Color, Turntable - gray metallic 590	
			Paint Color, Boom Support - gray metallic 590	
			Paint Color, Cylinders - gray metallic 590	
			Paint Color, Aerial Control Console - gray metallic 590	
446	0544129		Reflective Band, 1"-6"-1"	1
			Color, Reflect Band - A - e) black	
			Color, Reflect Band - B - p) black	
			Color, Reflect Band - C - za) black	
447	0007356		Reflective across Cab Face	1
448	0624670		Stripe, Chevron, Rear, Diamond Grade, Aerial, Ascendant Single Axle	1
			Color, Rear Chevron DG - fluorescent yellow green	
449	0598754		Stripe, Reflective/Diamond Grade, 4.00" on Stabilizers	1
			Color, Reflect Band - A - p) fluorescent yellow green diamond grade	
450	0073811		Folded "Z" Ribbon in Reflective Stripe, Pair	1
			Location - front body compartment, one each side.	
			Qty, - 1	
451	0017359		Stripe, Black Outline, Vinyl on Reflective Band	2
			Qty, - 02	
452	0593225		Stripe, Reflective, Cab Doors Interior, Diamond Grade	1
			Color, Reflect Band - A - p) fluorescent yellow green diamond grade	
453	0027286		Not Required, Lettering Specs	1
454	0007472		[Lettering not Requested]	1
455	0769753		Emblem, American Flag Painted on Cab Grille, All Custom Chassis	1
456	0772003		Manual, Fire Apparatus Parts, USB Flash Drive, Custom	1
			Qty, - 01	
457	0772037		Manual, Chassis Service, USB Flash Drive, Custom	1
			Qty, - 01	
458	0772065		Manual, Chassis Operation, (2) USB Flash Drives, Custom	1
459	0030008		Warranty, Basic, 1 Year, Apparatus, WA0008	1
460	0735523		Warranty, Engine, Paccar MX13, 5 Year, WA0386	1
461	0684953		Warranty, Steering Gear, Sheppard M110, 3 Year WA0201	1
462	0596017		Warranty, Frame, 50 Year, Custom Chassis, WA0013	1
463	0595698		Warranty, Axle, 3 Year, TAK-4, WA0050	1
464	0733306		Warranty, Single Axle, 5 Year, Meritor, General Service, WA0384	1
465	0652758		Warranty, ABS Brake System, 3 Year, Meritor Wabco, WA0232	1
466	0019914		Warranty, Structure, 10 Year, Custom Cab, WA0012	1
467	0744240		Warranty, Paint, 10 Year, Cab, Pro-Rate, WA0055	1
468	0524627		Warranty, Electronics, 5 Year, MUX, WA0014	1

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Line	Option	Type	Option Description	Qty
469	0695416		Warranty, Pierce Camera System, WA0188	1
470	0708760		Warranty, Not Applicable, LED Strip Lights	1
471	0046369		Warranty, 5-year EVS Transmission, Standard Custom, WA0187	1
472	0685945		Warranty, Transmission Cooler, WA0216	1
473	0688798		Warranty, Water Tank, Lifetime, UPF, Poly Tank, WA0195	1
474	0596025		Warranty, Structure, 10 Year, Body, WA0009	1
475	0693126		Warranty, AMDOR, Roll-up Door, 10 Year/5 Year Painted, WA0185	1
476	0734463		Warranty, Pump, Waterous, 7 Year Parts, WA0382	1
477	0648675		Warranty, 10 Year S/S Pumbing, WA0035	1
478	0657990		Warranty, Foam System, Husky 3, WA0231	1
479	0006999		Warranty, Structure, 20 Year, Aerial Device, WA0052	1
480	0687388		Warranty, Swivels, 5 Year, Aerial Device, WA0197	1
481	0685727		Warranty, Hydraulic System and Components, 3 Year/5 Year, WA0200	1
482	0687327		Warranty, Waterway, 10 Year, Aerial Device, WA0198	1
483	0595860		Warranty, Paint, 4 Year, Aerial Device, Pro-Rated, WA0047	1
484	0595820		Warranty, Paint, 10 Year, Body, Pro-Rate, WA0057	1
485	0593921		Not Required, Warranty, No Lettering	1
486	0819254		Certification, Vehicle Stability, CD0196	1
487	0807819		Certification, Engine Installation, Enf, Paccar MX13, 2024	1
488	0686786		Certification, Power Steering, CD0098	1
489	0892691		Certification, Cab Integrity, Saber FR/Enforcer, CD0189	1
490	0631973		Certification, Cab Door Durability, Saber FR/Enforcer, CD0137	1
491	0631978		Certification, Windshield Wiper Durability, Saber FR/Enforcer, CD0132	1
492	0631974		Certification, Electric Window Durability, Saber FR/Enforcer, CD0133	1
493	0631977		Certification, Seat Belt Anchors and Mounting, Saber FR/Enforcer, CD0134	1
494	0735949		Certification, Cab HVAC System Performance, SFR/Enf, CD0165/CD0167/CD0174/CD0175	1
495	0545073		Amp Draw Report, NFPA Current Edition	1
496	0002758		Amp Draw, NFPA/ULC Radio Allowance	1
497	0799247		Appleton/Florida Stock Unit	1
498	0000049		Ascendant BODY	1
499	0000012		PIERCE CHASSIS	1
500	0735525		PACCAR MX13 ENGINE	1
501	0046396		EVS 4000 Series TRANSMISSION	1
502	0020011		WATEROUS PUMP	1
503	0020009		POLY TANK	1
504	0028048		FOAM SYSTEM	1
505	0020006		SIDE CONTROL	1
506	0020007		AKRON VALVES	1
507	0020015		ABS SYSTEM	1
508	0658751		PUMPER BASE	1

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**EXHIBIT C - PROPOSAL**

**SEE PROPOSAL FOR Bid Number 1274 Dated August 14, 2025.**



ILLINOIS INDIANA MINNESOTA MISSOURI NEBRASKA NORTH DAKOTA SOUTH DAKOTA

EM-102

August 14, 2025

Chief Vern Simpson II  
City of Eagle Lake  
705 Parkway Avenue  
Eagle Lake, MN 56024

Subject: **Proposal for one (1) Pierce Enforcer 107' Ascendant Ladder  
Proposal / Bid 1274**

Dear Chief Simpson,

With regard to the above subject, please find attached our complete proposal.  
Pricing, is as follows, including 100% prepay option.

**Pricing Summary:**

Sale Price – **\$1,899,876.00 \***

*\*Sourcewell Consortium Pricing, Member ID 232326.*

**100% Performance Bond:**

Included in the above sale price.

**100% Prepayment Option:**

Should the City of Eagle Lake elect to make 100% prepayment by October 15, 2025, a discount of **(\$59,623.00)** can be subtracted from the above "Sale Price" resulting in a revised contract price of **\$1,840,253.00**.

**Terms and Conditions:**

Taxes – Not Applicable

Freight – F.O.B. – Appleton, WI / Shipping to Eagle Lake, MN

Terms – Net due prior to vehicle(s) release at the Pierce Manufacturing Plant (Appleton, WI). Net due by October 15, 2025 for **Prepay discount** to be applicable.

Delivery\* – August – September 2026 from receipt and acceptance of contract.

***Stock slot availability is subject to prior sale.***

*\*Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.*

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ILLINOIS INDIANA MINNESOTA MISSOURI NEBRASKA NORTH DAKOTA SOUTH DAKOTA

Said apparatus and equipment are to be built and shipped in accordance with the specifications hereto attached, delays due to strikes, war, or international conflicts, or other causes beyond our control not preventing, could alter the delivery schedule.

The specifications herein contained, shall form a part of the final contract, and are subject to changes as desired by the purchaser, provided such changes are acknowledged and agreed to in writing by the purchaser.

Various state or federal regulation agencies (e.g., NFPA, DOT, EPA) may require changes to the Specifications and/or the Product and in any such event any resulting cost increases incurred to comply therewith will be added to the Purchase Price to be paid by the Customer. Any future drive train upgrades (engine, transmission, axles, etc.) or any other specification changes have not been calculated into our annual increases and will be provided at additional cost. The Company reserves the right to update pricing in response to manufacturer-imposed increases as a result of PPI inflation. The Company will document and itemize any such price increase for the Customer's review and approval before proceeding. Should the customer choose not to accept the pricing update, the customer has the ability to cancel without penalty.

This proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of bid, and with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of bid, except as modified by customer specifications.

The attached proposal is valid for thirty (30) days. *Stock slot availability is subject to prior sale.*

We trust the above and the enclosed to be full and complete at this time; however, should you have any questions or require additional information, please do not hesitate to contact me at 507-272-2360 or [tom.soland@macqueengroup.com](mailto:tom.soland@macqueengroup.com).

We wish to thank the City of Eagle Lake for the opportunity to submit our proposal.

Respectfully,

*Tom Soland*

Tom Soland  
Apparatus Sales  
MacQueen Equipment LLC  
DBA MacQueen Emergency Group



Account	Description	2025 Budget	2026 Projection
101-42300-100	Wages & Salaries	\$ 10,000.00	\$ 10,000.00
101-42300-104	Calls & Training Wages	\$ 30,000.00	\$ 35,000.00
101-42300-121	PERA	\$ -	\$ -
101-42300-122	FICA	\$ 2,480.00	\$ 2,480.00
101-42300-123	Medicare	\$ 580.00	\$ 580.00
101-42300-124	Fire Retief Payment	\$ 60,000.00	\$ 60,000.00
101-42300-151	Work Comp	\$ -	\$ -
101-42300-210	Operating Supplies	\$ 25,000.00	\$ 25,500.00
101-42300-212	Fuel	\$ 3,500.00	\$ 3,500.00
101-42300-220	Repair/Maint	\$ 33,750.00	\$ 33,750.00
101-42300-222	Building Maintenance	\$ 5,000.00	\$ 5,000.00
101-42300-300	Professional Svcs	\$ 7,200.00	\$ 7,400.00
101-42300-306	Physicals	\$ 6,500.00	\$ 6,700.00
101-42300-320	Communications	\$ 7,200.00	\$ 7,500.00
101-42300-362	Property & Liab Ins	\$ -	\$ -
101-42300-381	Electric Utilities	\$ 2,750.00	\$ 2,750.00
101-42300-383	Gas Utilities	\$ 4,400.00	\$ 4,400.00
101-42300-430	Miscellaneous	\$ -	\$ -
101-42300-433	Dues & Subscriptions	\$ 2,400.00	\$ 2,400.00
101-42300-437	Uniforms	\$ 5,000.00	\$ 5,000.00
101-42300-438	Meeting & Education	\$ 18,000.00	\$ 20,000.00
101-42300-510	Capital Outlay - Actual Expense	\$ 146,723.00	\$ 685,616.90
101-42300-520	Fire Dept Gambling	\$ 30,000.00	\$ 183,702.79
101-42300-530	Capital Outlay - Equipment	\$ -	\$ -
101-42300-535	Capital Outlay - Facilities	\$ 25,000.00	\$ 25,000.00
101-42300-550	Capital Outlay - Set Aside	\$ 145,841.00	\$ 150,435.00

CIP Expenditure Proposal	Total Amount	Source from CIP	Source from Gambling
New Radios for Trucks & Personnel	\$ 112,487.00	\$ 85,616.90	\$ 26,870.10
SCBA Equipment Washing Machine	\$ 31,992.00	\$	\$ 31,992.00
Pressure Washer Replacement	\$ 7,533.69	\$	\$ 7,533.69
Turnout Washer & Dryer	\$ 17,307.00	\$	\$ 17,307.00
4312 Ladder Truck Replacement Estimate	\$ 700,000.00	\$ 600,000.00	\$ 100,000.00
Total	\$ 869,319.69	\$ 685,616.90	\$ 183,702.79

Cap xx univ  
tracking

	2023 Set			2023 Y-E			2024 Set			2024 Y-E			2025 Set			2025 Y-E		
	Aside	2023 Expenses	Donations	Balance	Balance	Balance	Aside	2024 Expenses	Balance	Balance	Balance	Balance	Aside	2025 Expenses	Balance	Balance	Balance	Balance
101-41000-550 General Government	\$ 2,600.00	\$ (2,550.00)	\$	\$ 102,340.64	\$	\$ 106,730.89	\$ 4,390.25	\$	\$ 106,730.89	\$	\$ 113,806.89	\$	\$ 7,076.00	\$	\$ 113,806.89	\$	\$ 113,806.89	\$
101-42100-510 Street (CRP)	\$ 73,553.00	\$ (33,178.00)	\$	\$ 540,550.46	\$	\$ 519,454.86	\$ 154,616.00	\$ (175,711.60)	\$ 519,454.86	\$	\$ 583,254.30	\$	\$ 112,366.00	\$ (48,566.56)	\$ 583,254.30	\$	\$ 583,254.30	\$
101-41500-510 Administration	\$	\$	\$	\$ 2,200.00	\$	\$ 2,200.00	\$	\$	\$ 2,200.00	\$	\$ 2,200.00	\$	\$	\$	\$ 2,200.00	\$	\$ 2,200.00	\$
101-41900-550 City Hall	\$ 2,500.00	\$	\$	\$ 11,823.00	\$	\$ 11,823.00	\$	\$	\$ 11,823.00	\$	\$ 16,823.00	\$	\$ 5,000.00	\$	\$ 16,823.00	\$	\$ 16,823.00	\$
101-42200-510 Police (CRP)	\$ 60,664.00	\$	\$	\$ 141,022.98	\$	\$ 141,022.98	\$	\$	\$ 141,022.98	\$	\$ 141,022.98	\$	\$	\$	\$ 141,022.98	\$	\$ 141,022.98	\$
101-42300-530 Fire (CRP)	\$ 129,865.00	\$ (42,840.99)	\$	\$ 733,614.78	\$	\$ 908,298.03	\$ 188,370.00	\$ (13,686.75)	\$ 908,298.03	\$	\$ 1,054,139.03	\$	\$ 145,841.00	\$	\$ 1,054,139.03	\$	\$ 1,054,139.03	\$
101-42300-520 Fire Equipment (Gambling)	\$ 25,000.00	\$ (24,179.25)	\$	\$ 31,199.81	\$	\$ 22,474.52	\$	\$ (8,725.29)	\$ 22,474.52	\$	\$ 16,068.68	\$	\$	\$ (6,405.84)	\$ 16,068.68	\$	\$ 16,068.68	\$
101-42300-535 Fire Dept - Facilities	\$ 11,633.50	\$ (13,347.75)	\$	\$ 11,652.25	\$	\$ 10,402.25	\$ 27,500.00	\$ (28,750.00)	\$ 10,402.25	\$	\$ 35,402.25	\$	\$ 25,000.00	\$	\$ 35,402.25	\$	\$ 35,402.25	\$
101-42500-510 Park	\$ 55,902.14	\$ (13,376.04)	\$	\$ (3,729.59)	\$	\$ (11,091.76)	\$ 10,000.00	\$ (17,362.17)	\$ (11,091.76)	\$	\$ 486.52	\$	\$ 14,441.00	\$ (2,862.72)	\$ 486.52	\$	\$ 486.52	\$
101-42500-570 Park Board	\$	\$ (527.15)	\$	\$ 123,308.94	\$	\$ 26,282.53	\$ 118,203.44	\$ (215,229.85)	\$ 26,282.53	\$	\$ 60,070.20	\$	\$ 53,723.79	\$ (19,936.12)	\$ 60,070.20	\$	\$ 60,070.20	\$
Escrow Acct	\$	\$	\$	\$ 48,129.00	\$	\$ 48,129.00	\$	\$	\$ 48,129.00	\$	\$ 48,129.00	\$	\$	\$	\$ 48,129.00	\$	\$ 48,129.00	\$
101-42100-560 Sidewalks	\$ 20,000.00	\$ (12,225.00)	\$	\$ 208,427.87	\$	\$ 253,427.87	\$ 45,000.00	\$	\$ 253,427.87	\$	\$ 283,427.87	\$	\$ 30,000.00	\$	\$ 283,427.87	\$	\$ 283,427.87	\$
101-42430-510 Civil Defense	\$	\$	\$	\$ 2,000.00	\$	\$ 2,000.00	\$	\$	\$ 2,000.00	\$	\$ 2,000.00	\$	\$	\$	\$ 2,000.00	\$	\$ 2,000.00	\$
201-00000-550 Storm Water	\$ 381,717.64	\$ (142,224.18)	\$ -	\$ 1,952,540.14	\$	\$ 2,041,154.17	\$	\$	\$ 2,041,154.17	\$	\$ 2,366,830.72	\$	\$ 10,000.00	\$	\$ 2,366,830.72	\$	\$ 2,366,830.72	\$

**City of Eagle Lake  
Departmental Expenditure Request Form**

<b>Project/Equipment Description:</b> 2025 Sidewalk Repairs
<b>Department Name:</b> Public Works, Streets Department
<b>Requested Amount of Funds:</b> \$27225
<b>Source of Funds:</b> Streets Capital outlay Sidewalks
<b>Budgeted Amount:</b> \$30000
<b>Balance in Budget:</b> \$30000
<b>Capital Outlay Expenditure?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Replacement Equipment?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Were Multiple Bids Obtained?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
<b>Brief Project/Equipment Justification:</b> Attached is a quote to replace sidewalks that are uneven, broken or have bad tripping hazards.

Submitted By: Andrew Hartman

Date: 10/01/2025

## ESTIMATE

Clint Adams Concrete  
57741 231st Street  
Mankato, MN 56001

clintadamsconcrete@outlook.com  
+1 (507) 508-2995

Bill to  
Andrew Hartman  
City of Eagle Lake  
PO Box 159  
Eagle Lake, MN 56001

### Estimate details

Estimate no.: 2494

Estimate date: 10/01/2025

#	Product or service	Description	Qty	Rate	Amount
1.	Sidewalk	200 Joan 5x15	75	\$15.00	\$1,125.00
2.	Sidewalk	533 LeSueur 5x58	290	\$15.00	\$4,350.00
3.	Sidewalk	541 LeSueur 5x60	300	\$15.00	\$4,500.00
4.	Sidewalk	540 LeSueur 5x29	145	\$15.00	\$2,175.00
5.	Sidewalk	532 LeSueur 5x67	335	\$15.00	\$5,025.00
6.	Sidewalk	532 LeSueur 5x10	50	\$15.00	\$750.00
7.	Sidewalk	505 LeSueur 5x16	80	\$15.00	\$1,200.00
8.	Sidewalk	LeSueur and Creekside 5x88	440	\$15.00	\$6,600.00
9.	Sidewalk	LeSueur and Creekside 5x10	50	\$15.00	\$750.00
10.	Sidewalk	LeSueur and Creekside 5x10	50	\$15.00	\$750.00

Total

\$27,225.00

Note to customer

Please call with any questions!

Accepted date

Accepted by

**City of Eagle Lake  
Departmental Expenditure Request Form**

<b>Project/Equipment Description:</b> Tree Removal
<b>Department Name:</b> Public Works Parks
<b>Requested Amount of Funds:</b> \$9500
<b>Source of Funds:</b> Parks Professional Services
<b>Budgeted Amount:</b> \$65000
<b>Balance in Budget:</b> \$32000
<b>Capital Outlay Expenditure?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Replacement Equipment?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Were Multiple Bids Obtained?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
<b>Brief Project/Equipment Justification:</b>  Attached is a quote for tree removal and trimming. We can make this into a multi year contract if wanted. I would also like approval to be able to take out a few more trees this year that are looking really rough.

Submitted By: Andrew Hartman

Date: 10/1/2025



# ESTIMATE



## Prepared For

City Of Eagle Lake, MN  
(507) 779-9584

## Melchior's Tree Service

48808 state hwy 22  
Kasota, Minnesota 56050  
Phone: (507) 779-5077  
Email: nick.treeservice73@gmail.com

Estimate # 252

Date 09/30/2025

## Description

### Annual Ash tree removal

**\$9,500.00**

#### Tree Removal

Take down 10 Ash trees under 25" diameter

- Clean up and haul away all brush
- Grind stump

#### Tree trimming

Trimming of 10 trees

- Clean up and haul away all wood and brush

### Ash tree treatment

**\$0.00**

#### EAB treatment

highly recommend treating some of the Ash trees around the park to prevent all the trees in the area from dying all at the same time and to allow for new trees to be planted.

Trees can be treated at \$9 per diameter inch at chest height

**Subtotal**

**\$9,500.00**

**Total**

**\$9,500.00**

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By signing this document, the customer agrees to the services and conditions outlined in this document.

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City Of Eagle Lake, MN



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024  
(507) 257-3218 Phone (507) 257-3220 Fax

October 6, 2025

To: Honorable Mayor Whittington and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Follow-Up -- Potential Sale of City Land

This memo serves as a follow-up to the discussion at the September 8 City Council meeting regarding two separate parties interested in acquiring City-owned land adjacent to their properties. At that meeting, legal counsel advised considering each parcel separately to evaluate the City's needs. It was also noted that if retaining an easement is necessary for any reason, selling the land may not be practical.

Since that time, City staff has contacted Blue Earth County regarding the wetland area behind Connie Lane, which is owned by the City. The County advised against allowing clear-cutting in these areas, as it could negatively impact the wetland. The County also indicated that potential development in the wetland area has the potential to be a violation of what is allowed in or near a wetland.

Based on the information gathered, it is not recommended that the City sell either of these parcels at this time.

  
Jennifer J. Bromeland  
City Administrator



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024  
(507) 257-3218 Phone (507) 257-3220 Fax

October 6, 2025

To: Honorable Mayor Whittington and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: MMUA Consortium Agreement – Random Drug and Alcohol Testing for DOT Employees

During the recent personnel policy update, it was noted that our current policies do not include an established random drug and alcohol testing program for DOT employees holding Commercial Driver's Licenses (CDLs).

Attached is a consortium member agreement with MMUA Drug and Alcohol Testing, which includes Attachment A outlining the Consortium Member Agreement Fee Schedule for 2025. While the agreement would take effect beginning in 2026 and the exact fees for that year are not yet available, the 2025 schedule provides a general idea of costs.

Discussion should ensue regarding participation in the consortium, and a motion is needed to authorize City staff to enter into the Consortium Member Agreement with MMUA to provide random drug and alcohol testing for DOT employees.

  
Jennifer J. Bromeland  
City Administrator

## Consortium Member Agreement

This agreement is entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, between the MMUA Drug and Alcohol Testing Consortium (Consortium) and \_\_\_\_\_ (Employer/Contractor).

The Consortium and the Employer/Contractor agree as follows:

1. In order to comply with the requirements for alcohol and controlled substances testing programs for commercial drivers as set out at 49 CFR Part 40 and Part 382 (the Regulations), the Employer/Contractor will adopt the Consortium's "Substance Abuse Prevention Program for Commercial Drivers" (Program).
2. The Program is offered by the Consortium as a service to its members, but responsibility for compliance with the Regulations remains with the Employer/Contractor.
3. The Consortium will administer the Program as a consortium. Membership in the Consortium will be open to all municipal employees in Minnesota Municipal Utilities Association member cities, certain MMUA employees and contractors who regularly perform work for these cities and other governmental entities.
4. The Consortium will perform all duties necessary in the operation of the consortium, including arranging for the services of a DHHS-certified drug testing laboratory and a Medical Review Officer (MRO).
5. The Employer/Contractor will comply with all elements of the Consortium Program and with all applicable provisions of the Regulations.
6. The Employer or Contractor, as appropriate, will pay to the Consortium the fees set out in the attached Fee Schedule [Attachment A]. The fee schedule is subject to periodic amendment as set out in paragraph seven.
7. The fees set out at Attachment A will remain in effect through December 31, 2025, except that drug testing fees for tests other than random may be amended during the program, if fees charged to the Consortium have increased by more than 10 percent. The amount of such increase will not exceed the increase in the drug testing fees.
8. The Consortium will make a reasonable attempt to arrange for local specimen collection site. However, collection site fees will be billed by the site directly to the Employer or Contractor and are the responsibility of the Employer or Contractor, as appropriate. The Consortium will work with the employer in identifying alternative collection sites that may be more convenient or cost effective.

9. The Employer/Contractor will provide to the Consortium upon entering the consortium the name of each employee subject to drug and alcohol testing under the Program. The Consortium and/or its third party administrator will work with the Employer/Contractor to assign an identifying number for each employee.

10. The Employer/Contractor will provide timely notification to the Consortium of the name of each new employee covered by the program. The Consortium and/or its third party administrator will work with the Employer/Contractor to assign an identifying number for each employee. The employer will provide timely notification to the Consortium when an employee is terminated or otherwise no longer subject to drug testing under the Program.

11. This agreement shall remain in force and in effect until terminated by one of the parties or until such time as the federal regulations under which this agreement is executed are no longer applicable.

12. The Employer/Contractor may terminate this agreement at the conclusion of a program year by providing written notice of termination to the Consortium at least thirty days prior to the commencement of the new program year.

13. The Consortium or the Employer/Contractor may terminate this agreement upon 90 days written notice for good cause, including failure to pay the required fees or failure to comply with the provisions of the Program or the Regulations.

Witness this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Employer/Contractor (print)

Drug and Alcohol Testing Consortium

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Director of Finance, MMUA



## Attachment A

### Consortium Member Agreement Fee Schedule - 2025

The following fees apply for MMUA Drug and Alcohol Testing Consortium services. The program year commences on January 1 of each calendar year.

1. **Initial Fee**—Each participating employer or independently participating contractor is assessed an initial fee of \$150. Contractors whose employees participate as part of a member's substance abuse prevention program are not assessed the annual fee. Contractors who join the Consortium as an independent entity are assessed the annual fee.
2. **Random Drug Testing Fee**—A random drug testing fee of \$50 per program year is assessed for each covered employee subject to random drug testing. The Random Drug Testing Fee is assessed for subsequent years of employment.
3. **Additional Drug Testing Fee**—A fee of \$50 is assessed for each pre-employment, post accident, reasonable suspicion, return to duty or follow-up drug test.
4. **Alcohol Testing**—The Consortium's selected vendor will give notice of random alcohol testing in conjunction with random drug testing. Consortium members must communicate back to the Consortium Third Party Administrator all alcohol test results.

**Not included** in this fee schedule are the services performed by local sites, which collect the urine specimen for drug testing, complete the required chain of custody form, and forward the specimen to the lab in a post-paid overnight package. Nor does the fee schedule include local services conducted by the employer, at a collection site, or by a cooperating law enforcement agency. Collection and breath testing fees are set by each collection agency and are separately billed by the collection agency to the participating member or contractor. Additional charges may also apply to extra copies of printed materials and for workshop registration.



Minnesota Municipal Utilities Association  
**Random Testing Pool (DOT Participants)**  
**Add / Delete Participants Form**

Utility/City/Company: \_\_\_\_\_

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

Please provide information on the employee(s) you would like to ADD or DELETE:

Employee Name	Date of Birth	Add ( A ) or Delete ( D )

Please email or fax completed form to MMUA and to St. Louis MRO:

MMUA – Joe Schmidt

**AND**

St. Louis MRO – Joe Lancia

[jschmidt@mmua.org](mailto:jschmidt@mmua.org)

[joe@stlouismro.com](mailto:joe@stlouismro.com)

Fax: 636-461-1691



*Hometown services. Hometown strengths.  
Hometown solutions.*



## WHAT DO MEMBERSHIP DUES PAY FOR?

Annual dues are a great value for the money your community spends on them. They represent an investment in the future of Minnesota's municipal utilities—and they fund important resources you and your team can count on today. From legislative advocacy and education to mutual aid and professional networking, your support fuels the services that keep you informed, connected, and equipped for success.

Check out what your membership dues deliver—right now—with no hidden fees.



**Regular Utility  
Members**



**Affiliate  
Members**



**Allied Utility  
Members**



**Associate  
Members**



## REGULAR UTILITY MEMBERS

**Regular utility members receive the following benefits:**

### **Advocacy and representation**

- Legislative advocacy in St. Paul
- Collaborative advocacy in Washington DC, working in partnership with APPA and a variety of like-minded coalitions
- Representation with regulators, rule makers, and others in a position to influence the operations and financing of municipal utilities
- Promotion of the municipal model in the press and on social media
- The power of the collective voice. Your utility's message is amplified through MMUA, reaching further and making greater impact than any utility—large or small—could accomplish alone

### **Education and resources**

- Periodic educational videos for commissions and communities covering timely issues
- Free quarterly human resources webinars on hot topics and new laws
- Annual salary and benefits survey data for participating members
- Model resolutions concerning issues such as preserving local control
- Industry library of tools and materials useful to utility staff members
- Model procedures such as the Minnesota Municipal Interconnection Process (*M-MIP*)

### **Communication and outreach**

- Networking tools including an annual printed directory and the *MMUA Connect* mobile app
- *The Resource*, our monthly printed newspaper containing news pertinent to Minnesota's municipal utilities
- *The Digest*, our weekly e-newsletter containing up-to-the-minute information on utility occurrences in Minnesota

### **Member services and support**

- Mutual aid coordination in your community's darkest hours
- Discounted access to MMUA's fee-for-services programs
- Assistance with identifying funding resources
- Grant writing assistance: we don't write your grant, but we will help you do it with excellence and help you maximize the chances of being funded
- Prompt, friendly service for member needs, supported by systems that keep a modern association running smoothly: website, member portal, billing and registration systems, and live people to answer questions on topics ranging from utilities best practices to human resources and leadership



## AFFILIATE MEMBERS

**Affiliate membership is open to Joint action agencies (JAAs) in Minnesota. JAAs have access to most of the same benefits as regular members. Some of the tools and materials MMUA creates may not be useful off the shelf for JAAs, so they will need to be adapted for JAAs' needs. The advocacy staff of JAAs always have a seat at MMUA's legislative advocacy planning table. Dues for affiliate members are set by the Board with these things in mind.**



## ALLIED UTILITY MEMBERS

**Allied members are utilities from states other than Minnesota that enjoy many of the same benefits. However, MMUA does not advocate in state legislatures other than Minnesota nor create model policies and procedures for states other than Minnesota. Because of this, dues for allied utilities are generally substantially lower than dues for regular members.**



## ASSOCIATE MEMBERS

**Associate members are open to vendors who offer products and services that support municipal utilities. They receive more limited but highly valuable benefits for their dues. These benefits include:**

- Access to Minnesota's utility personnel through an annual printed directory and our handy phone app *MMUA Connect*
- Free quarterly human resources webinars on hot topics and new laws
- *The Resource*, our monthly printed newspaper containing news pertinent to Minnesota's municipal utilities
- *The Digest*, our weekly e-newsletter containing up-to-the-minute information on utility occurrences in Minnesota
- *The Vendor Digest*, our monthly e-newsletter with information specifically for vendors.
- The right to purchase enhanced visibility in our publications, exhibit at our events, and participate in MMUA's fee-for-services programs at a reduced rate.



### Our Vision

To be a nationally recognized leader in advocacy, bringing value to municipal utilities, and enhancing their position in the industry.

### Our Mission

To unify, support, and serve as a common voice for municipal utilities.

### CONTACT US



600 Highway 169 South, Ste 701  
St. Louis Park, MN 55426



763-551-1230  
Toll Free 800-422-0119

[WWW.MMUA.ORG](http://WWW.MMUA.ORG)



*Hometown services. Hometown strengths. Hometown solutions.*







# EAGLE LAKE HELPING HANDS

*Community Event*



## Youth Volunteer Opportunity

Join us this fall for the inaugural Eagle Lake Helping Hands event, a community initiative designed to support our neighbors who need an extra hand with yard cleanup. This event is a perfect opportunity to give back, connect with others, and strengthen our community.

### Event Details

- **Date:** Saturday, October 25, 2025  
*Alternate date in case of inclement weather: November 1*
- **Location:** Lake Eagle Park Pavilion
- **Time:** 9:00 AM – Noon

Kickstart your morning with complimentary **coffee, juice, and donuts**, and enjoy a **pizza lunch** after the cleanup!

### How It Works

- **Pre-Registration:** All volunteers (individuals or groups) must pre-register.
- **Meet at the Pavilion:** Gather at the park pavilion for instructions and assignments.
- **Volunteers:** Groups will head out to assist residents who require help with yard work.
- **Post-Cleanup Gathering:** Return to the pavilion for pizza, a recap of the work completed, and drawings for prizes!

### Goals of the Event

- **Promote Youth Volunteering:** Encourage participation from youth in grades 3–12.
- **Strengthen Community Spirit:** Foster a sense of unity and cooperation among residents.
- **Build Positive Connections:** Create meaningful interactions between youth, law enforcement (including the Blue Earth County Sheriff's Office led by Lt. Mitch Gahler and deputies), and service organizations such as the Eagle Lake Area Lions Club.

👉 **Sign Up to Volunteer:** [Sign Up](#)

👉 **Know Someone Who Could Use Help?** Contact Eagle Lake City Hall at 507-257-3218 or email [jbromeland@eaglelakemn.com](mailto:jbromeland@eaglelakemn.com).





705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024  
(507) 257-3218 Phone (507) 257-3220 Fax

October 6, 2025

To: Honorable Mayor Whittington and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Nuisance Complaint – Regency of Minnesota

The City has received a nuisance complaint regarding conditions at Regency of Minnesota. The complainant cites overgrown and unkept lots, fish houses and vehicles parked on empty lots, cat overpopulation, and unattended children running around with minimal or no clothing. The complainant noted that the lack of play equipment may contribute to children roaming freely in the park. They have stated that they previously contacted the regional manager, but no corrective action was taken. The complainant has also communicated with City staff and law enforcement, resulting in nuisance notices being issued but issues continue persisting.

The complainant has requested follow-up on these issues. Names of complainants are maintained confidentially by the City. If the complainant attends tonight's meeting and chooses to identify themselves, that is acceptable, but otherwise confidentiality will be preserved. This item is presented for Council awareness and discussion.

  
Jennifer J. Bromeland  
City Administrator



October 6, 2025

To: Honorable Mayor Whittington and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: City Administrator Report – October 2025

**1. YTD Expense and Revenue Report**

The year-to-date expense and revenue report for September 2025 is attached for your review.

**2. Employee Leave Balances**

Attached you will find the most recent employee leave balances.

**3. Transmission Line Mailer from Xcel**

Xcel Energy has provided a mailer updating the City on the Mankato Mississippi River Transmission Project (MMRT). The Administrative Law Judge is expected to prepare and file a report on October 30, 2025, which will include summaries from the hearings, findings of fact, conclusions of law, and recommendations. The Minnesota Public Utilities Commission is expected to issue a final decision on the project in late 2025.

**4. Trail Project – Engineering Services**

A Request for Proposal for design engineering services using Carbon Reduction Program federal funds was issued for the trail project. Only one proposal was received from Bolton & Menk. City staff will review the proposal at the meeting, and a recommendation will be made to select an engineer to keep the project moving forward.

**5. Fire Contracts with Townships**

The current fire contracts with townships include an automatic renewal provision. Due to uncertainties regarding future fire hall costs and the need for additional time to prepare a proposal for negotiations, staff recommends that a City Council subcommittee work with the City Administrator in the new year to begin contract negotiations with the townships.

**6. RCCIP Update**

The RCCIP team continues to meet regularly. The group is currently working on a childcare provider appreciation project and has also received an update from Mankato Area Public Schools regarding upcoming HVAC renovations and the two spaces available for childcare.

**7. Recap of Meetings with School Officials**

Mayor Whittington and I have been meeting quarterly with Superintendent Paul Peterson and School Board Chair Shannon Sinning to discuss ways Eagle Lake can collaborate with the school, recognizing its role as a cornerstone in the community.

**8. Leaf Collection**

See attached for schedule.

**9. Fall Cleanup**

See attached.

**10. The MN House Capital Investment Committee will be visiting Eagle Lake on October 23 as part of their bonding request tour**



Jennifer J. Bromeland  
City Administrator

## CITY OF EAGLE LAKE

## 2026 Expenditure Budget Worksheet

10/03/25 4:28 PM  
Page 1

Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2026 Budget	UnderLine
101 GENERAL							
41000 General Government (GENERAL)							
E 101-41000-131 Employer Paid Health	\$64,998.02	\$75,060.00	\$49,739.09	\$25,320.91	66.27%	\$84,500.00	
E 101-41000-132 Employer Paid Health Saving	\$26,027.08	\$35,150.00	\$17,550.00	\$17,600.00	49.93%	\$35,150.00	
E 101-41000-133 Employer Paid Dental	\$3,869.52	\$7,124.00	\$3,432.45	\$3,691.55	48.18%	\$7,500.00	
E 101-41000-134 MN Paid Family Medical Leav	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	
E 101-41000-151 Work Comp Premium	\$6,710.00	\$27,893.00	\$16,788.50	\$11,104.50	60.19%	\$20,000.00	
E 101-41000-300 Professional Svcs (GENERAL)	\$184.25	\$2,500.00	\$148.50	\$2,351.50	5.94%	\$2,500.00	
E 101-41000-362 Property & Liability Ins	\$6,087.00	\$28,000.00	\$30,056.50	-\$2,056.50	107.34%	\$32,000.00	
E 101-41000-430 Miscellaneous (GENERAL)	\$4,687.59	\$20,000.00	\$4,887.27	\$15,112.73	24.44%	\$20,000.00	
E 101-41000-433 Dues and Subscriptions	\$12,264.08	\$17,000.00	\$12,157.08	\$4,842.92	71.51%	\$17,000.00	
E 101-41000-445 Summer Sounds	\$12,464.53	\$15,000.00	\$18,266.04	-\$3,266.04	121.77%	\$15,000.00	
E 101-41000-510 Capital Outlay-Actual Expens	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41000-550 Capital Outlay - Set Aside	\$0.00	\$2,500.00	\$0.00	\$2,500.00	0.00%	\$5,000.00	
E 101-41000-721 Transfer Out	\$9.96	\$0.00	\$5.00	-\$5.00	0.00%	\$0.00	
E 101-41000-740 ESCROW FUNDS RETURNED	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
41000 General Government (GENERAL)	\$137,302.03	\$230,227.00	\$153,030.43	\$77,196.57		\$243,650.00	
41100 City Council							
E 101-41100-100 Wages and Salaries (GENER	\$15,550.00	\$16,400.00	\$10,100.00	\$6,300.00	61.59%	\$16,400.00	
E 101-41100-108 Video Intern Wages	\$80.00	\$500.00	\$0.00	\$500.00	0.00%	\$0.00	
E 101-41100-121 PERA	\$0.00	\$1,230.00	\$100.00	\$1,130.00	8.13%	\$1,230.00	
E 101-41100-122 FICA	\$969.06	\$1,020.00	\$626.20	\$393.80	61.39%	\$1,020.00	
E 101-41100-123 Medicare	\$226.64	\$240.00	\$146.45	\$93.55	61.02%	\$240.00	
E 101-41100-438 Meeting & Education	\$836.75	\$5,000.00	\$2,290.85	\$2,709.15	45.82%	\$5,500.00	
41100 City Council	\$17,662.45	\$24,390.00	\$13,263.50	\$11,126.50		\$24,390.00	
41200 Mayor							
E 101-41200-100 Wages and Salaries (GENER	\$3,750.00	\$5,300.00	\$3,400.00	\$1,900.00	64.15%	\$5,300.00	
E 101-41200-121 PERA	\$0.00	\$400.00	-\$100.00	\$500.00	-25.00%	\$400.00	
E 101-41200-122 FICA	\$232.50	\$330.00	\$210.80	\$119.20	63.88%	\$330.00	
E 101-41200-123 Medicare	\$54.39	\$77.00	\$49.31	\$27.69	64.04%	\$77.00	
E 101-41200-438 Meeting & Education	\$2,389.24	\$5,000.00	\$5,945.39	-\$945.39	118.91%	\$7,500.00	
41200 Mayor	\$6,426.13	\$11,107.00	\$9,505.50	\$1,601.50		\$13,607.00	
41400 Elections							
E 101-41400-100 Wages and Salaries (GENER	\$1,923.17	\$600.00	\$0.00	\$600.00	0.00%	\$2,000.00	
E 101-41400-122 FICA	\$119.23	\$38.00	\$0.00	\$38.00	0.00%	\$125.00	
E 101-41400-123 Medicare	\$27.89	\$8.00	\$0.00	\$8.00	0.00%	\$29.00	
E 101-41400-430 Miscellaneous (GENERAL)	\$972.94	\$2,000.00	\$500.00	\$1,500.00	25.00%	\$2,000.00	

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Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2026 Budget	UnderLine
E 101-41400-510 Capital Outlay-Actual Expns	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
41400 Elections	\$3,043.23	\$2,646.00	\$500.00	\$2,146.00		\$4,154.00	
41500 Administration							
E 101-41500-100 Wages and Salaries (GENERAL)	\$111,509.37	\$104,117.00	\$79,528.95	\$24,588.05	76.38%	\$111,124.00	
E 101-41500-121 PERA	\$6,995.82	\$7,808.00	\$5,964.72	\$1,843.28	76.39%	\$8,334.00	
E 101-41500-122 FICA	\$4,957.02	\$6,456.00	\$4,504.83	\$1,951.17	69.78%	\$6,890.00	
E 101-41500-123 Medicare	\$1,159.29	\$1,510.00	\$1,053.56	\$456.44	69.77%	\$1,612.00	
E 101-41500-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-133 Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-151 Work Comp Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-210 Operating Supplies (GENERAL)	\$8,791.67	\$9,500.00	\$8,398.41	\$1,101.59	88.40%	\$10,000.00	
E 101-41500-320 Communications (GENERAL)	\$5,541.89	\$6,000.00	\$3,904.17	\$2,095.83	65.07%	\$6,000.00	
E 101-41500-351 Legal Notices-Public Hearing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-352 Publications	\$453.89	\$1,000.00	\$654.00	\$346.00	65.40%	\$1,000.00	
E 101-41500-362 Property & Liability Ins	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-390 Operating Agreement-ASA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-430 Miscellaneous (GENERAL)	\$540.93	\$0.00	\$145.31	-\$145.31	0.00%	\$750.00	
E 101-41500-433 Dues and Subscriptions	\$50.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-438 Meeting & Education	\$6,314.62	\$8,000.00	\$5,459.96	\$2,540.04	68.25%	\$8,500.00	
E 101-41500-510 Capital Outlay-Actual Expns	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-550 Capital Outlay - Set Aside	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-602 Capital Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-605 Capital Lease Issued	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-612 Capital Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
41500 Administration	\$146,314.50	\$144,391.00	\$109,613.91	\$34,777.09		\$154,210.00	
41600 Professional							
E 101-41600-300 Professional Svcs (GENERAL)	\$27,942.04	\$30,000.00	\$44,653.89	-\$14,653.89	148.85%	\$50,000.00	
E 101-41600-301 Auditing and Acct g Services	\$32,624.00	\$35,000.00	\$40,189.51	-\$5,189.51	114.83%	\$45,000.00	
E 101-41600-303 Engineering Fees	\$82,693.33	\$7,500.00	\$218,249.86	-\$210,749.86	2910.00%	\$7,500.00	
E 101-41600-304 Legal Fees	\$9,644.00	\$25,000.00	\$5,627.00	\$19,373.00	22.51%	\$20,000.00	
E 101-41600-310 Computer Technical Support	\$38,375.25	\$45,000.00	\$45,969.30	-\$969.30	102.15%	\$70,000.00	
E 101-41600-311 Building Inspector Fees	\$72,081.16	\$40,000.00	\$45,117.62	-\$5,117.62	112.79%	\$50,000.00	
E 101-41600-313 State Surcharge Fee	\$3,838.63	\$1,750.00	\$3,023.93	-\$1,273.93	172.80%	\$1,750.00	
E 101-41600-314 Service Agreements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41600-315 City History	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41600-316 Payroll Processing	\$5,146.51	\$6,500.00	\$4,068.93	\$2,431.07	62.60%	\$6,500.00	
E 101-41600-433 Dues and Subscriptions	\$2,423.00	\$1,500.00	\$4,269.00	-\$2,769.00	284.60%	\$4,675.00	
41600 Professional	\$274,767.92	\$192,250.00	\$411,169.04	-\$218,919.04		\$255,425.00	

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Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2026 Budget	UnderLine
41800 Planning & Zoning Comm. Devel.							
E 101-41800-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$40,000.00	
41800 Planning & Zoning Comm. Devel.	\$0.00	\$0.00	\$0.00	\$0.00		\$40,000.00	
41900 City Hall							
E 101-41900-210 Operating Supplies (GENERAL)	\$671.48	\$1,500.00	\$689.48	\$810.52	45.97%	\$1,500.00	
E 101-41900-220 Repair/Maint (GENERAL)	\$5,593.63	\$6,500.00	\$12,320.46	-\$5,820.46	189.55%	\$10,000.00	
E 101-41900-381 Electric Utilities	\$10,101.53	\$12,500.00	\$7,760.00	\$4,740.00	62.08%	\$12,500.00	
E 101-41900-383 Gas Utility	\$0.00	\$0.00	\$178.76	-\$178.76	0.00%	\$500.00	
E 101-41900-510 Capital Outlay-Actual Expens	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41900-550 Capital Outlay - Set Aside	\$0.00	\$5,000.00	\$0.00	\$5,000.00	0.00%	\$5,000.00	
41900 City Hall	\$16,366.64	\$25,500.00	\$20,948.70	\$4,551.30		\$29,500.00	
42100 Streets							
E 101-42100-100 Wages and Salaries (GENERAL)	\$59,935.31	\$47,730.00	\$33,587.48	\$14,142.52	70.37%	\$49,763.00	
E 101-42100-107 On Call Stipend	\$0.00	\$0.00	\$270.00	-\$270.00	0.00%	\$702.00	
E 101-42100-121 PERA	\$3,152.05	\$3,580.00	\$2,690.10	\$889.90	75.14%	\$3,732.00	
E 101-42100-122 FICA	\$2,482.80	\$2,959.00	\$1,941.24	\$1,017.76	65.60%	\$3,085.00	
E 101-42100-123 Medicare	\$580.65	\$822.00	\$454.01	\$367.99	55.23%	\$722.00	
E 101-42100-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42100-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42100-133 Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42100-151 Work Comp Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42100-210 Operating Supplies (GENERAL)	\$6,715.48	\$6,500.00	\$6,910.88	-\$410.88	106.32%	\$7,000.00	
E 101-42100-212 Fuel	\$5,562.37	\$11,000.00	\$4,924.39	\$6,075.61	44.77%	\$11,000.00	
E 101-42100-220 Repair/Maint (GENERAL)	\$19,329.37	\$8,500.00	\$4,354.47	\$4,145.53	51.23%	\$9,000.00	
E 101-42100-224 Street Repair-General Mainte	\$84,771.27	\$120,000.00	\$77,498.58	\$42,501.42	64.58%	\$120,000.00	
E 101-42100-300 Professional Svcs (GENERAL)	\$1,927.50	\$10,000.00	\$3,469.15	\$6,530.85	34.69%	\$10,000.00	
E 101-42100-320 Communications (GENERAL)	\$698.83	\$1,500.00	\$603.02	\$896.98	40.20%	\$1,000.00	
E 101-42100-362 Property & Liability Ins	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42100-381 Electric Utilities	\$3,812.20	\$1,800.00	\$1,146.21	\$653.79	63.68%	\$1,800.00	
E 101-42100-383 Gas Utility	\$970.79	\$1,300.00	\$1,037.75	\$262.25	79.83%	\$1,500.00	
E 101-42100-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$338.92	-\$338.92	0.00%	\$0.00	
E 101-42100-437 Clothing Allowance	\$845.63	\$800.00	\$416.43	\$383.57	52.05%	\$850.00	
E 101-42100-438 Meeting & Education	\$0.00	\$2,500.00	\$921.75	\$1,578.25	36.87%	\$2,500.00	
E 101-42100-510 Capital Outlay-Actual Expens	\$175,711.60	\$66,829.00	\$48,566.56	\$18,262.44	72.67%	\$79,818.00	
E 101-42100-550 Capital Outlay - Set Aside	\$0.00	\$112,366.00	\$10,000.00	\$102,366.00	8.90%	\$123,866.00	
E 101-42100-560 Capital Outlay - Sidewalks	\$0.00	\$30,000.00	\$0.00	\$30,000.00	0.00%	\$20,000.00	
42100 Streets	\$366,495.85	\$428,186.00	\$199,130.94	\$229,055.06		\$446,338.00	
42110 Street Lighting							
E 101-42110-381 Electric Utilities	\$39,923.12	\$54,000.00	\$35,484.88	\$18,515.12	65.71%	\$54,000.00	

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Account Descr	2024 Amt	2025 Budget	YTD Amt	2025 YTD Balance	%YTD Budget	2026 Budget	UnderLine
42110 Street Lighting	\$39,923.12	\$54,000.00	\$35,484.88	\$18,515.12		\$54,000.00	
42120 Refuse & Recycling							
E 101-42120-721 Transfer Out	\$0.01	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
42120 Refuse & Recycling	\$0.01	\$0.00	\$0.00	\$0.00		\$0.00	
42200 Police Department							
E 101-42200-109 Blue Earth County	\$511,187.51	\$519,718.00	\$433,097.70	\$86,620.30	83.33%	\$537,908.00	
42200 Police Department	\$511,187.51	\$519,718.00	\$433,097.70	\$86,620.30		\$537,908.00	
42300 Fire Department							
E 101-42300-100 Wages and Salaries (GENER	\$40,776.26	\$10,000.00	\$4,000.00	\$6,000.00	40.00%	\$10,000.00	
E 101-42300-104 Calls & Training Wages	\$0.00	\$30,000.00	\$0.00	\$30,000.00	0.00%	\$35,000.00	
E 101-42300-121 PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42300-122 FICA	\$2,490.85	\$2,480.00	\$248.00	\$2,232.00	10.00%	\$2,780.00	
E 101-42300-123 Medicare	\$582.54	\$580.00	\$58.00	\$522.00	10.00%	\$657.00	
E 101-42300-124 Fire Relief Payment	\$70,850.95	\$60,000.00	\$0.00	\$60,000.00	0.00%	\$60,000.00	
E 101-42300-151 Work Comp Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42300-210 Operating Supplies (GENERA	\$9,130.14	\$25,000.00	\$10,726.94	\$14,273.06	42.91%	\$25,000.00	
E 101-42300-212 Fuel	\$2,710.63	\$3,500.00	\$1,325.05	\$2,174.95	37.86%	\$3,500.00	
E 101-42300-220 Repair/Maint (GENERAL)	\$54,792.21	\$33,750.00	\$22,831.12	\$10,918.88	67.65%	\$33,750.00	
E 101-42300-222 Building Maintenance	\$0.00	\$5,000.00	\$4,253.67	\$746.33	85.07%	\$5,000.00	
E 101-42300-300 Professional Svcs (GENERAL)	\$5,571.34	\$7,200.00	\$7,339.92	-\$139.92	101.94%	\$7,400.00	
E 101-42300-306 Physicals	\$6,557.36	\$6,500.00	\$5,138.06	\$1,361.94	79.05%	\$6,700.00	
E 101-42300-320 Communications (GENERAL)	\$3,751.87	\$7,200.00	\$5,878.40	\$1,321.60	81.64%	\$7,500.00	
E 101-42300-362 Property & Liability Ins	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42300-381 Electric Utilities	\$1,962.75	\$2,750.00	\$1,720.16	\$1,029.84	62.55%	\$2,750.00	
E 101-42300-383 Gas Utility	\$1,892.60	\$4,400.00	\$2,306.13	\$2,093.87	52.41%	\$4,400.00	
E 101-42300-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42300-433 Dues and Subscriptions	\$1,880.00	\$2,400.00	\$2,629.45	-\$229.45	109.56%	\$2,400.00	
E 101-42300-437 Clothing Allowance	\$0.00	\$5,000.00	\$3,975.49	\$1,024.51	79.51%	\$5,000.00	
E 101-42300-438 Meeting & Education	\$20,320.75	\$18,000.00	\$18,274.01	-\$274.01	101.52%	\$20,000.00	
E 101-42300-510 Capital Outlay-Actual Exps	\$12,367.98	\$146,723.00	\$99,235.77	\$47,487.23	67.63%	\$685,617.00	
E 101-42300-520 Fire Dept Equipment-Gambli	\$10,016.45	\$30,000.00	\$5,114.68	\$24,885.32	17.05%	\$183,703.00	
E 101-42300-530 Capital Outlay - Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42300-535 Capital Outlay-Facilities	\$28,750.00	\$25,000.00	\$0.00	\$25,000.00	0.00%	\$5,000.00	
E 101-42300-550 Capital Outlay - Set Aside	\$2,839.00	\$145,841.00	\$0.00	\$145,841.00	0.00%	\$150,435.00	
42300 Fire Department	\$277,243.68	\$571,324.00	\$195,054.85	\$376,269.15		\$1,256,592.00	
42400 School Patrol							
E 101-42400-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
42400 School Patrol	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	

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Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2026 Budget	UnderLine
42410 Animal Patrol							
E 101-42410-210 Operating Supplies (GENERAL)	\$32.44	\$0.00	\$117.94	-\$117.94	0.00%	\$150.00	
E 101-42410-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
42410 Animal Patrol	\$32.44	\$0.00	\$117.94	-\$117.94		\$150.00	
42430 Civil Patrol							
E 101-42430-220 Repair/Maint (GENERAL)	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00%	\$2,000.00	
E 101-42430-381 Electric Utilities	\$601.60	\$1,000.00	\$456.88	\$543.12	45.69%	\$1,000.00	
E 101-42430-510 Capital Outlay-Actual Expens	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	
42430 Civil Patrol	\$601.60	\$3,000.00	\$456.88	\$2,543.12		\$8,000.00	
42500 Park & Recreation							
E 101-42500-100 Wages and Salaries (GENERAL)	\$62,276.52	\$50,381.00	\$41,021.57	\$9,359.43	81.42%	\$52,528.00	
E 101-42500-107 On Call Stipend	\$0.00	\$0.00	\$285.00	-\$285.00	0.00%	\$741.00	
E 101-42500-121 PERA	\$3,327.60	\$3,778.00	\$2,680.42	\$1,097.58	70.95%	\$3,940.00	
E 101-42500-122 FICA	\$2,621.17	\$3,123.00	\$2,394.29	\$728.71	76.67%	\$3,257.00	
E 101-42500-123 Medicare	\$613.00	\$730.00	\$559.95	\$170.05	76.71%	\$762.00	
E 101-42500-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-133 Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-151 Work Comp Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-210 Operating Supplies (GENERAL)	\$12,433.74	\$15,000.00	\$7,084.68	\$7,915.32	47.23%	\$16,000.00	
E 101-42500-212 Fuel	\$4,237.09	\$6,000.00	\$3,721.52	\$2,278.48	62.03%	\$6,500.00	
E 101-42500-220 Repair/Maint (GENERAL)	\$10,449.30	\$15,000.00	\$25,758.53	-\$10,758.53	171.72%	\$20,000.00	
E 101-42500-300 Professional Svcs (GENERAL)	\$28,557.03	\$65,000.00	\$36,797.81	\$28,202.19	56.61%	\$65,000.00	
E 101-42500-320 Communications (GENERAL)	\$1,068.94	\$1,500.00	\$1,108.21	\$391.79	73.88%	\$1,000.00	
E 101-42500-362 Property & Liability Ins	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-381 Electric Utilities	\$6,418.31	\$6,000.00	\$3,937.80	\$2,062.20	65.63%	\$6,000.00	
E 101-42500-383 Gas Utility	\$970.78	\$1,500.00	\$1,037.76	\$462.24	69.18%	\$1,500.00	
E 101-42500-390 Operating Agreement-ASA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-430 Miscellaneous (GENERAL)	\$0.00	\$1,500.00	\$0.00	\$1,500.00	0.00%	\$0.00	
E 101-42500-437 Clothing Allowance	\$845.64	\$0.00	\$416.48	-\$416.48	0.00%	\$850.00	
E 101-42500-438 Meeting & Education	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-510 Capital Outlay-Actual Expens	-\$62,279.99	\$0.00	\$3,220.56	-\$3,220.56	0.00%	\$29,640.00	
E 101-42500-550 Capital Outlay - Set Aside	\$0.00	\$14,441.00	\$0.00	\$14,441.00	0.00%	\$14,441.00	
E 101-42500-570 Capital Outlay - Park Board	\$190,544.82	\$50,000.00	\$25,628.62	\$24,371.38	51.26%	\$50,000.00	
E 101-42500-572 Active Community	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
42500 Park & Recreation	\$262,083.95	\$233,953.00	\$155,653.20	\$78,299.80		\$272,159.00	
101 GENERAL	\$2,059,451.06	\$2,440,692.00	\$1,737,027.47	\$703,664.53		\$3,340,083.00	
201 STORM WATER DRAINAGE							

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Account Descr	2024 Amt	2025 Budget	YTD Amt	2025 YTD Balance	%YTD Budget	2026 Budget	UnderLine
00000 No Department							
E 201-00000-100 Wages and Salaries (GENERAL)	\$22,087.68	\$24,827.00	\$18,173.98	\$6,653.02	73.20%	\$0.00	
E 201-00000-107 On Call Stipend	\$0.00	\$0.00	\$75.00	-\$75.00	0.00%	\$0.00	
E 201-00000-121 PERA	\$1,653.94	\$1,864.00	\$1,368.63	\$495.37	73.42%	\$0.00	
E 201-00000-122 FICA	\$1,241.24	\$1,539.00	\$1,040.22	\$498.78	67.59%	\$0.00	
E 201-00000-123 Medicare	\$290.29	\$360.00	\$243.26	\$116.74	67.57%	\$0.00	
E 201-00000-131 Employer Paid Health	\$0.00	\$6,460.00	\$0.00	\$6,460.00	0.00%	\$0.00	
E 201-00000-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 201-00000-133 Employer Paid Dental	\$0.00	\$438.00	\$0.00	\$438.00	0.00%	\$0.00	
E 201-00000-210 Operating Supplies (GENERAL)	\$1,030.02	\$2,000.00	\$1,048.88	\$951.12	52.44%	\$0.00	
E 201-00000-212 Fuel	\$1,832.51	\$2,500.00	\$41.00	\$2,459.00	1.64%	\$0.00	
E 201-00000-220 Repair/Maint (GENERAL)	\$7,516.28	\$10,000.00	\$3,294.67	\$6,705.33	32.95%	\$0.00	
E 201-00000-300 Professional Svcs (GENERAL)	\$53,910.02	\$68,680.00	\$6,348.62	\$62,331.38	9.24%	\$0.00	
E 201-00000-320 Communications (GENERAL)	\$863.72	\$800.00	\$817.69	-\$17.69	102.21%	\$0.00	
E 201-00000-430 Miscellaneous (GENERAL)	\$0.00	\$500.00	\$0.00	\$500.00	0.00%	\$0.00	
E 201-00000-437 Clothing Allowance	\$845.66	\$800.00	\$416.45	\$383.55	52.06%	\$0.00	
E 201-00000-438 Meeting & Education	\$20.00	\$2,500.00	\$50.00	\$2,450.00	2.00%	\$0.00	
E 201-00000-510 Capital Outlay-Actual Expns	\$153.00	\$11,000.00	\$0.00	\$11,000.00	0.00%	\$0.00	
E 201-00000-550 Capital Outlay - Set Aside	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%	\$0.00	
E 201-00000-721 Transfer Out	\$0.00	\$9,336.00	\$0.00	\$9,336.00	0.00%	\$0.00	
00000 No Department	\$91,444.36	\$153,604.00	\$32,918.40	\$120,685.60		\$0.00	
201 STORM WATER DRAINAGE	\$91,444.36	\$153,604.00	\$32,918.40	\$120,685.60		\$0.00	
202 RECYCLING UTILITY							
00000 No Department							
E 202-00000-386 Recycling Collection Expense	\$67,076.00	\$60,503.00	\$53,841.31	\$6,661.69	88.99%	\$0.00	
E 202-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$67,076.00	\$60,503.00	\$53,841.31	\$6,661.69		\$0.00	
202 RECYCLING UTILITY	\$67,076.00	\$60,503.00	\$53,841.31	\$6,661.69		\$0.00	
203 REFUSE UTILITY							
00000 No Department							
E 203-00000-105 Board & Commission Wages	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 203-00000-384 Refuse Collection Expense	\$213,492.60	\$167,310.00	\$152,501.77	\$14,808.23	91.15%	\$0.00	
E 203-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$213,492.60	\$167,310.00	\$152,501.77	\$14,808.23		\$0.00	
203 REFUSE UTILITY	\$213,492.60	\$167,310.00	\$152,501.77	\$14,808.23		\$0.00	
206 ECONOMIC DEVELOPMENT AUTHORITY							
00000 No Department							

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Account Descr	2024 Amt	2025 Budget	YTD Amt	2025 YTD Balance	%YTD Budget	2026 Budget	UnderLine
E 206-00000-300 Professional Svcs (GENERAL)	\$0.00	\$15,000.00	\$7,997.46	\$7,002.54	53.32%	\$0.00	
E 206-00000-430 Miscellaneous (GENERAL)	\$446.22	\$500.00	\$830.76	-\$330.76	166.15%	\$0.00	
E 206-00000-433 Dues and Subscriptions	\$8,051.58	\$9,127.00	\$0.00	\$9,127.00	0.00%	\$0.00	
E 206-00000-438 Meeting & Education	\$188.06	\$250.00	\$35.23	\$214.77	14.09%	\$0.00	
E 206-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$8,685.86	\$24,877.00	\$8,863.45	\$16,013.55		\$0.00	
206 ECONOMIC DEVELOPMENT AUTHORITY	\$8,685.86	\$24,877.00	\$8,863.45	\$16,013.55		\$0.00	
207 EDA REVOLVING LOAN FUND							
00000 No Department							
E 207-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 207-00000-450 Loan Forgiveness	\$5,803.85	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 207-00000-497 EDA Loan Issuance	\$10,294.69	\$0.00	\$9,500.00	-\$9,500.00	0.00%	\$0.00	
E 207-00000-498 Loan Payment to Blue Earth	\$1,182.78	\$1,206.00	\$522.81	\$683.19	43.35%	\$0.00	
E 207-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$17,281.32	\$1,206.00	\$10,022.81	-\$8,816.81		\$0.00	
207 EDA REVOLVING LOAN FUND	\$17,281.32	\$1,206.00	\$10,022.81	-\$8,816.81		\$0.00	
208 ACCOUNT TO CLOSE FOR PARKWAY							
00000 No Department							
E 208-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
208 ACCOUNT TO CLOSE FOR PARKWAY	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
221 TAX INCREMENT DIST. 1-2 CEDAR							
00000 No Department							
E 221-00000-300 Professional Svcs (GENERAL)	\$868.81	\$1,054.00	\$868.81	\$185.19	82.43%	\$0.00	
E 221-00000-352 Publications	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 221-00000-442 Tax Increment Payment	\$106,906.77	\$94,592.00	\$53,453.59	\$41,138.41	56.51%	\$0.00	
E 221-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$107,775.58	\$95,646.00	\$54,322.40	\$41,323.60		\$0.00	
221 TAX INCREMENT DIST. 1-2 CEDAR	\$107,775.58	\$95,646.00	\$54,322.40	\$41,323.60		\$0.00	
222 TAX ABATEMENT-AUTUMN WIND							
00000 No Department							
E 222-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 222-00000-443 Tax Abatement Payment	\$36,727.33	\$0.00	\$36,727.33	-\$36,727.33	0.00%	\$0.00	
00000 No Department	\$36,727.33	\$0.00	\$36,727.33	-\$36,727.33		\$0.00	
222 TAX ABATEMENT-AUTUMN WIND	\$36,727.33	\$0.00	\$36,727.33	-\$36,727.33		\$0.00	

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Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2026 Budget	UnderLine
223 TIF 3-1 704-708 PARKWAY AVE							
00000 No Department							
E 223-00000-430 Miscellaneous (GENERAL)	\$868.81	\$1,054.00	\$868.81	\$185.19	82.43%	\$0.00	
E 223-00000-721 Transfer Out	\$44,560.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$45,428.81	\$1,054.00	\$868.81	\$185.19		\$0.00	
223 TIF 3-1 704-708 PARKWAY AVE	\$45,428.81	\$1,054.00	\$868.81	\$185.19		\$0.00	
224 TIF 3-2 FOX MEADOWS							
00000 No Department							
E 224-00000-300 Professional Svcs (GENERAL)	\$2,768.81	\$0.00	\$868.81	-\$868.81	0.00%	\$0.00	
E 224-00000-442 Tax Increment Payment	\$0.00	\$0.00	\$18,805.20	-\$18,805.20	0.00%	\$0.00	
00000 No Department	\$2,768.81	\$0.00	\$19,674.01	-\$19,674.01		\$0.00	
224 TIF 3-2 FOX MEADOWS	\$2,768.81	\$0.00	\$19,674.01	-\$19,674.01		\$0.00	
250 AMERICA RESCUE PLAN							
00000 No Department							
E 250-00000-210 Operating Supplies (GENERAL)	\$82,854.33	\$0.00	\$4,071.38	-\$4,071.38	0.00%	\$0.00	
E 250-00000-510 Capital Outlay-Actual Expens	\$1,496.96	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 250-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$84,351.29	\$0.00	\$4,071.38	-\$4,071.38		\$0.00	
250 AMERICA RESCUE PLAN	\$84,351.29	\$0.00	\$4,071.38	-\$4,071.38		\$0.00	
255 PUBLIC SAETY AID							
00000 No Department							
E 255-00000-210 Operating Supplies (GENERAL)	\$122,882.12	\$0.00	\$21,050.49	-\$21,050.49	0.00%	\$0.00	
00000 No Department	\$122,882.12	\$0.00	\$21,050.49	-\$21,050.49		\$0.00	
255 PUBLIC SAETY AID	\$122,882.12	\$0.00	\$21,050.49	-\$21,050.49		\$0.00	
326 PFA							
00000 No Department							
E 326-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 326-00000-601 Debt Srv Bond Principal	\$28,000.00	\$28,000.00	\$0.00	\$28,000.00	0.00%	\$0.00	
E 326-00000-611 Bond Interest	\$3,417.44	\$3,418.00	\$1,478.70	\$1,939.30	43.26%	\$0.00	
E 326-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$31,417.44	\$31,418.00	\$1,478.70	\$29,939.30		\$0.00	
326 PFA	\$31,417.44	\$31,418.00	\$1,478.70	\$29,939.30		\$0.00	
330 2ND, LINDA, STORM 2017A CROSSO							
00000 No Department							

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Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2026 Budget	UnderLine
E 330-00000-300 Professional Svcs (GENERAL)	\$495.00	\$435.00	\$550.00	-\$115.00	126.44%	\$0.00	
E 330-00000-430 Miscellaneous (GENERAL)	\$300.00	\$495.00	\$495.00	\$0.00	100.00%	\$0.00	
E 330-00000-601 Debt Srv Bond Principal	\$60,000.00	\$60,000.00	\$60,000.00	\$0.00	100.00%	\$0.00	
E 330-00000-611 Bond Interest	\$7,485.00	\$8,130.00	\$6,195.00	\$1,935.00	76.20%	\$0.00	
E 330-00000-730 Cost of Issuance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$68,280.00	\$69,060.00	\$67,240.00	\$1,820.00		\$0.00	
330 2ND, LINDA, STORM 2017A CROSSO	\$68,280.00	\$69,060.00	\$67,240.00	\$1,820.00		\$0.00	
331 CSAH 27/AGENCY ST 2021A							
00000 No Department	\$500.00	\$750.00	\$300.00	\$450.00	40.00%	\$0.00	
E 331-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$575.00	-\$575.00	0.00%	\$0.00	
E 331-00000-430 Miscellaneous (GENERAL)	\$80,000.00	\$80,000.00	\$80,000.00	\$0.00	100.00%	\$0.00	
E 331-00000-601 Debt Srv Bond Principal	\$13,760.00	\$18,390.00	\$13,440.00	\$4,950.00	73.08%	\$0.00	
E 331-00000-611 Bond Interest	\$94,260.00	\$99,140.00	\$94,315.00	\$4,825.00		\$0.00	
00000 No Department	\$94,260.00	\$99,140.00	\$94,315.00	\$4,825.00		\$0.00	
331 CSAH 27/AGENCY ST 2021A							
332 FACILITIES 2021B							
00000 No Department	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 332-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 332-00000-430 Miscellaneous (GENERAL)	\$162,000.00	\$162,000.00	\$165,000.00	-\$3,000.00	101.85%	\$0.00	
E 332-00000-601 Debt Srv Bond Principal	\$10,285.00	\$10,285.00	\$8,486.50	\$1,798.50	82.51%	\$0.00	
E 332-00000-611 Bond Interest	\$172,285.00	\$172,285.00	\$173,486.50	-\$1,201.50		\$0.00	
00000 No Department	\$172,285.00	\$172,285.00	\$173,486.50	-\$1,201.50		\$0.00	
332 FACILITIES 2021B							
335 WATER TOWER REHAB 2023							
00000 No Department	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 335-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 335-00000-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 335-00000-611 Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
335 WATER TOWER REHAB 2023							
431 AGENCY RECONSTRUCTION-CSAH 27							
00000 No Department	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 431-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 431-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 431-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 431-00000-730 Cost of Issuance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

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Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2026 Budget	UnderLine
00000 No Department	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
431 AGENCY RECONSTRUCTION-CSAH 27	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
435 WATER TOWER REHAB							
00000 No Department							
E 435-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 435-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
435 WATER TOWER REHAB	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
601 WATER FUND							
00000 No Department							
E 601-00000-100 Wages and Salaries (GENERAL)	\$97,533.13	\$134,381.00	\$98,271.89	\$36,109.11	73.13%	\$0.00	
E 601-00000-107 On Call Stipend	\$0.00	\$0.00	\$435.00	-\$435.00	0.00%	\$0.00	
E 601-00000-121 PERA	\$8,962.55	\$10,105.00	\$7,403.15	\$2,701.85	73.26%	\$0.00	
E 601-00000-122 FICA	\$6,752.28	\$8,354.00	\$5,628.86	\$2,725.14	67.38%	\$0.00	
E 601-00000-123 Medicare	\$1,579.14	\$1,953.00	\$1,316.42	\$636.58	67.41%	\$0.00	
E 601-00000-131 Employer Paid Health	\$16,208.14	\$25,843.00	\$12,403.20	\$13,439.80	47.99%	\$0.00	
E 601-00000-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-133 Employer Paid Dental	\$967.42	\$1,755.00	\$858.15	\$896.85	48.90%	\$0.00	
E 601-00000-142 Unemployment Benefit Paym	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-151 Work Comp Premium	\$3,355.00	\$13,703.00	\$8,394.25	\$5,308.75	61.26%	\$0.00	
E 601-00000-190 Pension Expense	\$9,872.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-210 Operating Supplies (GENERAL)	\$41,255.42	\$57,000.00	\$38,046.15	\$18,953.85	66.75%	\$0.00	
E 601-00000-212 Fuel	\$545.57	\$1,000.00	\$394.36	\$605.64	39.44%	\$0.00	
E 601-00000-220 Repair/Maint (GENERAL)	\$23,140.37	\$22,000.00	\$31,566.42	-\$9,566.42	143.48%	\$0.00	
E 601-00000-300 Professional Svcs (GENERAL)	\$13,658.66	\$32,000.00	\$698,519.33	-\$666,519.33	2182.87%	\$0.00	
E 601-00000-320 Communications (GENERAL)	\$10,369.78	\$7,500.00	\$7,859.32	-\$359.32	104.79%	\$0.00	
E 601-00000-362 Property & Liability Ins	\$3,043.50	\$13,860.00	\$15,028.25	-\$1,168.25	108.43%	\$0.00	
E 601-00000-381 Electric Utilities	\$18,191.24	\$25,300.00	\$16,405.51	\$8,894.49	64.84%	\$0.00	
E 601-00000-383 Gas Utility	\$1,408.18	\$2,750.00	\$1,780.24	\$969.76	64.74%	\$0.00	
E 601-00000-420 Depreciation	\$78,127.91	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-430 Miscellaneous (GENERAL)	\$110.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-433 Dues and Subscriptions	\$420.00	\$500.00	\$425.00	\$75.00	85.00%	\$0.00	
E 601-00000-437 Clothing Allowance	\$845.68	\$800.00	\$416.57	\$383.43	52.07%	\$0.00	
E 601-00000-438 Meeting & Education	\$1,437.96	\$2,500.00	\$2,610.19	-\$110.19	104.41%	\$0.00	
E 601-00000-439 Refund & Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-441 State Sales Tax	\$2,845.00	\$2,500.00	\$1,617.00	\$883.00	64.68%	\$0.00	
E 601-00000-444 County Sales Tax	\$306.00	\$500.00	\$180.00	\$320.00	36.00%	\$0.00	
E 601-00000-499 Amortization Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2026 Budget	UnderLine
E 601-00000-510 Capital Outlay-Actual Expens	\$713.11	\$11,000.00	\$942.34	\$10,057.66	8.57%	\$0.00	
E 601-00000-550 Capital Outlay - Set Aside	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%	\$0.00	
E 601-00000-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$69,000.00	-\$69,000.00	0.00%	\$0.00	
E 601-00000-611 Bond Interest	\$25,380.00	\$0.00	\$44,918.70	-\$44,918.70	0.00%	\$0.00	
E 601-00000-721 Transfer Out	-\$0.01	\$178,293.00	\$0.00	\$178,293.00	0.00%	\$0.00	
E 601-00000-730 Cost of Issuance	\$22,000.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
00000 No Department	\$389,028.03	\$563,597.00	\$1,064,420.30	-\$500,823.30		\$0.00	
601 WATER FUND	\$389,028.03	\$563,597.00	\$1,064,420.30	-\$500,823.30		\$0.00	
602 SEWER FUND							
00000 No Department							
E 602-00000-100 Wages and Salaries (GENER	\$97,528.16	\$134,381.00	\$98,263.49	\$36,117.51	73.12%	\$0.00	
E 602-00000-107 On Call Stipend	\$0.00	\$0.00	\$435.00	-\$435.00	0.00%	\$0.00	
E 602-00000-121 PERA	\$8,961.85	\$10,105.00	\$7,402.53	\$2,702.47	73.26%	\$0.00	
E 602-00000-122 FICA	\$6,751.95	\$8,354.00	\$5,628.32	\$2,725.68	67.37%	\$0.00	
E 602-00000-123 Medicare	\$1,579.08	\$1,953.00	\$1,316.33	\$636.67	67.40%	\$0.00	
E 602-00000-131 Employer Paid Health	\$16,208.09	\$25,843.00	\$12,403.39	\$13,439.61	48.00%	\$0.00	
E 602-00000-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-00000-133 Employer Paid Dental	\$967.31	\$1,755.00	\$858.15	\$896.85	48.90%	\$0.00	
E 602-00000-151 Work Comp Premium	\$3,355.00	\$13,703.00	\$8,394.25	\$5,308.75	61.26%	\$0.00	
E 602-00000-190 Pension Expense	\$13,478.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-00000-210 Operating Supplies (GENERA	\$6,656.35	\$7,500.00	\$6,241.78	\$1,258.22	83.22%	\$0.00	
E 602-00000-212 Fuel	\$89.03	\$1,000.00	\$527.49	\$472.51	52.75%	\$0.00	
E 602-00000-220 Repair/Maint (GENERAL)	\$5,152.94	\$18,000.00	\$5,444.32	\$12,555.68	30.25%	\$0.00	
E 602-00000-300 Professional Svcs (GENERAL)	\$30,984.31	\$39,000.00	\$31,362.63	\$7,637.37	80.42%	\$0.00	
E 602-00000-320 Communications (GENERAL)	\$3,941.39	\$4,000.00	\$3,033.17	\$966.83	75.83%	\$0.00	
E 602-00000-362 Property & Liability Ins	\$3,043.50	\$13,860.00	\$15,028.25	-\$1,168.25	108.43%	\$0.00	
E 602-00000-381 Electric Utilities	\$9,796.27	\$13,200.00	\$9,560.09	\$3,639.91	72.42%	\$0.00	
E 602-00000-383 Gas Utility	\$970.82	\$2,200.00	\$1,037.78	\$1,162.22	47.17%	\$0.00	
E 602-00000-385 Mankato User Charge Fee	\$324,368.14	\$218,324.00	\$323,467.04	-\$105,143.04	148.16%	\$0.00	
E 602-00000-420 Depreciation	\$46,724.86	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-00000-433 Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-00000-437 Clothing Allowance	\$845.68	\$800.00	\$416.57	\$383.43	52.07%	\$0.00	
E 602-00000-438 Meeting & Education	\$0.00	\$2,500.00	\$1,940.73	\$559.27	77.63%	\$0.00	
E 602-00000-439 Refund & Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-00000-510 Capital Outlay-Actual Expens	\$153.00	\$11,000.00	\$0.00	\$11,000.00	0.00%	\$0.00	
E 602-00000-550 Capital Outlay - Set Aside	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%	\$0.00	
E 602-00000-721 Transfer Out	\$0.11	\$50,000.00	\$0.00	\$50,000.00	0.00%	\$0.00	
00000 No Department	\$581,555.84	\$587,478.00	\$532,761.31	\$54,716.69		\$0.00	

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Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2026 Budget	UnderLine
602 SEWER FUND	\$581,555.84	\$587,478.00	\$532,761.31	\$54,716.69		\$0.00	
	\$4,194,191.45	\$4,467,870.00	\$4,065,591.44	\$402,278.56		\$3,340,083.00	

# CITY OF EAGLE LAKE

## 2026 Revenue Budget Worksheet

Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	2025 % of Budget	2026 Budget	UnderLine
101 GENERAL							
R 101-31000 Property Taxes	\$949,687.08	\$1,130,646.00	\$615,150.28	\$515,495.72	54.41%	\$1,231,171.00	
R 101-32100 Business Licenses	\$7,725.00	\$3,500.00	\$975.00	\$2,525.00	27.86%	\$3,500.00	
R 101-32210 Building Permits	\$74,713.40	\$75,000.00	\$64,388.82	\$10,611.18	85.85%	\$75,000.00	
R 101-32211 Surcharge - Flat Fee	\$130.00	\$100.00	\$95.00	\$5.00	95.00%	\$100.00	
R 101-32212 Surcharge - Value	\$2,910.50	\$1,500.00	\$2,668.00	-\$1,168.00	177.87%	\$2,500.00	
R 101-32213 Surcharge - Plumbing	\$11.00	\$75.00	\$10.00	\$65.00	13.33%	\$15.00	
R 101-32214 Surcharge - Mechanical	\$12.00	\$75.00	\$10.00	\$65.00	13.33%	\$15.00	
R 101-32215 Surcharge - Other	\$3.00	\$10.00	\$2.00	\$8.00	20.00%	\$5.00	
R 101-32220 Zoning Permit	\$1,640.00	\$1,200.00	\$1,220.00	-\$20.00	101.67%	\$1,200.00	
R 101-32221 Rental Inspection	\$1,950.02	\$1,500.00	\$393.14	\$1,106.86	26.21%	\$1,500.00	
R 101-32240 Animal Permits & Licenses	\$1,589.00	\$1,500.00	\$1,160.00	\$340.00	77.33%	\$1,500.00	
R 101-32260 Refunds and Reimbursements	\$44,505.64	\$35,000.00	\$35,517.13	-\$517.13	101.48%	\$35,000.00	
R 101-32275 F.D. Grants and Reimburseme	\$0.00	\$0.00	\$12,500.00	-\$12,500.00	0.00%	\$7,500.00	
R 101-33000 Intergovernmental Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-33100 Federal Grants and Aids	\$0.00	\$0.00	\$31,939.15	-\$31,939.15	0.00%	\$25,000.00	
R 101-33400 State Grants and Aids	\$8,038.07	\$25,000.00	\$0.00	\$25,000.00	0.00%	\$10,000.00	
R 101-33401 Local Government Aid	\$788,509.00	\$750,114.00	\$387,692.50	\$362,421.50	51.68%	\$750,530.00	
R 101-33402 Sm. Cities Assistance Program	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$41,976.00	
R 101-33405 PERA Rate Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-33418 MN Police Relief Payment	\$21,019.72	\$28,353.00	\$0.00	\$28,353.00	0.00%	\$0.00	
R 101-33419 MN Fire Relief Payment	\$68,619.95	\$33,075.00	\$0.00	\$33,075.00	0.00%	\$33,075.00	
R 101-33428 Payment in Lieu of Taxes	\$0.00	\$0.00	\$4,324.06	-\$4,324.06	0.00%	\$4,325.00	
R 101-34107 Administrative Service Fee	\$4,280.25	\$4,000.00	\$2,790.25	\$1,209.75	69.76%	\$4,000.00	
R 101-34110 Planning & Zoning Fees	\$614.00	\$1,000.00	\$438.00	\$562.00	43.80%	\$1,000.00	
R 101-35000 Fines and Fees	\$1,865.88	\$3,500.00	\$4,174.62	-\$674.62	119.27%	\$4,500.00	
R 101-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-36101 Indust. Park - N. Lift Station	\$0.00	\$1,926.00	\$0.00	\$1,926.00	0.00%	\$0.00	
R 101-36200 Miscellaneous Revenues	\$8,887.58	\$500.00	\$590.00	-\$90.00	118.00%	\$500.00	
R 101-36210 Interest Earnings	\$223,594.90	\$125,000.00	\$167,425.63	-\$42,425.63	133.94%	\$150,000.00	
R 101-36230 Contributions - General	\$4,390.25	\$7,500.00	\$7,076.00	\$424.00	94.35%	\$10,000.00	
R 101-36231 Contributions - Park	\$23,643.44	\$15,000.00	\$3,723.79	\$11,276.21	24.83%	\$5,000.00	
R 101-36232 Contributions - Fire Departme	\$51,000.00	\$30,000.00	\$0.00	\$30,000.00	0.00%	\$30,000.00	
R 101-36233 Police - Seizure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-36234 National Night Out	\$0.00	\$0.00	\$1,018.00	-\$1,018.00	0.00%	\$0.00	
R 101-36240 Fire Call Revenue	\$4,130.00	\$2,000.00	\$4,200.00	-\$2,200.00	210.00%	\$4,000.00	
R 101-36241 Fire Contract Payment	\$62,661.24	\$67,662.00	\$31,330.61	\$36,331.39	46.30%	\$67,662.00	
R 101-38020 Rental Revenue	\$905.00	\$500.00	\$1,585.00	-\$1,085.00	317.00%	\$1,500.00	



Account Descr	2024 Amt	2025 Budget	YTD Amt	YTD Balance	2025 % of Budget	2026 Budget	UnderLine
R 101-38021 Wireless Internet Rental Fee	\$21,808.72	\$19,000.00	\$15,382.11	\$3,617.89	80.96%	\$15,000.00	
R 101-38022 Contract For Deed	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-38050 Cable TV Franchise Fee	\$16,123.83	\$12,000.00	\$6,958.81	\$5,041.19	57.99%	\$5,000.00	
R 101-38051 Electric Franchise Fee	\$8,310.65	\$9,500.00	\$11,445.68	-\$1,945.68	120.48%	\$9,500.00	
R 101-38052 Gas Franchise Fee	\$7,765.10	\$9,300.00	\$4,388.33	\$4,911.67	47.19%	\$7,500.00	
R 101-38200 Park Dedication	\$0.00	\$0.00	\$3,346.00	-\$3,346.00	0.00%	\$0.00	
R 101-39101 Sale of Equipment-Material	\$6,522.50	\$0.00	\$9,400.00	-\$9,400.00	0.00%	\$7,500.00	
R 101-39102 Issuance of Capital Lease	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-39203 Transfer from Other Fund	\$44,569.96	\$0.00	\$5.00	-\$5.00	0.00%	\$0.00	
R 101-39400 Escrow Funds Received	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
101 GENERAL	\$2,462,136.68	\$2,395,036.00	\$1,433,322.91	\$961,713.09		\$2,546,574.00	
201 STORM WATER DRAINAGE							
R 201-32219 SWPPP Review	\$1,200.00	\$1,000.00	\$2,050.00	-\$1,050.00	205.00%	\$0.00	
R 201-32260 Refunds and Reimbursements	\$0.00	\$48,680.00	\$42,628.20	\$6,051.80	87.57%	\$0.00	
R 201-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 201-37100 Sales for Services	\$78,288.14	\$64,803.00	\$68,828.28	-\$4,025.28	106.21%	\$0.00	
R 201-39101 Sale of Equipment-Material	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 201-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
201 STORM WATER DRAINAGE	\$79,488.14	\$114,483.00	\$113,506.48	\$976.52		\$0.00	
202 RECYCLING UTILITY							
R 202-34404 Recycling Collection Charge	\$66,230.91	\$63,000.00	\$59,510.42	\$3,489.58	94.46%	\$0.00	
202 RECYCLING UTILITY	\$66,230.91	\$63,000.00	\$59,510.42	\$3,489.58		\$0.00	
203 REFUSE UTILITY							
R 203-34403 Refuse Collection Charges	\$217,539.61	\$181,000.00	\$195,428.56	-\$14,428.56	107.97%	\$0.00	
203 REFUSE UTILITY	\$217,539.61	\$181,000.00	\$195,428.56	-\$14,428.56		\$0.00	
206 ECONOMIC DEVELOPMENT AUTHORITY							
R 206-31000 Property Taxes	\$54,831.17	\$15,000.00	\$11,356.33	\$3,643.67	75.71%	\$0.00	
R 206-36200 Miscellaneous Revenues	\$200.00	\$0.00	\$206.58	-\$206.58	0.00%	\$0.00	
R 206-36210 Interest Earnings	\$11,635.92	\$5,000.00	\$9,389.21	-\$4,389.21	187.78%	\$0.00	
R 206-39101 Sale of Equipment-Material	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 206-39201 Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 206-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
206 ECONOMIC DEVELOPMENT AUTHORITY	\$66,667.09	\$20,000.00	\$20,952.12	-\$952.12		\$0.00	
207 EDA REVOLVING LOAN FUND							
R 207-34900 Fromm EDA Loan 2013 Princip	\$17,603.23	\$1,028.00	\$1,684.27	-\$656.27	163.84%	\$0.00	
R 207-34901 Fromm EDA Loan 2013 Intere	\$1,550.43	\$981.00	\$945.82	\$35.18	96.41%	\$0.00	
R 207-34902 Loan Repayment-Miller	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

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Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	2025 % of Budget	2026 Budget	UnderLine
R 207-34920 Blue Earth County Loan to City	\$0.00	\$586.00	\$0.00	\$586.00	0.00%	\$0.00	
R 207-36210 Interest Earnings	\$1,007.27	\$0.00	\$679.35	-\$679.35	0.00%	\$0.00	
R 207-36211 EDA Loan Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 207-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
207 EDA REVOLVING LOAN FUND	\$20,160.93	\$2,595.00	\$3,309.44	-\$714.44		\$0.00	
208 ACCOUNT TO CLOSE FOR PARKWAY							
R 208-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
208 ACCOUNT TO CLOSE FOR PARKWAY	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
210 SMALL CITIES GRANT FUND							
R 210-32260 Refunds and Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 210-36210 Interest Earnings	\$92.40	\$50.00	\$69.21	-\$19.21	138.42%	\$0.00	
210 SMALL CITIES GRANT FUND	\$92.40	\$50.00	\$69.21	-\$19.21		\$0.00	
221 TAX INCREMENT DIST. 1-2 CEDAR							
R 221-31050 Tax Increments	\$112,533.45	\$95,427.00	\$56,266.94	\$39,160.06	58.96%	\$0.00	
221 TAX INCREMENT DIST. 1-2 CEDAR	\$112,533.45	\$95,427.00	\$56,266.94	\$39,160.06		\$0.00	
222 TAX ABATEMENT-AUTUMN WIND							
R 222-31051 Property Tax - Tax Abatement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
222 TAX ABATEMENT-AUTUMN WIND	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
223 TIF 3-1 704-708 PARKWAY AVE							
R 223-31050 Tax Increments	\$12,730.38	\$11,787.00	\$7,016.90	\$4,770.10	59.53%	\$0.00	
R 223-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 223-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
223 TIF 3-1 704-708 PARKWAY AVE	\$12,730.38	\$11,787.00	\$7,016.90	\$4,770.10		\$0.00	
224 TIF 3-2 FOX MEADOWS							
R 224-31050 Tax Increments	\$0.00	\$0.00	\$20,894.67	-\$20,894.67	0.00%	\$0.00	
224 TIF 3-2 FOX MEADOWS	\$0.00	\$0.00	\$20,894.67	-\$20,894.67		\$0.00	
250 AMERICA RESCUE PLAN							
R 250-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
250 AMERICA RESCUE PLAN	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
255 PUBLIC SAFETY AID							
R 255-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
255 PUBLIC SAFETY AID	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
310 RETIRED-CATE STREET							
R 310-31000 Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	2025 % of Budget	2026 Budget	UnderLine
R 310-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
310 RETIRED-CATE STREET	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
311 RETIRED-CITY FACILITIES							
R 311-31000 Property Taxes	\$48,531.20	\$0.00	\$1,070.91	-\$1,070.91	0.00%	\$0.00	
R 311-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
311 RETIRED-CITY FACILITIES	\$48,531.20	\$0.00	\$1,070.91	-\$1,070.91		\$0.00	
326 PFA							
R 326-31000 Property Taxes	-\$1,461.84	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 326-36100 Special Assessments	\$14,099.18	\$0.00	\$8,291.45	-\$8,291.45	0.00%	\$0.00	
R 326-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 326-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
326 PFA	\$12,637.34	\$0.00	\$8,291.45	-\$8,291.45		\$0.00	
327 RETIRED-LINDA DR EXTENSION							
R 327-36100 Special Assessments	\$3,336.94	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
327 RETIRED-LINDA DR EXTENSION	\$3,336.94	\$0.00	\$0.00	\$0.00		\$0.00	
328 RETIRED STORM SEWER IMPROV2010							
R 328-31000 Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
328 RETIRED STORM SEWER IMPROV2010	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
329 RETIRED-JOAN LANE REFUND 2021B							
R 329-31000 Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
329 RETIRED-JOAN LANE REFUND 2021B	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
330 2ND, LINDA, STORM 2017A CROSSO							
R 330-31000 Property Taxes	\$57,249.29	\$50,599.00	\$28,085.06	\$22,513.94	55.51%	\$0.00	
R 330-36100 Special Assessments	-\$0.10	\$17,531.00	\$1,668.42	\$15,862.58	9.52%	\$0.00	
R 330-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 330-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
330 2ND, LINDA, STORM 2017A CROSSO	\$57,249.19	\$68,130.00	\$29,753.48	\$38,376.52		\$0.00	
331 CSAH 27//AGENCY ST 2021A							
R 331-31000 Property Taxes	\$10,503.08	\$9,283.00	\$39,506.87	-\$30,223.87	425.58%	\$0.00	
R 331-36100 Special Assessments	\$74,260.46	\$39,706.00	\$19,874.56	\$19,831.44	50.05%	\$0.00	
R 331-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 331-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
331 CSAH 27//AGENCY ST 2021A	\$84,763.54	\$48,989.00	\$59,381.43	-\$10,392.43		\$0.00	
332 FACILITIES 2021B							
R 332-31000 Property Taxes	\$14,000.00	\$0.00	\$4,841.04	-\$4,841.04	0.00%	\$0.00	

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Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	YTD Balance	2025 % of Budget	2026 Budget	UnderLine
R 332-36100 Special Assessments	\$2,023.38	\$0.00	\$353.55	-\$353.55	0.00%	\$0.00	
R 332-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 332-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
332 FACILITIES 2021B	\$16,023.38	\$0.00	\$5,194.59	-\$5,194.59		\$0.00	
335 WATER TOWER REHAB 2023							
R 335-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
335 WATER TOWER REHAB 2023	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
431 AGENCY RECONSTRUCTION-CSAH 27							
R 431-39201 Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 431-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 431-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
431 AGENCY RECONSTRUCTION-CSAH 27	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
435 WATER TOWER REHAB							
R 435-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 435-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
435 WATER TOWER REHAB	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
601 WATER FUND							
R 601-31300 State Sales and Use Tax	\$968.63	\$550.00	\$1,530.02	-\$980.02	278.19%	\$0.00	
R 601-31301 County Sales and Use Tax	\$70.43	\$40.00	\$110.92	-\$70.92	277.30%	\$0.00	
R 601-33405 PERA Rate Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 601-34407 Area Charges	\$0.00	\$0.00	\$4,780.00	-\$4,780.00	0.00%	\$0.00	
R 601-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 601-36200 Miscellaneous Revenues	\$913.20	\$500.00	\$10,923.01	-\$10,423.01	2184.60%	\$0.00	
R 601-37100 Sales for Services	\$462,119.62	\$491,360.00	\$419,181.76	\$72,178.24	85.31%	\$0.00	
R 601-37110 Water Meter Sales	\$13,354.50	\$10,000.00	\$21,168.00	-\$11,168.00	211.68%	\$0.00	
R 601-37170 Hook Up Fee	\$8,000.00	\$7,079.00	\$7,000.00	\$79.00	98.88%	\$0.00	
R 601-39101 Sale of Equipment-Material	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 601-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 601-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
601 WATER FUND	\$485,426.38	\$509,529.00	\$464,693.71	\$44,835.29		\$0.00	
602 SEWER FUND							
R 602-32260 Refunds and Reimbursements	\$0.00	\$0.00	\$2,180.37	-\$2,180.37	0.00%	\$0.00	
R 602-33405 PERA Rate Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-34407 Area Charges	\$0.00	\$0.00	\$1,995.00	-\$1,995.00	0.00%	\$0.00	
R 602-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-37100 Sales for Services	\$530,204.71	\$557,024.00	\$474,718.45	\$82,305.55	85.22%	\$0.00	

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Account Descr	2024 Amt	2025 Budget	2025 YTD Amt	2025 YTD Balance	2025 % of Budget	2026 Budget	UnderLine
R 602-37170 Hook Up Fee	\$6,400.00	\$5,408.00	\$4,800.00	\$608.00	88.76%	\$0.00	
R 602-37255 I & I Penalty	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-37260 Late Fees	\$10,405.48	\$8,653.00	\$9,477.58	-\$824.58	109.53%	\$0.00	
R 602-39101 Sale of Equipment-Material	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
602 SEWER FUND	\$547,010.19	\$571,085.00	\$493,171.40	\$77,913.60		\$0.00	
	\$4,292,557.75	\$4,081,111.00	\$2,971,834.62	\$1,109,276.38		\$2,546,574.00	

Start Date 01/01/2025  
 End Date 09/08/2025  
 Employment Profile - Effective Date  
 Effective as of 09/08/2025  
 Time Off Transaction Summary - Effective Date  
 Effective as of 09/08/2025  
 Time Off Transaction Details - Effective Date  
 Effective as of 09/08/2025

Payroll Name	Position ID	COMP TIME Earned	COMP TIME Taken	Comp Time Balance	SICK Earned	SICK Taken	Sick Balance	VACATION Earned	VACATION Taken	Vacation Balance	ESST Earned	ESST Taken	ESST Balance	Total Time Taken
Anderson, Jim	JGP000205	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Barta, Jodie L	JGP000213	0.00	0.00	1.25	66.42	(28.00)	54.72	55.39	0.00	14.27	42.74	(18.50)	32.80	(86.00)
Beckmann, Jacob Donald	JGP000204	0.00	(61.75)	33.38	66.42	(30.50)	122.10	55.39	(52.00)	12.89	41.25	(14.50)	24.84	(144.25)
Bromeland, Jennifer J	JGP000144	0.00	0.00	0.00	66.42	(31.50)	677.36	121.54	(116.00)	283.35	47.52	(19.00)	53.52	(149.50)
Hartman, Andrew R	JGP000148	0.00	(65.75)	8.52	66.42	(72.25)	10.98	83.07	(53.25)	63.50	40.46	(35.25)	2.86	(191.25)
Nicklay, Michael L	JGP000170	0.00	(55.50)	38.30	66.42	(111.25)	30.44	55.39	(24.00)	80.66	40.82	(43.50)	2.98	(190.75)
Rausch, Kerry L	JGP000105	0.00	0.00	0.00	66.42	(25.00)	794.65	156.61	(103.25)	251.80	42.17	(25.00)	35.17	(128.25)
Richards, Taylor W	JGP000217	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ruel, Nathan W	JGP000203	0.00	(54.00)	34.08	66.42	(45.00)	119.18	55.39	(41.75)	60.13	42.27	(24.25)	17.52	(140.75)
Total		0.00	(237.00)	115.53	464.94	(345.50)	1,809.43	582.76	(448.25)	766.60	297.23	(180.00)	169.69	

#2

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414 Nicollet Mall  
Minneapolis, MN 55401

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PRESORTED  
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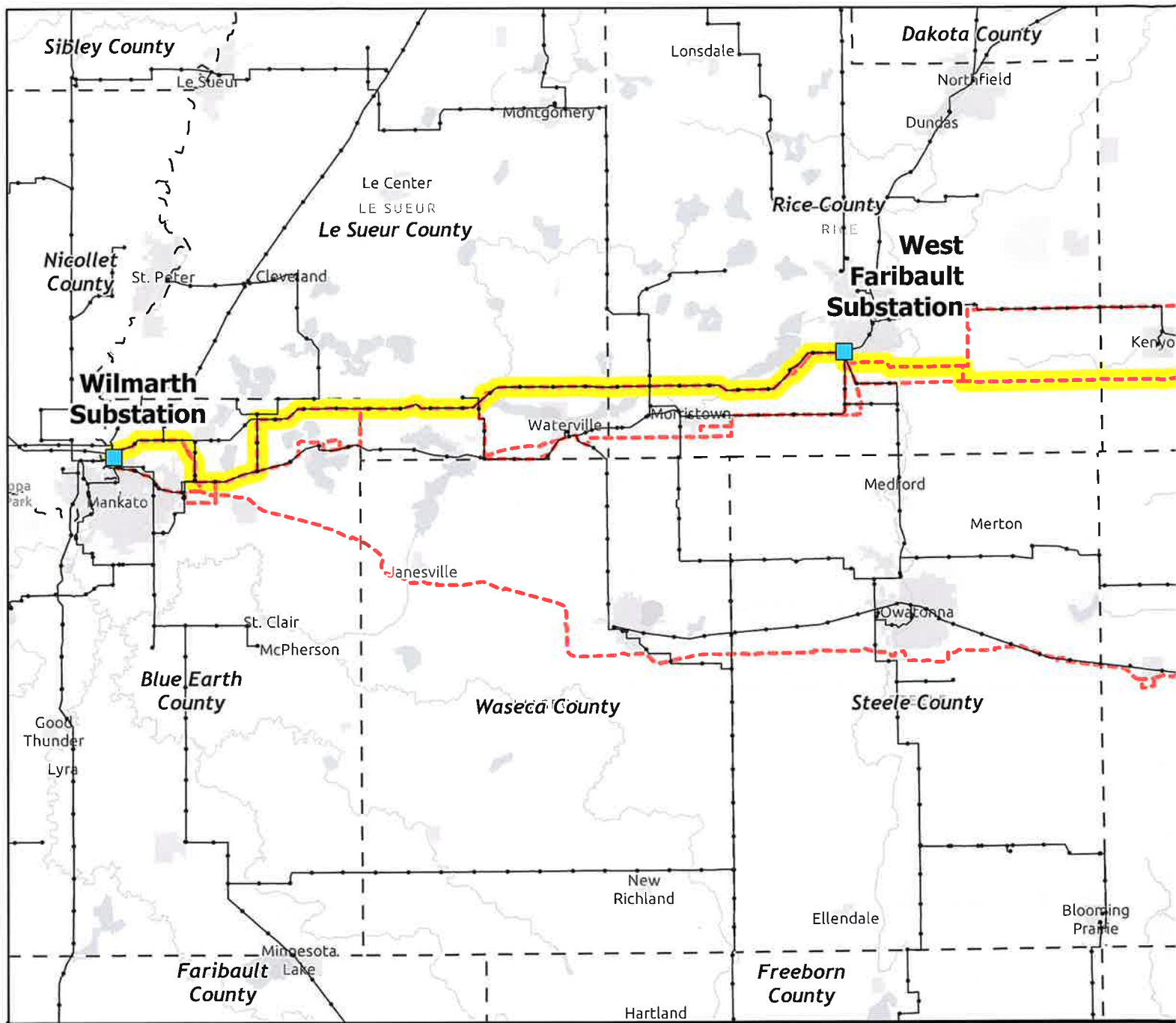


Jennifer Bromeland  
City Administrator  
PO Box 159, 705 Parkway Ave  
Eagle Lake, MN 56024-0159

# TRANSMISSION LINE INFORMATION

T-7 P-1 002425



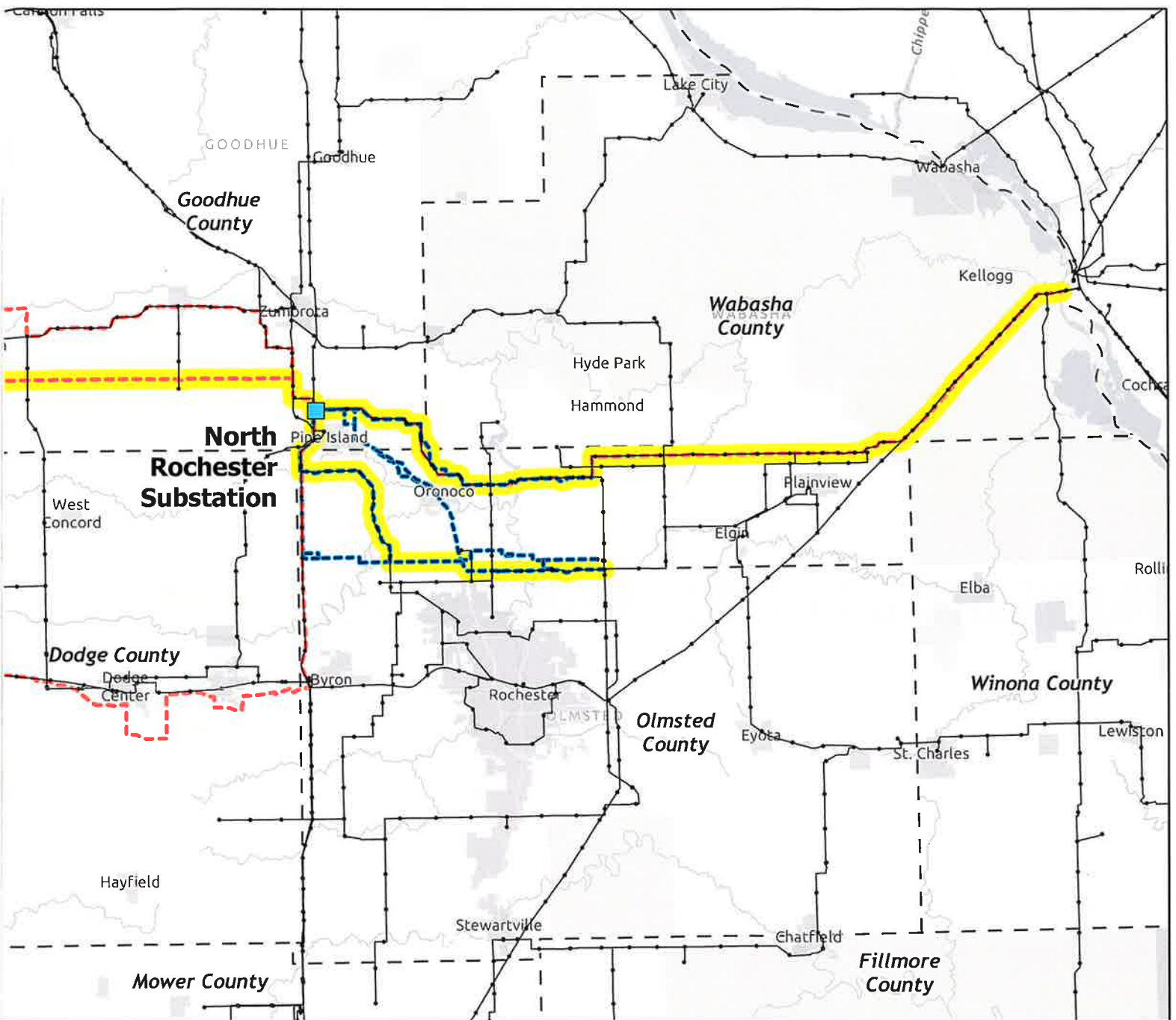


## LEGEND

- Existing Substation
- Existing Transmission Line
- County Boundary
- City Boundary

## MMRT Project Proposed Routes and Route Alternatives

- 161kV
- 345kV
- Xcel Energy Preferred Route



## MMRT PROJECT LANDOWNER UPDATE | SEPTEMBER 2025

Dear Landowner:

The proposed Mankato-Mississippi River Transmission Project (MMRT Project) will improve reliability, deliver low-cost renewable energy and provide other regional benefits by building new and more resilient “backbone” electric transmission infrastructure to serve customers. The proposed project includes about 120 miles of new and upgraded 345 kilovolt (kV) transmission lines between the existing Wilmarth Substation near Mankato and a connection point at the Mississippi River near Kellogg. It also includes building about 20 miles of new 161 kV transmission lines between the existing North Rochester Substation near Pine Island and an existing transmission line northeast of Rochester, which is being relocated from its existing alignment to install the new 345 kV infrastructure.

The MMRT Project is part of a portfolio of long-range electric transmission projects that improve reliability and make the grid more resilient during extreme weather, and ensure customers receive the electricity they need as aging generation plants are retired and new wind and solar energy projects are built.

### PROJECT STATUS

The Minnesota Public Utilities Commission (MPUC) issued the final Environmental Impact Statement (EIS) on July 25, 2025, following the public hearings held in May 2025. The EIS analyzed the proposed routes and routing alternatives, the potential human and environmental impacts of the project along with possible measures to mitigate impacts and respond to comments on the Draft EIS.

The Final EIS is available at <https://www.edockets.state.mn.us/dockets>, by searching docket #23-157 for the Route Permit.

### NEXT STEPS

As part of the regulatory process, public hearings were held by the PUC and presided over by an Administrative Law Judge (ALJ) in May 2025 to collect feedback on the draft EIS and other aspects of the project, including proposed route options. The ALJ will prepare and file a report on October 30, 2025, which include summaries from the hearings, finding of fact, conclusions of law and recommendations.

After the ALJ report is released, the MPUC will review all information on the record, including the application and information submitted by Xcel Energy, the draft and final EIS, comments and information from landowners, members of the public and other stakeholders. We anticipate the MPUC will issue a final decision on the project in late 2025.

For additional information about the Project, please visit the Project website at: [mmrtproject.com](https://mmrtproject.com).

### CONTACT XCEL ENERGY

If you have questions about the Project or the regulatory process, please contact us by leaving a voicemail at 800-853-3365 or by emailing us at [contact@mmrtproject.com](mailto:contact@mmrtproject.com). You may also submit questions at [mmrtproject.com/contact](https://mmrtproject.com/contact). For more information about the Project, please visit [mmrtproject.com](https://mmrtproject.com).

#4

## City of Eagle Lake, Minnesota

### Request for Proposal (RFP)

#### Design Engineering Services for Trail Project (Carbon Reduction Program – No Ground Disturbance)

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#### 1. General Information

The City of Eagle Lake is soliciting Statements of Qualifications (SOQ) from qualified engineering firms to provide design engineering services for a trail project with engineering services funded under the Federal Carbon Reduction Program (CRP). This project involves no ground disturbance and is limited to design services only.

The selection process will follow a Qualifications-Based Selection (QBS) process in accordance with the Brooks Act and federal guidelines.

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#### 2. Project Overview

- **Project Name:** CSAH 27 Pedestrian Connectivity Project
  - **Project Type:** Non-motorized pedestrian and bicycle infrastructure
  - **Project Location:** Southeastern portion of the City of Eagle Lake, Minnesota
  - **Funding Source:** Federal funds under the Carbon Reduction Program (CRP)
  - **Project Description:**  
The CSAH 27 Pedestrian Connectivity Project seeks to enhance pedestrian and bicycle access, safety, and comfort in the southeastern portion of the community by constructing a sidewalk and 10-foot-wide bituminous trail along Agency Street and 211th Street. The project includes the design of approximately 5,000 feet of paved trail as part of the Eagle Lake sidewalks and trail network. A key feature of the project is a new pedestrian crosswalk flasher system at CSAH 27 and Thomas Drive, which will improve crossing safety. The project will also deliver ADA-compliant infrastructure and eliminate existing gaps in the sidewalk and trail system, thereby promoting active transportation and community connectivity. FY26 construction with environmental work, design, and specs to be completed with a short turnaround time.
- 

#### 3. Scope of Services

The selected consultant shall provide all labor, materials, and expertise necessary to complete the following:

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- Project coordination and meetings with City staff and stakeholders
- Preliminary design and alternatives analysis for approximately 5,000 feet of trail and sidewalk
- Design of pedestrian crosswalk flasher system at CSAH 27 and Thomas Drive
- ADA compliance review and integration
- Environmental documentation – a construction environmental document must be provided. Design services are restricted to no ground disturbance until construction.
- Cost estimating and phasing
- Final design and construction documents suitable for letting
- Coordination with MnDOT for federal compliance
- Assistance with funding documentation and grant compliance

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#### 4. Selection Criteria and Evaluation

The City of Eagle Lake will use a **Qualifications-Based Selection (QBS)** process, evaluating firms based on:

<b>Evaluation Criteria</b>	<b>Weight (%)</b>
Project Understanding	25%
Relevant Experience	25%
Work Plan and Approach	25%
Quality of Submission	15%
DBE Participation Plan	10%

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#### 5. Federal and State Requirements

All responding firms must comply with the following federal and state requirements:

- **Brooks Act Compliance (QBS method)**
  - **Disadvantaged Business Enterprise (DBE) Provisions**
    - Race Gender Neutral (RGN). See attached DBE Special Provisions.
  - **Conflict of Interest Disclosure**
  - **Debarment and Suspension Certification**
  - **Anti-Lobbying Certification**
    - No federal funds may be used to influence or lobby federal employees or members of Congress.
  - **Title VI and Non-Discrimination Compliance**
- 

#### 6. Required Submittal Components

Firms must submit the following in their SOQ:

- Letter of Interest
  - Description of firm's qualifications and relevant experience
  - Summary of key personnel (resumes may be included in appendix)
  - Proposed work plan and project understanding
  - Examples of relevant trail or federally funded projects
  - DBE Participation Plan
  - Conflict of Interest Disclosure Form
  - Certification Regarding Debarment and Suspension
  - Certification Regarding Lobbying
- 

## 7. Submission Requirements

- **Deadline:** RFP due no later than 4:30 p.m. on Friday, October 3, 2025.
  - **Submit To:**  
Jennifer Bromeland  
City Administrator  
City of Eagle Lake  
705 Parkway Avenue  
P.O. Box 159  
Eagle Lake, MN 56024  
Email: [jbromeland@eaglelakemn.com](mailto:jbromeland@eaglelakemn.com)
  - **Format:** One (1) digital PDF (via email or flash drive) and four (4) hard copies
- 

## 8. Questions and Clarifications

All questions or requests for clarification must be directed to:

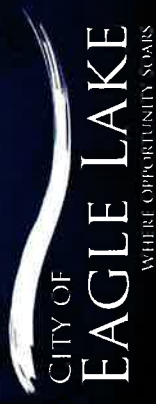
Jennifer Bromeland  
City Administrator  
City of Eagle Lake  
Email: [jbromeland@eaglelakemn.com](mailto:jbromeland@eaglelakemn.com)  
Phone: 507-257-3218

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QUALIFICATIONS FOR  
**CSAH 27 PEDESTRIAN  
CONNECTIVITY PROJECT**



OCTOBER 3, 2025



**BOLTON  
& MENK**

Real People. Real Solutions.

**CONTACT:**

Brian Sarff, PE | Project Manager  
507-327-2825

Brian.Sarff@bolton-menk.com

1960 Premier Drive  
Mankato, MN 56001

507-625-4171 | Bolton-Menk.com



Real People. Real Solutions.

1960 Premier Drive  
Mankato, MN 56001  
507-625-4171 | Bolton-Menk.com

October 3, 2025

Jennifer Bromeland  
City Administrator  
City of Eagle Lake  
705 Parkway Avenue  
PO Box 159  
Eagle Lake, MN 56024

RE: Statement of Qualifications  
for CSAH 27 Pedestrian  
Connectivity Project

Dear Jennifer and Selection Committee:

Like you, Bolton & Menk, Inc. takes pride in creating infrastructure that enhances outdoor recreation, improves safety and mobility, and provides greater connectivity for those who walk, ride, or roll. When you partner with us on this important project, you will benefit from our:

**LOCAL EXPERTISE**— Bolton & Menk's long work history for the City of Eagle Lake means we are familiar with your needs and expectations. Our team's knowledge of local priorities, city project development practices, engineering processes and procedures, and Eagle Lake's needs and preferences will help us navigate the project from day one. From our office just five miles down the road, the Bolton & Menk team is available and ready to take the lead on this project. You can rest assured that our experience and established relationships with the city will allow us to jump right in.

**PROJECT HISTORY**— In 2022, Bolton & Menk worked with the Mankato/North Mankato Area Planning Organization (MAPO) and the City of Eagle Lake to identify improvements and make recommendations for pedestrian and bicycle accommodations along the CSAH 27 corridor. The study evaluated existing issues and alternatives to help improve conditions for walking and bicycling along CSAH 27. Potential multimodal infrastructure alternatives were developed and evaluated, public input was gathered, and a recommendation was made. Since then, Bolton & Menk has helped the city apply for and secure federal and state funding to construct the project. Our history with this corridor is unrivaled, and we look forward to using our knowledge to hit the ground running.

**TRAIL DESIGN EXPERIENCE**— Bolton & Menk has a proven track record of successfully completing trail projects that enhance community connectivity. From creating a multi-use Trunk Highway (TH) 14 trail link between the upper and lower areas of North Mankato to constructing a 10-foot-wide bituminous trail between Sleepy Eye Lake and TH 4, our team has consistently delivered high-quality designs. We will put that specialized expertise to work for the City of Eagle Lake.

In continued service to the City of Eagle Lake, we are excited at the opportunity to complete the CSAH 27 Pedestrian Connectivity Project. I will continue to personally serve as your primary contact and project manager. Please contact me at 507-327-2825 or Brian.Sarff@bolton-menk.com if you have any questions regarding our proposal.

Respectfully submitted,  
**Bolton & Menk, Inc.**

*Brian J. Sarff*

Brian J. Sarff, PE | Municipal Project Manager





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# FIRM OVERVIEW

**We believe all people should live in safe, sustainable, and beautiful communities and we take pride in our ability to make that happen.**

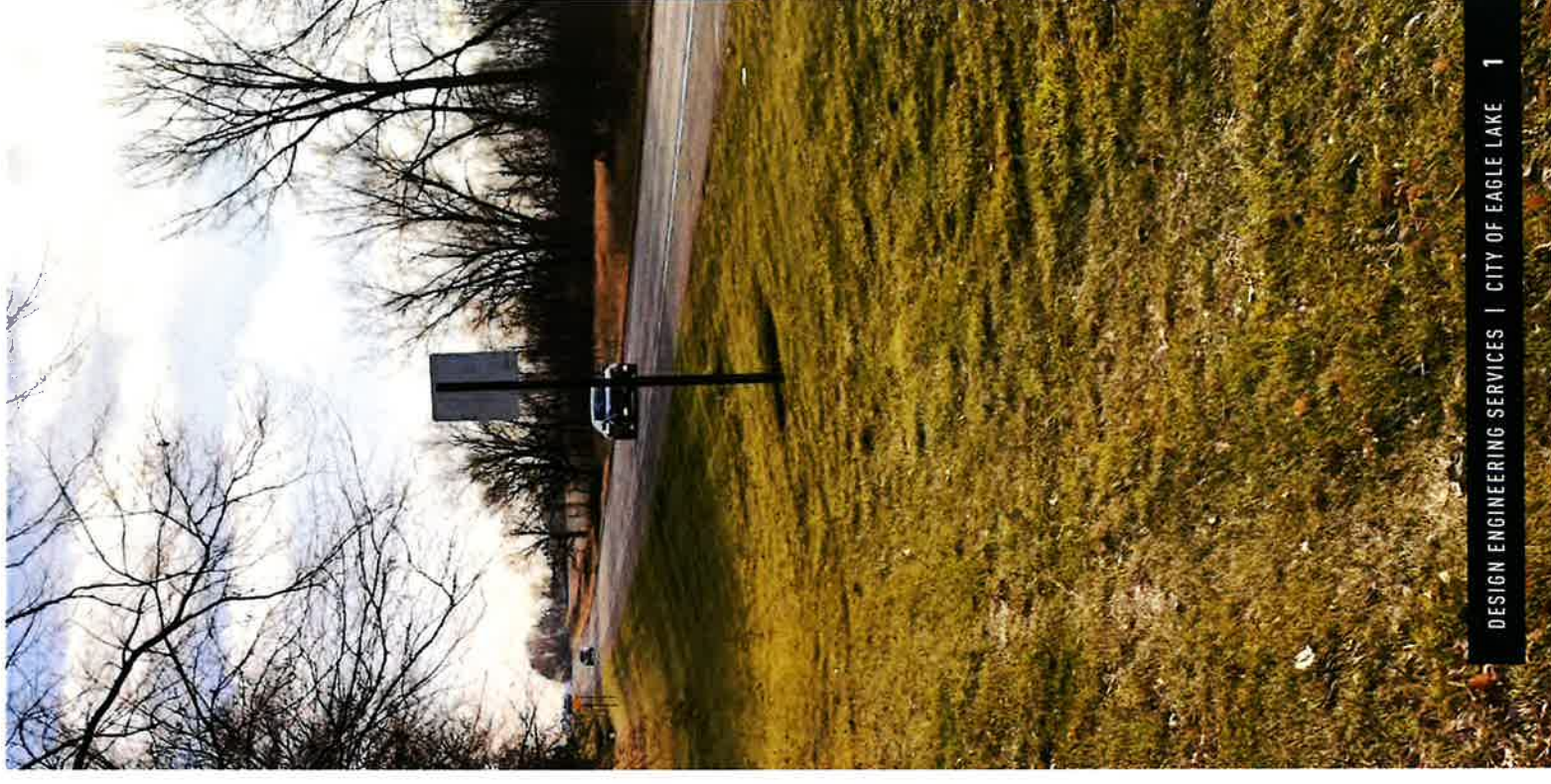
Our commitment to communities began in 1949, serving the needs of municipal clients. As we continue to grow in both numbers and experience, our dedication to building trust and ensuring a true partnership with our clients remains the same. Our goal is to help communities make progress by listening to what people want, finding the best solutions for their needs, and treating them right. Simply put, we're people helping people. Today, Bolton & Menk has more than 1,100 multiregional employees including a professional staff of more than 400 engineers, planners, landscape architects, and surveyors. Our dedication to our clients shines through in the work we provide. We are committed to cultivating and delivering exceptional community infrastructure solutions. From advocating for our communities to designing their dreams to finding funding, we take pride in our work because we live here too. We believe in the power of face-to-face meetings, friendly conversations, and collaborative decision-making to keep your projects on schedule, within budget, and focused on real, workable solutions.

We promise every client two things: we'll work hard for you, and we'll do a good job. We take a personal interest in the work being done around us and do our part to build a better quality of life for all. At the end of the day, we're **Real People** offering **Real Solutions**.

## **Design Engineering Experience**

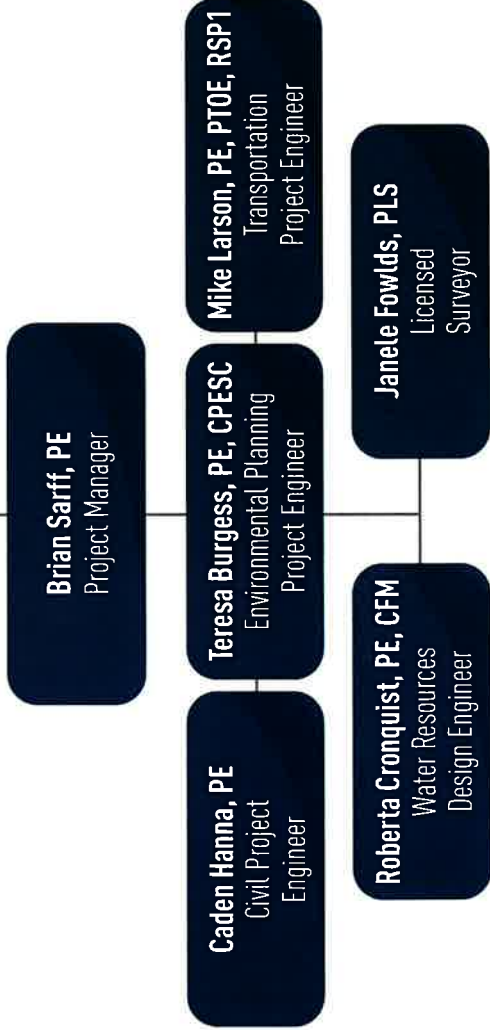
One of the solutions we offer is design engineering for trail projects. From designing sidewalks and trail networks to integrating safety systems and delivering ADA-compliant infrastructure, Bolton & Menk has a team with the vast knowledge, technical resources, and industry experience to implement strategies that work with your long-term goals.

**On the following pages, we have highlighted our team, relevant experience, and approach.** We look forward to working with the City of Eagle Lake to develop a design that promotes active transportation and community connectivity.



# KEY PERSONNEL

On the following pages, we have highlighted key team member roles. You have our commitment that staff highlighted in this statement of qualifications will be performing and overseeing the work they have been identified to lead. This will help maintain the project schedule and ensure quality project deliverables for the City of Eagle Lake.



*Due to the project scope and scale, we will not be using a DBE subconsultant for this project; however, in 2024, our DBE partners helped us deliver nearly \$8 million of our firm's revenue. We continue to look for opportunities to engage strong DBE partners in our work across the company and have developed many successful partnerships with other firms.*



**BRIAN SARFF, PE**  
**Project Manager**

Brian will provide overall project management and coordination with our team. Having designed numerous federally funded projects, he will leverage his expertise navigating the arduous federal process to deliver this project within the tight timelines. As the consulting municipal engineer for the City of Eagle Lake, Brian will bring his firsthand experience with your people, processes, and preferences to this project.

Brian is a municipal project manager who began his career in 2011 at Bolton & Menk. His broad design experience and technical ability has allowed him to help numerous municipal and private clients with a diverse array of projects, from inception through construction administration. He is passionate about helping communities realize their goals and finding long-term solutions.





**CADEN HANNA, PE**  
Civil Project Engineer

Caden will provide civil engineering design needs for the project. He is familiar with the City of Eagle Lake, having recently played a critical role on the 2025 Street and Utility Improvements project design team. Caden is a municipal project engineer at Bolton & Menk who started his career full time in 2021 following three summers of interning. His responsibilities include engineering design, technical specifications, plan reviews, construction inspection, and CAD work. He enjoys seeing designs go from ideas on paper to reality and experiencing the positive impacts these inspirations have on communities.



**MIKE LARSON, PE, PTOE, RSP1**  
Transportation Project Engineer

Mike will provide expertise for all transportation-related tasks, such as pedestrian lighting and Rectangular Rapid Flashing Beacon (RRFB) design. Mike is a traffic practice leader who began his career in 2016. He is a jack-of-all-trades engineer with deep knowledge of all things traffic, from microsimulation, signal timing, signing and striping design, staging and traffic control, to safety analysis and multimodal performance and safety. Mike plays a key role in many of the traffic studies that come through Bolton & Menk. He is passionate about finding right-sized solutions that can actually be implemented and make an immediate difference in people's lives.



**ROBERTA CRONQUIST, PE, CFM**  
Water Resources Design Engineer

Roberta will support the project's water resources design needs. She will be tasked with verifying ditch and culvert hydraulics and ensuring the project meets all Municipal Separate Storm Sewer System (MS4) requirements. Roberta began her career in 1998 and is highly experienced with hydrologic and hydraulic modeling to support regional drainage improvement projects, detention basin design and dam modeling, levee certification, as well as river engineering, sediment transport analysis, and two-dimensional flood modeling and stream restoration design and modeling. She has permitted numerous projects with state agencies, the Federal Emergency Management Agency (FEMA), as well as the U.S. Army Corps of Engineers (USACE).



**JANELE FOLWIDS, PLS**  
Licensed Surveyor

Janele will coordinate all survey needs and provide direct oversight of all survey activities. She has provided surveying on many street and utility projects, drainage improvement projects, and infrastructure development projects within the city. Janele began surveying in 1996 and is a survey staff supervisor, survey project manager, survey practice leader, and part of the firm's survey management team. She has performed boundary, topographic, ALTA/ACSM land title surveys, as-built, construction, and design surveys.

She has worked with section breakdowns, government corner certificates, right-of-way plats, verification of subdivision plats, Registered Land Surveys, and property descriptions.



**TERESA BURGESS, PE, CPESC**  
Environmental Planning Project Engineer

Teresa will lead the extensive environmental documentation process required before the federal and state grants awarded to this project can be used. She has unmatched experience meeting the environmental requirements for federally funded projects, and will be well-positioned to deliver all requirements in the compressed schedule. Teresa began her engineering career in 1992. As an environmental planning senior project engineer, her responsibilities in the engineering realm include regulatory compliance, preliminary engineering, environmental review, specification preparation, design, and cost analysis; permitting of sanitary sewer, water distribution, and stormwater management; roadway facilities; as well as MS4 assistance and site plan approval. In 2015, Teresa joined the funding work group to provide engineering support. Her responsibilities in the funding work group include project development, funding applications, and technical writing. This includes engineering reports, work plans, and state and federal National Environmental Policy Act (NEPA) compliant environmental reviews for programs such as the State Revolving Fund, MnDNR, FEMA, HUD, and USDA-RD Water and Waste Disposal Loan and Grant Program.



# UNDERSTANDING AND APPROACH

## PROJECT UNDERSTANDING

CSAH 27 is a major collector that has long functioned as the de facto eastern border of the community, and as a result, is the terminus for many east-west roads in the City of Eagle Lake. CSAH 27 is the most direct route for people living south of Thomas Drive to access most of Eagle Lake's key destinations, including Eagle Lake Elementary School and Lake Eagle City Park. Additionally, CSAH 27 is the sole access point to the Eagle Lake Regency Manufactured Home Park and the primary access point to existing residential development along 211<sup>th</sup> Street.

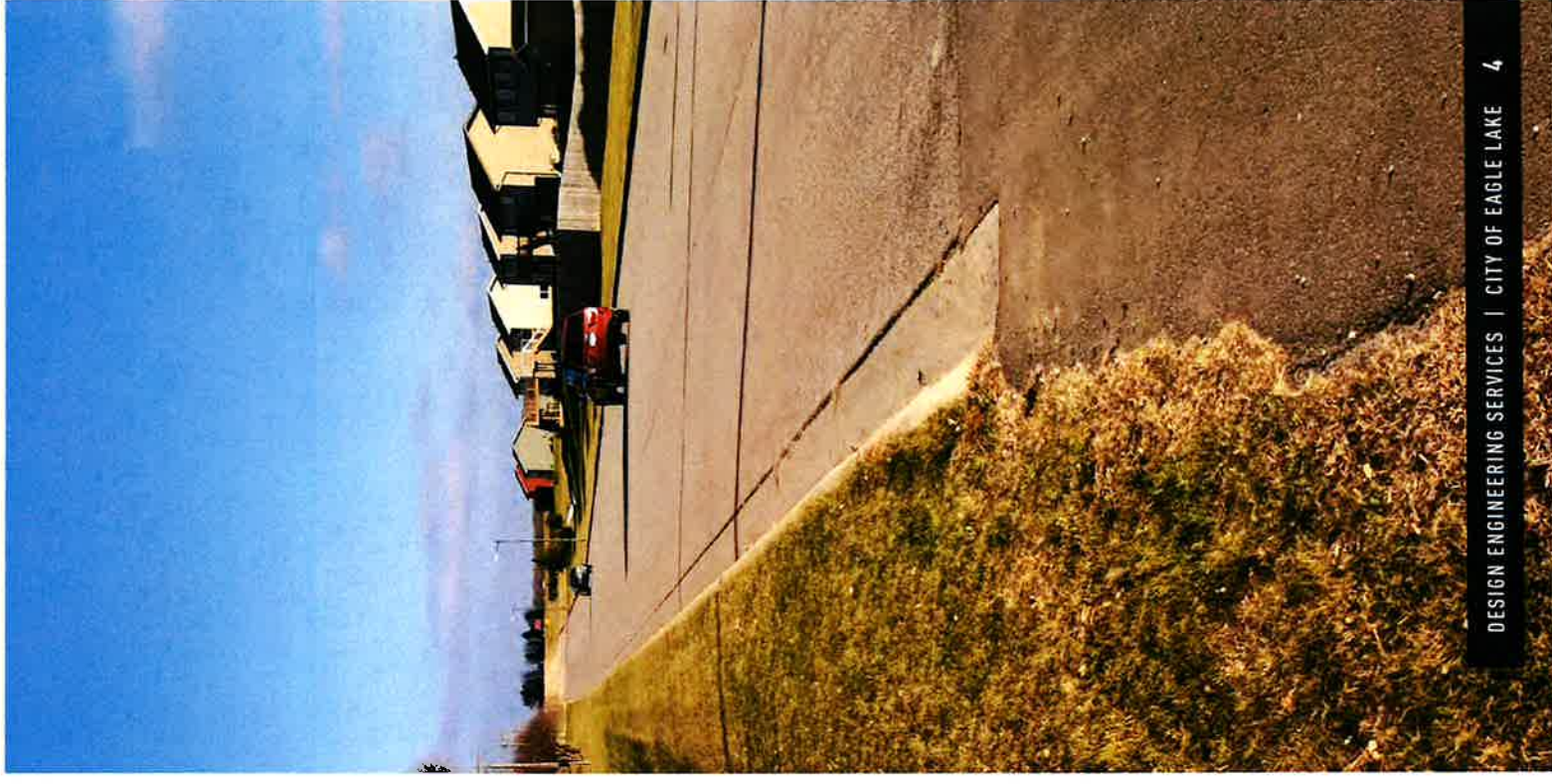
Currently, the city's sidewalk network extends south along CSAH 27, and continues east on Thomas Drive to Maple Lane. Because of very high driveway density on Maple Lane and lack of dedicated pedestrian access on CSAH 27, pedestrians are unable to safely commute without risking numerous encounters with reversing vehicles or sharing the road with motor vehicles. Vehicle speeds above the posted limit on CSAH 27 are common in this speed transition zone, which creates an unsafe and uncomfortable condition for pedestrians.

The City of Eagle Lake is seeking to enhance pedestrian and bicycle access, safety, and comfort in the southeastern portion of the community by constructing a sidewalk and 10-foot-wide bituminous trail. In addition to the new sidewalk and trail, the project will include a pedestrian crosswalk flasher system at CSAH 27 and Thomas Drive. By delivering ADA-compliant infrastructure, introducing new crossing safety features, and eliminating existing trail system gaps and barriers, this project will provide greater opportunities for active transportation within the City of Eagle Lake.

## PROJECT APPROACH

### Project Coordination and Meetings

Bolton & Menk's project management approach is rooted in communication, collaboration, and trust. **Brian Sarff** will serve as the primary point of contact to the city. He will be responsible for coordinating project development with the city, ensuring the project remains on schedule and budget, and harnessing the talents and expertise of the team.



Upon receiving a notice to proceed, Bolton & Menk is positioned to hit the ground running to meet the compressed project development schedule. Throughout the project, we will remain in contact with the city to coordinate efforts and track progress regularly. Monthly meetings with a project management team (PMT) may be scheduled as needed for deeper dives into content development.

The federal funding delegated contract process (DCP) has critical project progress milestones that must be achieved to not jeopardize funding for the project. Bolton & Menk has successfully delivered numerous federal aid projects and knows this process intimately. Our assignment of a dedicated DCP process manager to the City of Eagle Lake's project will ensure that submittal requirements are met in a timely manner and in consideration of review durations for all steps of the process including the project memorandum, right-of-way certificate, project checklist, and all other DCP details.

If desired by the city, we will assist in scheduling, creating materials for, and conducting a public outreach/open house meeting to keep the public involved and informed and collect relevant community input during the design process.

### **Data Collection**

Bolton & Menk will process topographic survey information suitable for use for the project planning and design. The survey deliverable information will include the following:

- » Horizontal and vertical location of all existing surface improvements and city utilities
- » Invert elevations of all existing sanitary sewers, storm sewer, valve depths for existing watermain system, culverts, etc.
- » Ground shots as required to define existing topography
- » Front of all adjacent houses and buildings
- » Location of all private utilities (natural gas, telephone, CATV, electric, etc.) based on field marking and locations or verified based on field marking or other information from utility owners
- » Location of all existing property lines and existing right-of-way

We will use this information in addition to detailed research to establish existing right-of-way lines and other boundaries critical to the project. After all information is compiled and drafted, maps of the existing conditions will be sent to private utility owners to solicit feedback on any missing or inaccurate information.

### **Preliminary Design and Layout Development**

We will use our understanding of the infrastructure and physical features in the corridor to create a preliminary design and layout. This includes showing significant utility impacts, topographic survey coordination, necessary drainage and roadway (striping and curbline) modifications, preliminary grading limits, right-of-way needs, and other applicable observations. Preliminary stormwater quality and management requirements will be evaluated early to determine potential impacts to the scope. Pedestrian lighting options and RRFB placement will be evaluated.

We will provide a draft layout for sidewalk and trail segments and will revise it based on feedback to produce a final approved preliminary layout. We will use this layout to provide the city with the information needed to begin acquiring right-of-way for the project, if needed.

### **Environmental Documentation**

Effective management of the environmental documentation is crucial to control unanticipated project delays. Bolton & Menk's environmental planners will serve as an integral part of the team to ensure input is received and agency coordination occurs as needed to develop a supported project, mitigate environmental risks, and make the process seamless.

The project is anticipated to require a short form C-List Categorical Exclusion (Cat-Ex). The Cat-Ex will include responses received during the early coordination efforts. Social, economic, and environmental impacts will be reviewed. Any impacts will be quantified, with minimization and mitigation efforts identified. The final Cat-Ex will be submitted to MnDOT State Aid for Local Transportation (SALT) for review.

### **Final Design and Bid Proposal Creation**

The Bolton & Menk team will produce construction plans, statement of estimated quantities, engineer's estimate of construction costs, and special provisions. Prior to the final submittals, we will provide review packages at the layout, 75 percent, and 95 percent stage. The final design process will comply with the DCP process. Our team will conduct a QA/QC review of all deliverables prior to sharing.

2023





The final plans will include, at a minimum:

- » Title sheet
- » General layout/index sheet
- » Statement of estimated quantities
- » Tabulations
- » Typical sections
- » Erosion control sheets (including SW/PPP)
- » Removals
- » Traffic control and staging plans, including pedestrian access routes, as needed
- » Trail plan and profiles
- » Drainage plan
- » Pedestrian ramp details
- » Lighting plans
- » Signing and striping plans
- » Cross sections

The following items will need to be submitted to MnDOT State Aid for review as a part of the DCP:

- » Plans in conformance with State Aid Manual Plans and Proposals Chapter Guidelines
- » State Aid hydraulics submittal, if needed
- » DCP 02 (plan submittal)
- » Engineer's estimate
- » Plan review checklist for federal aid projects
- » Lab testing and plant inspection services request
- » Right-of-way certificate #1 and right-of-way certificate #1 checklist
- » Utility relocations certificate
- » Information on any tied projects

### **Construction Cost Estimating**

We understand the intricacies of contractor estimating and recognize the importance of including items in an estimate beyond the quantities of construction to generate accurate and reliable budgets.

We will prepare associated cost estimates with the 75 percent and 95 percent design submittals. These estimates will use the refined construction quantities at each stage. Project costs will be separated by funding source and tracked for easy inclusion in updates for city staff and elected officials. Cost estimates will be reviewed relative to constructability, scheduling, and market factors using such resources and tools as advisable to assist the city in evaluating strategies to complete the project within the city's final desired budget and schedule.

### **Competitive Bidding Phase**

We will provide the following services during the bidding phase:

- » Prepare advertisement for bids and assist city staff with submitting to the official newspaper and other required publications and securing affidavits of publication
- » Post advertisement for bids on Bolton & Menk and city websites and QuestCDN
- » Maintain and update plan holders list throughout bidding period
- » Address questions from prospective bidders, subcontractors, and suppliers, and prepare and issue addenda as required
- » Assist city staff with the public opening and reading of the bids
- » Review bids and prepare bid tabulation and abstract of all bid items
- » Perform research to investigate capabilities and qualifications of the low bidder
- » Assist city staff in preparing a recommendation for city council regarding award of the bid

SCHEDULE		2025			2026												
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Project Coordination and Meetings	PMT Meetings																
	Federal DCP Checklist Milestones																
	Community Outreach Meeting																
Data Collection	Process Topographic Data																
	Establish Right-of-Way and Boundary Information																
	Send Existing Conditions to Utility Companies for Comment																
Preliminary Design and Layout Development	Preliminary Geometric Layouts																
	Evaluate Stormwater Quality and Management Requirements																
	Evaluate Pedestrian Lighting Alternatives																
	Determine RRFB Placement																
	Establish Construction Limits and Determine Right-of-Way Needs																
	Regulatory Agency Coordination																
Environmental Documentation	Field Review																
	Project Memorandum																
	ADA Compliance and Review																
Final Design and Bid Proposal Creation	Utility Design Meeting																
	Complete Final Design Calculations and Contract Plans																
	Create Bid Proposal and Special Provisions																
	MnDOT District and SALT Review																
	Agency Authorization and DBE Determination																
Construction Cost Estimating	75 Percent Construction Cost Estimate																
	95 Percent Construction Cost Estimate																
	100 Percent Construction Cost Estimate																
Competitive Bidding Phase	General Bidding Administration																
	Answer Questions from Bidding Community																
	Issue Addenda, if needed																
	Open Bids																
	Prepare Award Recommendations																
	MnDOT Approvals, Prepare Final Contract Documents																



# PROJECT EXPERIENCE

Our team has extensive experience providing trail design engineering. We have provided samples of recent projects with similar tasks and challenges to the City of Eagle Lake project.

## VARIOUS SAFE ROUTES TO SCHOOL

### (SRTS) PROJECTS

#### Local Communities

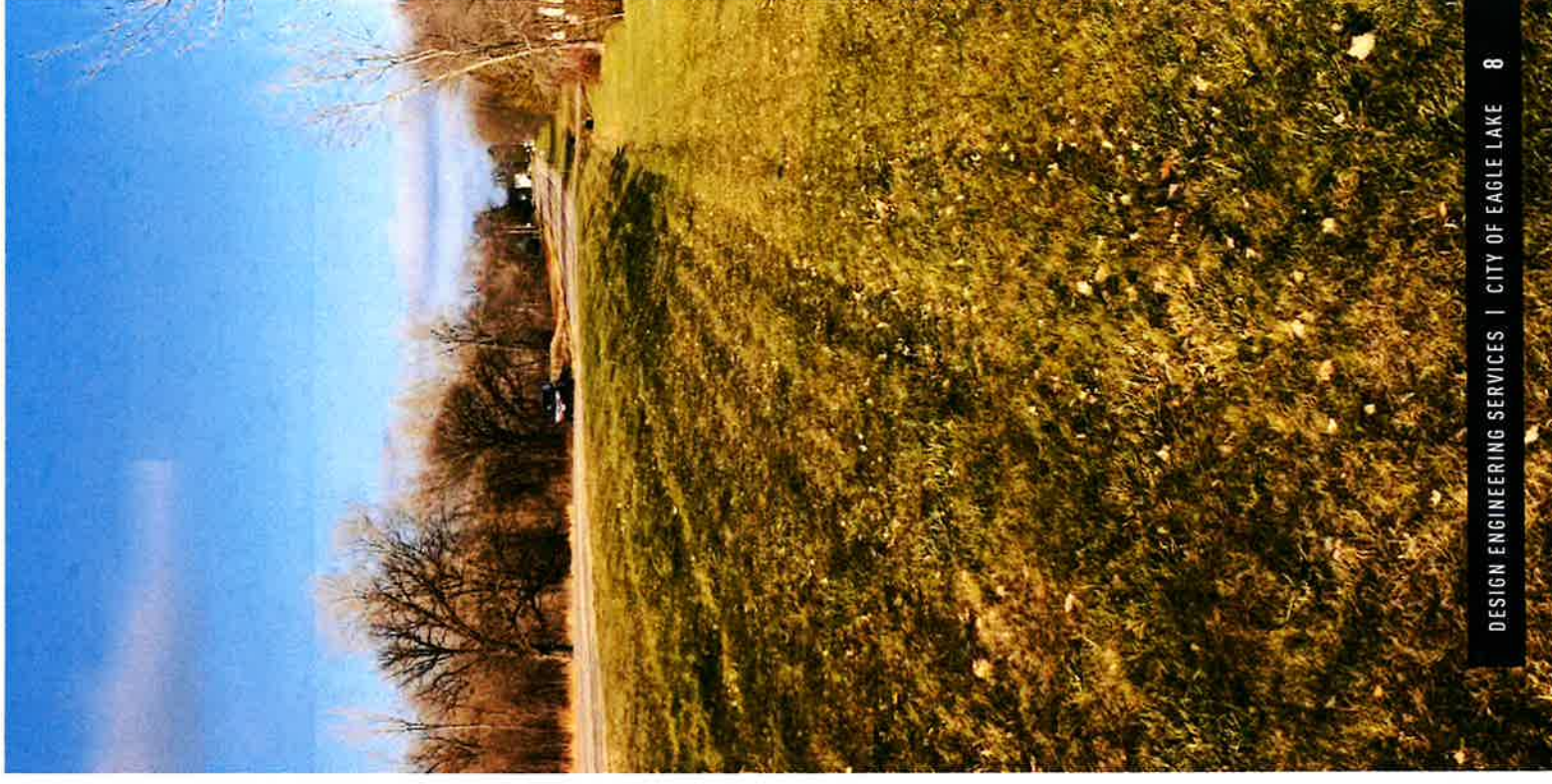
Bolton & Menk has provided a full range of services for local trail and SRTS projects.

Our in-house staff has been specially trained and focused on pedestrian and bike project planning, design, and construction; MnDOT State and Federal Aid design standards and guidelines; and ADA compliance standards and regulations.

Our team understands what makes a good SRTS project. We have helped guide communities through the planning and stakeholder outreach necessary to establish a common goal and followed through into design and construction of successful projects.

A snapshot of our recent, local federally funded SRTS design and construction projects:

- » 2024 SRTS Improvements
  - City of Saint Peter, MN
- » 2024 Lookout Drive SRTS Project
  - City of North Mankato, MN
- » 2020 Dakota Meadows SRTS Project
  - City of North Mankato, MN
- » 2019 Commerce Drive Improvements
  - City of North Mankato, MN



2206



## CSAH 41 BIKE TRAIL IMPROVEMENTS

### City of North Mankato, MN

The City of North Mankato hired Bolton & Menk to provide project development, design, and construction services for this federally funded project. The project involved the construction of 6,700 feet of bituminous trail along Nicollet CSAH 41, connecting the City of North Mankato to Nicollet County's Minnemishinona Falls Park with its scenic waterfall. Project development services included preliminary design and cost estimates, and completion of the necessary environmental documentation in the form of a project memorandum. Given the steep existing grades and limited right-of-way along CSAH 41, a State Aid variance was required and obtained for vertical grades along the trail. Design and construction services included plan preparation and construction documentation according to state and federal aid requirements.



## TH 14 BIKE TRAIL IMPROVEMENTS

### City of North Mankato, MN

A need for an additional multi-use trail link between the upper and lower areas of North Mankato was apparent. Due to challenging topography and extreme elevation change, few feasible routes existed. Bolton & Menk recognized the opportunity the TH 14 corridor represented and completed preliminary design to determine feasibility of a trail along this route. Extensive collaboration occurred with MnDOT District 7 through iterative design concepts, office meetings, and on-site reviews to develop a final design that was safe for trail users as well as TH 14 vehicular traffic. Since portions of the trail were essentially constructed within highway ditches, the design had to accommodate and maintain existing drainage patterns while preserving utilization of the trail during and after rainfall events. Lighting was provided along the trail to enhance pedestrian and bicyclist safety. Several rest areas were also provided along the steeper portions to enhance trail usage by all ages and abilities. The TH 14 trail is now a popular bike and pedestrian facility, providing a safe and convenient connection between upper and lower North Mankato.



## SLEEPY EYE LAKE TRAIL PHASE II

### City of Sleepy Eye, MN

This \$1.1 million project included the construction of an 1,800-foot-long, 10-foot-wide bituminous trail and a 14-foot-wide reinforced grass paver separation zone between Sleepy Eye Lake and the shoulder of TH 4. A new 6-foot-wide by 5-foot-high concrete box culvert outlet pipe was constructed under the trail to maintain the lake outlet on the northeast corner of the lake. Bolton & Menk provided a project memorandum, topographic survey, preliminary and final design, plans, specifications, bidding documents, construction staking, and construction engineering services for the project. This project included extensive correspondence, coordination, and permitting with the U.S. Army Corps of Engineers, MnDNR, and the Local Government Unit overseeing the wetland mitigation process. Brown County was the sponsor for the project on behalf of the City of Sleepy Eye. Project quantities and costs/funding were split between MnDOT STIP/federal funds, MnDOT Cooperative Agreement Funds, and City of Sleepy Eye Funds.





## MAIN STREET TRAIL

City of Fridley, MN

An existing Main Street (Anoka County CSAH 102) bridge did not provide a safe crossing for pedestrians and bicyclists. There was no separation from traffic and only 1.5-foot shoulders. Visibility was limited due to the crown of the bridge, and heavy truck use made on-road crossing dangerous. Bolton & Menk completed a \$1.9 million federal aid project consisting of 8,500 feet of shared use trail connecting 44<sup>th</sup> Avenue to 57<sup>th</sup> Avenue on the west side of Main Street. A 200-foot prefabricated steel through truss pedestrian bridge spans I-694 and enables residents living in southern Fridley and northern Columbia Heights to safely reach transit, employment, and commercial areas.



## MISSISSIPPI RIVER TRAIL

City of Anoka, MN

The Mississippi River Trail project connected Anoka's Mississippi River Community Park and the Mississippi West Regional Park in Ramsey. Neither city had significant experience delivering federal aid trails. Our project management approach included guiding the design process while keeping each city aware of federal aid requirements and how they were influencing design decisions. The outcome was a federally approved plan that incorporated the visions of each city. A key sustainability element involved a field walk of the preliminary trail alignment. During the walk, the trail alignment was adjusted to avoid significant trees and wetland areas to the extent practical. The result was savings of more than 100 trees and a reduction of over a half-acre of wetland impacts.



## COUNTY ROAD (CR) B TRAIL IMPROVEMENTS

City of Maplewood, MN

The project introduces a trail along the south side of CR B through a fully developed setting in Maplewood. The multi-use trail and crossing improvements connect Weaver Elementary and John Glenn Middle School to the surrounding neighborhoods with the aim of getting children off the street. The trail crosses multiple signalized intersections and needs connections to get across CR B to the trail. The project included the evaluation and design of three pedestrian crossing locations to determine the type of crossing treatments that were necessary based on the pedestrian use, traffic volume, pedestrian delay, connections, and other factors. Overall, one of the crossings was recommended to be upgraded with just signing and striping, while the other two crossings were recommended for upgraded treatments including RRFBs.



## FRANCE AVENUE SIDEWALK

### City of Edina, MN

To close a key pedestrian gap along France Avenue between TH 62 and 54<sup>th</sup> Street, the City of Edina advanced a sidewalk project identified in its 2018 Pedestrian and Bicycle Master Plan. This project just finished construction in June 2025. Design challenges included limited right-of-way and adjacent homes elevated more than five feet above the roadway. In collaboration with Hennepin County and the city, Bolton & Menk developed a layout that minimized property impacts by shifting the curb line to create space for the sidewalk and grading. A boulevard was included where feasible, while in constrained areas, the walk was placed at the back of curb to preserve trees and accommodate steep driveways. As Phase 3 construction wraps up, the corridor now offers safer, more accessible pedestrian connections and is ready to support future transit riders.

## SRTS PEDESTRIAN IMPROVEMENTS

### City of Forest Lake, MN

The city completed a SRTS Pedestrian Connection Improvement project. The work included approximately 7,000 feet of new 6-foot-wide concrete sidewalk, ADA-compliant pedestrian ramps, storm sewer adjustments, and water quality features. Bolton & Menk worked in coordination with city staff, the school district, residents, MnDOT, the watershed district, and Washington County from start to finish. We completed the design, construction inspection, and administration following the DCP for local agency federal aid projects.

## 2019/20 AND 2020/21 SHARED USE PATH

### City of Ames, IA

These sections of the trail are a key component in connecting south Ames to central Ames. It provides a hard surface connection in the city's existing trail network from the Iowa State University (ISU) Research Park to Grand Avenue. Both projects were constructed over an existing crushed-stone surface that covered the old railroad ballast, the only thing that remained when the railroad tracks and ties were removed.

In the 2019/20 Shared Use Path project, which spanned from the ISU Research Park to 16<sup>th</sup> Street SE, Bolton & Menk played a crucial role. We prepared construction plans and bid documents for a local letting, as well as the necessary easement documents required by ISU. The project was successfully bid in June 2020. Additionally, we performed construction staking, further demonstrating our expertise and involvement in the project. When an additional survey was needed due to an adjacent property owner's non-project-related drainage issue, our design team and survey staff demonstrated their agility and expertise by reacting quickly to meet the city's needs and improve drainage in the area.

The 2020/21 Shared Use Path project (16<sup>th</sup> Street SE to Grand Avenue) used federal aid (TAP funds) and required meeting all Iowa DOT design criteria and letting procedures, including environmental and cultural resource clearance, as well as flood plain permitting through the city's flood plain administrator.

Bolton & Menk worked closely with city staff to identify design constructability and access issues and communicated regularly to develop cost-effective solutions for the City of Ames.

The project also required easements and coordination with the property owner of the adjacent golf course to maintain access across the work area during construction. Due to the TAP funding, the federal aid acquisition process was followed diligently. In-depth discussions and agreements were finalized. The project was successfully bid in June 2021.

Both projects involved widening sections of the path and adding fences due to a few steep slopes, as well as to meet the safety requirements of the path design.

## WEST SIDE TRAIL

### City of Muscatine, IA

The City of Muscatine received TAP funds to construct a needed link on the west end of their trail system. The city wanted to work with a local consultant to create the plans and specifications for the project. They also wanted the consultant team to have expertise in federal funding and the Iowa DOT design process. The city asked Bolton & Menk to provide general project consultation to ensure proper project design delivery, including NEPA clearance, plan review, and assistance with design details. This 1.3-mile trail project was successfully bid in the July 2019 Iowa DOT letting.



A

APPENDIX: REQUIRED FORMS







Exhibit B - Office of Civil Rights - Good Faith Efforts Consolidated Form  
(Includes Parts A-I)

This form will assist you in demonstrating that you met the DBE goal or made adequate good faith efforts to meet the goal. You must provide this form and all supporting GFE documentation to the MnDOT Office of Civil Rights prior to the submission due date identified in Table B of the DBE Special Provisions.

PART A – PRIME CONTRACTOR'S INFORMATION (You must complete this part.)				
COMPANY NAME Bolton & Menk, Inc.				
ADDRESS 1960 Premier Drive	STREET Mankato	CITY Mankato	STATE MN	ZIP CODE 56001
PHONE # 507-625-4171	FAX #	EMAIL ADDRESS Brian.Sarff@bolton-menk.com		
CONTACT PERSON Brian J. Sarff, PE		TITLE Municipal Project Manager   Principal		

PART B - PROJECT DESCRIPTION (You must complete this part.)			
STATE PROJECT # 007-090-006	CONTRACT # (If Applicable) <input type="checkbox"/>		Attach copy of MnDOT Advertisement
ANTICIPATED START DATE (Based on progress schedule) 11/3/2025	EXPECTED COMPLETION DATE (Based on progress schedule) 7/1/2026		
DBE GOAL RGN	% VS	DBE COMMITMENT RGN	(Type of GFE Information – Check one only) <input checked="" type="checkbox"/> Pre-award <input type="checkbox"/> Post-award/Execution
TOTAL DBE PARTICIPATION DOLLARS BASED ON ADVERTISED DBE GOAL (Total prime bid \$ * DBE % Goal) \$0			

PART C – PROJECT SUMMARY AMOUNTS (You must complete this part.)	
TOTAL PRIME BID	\$
TOTAL DOLLARS COMMITTED TO NON-DBE'S (Not including suppliers)	\$0
TOTAL DOLLARS COMMITTED TO DBE'S (Not including suppliers)	\$0
TOTAL DOLLARS COMMITTED TO DBE SUPPLIERS (Total paid to DBE suppliers 00%)	\$0
WORKED PERFORMED BY PRIME	\$
PERCENT OF WORK PERFORMED BY PRIME	100 %
TOTAL DBE PARTICIPATION REMAINING (Difference between DBE goal \$ and DBE commitment \$)	\$0

241



State Project Number: 007-090-006

Contractor: Bolton & Menk, Inc.

**PART D – BIDDERS LIST - DBE QUOTES SUBMITTED (You must complete this part. If the project is let by MnDOT, you must submit information through the AASHTO are Project CRL about all bids/quotes you have received and enter your DBE Commitments on this form.)**

**DBE COMMITMENTS**

List all DBE firms who provided quotes or bid proposals. Indicate whether the quotes were accepted. Please include a copy of their quote(s).

**DBE Contractor Information**

DBE Contractor Information			Description of Work	Dollar Amount Of Bid/Proposal.	Will Firm Be Used?
<b>1.</b>	DBE Contractor Name Contact Name Address Federal Tax # Phone	E-mail Fax:			Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>2.</b>	DBE Contractor Name Contact Name Address Federal Tax # Phone	E-mail Fax:			Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>3.</b>	DBE Contractor Name Contact Name Address Federal Tax # Phone	E-mail Fax:			Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>4.</b>	DBE Contractor Name Contact Name Address Federal Tax # Phone	E-mail Fax:			Yes <input type="checkbox"/> No <input type="checkbox"/>

Make additional copies of this page as necessary

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State Project Number: 007-090-006

Contractor: Bolton & Menk, Inc.

PART E- BIDDERS LIST - NON-DBE QUOTES SUBMITTED (Complete this part only if the project is let by a local governmental unit. If the project is let by MnDOT, you must submit information about bids/quotes you have received through the AASHTOWare Project CRL online system rather than on this form.)					
NON-DBE COMMITMENTS List all non-DBE firms who provided quotes or bid proposals. Indicate whether the quotes were accepted. Please include a copy of their quote(s).			Description of Work	Dollar Amount Of Bid/Proposal.	Will Firm Be Used?
NON-DBE Contractor Information					
1.	NON-DBE Contractor Name Contact Name Address Federal Tax # Phone E-mail Fax:				Yes <input type="checkbox"/> No <input type="checkbox"/>
2.	NON-DBE Contractor Name Contact Name Address Federal Tax # Phone E-mail Fax:				Yes <input type="checkbox"/> No <input type="checkbox"/>
3.	NON-DBE Contractor Name Contact Name Address Federal Tax # Phone E-mail Fax:				Yes <input type="checkbox"/> No <input type="checkbox"/>
4.	NON-DBE Contractor Name Contact Name Address Federal Tax # Phone E-mail Fax:				Yes <input type="checkbox"/> No <input type="checkbox"/>

Make additional copies of this page as necessary

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## CONFLICT OF INTEREST CHECKLIST AND DISCLOSURE FORM

**Purpose of this Checklist:** This checklist is provided to assist proposers in screening for potential organizational conflicts of interest. The checklist is for the internal use of proposers and does not need to be submitted to MnDOT; however, the "Disclosure of Potential Conflict of Interest" form must be submitted with your response.

**Definition of "Proposer":** As used herein, the word "proposer" includes both the prime contractor and all proposed subcontractors.

**Checklist is not Exclusive:** Please note that this checklist serves as a guide only, and that there may be additional potential conflict situations not covered by this checklist. If a proposer determines a potential conflict of interest exists that is not covered by this checklist, that potential conflict must still be disclosed.

**Use of the Disclosure Form:** Proposers must complete the attached disclosure and submit it with their response (or separately, as directed by MnDOT, for projects not awarded through a competitive solicitation). If the proposer determines a potential conflict of interest exists, it must disclose the potential conflict to MnDOT; however, such a disclosure will not necessarily disqualify a proposer from being awarded a contract. To avoid any unfair "taint" of the selection process, the disclosure form should be provided separate from the bound response, and it will not be provided to selection committee members. MnDOT's Contract Management personnel will review the disclosure and the appropriateness of the proposed mitigation measures to determine if the proposer may be awarded the contract notwithstanding the potential conflict. MnDOT's Contract Management personnel may consult with MnDOT's Project Manager and Department of Administration personnel. By statute, resolution of conflict of interest issues is ultimately at the sole discretion of the Commissioner of Administration.

**Material Representation:** Proposers are required to submit the attached disclosure form either declaring, to the best of its knowledge and belief, that no potential conflict exists, or identifying potential conflicts and proposing remedial measures to ameliorate such conflict. The proposer must also update conflict information if such information changes after the disclosure. Information provided on the form will constitute a material representation as to the award of this contract. MnDOT reserves the right to cancel or amend the resulting contract if the proposer failed to disclose a potential conflict, which it knew or should have known about, or if the proposer provided information on the disclosure form that is materially false or misleading.

**Approach to Reviewing Potential Conflicts:** MnDOT recognizes that proposer's must maintain business relations with other public and private sector entities in order to continue as viable businesses. MnDOT will take this reality into account as it evaluates the appropriateness of proposed measures to mitigate potential conflicts. It is not MnDOT's intent to disqualify proposers based merely on the existence of a business relationship with another entity, but rather only when such relationship causes a conflict that potentially impairs the proposer's ability to provide objective advice to MnDOT. MnDOT would seek to disqualify proposers only in those cases where a potential conflict cannot be adequately mitigated. Nevertheless, MnDOT must follow statutory guidance on organizational conflicts of interest.

**Statutory Guidance:** Minnesota Statutes §16C.02, subdivision 10(a) places limits on state agencies ability to contract with entities having an "organizational conflict of interest". For purposes of this checklist and disclosure requirement, the term "vendor" includes "proposer" as defined above. Pursuant to such statute, "organizational conflict of interest" means that because of existing or planned activities or because of relationships with other persons: (1) the vendor is unable or potentially unable to render impartial assistance or advice to the state; (2) the vendor's objectivity in performing the contract work is or might otherwise be impaired; or (3) the vendor has an unfair advantage.

**Additional Guidance for Professionals Licensed by the Minnesota Board of Engineering:** The Minnesota Board of Engineering has established conflict of interest rules applicable to those professionals licensed by the Board (see Minnesota Rules Part 1805.0300). Subpart 1 of the rule provides "A licensee must avoid accepting a commission where duty to the client or the public would conflict with the personal interest of the licensee or the interest of another client. Prior to accepting such employment the licensee must disclose to a prospective client such facts as may give rise to a conflict of interest".

**An organizational conflict of interest may exist in any of the following cases:**

1. The proposer, or its principals, own real property in a location where there may be a positive or adverse impact on the value of such property based on the recommendations, designs, appraisals, or other deliverables required by this contract.
2. The proposer, or its principals, in previous work for the state has provided the final design or related services that are directly related to performance of work required under this contract. Comment: this provision will, for example, disqualify a proposer who performed final design for MnDOT and now seeks to provide construction administration services for that same project. MnDOT believes this is necessary because the firm that prepared the plans may be unable to objectively determine plan errors and omissions. This may cause a situation where: (1) the vendor is unable or potentially unable to render impartial assistance or advice to the state; and (2) the vendor's objectivity in performing the contract work is or might otherwise be impaired.
3. The proposer is providing services to another governmental or private entity and the proposer knows or has reason to believe, that entity's interests are, or may be, adverse to the state's interests with respect to the specific project covered by this contract. Comment: the mere existence of a business relationship with another entity would not ordinarily need to be disclosed. Rather, this focuses on the nature of services commissioned by the other entity. For example, it would not be appropriate to propose on a MnDOT project if a local government has also retained the proposer for the purpose of persuading MnDOT to stop or alter the project plans.
4. This contract is for right-of-way acquisition services or related services (e.g. geotechnical exploration) and the proposer has an existing business relationship with a governmental or private entity that owns property to be acquired pursuant to this contract.
5. The proposer is providing real estate or design services to a private entity, including but not limited to developers, whom the proposer knows or has good reason to believe, own or are planning to purchase property affected by the project covered by this contract, when the value or potential uses of such property may be affected by the proposer's performance of work pursuant to this contract. "Property affected by the project" includes property that is in, adjacent to, or in reasonable proximity to current or potential right-of-way for the project. The value or potential uses of the private entity's property may be affected by the proposer's work pursuant to the contract when such work involves providing recommendations for right-of-way acquisition, access control and the design or location of frontage roads and interchanges. Comment: this provision does not presume proposers know nor have a duty to inquire as to all of the business objectives of their clients. Rather, it seeks the disclosure of information regarding cases where the proposer has reason to believe that its performance of work under this contract may materially affect the value or viability of a project it is performing for the other entity.
6. The proposer has a business arrangement with a current MnDOT employee or immediate family member of such employee, including promised future employment of such person, or a subcontracting arrangement with such person, when such arrangement is contingent on the proposer being awarded this contract. This item does not apply to pre-existing employment of current or former MnDOT employees, or their immediate family members. Comment: this provision is not intended to supersede any MnDOT policies applicable to its own employees accepting outside employment. This provision is intended to focus on identifying situations where promises of employment have been made contingent on the outcome of this particular procurement. It is intended to avoid a situation where a proposer may have unfair access to "inside" information.
7. The proposer has, in previous work for the state, been given access to "data" relevant to this procurement or this project that is classified as "private" or "nonpublic" under the Minnesota Government Data Practices Act, and such data potentially provides the proposer with an unfair advantage in preparing a response for this project. Comment: this provision will not, for example, necessarily disqualify a proposer who performed some preliminary work from obtaining a final design contract, especially when the results of such previous work are public data available to all other proposers. Rather, it attempts to avoid an "unfair advantage" when such information cannot be provided to other potential proposers. Definitions of "government data", "public data", "non-public data" and "private data" can be found in Minnesota Statutes Chapter 13.
8. The proposer has, in previous work for the state, helped create the "ground rules" for this solicitation by performing work such as: writing this solicitation, or preparing evaluation criteria or evaluation guides for this solicitation.
9. The proposer, or any of its principals, because of any current or planned business arrangement, investment interest, or ownership interest in any other business, may be unable to provide objective advice to the state.

## DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST

Having had the opportunity to review the Organizational Conflict of Interest Checklist, the proposer hereby indicates that it has, to the best of its knowledge and belief:

- ☐ Determined that no potential organizational conflict of interest exists.  
☒ Determined that a potential organizational conflict of interest exists, as follows:

Describe nature of potential conflict:

Bolton & Menk serves as consulting city engineer for the City of Eagle Lake. The consultant's general familiarity with the community and area is deemed to be beneficial in facilitating the efficient and well-informed completion of the required services. The nature of the services to be completed for this contract is not anticipated to be adverse to the interests of either the city or its partners. Bolton & Menk did not participate in the city's application for federal design engineering funds for this project. Bolton & Menk also did not contribute to or participate in the preparation or solicitation of the request for proposals. This RFP was advertised publicly and made available for all qualified firms to submit proposals.

Describe measures proposed to mitigate the potential conflict:

Bolton & Menk will not be on the selection committee for this work. Bolton & Menk will not review or approve the contract, pay requests, amendments, etc. on behalf of the city. If a potential conflict arises, Bolton & Menk and the client will determine and document any action necessary to mitigate an actual conflict, such as assignment of different Bolton & Menk staff.

If a potential conflict has been identified, please provide name and phone number for a contact person authorized to discuss this disclosure form with MnDOT contract personnel.

Name: Brian J. Sarff Telephone: 507-625-4171

### Authorized Signature

Responder's firm name: Bolton & Menk, Inc. Telephone: 507-625-4171

Printed name: Brian J. Sarff Title: Municipal Project Manager | Principal

Authorized signature:  Date (mm/dd/yyyy): 10/03/2025

## RESPONDER DECLARATIONS

The undersigned certifies, to the best of his or her knowledge and belief, that:

- A. **Response Contents.** The information provided is true, correct, and reliable for purposes of evaluation for potential contract award. The submission of inaccurate or misleading information may be grounds for disqualification from the award as well as subject the Responder to suspension or debarment proceedings as well as other remedies available by law.
- B. **Authorized Signature.** This Declaration is signed by the appropriate person(s), with the authority to contractually bind the Responder, as required by applicable articles, bylaws, resolutions, minutes, and ordinances.
- C. **Non-Collusion Certification.**
  1. The Proposal has been arrived at by the Responder independently and has been submitted without collusion and without any agreement, understanding or planned common course of action with any other vendor designed to limit fair or open competition; and
  2. The contents of the Response have not been communicated by the Responder or its employees or agents to any person not an employee or agent of the Responder and will not be communicated to any other individual prior to the due date and time of this Solicitation. Any evidence of collusion among Responders in any form designed to defeat competitive responses will be reported to the Minnesota Attorney General for investigation and appropriate action.
- D. **Copyrighted Material Waiver.** By signing its Response, the Responder certifies that it has obtained all necessary approvals for the reproduction and distribution of the contents of its response.
- E. **Diverse Spend Reporting.** The Sample Contract contains a clause for Diverse Spend Reporting. When this clause applies, Contractor will be required to register in a free portal to report diverse spend. Please see [Diverse Spend Reporting Frequently Asked Questions](#) for additional information.
- F. **Certification Regarding Lobbying.** For State of Minnesota Contracts and Grants over \$100,000, the undersigned certifies, to the best of his or her knowledge and belief that:
  1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
  2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned must complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying in accordance with its instructions.
  3. The undersigned will require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans and cooperative agreements) and that all sub-recipients must certify and disclose accordingly.
- G. **Certification Regarding Debarment and Suspension**
  1. Federal money will be used (or may potentially be used) to pay for all or part of the work under the contract; therefore, this contract is a covered transaction for purposes of 49 Code of Federal Regulations (CFR) Part 29. As such, the successful responder is required to verify that none of the contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded, or disqualified as defined at 49 CFR 29.940 and 29.945.

2. The successful responder will be required to comply with 49 CFR 29, Subpart C and must include the requirement to comply with 49 CFR 29, Subpart C in any lower tier covered transaction it enters. By signing and submitting its proposal, responders certify as follows:

*The certification in this clause is a material representation of fact relied upon by the MnDOT. If it is later determined that the responder knowingly rendered an erroneous certification, in addition to remedies available to the MnDOT, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The responder agrees to comply with the requirements of 49 CFR 29, Subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The responder further agrees to include a provision requiring such compliance in its lower tier covered transactions.*

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification will be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

By signing this form, Responder acknowledges and certifies compliance with all applicable requirements indicated above.

### Authorized Signature

Responder's firm name: Bolton & Menk, Inc.

Printed name: Brian J. Sarff Title: Municipal Project Manager | Principal

Email: Brian.Sarff@bolton-menk.com Telephone: 507-625-4171

Authorized signature:  Date (mm/dd/yyyy): 10/03/2025



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# **CHARGE** *into Fire Safety™*

**Lithium-Ion Batteries  
in Your Home**

**Eagle Lake Fire Department  
Open House - Pancake Breakfast**

**Saturday, October 11  
8:00 a.m.-11:00 a.m.**

**101 Plainview Street  
Eagle Lake, MN 56024  
507-257-3218**



**FIRE  
PREVENTION  
WEEK™**

**fpw.org**

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2019





# CITY OF EAGLE LAKE FALL CLEANUP

**Saturday, October 18 • 8am - Noon**  
Lake Eagle Park

OPEN TO  
**EAGLE LAKE  
RESIDENTS ONLY**

You may be asked to show proof of residency.  
Photo ID or Current Utility Bill.



## VEHICLE LINEUP

**Lineup starts on Thomas Drive  
at the entrance of the park.**

To get into line enter on LeSueur Ave,  
turn right on Linda Dr, and turn right  
onto Thomas Dr.

*Do NOT block driveways.*

## SELF UNLOADING

Residents will need to unload  
their own materials.

If help is needed, plan ahead  
and bring someone with you  
to assist unloading.

## NO ELECTRONICS COLLECTION

There will **NOT** be an appliance  
or electronic pick-up or drop-off

For a list of **acceptable &  
unacceptable** items go to the  
**CALENDAR** tab and click on **"Fall  
Clean Up"** on Oct. 18th.

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