CITY OF ALEXANDRIA, MINNESOTA

CITY COUNCIL - REGULAR MEETING

AGENDA • AUGUST 13, 2026

COUNCIL CHAMBERS **7:00 PM**

704 BROADWAY
ALEXANDRIA, MN 56308

Mayor
Bobbie Osterberg

Council Member - Ward 1
Bill Franzen

Council Member - Ward 2
Roger Thalman

Council Member - Ward 3
Scott Allen

Council Member - Ward 4
Nicole Mace

Council Member - Ward 5
Carl Kvale

****Subject to the requirements of Minnesota Statutes, Section 13D.02, the Mayor and City Council Members may participate in the meeting by interactive technology****

1. 7:00PM - Call to Order

2. Pledge of Allegiance

3. Moment of Silence

4. Public Comment

5. Approve Agenda

6. Consent Agenda

1. Minutes of July 27, 2026 - 4:30 PM
2. Minutes of July 27, 2026 - 7:00 PM
3. July 2026 Liquor Open Payables & Monthly Operating Expenses
4. July 2026 City Open Payables & Monthly Operating Expenditures
5. Unanimous Consent to Dispense with the Reading of Resolutions

7. 7:05 PM - Special Event Permits

1. Special Event Permit - Prairie Community Services Picnic
2. Special Event Permit - Vikingland CSP - Halloween Parade
3. Special Event Permit - Feeding the 5001
4. Special Event Permit - NAMI Suicide Awareness Walk

8. 7:10 PM - Licenses

1. Lower Potency Hemp Edible Retail Registration - Holiday Stationstores LLC
2. Mobile Food Truck/Vendor
3. Temporary One Day On-Sale Liquor License - Legacy of the Lakes Museum

9. 7:15 PM - AAEDC Executive Director Nicole Fernholz

1. Resolution Authorizing Execution and Delivery of a First Amendment to the Contract For Private Redevelopment by and Between The Alexandria Economic Development Authority and Unique

Opportunities, LLC

10. 7:25 PM - Police Chief Scott Kent

1. Out-Of-State Travel Request - Alexandria Police Department
2. Out-Of-State Travel Request - Alexandria Police Department
3. Alexandria Police Department Master Joint Powers Agreement (JPA) and Court Services Amendment Renewal

11. 7:35 PM - Amendment 2.0 to Consulting Agreement with ORB Management

1. Amendment 2.0 to Existing Consulting Agreement with ORB Management

12. 7:40 PM - Resolutions and Ordinances

1. Resolution Accepting Donation - PrimeWest Health RCC Capital Campaign
2. First Reading of an Amendment to Chapter 7 of the City Code (Traffic and Parking Regulations)

13. 7:45 PM - Brian Yavarow, Public Works Director/City Engineer

1. Alexandria Pickleball Association (APA) Patio Donation to City Park
2. Bellanca Taxilane Reconstruction & SRE - Federal Grant Offer

14. 7:50 PM - Tom Jacobson, City Attorney

15. 7:55 PM - Marty Schultz, City Administrator

16. 8:05 PM - Old and Other Business

17. 8:10 PM - CLOSED SESSION: Purchase or Sale of Real Property

1. CLOSED SESSION: 220 Northside Drive and 124 7th Avenue West - Consideration of Offer

18. 8:30 PM - Adjournment

CITY OF ALEXANDRIA, MINNESOTA

City Council - Special Meeting

MINUTES • JULY 27, 2026

CONFERENCE ROOM **4:30 PM**

704 BROADWAY
ALEXANDRIA, MN 56308

Subject to the requirements of Minnesota Statutes, Section 13D.02, the Mayor and City Council Members may participate in the meeting by interactive technology*

1. 4:30 PM - Call to Order

The meeting was called to order by Mayor Osterberg.

Attendee Name	Title	Status
Bobbie Osterberg	Mayor	Present
Bill Franzen	Council Member - Ward 1	Present
Roger Thalman	Council Member - Ward 2	Present
Scott Allen	Council Member - Ward 3	Present
Nicole Mace	Council Member - Ward 4	Present
Carl Kvale	Council Member - Ward 5	Present

2. Concession Agreements

1. Concession Agreements

   Staff reviewed the status of the concession proposals following several meetings with the City's concession partners.

3. ALASD 2027 Debt Service Allocation

1. ALASD 2027 Debt Service Allocation

   ALASD Executive Director Scott Gilbertson discussed the 2027 debt service allocation.

4. 2027 APD Budget

1. APD 2027 Budget

   Police Chief Scott Kent reviewed the 2027 budget proposal for APD.

5. Former ALP Utilities Campus

1. Former ALP Utilities Campus

Staff discussed possible future planning efforts for the site.

6. Adjournment

There being no further business the meeting was adjourned at 6:45 PM.

_____
Bobbie Osterberg, Mayor

Attest:

_____
Martin D. Schultz, City Administrator

CITY OF ALEXANDRIA, MINNESOTA

City Council - Regular Meeting

MINUTES ● JULY 27, 2026

COUNCIL CHAMBERS **7:00 PM**

704 BROADWAY
ALEXANDRIA, MN 56308

Subject to the requirements of Minnesota Statutes, Section 13D.02, the Mayor and City Council Members may participate in the meeting by interactive technology*

1. 7:00PM - Call to Order

The meeting was called to order by Mayor Osterberg.

Attendee Name	Title	Status
Bobbie Osterberg	Mayor	Present
Bill Franzen	Council Member - Ward 1	Present
Roger Thalman	Council Member - Ward 2	Present
Scott Allen	Council Member - Ward 3	Present
Nicole Mace	Council Member - Ward 4	Present
Carl Kvale	Council Member - Ward 5	Present
Council Member Allen left the meeting at 8:06 PM.		

2. Pledge of Allegiance

3. Moment of Silence

4. Public Comment

Phil Bromen, 500 Fillmore St., Alexandria, MN; addressed the City Council regarding concerns from residents of the Galaxy apartments involving e-bikes and scooters on the sidewalk, the trash cans on Broadway, and having foot patrol downtown in the summer.

5. Approve Agenda

A motion was made by Council Member Kvale to approve the agenda with the addition of a Closed Session to Consider an Offer on Real Property at 220 Northside Drive. The motion was seconded by Council Member Mace.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Carl Kvale, Council Member - Ward 5
SECONDER:	Nicole Mace, Council Member - Ward 4
AYES:	Franzen, Thalman, Allen, Mace and Kvale

6. Consent Agenda

A motion was made by Council Member Mace to approve the Consent Agenda as presented. The motion was seconded by Council Member Kvale.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Nicole Mace, Council Member - Ward 4
SECONDER:	Carl Kvale, Council Member - Ward 5
AYES:	Franzen, Thalman, Allen, Mace and Kvale

1. Minutes of July 13, 2026 - 4:30 PM
2. Minutes of July 13, 2026 - 7:00 PM
3. Unanimous Consent to Dispense with the Reading of Resolutions

7. Josh Waldorf, ALP Manager of Electric Distribution

1. Award bids for the Southeast Substation 115KV Breakers

Background

ALP Utilities are building a new substation to be commissioned Q1 2029. I am asking to award the 115KV breaker bids that were opened 7-14-2026. Please see that attached letter, bid schedule, and project map.

Financial Impact

None, the project costs are paid from the budget of ALP Utilities.

Recommendation

Motion to award the low bid from Bid Border States in the amount of $303,714.00

A motion was made by Council Member Allen to award the low bid from Bid Border States in the amount of $303,714.00. Following discussion, the motion was seconded by Council Member Mace.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Scott Allen, Council Member - Ward 3
SECONDER:	Nicole Mace, Council Member - Ward 4
AYES:	Franzen, Thalman, Allen, Mace and Kvale

8. Fire Chief Jeff Karrow

1. Outdoor Warning Sirens Replacement

Background

Replacing these sirens ensures the city maintains full outdoor coverage for public safety. These sirens have had repeated operational failures or the past months. The Darling Ave siren failed completely during Statewide Civil Defense Warning Test.

- Once replaced, the new sirens will be integrated into the **Douglas County Commander software system**, improving monitoring and reliability.

- Outdoor warning sirens remain an essential part of the alerting system — especially for people who:
  - May not have cell phones
  - Are not signed up for alert notifications
  - Are outdoors when severe weather hits

- Local control of sirens is beneficial because some wind events (e.g., **58 mph gusts, severe thunderstorm warning**) do not always meet National Weather Service criteria for warnings (NWS threshold for wireless alert is **80 mph and/or baseball hail**), as we saw this past week.

- Studies show people need multiple sources of warnings, and Outdoor sirens are consistently listed as most effective.

- This action will restore reliable coverage to the Darling Ave/Arabella Manor area and strengthen the city's emergency preparedness.

Financial Impact

Replacement siren (3) cost from **DSC Communications**: **$75,253.74** (per quotation #DM013616). The City obtained a second quote, which came in at $85,836

• Funding will come from the **Capital Improvement Fund**, which currently has a balance of approximately $1,028,500.

Recommendation

Staff recommends approval of the purchase and installation of the replacement outdoor warning sirens from DSC Communications for the following locations 1746 Darling Ave E (1950 install), Voyager Drive and S. Darling (1950 install), 302 Fillmore (1963 install).

A motion was made by Council Member Mace to approve the purchase and installation of the replacement outdoor warning sirens from DSC Communications for the following locations 1746 Darling Ave E (1950 install), Voyager Drive and S. Darling (1950 install), 302 Fillmore (1963 install) at a cost of $75,253.74. Following discussion, the motion was seconded by Council Member Franzen.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Nicole Mace, Council Member - Ward 4
SECONDER:	Bill Franzen, Council Member - Ward 1
AYES:	Franzen, Thalman, Allen, Mace and Kvale

2. Replacement of Engine #21

Background

The Fire Department is requesting approval to begin the process of replacing Engine 21, a 34-year-old reserve fire apparatus that is well beyond its recommended service life. Industry best practices, operational safety concerns, ISO rating considerations, and long-term capital planning all support moving forward with replacement.

- NFPA 1900 recommends that fire engines serve:
  – 15 years in frontline service
  – After 15 years: transition to reserve
  – 25 years: retirement from service
  • Engine 21 is 34 years old, nine years past the NFPA maximum recommended lifespan.
  • **Current fleet age**:
  – E21 (1990): 34 years – reserve, over lifespan
  – E23 (2003): 23 years – nearing retirement threshold
  – E22 (2011): 15 years – due for evaluation/refurbishment
  • Apparatus age is reviewed during ISO evaluations, which impact insurance costs city-wide.

If authorized to move forward, the Fire Department will return with cooperative purchasing options or a request to proceed with competitive bidding.

Should the City Council eventually authorize purchase of the engine, that action will also involve selecting a financing mechanism for the engine.

Financial Impact

- Estimated cost of new fire engine: $1.5 million.
- Industry-wide build and delivery timelines: 2 to 4.5 years.
- Replacing the engine now supports the City's long-term fleet replacement strategy.
- Budget objective: Lease-purchase financing with an annual debt service at approximately $120,000.

The cost of vehicles for the Fire Department necessitates the use of lease-purchasing financing arrangements, which the City has used several times in the last few years. The current Fire Equipment Capital Improvement Plan (attached) shows an estimated annual payment of $120,000 for the vehicle beginning in 2028.

Recommendation

Motion authorizing the Fire Department to begin the specification and design process for a replacement fire engine (E21) and pursue procurement through competitive bidding or cooperative purchasing options (e.g, Sourcewell, HGAC).

A motion was made by Council Member Allen to authorize the Fire Department to begin the specification and design process for a replacement fire engine (E21) and pursue procurement through competitive bidding or cooperative purchasing options (e.g, Sourcewell, HGAC). Following discussion, the motion was seconded by Council Member Mace.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Scott Allen, Council Member - Ward 3
SECONDER:	Nicole Mace, Council Member - Ward 4
AYES:	Franzen, Thalman, Allen, Mace and Kvale

9. Ordinances and Resolutions

1. Resolution Accepting Donation - PrimeWest Health RCC Capital Campaign

Background

The City continues to accept donations for the PrimeWest Health RCC Capital Campaign. Additional donations have been received by the City and it is appropriate to now begin to accept those via resolution.

Please see the attached resolution regarding the donations of $10,000.00 for Phase 3 of the PrimeWest Health Runestone Community Center Capital Campaign.

Financial Impact
Donations received from 01-21-2026 through 07-21-2026 will be deposited into the PrimeWest Health RCC Expansion Fund Money Market account. These donations are intended to apply toward the costs associated with phase 3 of the PrimeWest Health RCC Expansion project and held until the start of construction.

Recommendation
Adoption of the attached Resolution Accepting Donations for the PrimeWest Health Runestone Community Center Capital Campaign totaling $10,000.00

A motion was made by Council Member Franzen to adopt RESOLUTION NO. 2026-033, RESOLUTION ACCEPTING DONATION in the amount of $10,000 for the PrimeWest Health RCC Capital Campaign. Following discussion, the motion was seconded by Council Member Kvale.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Bill Franzen, Council Member - Ward 1
SECONDER:	Carl Kvale, Council Member - Ward 5
AYES:	Franzen, Thalman, Allen, Mace and Kvale

10. Brian Yavarow, Public Works Director

1. Highway Committee (HC) Reports - May & June 2026

Background
The Highway Committee met on May 28, & June 25, 2026, to discuss the following items:

1) Filmore Splash Pad Opening

Concerns were brought forward regarding the traffic increase on Filmore and pedestrian exposure adjacent to the new Splash and Playground. A variety of traffic calming ideas were discussed as implementation options. Anecdotal evidence by HC members indicate there is definitely increased traffic levels however, the new parking lot appears to be accommodating many of the users in addition to the new sidewalk along the west side of Filmore limiting the need for users to park on the east side of Filmore. The ELK's Tuesday Burger night appears to create the most parking congestion however; no hazardous conditions have been observed.

RECOMMENDATION: Informational update. Staff will continue to monitor the site.

2) 2028 S. Broadway RAB and Street Reconstruction from 34th Ave. (CR 46) to 50th Ave.

The City's current 2028 South Broadway Project from 34th Ave to 50th Ave consists of full street reconstruction and a multiuse trail. Initially this project did not include major improvements of the intersection of 34th Ave and S. Broadway. Further discussion ensued, the City decided to apply for and was awarded a Carbon Reduction Grant (CRG) to supplement the costs of a compact roundabout at 34th.

Recently, Douglas County and the City hired a consultant to complete an ICE report for this intersection. The report indicated that a regular/full size RAB is the most appropriate intersection control measure, especially 34th being a truck traffic route. In 2025 Douglas County and the City applied for a Local Road Improvement Program (LRIP) grant for $1M however we were unsuccessful. The 2026 LRIP grant application solicitation opens on September 1, 2026. Previously this Council authorized myself to reapply for this program.

Now that Municipal Consent was granted for MnDOT's 2028 TH 29 street & utility reconstruction project from 8th to 18th, street resurfacing from 18th to I94, the HC discussed the potential impacts to daily traffic movements if both projects were under construction (detours) in 2028 at the same item. I spoke to State D4 and explained this situation. D4 indicated we could program the 2028 S. Broadway project to 2029.

RECOMMENDATION: Direct staff to program the 2028 S. Broadway project to year 2029

A motion was made by Council Member Allen to direct staff to program the 2028 S. Broadway project to year 2029. The motion was seconded by Council Member Mace.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Scott Allen, Council Member - Ward 3
SECONDER:	Nicole Mace, Council Member - Ward 4
AYES:	Franzen, Thalman, Allen, Mace and Kvale

3) 8th Ave. and Filmore St. Parking

Complaints received about vehicles parked on 8th Ave W and near Viking Towers for extended periods of time and possibly using vehicles for temporary living arrangements. The Highway Committee discussed parking restrictions such as "no overnight", hourly limits, time of day, and PD enforcement resources. The HC concluded the following:

A) If these individuals reside and/or related to Viking Tower tenants, there is nothing in the Lease Agreement to restrict on-street parking

B) Any newly posted parking restrictions along 8th Street has the potential to displace the issue to another nearby location PD has limited resources and can't consistently enforce any posted parking restrictions set forth

C) City Code requires any parked vehicles to be moved within 24 hours.

RECOMMENDATION: Informational update. Staff will continue to monitor the situation

4) 311 Park St. (Win Supply) No parking request

Request to restrict parking on the West side of Park St. to facilitate truck deliveries, especially tractor trailer combinations, to access the building's loading dock ramps.

RECOMMENDATION: HC recommends parking restrictions on the West side of Park Street only what is needed for deliveries; not the entire the block.

A motion was made by Council Member Allen to authorize a parking restriction on the West side of Park Street as needed for deliveries. The motion was seconded by Council Member Mace.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Scott Allen, Council Member - Ward 3
SECONDER:	Nicole Mace, Council Member - Ward 4
AYES:	Franzen, Thalman, Allen, Mace and Kvale

5) 3rd & Broadway PED crossings

Concerns were brought forward regarding pedestrians jaywalking across Broadway from their parked car on west side of Broadway to the Rune; although an existing crosswalk is nearby. One observation consisted of a couple literally stopping traffic on Broadway to cross.

Apparently, an increase of jaywalkers on Broadway has been observed now that Longtree's and the distillery are open in the Rune. HC determined the jaywalking is not illegal as long as pedestrians are not impeding traffic per Statue. Pedestrians don't have the R/W at midblock especially is a crosswalk is not present.

RECOMMENDATION: Direct staff to develop a public outreach reminder/education regarding the law and potential hazards associated with jaywalking.

A motion was made by Council Member Allen to direct staff to develop a public outreach reminder/education regarding the law and potential hazards associated with jaywalking. The motion was seconded by Council Member Mace.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Scott Allen, Council Member - Ward 3
SECONDER:	Nicole Mace, Council Member - Ward 4
AYES:	Franzen, Thalman, Allen, Mace and Kvale

Financial Impact
General staff time.

Recommendation
Motion accepting the Highway Committee's (HC) three (3) recommendations:

1) Direct staff to program the 2028 S. Broadway project to year 2029

2) Authorize a parking restriction on the West side of Park Street as needed for deliveries.

3) Direct staff to develop a public outreach reminder/education regarding the law and potential hazards associated with jaywalking.

2. 2027 Runway Reconstruction of Runway 13/31 Construction Administration Agreement

Background
At the July 13th Council meeting, this Council awarded the Runway 13/31 construction services contract to Mathiowetz Construction Company in the amount of $10,938,651.41 (Base Bid + Schedule 1) contingent on receipt of a funding agreement. If you recall, this project was bid with two (2) different bid schedules. Schedule 1 consisting of concrete runway pavement and Schedule 2 consisting of bituminous runway pavement. Consequently, TKDA's construction services proposal includes two (2) differing fee amounts of $852,700 for Schedule 1 concrete runway pavement or $826,200 for Schedule 2 bituminous runway pavement.

Pursuant to FAA regulations, professional service agreement such as this amounting more than $100,000 require a detailed fee/cost analysis be completed; referred to as an Independent Fee Evaluation (IFE). The IFE should consider direct labor work hours, labor rates, general and administrative overhead, non-salary expenses and a reasonable profit. IFE's are conducted by an independent entity that is not affiliated with the design or engineering firm bidding on the project. Bollig Engineering

was selected for this work. The FAA's deadline to program this project for FY2026 is July 30.

Financial Impact

TKDA's construction services fees and Bollig's IFE fee were incorporated into the grant cost split spreadsheet for the grant application packet that is currently being processed. These professional services fees are proposed to be funded at the same rate as the construction contract: 95% FAA, 2.5% State, 2.5% Local.

Along with a rate of 70% State and 30% Local for ineligible pavements which will be covered by a state grant.

Recommendation

Motion accepting TKDA's construction administration agreement in the amount of $852,700.00 contingent on receipt of a grant funding agreement

A motion was made by Council Member Kvale to accept TKDA's construction administration agreement in the amount of $852,700.00 contingent on receipt of a grant funding agreement. Following discussion, the motion was seconded by Council Member Mace.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Carl Kvale, Council Member - Ward 5
SECONDER:	Nicole Mace, Council Member - Ward 4
AYES:	Franzen, Thalman, Allen, Mace and Kvale

3. Voyager School SRTS Improvement Project Final Design

Background

Back in December 2024, District 206 completed their planning efforts about potential infrastructure and non- infrastructure improvement priorities. This project was identified in the district's final report as a "High Priority" infrastructure opportunity. The intersection of Steger Road and Voyager Drive features the school’s main crosswalk, two driveways, at two intersecting roads. The School District is concerned about the high vehicular speeds in this area. The combination of speed and numerous turning movements creates a safety issue that could be mitigated through infrastructure improvements. The school district contacted City to build collaborative solution.

The Voyager School SRTS project consisted of three (3) final design options for consideration. Currently, two (2) design options remain. Please refer to the attached exhibit for illustrative purposes.

Option 1: As proposed in the grant application. Shifts the schools exit to the Steger intersection, adds a median island, and RRFB's.

Option 3: Consider a corridor improvement by relocating the school's exit to match Steger Road and a new multiuse trial extension to County Rd. 42 along with the following other design attributes:

- It establishes a narrow roadway corridor that reinforces that the area is a school zone. Narrower roads with smaller lanes help to reduce speeds and reduce long-term maintenance costs.
- This improves the infrastructure from Voyager School to Nokomis Street. The roadway street section was initially built and designed for 450 cars per day (per record drawings). The road currently sees nearly 10 times that amount and would be rebuilt with current and future vehicle load in mind.
- This area was identified in the 2024 active transportation plan as an area that could be improved with a trail.
- Option 3 was preferred by the school district.

During the evaluation of options 2 & 3, the Highway Committee (HC) and Utility Committee (UC) recommended connecting the watermain beneath the proposed trail, which if completed, would "loop" the water distribution system thereby improving water circulation and quality.

ALP is preparing cost estimates and funding options to possibly complete this watermain connection.

This project is scheduled for 2027. SRTS funding will remain encumbered however, the project needs to be bid and under contract by June 30, 2027.

Financial Impact

Please refer to the attached exhibit illustrating a side-by-side comparisons of east design option with the associated improvement cost for each design. Preliminary sources of funding might be:

Option No. 1	**Option No. 3**
$30,000 CIP Fund	$100,000 Storm Sewer Fund
$60,700 MSA Construction	$15,000 CIP Fund
	$265,630 MSA Construction

As noted above, there is difference of $204,930 in MSA construction costs between Option 1 and 3. However, it is important to note that if Option 1 is selected the portion of Voyager Drive from Steger Road to CSAH 42 will need a mill and overlay in the near future. The cost of that work is estimated to be $100,000. This brings the true difference in MSA expenditures between Option 1 and 3 down to approximately $105,000.

Recommendation
Motion directing staff to enter into final design with Option No. 3

A motion was made by Council Member Mace to direct staff to enter into final design with Option No. 3. Following discussion, the motion was seconded by Council Member Thalman.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Nicole Mace, Council Member - Ward 4
SECONDER:	Roger Thalman, Council Member - Ward 2
AYES:	Thalman, Mace and Kvale
NAYS:	Franzen and Allen

11. Mike Weber, Community Development Director

1. Planning Commission Meeting Minutes July 20, 2026

2. Subdivision – SA-26-003 "Shady Oaks at AGC" – Nyberg Surveying on behalf of Carl and Sharlene Wittenburg

Background
This application seeks to plat (subdivide) a largely-vacant 2.86-acre tract of land for the purpose of developing four (4) residential building lots. There are no public improvements included in this plat. Each lot will be individually conveyable and served by separate and independent public utilities.

Exhibits:
Exhibit A – Proposed Plat
Exhibit B – Existing Conditions (C2.0)
Exhibit C – Existing Drainage Map (DR1)
Exhibit D – Proposed Site and Utility Plan (C3.0)
Exhibit E – Neighborhood Context Showing Area of Plat

Authorization: This request is authorized by City Code Section 11.03.

Notification: Minnesota Statutes 462.357, Subd.3 requires that notice of the required public hearing be given to the owners of property located within 350 feet of the project site.

Access: The site is accessed via South Le Homme Dieu Drive on both the west and north. No new or additional access is being proposed.

Drainage: The site drains naturally from north to south/southwest. An engineered drainage plan and report will be a condition of final plat approval. See general drainage comments in the Hagstrom Engineering letter of June 18, 2026, enclosed.

Utilities: Public water, sanitary sewer, and electric are all available for connection to the proposed lots. City connection fees for water and ALASD connection fee and WTEF will likely all apply.

Zoning/Density: The land lying within the plat is zoned R-1 "Single Family Residential" and is also with the Shoreland Overlay ("S") district. The minimum non-riparian lot size in that district is 12,000 square feet. The proposed lots range in area from 26,095 square feet to 42,454 square feet.

Park Dedication: The City of Alexandria's Comprehensive Plan finds that less than 2% of land in the City was devoted to public parks and recreational facilities, far less than the 5% that is desirable in a healthy, sustainable community. To correct that situation, the City of Alexandria has affirmed its policy of requiring park dedication in the form of land or an equivalent cash contribution, based upon the density of a proposed subdivision, the proximity of the proposed subdivision to existing park facilities, the appropriateness of land within the proposed subdivision for park purposes, etc. These policies are found in City Code Section 11.06 which, along with the individual site plan review of a proposed project, combine to create an essential nexus of public park need/development demand.

The City's Subdivision Ordinance (Section 11.06, Subdivision 4) allows for a cash contribution in lieu of land in instances where either there is no land suitable for park purposes within the site being subdivided, or where public parks already exist in the area. This site does not lend itself to being a park location and the County's Curt Felt Memorial Park is nearby. A land dedication for park purposes in this location is therefore not desirable. A cash contribution of 10% of the vacant land value of the area being subdivided should be a condition of plat approval. The estimated market value of the parcel being platted (land value only) is $192,800. Applying the 10% calculation yields a required cash contribution of $19,280. Payment must be made prior to release of the final plat for recording.

Recommendation:
It appears that the proposed plat is consistent with the relevant provisions of the City Code. Recommend approval of the plat as submitted subject to the following conditions:

1. Proper evidence of title to be submitted to the City Attorney's office prior to the release of the final plat for recording.
2. Separate and independent connection of each final platted lot to public utilities as per ALP/ALASD requirements.
3. Payment of the park dedication fee of $19,280 prior to the release of the final plat for recording.
4. Final utility and drainage plans to be submitted to City Engineer for

review prior to such final plat approval.

5. A Developer's Agreement be executed prior to release of the final plat(s) creating developable lots for recording. Such agreement to include a schedule for the proposed public improvements (such as connection to the public utility mainlines) as well as any cost-sharing or assessment.
6. Recording of the approved final plat within one hundred (100) days of the date of Council approval. After that date the approval and plat shall be considered void unless the plat is already recorded.

A motion was made by Council Member Franzen to approve the Subdivision application SA-26-003 submitted by Nyberg Surveying on behalf of Carl and Sharlene Wittenburg based on the Findings of Fact and the following Conditions:

1. Proper evidence of title to be submitted to the City Attorney's office prior to the release of the final plat for recording.
2. Separate and independent connection of each final platted lot to public utilities as per ALP/ALASD requirements.
3. Payment of the park dedication fee of $19,280 prior to the release of the final plat for recording.
4. Final utility and drainage plans to be submitted to City Engineer for review prior to such final plat approval.
5. A Developer's Agreement be executed prior to release of the final plat(s) creating developable lots for recording. Such agreement to include a schedule for the proposed public improvements (such as connection to the public utility mainlines) as well as any cost sharing or assessment.
6. Recording of the approved final plat within one hundred (100) days of the date of Council approval. After that date the approval and plat shall be considered void unless the plat is already recorded.

Following discussion, the motion was seconded by Council Member Allen.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Bill Franzen, Council Member - Ward 1
SECONDER:	Scott Allen, Council Member - Ward 3
AYES:	Franzen, Thalman, Allen, Mace and Kvale

3. Conditional Use – C-26-006 – Swanston Equipment Corporation

Background

This application seeks an expansion of an existing conditional use permit (from 2022) to allow additional open and outdoor storage and display of compact equipment (skid-steers and attachments) in a B-1, "General Business" zoning district.

Authorization: This application is authorized by Section 10.11, Subdivision 4.I of the City Code.

Index to Exhibits:

1. Existing conditions aerial photo from 2025
2. Proposed Site Plan Display Area Expansion
3. Demolition and Removals Plan
4. Grading Plan
5. SWPPP Plan
6. Landscaping Plan

Conditional Use, Definition: "A use, which because of special problems of control the use presents, requires reasonable, but special, unusual and extraordinary limitations peculiar to the use for the protection of the public welfare and the integrity of the municipal land use plan." (Source: City Code, Section 10.02.51)

Notification: Minnesota Statutes 462.357, Subd.3 requires that notice of the required public hearing be given to the owners of property located within 350 feet of the project site.

Location: The property is located at 3818 Nevada Street.

Background: The structure on this site was originally constructed as an office and warehouse. The current owners acquired the property in July of2022 and opened the Bobcat dealership that same year.

Access: The site is presently accessed via Nevada Street. No additional or modified access is proposed. (Note that there is a by-use access crossing the property line to the south. The applicant should provide an access easement granted by that owner, or should abandon the existing route crossing that property.)

Display Location/Access: The proposed display area is located on the east side of the existing building, along the Nevada St. frontage and measures approximately 10,500 square feet in area, which is proposed to be bituminous-paved. Access to the display area is available through the existing parking area. The existing east perimeter curb barrier is to be removed, and a rollover curb is proposed between the parking area and the display area. Based on the history of items being placed outside of the designated display or storage areas and actually in the public street right of way, the Commission should consider requiring a perimeter curb barrier on the north, south, and east sides of the display area, which would be in keeping with parking area curbing requirements. The Fire Marshal and Building Inspector have both confirmed that no additional fire access lane is required on the east and/or north side of the building, so this area is acceptable for the proposed display use.

Screening: Open and outdoor display is required to be screened from adjoining residential uses. No such residential uses exist in the vicinity of the display location. Although the Commission can require screening of the display area from the public street, that does not seem to be in keeping with the request and that requirement may be waived.

Surfacing: The City Code requires that all open and outdoor display areas be hard surfaced. Although the applicant is requesting to place display items on crushed concrete, there is no reason to deviate from the Code provisions. Provision of asphalt or concrete display surface should be a condition of approval.

Storage Location/Access/Screening: The customer service storage area is proposed to be on the northwest comer of the site, behind the building. Outdoor storage does NOT require hard surfacing, so the crushed concrete is acceptable. Screening is only required from adjacent residential uses, and since the surrounding area is all zoned either commercial or industrial, there is no need for screening.

Landscaping: When the original West Central Bearing building was constructed, the then-Street Commissioner authorized the delayed installation of the required landscaping. That landscaping was never installed. Compliance with the City's landscaping requirements should be a condition of approval of this permit. (Copy of the approved landscaping plan is attached.) Note that this item was also discussed in 2022 and the condition requiring compliance should be reiterated in any approval granted to the subject request.

Number of Display Items: The applicant's site plan indicates the desired location for the outdoor display area but does not indicate the number of units to be displayed. The City Code requires not less than 200 square feet of paved/hard surfaced area per unit being displayed for motor vehicles. The 10500 square foot display area thus has a carrying capacity of 52 units, and the Commission should set that limit as a condition of approval. Although this may seem excessive for the proposed use, the average compact skid-steer can run up to ten feet in length and five feet in width. Larger units may run 13 feet in length and more than six feet in width.

Hours of Operation: The applicant indicates hours of operation will be Monday - Friday, from 8:00 a.m. to 5:00 p.m.

Recommendation: Since it appears that the subject application meets or exceeds the relevant provisions of the City Code, recommend approval with a clearly stated overall limit of units to be stored/displayed outdoors, based upon the Findings of Fact and subject to the conditions noted in the enclosed Conditional Use Permit Analysis.

A motion was made by Council Member Mace to approve the Conditional Use permit C-26-006 submitted by Swanston Equipment Corporation based on the Findings of Fact and the following Conditions:

1. A Grading & Filling permit is required
2. Signage as per section 10.24 of City Code
3. Any exterior lighting to be hooded and directed away from the public street
4. Final drainage review as part of the permit process
5. Landscaping as per plan
6. Security deposit for landscaping 150% of estimated cost

Following discussion, the motion was seconded by Council Member Kvale.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Nicole Mace, Council Member - Ward 4
SECONDER:	Carl Kvale, Council Member - Ward 5
AYES:	Franzen, Thalman, Allen, Mace and Kvale

4. Interim Ordinance – TA-26-002 – Data Center Moratorium – City of Alexandria

Background

The second reading of the Study and Moratorium Ordinance was approved by the Council on June 22, 2026. The ordinance will not become effective until it is published. Due to the length of the ordinance (and therefore the cost of publication being prohibitive) the Council has adopted a separate ordinance authorizing publication by reference. That "Ordinance by Reference" also required two readings and the second reading of that ordinance was had on July 13, 2026. Publication should be Friday, July 17th, at which time the original ordinance becomes effective, and the 12-month study period can begin. We can open the public hearing process on the Study in August.

Additional new updates are enclosed for your reference.

12. Tom Jacobson, City Attorney

13. Marty Schultz, City Administrator

14. Old and Other Business

15. Closed Session - Consider Offer on Real Property - 220 Northside Dr.

Minnesota law requires that meetings of city councils must be open to the public unless an exception applies. One exception is that under Minn.

Stat. § 13D.05, Subd. 3(c), city councils may close a meeting to determine the asking price for real or personal property to be sold by the city or to develop or consider offers or counter offers for the purchase or sale of real or personal property.

The Council now needs to develop or consider offers for the possible purchase or sale of certain real or personal properties. Specifically, the Council needs to consider the purchase of a mortgage interest and/or acquisition of the underlying real property located at 220 Northside Drive NE, Alexandria MN.

These agenda items may be considered in closed session pursuant to Minn. Stat. § 13D.05, Subd. 3(c).

I will now entertain a motion to close this meeting for these purposes.

A motion was made by Council Member Mace to close the City Council meeting to discuss the purchase or sale of real property. The motion was seconded by Council Member Kvale.

RESULT:	**ADOPTED (UNANIMOUS)**
MOVER:	Nicole Mace, Council Member - Ward 4
SECONDER:	Carl Kvale, Council Member - Ward 5
AYES:	Franzen, Thalman, Allen, Mace and Kvale

The meeting was closed at 8:06 PM. Council Member Allen left the meeting.

Following discussion, the meeting was reopened at 8:14 PM.

16. Adjournment

There being no further business, the meeting was adjourned at 8:14 PM.

_____
Bobbie Osterberg, Mayor

Attest:

_____
Martin D. Schultz, City Administrator

Memo

To: Mayor and City Council

From: Michele Gelo, Finance Clerk

CC:

Date: 8/5/2026

Re: Downtown and Plaza Liquor Open Payables and Monthly Operating Expenses – July 2026

The following reports are for your review and approval regarding Downtown and Plaza Liquor's open payables and monthly operating expenses.

The first report shows a listing of all open payables that need approval for payment on 08/11/2026.

- Downtown Liquor $300.17
- Plaza Liquor $730.22

The second report shows July's operating expenses paid in accordance with Resolution 03-37, a resolution authorizing payment of certain bills prior to Alexandria City Council approval, in a detailed Expense Report with a check date range of 07/01/2026 – 07/31/2026.

- Downtown Liquor $519,764.56
- Plaza Liquor $1,051,033.76

Payroll disbursements for the month of July totaled $38,634.04 for Downtown Liquor and $59,493.52 for Plaza Liquor.

Please contact Andy or the Finance Department with any questions.

Invoice	Due Date	Vendor		Amount	Status	Jrnlizd
609-49750-50384	08/10/2026	ALEX RUBBISH &	2522622	142.67		
609-49750-50312	08/13/2026	PRECISION I.T. S	10653-DTL	157.50		
				Total:	300.17	

Invoice	Due Date	Vendor		Amount	Status	Jrnlizd
610-49750-50401	08/21/2026	VIKING GARAGE D	86120	92.00		
610-49750-50384	08/10/2026	ALEX RUBBISH &	2522623	215.72		
610-49750-50312	08/13/2026	PRECISION I.T. S	10653-PLZ	157.50		
610-49750-50401	08/22/2026	SYSTEMS TECHNO	34361	265.00		
				Total:	730.22	

CITY COUNCIL MONTHLY EXPENDITURE REPORT
DOWNTOWN LIQUOR

Approval Group: CCADM

Vendor	Description	Amount	Invoice #	Date Paid
OLD NATIONAL BANK VISA	ELDEN'S - LIMES	18.17	06242026ELD	07/21/2026
OLD NATIONAL BANK VISA	ELDEN'S - LIMES / LEMONS	33.57	07032026ELD	07/21/2026
OLD NATIONAL BANK VISA	ELDEN'S - LIMES	19.80	07012026ELD	07/21/2026
OLD NATIONAL BANK VISA	CUB - SNACKS FOR JULY 4TH WEEK	24.96	901058	07/21/2026
OLD NATIONAL BANK VISA	DEJA BLEU - COFFEE	19.32	011094	07/21/2026
OLD NATIONAL BANK VISA	ELDEN'S - LIMES	19.80	06192026ELD	07/21/2026
	Approver Total:	**135.62**		

Approval Group: DTL

Vendor	Description	Amount	Invoice #	Date Paid
ACE HARDWARE DTL 3511	AIR FRESHNER, SPRAY, BATTERIES	75.12	22869194	07/29/2026
ALEX RUBBISH & RECYCLING	GARBAGE PICKUP 214 BROADWAY STREET	138.09	2516690	07/08/2026
ALP UTILITIES	MONTHLY SERVICE (DUE 10TH) 214 BROADWAY - 15610001	953.83	06222026-49750-1	07/08/2026
AUTHNET	AUTHNET WEBSITE CHARGES	13.50	07022026DTL	07/02/2026
BEE AUTHENTIC MARKETING LLC	JUL - SEP 2026 FACEBOOK / INSTAGRAM MGMNT	300.00	#08-0726DTL	07/08/2026
BELL BANK	POSITIVE PAY SERVICE CHARGE	105.39	07102026BEL	07/10/2026
CARDCONNECT	CARDCONNECT MONTHLY CHARGES	188.38	07032026-DTL	07/03/2026
CENTERPOINT ENERGY	5915701-6 / 214 BROADWAY STREET	31.57	5915701-6-JUN26	07/22/2026
CIGNA	DENTAL INS - JUL 2026	155.20	3748689	07/01/2026
CITY OF ALEXANDRIA	WEX ADMIN FEES - MAY 2026	13.75	WEX-052026DT	07/01/2026
CITY OF ALEXANDRIA	WEX ADMIN FEES - JUN 2026	11.00	WEX-062026DT	07/29/2026
CITY OF ALEXANDRIA	HEALTH INSURANCE - JUL 2026	3,120.16	MEDICA072026-	07/08/2026
CITY OF ALEXANDRIA	PAYROLL BENEFITS 07/02/2026	452.50	07022026DTL	07/08/2026
CITY OF ALEXANDRIA	ARVIG - DARK FIBER LEASE DTL	110.00	ARVIG-JUL26DT	07/22/2026
CITY OF ALEXANDRIA	TRANSFER TO GENERAL FUND	25,000.00	07222026TRNSF	07/22/2026
CITY OF ALEXANDRIA	PAYROLL BENEFITS 07/16/2026	452.50	07162026-DTL	07/22/2026
CITY OF ALEXANDRIA	SEPARATION VEBA 07/30/2026	746.00	07302026-DTL	07/29/2026
CITY OF ALEXANDRIA	HEALTH INSURANCE - MAY 2026 CREDIT	(780.04)	MEDICA052026-	07/08/2026
CLOVER APP	CLOVER APP MONTHLY CHARGES	37.58	07132026CLO-DT	07/13/2026
HARTFORD LIFE AND ACCIDENT INS CO	LIFE INS - LTD - STD - JUL 2026	52.00	496079469763	07/16/2026
MARCO TECHNOLOGIES LLC	USAGE CHARGE FOR JUL 2026	78.11	586207995-DTL	07/22/2026
METROPOLITAN LIFE INSURANCE COMP	STD - JUL 2026	13.97	43	07/17/2026
OLD NATIONAL BANK VISA	ELDEN'S - LIMES	19.80	06122026ELD	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - 4TH DECORATIONS, CC CLEANING CARDS	43.47	8914651	07/21/2026
PLAZA LIQUOR STORE	MANAGER WAGES & BENEFITS - JUL 2026	5,078.75	07082026PLZ	07/08/2026
VERIZON WIRELESS	842667961-00001 MONTHLY PHONES - DTL	38.41	6148331545-DTL	07/22/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
DOWNTOWN LIQUOR

Approval Group: DTL

Vendor	Description	Amount	Invoice #	Date Paid
VSP INSURANCE CO	VISION INSURANCE - JUN 2026	7.84	825354013	07/02/2026
	Approver Total:	**36,456.88**		

Approval Group: FIN

Vendor	Description	Amount	Invoice #	Date Paid
BELL BANK	SWEEP FROM CHECKING TO MM	8,051.45	07222026-DTL	07/22/2026
BELL BANK	SWEEP FROM CHECKING TO MM	27,263.03	07272026-DTL	07/27/2026
BELL BANK	SWEEP FROM CHECKING TO MM	10,122.00	07232026-DTL	07/23/2026
BELL BANK	SWEEP FROM CHECKING TO MM	1,627.59	07212026-DTL	07/21/2026
BELL BANK	SWEEP FROM CHECKING TO MM	10,722.27	07132026-DTL	07/13/2026
BELL BANK	SWEEP FROM CHECKING TO MM	24,053.86	07032026-DTL	07/03/2026
BELL BANK	SWEEP FROM CHECKING TO MM	60,479.82	07062026-DTL	07/06/2026
IRS	Remittance Check	2,540.33	REMIT	07/16/2026
IRS	Remittance Check	2,472.33	REMIT	07/02/2026
IRS	Remittance Check	3,092.83	REMIT	07/30/2026
MN TAX	Remittance Check	488.98	REMIT	07/16/2026
MN TAX	Remittance Check	472.60	REMIT	07/02/2026
MN TAX	Remittance Check	600.19	REMIT	07/30/2026
PERA DOWNTOWN	Remittance Check	1,601.01	REMIT	07/02/2026
PERA DOWNTOWN	Remittance Check	1,524.64	REMIT	07/30/2026
PERA DOWNTOWN	Remittance Check	1,647.44	REMIT	07/16/2026
	Approver Total:	**156,760.37**		

Approval Group: HR

Vendor	Description	Amount	Invoice #	Date Paid
NORTHSTAR MEDICAL SERVICES INC	1 X URINE DRUG TESTS	74.00	26-881-DTL	07/22/2026
	Approver Total:	**74.00**		

Approval Group: LQDT

Vendor	Description	Amount	Invoice #	Date Paid
ARTISAN BEER COMPANY	DELTA HEMP	190.20	3872173	07/29/2026
ARTISAN BEER COMPANY	BEER	230.75	3872172	07/29/2026
ARTISAN BEER COMPANY	BEER	1,397.75	3868308	07/08/2026
ARTISAN BEER COMPANY	DELTA HEMP	261.00	3870228	07/22/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
DOWNTOWN LIQUOR

Approval Group: LQDT

Vendor	Description	Amount	Invoice #	Date Paid
ARTISAN BEER COMPANY	DELTA HEMP	20.00	3850606-BALAN	07/09/2026
ARTISAN BEER COMPANY	DELTA HEMP	158.20	3866388	07/08/2026
ARTISAN BEER COMPANY	BEER	302.70	3866387	07/08/2026
ARTISAN BEER COMPANY	DELTA HEMP	309.00	3864454	07/01/2026
BELLBOY CORPORATION	LIQUOR	3,208.00	0211755300	07/08/2026
BELLBOY CORPORATION	LIQUOR	524.00	0211982600	07/29/2026
BELLBOY CORPORATION	SOFT DRINKS-MISC	118.01	0111394000	07/29/2026
BELLBOY CORPORATION	LIQUOR	3,200.00	021189	07/29/2026
BERNICKS	DELTA HEMP	209.98	10505480	07/08/2026
BERNICKS	DELTA HEMP	1,792.00	10508116	07/08/2026
BERNICKS	NA BEVERAGE	546.50	10508117	07/08/2026
BERNICKS	SOFT DRINKS-MISC	91.06	10508118	07/08/2026
BERNICKS	LIQUOR / BEER	308.15	10505481	07/01/2026
BERNICKS	DELTA HEMP	1,076.62	10513755	07/29/2026
BERNICKS	BEER	385.00	10513756	07/29/2026
BERNICKS	SOFT DRINKS-MISC	38.40	10513757	07/29/2026
BEVERAGE WHOLESALERS INC	LIQUOR / BEER	12,245.65	439801	07/01/2026
BEVERAGE WHOLESALERS INC	LIQUOR	322.60	439800	07/01/2026
BEVERAGE WHOLESALERS INC	LIQUOR / BEER / NA BEV	4,481.12	440291	07/01/2026
BEVERAGE WHOLESALERS INC	LIQUOR	2,557.00	440289	07/01/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	33.85	440301	07/01/2026
BEVERAGE WHOLESALERS INC	BEER	10,077.55	440939	07/08/2026
BEVERAGE WHOLESALERS INC	LIQUOR	450.00	440938	07/08/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	67.70	440940	07/08/2026
BEVERAGE WHOLESALERS INC	LIQUOR / BEER	9,077.65	442056	07/08/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	271.60	442057	07/08/2026
BEVERAGE WHOLESALERS INC	BEER	1,465.40	443035	07/08/2026
BEVERAGE WHOLESALERS INC	LIQUOR	615.40	443034	07/08/2026
BEVERAGE WHOLESALERS INC	NA BEV	351.65	442555	07/08/2026
BEVERAGE WHOLESALERS INC	LIQUOR	1,548.00	442531	07/08/2026
BEVERAGE WHOLESALERS INC	LIQUOR / BEER / NA BEV	9,852.10	442532	07/08/2026
BEVERAGE WHOLESALERS INC	LIQUOR / BEER / NA BEV / SOFT DRINKS-MISC	9,003.89	443591	07/22/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	230.10	443592	07/22/2026
BEVERAGE WHOLESALERS INC	LIQUOR	480.40	443590	07/22/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	95.00	441656	07/08/2026
BEVERAGE WHOLESALERS INC	LIQUOR / BEER / NA BEVERAGE	5,842.50	441438	07/08/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	33.85	441439	07/08/2026
BEVERAGE WHOLESALERS INC	LIQUOR	105.20	441437	07/08/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
DOWNTOWN LIQUOR

Approval Group: LQDT

Vendor	Description	Amount	Invoice #	Date Paid
BEVERAGE WHOLESALERS INC	LIQUOR	2,515.40	444185	07/29/2026
BEVERAGE WHOLESALERS INC	SOFT DRINKS-MISC	300.00	444187	07/29/2026
BEVERAGE WHOLESALERS INC	BEER / NA BEV	9,808.47	444186	07/29/2026
BEVERAGE WHOLESALERS INC	LIQUOR / BEER / NA BEV	3,903.50	444666	07/29/2026
BEVERAGE WHOLESALERS INC	LIQUOR	378.00	444665	07/29/2026
BEVERAGE WHOLESALERS INC	BEER CREDIT	(4.50)	431128-CREDIT	07/22/2026
BREAKTHRU BEVERAGE	WINE	211.70	127924857	07/29/2026
BREAKTHRU BEVERAGE	BEER / NA BEV	398.60	127926047	07/29/2026
BREAKTHRU BEVERAGE	LIQUOR	301.25	127926049	07/29/2026
BREAKTHRU BEVERAGE	LIQUOR / WINE / NA BEV	3,021.48	127924856	07/29/2026
BREAKTHRU BEVERAGE	DELTA HEMP	232.00	127926048	07/29/2026
BREAKTHRU BEVERAGE	LIQUOR / SOFT DRINKS-MISC / NA BEV / OTHER	3,247.04	127822629	07/22/2026
BREAKTHRU BEVERAGE	LIQUOR / SOFT DRINKS-MISC / OTHER	1,346.54	127731427	07/08/2026
BREAKTHRU BEVERAGE	SOFT DRINKS-MISC	88.05	127288102	07/08/2026
BREAKTHRU BEVERAGE	LIQUOR	5,510.81	127611390	07/08/2026
BREAKTHRU BEVERAGE	LIQUOR	332.25	127503045	07/01/2026
BREAKTHRU BEVERAGE	DELTA HEMP	278.50	127503044	07/01/2026
BREAKTHRU BEVERAGE	LIQUOR / WINE / SOFT DRINKS-MISC / OTHER	9,642.68	127501519	07/01/2026
C&L DISTRIBUTING	BEER CREDIT	(18.60)	4149000877	07/01/2026
C&L DISTRIBUTING	LIQUOR / BEER	7,023.00	2315009	07/01/2026
C&L DISTRIBUTING	LIQUOR	312.25	2315155	07/01/2026
C&L DISTRIBUTING	LIQUOR / BEER	555.85	2315008	07/01/2026
C&L DISTRIBUTING	BEER CREDIT	(28.25)	4149000901	07/29/2026
C&L DISTRIBUTING	BEER / NA BEV / DELTA HEMP	8,083.25	2331588	07/29/2026
C&L DISTRIBUTING	BEER	11,668.55	2319418	07/08/2026
C&L DISTRIBUTING	LIQUOR / STORE SUPPLIES / BEER / SOFT DRINKS-MISC / NA BEV	3,080.92	2318103	07/01/2026
C&L DISTRIBUTING	SOFT DRINKS-MISC CREDIT	(5.76)	4149000879	07/01/2026
C&L DISTRIBUTING	LIQUOR / BEER / DELTA HEMP	2,796.40	2321982	07/08/2026
C&L DISTRIBUTING	BEER CREDIT	(16.80)	4149000887	07/08/2026
C&L DISTRIBUTING	LIQUOR / BEER / SOFT DRINKS-MISC / NA BEV / DELTA HEMP	5,454.62	2325864	07/08/2026
C&L DISTRIBUTING	LIQUOR / BEER / NA BEV / GENERAL SUPPLIES	16,605.70	2322945	07/08/2026
C&L DISTRIBUTING	BEER CREDIT	(82.28)	4149000893	07/08/2026
C&L DISTRIBUTING	BEER	29.45	23223650	07/08/2026
C&L DISTRIBUTING	LIQUOR	945.00	2322594	07/08/2026
C&L DISTRIBUTING	LIQUOR / BEER / NA BEV	7,591.35	2327719	07/22/2026
C&L DISTRIBUTING	LIQUOR / BEER / NA BEV	4,678.38	2330032	07/22/2026
C&L DISTRIBUTING	BEER CREDIT	(38.90)	4149000906	07/29/2026
COUNTRY BLOSSOM FARM, LLC	WINE	246.00	3335	07/08/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
DOWNTOWN LIQUOR

Approval Group: LQDT

Vendor	Description	Amount	Invoice #	Date Paid
GOAT RIDGE BREWING COMPANY	BEER	430.00	1438	07/08/2026
GRANITE CITY JOBBING CO INC	GENERAL SUPPLIES / SOFT DRINKS-MISC / OTHER	340.19	533303	07/08/2026
GRANITE CITY JOBBING CO INC	GENERAL SUPPLIES / STORE SUPPLIES / SOFT DRINKS-MISC / DELT	460.79	537755	07/29/2026
GRANITE CITY JOBBING CO INC	OTHER CREDIT	(52.31)	534126	07/29/2026
GRANITE CITY JOBBING CO INC	GENERAL SUPPLIES / DELTA HEMP / OTHER	816.79	531838	07/01/2026
JOHNSON BROS ST PAUL	LIQUOR / WINE CREDIT	(54.38)	187854	07/01/2026
JOHNSON BROS ST PAUL	LIQUOR	4,384.18	1076990	07/01/2026
JOHNSON BROS ST PAUL	WINE	711.44	1076991	07/01/2026
JOHNSON BROS ST PAUL	LIQUOR	689.48	1072085	07/01/2026
JOHNSON BROS ST PAUL	WINE	1,363.65	1082473	07/08/2026
JOHNSON BROS ST PAUL	LIQUOR	2,435.80	1088615	07/22/2026
JOHNSON BROS ST PAUL	LIQUOR	8,405.94	1093093	07/22/2026
JOHNSON BROS ST PAUL	LIQUOR	199.16	1093094	07/22/2026
JOHNSON BROS ST PAUL	WINE / SOFT DRINKS-MISC	540.86	1087301	07/08/2026
JOHNSON BROS ST PAUL	LIQUOR	757.95	1087300	07/08/2026
JOHNSON BROS ST PAUL	LIQUOR	7,869.02	1082472	07/08/2026
JOHNSON BROS ST PAUL	LIQUOR	697.61	1084971	07/08/2026
JOHNSON BROS ST PAUL	LIQUOR	418.52	1075200	07/01/2026
JOHNSON BROS ST PAUL	OTHER	41.79	1097892	07/29/2026
JOHNSON BROS ST PAUL	LIQUOR	1,987.66	1097891	07/29/2026
MN DEPARTMENT OF REVENUE	SALES AND USE TAX - JUN 2026	28,476.00	07152026-DTL	07/15/2026
PAUSTIS WINE COMPANY	DELTA HEMP	580.60	298857	07/22/2026
PAUSTIS WINE COMPANY	WINE	727.40	298891	07/22/2026
PAUSTIS WINE COMPANY	WINE	2,770.60	297340	07/01/2026
PAUSTIS WINE COMPANY	LIQUOR / WINE	876.60	297894	07/08/2026
PAUSTIS WINE COMPANY	DELTA HEMP	249.00	297341	07/01/2026
PHILLIPS WINE AND SPIRITS	LIQUOR	1,251.75	5201792	07/22/2026
PHILLIPS WINE AND SPIRITS	WINE	1,302.50	5201793	07/22/2026
PHILLIPS WINE AND SPIRITS	WINE	3,300.12	5198626	07/22/2026
PHILLIPS WINE AND SPIRITS	WINE / SOFT DRINKS-MISC	192.43	5197895	07/08/2026
PHILLIPS WINE AND SPIRITS	LIQUOR	259.13	5197894	07/08/2026
PHILLIPS WINE AND SPIRITS	LIQUOR	3,323.84	5205447	07/29/2026
PHILLIPS WINE AND SPIRITS	LIQUOR / WINE / SOFT DRINKS-MISC	771.70	5205448	07/29/2026
PHILLIPS WINE AND SPIRITS	LIQUOR / SOFT DRINKS-MISC	372.28	5186629	07/01/2026
PHILLIPS WINE AND SPIRITS	WINE	463.27	5196367	07/08/2026
PHILLIPS WINE AND SPIRITS	LIQUOR / SOFT DRINKS-MISC	367.22	5190375	07/01/2026
PHILLIPS WINE AND SPIRITS	LIQUOR	84.82	51866288	07/01/2026
PHILLIPS WINE AND SPIRITS	WINE	2,422.97	5194266	07/08/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
DOWNTOWN LIQUOR

Approval Group: LQDT

Vendor	Description	Amount	Invoice #	Date Paid
PHILLIPS WINE AND SPIRITS	LIQUOR	8,719.23	5194265	07/08/2026
PHILLIPS WINE AND SPIRITS	LIQUOR	5,158.85	5190374	07/01/2026
PRECISE ICE	ICE	292.62	2-617	07/01/2026
PRECISE ICE	ICE	239.70	2-610	07/01/2026
PRECISE ICE	ICE	262.00	2-625	07/08/2026
PRECISE ICE	ICE	168.28	2-71626	07/29/2026
PRECISE ICE	ICE	166.60	2-71126	07/22/2026
PRECISE ICE	ICE	30.00	2-70926	07/22/2026
PRECISE ICE	ICE	505.82	2-627	07/08/2026
PRECISE ICE	ICE	308.64	2-722026	07/08/2026
PRECISE ICE	ICE	139.34	2-752026	07/08/2026
PRECISE ICE	ICE	401.92	2-742026	07/08/2026
PRECISE ICE	ICE	292.80	2-732026	07/08/2026
ROLLING FORKS VINEYARDS LLC	WINE	726.00	2519	07/08/2026
SMALL LOT MN	LIQUOR / WINE	2,801.79	61715	07/01/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR CREDIT	(120.00)	9693021	07/29/2026
SOUTHERN GLAZERS WINE & SPIRITS M	FREIGHT CREDIT REF #2761837	(1.85)	9699387	07/29/2026
SOUTHERN GLAZERS WINE & SPIRITS M	WINE CREDIT REF #2761837	(56.00)	9699258	07/29/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR CREDIT REF #2759334	(108.00)	9699319	07/29/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR / WINE	4,119.59	2772606	07/08/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR / WINE	2,424.21	2775278	07/08/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR	1,628.88	2777566	07/22/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR CREDIT REF#2772606	(139.50)	9705306	07/22/2026
SOUTHERN GLAZERS WINE & SPIRITS M	FREIGHT	3.70	5141887	07/29/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR	2,766.86	2780270	07/29/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR / WINE	8,247.75	2769865	07/01/2026
SOUTHERN GLAZERS WINE & SPIRITS M	FREIGHT CREDIT REF#2772606	(1.85)	9705450	07/22/2026
TALKING WATERS BREWING CO	BEER	450.00	5317	07/01/2026
TAPES PLUS ADVERTISING	ELDEN'S RECEIPT ADS - MID JUL TO MID OCT 2026	395.00	17582	07/22/2026
THE WINE COMPANY	LIQUOR / WINE	868.07	444765	07/08/2026
VIKING COCA COLA BOTTLING COMPAN	SOFT DRINKS-MISC	240.60	3956118	07/08/2026
VIKING COCA COLA BOTTLING COMPAN	SOFT DRINKS-MISC	329.40	3972438	07/08/2026
VIKING COCA COLA BOTTLING COMPAN	SOFT DRINKS-MISC	357.80	3956162	07/22/2026
VIKING COCA COLA BOTTLING COMPAN	SOFT DRINKS-MISC	333.95	39704619	07/29/2026
VIKING COCA COLA BOTTLING COMPAN	SOFT DRINKS-MISC	835.80	3956009	07/01/2026
VINOCOPIA	LIQUOR	604.50	0396079-IN	07/01/2026
VINOCOPIA	LIQUOR	384.00	0396078-IN	07/01/2026
VINOCOPIA	LIQUOR / WINE	1,857.68	0397941	07/29/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
DOWNTOWN LIQUOR

Approval Group: LQDT

Vendor	Description	Amount	Invoice #	Date Paid
VINOCOPIA	LIQUOR	447.25	0396874-IN	07/08/2026
WINE MERCHANTS INC	WINE	1,492.73	7567639	07/01/2026
WINE MERCHANTS INC	WINE	328.04	7568513	07/01/2026
WINE MERCHANTS INC	WINE	278.69	7571969	07/29/2026
WINEBOW	FREIGHT CREDIT	(19.00)	MN00185656	07/08/2026
WINEBOW	LIQUOR / WINE	3,472.00	MN00185558	07/08/2026
WINGS OVER ALEXANDRIA	GROUND CREW SPONSORSHIP	500.00	1067-DTL	07/01/2026
	Approver Total:	**326,337.69**		

Total: **519,764.56**

CITY COUNCIL MONTHLY EXPENDITURE REPORT
PLAZA LIQUOR

Approval Group: CCADM

Vendor	Description	Amount	Invoice #	Date Paid
OLD NATIONAL BANK VISA	ELDEN'S - LEMONS / LIMES	24.49	06242026ELD-PL	07/21/2026
OLD NATIONAL BANK VISA	MENARDS - RUGS FOR SIDE OF BLDG	306.20	10265	07/21/2026
OLD NATIONAL BANK VISA	WALMART - 4TH OF JULY SNACKS	64.56	015283	07/21/2026
OLD NATIONAL BANK VISA	ALEX COUNTRY STORE - SPRAYER, ROUNDUP	48.54	50319417	07/21/2026
	Approver Total:	**443.79**		

Approval Group: FIN

Vendor	Description	Amount	Invoice #	Date Paid
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	11,894.93	07292026-PLZ	07/29/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	9,459.38	07312026-PLZ	07/31/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	45,617.52	07032026-PLZ	07/03/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	13,948.79	07022026-PLZ	07/02/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	13,966.38	07222026-PLZ	07/22/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	16,332.85	07232026-PLZ	07/23/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	20,413.09	07242026-PLZ	07/24/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	9,019.46	07082026-PLZ	07/08/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	9,757.71	07102026-PLZ	07/10/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	59,035.25	07132026-PLZ	07/13/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	4,205.80	07172026-PLZ	07/17/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	7,473.61	07212026-PLZ	07/21/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	63,625.85	07202026-PLZ	07/20/2026
FIRST WESTERN BANK	SWEEP FROM CHECKING TO MM	99,191.40	07062026-PLZ	07/06/2026
	Approver Total:	**383,942.02**		

Approval Group: HR

Vendor	Description	Amount	Invoice #	Date Paid
NORTHSTAR MEDICAL SERVICES INC	1 X URINE DRUG TESTS	74.00	26-881-PLZ	07/22/2026
	Approver Total:	**74.00**		

Approval Group: LQPLZ

Vendor	Description	Amount	Invoice #	Date Paid
ARTISAN BEER COMPANY	DELTA HEMP	57.70	3868340	07/08/2026
ARTISAN BEER COMPANY	BEER	60.00	3868339	07/08/2026
ARTISAN BEER COMPANY	DELTA HEMP	410.00	3867430	07/08/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
PLAZA LIQUOR

Approval Group: LQPLZ

Vendor	Description	Amount	Invoice #	Date Paid
ARTISAN BEER COMPANY	BEER	570.00	3872213	07/29/2026
ARTISAN BEER COMPANY	DELTA HEMP	309.00	3864493	07/01/2026
ARTISAN BEER COMPANY	DELTA HEMP	82.00	3866419	07/08/2026
ARTISAN BEER COMPANY	BEER	888.70	3866418	07/08/2026
ARTISAN BEER COMPANY	BEER / DELTA HEMP CREDIT	(22.44)	455548	07/22/2026
ARTISAN BEER COMPANY	DELTA HEMP	3,371.43	3871241	07/22/2026
ARTISAN BEER COMPANY	BEER	498.25	3871240	07/22/2026
BELLBOY CORPORATION	DELTA HEMP	810.00	0301163000	07/29/2026
BELLBOY CORPORATION	SOFT DRINKS-MISC	84.40	0111393900	07/29/2026
BELLBOY CORPORATION	LIQUOR	2,370.48	0211982500	07/29/2026
BELLBOY CORPORATION	LIQUOR	1,840.00	0211758100	07/08/2026
BERNICKS	DELTA HEMP	2,833.80	8132008	07/08/2026
BERNICKS	DELTA HEMP	869.96	10505484	07/08/2026
BERNICKS	BEER	50.70	10505485	07/08/2026
BERNICKS	SOFT DRINKS-MISC	23.00	10505486	07/08/2026
BERNICKS	LIQUOR / BEER / NA BEV	1,262.60	10513761	07/29/2026
BERNICKS	DELTA HEMP	2,892.09	10513760	07/29/2026
BERNICKS	SOFT DRINKS-MISC	23.00	10513762	07/29/2026
BERNICKS	LIQUOR / BEER / NA BEV	923.10	8132006	07/08/2026
BERNICKS	SOFT DRINKS-MISC	114.74	8132007	07/08/2026
BEVERAGE WHOLESALERS INC	LIQUOR	2,780.00	443023	07/08/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	131.60	443025	07/08/2026
BEVERAGE WHOLESALERS INC	BEER / WINE / NA BEV	9,574.00	442026	07/08/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	121.60	442027	07/08/2026
BEVERAGE WHOLESALERS INC	LIQUOR	540.00	439770	07/01/2026
BEVERAGE WHOLESALERS INC	LIQUOR	2,092.58	444151	07/29/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	50.80	444159	07/29/2026
BEVERAGE WHOLESALERS INC	BEER / WINE / SOFT DRINKS-MISC / NA BEV	13,609.19	444154	07/29/2026
BEVERAGE WHOLESALERS INC	BEER / WINE / SOFT DRINKS-MISC / NA BEV	10,623.10	444636	07/29/2026
BEVERAGE WHOLESALERS INC	BEER CREDIT	(28.80)	444632	07/29/2026
BEVERAGE WHOLESALERS INC	LIQUOR	270.00	444634	07/29/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	67.70	444649	07/29/2026
BEVERAGE WHOLESALERS INC	LIQUOR	2,411.80	442488	07/22/2026
BEVERAGE WHOLESALERS INC	SOFT DRINKS-MISC / NA BEV	611.25	442522	07/22/2026
BEVERAGE WHOLESALERS INC	BEER / NA BEVERAGE	20,797.25	442495	07/22/2026
BEVERAGE WHOLESALERS INC	LIQUOR	2,995.90	443119	07/22/2026
BEVERAGE WHOLESALERS INC	LIQUOR	473.40	443118	07/22/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	213.15	443554	07/22/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
PLAZA LIQUOR

Approval Group: LQPLZ

Vendor	Description	Amount	Invoice #	Date Paid
BEVERAGE WHOLESALERS INC	LIQUOR	292.80	443552	07/22/2026
BEVERAGE WHOLESALERS INC	BEER / WINE / SOFT DRINKS-MISC / NA BEV	18,124.50	443553	07/22/2026
BEVERAGE WHOLESALERS INC	LIQUOR	180.00	440902	07/08/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	150.44	440915	07/08/2026
BEVERAGE WHOLESALERS INC	BEER / WINE / NA BEV	16,272.14	440904	07/08/2026
BEVERAGE WHOLESALERS INC	LIQUOR	210.40	441399	07/08/2026
BEVERAGE WHOLESALERS INC	BEER / WINE / SOFT DRINKS-MISC / NA BEV	19,029.05	441400	07/08/2026
BEVERAGE WHOLESALERS INC	LIQUOR	1,489.50	442025	07/08/2026
BEVERAGE WHOLESALERS INC	BEER	5,018.70	443024	07/08/2026
BEVERAGE WHOLESALERS INC	BEER / WINE / NA BEV / SOFT DRINKS-MISC	6,954.01	439771	07/01/2026
BEVERAGE WHOLESALERS INC	LIQUOR	570.40	440247	07/01/2026
BEVERAGE WHOLESALERS INC	NA BEVERAGE	50.80	440250	07/01/2026
BEVERAGE WHOLESALERS INC	BEER	125.05	439779	07/01/2026
BEVERAGE WHOLESALERS INC	BEER	11,187.20	440248	07/01/2026
BEVERAGE WHOLESALERS INC	FREIGHT CREDIT	(10.00)	443025-CR	07/29/2026
BREAKTHRU BEVERAGE	DELTA HEMP	232.00	127701042	07/08/2026
BREAKTHRU BEVERAGE	LIQUOR	397.50	127704041	07/08/2026
BREAKTHRU BEVERAGE	BEER	432.00	127821480	07/22/2026
BREAKTHRU BEVERAGE	LIQUOR CREDIT	(85.85)	414989211	07/22/2026
BREAKTHRU BEVERAGE	LIQUOR / WINE	1,877.84	127822499	07/22/2026
BREAKTHRU BEVERAGE	LIQUOR / WINE / SOFT DRINKS-MISC	8,561.85	127501280	07/01/2026
BREAKTHRU BEVERAGE	DELTA HEMP	232.00	127502807	07/01/2026
BREAKTHRU BEVERAGE	BEER	427.50	127502806	07/01/2026
BREAKTHRU BEVERAGE	LIQUOR / SOFT DRINKS-MISC	499.70	127502808	07/01/2026
BREAKTHRU BEVERAGE	BEER CREDIT	(10.72)	415011127	07/29/2026
BREAKTHRU BEVERAGE	SOFT DRINKS-MISC CREDIT	(6.56)	415012018	07/29/2026
BREAKTHRU BEVERAGE	LIQUOR CREDIT	(6.50)	415012019	07/29/2026
BREAKTHRU BEVERAGE	LIQUOR CREDIT	(65.85)	415015582	07/29/2026
BREAKTHRU BEVERAGE	LIQUOR CREDIT	(7.42)	415012017	07/29/2026
BREAKTHRU BEVERAGE	DELTA HEMP	232.00	127925907	07/29/2026
BREAKTHRU BEVERAGE	WINE	211.70	127924511	07/29/2026
BREAKTHRU BEVERAGE	LIQUOR / WINE / SOFT DRINKS-MISC / NA BEV	6,450.58	127924512	07/29/2026
BREAKTHRU BEVERAGE	SOFT DRINKS-MISC CREDIT	(13.12)	414945697	07/08/2026
BREAKTHRU BEVERAGE	LIQUOR / SOFT DRINKS-MISC	6,368.02	127610952	07/08/2026
BREAKTHRU BEVERAGE	LIQUOR	3,256.05	127633095	07/08/2026
BREAKTHRU BEVERAGE	LIQUOR CREDIT	(127.85)	414930816	07/08/2026
BREAKTHRU BEVERAGE	LIQUOR	3,018.79	127699607	07/08/2026
C&L DISTRIBUTING	BEER / WINE / SOFT DRINKS-MISC / NA BEV	11,028.25	2323141	07/08/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
PLAZA LIQUOR

Approval Group: LQPLZ

Vendor	Description	Amount	Invoice #	Date Paid
C&L DISTRIBUTING	STORE SUPPLIES	63.00	2323207	07/08/2026
C&L DISTRIBUTING	LIQUOR	10,284.00	2322587	07/08/2026
C&L DISTRIBUTING	LIQUOR	1,215.00	2322355	07/08/2026
C&L DISTRIBUTING	LIQUOR / SOFT DRINKS-MISC / NA BEV / DELTA HEMP / GENERAL S	7,322.10	2321669	07/08/2026
C&L DISTRIBUTING	BEER	92.10	2332821	07/29/2026
C&L DISTRIBUTING	LIQUOR / BEER / WINE / NA BEV / DELTA HEMP	11,494.26	2331504	07/29/2026
C&L DISTRIBUTING	BEER CREDIT	(32.75)	4149000904	07/29/2026
C&L DISTRIBUTING	BEER	602.45	2333044	07/29/2026
C&L DISTRIBUTING	LIQUOR / BEER / WINE / NA BEV	7,676.45	2333884	07/29/2026
C&L DISTRIBUTING	LIQUOR / BEER / WINE / NA BEV / DELTA HEMP	20,035.80	2325816	07/22/2026
C&L DISTRIBUTING	BEER / NA BEV CREDIT	(42.90)	3289000032	07/22/2026
C&L DISTRIBUTING	GENERAL SUPPLIES / SOFT DRINKS-MISC	70.68	2325863	07/22/2026
C&L DISTRIBUTING	LIQUOR / BEER CREDIT	(69.45)	2327261	07/22/2026
C&L DISTRIBUTING	LIQUOR / BEER / WINE / SOFT DRINKS-MISC / DELTA HEMP	13,373.75	2327262	07/22/2026
C&L DISTRIBUTING	LIQUOR	249.80	2329917	07/22/2026
C&L DISTRIBUTING	BEER	72.00	2329976	07/22/2026
C&L DISTRIBUTING	LIQUOR	516.00	2330513	07/22/2026
C&L DISTRIBUTING	SOFT DRINKS-MISC CREDIT	(3.38)	4149000900	07/22/2026
C&L DISTRIBUTING	BEER / SOFT DRINKS-MISC / OTHER	5,815.71	2329977	07/22/2026
C&L DISTRIBUTING	BEER CREDIT	(62.20)	4149000882	07/08/2026
C&L DISTRIBUTING	LIQUOR / BEER / WINE / NA BEV / DELTA HEMP	19,931.09	3218991	07/08/2026
C&L DISTRIBUTING	LIQUOR / BEER CREDIT	(60.20)	2323206	07/08/2026
C&L DISTRIBUTING	LIQUOR / BEER	2,824.20	2326677	07/08/2026
C&L DISTRIBUTING	LIQUOR / BEER / WINE / NA BEV	5,758.65	2315151	07/01/2026
C&L DISTRIBUTING	STORE SUPPLIES	63.00	2315189	07/01/2026
C&L DISTRIBUTING	SOFT DRINKS-MISC CREDIT	(81.20)	4149000873	07/01/2026
C&L DISTRIBUTING	BEER CREDIT	(4.95)	4149000880	07/01/2026
C&L DISTRIBUTING	LIQUOR	861.75	2317797	07/01/2026
C&L DISTRIBUTING	LIQUOR / BEER / NA BEV / DELTA HEMP	8,464.16	2318097	07/01/2026
C&L DISTRIBUTING	LIQUOR CREDIT	(90.00)	2314599	07/01/2026
COUNTRY BLOSSOM FARM, LLC	WINE	366.00	3334	07/08/2026
COUNTRY BLOSSOM FARM, LLC	WINE	300.00	3328	07/08/2026
DAHLHEIMER BEVERAGE LLC	BEER	562.00	2814747	07/08/2026
DAHLHEIMER BEVERAGE LLC	BEER / WINE	959.00	2828315	07/29/2026
GOAT RIDGE BREWING COMPANY	BEER	430.00	1439	07/08/2026
GRANITE CITY JOBBING CO INC	STORE SUPPLIES / SOFT DRINKS-MISC	222.51	531786	07/01/2026
GRANITE CITY JOBBING CO INC	STORE SUPPLIES / SOFT DRINKS-MISC / OTHER	405.29	534670	07/08/2026
GRANITE CITY JOBBING CO INC	SOFT DRINKS-MISC CREDIT	(4.54)	533214	07/08/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
PLAZA LIQUOR

Approval Group: LQPLZ

Vendor	Description	Amount	Invoice #	Date Paid
GRANITE CITY JOBBING CO INC	STORE SUPPLIES / SOFT DRINKS-MISC / OTHER	588.50	533200	07/08/2026
GRANITE CITY JOBBING CO INC	GENERAL SUPPLIES / SOFT DRINKS-MISC	260.32	536012	07/22/2026
GRANITE CITY JOBBING CO INC	SOFT DRINKS-MISC CREDIT	(52.02)	535471	07/22/2026
JOHNSON BROS ST PAUL	LIQUOR	1,720.92	1088690	07/22/2026
JOHNSON BROS ST PAUL	LIQUOR	7,316.35	1088677	07/22/2026
JOHNSON BROS ST PAUL	WINE / SOFT DRINKS-MISC	3,631.67	1093178	07/22/2026
JOHNSON BROS ST PAUL	WINE	263.37	1093092	07/22/2026
JOHNSON BROS ST PAUL	LIQUOR	9,418.24	1093091	07/22/2026
JOHNSON BROS ST PAUL	LIQUOR	6,919.81	1093177	07/22/2026
JOHNSON BROS ST PAUL	LIQUOR	1,487.41	1082471	07/08/2026
JOHNSON BROS ST PAUL	LIQUOR	1,263.22	1085048	07/08/2026
JOHNSON BROS ST PAUL	LIQUOR	418.52	1075201	07/01/2026
JOHNSON BROS ST PAUL	WINE / SOFT DRINKS-MISC	721.48	1097991	07/29/2026
JOHNSON BROS ST PAUL	LIQUOR	5,859.99	1077094	07/01/2026
JOHNSON BROS ST PAUL	WINE	155.58	1076993	07/01/2026
JOHNSON BROS ST PAUL	LIQUOR	6,916.18	1076992	07/01/2026
JOHNSON BROS ST PAUL	WINE / SOFT DRINKS-MISC	91.58	1077095	07/01/2026
JOHNSON BROS ST PAUL	LIQUOR	149.37	1087299	07/08/2026
JOHNSON BROS ST PAUL	LIQUOR	1,575.27	1087395	07/08/2026
JOHNSON BROS ST PAUL	WINE	754.23	1087396	07/08/2026
JOHNSON BROS ST PAUL	WINE CREDIT	(6.33)	190188	07/08/2026
JOHNSON BROS ST PAUL	WINE / SOFT DRINKS-MISC	2,981.04	1082562	07/08/2026
JOHNSON BROS ST PAUL	LIQUOR	10,714.50	1082561	07/08/2026
JOHNSON BROS ST PAUL	LIQUOR	901.77	1097990	07/29/2026
JOHNSON BROS ST PAUL	WINE	87.79	1097890	07/29/2026
JOHNSON BROS ST PAUL	LIQUOR	716.45	1097889	07/29/2026
JOHNSON BROS ST PAUL	LIQUOR CREDIT	(194.45)	192539	07/22/2026
JOHNSON BROS ST PAUL	WINE CREDIT	(11.78)	192601	07/22/2026
JOHNSON BROS ST PAUL	LIQUOR CREDIT	(23.76)	192600	07/22/2026
JOHNSON BROS ST PAUL	LIQUOR	641.82	1095486	07/22/2026
JOHNSON BROS ST PAUL	LIQUOR	401.58	1095563	07/22/2026
JOHNSON BROS ST PAUL	WINE	260.95	1095564	07/22/2026
MN DEPARTMENT OF REVENUE	SALES AND USE TAX - JUN 2026	49,760.00	07152026-PLZ	07/15/2026
PAUSTIS WINE COMPANY	WINE	1,374.60	298886	07/22/2026
PAUSTIS WINE COMPANY	WINE	1,495.00	297893	07/08/2026
PAUSTIS WINE COMPANY	WINE	2,113.40	297360	07/01/2026
PAUSTIS WINE COMPANY	DELTA HEMP	244.50	297364	07/01/2026
PHILLIPS WINE AND SPIRITS	WINE	1,891.71	5196443	07/08/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
PLAZA LIQUOR

Approval Group: LQPLZ

Vendor	Description	Amount	Invoice #	Date Paid
PHILLIPS WINE AND SPIRITS	WINE	4,819.44	5198665	07/22/2026
PHILLIPS WINE AND SPIRITS	WINE / SOFT DRINKS-MISC / NA BEV	2,837.60	5201872	07/22/2026
PHILLIPS WINE AND SPIRITS	LIQUOR	1,734.85	5201871	07/22/2026
PHILLIPS WINE AND SPIRITS	NA BEVERAGE	117.74	5197974	07/08/2026
PHILLIPS WINE AND SPIRITS	LIQUOR	1,134.64	5197973	07/08/2026
PHILLIPS WINE AND SPIRITS	FREIGHT	1.79	5190376	07/01/2026
PHILLIPS WINE AND SPIRITS	LIQUOR	22,413.57	5190465	07/01/2026
PHILLIPS WINE AND SPIRITS	WINE	995.63	5190466	07/01/2026
PHILLIPS WINE AND SPIRITS	LIQUOR	139.77	5205446	07/29/2026
PHILLIPS WINE AND SPIRITS	LIQUOR	6,300.03	5205527	07/29/2026
PHILLIPS WINE AND SPIRITS	WINE / SOFT DRINKS-MISC	1,807.31	5205528	07/29/2026
PHILLIPS WINE AND SPIRITS	LIQUOR CREDIT	(35.50)	584719	07/08/2026
PHILLIPS WINE AND SPIRITS	WINE / SOFT DRINKS-MISC / NA BEV	2,680.92	5194343	07/08/2026
PHILLIPS WINE AND SPIRITS	LIQUOR	7,390.47	5194342	07/08/2026
PHILLIPS WINE AND SPIRITS	LIQUOR CREDIT	(10.13)	586905	07/29/2026
PHILLIPS WINE AND SPIRITS	LIQUOR	1,665.32	5203742	07/22/2026
PRECISE ICE	ICE	276.60	7162026	07/29/2026
PRECISE ICE	ICE	271.56	7182026	07/29/2026
PRECISE ICE	ICE	255.98	6172026	07/01/2026
PRECISE ICE	ICE	180.58	7092026	07/22/2026
PRECISE ICE	ICE	574.58	7032026	07/08/2026
PRECISE ICE	ICE	409.62	7042026	07/08/2026
PRECISE ICE	ICE	389.44	7022026	07/22/2026
PRECISE ICE	ICE	144.12	7112026	07/22/2026
PRECISE ICE	ICE	728.04	6242026	07/08/2026
PRECISE ICE	ICE	195.36	6272026	07/08/2026
SMALL LOT MN	LIQUOR / WINE	3,501.16	61717	07/01/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR / WINE	9,293.33	2772586	07/08/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR / WINE	6,674.95	2777549	07/22/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR / WINE	4,790.42	2769851	07/01/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR / WINE	5,000.41	2780256	07/29/2026
SOUTHERN GLAZERS WINE & SPIRITS M	LIQUOR / WINE	2,201.18	2775265	07/08/2026
SOUTHERN GLAZERS WINE & SPIRITS M	FREIGHT	12.95	5141884	07/22/2026
SUMMER LAKES BEVERAGE LLC	SOFT DRINKS-MISC	707.25	13098	07/08/2026
SUMMER LAKES BEVERAGE LLC	SOFT DRINKS-MISC	672.75	12790	07/01/2026
TALKING WATERS BREWING CO	BEER	420.00	5363	07/22/2026
TALKING WATERS BREWING CO	WINE	855.00	5320	07/01/2026
THE WINE COMPANY	WINE	544.00	444767	07/08/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
PLAZA LIQUOR

Approval Group: LQPLZ

Vendor	Description	Amount	Invoice #	Date Paid
THE WINE COMPANY	WINE	2,900.35	444766	07/08/2026
VIKING COCA COLA BOTTLING COMPAN	SOFT DRINKS-MISC	1,112.25	3962459	07/22/2026
VIKING COCA COLA BOTTLING COMPAN	SOFT DRINKS-MISC	279.85	3962494	07/22/2026
VIKING COCA COLA BOTTLING COMPAN	SOFT DRINKS-MISC	409.30	3962559	07/29/2026
VIKING COCA COLA BOTTLING COMPAN	SOFT DRINKS-MISC	229.70	3943531	07/01/2026
VIKING COCA COLA BOTTLING COMPAN	SOFT DRINKS-MISC	425.05	3943592	07/08/2026
VINOCOPIA	LIQUOR	120.00	0396873	07/08/2026
VINOCOPIA	LIQUOR	506.00	0397940	07/29/2026
WINE MERCHANTS INC	WINE	68.46	7569422	07/08/2026
WINE MERCHANTS INC	WINE	277.79	7571968	07/29/2026
WINE MERCHANTS INC	FREIGHT	0.90	7571979	07/29/2026
WINE MERCHANTS INC	WINE	390.27	7568523	07/01/2026
WINE MERCHANTS INC	WINE	904.06	7570209	07/22/2026
WINEBOW	WINE	576.00	158889	07/08/2026
WINEBOW	FREIGHT CREDIT	(3.00)	185655	07/08/2026
WINGS OVER ALEXANDRIA	GROUND CREW SPONSORSHIP	500.00	1067-PLZ	07/01/2026
	Approver Total:	**553,381.60**		

Approval Group: PL

Vendor	Description	Amount	Invoice #	Date Paid
ALEX RUBBISH & RECYCLING	GARBAGE PICKUP 400 34TH AVE W - PLAZA	208.85	2516691	07/08/2026
ALEXANDRIA ELECTRIC	FIXED BROKEN WIRE FOR COOLER - PLZ	100.00	36506	07/01/2026
ALP UTILITIES	16550001 - 400 34TH AVE E - PLAZA	1,084.10	1655001-JUN26	07/22/2026
AUTHNET	AUTHNET WEBSITE CHARGES	13.50	07022026PLZ	07/02/2026
BEE AUTHENTIC MARKETING LLC	JUL - SEP 2026 FACEBOOK / INSTAGRAM MGMNT	300.00	#08-0726PLZ	07/08/2026
CARDCONNECT	CARDCONNECT MONTHLY CHARGES	188.66	07032026-PLZ	07/03/2026
CENTERPOINT ENERGY	5991063-8 / 400 34TH AVE WEST	33.53	5991063-8-JUN26	07/22/2026
CIGNA	DENTAL INS - JUL 2026	77.60	3748690	07/01/2026
CITY OF ALEXANDRIA	WEX ADMIN FEES - MAY 2026	19.25	WEX-052026PLZ	07/01/2026
CITY OF ALEXANDRIA	PAYROLL BENEFITS 07/02/2026	691.31	07022026-PLZ	07/08/2026
CITY OF ALEXANDRIA	HEALTH INSURANCE - JUL 2026	6,498.44	MEDICA072026-	07/08/2026
CITY OF ALEXANDRIA	WEX ADMIN FEES - JUN 2026	16.50	WEX-062026PLZ	07/29/2026
CITY OF ALEXANDRIA	PAYROLL BENEFITS 07/16/2026	691.31	07162026-PLZ	07/22/2026
CITY OF ALEXANDRIA	TRANSFER TO GENERAL FUND	100,000.00	07222026TRNSFP	07/22/2026
CITY OF ALEXANDRIA	ARVIG - DARK FIBER LEASE PLZ	110.00	ARVIG-JUL26PL	07/22/2026
CLOVER APP	CLOVER APP MONTHLY CHARGES	37.58	07132026CLO-PL	07/13/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT
PLAZA LIQUOR

Approval Group: PL

Vendor	Description	Amount	Invoice #	Date Paid
COMPLETE GROUND CONTROL	BI-MONTHLY PEST CONTROL - 400 34TH AVE	63.75	84747	07/01/2026
DOUGLAS COUNTY SHERIFF DEPT	1/8 PAGE AD - 6 TICKETS	150.00	2026DOU	07/01/2026
HARTFORD LIFE AND ACCIDENT INS CO	LIFE INS - LTD - STD - JUL 2026	73.50	141899345924	07/16/2026
MARCO TECHNOLOGIES LLC	USAGE CHARGE FOR JUL 2026	78.11	586207995-PLZ	07/22/2026
METROPOLITAN LIFE INSURANCE COMP	STD - JUL 2026	17.08	42	07/17/2026
NATHE REFRIGERATION	PREVENTATIVE MAINTENANCE	1,088.85	09225	07/22/2026
OLD NATIONAL BANK VISA	MENARDS - FILTER, ALUM FOIL, CANDY	157.52	617280	07/21/2026
OLD NATIONAL BANK VISA	TARGET - CRICUT	55.99	216125	07/21/2026
OLD NATIONAL BANK VISA	TARGET - STORE SUPPLIES	16.39	710170	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - WINE OPENERS, TAPE	67.22	8079459	07/21/2026
OLD NATIONAL BANK VISA	ELDEN'S - LIMES	39.60	112184	07/21/2026
OLD NATIONAL BANK VISA	CUB - COFFEE	21.98	803221	07/21/2026
OLD NATIONAL BANK VISA	ELDEN'S - COFFEE, SNACKS, LIMES, LEMONS	42.07	06192026ELD-PL	07/21/2026
OLD NATIONAL BANK VISA	YOUNG LIVING - ESSENTIAL OILS	554.31	903880	07/21/2026
OLD NATIONAL BANK VISA	TRUE BRANDS - BOTTLE STOPPERS, STRAWS, CHOCOLATE TUBES	289.20	22055	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - 4TH DECORATIONS	21.99	8914651-PLZ	07/21/2026
OLD NATIONAL BANK VISA	ELDEN'S - LIMES / LEMONS	52.50	07012026ELD-2	07/21/2026
OLD NATIONAL BANK VISA	ELDEN'S - FOOD	147.08	07012026ELD-PL	07/21/2026
OLD NATIONAL BANK VISA	FLEET FARM - FLOWERS OUT FRONT	53.67	9583	07/21/2026
VERIZON WIRELESS	842667961-00001 MONTHLY PHONES - PLZ	115.23	6148331545-PLZ	07/22/2026
VSP INSURANCE CO	VISION INSURANCE - JUN 2026	15.68	825354010	07/02/2026
	Approver Total:	**113,192.35**		

Total: **1,051,033.76**

Memo

To: Mayor and City Council

From: Michele Gelo, Finance Clerk

CC:

Date: 8/5/2026

Re: City of Alexandria Open Payables and Monthly Operating Expenditures – July 2026

The following reports are for your review and approval regarding the City's open payables and monthly operating expenditures.

The first report shows a listing of all open payables that need approval for payment on 08/11/2026.

- City of Alexandria $52,760.74

The second report shows July's operating expenditures paid in accordance with Resolution 03-37, a resolution authorizing payment of certain bills prior to Alexandria City Council approval, in a detailed Expenditure Report with a check date range of 07/01/2026 – 07/31/2026.

- City of Alexandria $8,314,859.48

In addition, as requested and for informational purposes only, a YTD Expenditure to Budget report has been included.

Payroll disbursements for the month of July totaled $822,141.49 for the City.

Please contact Marty, Heather, or me with any questions.

Invoice	Due Date	Vendor		Amount	Status	Jrnlizd
101-42210-50331	08/19/2026	ELDEN'S FRESH F	07202026ELD	22.80		
101-42210-50331	08/18/2026	ELDEN'S FRESH F	07192026ELD	242.87		
101-42210-50331	08/19/2026	LAKE COUNTRY M	508984	159.17		
101-42210-50211	08/19/2026	ACE HARDWARE -	22873064	60.98		
101-43126-50384	08/23/2026	DOUGLAS CO DEM	166882	26.38		
101-43126-50384	08/23/2026	DOUGLAS CO DEM	166877	32.76		
101-45204-50211	08/28/2026	ACE HARDWARE -	22876302	74.98		
101-49810-50404	08/27/2026	ACE HARDWARE -	22876055	12.76		
101-49810-50404	08/27/2026	ACE HARDWARE -	22875992	52.98		
101-45200-50404	08/27/2026	ACE HARDWARE -	22875849	34.12		
404-43120-50211	08/27/2026	ACE HARDWARE -	22875839	59.94		
101-45204-50211	08/27/2026	ACE HARDWARE -	22875749	15.77		
101-45204-50211	08/27/2026	ACE HARDWARE -	22875742	44.99		
101-42100-50211	08/26/2026	ACE HARDWARE -	22875696	17.98		
101-42100-50401	08/26/2026	ACE HARDWARE -	22875313	13.98		
101-45200-50211	08/21/2026	ACE HARDWARE -	22873668	19.17		
101-42100-50211	08/21/2026	ACE HARDWARE -	22873554	21.16		
101-43126-50211	08/20/2026	ACE HARDWARE -	22873320	0.69		
101-45120-50211	08/20/2026	ACE HARDWARE -	22873179	23.97		
101-43126-50404	08/22/2026	NORTH CENTRAL	X221070713:02	218.02		
101-43126-50404	08/22/2026	NORTH CENTRAL	X221070713:01	559.92		
101-43126-50404	08/27/2026	NORTH CENTRAL	X221070829:01	(90.00)		
211-43220-50404	08/27/2026	MACQUEEN EQUIP	INV15573	114.31		
101-43126-50404	08/26/2026	OK TIRE STORE I	25-3607	314.58		
101-43126-50401	08/20/2026	ALEXANDRIA ELEC	36628	519.42		
101-45120-50401	08/24/2026	NEW TECH COMM	50209	1,040.00		
101-45200-50401	08/23/2026	MISSION MECHAN	SVD261522	2,259.00		
101-45200-50384	08/22/2026	DOUGLAS CO DEM	166828	15.60		
101-45215-50404	08/21/2026	MENARDS ALEXA	33065	82.93		
101-45200-50211	08/23/2026	ACE HARDWARE -	22874355	34.98		
101-41940-50401	08/19/2026	CRYSTAL CLEAR	26-908	271.00		
404-43120-50211	08/22/2026	WADENA ASPHAL	15013	195.00		
101-43126-50211	08/21/2026	LAWSON PRODUC	9313652257	98.42		
404-43120-50211	08/21/2026	FERGUSON ASPHA	2159	1,502.12		
101-41700-50328	08/20/2026	MN IT SERVICES	26060646	258.67		
101-42210-50208	08/20/2026	MN STATE FIRE C	11045	300.00		
211-43220-50404	08/20/2026	MIKE MCPHILLIPS,	5704	95.14		
101-42400-50580	08/20/2026	COWING ROBARD	45469	100.00		
101-45120-50401	08/28/2026	HIRSHFIELDS DEC	08140832	790.02		
101-45215-50401	08/28/2026	MISSION MECHAN	SVD261552	767.00		
401-00000-15500	08/19/2026	WIDSETH SMITH	246953	1,809.01		
414-00000-11500	08/19/2026	WIDSETH SMITH	246955	1,000.00		
101-42400-50317	08/19/2026	WIDSETH SMITH	247002	310.00		
101-42400-50317	08/19/2026	WIDSETH SMITH	247003	283.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247004	207.50		
101-42400-50317	08/19/2026	WIDSETH SMITH	247005	283.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247006	233.75		

Invoice	Due Date	Vendor		Amount	Status	Jrnlizd
101-42400-50317	08/19/2026	WIDSETH SMITH	247007	438.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247008	233.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247009	233.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247010	181.25		
101-42400-50317	08/19/2026	WIDSETH SMITH	247011	233.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247044	78.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247012	231.25		
101-42400-50317	08/19/2026	WIDSETH SMITH	247013	233.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247014	207.50		
101-42400-50317	08/19/2026	WIDSETH SMITH	247015	362.50		
101-42400-50317	08/19/2026	WIDSETH SMITH	247016	128.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247017	283.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247018	205.00		
101-42400-50317	08/19/2026	WIDSETH SMITH	247019	412.50		
101-42400-50317	08/19/2026	WIDSETH SMITH	247020	281.25		
211-43150-50336	08/19/2026	WIDSETH SMITH	247021	1,947.50		
211-43150-50303	08/19/2026	WIDSETH SMITH	247022	1,190.00		
101-42400-50317	08/19/2026	WIDSETH SMITH	247023	260.00		
101-42400-50317	08/19/2026	WIDSETH SMITH	247024	260.00		
101-42400-50317	08/19/2026	WIDSETH SMITH	247025	336.25		
101-42400-50317	08/19/2026	WIDSETH SMITH	247026	128.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247027	181.25		
101-42400-50317	08/19/2026	WIDSETH SMITH	247028	286.25		
101-42400-50317	08/19/2026	WIDSETH SMITH	247029	181.25		
101-42400-50317	08/19/2026	WIDSETH SMITH	247030	233.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247031	102.50		
101-42400-50317	08/19/2026	WIDSETH SMITH	247032	128.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247033	128.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247034	181.25		
101-42400-50317	08/19/2026	WIDSETH SMITH	247035	207.50		
101-42400-50317	08/19/2026	WIDSETH SMITH	247036	283.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247037	233.75		
101-42400-50317	08/19/2026	WIDSETH SMITH	247038	131.25		
101-42400-50317	08/19/2026	WIDSETH SMITH	247039	157.50		
101-42400-50317	08/19/2026	WIDSETH SMITH	247040	181.25		
101-42400-50317	08/19/2026	WIDSETH SMITH	247041	52.50		
101-42400-50317	08/19/2026	WIDSETH SMITH	247042	52.50		
101-42400-50317	08/19/2026	WIDSETH SMITH	247043	257.50		
101-42210-50401	08/25/2026	ELLINGSON PLUM	8364	426.25		
101-43126-50404	08/29/2026	POMPS TIRE SERV	1680024568	925.84		
101-43121-50211	08/29/2026	MENARDS ALEXA	33557	14.94		
101-42400-50312	08/29/2026	STAFFMARK INVE	20021942	833.28		
101-42100-50312	08/29/2026	STAFFMARK INVE	20021893	126.72		
101-41940-50211	08/29/2026	STEINS INC	976807	73.26		
101-42210-50331	08/30/2026	ELDEN'S FRESH F	07312026ELD	223.09		
101-42100-50404	08/30/2026	POMPS TIRE SERV	1680024583	1,156.20		
404-43120-50211	08/20/2026	CENTRAL SPECIAL	OE20258	1,500.00		

Invoice	Due Date	Vendor		Amount	Status	Jrnlizd
101-43126-50211	08/30/2026	ACE HARDWARE -	22877114	14.97		
101-43124-50408	08/30/2026	JOE RILEY CONST	26491	4,550.00		
101-45120-50404	08/30/2026	JAYTECH, INC.	250488	250.00		
101-45200-50212	08/30/2026	AUTO VALUE 140	14498397	131.88		
101-43260-50211	08/30/2026	TANNER'S MOWIN	6023	190.00		
101-49810-50384	08/21/2026	DOUGLAS CO DEM	166819	46.80		
101-49810-50401	08/21/2026	MIDWEST LOCK A	12019	445.00		
101-49810-50402	08/30/2026	MN DEPT OF LABO	ABI0044297X	35.00		
101-49810-50211	08/28/2026	CINTAS	4277330170	128.89		
101-43126-50384	08/30/2026	DOUGLAS CO DEM	167901	11.70		
101-45200-50401	08/28/2026	CINTAS	4277329968	58.46		
406-49810-50303	08/29/2026	BOLLIG INC	10017	3,000.00		
422-43121-50303-	08/29/2026	HOUSTON ENGINE	83124	5,959.75		
101-45215-50404	08/30/2026	AIM ELECTRONIC	46587	995.75		
101-43126-50384	08/30/2026	DOUGLAS CO DEM	167900	90.00		
101-43126-50384	08/30/2026	DOUGLAS CO DEM	167879	11.70		
101-41940-50200	08/21/2026	DAKOTA BUSINES	12997	30.00		
101-45215-50211	08/28/2026	CREATIVE IMPACT	30771	1,007.45		
101-45215-50401	08/28/2026	ALEXANDRIA ELEC	36652	3,247.54		
101-43126-50211	08/30/2026	CM2 SUPPLY	526043	85.73		
404-43120-50211	08/30/2026	FERGUSON ASPHA	2167	1,829.20		
			Total:	52,760.74		

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: ADM

Vendor	Description	Amount	Invoice #	Date Paid
ALEXANDRIA AVIATION, INC.	MONTHLY LEASE & MANAGEMENT CONTRACT - JUL 2026	2,083.00	66224	07/08/2026
ALEXANDRIA AVIATION, INC.	AIRPORT MONTHLY TIMESHEETS - JUN 2026	4,063.50	66225	07/22/2026
ALP UTILITIES	11497155 - 2020 FILLMORE ST	146.69	11497155-JUN26	07/22/2026
BRAUN INTERTEC CORPORATION	NOKOMIS ST IMPROVEMENTS, SAP 102-119-011	1,744.30	IN1018571	07/08/2026
DEPARTMENT OF TRANSPORTATION	MNDOT HANGER LOAN #1045099	2,938.00	739262	07/08/2026
ENTERPRISE FM TRUST	VEHICLE LEASE PAYMENT	856.09	FBN5678064-CO	07/22/2026
ENTERPRISE FM TRUST	VEHICLE LEASE PAYMENT - CR SALES TAX	(2,162.10)	FBN5678064-CO	07/22/2026
FLAHERTY AND HOOD P A	2026 LEGISLATIVE MATTERS - 3 OF 3	5,833.00	25395	07/22/2026
LAGRAND TOWNSHIP	TOWNSHIP TAX REIMBURSEMENT / ANNEXATION ALONG PRAIRIE	66.06	07222026LAG	07/22/2026
OLD NATIONAL BANK VISA	PIKE AND PINT - CC SPECIAL MTG 06/22/26	138.85	612203	07/21/2026
OLD NATIONAL BANK VISA	MCFOA - A RIEDEL MEMBERSHIP	50.00	02944	07/21/2026
OLD NATIONAL BANK VISA	KAHLER HOTEL - LODGING LMC CONF - N MACE	308.54	751437	07/21/2026
OLD NATIONAL BANK VISA	KAHLER HOTEL - LODGING LMC CONF - S ALLEN	325.84	2963836	07/21/2026
OLD NATIONAL BANK VISA	PIKE AND PINT - CC SPECIAL MTG 06/08/26	138.85	618051	07/21/2026
OLD NATIONAL BANK VISA	BOARD OF ASSESSORS - A RIEDEL LICENSE RENEWAL	153.22	LTPDSH	07/21/2026
RACHEL LEE CAPISTRANT	SOCIAL MEDIA 04/01/26 - 06/30/26	11,662.50	19	07/22/2026
ROGER THALMAN	REIMBURSEMENT- MILEAGE/LODGING, MEAL PER DIEMS	1,097.79	07082026ROG	07/08/2026
SWENSON LERVICK SYVERSON TROSVI	ALCOHOL COMPLIANCE	34.80	10420	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	PROSECUTION 2026	22,190.00	10421	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	SECRETARIAL 2026	7,575.41	10422	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	APD DATA REQUESTS	379.70	10430	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	GENERAL 2026	1,248.90	10468	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	HUMAN RESOURCES	104.40	10469	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	LIQUOR LICENSING ISSUES	85.60	10470	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	LEGISLATIVE COMMITTEE	911.30	10471	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	SPECIAL EVENTS PERMITS	406.60	10472	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	AIRPORT GENERAL MATTERS	192.60	10473	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	EQUITY & INCLUSION COMMITTEE	261.80	10474	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	PUBLIC WORKS STREETS STORMWATER UNION CONTRACTS	1,361.20	10475	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	DOUGLAS COUNTY AG ASSOC - LAND SWAP AND PLAT	139.00	10505	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	BEN ZACHER PROPERTIES	1,293.80	10506	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	B WAY HOLDINGS LLC RLF LOAN	1,011.35	10507	07/29/2026
SWENSON LERVICK SYVERSON TROSVI	NORTHDALE CONSTRUCTION & FERGUSON BROS. EXCAVATING, I	267.20	10544	07/29/2026
	Approver Total:	**66,907.79**		

Approval Group: AIR

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Vendor	Description	Amount	Invoice #	Date Paid
ALEX RUBBISH & RECYCLING	RUBBISH PICKUP - 2604 AGA DRIVE - AIRPORT	143.70	2516487-AIR	07/08/2026
ALEXANDRIA ELECTRIC	WIRED BELLANCA BLDG WATER SWITCH	150.00	36505	07/01/2026
ALEXANDRIA MOTORS	DOOR HANDLE REPLACEMENT - 2013 SILVERADO	677.59	66528	07/01/2026
ALP UTILITIES	AIRPORT UTILITIES	1,125.53	11497016-JUN26	07/22/2026
ALP UTILITIES	11497109 - 2504 AGA DR UTILITIES	2,800.71	11497109-JUN26	07/22/2026
ALP UTILITIES	11497022 - AIRPORT ARRIVAL/DEPARTURE	4,104.10	11497022-JUN26	07/22/2026
ALP UTILITIES	11497152 - 2504 AGA DR	86.34	11497152-JUN26	07/22/2026
CENTERPOINT ENERGY	10151228-3 /2604 AGA DR STE H4	29.40	10151228-3-JUN2	07/22/2026
CENTERPOINT ENERGY	6015866-4 / 2604 AGA DR SRS	50.51	6015866-4-JUN26	07/22/2026
CENTERPOINT ENERGY	11425858-5 / 2504 AGA DR	118.06	11425858-5-JUN2	07/22/2026
CENTERPOINT ENERGY	6003416-2 / 2604 AGA DR BLDG	33.98	6003416-2-JUN26	07/22/2026
CENTURYLINK	A/C 313727616 - AIRPORT FUEL CARDTROL	63.78	313727616-JUL26	07/08/2026
CINTAS	PAPER TOWELS, AIR FRESHENER, SOAPS	67.53	4274406437	07/22/2026
CULLIGAN	1034192 / MONTHLY COOLER RENT, BOTTLED WATER, CUPS - AIRP	65.25	1034192-JUN26	07/08/2026
DOUGLAS CO DEPT OF PUBLIC WORKS	FUELING - JUN 2026	177.69	07072026DOU-AI	07/22/2026
MISSION MECHANICAL INC	REPAIRED AERATORS IN BATHROOM FAUCETS	561.00	SVD261143	07/01/2026
OLD NATIONAL BANK VISA	AMAZON - PROPANE WEED TORCH	57.99	7222627	07/21/2026
OLD NATIONAL BANK VISA	POWER COMPONENTS - TUBING, DRIVESHAFT	1,220.15	306217	07/21/2026
QUILL LLC	CONFERENCE ROOM CHAIRS	3,300.00	49262681	07/01/2026
RUNESTONE ELECTRIC ASSOCIATION	SERVICE 4890 CO HWY 4 AIRPORT TOWER-HUDSON TWP	56.97	1440210-JUN26	07/08/2026
SERVICEMASTER ALEXANDRIA	MONTHLY JANITORIAL SERVICE - BELLANCA BUILDING	445.90	140297	07/08/2026
SERVICEMASTER ALEXANDRIA	MONTHLY JANITORIAL SERVICE 2604 AGA DRIVE	1,310.45	140292	07/08/2026
	Approver Total:	**16,646.63**		

Approval Group: APD

Vendor	Description	Amount	Invoice #	Date Paid
ALEXANDRIA LAKES AREA	LEADERSHIP ALEXANDRIA TUITION - ALEC SWANSON	1,200.00	92516	07/01/2026
ALOMERE HEALTH	BLOOD DRAW/ALCOHOL CHG - APD #26-6494 / SNELSON	15.00	7975	07/01/2026
ALOMERE HEALTH	BLOOD DRAW/ALCOHOL CHG - APD #26-7209 / MAYER	15.00	7986	07/08/2026
ALOMERE HEALTH	BLOOD DRAW/ALCOHOL CHG - APD #26-7759 / PAGE	15.00	7991	07/08/2026
BALLISTIC DEFENSE LLC	POLICE FIREARMS INSTRUCTOR COURSE / PEXSA	700.00	BAL06292026	07/10/2026
CANON FINANCIAL SERVICES INC	COPIER CONTRACT CHG 06/01/2026 - 06/30/2026	131.59	43335469	07/01/2026
CANON FINANCIAL SERVICES INC	COPIER CONTRACT CHG 7/1/2026 - 7/31/2026	131.59	43499067	07/22/2026
CANON FINANCIAL SERVICES INC	COPIER CONTRACT CHG 07/01/2026 - 07/31/2026	17.94	43496242	07/22/2026
CANON FINANCIAL SERVICES INC	COPIER CONTRACT CHG 06/01/2026 - 06/30/2026	17.94	43334472	07/08/2026
CULLENS HOME CENTER	24" ADA BOSCH DISHWASHER / BALANCE OWED	300.00	LP3829-0	07/01/2026
DOUGLAS COUNTY AUDITOR TREASURE	JUNE 2026 APD WIRELESS SERVICE & TECH SUPPORT	900.00	DOU07062026	07/22/2026
ERICA OVERSHINER	PROFESSIONAL SERVICES / MAY 2026 - 7 HOURS	3,022.50	OVE06302026	07/01/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: APD

Vendor	Description	Amount	Invoice #	Date Paid
ERICA OVERSHINER	PROFESSIONAL SERVICES FOR APD / 8.5 HOURS - JUNE 2026	1,317.50	OVE07062026	07/08/2026
HORIZON ENVIRONMENTAL HEALTH	SPECIAL EVENT FOOD STAND - COMMUNITY NIGHT OUT	35.00	HOR07012026	07/08/2026
JZ FIRE EXTINGUISHER SERVICES LLC	RECHARGE 5#, 10# AND SERVICE STOP	80.00	12158	07/08/2026
LEADSONLINE	RENEWAL TOTALTRACK INVESTIGATION SYSTEM	3,532.00	426170	07/01/2026
LOFFLER COMPANIES LLC	COPIER CONTRACT BASE & OVERAGE 05/302026 - 06/29/2026	58.90	5387764	07/08/2026
LOFFLER COMPANIES LLC	COPIER CONTRACT & OVERAGE CHG 06/01/2026 - 06/30/2026	2.89	5392918	07/08/2026
LOGAN SANBORN	REIMBURSE FOR BROKEN SUNGLASSES - APD CASE #26-8240	260.34	SAN07212026	07/22/2026
MISSION MECHANICAL INC	CONTROLS SERVICE LABOR	672.00	SVD261278	07/22/2026
MN DRIVER AND VEHICLE SERVICES DI	CUSTOM MN100 CLUB LICENSE PLATES FOR 3 - 2026 FORD POLICE	18.00	DVS07202026	07/22/2026
NORTH CENTRAL	VEHICLE PARTS (QUOTE#29028) - ADMIN/TRAVERSE	736.10	335677	07/22/2026
NORTH CENTRAL	VEHICLE PARTS (QUOTE#29052) - ADMIN/TRAVERSE	736.10	335678	07/22/2026
NORTH CENTRAL	EQUIPMENT PARTS, BUILD, & LABOR/ 2026 CHEV EQUINOX	3,737.32	815037	07/08/2026
NORTH CENTRAL	EQUIPMENT PARTS/ 26 RAM - CSO	1,040.46	335235	07/08/2026
NORTH CENTRAL	EQUIPMENT PARTS/ 26 RAM - SGT	1,260.16	335234	07/08/2026
NORTH CENTRAL	CREDIT FROM QUOTE 29177 / PARTS NOT NEEDED	(467.32)	CM335234	07/22/2026
NORTH CENTRAL	EQUIPMENT TO BUILD SQUAD/2026 FORD EXPLORER & LABOR	12,043.14	815030	07/22/2026
SAFE RESTRAINTS, INC	WRAP SAFETY RESTRAINT PACKAGE (1)	1,657.12	CH061826APD	07/08/2026
SLADE CUSTOMS LLC	STRIP LABOR/22 TRAVERSE, BUILD LABOR 26 TRAVERSE, WINDO	4,043.61	21331	07/29/2026
SLADE CUSTOMS LLC	STRIP LABOR/22 TRAVERSE, BUILD LABOR 26 TRAVERSE *+& WIN	3,650.00	21332	07/22/2026
SLADE CUSTOMS LLC	VEHICLES - STRIP LABOR/2022 TRAVERSE AND BUILD LABOR/2026	4,250.00	21330	07/08/2026
SLADE CUSTOMS LLC	EQUIPMENT REMOVAL AND INSTALL/ RAM 1500 - CSO	5,000.00	21329	07/08/2026
ST CLOUD STATE UNIVERSITY	GIRARD & MELROSE DRIVING SCHOOL	1,090.00	337900-13053	07/29/2026
STEINS INC	MACHINE PICKUP/DISPOSAL FEE	45.00	975144	07/08/2026
STEINS INC	20" SUPER POLISH PADS, EQUITY SPRAY BUFF	184.61	974995	07/01/2026
STEINS INC	CLEAN & SHINE PADS	162.81	975067	07/01/2026
STEINS INC	SKIN CLEANSER AND HAND TOWELS	335.10	975168	07/01/2026
STREICHERS MINNEAPOLIS	GAS AND DISTRACTION DEVICES / SWAT	4,999.38	I1835140	07/22/2026
SYMBOLARTS LLC	CHALLENGE COINS (QTY 100)	1,079.50	0572113	07/22/2026
T-MOBILE USA INC	LOCATION / RECURRING PINGS - #26-1660 SEARCH WARRANT	115.00	L2606020290	07/08/2026
VERIZON WIRELESS	CELL PHONES / APD	1,537.29	6146636283	07/08/2026
WINNING EDGE GRAPHICS	REMOVAL OF DECALS - 2022 FORD/CSO TRUCK	225.00	78668	07/22/2026
	Approver Total:	**59,903.57**		

Approval Group: ASSR

Vendor	Description	Amount	Invoice #	Date Paid
COUNTIES PROVIDING TECHNOLOGY	CAMA MOBILE	128.00	3842	07/08/2026
DOUGLAS CO DEPT OF PUBLIC WORKS	FUELING - JUN 2026	86.86	07072026DOU-C	07/22/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: ASSR

Vendor	Description	Amount	Invoice #	Date Paid
KELLY LEMKE	REIMBURSEMENT - MILEAGE, CLOTHING	201.99	07292026KEL	07/29/2026
OLD NATIONAL BANK VISA	VISTAPRINT - BUSINESS CARDS - K LEMKE	37.56	L67960	07/21/2026
OLD NATIONAL BANK VISA	BOARD OF ASSESSORS - K LEMKE LICENSE RENEWAL	127.69	LTT4DY	07/21/2026
	Approver Total:	**582.10**		

Approval Group: BLD

Vendor	Description	Amount	Invoice #	Date Paid
ACE HARDWARE - PARKS 9545	MOUSE TRAPS	3.99	22869028	07/29/2026
ACE HARDWARE - STRTS 31007491	SIGN STAKES	47.92	22866136	07/22/2026
DOUGLAS CO DEPT OF PUBLIC WORKS	FUELING - JUN 2026	127.63	07072026DOU-B	07/22/2026
ENTERPRISE FM TRUST	VEHICLE LEASE PAYMENT	440.72	FBN5678064-BL	07/22/2026
HENRICH, HANS A.	CLOTHING REIMBURSEMENT	120.00	07012026HAN	07/01/2026
OLD NATIONAL BANK VISA	AMAZON - SURVEY GRADING STAKES	23.88	5390623	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - ENGINEER VESTS	148.97	2285069	07/21/2026
OLD NATIONAL BANK VISA	DIAMOND BUICK - TRANSMISSION DIAGNOSTIC	162.00	8033054	07/21/2026
OLD NATIONAL BANK VISA	WOODY'S CAR WASH - WHITE TRUCK	16.11	7083007	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - MONITORS - 2 X M SCHMIDT, 1 X SPARE	323.85	1961802	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - TECH EQUIPMENT FOR HANS HENRICH	58.78	6896222	07/21/2026
VERIZON WIRELESS	842667961-00001 CELL PHONES/IPADS MONTHLY SERVICE - BLD	165.29	6148331545-BLD	07/22/2026
	Approver Total:	**1,639.14**		

Approval Group: CCADM

Vendor	Description	Amount	Invoice #	Date Paid
OLD NATIONAL BANK VISA	ADAPTIVE SPECIALITIES - FIREFLY SPLASHY BATH SEAT	665.00	167909	07/21/2026
OLD NATIONAL BANK VISA	REHABMART - WALKERS	1,108.09	518110	07/21/2026
OLD NATIONAL BANK VISA	WALMART - HIGHLIGHTERS	7.45	916005	07/21/2026
OLD NATIONAL BANK VISA	HILTON GARDEN INN - LODGING - M SCHULTZ LMC CONF 2026	422.16	3436165526	07/21/2026
OLD NATIONAL BANK VISA	SP+ - PARKING - M SCHULTZ LMC CONF 2026	16.00	714232	07/21/2026
OLD NATIONAL BANK VISA	HOLIDAY - FUEL LMC CONF 2026	31.59	604283	07/21/2026
OLD NATIONAL BANK VISA	KWIK TRIP - FUEL LMC CONF 2026	30.06	116253	07/21/2026
OLD NATIONAL BANK VISA	FLEET FARM - TIE DOWN ROPE	76.37	418161	07/21/2026
OLD NATIONAL BANK VISA	USPS - SHIPPING	45.08	313091	07/21/2026
OLD NATIONAL BANK VISA	ECHO PRESS - DIGITAL SUBSCRIPTION	2.00	180762013-3	07/21/2026
OLD NATIONAL BANK VISA	CUMMINS - KIT, PARTICULATE FILTER	2,908.28	628360	07/21/2026
OLD NATIONAL BANK VISA	BOARD OF AELSLAGID - ONLINE CERT. RENEWAL	152.50	411091	07/21/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: CCADM

Vendor	Description	Amount	Invoice #	Date Paid
OLD NATIONAL BANK VISA	CGMC - WEBINAR EMPLOYEE CONFLICTS OF INTEREST - K DELIN	50.00	11325	07/21/2026
OLD NATIONAL BANK VISA	CGMC - WEBINAR PUBLIC LABOR & EMPLOYMENT - K DELING	50.00	11333	07/21/2026
OLD NATIONAL BANK VISA	LEIGHTRONIX - PEG CHANNEL / CABLE TV COMMISSION	3,083.00	562317318	07/21/2026
OLD NATIONAL BANK VISA	CANVA - SUBSCRIPTION	400.00	76227221	07/21/2026
	Approver Total:	**9,047.58**		

Approval Group: FIN

Vendor	Description	Amount	Invoice #	Date Paid
ABDO LLP	OSA ANNUAL CITY FINANCIAL FORM PREP	1,400.00	525499	07/01/2026
ALASD	2026 APPROPRIATION - 1ST HALF	357,539.50	2026-01	07/08/2026
ALEXANDRIA AREA EDC	2026 TIF ADMINISTRATION	36,121.08	TIF06-2026	07/08/2026
ALEXANDRIA HOUSING LLLP	2026 TAX INCREMENT	3,836.27	48-06302026	07/08/2026
ALEXANDRIA HRA	2026 EDA GRANT DISBURSEMENT - VIKING TOWERS FINAL	27,000.00	2026-01EDAGRA	07/08/2026
ALP UTILITIES	2025 WC AUDIT REFUND	346.22	40002637-WCAU	07/08/2026
ALP UTILITIES	MONTHLY SERVICES (DUE 10TH) 704 BROADWAY - CITY HALL - 11	1,767.31	06222026-41940-1	07/08/2026
ALP UTILITIES	CIVIL DEFENSE SIRENS	585.96	11497024-JUN26	07/22/2026
ALP UTILITIES	11497156 - 316 FILLMORE ST (OFFICE)	1,047.64	11497156-JUN26	07/29/2026
ALP UTILITIES	11497159 - 3RD AVE W PLUG IN	50.70	11497159-JUN26	07/29/2026
AMALGAMATED BANK OF CHICAGO	GO BOND PAYMENT 2020A, 2024A, 2024B	332,793.76	07302026AMA	07/30/2026
BROADWAY GARDEN ESTATES	2026 TAX INCREMENT	40,738.40	65-06302026	07/08/2026
BYTESPEED, LLC	M365 LICENSE FOR TEMP RECEPTIONIST CITY HALL	200.00	INV0186487	07/22/2026
CENTERPOINT ENERGY	14014196-1 / 316 FILLMORE ST	19.17	14014196-1-JUN2	07/22/2026
CENTERPOINT ENERGY	6404127002-2 / 2020 FILLMORE ST	37.48	6404127002-2-JU	07/22/2026
CENTRAL LAKES HOUSING LLC	2026 TAX INCREMENT	41,969.11	58-06302026	07/08/2026
CIGNA	DENTAL INS - JUL 2026	2,869.70	3748688	07/01/2026
COLUMN SOFTWARE, PBC	ORDINANCES NOTICE 07/17/26	127.76	525BD0EE-0163	07/22/2026
COLUMN SOFTWARE, PBC	ORDINANCES NOTICE 07/17/26	141.88	525BD0EE-0162	07/22/2026
COLUMN SOFTWARE, PBC	ORDINANCES NOTICE 07/17/26	152.80	525BD0EE-0161	07/22/2026
COWING ROBARDS INC	2026 TAX INCREMENT	4,621.93	45-06302026	07/08/2026
DOUGLAS COUNTY SHERIFF DEPT	2026 TZD ENFORCEMENT	4,488.50	2026FED3QTR	07/29/2026
DOUGLAS MACHINE INC	2026 TAX INCREMENT	20,856.82	60-06302026	07/08/2026
EHLERS AND ASSOCIATES, INC	ARBITRAGE REPORT - GO IMPROVEMENT BONDS SERIES 2014A	3,750.00	107251	07/22/2026
EHLERS AND ASSOCIATES, INC	ARBITRAGE REPORT - GO RECONSTRUCTION BONDS SERIES 2020A	3,750.00	107238	07/22/2026
EHLERS AND ASSOCIATES, INC	ARBITRAGE REPORT - TAXABLE GO CAP IMPROV PLAN BONDS SE	3,750.00	107249	07/22/2026
GOODNEIGHBOR PROPERTIES, LLC	2025 & 2026 TAX INCREMENT	142,903.94	62-06302026	07/08/2026
HABITAT FOR HUMANITY	2026 TAX INCREMENT	1,487.65	67-06302026	07/08/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: FIN

Vendor	Description	Amount	Invoice #	Date Paid
HARTFORD LIFE AND ACCIDENT INS CO	LIFE INS - LTD - STD - JUL 2026	3,500.28	122759334497	07/16/2026
HERZOG APARTMENTS LLC	2026 TAX INCREMENT	13,071.08	52-06302026	07/08/2026
INNOVATIVE ENTERPRISES OF MN, LLC	2026 TAX INCREMENT	67,095.49	61-06302026	07/08/2026
INNOVATIVE OFFICE SOLUTIONS LLC	PAPER	67.25	IN5139225	07/01/2026
INTEGRITY TITLE INC	CHAP / 63-1601-000 / 1014 HAWTHORNE STREET	15,000.00	07222026INT	07/22/2026
KRAMER/DEREK	2026 YEARLY OFFICER ALLOWANCE	500.00	07012026DER	07/01/2026
LAKES COUNTRY SERVICE COOP	HEALTH INS - JUL 2026	110,731.60	MEDICA072026	07/01/2026
LAKEWOOD TERRACE LLC	2026 TAX INCREMENT BUILDING #4	11,345.12	53-06302026	07/08/2026
LAW ENFORCEMENT LABOR SERVICES I	MONTHLY SGTS DUES #301 PATROL DUES #291	1,715.50	APD072026	07/22/2026
LEAGUE OF MN CITIES INS TRUST WC	WORK COMP AUDIT PREMIUM - 2025	22,788.00	40002637WCAU	07/08/2026
MASSMAN COMPANIES, INC	2026 TAX INCREMENT	61,334.11	64-06302026	07/08/2026
METROPOLITAN LIFE INSURANCE COMP	ACCIDENT /CRITICAL /HOSP /STD - JUL 2026	861.69	41	07/17/2026
METROPOLITAN LIFE INSURANCE COMP	FICA TAXES	585.60	4066520	07/29/2026
MN DEPARTMENT OF REVENUE	SALES AND USE TAX - JUN 2026	976.00	07152026-GEN	07/15/2026
NCPERS GROUP LIFE INS	PREMIUMS - JUL 2026	307.04	32346427	07/02/2026
OLD NATIONAL BANK	SWEEP FROM CHECKING TO MM	66,013.35	07282026-CITY	07/28/2026
OLD NATIONAL BANK	SWEEP FROM CHECKING TO MM	191,068.10	07082026-CITY	07/08/2026
OLD NATIONAL BANK	SWEEP FROM CHECKING TO MM	11,796.41	07062026-CITY	07/06/2026
OLD NATIONAL BANK	APR - JUN 2026 BANK FEES	3,035.11	07172026ONB	07/17/2026
OLD NATIONAL BANK	SWEEP FROM CHECKING TO MM	932,784.16	07202026-CITY	07/20/2026
OLD NATIONAL BANK	SWEEP FROM CHECKING TO MM	35,105.59	07102026-CITY	07/10/2026
OLD NATIONAL BANK	SWEEP FROM CHECKING TO MM	174,288.25	07072026-CITY	07/07/2026
OLD NATIONAL BANK VISA	GFOA - 2026 CONFERENCE - J AHRENS	350.00	06182026GFO	07/21/2026
OLD NATIONAL BANK VISA	GFOA - 2026 CONFERENCE - M GELO	300.00	06222026GFO	07/21/2026
OLD NATIONAL BANK VISA	UMN - LOCAL OPTIONS SALES TAX STUDY	3,000.00	0300038970	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - BATTERIES	39.98	0761053	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - OFFICE SUPPLIES	82.77	5761022	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - OFFICE SUPPLIES	14.90	0417803	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - FEMININE VEND MACHINE PRODUCTS	63.54	4734649	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - FEMININE VEND MACHINE	489.94	3352228	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - ROLLER BALL PENS	24.00	2732235	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - FEMININE PRODUCTS	78.06	2241043	07/21/2026
OLD NATIONAL BANK VISA	BATTERIES	5.66	7656233	07/21/2026
QUESTIONS & SOLUTIONS ENGINEERING	RCC PHASES 1 & 2 COMMISSIONING	2,805.00	2605217	07/08/2026
RUNESTONE ELECTRIC ASSOCIATION	STREET LIGHT - 50TH AVE & PIONEER RD	9.60	60106012-JUN26	07/08/2026
STONE MANOR CAPITAL INVESTMENTS	2026 TAX INCREMENT	70,728.29	47-06302026	07/08/2026
TWENTY08	TWENTY08 HOUSE DEED GRANT DISBURSEMENT	1,187,000.00	07232026TWE	07/23/2026
UNIQUE DEVELOPMENT LLP	2026 TAX INCREMENT	21,128.35	55-06302026	07/08/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: FIN

Vendor	Description	Amount	Invoice #	Date Paid
US BANK	MN GO REFUNDING BOND SERIES 2014B	5,775.00	3234502	07/30/2026
US BANK	GO IMPROVEMENT BONDS 2010A, 2016A, 2016B	97,843.13	07302026USB	07/30/2026
US BANK MORETON CAPITAL MKTS LLC	CHECKING TRANSFER TO MM	3,500,000.00	07222026USB	07/22/2026
VSP INSURANCE CO	VISION INSURANCE - JUN 2026	392.68	825354015	07/02/2026
WEX HEALTH INC	WEX ADMIN FEES - JUN 2026	209.00	2404816	07/24/2026
WOODLAND HEIGHTS APARTMENTS LLC	2026 TAX INCREMENT	45,604.58	54-06302026	07/08/2026
	Approver Total:	**7,694,267.79**		

Approval Group: FIRE

Vendor	Description	Amount	Invoice #	Date Paid
'06 HOODS & MOBILE WASHING	HOOD CLEANING	500.00	1284	07/29/2026
AARON BRINKMANN	2026 YEARLY OFFICER ALLOWANCE	500.00	07012026AAR	07/01/2026
ACE HARDWARE - FIRE 6443	BATTERIES, FASTENERS	34.47	22859816	07/08/2026
ALEX RUBBISH & RECYCLING	RUBBISH PICKUP - 302 FILLMORE STREET	108.60	2516487-AFD	07/08/2026
ALEXANDRIA LAKES AREA	LEADERSHIP ALEXANDRIA TUITION - M SOLMONSON	1,200.00	92525	07/08/2026
ALP UTILITIES	CIVIL DEFENSE SIREN - 11497037	34.23	06222026-42500-1	07/08/2026
ALP UTILITIES	11497054 - 302 FILLMORE ST - FIRE STATION	1,356.99	11497054-JUN26	07/29/2026
ANTHONY LESNAR	PER DIEMS - PIERCE ROAD RALLY 07/27/26	110.00	07292026ANT	07/29/2026
ANTHONY LESNAR	2026 YEARLY OFFICER ALLOWANCE	500.00	07012026ANT	07/01/2026
BRET V THIELKE	2026 YEARLY OFFICER ALLOWANCE	250.00	07012026BRE	07/01/2026
BRET V THIELKE	PER DIEMS - PIERCE ROAD RALLY 07/27/26	110.00	07292026BRE	07/29/2026
CENTERPOINT ENERGY	6016047-0 / 302 FILLMORE ST	86.47	6016047-0-JUN26	07/22/2026
COWING ROBARDS INC	SWAT MEDIC ADD ON TEES	189.00	045340	07/08/2026
CULLIGAN	SALT - FIRE HALL	12.00	1022202-JUN25	07/08/2026
DOUGLAS CO DEPT OF PUBLIC WORKS	FUELING - JUN 2026	236.74	07072026DOU-A	07/22/2026
ELDEN'S FRESH FOODS - FIRE 4500	FOOD FOR TRAINING	323.28	06142026ELD	07/01/2026
ELDEN'S FRESH FOODS - FIRE 4500	FOOD FOR TRAINING	121.13	07132026ELD	07/29/2026
ELDEN'S FRESH FOODS - FIRE 4500	FOOD FOR TRAINING	82.81	06152026ELD	07/08/2026
ERIC A BJERKE	2026 YEARLY OFFICER ALLOWANCE	5,400.00	07012026ERI	07/01/2026
FES, INC.	STREAMLIGHT VULCAN FLASHLIGHTS	513.49	22013-REVISED	07/22/2026
FES, INC.	LEATHERHEAD 8' POLE, AXES	520.06	22027	07/22/2026
GENESIS JANITORIAL SOLUTIONS	MONTHLY JANITORIAL SERVICES - JUN 2026	1,000.00	1834	07/22/2026
GOLDEN WEST INDUSTRIAL SUPPLY	ELECTRICAL TAPE	703.61	2136541	07/01/2026
JESSICA COOK	PHOTOGRAPHY BOOTH - ANNUAL BANQUET	500.00	02062026JES	07/22/2026
JORDAN THOENNES	2026 YEARLY OFFICER ALLOWANCE	1,500.00	07012026JOR	07/01/2026
JOSHUA M KING	PER DIEMS - FIREMANSHIP CONF 7/19 - 7/24	660.00	07082026JOS	07/08/2026
JOSHUA M KING	2026 YEARLY OFFICER ALLOWANCE	500.00	07012026JOS	07/01/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: FIRE

Vendor	Description	Amount	Invoice #	Date Paid
KARL M SEANGER	2026 YEARLY OFFICER ALLOWANCE	4,200.00	07012026KAR	07/01/2026
KINETIC WELLNESS LLC	AFD MENTAL HEALTH TIME	500.00	000309	07/22/2026
LAKE COUNTRY MEATS LLC	FOOD FOR TRAINING	224.69	505853	07/29/2026
LUKAS RYAN GOTTO	2026 YEARLY OFFICER ALLOWANCE	600.00	07012026LUK	07/01/2026
MARK SAGEDAHL	2026 YEARLY OFFICER ALLOWANCE	600.00	07012026MAR	07/01/2026
MASON TIMOTHY SUKKE	2026 YEARLY OFFICER ALLOWANCE	500.00	07012026MAS	07/01/2026
MATT LANOUE	2026 YEARLY OFFICER ALLOWANCE	4,200.00	07012026MAT	07/01/2026
MICHAEL DEAN SOLMONSON	2026 YEARLY OFFICER ALLOWANCE	1,100.00	07012026MIC	07/01/2026
MN STATE FIRE CHIEFS ASSN	2026 ANNUAL CONF REGISTRATION - R SOLYNTJES	400.00	11007	07/29/2026
NOLAN STEIDL	PER DIEMS - FIREMANSHIP CONF 7/19 - 7/24	660.00	07082026NOL	07/08/2026
NOLAN STEIDL	2026 YEARLY OFFICER ALLOWANCE	2,100.00	07012026NOL	07/01/2026
OLD NATIONAL BANK VISA	AMAZON - PAPER TOWELS	86.09	8981815	07/21/2026
OLD NATIONAL BANK VISA	DIAMOND WAVES AND WAGS - CAR WASH	22.55	918012	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - CASE OF PAPER TOWEL ROLLS	86.09	4639461	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - DRILL COMPANION & PRACTICE SCENARIOS	52.14	0799444	07/21/2026
QUENTIN WARREY	2026 YEARLY OFFICER ALLOWANCE	1,500.00	07012026QUE	07/01/2026
RAYS PAGER SALES	CHARGING BASES	605.06	31179	07/08/2026
RODEL, JP	2026 YEARLY OFFICER ALLOWANCE	500.00	07012026JEF	07/01/2026
SHANE SEIDEL	2026 YEARLY OFFICER ALLOWANCE	600.00	07012026SHA	07/01/2026
SHANIA THOENNES	2026 YEARLY OFFICER ALLOWANCE	1,200.00	07012026SHA	07/01/2026
SPECTRUM BUSINESS	MONTHLY TV SERVICE 302 FILLMORE STREET	11.48	07112026SPE	07/22/2026
SYSTEMS TECHNOLOGY A NOVA COMPA	ANNUAL SPRINKLER INSPECTION - 302 FILLMORE ST	205.00	33810	07/08/2026
TAYLOR HAYES	PER DIEMS - FIREMANSHIP CONF 7/19 - 7/24	660.00	07082026TAY	07/08/2026
TAYLOR HAYES	2026 YEARLY OFFICER ALLOWANCE	900.00	07012026TAY	07/01/2026
TAYLOR HAYES	REIMBURSEMENT - AIRBNB FOR FIREMANSHIP - 6 NIGHTS ALL AT	2,495.26	07222026TAY	07/22/2026
TAYLOR HAYES	PER DIEMS - PIERCE ROAD RALLY 7/27/26	110.00	07292026TAY	07/29/2026
TRAVIS KOENIGS	2026 YEARLY OFFICER ALLOWANCE	1,100.00	07012026TRA	07/01/2026
VERIZON WIRELESS	842667691-00001 MONTHLY IPADS SERVICE - AFD	100.20	6148331545-AFD	07/22/2026
	Approver Total:	**42,371.44**		

Approval Group: FNACC

Vendor	Description	Amount	Invoice #	Date Paid
ALEXANDRIA HOTEL AND HOSPITALITY	LODGING TAX - MAY 2026	36,105.14	07082026AHHA	07/08/2026
CENTURYLINK	A/C 313698850 - CITY FAX	42.74	313698850-JUL26	07/08/2026
NORTHSTAR BOTTLED WATER SOLUTIO	401196 - MONTHLY BOTTLED WATER	78.40	401196-JUN26	07/22/2026
QUADIENT FINANCE USA INC	A/C 7900 0440 8089 3054 POSTAGE REFILL	999.54	06172026QUA	07/01/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: FNACC

Vendor	Description	Amount	Invoice #	Date Paid
WEX HEALTH INC	2026 CLAIMS PAID	284.03	07172026-WEX	07/20/2026
WEX HEALTH INC	2026 CLAIMS PAID	38.00	07092026-WEX	07/10/2026
WEX HEALTH INC	2026 CLAIMS PAID	312.50	07202026-WEX	07/21/2026
WEX HEALTH INC	2026 CLAIMS PAID	312.50	07062026-WEX	07/07/2026
WEX HEALTH INC	2026 CLAIMS PAID	85.00	07052026-WEX	07/07/2026
WEX HEALTH INC	2026 CLAIMS PAID	23.99	07042026-WEX	07/07/2026
	Approver Total:	**38,281.84**		

Approval Group: GGADM

Vendor	Description	Amount	Invoice #	Date Paid
COLUMN SOFTWARE, PBC	GENERAL PUBLIC NOTICE 07/10/26	45.74	525BD0EE-0159	07/08/2026
COLUMN SOFTWARE, PBC	GENERAL PUBLIC NOTICE 07/10/26	41.09	525BD0EE-0160	07/08/2026
	Approver Total:	**86.83**		

Approval Group: HR

Vendor	Description	Amount	Invoice #	Date Paid
NORTH RISK PARTNERS LLC	BENEFITS CONSTULTANT FEE	13,000.00	8226790	07/08/2026
OLD NATIONAL BANK VISA	CUB - FRUIT	12.92	804262	07/21/2026
OLD NATIONAL BANK VISA	WALMART - FOOD FOR CITY PICNIC	294.73	552549	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - PICNIC - KID BAGS	175.72	8561823	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - PICNIC - KID BAGS	22.30	0478650	07/21/2026
OLD NATIONAL BANK VISA	WALMART - PICNIC DECORATIONS	28.74	343735	07/21/2026
OLD NATIONAL BANK VISA	MENARDS - 2 X CHAIRS FOR CITY PICNIC PRIZES	5.95	905062	07/21/2026
OLD NATIONAL BANK VISA	MENARDS - RETURN/CREDIT FLOW MOTION ROCKER	(69.31)	412012	07/21/2026
OLD NATIONAL BANK VISA	4IMPRINT - 100 SPORT BOTTLES	416.26	31609696	07/21/2026
VERIZON WIRELESS	842667961-00001 MONTHLY PHONES - HR	38.41	6148331545-HR	07/22/2026
	Approver Total:	**13,925.72**		

Approval Group: IT

Vendor	Description	Amount	Invoice #	Date Paid
ARVIG	A/C 301173 - MONTHLY ETHERNET / FIBER LEASE - APD / CITY HAL	223.23	07062026ARV-A	07/22/2026
ARVIG	A/C 3092390 - MONTHLY ETHERNET / FIBER LEASE	372.95	07062026ARV-C	07/22/2026
GTACCESS DATABAE SYSTEMS	DOWNLOAD-UPLOAD VIDEO - CC MTG 06/22/2026	50.00	12174	07/08/2026
GTACCESS DATABAE SYSTEMS	EDIT & RE-RENDER - CC MTG 06/08/26	50.00	12176	07/08/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: IT

Vendor	Description	Amount	Invoice #	Date Paid
GTACCESS DATABAE SYSTEMS	EDIT & RE-RENDER - CC MTG 06/22/26	50.00	12177	07/08/2026
GTACCESS DATABAE SYSTEMS	DOWNLOAD-UPLOAD VIDEO - CC MTG 06/29/2026	50.00	12175	07/08/2026
GTACCESS DATABAE SYSTEMS	DOWNLOAD-UPLOAD VIDEO - CC MTG 06/01/2026	50.00	12171	07/08/2026
GTACCESS DATABAE SYSTEMS	DOWNLOAD-UPLOAD VIDEO - CC MTG 06/08/2026	50.00	12172	07/08/2026
GTACCESS DATABAE SYSTEMS	DOWNLOAD-UPLOAD VIDEO - CC MTG 06/15/2026	50.00	12173	07/08/2026
MARCO TECHNOLOGIES LLC	MONTHLY BASE FEE COPIERS, SCANNERS & FREIGHT	832.26	584821920	07/01/2026
MARCO TECHNOLOGIES LLC	MONTHLY BASE FEE COPIERS, SCANNERS & FREIGHT	832.26	587061433	07/29/2026
MN IT SERVICES	CROWDSTRIKE ENDPOINT PROTECTION - 200SEC084	250.67	26050643	07/08/2026
NORTEC COMMUNICATIONS, INC	PHONE SYSTEM SERVICE	1,325.00	40866	07/22/2026
	Approver Total:	**4,186.37**		

Approval Group: PARKS

Vendor	Description	Amount	Invoice #	Date Paid
ACE HARDWARE - PARKS 9545	BATTERIES	50.97	22859833	07/08/2026
ACE HARDWARE - PARKS 9545	DRILL, BIT SET	136.88	22859834	07/08/2026
ACE HARDWARE - PARKS 9545	GLOVES, CONTRACTOR BAGS	149.52	22859544	07/08/2026
ACE HARDWARE - PARKS 9545	2 X CLOSE GALV NIPPLE - IRRIGATION METER PLUMBING REPAIR	6.99	22865650	07/22/2026
ACE HARDWARE - PARKS 9545	CAP 2 GLV - IRRIGATION METER PLUMBING REPAIR	7.99	22865638	07/22/2026
ACE HARDWARE - PARKS 9545	ELEC BATTERY HANDICAP DOOR CONTROLS - CITY HALL	19.98	22867589	07/22/2026
ACE HARDWARE - PARKS 9545	NO SPILL GAS CAN	101.97	22867973	07/22/2026
ACE HARDWARE - PARKS 9545	CONTRACTOR BAGS, GLOVES, CLEANER	317.55	22867947	07/22/2026
ACE HARDWARE - PARKS 9545	ADJ SPRINKLER	23.97	22858136	07/01/2026
ACE HARDWARE - PARKS 9545	CABLE TIE	31.99	22857643	07/01/2026
ACE HARDWARE - PARKS 9545	FASTENERS	25.52	22869155	07/29/2026
ACE HARDWARE - PARKS 9545	HX LAG SCRWS, ANG STEEL	132.96	22868762	07/29/2026
ACE HARDWARE - PARKS 9545	FASTENERS, SCREW-BOLT	33.37	22868747	07/29/2026
ACE HARDWARE - PARKS 9545	CORNER BRACE	3.18	22868721	07/29/2026
ACE HARDWARE - PARKS 9545	KEYKRAFTER BRASS	23.96	22857032	07/01/2026
ACE HARDWARE - PARKS 9545	BATTERIES	55.98	22857145	07/01/2026
ALEX RUBBISH & RECYCLING	RUBBISH PICKUP - 704 BROADWAY STREET	52.84	2516487-COA	07/08/2026
ALEX RUBBISH & RECYCLING	RUBBISH PICKUP - PARKS	497.60	2516487-PRK	07/08/2026
ALEXANDRIA COUNTRY STORE	RABBIT REPELLANT / WEED SPRAY	380.98	50320014	07/22/2026
ALEXANDRIA COUNTRY STORE	FERTILIZER	72.00	50320244	07/22/2026
ALEXANDRIA COUNTRY STORE	LAWN SEED - PARKS	320.00	50315878	07/22/2026
ALEXANDRIA COUNTRY STORE	PLASTIC TWINE	26.00	50320818	07/29/2026
ALEXANDRIA COUNTRY STORE	CROSSBOW - 1 GAL	144.97	50320952	07/29/2026
ALEXANDRIA VIKING SPEEDWAY INC	MOWING WEST PROPERTY OF FAIRGROUNDS 5/4/26 - 6/29/26	2,700.00	109	07/08/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: PARKS

Vendor	Description	Amount	Invoice #	Date Paid
ALEXTRONICS INC	SOUND SYSTEM SPEAK LINE REPLACEMENT	54.00	22577	07/08/2026
ALP UTILITIES	PARK UTILITIES	611.54	06222026-45200-1	07/08/2026
ALP UTILITIES	PARK UTILITIES	1,989.24	11497015-JUN26	07/22/2026
ALP UTILITIES	11497149 - 1508 FILLMORE ST - SPLASH PAD	12,979.99	11497149-JUN26	07/22/2026
ALP UTILITIES	KNUTE NELSON UTILITES	1,037.35	11497057-JUN26	07/29/2026
ALP UTILITIES	PARKS UTILITIES	1,008.23	11497011-JUN26	07/29/2026
ALP UTILITIES	11497153 - 305 5TH AVE W - BATHROOMS	185.51	11497153-JUN26	07/29/2026
ALP UTILITIES	KNUTE NELSON - 4TH AVE - WIRE STORAGE / BACK GARAGE	113.40	11497157-JUN26	07/29/2026
ALP UTILITIES	11497154 - 305 5TH AVE W - CONCESSIONS	153.81	11497154-JUN26	07/29/2026
ALP UTILITIES	11497012 - 212 AGNES BLVD - PARK DEPT	794.52	11497012-JUN26	07/22/2026
AUTO VALUE 1408324 STREET	VEHICLE SERVICE	159.24	14495743	07/22/2026
C & H SPORT SURFACES, INC.	PICKLEBALL COURT PAINTING	26,955.00	0726	07/29/2026
CENTERPOINT ENERGY	6033662-5 / 305 5TH AVE W	17.85	6033662-5-JUN26	07/22/2026
CENTERPOINT ENERGY	5909333-6 / 704 BROADWAY ST	132.51	5909333-6-JUN26	07/22/2026
CENTERPOINT ENERGY	A/C 6547867-9 / 212 AGNES BLVD NW	110.72	6547867-9-JUN26	07/29/2026
CENTERPOINT ENERGY	A/C 5996705-9 / 905 LAKE ST - NOONAN WARMING HOUSE	17.85	5996705-9-JUL26	07/29/2026
CENTURYLINK	A/C 314187601 - NOONANS	55.64	314187601-JUL26	07/08/2026
CINTAS	TOWEL SERVICE - SHOP	58.46	4274406167	07/22/2026
CULLIGAN	1602001 / SALT - 704 BROADWAY (CITY HALL)	24.00	1602001-JUN26	07/08/2026
CULLIGAN	1055502 / MONTHLY BOTTLED WATER & COOLER RENT - PARK DE	57.25	1055502-JUN26	07/08/2026
DAKOTA SUPPLY GROUP	REPAIR KITS - TOILET REPAIR KITS	330.59	S105770746.002	07/08/2026
DAKOTA SUPPLY GROUP	REPAIR KITS - URINAL REPAIR KITS	198.35	S105770746.001	07/08/2026
DOUGLAS CO DEPT OF PUBLIC WORKS	FUELING - JUN 2026	2,144.11	07072026DOU-P	07/22/2026
ENTERPRISE FM TRUST	VEHICLE LEASE PAYMENTS - 6 VEHICLES	4,042.30	FBN5678064-PR	07/22/2026
HPS RENTAL	CLEAN & SANITIZE PORTABLE TOILETS - CITY PARKS	618.05	54946	07/22/2026
JACOB MUNSCH	2026 KNUTE NELSON BALLPARK MAINTENANCE CONTRACT - PAY	3,166.66	2026-1	07/08/2026
MENARDS ALEXANDRIA	QUICK LINK, SPRING SNAP - PICKLEBALL SUPPLIES	188.12	30438	07/01/2026
MENARDS ALEXANDRIA	WEED CONTROL	89.97	32164	07/22/2026
MENARDS ALEXANDRIA	CONCRETE FORMING	190.92	32557	07/29/2026
MISSION MECHANICAL INC	BOILER SCREEN NOT WORKING - CITY HALL	633.00	SVD261237	07/08/2026
MN DEPT OF LABOR AND INDUSTRY	585819 PRESSURE VESSEL- 212 AGNES BLVD	25.00	ABR0376777X	07/08/2026
NORDIC	PCL SAND-S 80#	109.21	152662	07/29/2026
OLD NATIONAL BANK VISA	AMAZON - 5 QUART LOCKING SHARPS CABINET - KN BALLPARK R	85.99	5489842	07/21/2026
OLD NATIONAL BANK VISA	HOLIDAY - CHAIN SAW FUEL	12.04	413265	07/21/2026
OLD NATIONAL BANK VISA	VISTAPRINT - BUSINESS CARDS - B THOENNES	37.56	L67960-2	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - MEDLINE SHARPS CONTAINER	74.49	9821840	07/21/2026
SERVICEMASTER ALEXANDRIA	MONTHLY JANITORIAL 704 BROADWAY STREET	2,422.91	140293	07/08/2026
SHERWIN WILLIAMS INC	PAINT - BANDSTAND	93.81	860726	07/29/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: PARKS

Vendor	Description	Amount	Invoice #	Date Paid
	Approver Total:	**66,296.36**		

Approval Group: PD

Vendor	Description	Amount	Invoice #	Date Paid
ALEX RUBBISH & RECYCLING	RUBBISH PICKUP - 501 3RD AVE W (POLICE)	112.60	2516487-APD	07/08/2026
ALP UTILITIES	11497070 - 501 3RD AVE W - PD	3,111.72	1149707-JUN26	07/22/2026
CENTERPOINT ENERGY	9009915-1 / 501 3RD AVE W	855.76	9009915-1-JUN26	07/22/2026
CENTURYLINK	A/C 313683986 - ALEXANDRIA POLICE DEPARTMENT	73.20	313683986-JUL26	07/08/2026
DOUGLAS CO DEPT OF PUBLIC WORKS	FUELING - JUN 2026	4,865.52	07072026DOU-A	07/22/2026
ENTERPRISE FM TRUST	VEHICLE LEASE PAYMENTS - 18 VEHICLES	13,689.07	FBN5678064-AP	07/22/2026
GALLS LLC	COLLAR INSIG - R HEID	27.02	035296326	07/01/2026
GARDONVILLE COOP TELEPHONE	MONTHLY PHONE SERVICE	161.88	101276579	07/08/2026
MENARDS ALEXANDRIA	BARRICADE - SHOOTING RANGE	230.35	30481	07/01/2026
MENARDS ALEXANDRIA	WINDOW CLEANER, MEASURING CUPS	20.93	30988	07/08/2026
OLD NATIONAL BANK VISA	HOLIDAY INN - LODGING B KAKACH	341.96	65520664	07/21/2026
OLD NATIONAL BANK VISA	BCA - CJI USER CONFERENCE TRAINING - D ZIRBES	300.00	58356	07/21/2026
OLD NATIONAL BANK VISA	SOTA/VEHICLE IMMOBILIZATION AND SUSPECT APPREHENSION-	25.00	03177	07/21/2026
OLD NATIONAL BANK VISA	UPS - SHIPPING	25.51	290241	07/21/2026
OLD NATIONAL BANK VISA	UPS - SHIPPING	25.41	531583	07/21/2026
OLD NATIONAL BANK VISA	UPS - SHIPPING	25.41	026413	07/21/2026
OLD NATIONAL BANK VISA	HOLIDAY - FUEL FOR SPEC OLYMPICS TRAVEL	25.04	907282-2	07/21/2026
OLD NATIONAL BANK VISA	CAMBRIA HOTEL - D ZIRBES FOR SPEC OLYMPICS	416.73	389627	07/21/2026
OLD NATIONAL BANK VISA	TRIBUTE STORE - FLOWERS FOR J ROSHA'S SISTER'S FUNERAL	128.93	6218500	07/21/2026
OLD NATIONAL BANK VISA	FAA - DRONE TEST - J BURDETTE	175.00	BCY1CKX0	07/21/2026
OLD NATIONAL BANK VISA	FAA - DRONE TEST - R COOK	175.00	JE80C2T3	07/21/2026
OLD NATIONAL BANK VISA	HOLIDAY INN - A NELSON - JUVENILE OFFICERS ASSOC CONF	463.23	64716983	07/21/2026
OLD NATIONAL BANK VISA	CALIBRE PRESS - B PLUMSKI - TAKING THE LEAD TRAINING	359.00	170440	07/21/2026
OLD NATIONAL BANK VISA	SCHEELS - PULSAR MERGER BINOCULARS	4,999.94	105202	07/21/2026
OLD NATIONAL BANK VISA	HOLIDAY - FUEL FOR NEW SGT TRUCK	88.72	115281	07/21/2026
OLD NATIONAL BANK VISA	HOLIDAY - FUEL FOR NEW CSO TRUCK	25.00	804235	07/21/2026
OLD NATIONAL BANK VISA	HOLIDAY - FUEL 105 EQUINOX	49.54	418110	07/21/2026
OLD NATIONAL BANK VISA	FLEET FARM - FUEL FOR CSO TRUCK	78.99	618151	07/21/2026
OLD NATIONAL BANK VISA	CASEY'S - FUEL CSO TRUCK	89.00	615263	07/21/2026
OLD NATIONAL BANK VISA	USA MIDWAY - SAFETY SELECTOR	37.99	69348737	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - TASER 7 BLACK HOLSTER / R HEID	59.21	6508251	07/21/2026
OLD NATIONAL BANK VISA	CELLEBRITE - SELF PACED RECERTIFICATION - J WHITING	350.00	300136	07/21/2026
OLD NATIONAL BANK VISA	SP BODNO.COM - ID CARD SOFTWARE	699.99	PTZYXW	07/21/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: PD

Vendor	Description	Amount	Invoice #	Date Paid
OLD NATIONAL BANK VISA	AGA SERVICE CO - HOTEL INSURANCE - G PEXSA FIREARMS INST	7.00	792733	07/21/2026
OLD NATIONAL BANK VISA	BCA TRAINING - A CHAMBERLIN CRIMINAL JUSTICE CONFERENC	300.00	58625	07/21/2026
OLD NATIONAL BANK VISA	SQ MN - CIT CLASS - B CRARY	1,300.00	12136	07/21/2026
OLD NATIONAL BANK VISA	GOOGLE - YOU TUBE TV MONTHLY	82.99	06292026YOU	07/21/2026
OLD NATIONAL BANK VISA	BCA TRAINING - K WENCL CRIMINAL JUSTICE CONFERENCE	300.00	58617	07/21/2026
OLD NATIONAL BANK VISA	UPS - SHIPPING	77.80	735236	07/21/2026
OLD NATIONAL BANK VISA	CYBERSOURCE - BCA TRAINING - L SANBORN	75.00	MPORTAL_SAN	07/21/2026
OLD NATIONAL BANK VISA	CYBERSOURCE - BCA TRAINING - A NELSON	75.00	MPORTAL_NEL	07/21/2026
STAFFMARK INVESTMENT, LLC	J SCHMIDT / MAINTENANCE / WEEK_END 07-05-2026	126.72	19972744	07/22/2026
STAFFMARK INVESTMENT, LLC	J SCHMIDT / MAINTENANCE / WEEK_END 06-14-2026	126.72	19925526	07/08/2026
STAFFMARK INVESTMENT, LLC	J SCHMIDT / MAINTENANCE / WEEK_END 06-28-2026	126.72	19957615	07/22/2026
STAFFMARK INVESTMENT, LLC	J SCHMIDT / MAINTENANCE / WEEK_END 06-07-2026	126.72	19909060	07/01/2026
	Approver Total:	**34,837.32**		

Approval Group: PWD

Vendor	Description	Amount	Invoice #	Date Paid
ALP UTILITIES	STREET LIGHTS	2,980.42	06222026-43160-1	07/08/2026
ALP UTILITIES	SEMAPHORE UTILITIES	578.48	06222026-42600-1	07/08/2026
ALP UTILITIES	STREET LIGHTS	5,771.11	11497110-JUN26	07/22/2026
ALP UTILITIES	STREET LIGHTS	1,581.62	11502045-JUN26	07/29/2026
ALP UTILITIES	STORM WATER BILLING/COLLECTING SERVICE JAN - JUN 2026	14,141.70	719	07/22/2026
BOLTON & MENK, INC	ICE REPORT - 34TH AVE WEST AND SOUTH BROADWAY ST	99.00	0397865	07/08/2026
BOLTON & MENK, INC	ICE REPORT - 34TH AVE WEST AND SOUTH BROADWAY ST	891.00	0390182	07/08/2026
LOFFLER COMPANIES LLC	COPIER CONTRACT OVERAGE CHARGE JUN 2026	9.42	5392840	07/22/2026
NORTHDALE CONSTRUCTION COMPANY	NOKOMIS ST IMP 18TH - 22ND	150,460.37	PQYEST#5	07/15/2026
SHORT-ELLIOT-HENDRICKSON, INC	2026 BELLANCA TAXILANE PROJECT	4,000.00	507600	07/22/2026
THE TRADESMEN CONSTR INC	HIGHLAND TRAIL STORM PIPE REPAIR	7,397.64	2026-3342-1	07/22/2026
THE TRADESMEN CONSTR INC	2311 ROSEWOOD LANE CULVERT	6,124.49	2026-3232-1	07/29/2026
THE TRADESMEN CONSTR INC	CITY OF ALEX MANOR & SPRINGDALE CULVERT	5,849.62	2026-3231-1	07/29/2026
TKDA	BELLANCA TAXILANE RECONSTRUCTION - 0023915.000	2,220.00	002026003866	07/22/2026
TKDA	AXN SRE ACQUISITION - 0023805.000	825.00	002026003865	07/22/2026
TKDA	AXN ILS REPLACEMENT - 0023617.000	5,284.82	002026003774	07/29/2026
VERIZON WIRELESS	842667961-00001 MONTHLY ON CALL PHONES - STR/PRK/PWD	142.54	6148331545-PWD	07/22/2026
	Approver Total:	**208,357.23**		

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: PZ

Vendor	Description	Amount	Invoice #	Date Paid
DOUGLAS COUNTY RECORDER	CUP - CITY OF ALEX / AUGESON-RAC CONSTRUCTION	46.00	202600000208	07/08/2026
DOUGLAS COUNTY RECORDER	CUP - CITY OF ALEX / MCCLEARY MARKETING INC	46.00	202600000240	07/29/2026
MICHAEL D SCHMIDT	REIMBURSEMENT - FLASHLIGHT, CLOTHING ALLOWANCE	149.15	07012026MIC	07/01/2026
OLD NATIONAL BANK VISA	VISTAPRINT - M WEBER BUSINESS CARDS	53.67	NZBJV3	07/21/2026
	Approver Total:	**294.82**		

Approval Group: RCC

Vendor	Description	Amount	Invoice #	Date Paid
ACE HARDWARE - RCC 6223	PLUGS FOR ZAMBONI	5.58	22868142	07/22/2026
ACE HARDWARE - RCC 6223	FASTENERS	6.59	22867699	07/22/2026
ACE HARDWARE - RCC 6223	ANCHORS	7.18	22867957	07/22/2026
ACE HARDWARE - RCC 6223	PLASTIC ANCHOR 10PK, GLASS & TILE BIT FOR REMOUNT OF SOA	19.16	22866148	07/22/2026
ACE HARDWARE - RCC 6223	MEASURING CUP SET, HOSE CLAMP BAND	15.96	22865707	07/22/2026
ACE HARDWARE - RCC 6223	PAINT BRUSHESFOR HOCKEY NETS	32.50	22860676	07/08/2026
ALEX GLASS AND GLAZING INC	NEW SCREENS FOR RTU 1 AND 2	339.15	I043472	07/01/2026
ALEX GLASS AND GLAZING INC	NEW KEYS FOR FIGURE SKATERS	56.00	I043933	07/01/2026
ALEX RUBBISH & RECYCLING	RUBBISH PICKUP - 802 3RD AVE W - RCC	444.07	2516487-RCC	07/08/2026
ALP UTILITIES	11497151 - 802 3RD AVE W - PARKING LOT LIGHTS - RCC	82.88	11497151-JUN26	07/22/2026
ALP UTILITIES	17067001 - 802 3RD AVE W - RCC	10,441.49	17067001-JUN26	07/22/2026
ARENA WAREHOUSE LLC	GOAL FRAME PADS, NET, NET PROTECTOR	816.01	3291	07/29/2026
ARVIG	A/C 301175 - MONTHLY ETHERNET / FIBER LEASE - RCC	77.18	07062026ARV-R	07/22/2026
AUTO VALUE 1409169 RCC	AIRCRAFT ULTRA PAINT	45.99	14494243	07/08/2026
CENTERPOINT ENERGY	A/C 6028285-2 / 804 3RD AVE - WEST RINK	248.28	6028285-2-JUL26	07/29/2026
CENTERPOINT ENERGY	A/C 5957779-1 / 802 3RD AVE - RCC	35.01	5957779-1-JUL26	07/29/2026
COMPLETE GROUND CONTROL	MONTHLY PEST CONTROL / TRAPS / BAIT - 802 3RD AVE WEST	515.00	87087	07/29/2026
ENTERPRISE FM TRUST	VEHICLE LEASE PAYMENT	858.29	FBN5678064-RC	07/22/2026
GRANITE TELECOMMUNICATIONS, LLC	EPIK SERVICES - ELEVATOR	74.10	754503827	07/22/2026
HERC U LIFT INC	PLANNED MAINTENANCE	73.00	W729173-1	07/29/2026
HILLYARD, INC	CHECKED TANKS, SEALS, HOSES, FILTERS, WATERLINES	77.00	80354	07/29/2026
HILLYARD, INC	CHECKED BATTERY, CHARGER, AND CABLES	146.00	80357	07/29/2026
HILLYARD, INC	BLEW OUT FILTER AND VAC MOTOR AREA	240.50	80324	07/29/2026
HILLYARD, INC	CHECKED BATTERIES, CHARGER, CABLES, CONNECTIONS	114.50	80335	07/29/2026
HILLYARD, INC	INSPECTED TANKS, SEALS, HOSES, WATERLINES, FILTERS	114.50	80364	07/29/2026
JS EVENT RENTAL	BACK DROPS FOR TUBE & DRAPE SMALL DISPLAY	139.92	06092026.RCC	07/08/2026
KIMBALL MIDWEST	PAINT FOR HOCKEY NETS	371.09	104574929	07/01/2026
KLIMEK BROS WELL DRILLING INC	STEP SAVER SALT DELIVERED - RCC	780.85	82824	07/22/2026
MIDTOWN EXPRESS	ACCOUNT 771286 - FUEL	15.36	2985	07/22/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: RCC

Vendor	Description	Amount	Invoice #	Date Paid
OLD NATIONAL BANK VISA	HABITAT FOR HUMANITY - 48 CHAIRS	576.00	606111	07/21/2026
R & R SPECIALTIES OF WISCONSIN	BALL BEARING	389.14	0093371-IN	07/08/2026
R & R SPECIALTIES OF WISCONSIN	HOSES FOR ZAMBONI BOARD BRUSH	76.50	0093486-IN	07/22/2026
R & R SPECIALTIES OF WISCONSIN	MISC PARTS O RINGS FOR BOARD BRRUSH	34.25	0093469-IN	07/22/2026
R & R SPECIALTIES OF WISCONSIN	ADAPTER FOR RCC ZAMBONI BERG	31.38	0093515-IN	07/29/2026
SPECTRUM BUSINESS	MONTHLY TV SERVICE 802 3RD AVE W	162.35	0253232061926	07/01/2026
	Approver Total:	**17,462.76**		

Approval Group: STRTS

Vendor	Description	Amount	Invoice #	Date Paid
ACE HARDWARE - STRTS 31007491	FASTENERS	13.76	22860826	07/08/2026
ALEX RUBBISH & RECYCLING	RUBBISH PICKUP 210 AGNES BLVD NW - STR/PRK	393.60	2516487-STR/PR	07/08/2026
ALLSTATE PETERBILT ALEXANDRIA	PARTS - LED-3-STUD	93.84	3504350786	07/22/2026
ALP UTILITIES	SEMAPHORE UTILITIES	1,278.37	11497004-JUN26	07/22/2026
ALP UTILITIES	11497002 - 210 AGNES BLVD - STREET DEPT	1,167.15	11497002-JUN26	07/22/2026
AUTO VALUE 1408324 STREET	FORD F-350 WIPER ARM	38.99	14496089	07/22/2026
AUTO VALUE 1408324 STREET	RED INDICATOR LIGHT	2.99	14493612	07/01/2026
AUTO VALUE 1408324 STREET	BULB WEATHERSTRIP	22.99	14496616	07/29/2026
AUTO VALUE 1408324 STREET	HD AIR FLEET / FARM, HD OIL FLEET	137.03	14496526	07/29/2026
AUTO VALUE 1408324 STREET	RELAY	16.98	14494329	07/08/2026
AUTO VALUE 1408324 STREET	HD FUEL FLEET, HD OIL CONSTRUCTION	111.04	14495542	07/22/2026
AUTO VALUE 1408324 STREET	HD AIR FARM, FUEL FLEET, FUEL CONSTRUCTION	97.03	14494351	07/08/2026
AUTO VALUE 1408324 STREET	HD OIL FLEET	34.42	14494350	07/08/2026
AUTO VALUE 1408324 STREET	OIL FILTERS	92.68	14493763	07/01/2026
BLACKSTRAP INC	ROAD SALT - 51.925 TONS	6,131.31	164988	07/22/2026
CENTERPOINT ENERGY	A/C 5934613-0 / 210 AGNES BLVD NW	128.90	5934613-0-JUN26	07/08/2026
DAKOTA SUPPLY GROUP	FAUCET, LAV SUPPLY	151.40	S105776008.001	07/08/2026
DOUGLAS CO DEMO AND LANDFILL LLC	DEBRIS DISPOSAL - 616 4TH AVE	120.15	167610	07/22/2026
DOUGLAS CO DEMO AND LANDFILL LLC	DEBRIS DISPOSAL - 516 SPRUCE	211.71	167435	07/22/2026
DOUGLAS CO DEPT OF PUBLIC WORKS	FUELING - JUN 2026	4,174.54	07072026DOU-ST	07/22/2026
ENTERPRISE FM TRUST	VEHICLE LEASE PAYMENT	2,815.12	FBN5678064-STR	07/22/2026
FASTENAL COMPANY	PARTS	32.80	MNALE438308	07/22/2026
FASTENAL COMPANY	2 X UCF211-34FLNG - RETURN/CREDIT	(199.98)	MNALE436240	07/22/2026
FASTENAL COMPANY	PARTS	4.62	MNALE438868	07/22/2026
FASTENAL COMPANY	PARTS	22.49	MNALE439522	07/22/2026
FASTENAL COMPANY	PARTS	44.97	MNALE439541	07/22/2026
FASTENAL COMPANY	PARTS	217.62	MNALE439609	07/22/2026

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Approval Group: STRTS

Vendor	Description	Amount	Invoice #	Date Paid
FLEETPRIDE	FILTER, CLEVIS, CLAMP	29.02	135504404	07/08/2026
FLEETPRIDE	CLAMPS, OTHER PARTS	191.06	135504834	07/08/2026
FLEETPRIDE	COUPLINGS CREDIT/RETURN	(96.78)	135740414	07/08/2026
FLEETPRIDE	COUPLINGS	96.78	135510882	07/08/2026
HIGH POINT HOMES	ROW DEPOSIT REFUND DS26-0003	300.00	ROW-DS26-0003	07/01/2026
JR OIL CO	375 GAL USED OIL PICKUP / USED OIL FILTERS	85.00	9758	07/22/2026
LAKE MARY TOWNSHIP	MAINTENANCE CROSS COUNTRY LANE, SUNFISH DRIVE, SUNFISH	1,641.57	07012026LAK	07/22/2026
LOCATORS AND SUPPLIES INC	JACKETS, GLOVES, PANTS, CONSTRUCTION PAINT	378.68	0327697-IN	07/08/2026
MACQUEEN EQUIPMENT INC	FENDER, LIGHT	889.62	INV678	07/08/2026
MACQUEEN EQUIPMENT INC	DECAL, INLINE CHECK, MANIFOLD, FENDER, LIGHT	816.04	INV225	07/08/2026
MACQUEEN EQUIPMENT INC	HOPPER PROP HOLD	54.00	INV4049	07/08/2026
MARK LEE ASPHALT AND PAVING INC	2331B 3/4 WEAR PER/TON	89.74	PL10331	07/22/2026
MENARDS ALEXANDRIA	MARKING SPRAY, MARKING WAND	67.90	32090	07/22/2026
MID STATES HYDRAULICS AND MACHIN	HOSES	104.04	55548	07/08/2026
MID STATES HYDRAULICS AND MACHIN	SUCTION HOSE	529.87	55599	07/01/2026
MID-AMERICA PIPELINE	ROW DEPOSIT REFUND #2026-0034	300.00	ROW#2026-0034	07/22/2026
MIDWEST MACHINERY CO	OIL FILTERS, AIR FILTER, AIR CLEANER	263.61	10941176	07/22/2026
MP NEXLEVEL	ROW DEPOSIT REFUND #2026-0027	300.00	ROW#2026-0027	07/22/2026
MP NEXLEVEL	ROW DEPOSIT REFUND #2026-0032	300.00	ROW#2026-0032	07/22/2026
NORTH CENTRAL INTL - STREET 35149	DIAPHRAGM, BRAKE CHAMBER, CLAM	11.55	X221069542:01	07/08/2026
NORTH CENTRAL INTL - STREET 35149	DEF EXHAUST PARTS FOR #17	12,017.11	X221069628:01	07/08/2026
NORTH CENTRAL INTL - STREET 35149	DEF EXHAUST PARTS FOR #17 - CREDIT / RETURN	(1,345.86)	X221069937:01	07/08/2026
NORTHSTAR BOTTLED WATER SOLUTIO	401706 - MONTHLY BOTTLED WATER	64.80	401706-6-03	07/22/2026
OLD NATIONAL BANK VISA	TRANSWEST - ANTENNA	15.82	093S15852	07/21/2026
OLD NATIONAL BANK VISA	ZORO TOOLS - UNIVERSAL OIL FILTER CUTTER	58.25	32163689	07/21/2026
OLD NATIONAL BANK VISA	ZORO TOOLS - KEY CONTROL CABINET	137.99	32160886	07/21/2026
OLD NATIONAL BANK VISA	AMAZON - 4 X STAPLERS	22.72	5439415	07/21/2026
PJ'S CREATIONS	30 FLOWER POTS FOR CALMING CIRCLES	2,100.00	127	07/08/2026
POMPS TIRE SERVICE INC	PATCH TRAILER	122.74	1680023984	07/08/2026
POMPS TIRE SERVICE INC	PARTS / SUPPLIES	90.00	1680023936	07/01/2026
SHERWIN WILLIAMS INC	PAINT	569.00	55690131200726	07/22/2026
SHERWIN WILLIAMS INC	EZ-STRAINER	10.51	05946149860626	07/08/2026
SIGN SOLUTIONS USA, LLC	100104 - FINANCE CHARGE	13.27	100104	07/29/2026
SNAP-ON INDUSTRIAL	APOLLO D9 1-YR DATAPLAN	781.97	68551578	07/29/2026
ZIEGLER CAT	PUMP FLUID, EDGE, SOS 12 PK	1,397.65	IN002457835	07/08/2026
	Approver Total:	**39,764.19**		

CITY COUNCIL MONTHLY EXPENDITURE REPORT

Total: 8,314,859.48

CITY COUNCIL EXPENDITURE REPORT FOR ALEXANDRIA CITY

Balance As Of 07/31/2026

GL Number	Description	2026 Original Budget	YTD Balance 07/31/2026	% Bdgt Used
Fund: 101 GENERAL FUND				
Account Category: Expenditures				
41110	MAYOR & COUNCIL	161,931.43	108,287.23	66.87
41410	ELECTIONS	52,211.00	0.00	0.00
41510	ADMINISTRATION	891,488.07	505,669.49	56.72
41550	ASSESSOR	281,047.19	156,601.23	55.72
41610	CITY ATTORNEY	507,000.00	219,884.93	43.37
41700	INFORMATION TECHNOLOGY	218,165.49	148,369.87	68.01
41800	HUMAN RESOURCES	198,983.99	70,562.79	35.46
41900	COMMUNITY DEVELOPMENT	207,232.05	117,618.32	56.76
41910	COMMUNITY DEV - PLANNING COMMISSION	7,119.00	889.02	12.49
41940	GENERAL GOVERNMENT	803,820.00	555,917.79	69.16
42100	PUBLIC SAFETY POLICE	4,416,292.24	2,591,962.88	58.69
42105	POLICE - CIVIL EMPLOYEES	470,808.86	316,959.46	67.32
42210	FIRE DEPARTMENT	499,689.18	299,045.75	59.85
42400	BUILDING INSPECTION	494,278.07	246,797.57	49.93
42410	BLDG OFFICIAL TRAINING GRANT	0.00	32,909.37	100.00
42500	EMERGENCY MGMT	8,500.00	5,510.42	64.83
42600	TRAFFIC SIGNS & SIGNALS	36,500.00	12,689.70	34.77
42700	ANIMAL CONTROL	40,000.00	40,000.00	100.00
43100	ENGINEERING	110,000.00	42,011.25	38.19
43120	BLACKTOP REPAIR	0.00	1,500.00	100.00
43121	HIGHWAYS,STREETS & ALLEYS	1,405,021.97	815,773.92	58.06
43122	DUST CONTROL	3,000.00	0.00	0.00
43124	SIDEWALKS AND CURBS	1,000.00	4,550.00	455.00
43125	SNOW & ICE CONTROL	161,000.00	98,978.61	61.48
43126	EQUIPMENT MAINTENANCE	203,250.00	81,291.95	40.00
43160	STREET LIGHTING	145,000.00	79,056.40	54.52
43260	WEED ERADICATION	20,000.00	13,535.44	67.68
45000	RECREATION	53,421.00	53,420.50	100.00
45120	RUNESTONE COMMUNITY CENTER	896,163.88	470,024.04	52.45
45186	SENIOR CITIZENS	30,000.00	15,000.00	50.00
45200	PARKS	1,052,695.31	594,894.57	56.51
45202	PARKS - MOWING	9,000.00	1,191.69	13.24
45204	PARKS - FLOWERS/LANDSCAPING	23,000.00	10,684.53	46.45
45210	PARKS - RECREATIONAL ICE	6,000.00	252.89	4.21
45215	KNUTE NELSON STADIUM	53,500.00	55,762.22	104.23
45216	SPLASH PAD	23,000.00	12,979.99	56.43
49240	INSURANCE - DAMAGE CLAIMS	15,000.00	13,450.38	89.67
49810	AIRPORT	214,820.00	106,757.40	49.70
Expenditures		13,719,938.73	7,900,791.60	57.59
Fund 101 - GENERAL FUND:				
TOTAL EXPENDITURES		13,719,938.73	7,900,791.60	57.59

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # -10580-)

Meeting: August 13, 2026
Department: Administration
Category: Special Event Permit
Prepared by: Amy Riedel
Department Head: Marty Schultz
DOC ID: -10580-

Special Event Permit - Prairie Community Services Picnic

Background

Prairie Community Services are requesting a special event permit for the "Prairie Community Services Picnic" on August 15, 2026, from 4:00 pm - 8:00 pm. They are requesting to close Glendale Ave.

A Certificate of Liability Insurance has been provided with the City of Alexandria added as additional insured.

Recommendation

Recommend approval of the Special Event Permit for the "Prairie Community Services Picnic" on Saturday, August 15, 2026.

ATTACHMENTS

- SPECIAL EVENT PERMIT - PRAIRIE COMMUNITY SERVICES PICNIC - 8-15-2026.pdf

Special Event Application

CITY OF ALEXANDRIA

Checklist and Guidelines

Please submit at least 4 weeks prior to the event

For Office Use Only	
Date of Submission: 7/31/2026	
☐ Approved ☐ Denied	Date:
Special Conditions:	
Staff Signature:	
Staff Title:	

Applicant Information

Name of Applicant: PRAIRIE Community SERVICES Organization: ADULT FOSTER CARE

Address: 1109 GLENDALE AVE City: ALEX State: MN Zip: 56308

Email Address: Jediah.Stump@sfhs.org Phone Number: 320.759.2317

Event Contact: Renee BECKETT **Phone Number:** 320.319.9400

Email Address: _____

The Event Contact is the primary contact and must be able to communicate and coordinate with other members of the event.

Event Information

Event Name (Mandatory): PRAIRIE Community Services Picnic

Date of Event: 08.15.26 Event Time Start: 4 PM Event Time End: 8 PM

Type of Event (Please check the type of event (check all that apply) and write a brief description of your event):

☐ Celebration ☐ Parade ☐ Street Fair ☐ Walk/Run/Race

☐ Ceremony ☐ Public Rally/March ☒ Other: Large Picnic with activities

Brief Description of Event: SUMMER PICNIC for PCS clients, staff, and family.

**Document(s) with event information or other materials describing the event may be attached.*

Location of the Event: List full address: 1105 GLENDALE AVE (CUL-DE-SAC)

Estimated # of Vehicles at Event: 25 Estimated # of Participants: Approx. 75+

Is a map attached? ☒ Yes ☐ No OF CUL-DE-SAC LOCATION

ROUTE MAP (Parades, Runs, Walks, Bike Rides) All events that include a run, walk, or other activity in which participants will be following a course will be required to attach a Route Map and a written document of the proposed route of the event. All proposed Route Maps are subject to approval. The use of any roads is subject to approval. Please include the route/area, starting point, ending point, assembly areas, and stations designated for traffic control.

Will any portion of the event be held at City Park? ☐ Yes ☒ No

If yes, has a reservation been made? ☐ Yes ☐ No (If no, contact City Hall at 320.763.6678 for reservation)

Event Features

Security (select one):

☐ Please indicate if security is being provided. If yes, who and how many? _____

☒ No Security provided. If no security is provided, the city reserves the right to require security based on the review of event.

Road Closures or use of Public Right-of-Way (select one):

Important: Street closures require a press release, community notification by the applicant, and insurance requirement.
See page 8 for insurance requirements.

☐ No road closure or use of public right-of-way. Proceed to page 4.

☐ Are you requesting to close a: ☒ Street ☐ Parking Lane ☐ Sidewalk ☐ Alley

☒ Other: CUL·DE·SAC

Date: 8.15.26 Start Set-Up Time: 2PM End Set-Up Time: 4PM

Date: 8.15.26 Start Clean-Up Time: 8PM End Clean-Up Time: 11PM

Please indicate any dates/times for necessary setup or cleanup before and/or after the event date:

~~N/A~~ SEE ABOVE

Please indicate the location(s) all event participants will assemble prior to the event and/or after the event:

~~N/A~~

Describe intersections/streets in need of traffic control and whether they will occupy all or a portion of the street:

ENTERANCE TO THE CUL·DE·SAC ON THE CORNER OF GLENDALE AVE & QUINCY STR. N.

Describe how traffic control will be conducted (number and quality of paid/volunteer staff to manage the event):

Ø

Describe how the safety and security of event participants and spectators will be prioritized:

~~N/A~~ BARRICADE

Provide the type and number of traffic control devices to be used:

List any businesses providing traffic control devices:

Ø

Describe the methods that will be used to provide notice to residents and businesses along the proposed area/route:

ALL HOUSES ARE P.C.S. HOMES NO NOTICE NEEDED AS THEY ARE ATTENDING THE PICNIC

 Applicants Initials 7.23.26

Event Logistics

☐ Yes ☒ No Will electrical usage be needed?
If yes, describe the equipment of power supply: _____

☐ Yes ☐ No Will additional picnic tables be needed for the event?
If yes, how many will be needed: _____

☐ Yes ☒ No Will your event include the use of portable toilets/sinks? If yes, how many? _____

Company that will be used: _____
Temporary restrooms can be placed 24 hours prior to the event and need to be removed within 24 hours following the event. All portable toilets must be located on a hard surface, which may include asphalt, concrete, or plywood.

☐ Yes ☒ No Will your event include the use of refuse containers and/or recycling and/or organics recycling receptacles?

Company that will be used: _____
The event is responsible for providing refuse containers from a rental company and must indicate the company contracted for services. Street, boulevard, and adjacent property must be left clean. The applicant shall properly dispose of debris from the event. The applicant must contact Pope/Douglas Solid Waste Management for setting up recycling and/or organics recycling receptacles. Information can be found by calling 320-763-9340 or at https://popedouglasrecycle.com/program/events-recycling-assistance-program.

☐ Yes ☒ No Will you have any rental equipment?
If yes, describe the equipment to be used. _____

☐ Yes ☒ No Will there be food/merchandise sales at the event? See page 11 for details.
If yes, has a permit been obtained through Horizon Public Health for food? ☐ Yes ☐ No

- Will those attending your event be required to wear shirts and shoes? ____ Yes _____ No If yes, then during your event, you must post site signs to that effect, which will be provided by the City of Alexandria, and the signs must be removed immediately after your event. How many such signs are you requesting: _____

Tents and Canopies (select one):

☒ No tents or canopies.

☐ Yes. <u>You must clearly identify on the Site Map including the location and size/dimensions</u>. The event organizer is liable for any damage caused to property/facility and must obtain approval prior to installation. <u>Locates are required through Gopher One if stakes will be 12 inches or longer</u>.

Sound Amplification (select one):

☒ No amplified sound. Proceed to page 5.

☐ Yes. Start Time: _____AM / PM End Time: _____AM / PM

List type of Amplified Sound: _____

*The actual permit granted will set forth the time limits, the location, and other relevant conditions of the permit. No event will be allowed to start before 9:00 am (8:00 am for sporting events) and all events must end by 10:00 pm on weeknights, and 11:00 pm on weekends. The permit will not be for a period to exceed six hours. When and where warranted, the permit conditions may further restrict the times in order to protect surrounding neighborhoods. If the permit does not fit within the guidelines, the City Council will need to act on the permit.

Alcohol (select one):

☒ No alcohol. Proceed to page 8.

☐ Temporary Off-Premise Community Festival Liquor License: licensee holding On-Sale Liquor License to provide liquor. The licensee is responsible for ID/wristband, security, and ensuring there is no second party transfer. Complete supplemental form and application on pages 5 and 6. ($100.00 Fee)

☐ Temporary Intoxicating Liquor License: only issued to charitable, religious, or nonprofit organizations in existence for at least three (3) years, for events not to exceed four (4) consecutive days. **Application needs to be submitted with $42.00 per day fee for beer or $120.00 per day fee for on-sale liquor and requires approval from the Alcohol and Gambling Enforcement Division.** Needs to be submitted to the state 30-days prior to the event. The licensee is responsible for ID/wristband, security, and ensuring there is no second party transfer. Complete supplemental form on page 5.

* City of Alexandria Policy: The consumption of alcoholic beverages on Park property will not disrupt any park users and/or programs and/or use of the facilities with the Alexandria Parks Department.

The undersigned Applicant has applied for a Possession/Consumption Permit of alcohol on Alexandria Park property defined above and by signing below; the City of Alexandria issues the permit on behalf of the applicant. This permit requires that the possession/consumption of alcoholic beverages be in compliance with the laws of the state of Minnesota and the ordinances of the City of Alexandria.

This permit allows the Applicant/Applicant's Group to consume the following beverages purchased elsewhere, at the location selected above: single serving plastic bottles or cans of beer, wine coolers, wine, and premixed alcoholic products such as hard lemonade. Other alcoholic beverages are NOT permitted such as hard liquor. GLASS BEVERAGE CONTAINERS AND KEGS ARE FORBIDDEN ON PARK PROPERTY.

This permit allows only the possession/consumption of alcoholic beverages by adults 21 years of age and older who is part of the estimated attendance listed above. This permit IS NOT a license to sell alcoholic beverages.

The bearer of this permit shall be held responsible for the actions and conduct of all persons in their group and at their event, and must assure that all laws and ordinances are followed. The Applicant will indemnify and hold the City of Alexandria harmless for any failures to comply with State, City, and Park laws, ordinances, and policies. The City of Alexandria retains the authority to revoke this permit at any time should a violation arise.



7.23.26

SPECIAL EVENT PERMIT APPLICATION – ALCOHOL SUPPLEMENTAL FORM

These questions pertain to events that wish to sell/provide alcohol at their requested special event.

A detailed map/diagram of the event shall be attached to permit along with a copy of the catering or alcohol permit that the event will be operating under.

1- Is this a 21 and older event? _____

2- How many security personnel will you have on site during the event and what hours are they scheduled?

_____

3- Will customers be carded, and wrist banded at the door for everything they purchase?

_____

4- Does the event have secured boundaries and how are the exits and entrances monitored and secured?

_____

5- Will you need police on site and how many officers at what times?

_____

6- What is being served? (beer, wine, liquor, food)- Is this an exclusive event, certain type or size of beverage? For example: only Miller products served, only 16 oz cans served, only keg beer in clear 12 oz cups.

_____

_____

7- What type of liquor license do you have and will be serving under? Please note that if you plan on serving liquor under a caterer's permit, you must also serve food at the event.

_____

8- What type of liquor license will you be requesting? The City may issue Temporary Off-Premise Community Festival Liquor License for certain events on public property.

_____

9- What is the plan for restrooms? _____

10- Will smoking be allowed in or during event/venue? _____

11- Is there music, band, DJ, entertainment? What are the hours of the entertainment?

_____

12- Parking – is there enough parking to accommodate the event and what is the backup plan if you have more people attend that expected? Have you made arrangements with surrounding businesses or homeowners if your event will possibly affect or disrupt their business or lives?

_____

CITY OF ALEXANDRIA

TEMPORARY OFF-PREMISE
COMMUNITY FESTIVAL LIQUOR LICENSE APPLICATION

TYPE OR PRINT INFORMATION

NAME OF EVENT			
STREET ADDRESS	CITY	STATE	ZIP CODE
NAME OF ON-SALE LIQUOR LICENSE HOLDER MAKING APPLICATION:	BUSINESS PHONE	HOME PHONE	
DATES LIQUOR WILL BE DISPENSED:	EVENT SPONSOR TYPE OF ORGANIZATION: ☐ SMALL BREWER ☐ CLUB ☐ CHARITABLE ☐ RELIGIOUS ☐ OTHER NONPROFIT		
TIMES LIQUOR WILL BE DISPENSED:			
DESCIRBE PLAN FOR EVENT SANITATION AND SECURITY, INCLUDING PROCESS TO BE USED TO VERIFY AGE FOR ALCOHOL CONSUMPTION:			
PROVIDE A SITE PLAN SHOWING LOCATION ALCOHOL WILL BE SOLD AND CONSUMED FOR THE OUTDOOR AREA:			

APPROVAL

APPLICATION MUST BE APPROVED BY CITY COUNCIL

CITY FEE AMOUNT: $200/day DATE FEE PAID: _____

DATE APPROVED: _____ _____

SIGNATURE OF CITY ADMINISTRATOR

NOTE: THE ON-SALE LIQUOR LICENSE HOLDER IS REQUIRED TO PROVIDE A CERTIFICATE OF LIABILITY INSURANCE LISTING THE CITY OF ALEXANDRIA AS AN ADDITIONAL INSURED FOR THE EVENT INCLUDING THE DATE(S) OF THE EVENT.

Insurance – Requirements

N/A

Insurance limits are set by the League of Minnesota Cities Risk Manager Attorneys recommendation.

The applicant will agree to indemnify, defend and hold harmless the City of Alexandria from any and all liability that may arise by virtue of the event.

- The applicant shall provide and maintain a certificate of insurance for comprehensive general liability in a minimum amount of $1,000,000 per occurrence.
- The City must be named as an "additional insured" on the policy.
- The maximum deductible for the comprehensive general liability insurance coverage shall be no greater than $10,000.00
- The certificate must be submitted to the City with the application.

Indemnify and Hold Harmless:
The Applicant agrees to indemnify the City of Alexandria, its officers, agents, trustees, employees and assigns, and hold them harmless from and against any and all liability damage, expense, cause of action, suits, claims or judgments arising from or in any way related to injury to person or property occurring out of the use of the City of Alexandria's park facility or from any action or omission of the Applicant, the Applicant's agents, employees, guests, or licensees, or from any cause whatsoever. The Applicant agrees to hold the City of Alexandria harmless from any liability or loss, including reasonable attorney fees arising out of or related to the use of Alexandria park facilities under this permit.

Incident Notification:
Should there be any injuries, accidents, or other health incidents at an event that require medical attention, applicant must notify the City Clerk's Office within 24 hours of the incident.

Applicants Initials

7.23.26

Signature Page

RB (Initials) I agree that all of the information in this application is correct.

Ensure Application Includes:

- ☐ Initialed each page acknowledging policy
- ☐ Map of a walk, run, or race event
- ☐ Map of canopies and/or tents (location, size/dimensions)
- ☐ Certificate of Insurance
- ☐ Temporary Liquor License, if applicable

RB (Initials) I have read and agreed to the attached Special Event Policy. (Pages 10 – 14)

By signing below, I affirm that I have read and understood the City of Alexandria Special Event Policy and acknowledge that all information provided in the application is true and correct.

Signature: RB

Printed Name: Renée Beckett

Date: 07.23.2026

OFFICE USE ONLY: Fees payable to the City of Alexandria

☐ _____Park Reservation Fee(s)

☐ _____Alcohol

PAYMENT TYPE: ☐ **Cash** ☐ **Check #**_____ ☐ **Credit Card** ☐ **Other**_____

PAYMENT DATE: _____/ _____/ _____ **RECEIVED BY:** _____

 RB Applicants Initials 7.23.26

SPECIAL EVENT POLICY

You must be 18 years of age to rent facilities from the City of Alexandria.

The following information sets forth the guidelines for the conduct of a street closing for the purposes of a parade, walk/run/ride, assembly, or other special event.

Street Closing Permit Required:
A permit is required by the City of Alexandria for any event that requires closure of a road, is likely to impede traffic, or does not comply with normal traffic regulations.

Application for Permit: It is strongly encouraged that event organizers submit applications as early as possible in order for City staff to review the application and provide sufficient time for applicants to fulfill all conditions of the permit. Applications for a permit must be submitted at least 4 weeks in advance of the event.

The City may request event modifications or restrictions to protect public peace and safety, including event or route area, hours of operation, security provisions, fencing and barricades, public notification, indemnification, sanitary facilities, waste collection, or sound amplification restrictions. If deemed necessary by the City event security, emergency medical services, and/or traffic control measures will be incorporated into the event at the expense of the applicant.

Review of Application: Representatives from City departments including Police, Fire, Parks, Public Works, and Engineering will consider the following factors in reviewing an application for a street closing:

- Meets the requirements of the permit application.
- Extent to which the event may create traffic, crowd control, safety, or other concerns.
- Extent to which the applicant is able to provide assurance that sufficient numbers and quality of paid or volunteer staff will be available to manage the event.
- The inconvenience that may be experienced by the public or local business entities.
- The interference with emergency or other public safety equipment or operations that may be caused by the event and the extent to which such inconvenience or expense may be outweighed by the benefit to the community by holding the event.
- The extent to which the event will tax the resources of the city or other public entities.
- Whether the event is to benefit a nonprofit community service organization or constitutes a community service.
- The extent to which previous similar events have succeeded in complying with the appropriate requirements and applicable law.
- Whether or not the applicant has supplied truthful, accurate information during the application process.
- Applicants must be in good standing with the City of Alexandria.



Applicants Initials
7.23.20

Issuance of Permit: As a condition for issuing a permit the City requires that the following conditions be met:

- Hours of Operation: Applicants are strongly discouraged to schedule street closures beyond two hours as they may cause significant hardship to residents and businesses. Applicants may request a waiver if the closure will extend longer than two hours; however, the City may require the applicant to contract a City staff member to regulate certain intersections/streets to allow local traffic to access their residence or business.
- Security Provisions: The appropriate level of police, fire, and emergency medical services will be determined by the City based on crowd size and type of event. Fees for these services will be assessed to the applicant.
- Fencing and Barricades: Traffic control device placement will done by the Public Works Division-Streets. All street closures require the use and placement of proper traffic control devices according to the U.S. Department of Transportation, Federal Highway Administration Manual on Uniform Traffic Control Devices (MUTCD).
- Clean-up: The applicant may incur fees associated with clean-up if the event area is not maintained in the same condition it was prior to the event. A cleanup fee for these services may be assessed to the applicant if cleanup is required.
- Public Notification: Event plans must be balanced with the interests and needs of property owners and businesses. Notice of the event must be provided to all property owners, tenants, and/or businesses within 300 feet along the affected route or area. This notice must be provided at least one week prior to the event date.
    - At minimum, the notification must include the following information:
    - Event date/time
    - Closure description
    - Closure length
    - Notice of grievance process (as quoted below):
      "Grievances related to this closure can be directed to the City of Alexandria, City Clerk's Office at 320.763.6678 or publicinput@alexandriamn.city."
    - Applicants can personally deliver notification or utilize the U.S. Postal Service "Every Door Direct Mail" service. Further information about this service can be found at: http://www.uspseverydoor.com/. Failure to notify property owners in street closure areas will result in permit revocation.
    - Throughout all events, residents should be allowed access to their property and businesses should be reasonably accessible to the general public. Event organizers will be expected to make every effort to preserve customer and residential access for businesses and houses along the street closure.
- Other Requirements: As a condition for issuing a permit, the City may impose additional requirements and restrictions as may be necessary to protect public health and safety.

Additional Permits/Licenses Required: Below you will find a list of additional permits/licenses or other conditions that may be required for your event. Please note that it is NOT necessary to have all permits approved upon submission of this application; however, applicants must have all permits and fees paid and approved prior to the start of the event.

Event Exhibitors and Operators: Minnesota law requires that exhibitors register to collect Minnesota sales tax, provide a written statement that no taxable items are being sold, or provide a written statement indicating that they qualify for the isolated and occasional sales exemption. Further information is provided on the MN Department of Revenue website at www.taxes.state.mn.us or call 800.657.3777.

Health Department Permit: All food vendors in conjunction with special events must apply for a temporary food permit through the Minnesota Department of Health (MDH). Please contact Horizon Public Health at 320.763.6018 for additional information.

General Guidelines for Use of Parking Lots or Paved Trails for a Walk, Run or Community Event

- Any markings on the paved surfaces will be done using the most temporary medium possible. The preferred method is dry chalk or above ground staked signage. No paint will be allowed! Organizers of the event will be responsible for removal of the signs and markings after the conclusion of the event, unless they will wash away with rain.
- Any signs used for the race, walk, or event should be temporary, leaving no visible trace once removed. The stakes for any signs should not exceed 8-12 inches in the ground and ¼ inch in diameter so as not to affect buried electrical cable, sprinkler pipes, etc.
- A cleanup fee may be charged to the applicant if markings do not follow the guidelines or are not removed.

Alexandria Park Facility Rules & Regulations

- **A non-refundable reservation fee of $50.00 per day will be charged (City Park shelters only).** Payment must be received by the City of Alexandria ten working days after reservation was made or one working day prior if the reservation is made less then ten working days prior to the event or reservation will not be guaranteed. In case of cancellation, please call City Hall immediately so the posting can be removed and another group may be scheduled or others may use the shelter if there is nothing posted.
- The Applicant accepts full responsibility for clean-up of garbage and debris accumulated during the event and placement of the garbage in proper receptacles following the use of Alexandria park facilities pursuant to this application. Garbage receptacles will be emptied by Parks staff. The facility must be left in the same condition as when it was received by the Applicant; this includes the placement of any tables.
- Any damage to Alexandria Park Facilities or Alexandria park property by the Applicant or invitees of the Applicant will be repaired at the Applicant's expense.
- Bring your copy of the Reservation Form with you to the event, and any other permits, if applicable.
- Rental of a park facility **does not** include exclusive use of the entire park. On occasion, there may be more than one group utilizing a park and surrounding facilities. Applicants cannot close public areas or extend their activities into public spaces.
- You cannot sell food, beverages, goods or merchandise, charge fees for admission, or host food trucks without a permit or prior authorization. See page 10 for Health Department contact information.
- Vehicles cannot be driven on the grassy areas in Alexandria parks unless prior approval is given.
- Firearms and weapons: It is unlawful for persons to display or have in their possession a firearm or air gun within the City parks unless you have a permit. It is unlawful to use, display, or possess any other type of weapon(s) including, but not limited to, slingshots, switchblade knives, bow and arrows, and traps.

- No alcoholic beverages are allowed to be consumed at any city park unless a temporary liquor license or Community Festival permit has been issued for the event.

- Signs directing your guests to your event may be placed outside of the venue you are renting 1 hour prior and taken down immediately after your event. Signs must be temporary in nature and not exceed 2' x 3' in size. Signs must be self-sustaining and cannot be placed on the building or fence.

- The City of Alexandria, its officers, agents, trustees, employees, and assigns, assume no responsibility for the person or property of anyone using the City of Alexandria park facilities under this permit. The Applicant must remove all personal items and property at the conclusion of the function. The Applicant and all guests are responsible for compliance and adherence to the ordinances of the City of Alexandria, the terms set out herein, and all policies and procedures related to use of City of Alexandria park facilities.

Appeal Process: If the City denies a permit for the event or any of its components, or the applicant disagrees with the conditions placed on the permit, the applicant may submit a written appeal to the City Administrator within 10 days of denial. If the City Administrator agrees with the denial, the applicant may appeal to the City Council at its next regularly scheduled meeting.

Permit Revocation: The City is authorized to revoke a permit in the event it is determined that:

- The applicant made any false or misleading statements in the application or during the application process.
- The applicant failed to comply with any conditions or requirements for the issuance of the permit.
- Such withdrawal is necessary for the protection of public health or safety or for the prevention of a violation of any local, state, or federal law.

7.23.26

Hello family & loved ones!

Please join us for

ROCK THE BLOCK

BBQ Party

Date: Saturday, August 15th 2026

Time: 4pm-8pm

Place: 1105 Glendale Ave
Alexandria, MN 56308

Yard games, fabulous food, music & dancing

What to bring?

- your smile
- your appetite
- a lawn chair

What a great way to meet & greet others in our Prairie Community Service family!

We all are very excited to have a fun-tabulous evning of creating priceless memories together

Hosted by: HOLLYWOOD

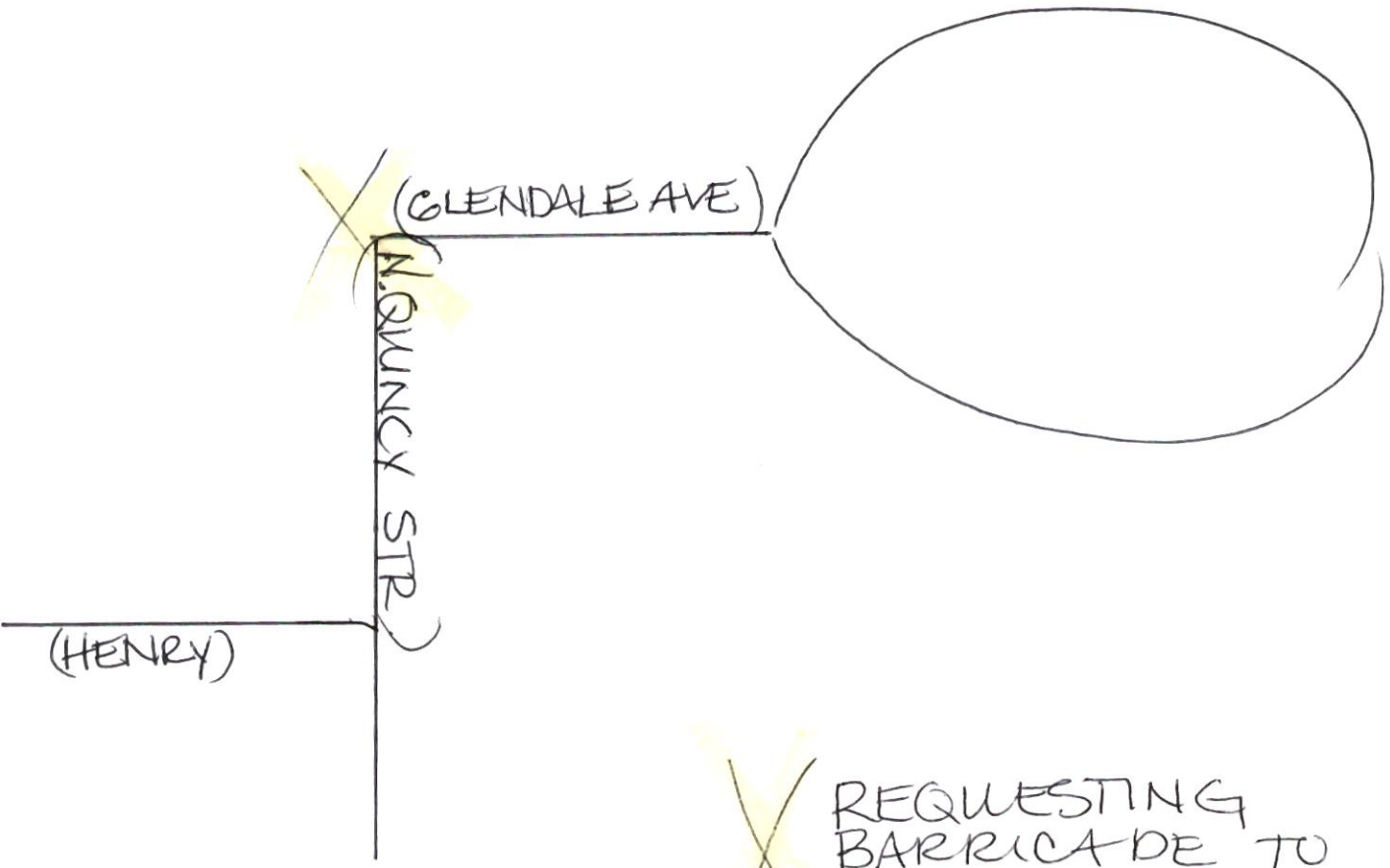
Please RSVP to house staff by August 5th

MAP ON BACK

07.23.26

N

Prairie Community Services
ADULT FOSTER CARE HOMES



REQUESTING BARRICADE TO THE ENTERANCE OF THE CUL-DE-SAC.

- PLEASE -
THANK YOU!

R BECKETT
DSP.

Permit #: SEP 26-021

Event: PRAIRIE COMMUNITY SERVICES PICNIC

ALL REQUESTS ARE REQUIRED TO BE REVIEWED BY THE FOLLOWING DEPARTMENTS PRIOR TO SUBMITTING TO CITY COUNCIL:

Event Location/Use	Contact/Department/Phone Number	Dept. Initial	Review/Approval
City Streets:	Alexandria Public Works: 320-815-8430 (cell) Comments:	_____	Yes ☐ No ☐ N/A ☐
	Alexandria Police Department: 320-763-6631 Comments:	_____	Yes ☐ No ☐ N/A ☐
	Alexandria Fire Department: 320-763-6489 Comments:	_____	Yes ☐ No ☐ N/A ☐
	Alexandria Light & Power: 320-763-6501 Comments:	_____	Yes ☐ No ☐ N/A ☐
City Parks:	Park Department: 320-760-2928 (cell) Comments:	_____	Yes ☐ No ☐ N/A ☐
RCC Facility:	RCC: 320-763-6678 Comments:	N/A	Yes ☐ No ☐ N/A X
Airport:	Alexandria Aviation: 320-762-2111 Comments:	N/A	Yes ☐ No ☐ N/A X
Legal:	City Attorney: 320-763-3141 (Liquor only) Comments:	N/A	Yes ☐ No ☐ N/A X
County Roads:	Douglas County Public Works: 320-762-2999 Comments:	N/A	Yes ☐ No ☐ N/A X
State Highway:	MnDOT @ Detroit Lakes: 218-847-1500 Comments:	N/A	Yes ☐ No ☐ N/A X

CITY OF ALEXANDRIA

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # -10581-)

Meeting: August 13, 2026
Department: Administration
Category: Special Event Permit
Prepared by: Amy Riedel
Department Head: Marty Schultz
DOC ID: -10581-

Special Event Permit - Vikingland CSP - Halloween Parade

Background

Becky Schmitz with the Vikingland Community Support Program has submitted a Special Event Permit Application for a Halloween Parade on Saturday, October 31, 2026, from 1:00 p.m. to 4:00 p.m. The parade will begin at 2:00 PM at the 4th Avenue and will end at Ninth Avenue. The an updated Certificate of Liability Insurance listing the City of Alexandria as additional insured must be submitted prior to the event.

Financial Impact

None

Recommendation

Recommend approval of the Special Event Permit submitted by the Vikingland Community Support Program for the "Halloween Parade" on Saturday, October 31, 2026, with the condition that an updated Certificate of Liability Insurance is submitted prior to the event.

ATTACHMENTS

- SPECIAL EVENT PERMIT - VIKINGLAND CSP HALLOWEEN PARADE - 10-31-2026.pdf

Special Event Application

CITY OF ALEXANDRIA Checklist and Guidelines

Please submit at least 4 weeks prior to the event

For Office Use Only	
Date of Submission: 7/31/2026	
☐ Approved ☐ Denied	Date:
Special Conditions: SEP26-022	
Staff Signature:	
Staff Title:	

Applicant Information

Name of Applicant: Rebecca Schmitz Organization: Vikingland CSP

Address: 1104 Broadway St City: Alexandria State: MN Zip: 56308

Email Address: beckyschmitz@vikinglandcsp.com Phone Number: 320-763-6264 ext. 206

Event Contact: Rebecca Schmitz **Phone Number:** Same

Email Address: Same

The Event Contact is the primary contact and must be able to communicate and coordinate with other members of the event.

Event Information

Event Name (Mandatory): Halloween Parade

Date of Event: 10/31/26 Event Time Start: 2:00pm Event Time End: 3:00pm

Type of Event (Please check the type of event (check all that apply) and write a brief description of your event):

☐ Celebration ☒ Parade ☐ Street Fair ☐ Walk/Run/Race

☐ Ceremony ☐ Public Rally/March ☐ Other: _____

Brief Description of Event: Halloween Parade Downtown

**Document(s) with event information or other materials describing the event may be attached.*

Location of the Event: List full address: Downtown Broadway Alexandria

Estimated # of Vehicles at Event: 50-60 Estimated # of Participants: Unknown

Is a map attached? ☒ Yes ☐ No

ROUTE MAP (Parades, Runs, Walks, Bike Rides) All events that include a run, walk, or other activity in which participants will be following a course will be required to attach a Route Map and a written document of the proposed route of the event. All proposed Route Maps are subject to approval. The use of any roads is subject to approval. Please include the route/area, starting point, ending point, assembly areas, and stations designated for traffic control.

Will any portion of the event be held at City Park? ☐ Yes ☒ No

If yes, has a reservation been made? ☐ Yes ☒ No (If no, contact City Hall at 320.763.6678 for reservation)

Event Features

Security (select one):

☐ Please indicate if security is being provided. If yes, who and how many? _____

☒ No Security provided. If no security is provided, the city reserves the right to require security based on the review of event. Law enforcement has been an amazing support

Road Closures or use of Public Right-of-Way (select one):

Important: Street closures require a press release, community notification by the applicant, and insurance requirement. See page 8 for insurance requirements.

☐ No road closure or use of public right-of-way. Proceed to page 4.

☐ Are you requesting to close a: ☒ Street ☐ Parking Lane ☐ Sidewalk ☐ Alley

☐ Other: _____

Date: 10/31/24 Start Set-Up Time: 1:00pm End Set-Up Time: 3:00-3:30pm

Date: _____ Start Clean-Up Time: _____ End Clean-Up Time: _____

Please indicate any dates/times for necessary setup or cleanup before and/or after the event date:
Barriers will be placed in multiple road closures and blocking off 4th – 9th St on Broadway

Please indicate the location(s) all event participants will assemble prior to the event and/or after the event:
We will assemble up & down 4th by St. Marys

Describe intersections/streets in need of traffic control and whether they will occupy all or a portion of the street:
4th St and then 4th & Broadway to 9th

Describe how traffic control will be conducted (number and quality of paid/volunteer staff to manage the event):
With the help from Corey Embery & law Enforcement

Describe how the safety and security of event participants and spectators will be prioritized:
Constant communication, monitoring & law enforcement

Provide the type and number of traffic control devices to be used:
Barriers - uncertain of how many

List any businesses providing traffic control devices:
None

Describe the methods that will be used to provide notice to residents and businesses along the proposed area/route:
Social media, newspaper, possible Speed sign

Event Logistics

☐ Yes ☒ No Will electrical usage be needed?
If yes, describe the equipment of power supply: _____

☐ Yes ☒ No Will additional picnic tables be needed for the event?
If yes, how many will be needed: _____

☐ Yes ☒ No Will your event include the use of portable toilets/sinks? If yes, how many? _____

Company that will be used: _____
Temporary restrooms can be placed 24 hours prior to the event and need to be removed within 24 hours following the event. All portable toilets must be located on a hard surface, which may include asphalt, concrete, or plywood.

☐ Yes ☒ No Will your event include the use of refuse containers and/or recycling and/or organics recycling receptacles?

Company that will be used: _____
The event is responsible for providing refuse containers from a rental company and must indicate the company contracted for services. Street, boulevard, and adjacent property must be left clean. The applicant shall properly dispose of debris from the event. The applicant must contact Pope/Douglas Solid Waste Management for setting up recycling and/or organics recycling receptacles. Information can be found by calling 320-763-9340 or at https://popedouglasrecycle.com/program/events-recycling-assistance-program.

☐ Yes ☒ No Will you have any rental equipment?
If yes, describe the equipment to be used. _____

☐ Yes ☒ No Will there be food/merchandise sales at the event? See page 11 for details.
If yes, has a permit been obtained through Horizon Public Health for food? ☐ Yes ☐ No

Tents and Canopies (select one):

☒ No tents or canopies.

☐ Yes. You must clearly identify on the Site Map including the location and size/dimensions. The event organizer is liable for any damage caused to property/facility and must obtain approval prior to installation. Locates are required through Gopher One if stakes will be 12 inches or longer.

Sound Amplification (select one):

☒ No amplified sound. Proceed to page 5.

☐ Yes. Start Time: _____ AM / PM End Time: _____ AM / PM

List type of Amplified Sound: _____

*The actual permit granted will set forth the time limits, the location, and other relevant conditions of the permit. No event will be allowed to start before 9:00 am (8:00 am for sporting events) and all events must end by 10:00 pm on weeknights, and 11:00 pm on weekends. The permit will not be for a period to exceed six hours. When and where warranted, the permit conditions may further restrict the times in order to protect surrounding neighborhoods. If the permit does not fit within the guidelines, the City Council will need to act on the permit.

SPECIAL EVENT PERMIT APPLICATION – ALCOHOL SUPPLEMENTAL FORM

These questions pertain to events that wish to sell/provide alcohol at their requested special event.

A detailed map/diagram of the event shall be attached to permit along with a copy of the catering or alcohol permit that the event will be operating under.

1- Is this a 21 and older event? _____

2- How many security personnel will you have on site during the event and what hours are they scheduled?

_____

3- Will customers be carded, and wrist banded at the door for everything they purchase?

_____

4- Does the event have secured boundaries and how are the exits and entrances monitored and secured?

_____

5- Will you need police on site and how many officers at what times?

_____

6- What is being served? (beer, wine, liquor ,food)- Is this an exclusive event, certain type or size of beverage? For example: only Miller products served, only 16 oz cans served, only keg beer in clear 12 oz cups.

_____

_____

7- What type of liquor license do you have and will be serving under? Please note that if you plan on serving liquor under a caterer's permit, you must also serve food at the event.

_____

8- What type of liquor license will you be requesting? The City may issue Temporary Off-Premise Community Festival Liquor License for certain events on public property.

_____

9- What is the plan for restrooms? _____

10- Will smoking be allowed in or during event/venue? _____

11- Is there music, band, DJ, entertainment? What are the hours of the entertainment?

_____

12- Parking – is there enough parking to accommodate the event and what is the backup plan if you have more people attend that expected? Have you made arrangements with surrounding businesses or homeowners if your event will possibly affect or disrupt their business or lives?

_____

Alcohol (select one):

☒ No alcohol. Proceed to page 8.

☐ Temporary Off-Premise Community Festival Liquor License: licensee holding On-Sale Liquor License to provide liquor. The licensee is responsible for ID/wristband, security, and ensuring there is no second party transfer. Complete supplemental form and application on pages 5 and 6. ($100.00 Fee)

☐ Temporary Intoxicating Liquor License: only issued to charitable, religious, or nonprofit organizations in existence for at least three (3) years, for events not to exceed four (4) consecutive days. **Application needs to be submitted with $35.00 per day fee for beer or $100.00 per day fee for on-sale liquor and requires approval from the Alcohol and Gambling Enforcement Division.** Needs to be submitted to the state 30-days prior to the event. The licensee is responsible for ID/wristband, security, and ensuring there is no second party transfer. Complete supplemental form on page 5.

* City of Alexandria Policy: The consumption of alcoholic beverages on Park property will not disrupt any park users and/or programs and/or use of the facilities with the Alexandria Parks Department.

The undersigned Applicant has applied for a Possession/Consumption Permit of alcohol on Alexandria Park property defined above and by signing below; the City of Alexandria issues the permit on behalf of the applicant. This permit requires that the possession/consumption of alcoholic beverages be in compliance with the laws of the state of Minnesota and the ordinances of the City of Alexandria.

This permit allows the Applicant/Applicant's Group to consume the following beverages purchased elsewhere, at the location selected above: single serving plastic bottles or cans of beer, wine coolers, wine, and premixed alcoholic products such as hard lemonade. Other alcoholic beverages are NOT permitted such as hard liquor. GLASS BEVERAGE CONTAINERS AND KEGS ARE FORBIDDEN ON PARK PROPERTY.

This permit allows only the possession/consumption of alcoholic beverages by adults 21 years of age and older who is part of the estimated attendance listed above. This permit IS NOT a license to sell alcoholic beverages.

The bearer of this permit shall be held responsible for the actions and conduct of all persons in their group and at their event, and must assure that all laws and ordinances are followed. The Applicant will indemnify and hold the City of Alexandria harmless for any failures to comply with State, City, and Park laws, ordinances, and policies. The City of Alexandria retains the authority to revoke this permit at any time should a violation arise.

CITY OF ALEXANDRIA

TEMPORARY OFF-PREMISE
COMMUNITY FESTIVAL LIQUOR LICENSE APPLICATION

TYPE OR PRINT INFORMATION

NAME OF EVENT			
STREET ADDRESS	CITY	STATE	ZIP CODE
NAME OF ON-SALE LIQUOR LICENSE HOLDER MAKING APPLICATION:	BUSINESS PHONE	HOME PHONE	
DATES LIQUOR WILL BE DISPENSED:	EVENT SPONSOR TYPE OF ORGANIZATION: ☐ CLUB ☐ CHARITABLE ☐ RELIGIOUS ☐ OTHER NONPROFIT		
TIMES LIQUOR WILL BE DISPENSED:			
DESCIRBE PLAN FOR EVENT SANITATION AND SECURITY, INCLUDING PROCESS TO BE USED TO VERIFY AGE FOR ALCOHOL CONSUMPTION:			
PROVIDE A SITE PLAN SHOWING LOCATION ALCOHOL WILL BE SOLD AND CONSUMED FOR THE OUTDOOR AREA:			

APPROVAL

APPLICATION MUST BE APPROVED BY CITY COUNCIL

CITY FEE AMOUNT: $100 DATE FEE PAID: _____

DATE APPROVED: _____

_____
SIGNATURE OF CITY ADMINISTRATOR

NOTE: THE ON-SALE LIQUOR LICENSE HOLDER IS REQUIRED TO PROVIDE A CERTIFICATE OF LIABILITY INSURANCE LISTING THE CITY OF ALEXANDRIA AS AN ADDITIONAL INSURED FOR THE EVENT INCLUDING THE DATE(S) OF THE EVENT.

Insurance – Requirements

Is insurance required for my event?

If you answer 'yes' to any of the following questions, then you will be required to provide insurance at the time the application is made.

☒ Yes ☐ No – Is my event within the City right-of-way (streets/trails/parking lots)?

☐ Yes ☒ No – Will I have inflatable structures/pony rides/sleigh rides/etc.?

☐ Yes ☒ No – Am I having alcohol at my event?

☒ Yes ☐ No – Will there be more than 100 people at my event?

Insurance Requirements:

Insurance limits are set by the League of Minnesota Cities Risk Manager Attorneys recommendation.

The applicant will agree to indemnify, defend and hold harmless the City of Alexandria from any and all liability that may arise by virtue of the event.

- The applicant shall provide and maintain a certificate of insurance for comprehensive general liability in a minimum amount of $1,000,000 per occurrence.
- The City must be named as an "additional insured" on the policy.
- The maximum deductible for the comprehensive general liability insurance coverage shall be no greater than $10,000.00
- The certificate must be submitted to the City with the application.

Indemnify and Hold Harmless:

The Applicant agrees to indemnify the City of Alexandria, its officers, agents, trustees, employees and assigns, and hold them harmless from and against any and all liability damage, expense, cause of action, suits, claims or judgments arising from or in any way related to injury to person or property occurring out of the use of the City of Alexandria's park facility or from any action or omission of the Applicant, the Applicant's agents, employees, guests, or licensees, or from any cause whatsoever. The Applicant agrees to hold the City of Alexandria harmless from any liability or loss, including reasonable attorney fees arising out of or related to the use of Alexandria park facilities under this permit.

Incident Notification:

Should there be any injuries, accidents, or other health incidents at an event that require medical attention, applicant must notify the City Clerk's Office within 24 hours of the incident.

Signature Page

RS (Initials) I agree that all of the information in this application is correct.

Ensure Application Includes:

- [x] Initialed each page acknowledging policy
- [x] Map of a walk, run, or race event
- [ ] Map of canopies and/or tents (location, size/demensions)
- [x] Certificate of Insurance, if required (page 7)
- [ ] Temporary Liquor License, if applicaable

RS (Initials) I have read and agreed to the attached Special Event Policy. (Pages 10 – 14)

By signing below, I affirm that I have read and understood the City of Alexandria Special Event Policy and acknowledge that all information provided in the application is true and correct.

Signature: Rebecca Schmitz

Printed Name: Rebecca Schmitz

Date: 7/29/26

OFFICE USE ONLY: Fees payable to the City of Alexandria

☐ _____ Park Reservation Fee(s)

☐ _____ Alcohol

PAYMENT TYPE: ☐ **Cash** ☐ **Check #**_____ ☐ **Credit Card** ☐ **Other**_____

PAYMENT DATE: _____ / _____ / _____ **RECEIVED BY:** _____

SPECIAL EVENT POLICY

You must be 18 years of age to rent facilities from the City of Alexandria.

The following information sets forth the guidelines for the conduct of a street closing for the purposes of a parade, walk/run/ride, assembly, or other special event.

Street Closing Permit Required:
A permit is required by the City of Alexandria for any event that requires closure of a road, is likely to impede traffic, or does not comply with normal traffic regulations.

Application for Permit: It is strongly encouraged that event organizers submit applications as early as possible in order for City staff to review the application and provide sufficient time for applicants to fulfill all conditions of the permit. Applications for a permit must be submitted at least 4 weeks in advance of the event.

The City may request event modifications or restrictions to protect public peace and safety, including event or route area, hours of operation, security provisions, fencing and barricades, public notification, indemnification, sanitary facilities, waste collection, or sound amplification restrictions. If deemed necessary by the City event security, emergency medical services, and/or traffic control measures will be incorporated into the event at the expense of the applicant.

Review of Application: Representatives from City departments including Police, Fire, Parks, Public Works, and Engineering will consider the following factors in reviewing an application for a street closing:

- Meets the requirements of the permit application.
- Extent to which the event may create traffic, crowd control, safety, or other concerns.
- Extent to which the applicant is able to provide assurance that sufficient numbers and quality of paid or volunteer staff will be available to manage the event.
- The inconvenience that may be experienced by the public or local business entities.
- The interference with emergency or other public safety equipment or operations that may be caused by the event and the extent to which such inconvenience or expense may be outweighed by the benefit to the community by holding the event.
- The extent to which the event will tax the resources of the city or other public entities.
- Whether the event is to benefit a nonprofit community service organization or constitutes a community service.
- The extent to which previous similar events have succeeded in complying with the appropriate requirements and applicable law.
- Whether or not the applicant has supplied truthful, accurate information during the application process.
- Applicants must be in good standing with the City of Alexandria.

Issuance of Permit: As a condition for issuing a permit the City requires that the following conditions be met:

- Hours of Operation: Applicants are strongly discouraged to schedule street closures beyond two hours as they may cause significant hardship to residents and businesses. Applicants may request a waiver if the closure will extend longer than two hours; however, the City may require the applicant to contract a City staff member to regulate certain intersections/streets to allow local traffic to access their residence or business.
- Security Provisions: The appropriate level of police, fire, and emergency medical services will be determined by the City based on crowd size and type of event. Fees for these services will be assessed to the applicant.
- Fencing and Barricades: Traffic control device placement will done by the Public Works Division-Streets. All street closures require the use and placement of proper traffic control devices according to the U.S. Department of Transportation, Federal Highway Administration Manual on Uniform Traffic Control Devices (MUTCD).
- Clean-up: The applicant may incur fees associated with clean-up if the event area is not maintained in the same condition it was prior to the event. A cleanup fee for these services may be assessed to the applicant if cleanup is required.
- Public Notification: Event plans must be balanced with the interests and needs of property owners and businesses. Notice of the event must be provided to all property owners, tenants, and/or businesses within 300 feet along the affected route or area. This notice must be provided at least one week prior to the event date.
  - At minimum, the notification must include the following information:
  - Event date/time
  - Closure description
  - Closure length
  - Notice of grievance process (as quoted below):
    "Grievances related to this closure can be directed to the City of Alexandria, City Clerk's Office at 320.763.6678 or publicinput@alexandriamn.city."
  - Applicants can personally deliver notification or utilize the U.S. Postal Service "Every Door Direct Mail" service. Further information about this service can be found at: http://www.uspseverydoor.com/. Failure to notify property owners in street closure areas will result in permit revocation.
  - Throughout all events, residents should be allowed access to their property and businesses should be reasonably accessible to the general public. Event organizers will be expected to make every effort to preserve customer and residential access for businesses and houses along the street closure.
- Other Requirements: As a condition for issuing a permit, the City may impose additional requirements and restrictions as may be necessary to protect public health and safety.

Additional Permits/Licenses Required: Below you will find a list of additional permits/licenses or other conditions that may be required for your event. Please note that it is NOT necessary to have all permits approved upon submission of this application; however, applicants must have all permits and fees paid and approved prior to the start of the event.

Event Exhibitors and Operators: Minnesota law requires that exhibitors register to collect Minnesota sales tax, provide a written statement that no taxable items are being sold, or provide a written statement indicating that they qualify for the isolated and occasional sales exemption. Further information is provided on the MN Department of Revenue website at www.taxes.state.mn.us or call 800.657.3777.

Health Department Permit: All food vendors in conjunction with special events must apply for a temporary food permit through the Minnesota Department of Health (MDH). Please contact Horizon Public Health at 320.763.6018 for additional information.

General Guidelines for Use of Parking Lots or Paved Trails for a Walk, Run or Community Event

- Any markings on the paved surfaces will be done using the most temporary medium possible. The preferred method is dry chalk or above ground staked signage. No paint will be allowed! Organizers of the event will be responsible for removal of the signs and markings after the conclusion of the event, unless they will wash away with rain.

- Any signs used for the race, walk, or event should be temporary, leaving no visible trace once removed. The stakes for any signs should not exceed 8-12 inches in the ground and ¼ inch in diameter so as not to affect buried electrical cable, sprinkler pipes, etc.

- A cleanup fee may be charged to the applicant if markings do not follow the guidelines or are not removed.

Alexandria Park Facility Rules & Regulations

- **A non-refundable reservation fee of $20.00 per day will be charged (City Park shelters only).** Payment must be received by the City of Alexandria ten working days after reservation was made or one working day prior if the reservation is made less then ten working days prior to the event or reservation will not be guaranteed. In case of cancellation, please call City Hall immediately so the posting can be removed and another group may be scheduled or others may use the shelter if there is nothing posted.

- The Applicant accepts full responsibility for clean-up of garbage and debris accumulated during the event and placement of the garbage in proper receptacles following the use of Alexandria park facilities pursuant to this application. Garbage receptacles will be emptied by Parks staff. The facility must be left in the same condition as when it was received by the Applicant; this includes the placement of any tables.

- Any damage to Alexandria Park Facilities or Alexandria park property by the Applicant or invitees of the Applicant will be repaired at the Applicant's expense.

- Bring your copy of the Reservation Form with you to the event, and any other permits, if applicable.

- Rental of a park facility **does not** include exclusive use of the entire park. On occasion, there may be more than one group utilizing a park and surrounding facilities. Applicants cannot close public areas or extend their activities into public spaces.

- You cannot sell food, beverages, goods or merchandise, charge fees for admission, or host food trucks without a permit or prior authorization. See page 10 for Health Department contact information.

- Vehicles cannot be driven on the grassy areas in Alexandria parks unless prior approval is given.

- Firearms and weapons: It is unlawful for persons to display or have in their possession a firearm or air gun within the City parks unless you have a permit. It is unlawful to use, display, or possess any other type of weapon(s) including, but not limited to, slingshots, switchblade knives, bow and arrows, and traps.

- No alcoholic beverages are allowed to be consumed at any city park unless a temporary liquor license or Community Festival permit has been issued for the event.

- Signs directing your guests to your event may be placed outside of the venue you are renting 1 hour prior and taken down immediately after your event. Signs must be temporary in nature and not exceed 2' x 3' in size. Signs must be self-sustaining and cannot be placed on the building or fence.

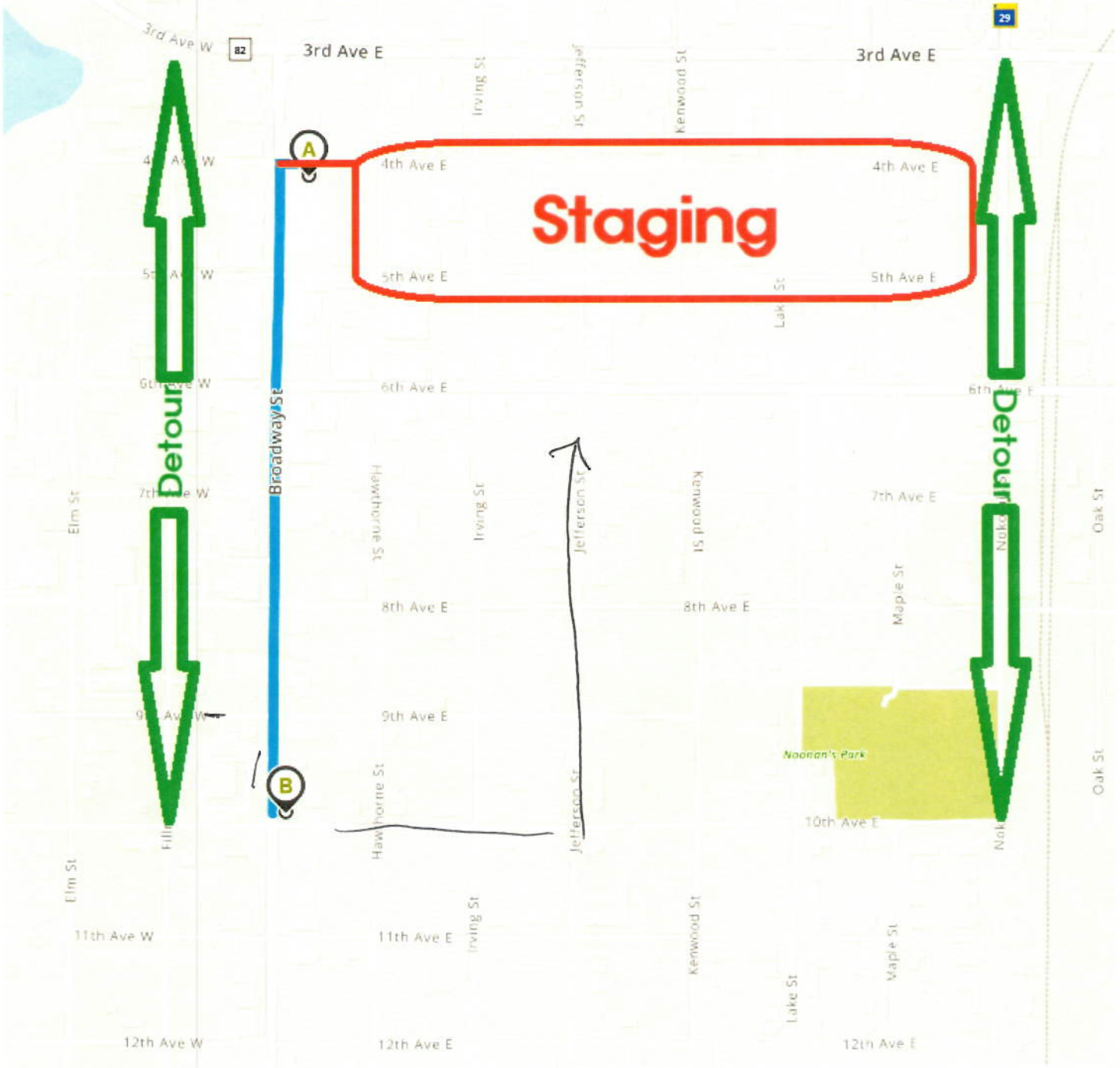
- The City of Alexandria, its officers, agents, trustees, employees, and assigns, assume no responsibility for the person or property of anyone using the City of Alexandria park facilities under this permit. The Applicant must remove all personal items and property at the conclusion of the function. The Applicant and all guests are responsible for compliance and adherence to the ordinances of the City of Alexandria, the terms set out herein, and all policies and procedures related to use of City of Alexandria park facilities.

- The City of Alexandria will abide by all Executive Orders, laws, regulations, and health guidance pertaining to COVID-19. As a result, applicants acknowledge and agree their event may be affected by new or amended Executive Orders, changes in laws, regulations, and agency orders. As a result, applicants acknowledge and agree that their event may be cancelled or reduced in size at any time with limited notice and the Applicant releases the City of Alexandria from any claims relating to or arising out of the cancellation or modification of an event due to a new or amended Executive Orders, changes in laws, regulations, and agency order. Applicants shall abide by all Executive Orders, laws, regulations, and guidance related to COVID-19 when renting/utilizing park facilities.

Appeal Process: If the City denies a permit for the event or any of its components, or the applicant disagrees with the conditions placed on the permit, the applicant may submit a written appeal to the City Administrator within 10 days of denial. If the City Administrator agrees with the denial, the applicant may appeal to the City Council at its next regularly scheduled meeting.

Permit Revocation: The City is authorized to revoke a permit in the event it is determined that:

- The applicant made any false or misleading statements in the application or during the application process.
- The applicant failed to comply with any conditions or requirements for the issuance of the permit.
- Such withdrawal is necessary for the protection of public health or safety or for the prevention of a violation of any local, state, or federal law.


Staging
Detour
Detour
Broadway St
A
B
3rd Ave E
3rd Ave E
4th Ave E
4th Ave E
5th Ave E
5th Ave E
6th Ave E
7th Ave E
8th Ave E
8th Ave E
9th Ave E
10th Ave E
11th Ave W
11th Ave E
12th Ave W
12th Ave E
12th Ave E
Irving St
Jefferson St
Kenwood St
Lake St
Maple St
Hawthorne St
Elm St
Oak St
Noonan's Park
82
29

VIKICOM-01 ARESSEGUIE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/12/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Sarah Karsjens
Christensen Group, Inc. 9855 W 78th Street Suite 100 Eden Prairie, MN 55344-8004	PHONE (A/C, No, Ext): (952) 653-1141 FAX (A/C, No): E-MAIL ADDRESS: skarsjens@christensengroup.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Philadelphia Indemnity Ins Co	18058
INSURER B : SFM Mutual Insurance Company	11347
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

Vikingland Community Support Program
1106 Broadway St
Alexandria, MN 56308

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			PHPK2593722-007	10/8/2025	10/8/2026	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 3,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 3,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			PHPK2593722-007	10/8/2025	10/8/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			PHUB878531-007	10/8/2025	10/8/2026	EACH OCCURRENCE	$ 1,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 1,000,000
	DED X RETENTION $ 10,000							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N			104288.208	9/19/2025	9/19/2026	X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) N/A						E.L. EACH ACCIDENT	$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

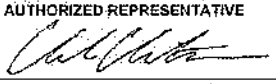
CERTIFICATE HOLDER

DHS-Provider Enrollment
PO Box 64987
St. Paul, MN 55164-0987

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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Permit #: SEP 26-022

Event: HALLOWEEN PARADE

ALL REQUESTS ARE REQUIRED TO BE REVIEWED BY THE FOLLOWING DEPARTMENTS PRIOR TO SUBMITTING TO CITY COUNCIL:

Event Location/Use	Contact/Department/Phone Number	Dept. Initial	Review/Approval
City Streets:	Alexandria Public Works: 320-760-2928 (cell) Comments:	_____	Yes ☐ No ☐ N/A ☐
	Alexandria Police Department: 320-763-6631 Comments:	_____	Yes ☐ No ☐ N/A ☐
	Alexandria Fire Department: 320-763-6489 Comments:	_____	Yes ☐ No ☐ N/A ☐
	Alexandria Light & Power: 320-763-6501 Comments:	_____	Yes ☐ No ☐ N/A ☐
City Parks:	Park Department: 320-760-2928 (cell) Comments:	_____	Yes ☐ No ☐ N/A ☐
RCC Facility:	RCC: 320-763-6678 Comments:	N/A	Yes ☐ No ☐ N/A ☒
Airport:	Alexandria Aviation: 320-762-2111 Comments:	N/A	Yes ☐ No ☐ N/A ☒
Legal:	City Attorney: 320-763-3141 (Liquor only) Comments:	N/A	Yes ☐ No ☐ N/A ☒
County Roads:	Douglas County Public Works: 320-762-2999 Comments:	N/A	Yes ☐ No ☐ N/A ☒
State Highway:	MnDOT @ Detroit Lakes: 218-847-1500 Comments:	_____	Yes ☐ No ☐ N/A ☐

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # -10589-)

Meeting: August 13, 2026
Department: Administration
Category: Special Event Permit
Prepared by: Amy Riedel
Department Head: Marty Schultz
DOC ID: -10589-

Special Event Permit - Feeding the 5001

Background

Bill Jarvi, owner of Common Ground Coffee House, is requesting a Special Event Permit for the "Feeding the 5001" event to be held on Sunday, September 13, 2026 from 3:00 pm - 7:00 pm. He would like to block off Hawthorne Street between Fifth Avenue and Sixth Avenue.

A Certificate of Liability Insurance listing the City of Alexandria as additional insured will be submitted prior to the event.

Recommendation

Recommend approval of the Special Event Permit for the "Feeding the 5001" event on Sunday, September 13, 2026.

ATTACHMENTS

- FEEDING THE 5001.pdf

Special Event Application

CITY OF ALEXANDRIA

Checklist and Guidelines

Please submit at least 4 weeks prior to the event

For Office Use Only	
Date of Submission: 8/6/2026	
☐ Approved ☐ Denied	Date:
Special Conditions: SEP26-023	
Staff Signature:	
Staff Title:	

Applicant Information

Name of Applicant: Bill Jasvi Organization: Common Ground Coffee House

Address: 516 Hawthorne St City: Alexandria State: MN Zip: 56308

Email Address: WSJasvi@Gmail.com Phone Number: 320 766-2696

Event Contact: Bill Jasvi **Phone Number:** 320 766-2696

Email Address: WSJasvi@Gmail.com

The Event Contact is the primary contact and must be able to communicate and coordinate with other members of the event.

Event Information

Event Name (Mandatory): Feeding the 5001

Date of Event: 9/13 Event Time Start: 3pm Event Time End: 7pm

Type of Event (Please check the type of event (check all that apply) and write a brief description of your event):

☐ Celebration ☐ Parade ☑ Street Fair ☐ Walk/Run/Race

☐ Ceremony ☐ Public Rally/March ☐ Other: Food, Carshow, music

Brief Description of Event: Free Burgers/Brats, Carshow, music

**Document(s) with event information or other materials describing the event may be attached.*

Location of the Event: List full address: 516 Hawthorne St.

Estimated # of Vehicles at Event: 75 Estimated # of Participants: 175

Is a map attached? ☐ Yes ☑ No

ROUTE MAP (Parades, Runs, Walks, Bike Rides) All events that include a run, walk, or other activity in which participants will be following a course will be required to attach a Route Map and a written document of the proposed route of the event. All proposed Route Maps are subject to approval. The use of any roads is subject to approval. Please include the route/area, starting point, ending point, assembly areas, and stations designated for traffic control.

Will any portion of the event be held at City Park? ☐ Yes ☑ No

If yes, has a reservation been made? ☐ Yes ☐ No (If no, contact City Hall at 320.763.6678 for reservation)

Event Features

Security (select one):

☐ Please indicate if security is being provided. If yes, who and how many? _____

☑ No Security provided. If no security is provided, the city reserves the right to require security based on the review of event.

Road Closures or use of Public Right-of-Way (select one):
Important: Street closures require a press release, community notification by the applicant, and insurance requirement.
See page 8 for insurance requirements.

☐ No road closure or use of public right-of-way. Proceed to page 4.

☐ Are you requesting to close a: ☑ Street ☐ Parking Lane ☐ Sidewalk ☐ Alley

☐ Other: _____

Date: 9/13 Start Set-Up Time: 3pm End Set-Up Time: 7 pm

Date: 9/13 Start Clean-Up Time: 7 pm End Clean-Up Time: 8 pm

Please indicate any dates/times for necessary setup or cleanup before and/or after the event date:
N/A

Please indicate the location(s) all event participants will assemble prior to the event and/or after the event:
N/A

Describe intersections/streets in need of traffic control and whether they will occupy all or a portion of the street:
N/A

Describe how traffic control will be conducted (number and quality of paid/volunteer staff to manage the event):
N/A

Describe how the safety and security of event participants and spectators will be prioritized:
N/A

Provide the type and number of traffic control devices to be used:
6 Road Blocks

List any businesses providing traffic control devices:
N/A

Describe the methods that will be used to provide notice to residents and businesses along the proposed area/route:
Business are Closed at time of event

Event Logistics

☐ Yes ☐ No Will electrical usage be needed?
If yes, describe the equipment of power supply: Power used by Common Ground

☑ Yes ☐ No Will additional picnic tables be needed for the event?
If yes, how many will be needed: 15-20

☐ Yes ☑ No Will your event include the use of portable toilets/sinks? If yes, how many? _____

Company that will be used: _____
Temporary restrooms can be placed 24 hours prior to the event and need to be removed within 24 hours following the event. All portable toilets must be located on a hard surface, which may include asphalt, concrete, or plywood.

☐ Yes ☑ No Will your event include the use of refuse containers and/or recycling and/or organics recycling receptacles?

Company that will be used: _____
The event is responsible for providing refuse containers from a rental company and must indicate the company contracted for services. Street, boulevard, and adjacent property must be left clean. The applicant shall properly dispose of debris from the event. The applicant must contact Pope/Douglas Solid Waste Management for setting up recycling and/or organics recycling receptacles. Information can be found by calling 320-763-9340 or at https://popedouglasrecycle.com/program/events-recycling-assistance-program.

☐ Yes ☑ No Will you have any rental equipment?
If yes, describe the equipment to be used. _____

☐ Yes ☑ No Will there be food/merchandise sales at the event? See page 11 for details.
If yes, has a permit been obtained through Horizon Public Health for food? ☐ Yes ☐ No

- Will those attending your event be required to wear shirts and shoes? ✓ Yes _____ No If yes, then during your event, you must post site signs to that effect, which will be provided by the City of Alexandria, and the signs must be removed immediately after your event. How many such signs are you requesting: _____

Tents and Canopies (select one):

☑ No tents or canopies.

☐ Yes. You must clearly identify on the Site Map including the location and size/dimensions. The event organizer is liable for any damage caused to property/facility and must obtain approval prior to installation. Locates are required through Gopher One if stakes will be 12 inches or longer.

Sound Amplification (select one):

☐ No amplified sound. Proceed to page 5.

☑ Yes. Start Time: 5 AM / (PM) End Time: 7 AM / (PM)

List type of Amplified Sound: Live music

*The actual permit granted will set forth the time limits, the location, and other relevant conditions of the permit. No event will be allowed to start before 9:00 am (8:00 am for sporting events) and all events must end by 10:00 pm on weeknights, and 11:00 pm on weekends. The permit will not be for a period to exceed six hours. When and where warranted, the permit conditions may further restrict the times in order to protect surrounding neighborhoods. If the permit does not fit within the guidelines, the City Council will need to act on the permit.

Alcohol (select one):

☑ No alcohol. Proceed to page 8.

☐ Temporary Off-Premise Community Festival Liquor License: licensee holding On-Sale Liquor License to provide liquor. The licensee is responsible for ID/wristband, security, and ensuring there is no second party transfer. Complete supplemental form and application on pages 5 and 6. ($100.00 Fee)

☐ Temporary Intoxicating Liquor License: only issued to charitable, religious, or nonprofit organizations in existence for at least three (3) years, for events not to exceed four (4) consecutive days. **Application needs to be submitted with $42.00 per day fee for beer or $120.00 per day fee for on-sale liquor and requires approval from the Alcohol and Gambling Enforcement Division.** Needs to be submitted to the state 30-days prior to the event. The licensee is responsible for ID/wristband, security, and ensuring there is no second party transfer. Complete supplemental form on page 5.

* City of Alexandria Policy: The consumption of alcoholic beverages on Park property will not disrupt any park users and/or programs and/or use of the facilities with the Alexandria Parks Department.

The undersigned Applicant has applied for a Possession/Consumption Permit of alcohol on Alexandria Park property defined above and by signing below; the City of Alexandria issues the permit on behalf of the applicant. This permit requires that the possession/consumption of alcoholic beverages be in compliance with the laws of the state of Minnesota and the ordinances of the City of Alexandria.

This permit allows the Applicant/Applicant's Group to consume the following beverages purchased elsewhere, at the location selected above: single serving plastic bottles or cans of beer, wine coolers, wine, and premixed alcoholic products such as hard lemonade. Other alcoholic beverages are NOT permitted such as hard liquor. GLASS BEVERAGE CONTAINERS AND KEGS ARE FORBIDDEN ON PARK PROPERTY.

This permit allows only the possession/consumption of alcoholic beverages by adults 21 years of age and older who is part of the estimated attendance listed above. This permit IS NOT a license to sell alcoholic beverages.

The bearer of this permit shall be held responsible for the actions and conduct of all persons in their group and at their event, and must assure that all laws and ordinances are followed. The Applicant will indemnify and hold the City of Alexandria harmless for any failures to comply with State, City, and Park laws, ordinances, and policies. The City of Alexandria retains the authority to revoke this permit at any time should a violation arise.

SPECIAL EVENT PERMIT APPLICATION – ALCOHOL SUPPLEMENTAL FORM

These questions pertain to events that wish to sell/provide alcohol at their requested special event.

A detailed map/diagram of the event shall be attached to permit along with a copy of the catering or alcohol permit that the event will be operating under.

1- Is this a 21 and older event? _____

2- How many security personnel will you have on site during the event and what hours are they scheduled?

_____

3- Will customers be carded, and wrist banded at the door for everything they purchase?

_____

4- Does the event have secured boundaries and how are the exits and entrances monitored and secured?

_____

5- Will you need police on site and how many officers at what times?

_____

6- What is being served? (beer, wine, liquor, food)- Is this an exclusive event, certain type or size of beverage? For example: only Miller products served, only 16 oz cans served, only keg beer in clear 12 oz cups.

_____

_____

7- What type of liquor license do you have and will be serving under? Please note that if you plan on serving liquor under a caterer's permit, you must also serve food at the event.

_____

8- What type of liquor license will you be requesting? The City may issue Temporary Off-Premise Community Festival Liquor License for certain events on public property.

_____

9- What is the plan for restrooms? _____

10- Will smoking be allowed in or during event/venue? _____

11- Is there music, band, DJ, entertainment? What are the hours of the entertainment?

_____

12- Parking – is there enough parking to accommodate the event and what is the backup plan if you have more people attend that expected? Have you made arrangements with surrounding businesses or homeowners if your event will possibly affect or disrupt their business or lives?

_____

CITY OF ALEXANDRIA

TEMPORARY OFF-PREMISE
COMMUNITY FESTIVAL LIQUOR LICENSE APPLICATION

TYPE OR PRINT INFORMATION

NAME OF EVENT			
STREET ADDRESS	CITY	STATE	ZIP CODE
NAME OF ON-SALE LIQUOR LICENSE HOLDER MAKING APPLICATION:	BUSINESS PHONE	HOME PHONE	
DATES LIQUOR WILL BE DISPENSED:	EVENT SPONSOR TYPE OF ORGANIZATION: ☐ SMALL BREWER ☐ CLUB ☐ CHARITABLE ☐ RELIGIOUS ☐ OTHER NONPROFIT		
TIMES LIQUOR WILL BE DISPENSED:			
DESCIRBE PLAN FOR EVENT SANITATION AND SECURITY, INCLUDING PROCESS TO BE USED TO VERIFY AGE FOR ALCOHOL CONSUMPTION:			
PROVIDE A SITE PLAN SHOWING LOCATION ALCOHOL WILL BE SOLD AND CONSUMED FOR THE OUTDOOR AREA:			

APPROVAL

APPLICATION MUST BE APPROVED BY CITY COUNCIL

CITY FEE AMOUNT: $200/day DATE FEE PAID: _____

DATE APPROVED: _____

_____
SIGNATURE OF CITY ADMINISTRATOR

NOTE: THE ON-SALE LIQUOR LICENSE HOLDER IS REQUIRED TO PROVIDE A CERTIFICATE OF LIABILITY INSURANCE LISTING THE CITY OF ALEXANDRIA AS AN ADDITIONAL INSURED FOR THE EVENT INCLUDING THE DATE(S) OF THE EVENT.

Insurance – Requirements

Insurance limits are set by the League of Minnesota Cities Risk Manager Attorneys recommendation.

The applicant will agree to indemnify, defend and hold harmless the City of Alexandria from any and all liability that may arise by virtue of the event.

- The applicant shall provide and maintain a certificate of insurance for comprehensive general liability in a minimum amount of $1,000,000 per occurrence.
- The City must be named as an "additional insured" on the policy.
- The maximum deductible for the comprehensive general liability insurance coverage shall be no greater than $10,000.00
- The certificate must be submitted to the City with the application.

Indemnify and Hold Harmless:
The Applicant agrees to indemnify the City of Alexandria, its officers, agents, trustees, employees and assigns, and hold them harmless from and against any and all liability damage, expense, cause of action, suits, claims or judgments arising from or in any way related to injury to person or property occurring out of the use of the City of Alexandria's park facility or from any action or omission of the Applicant, the Applicant's agents, employees, guests, or licensees, or from any cause whatsoever. The Applicant agrees to hold the City of Alexandria harmless from any liability or loss, including reasonable attorney fees arising out of or related to the use of Alexandria park facilities under this permit.

Incident Notification:
Should there be any injuries, accidents, or other health incidents at an event that require medical attention, applicant must notify the City Clerk's Office within 24 hours of the incident.

Signature Page

WP (Initials) I agree that all of the information in this application is correct.

Ensure Application Includes:

- ☐ Initialed each page acknowledging policy
- ☐ Map of a walk, run, or race event
- ☐ Map of canopies and/or tents (location, size/dimensions)
- ☐ Certificate of Insurance
- ☐ Temporary Liquor License, if applicable

WP (Initials) I have read and agreed to the attached Special Event Policy. (Pages 10 – 14)

By signing below, I affirm that I have read and understood the City of Alexandria Special Event Policy and acknowledge that all information provided in the application is true and correct.

Signature: _____

Printed Name: William Jent

Date: 8/4/26

OFFICE USE ONLY: Fees payable to the City of Alexandria

☐ _____Park Reservation Fee(s)

☐ _____Alcohol

PAYMENT TYPE: ☐ **Cash** ☐ **Check #**_____ ☐ **Credit Card** ☐ **Other**_____

PAYMENT DATE: _____/ _____/ _____ **RECEIVED BY:** _____

SPECIAL EVENT POLICY

You must be 18 years of age to rent facilities from the City of Alexandria.

The following information sets forth the guidelines for the conduct of a street closing for the purposes of a parade, walk/run/ride, assembly, or other special event.

Street Closing Permit Required:
A permit is required by the City of Alexandria for any event that requires closure of a road, is likely to impede traffic, or does not comply with normal traffic regulations.

Application for Permit: It is strongly encouraged that event organizers submit applications as early as possible in order for City staff to review the application and provide sufficient time for applicants to fulfill all conditions of the permit. Applications for a permit must be submitted at least 4 weeks in advance of the event.

The City may request event modifications or restrictions to protect public peace and safety, including event or route area, hours of operation, security provisions, fencing and barricades, public notification, indemnification, sanitary facilities, waste collection, or sound amplification restrictions. If deemed necessary by the City event security, emergency medical services, and/or traffic control measures will be incorporated into the event at the expense of the applicant.

Review of Application: Representatives from City departments including Police, Fire, Parks, Public Works, and Engineering will consider the following factors in reviewing an application for a street closing:

- Meets the requirements of the permit application.
- Extent to which the event may create traffic, crowd control, safety, or other concerns.
- Extent to which the applicant is able to provide assurance that sufficient numbers and quality of paid or volunteer staff will be available to manage the event.
- The inconvenience that may be experienced by the public or local business entities.
- The interference with emergency or other public safety equipment or operations that may be caused by the event and the extent to which such inconvenience or expense may be outweighed by the benefit to the community by holding the event.
- The extent to which the event will tax the resources of the city or other public entities.
- Whether the event is to benefit a nonprofit community service organization or constitutes a community service.
- The extent to which previous similar events have succeeded in complying with the appropriate requirements and applicable law.
- Whether or not the applicant has supplied truthful, accurate information during the application process.
- Applicants must be in good standing with the City of Alexandria.

Issuance of Permit: As a condition for issuing a permit the City requires that the following conditions be met:

- Hours of Operation: Applicants are strongly discouraged to schedule street closures beyond two hours as they may cause significant hardship to residents and businesses. Applicants may request a waiver if the closure will extend longer than two hours; however, the City may require the applicant to contract a City staff member to regulate certain intersections/streets to allow local traffic to access their residence or business.
- Security Provisions: The appropriate level of police, fire, and emergency medical services will be determined by the City based on crowd size and type of event. Fees for these services will be assessed to the applicant.
- Fencing and Barricades: Traffic control device placement will done by the Public Works Division-Streets. All street closures require the use and placement of proper traffic control devices according to the U.S. Department of Transportation, Federal Highway Administration Manual on Uniform Traffic Control Devices (MUTCD).
- Clean-up: The applicant may incur fees associated with clean-up if the event area is not maintained in the same condition it was prior to the event. A cleanup fee for these services may be assessed to the applicant if cleanup is required.
- Public Notification: Event plans must be balanced with the interests and needs of property owners and businesses. Notice of the event must be provided to all property owners, tenants, and/or businesses within 300 feet along the affected route or area. This notice must be provided at least one week prior to the event date.
    - At minimum, the notification must include the following information:
    - Event date/time
    - Closure description
    - Closure length
    - Notice of grievance process (as quoted below):
      "Grievances related to this closure can be directed to the City of Alexandria, City Clerk's Office at 320.763.6678 or publicinput@alexandriamn.city."
    - Applicants can personally deliver notification or utilize the U.S. Postal Service "Every Door Direct Mail" service. Further information about this service can be found at: http://www.uspseverydoor.com/. Failure to notify property owners in street closure areas will result in permit revocation.
    - Throughout all events, residents should be allowed access to their property and businesses should be reasonably accessible to the general public. Event organizers will be expected to make every effort to preserve customer and residential access for businesses and houses along the street closure.
- Other Requirements: As a condition for issuing a permit, the City may impose additional requirements and restrictions as may be necessary to protect public health and safety.

Additional Permits/Licenses Required: Below you will find a list of additional permits/licenses or other conditions that may be required for your event. Please note that it is NOT necessary to have all permits approved upon submission of this application; however, applicants must have all permits and fees paid and approved prior to the start of the event.

Event Exhibitors and Operators: Minnesota law requires that exhibitors register to collect Minnesota sales tax, provide a written statement that no taxable items are being sold, or provide a written statement indicating that they qualify for the isolated and occasional sales exemption. Further information is provided on the MN Department of Revenue website at www.taxes.state.mn.us or call 800.657.3777.

Health Department Permit: All food vendors in conjunction with special events must apply for a temporary food permit through the Minnesota Department of Health (MDH). Please contact Horizon Public Health at 320.763.6018 for additional information.

General Guidelines for Use of Parking Lots or Paved Trails for a Walk, Run or Community Event

- Any markings on the paved surfaces will be done using the most temporary medium possible. The preferred method is dry chalk or above ground staked signage. No paint will be allowed! Organizers of the event will be responsible for removal of the signs and markings after the conclusion of the event, unless they will wash away with rain.
- Any signs used for the race, walk, or event should be temporary, leaving no visible trace once removed. The stakes for any signs should not exceed 8-12 inches in the ground and ¼ inch in diameter so as not to affect buried electrical cable, sprinkler pipes, etc.
- A cleanup fee may be charged to the applicant if markings do not follow the guidelines or are not removed.

Alexandria Park Facility Rules & Regulations

- **A non-refundable reservation fee of $50.00 per day will be charged (City Park shelters only).** Payment must be received by the City of Alexandria ten working days after reservation was made or one working day prior if the reservation is made less then ten working days prior to the event or reservation will not be guaranteed. In case of cancellation, please call City Hall immediately so the posting can be removed and another group may be scheduled or others may use the shelter if there is nothing posted.
- The Applicant accepts full responsibility for clean-up of garbage and debris accumulated during the event and placement of the garbage in proper receptacles following the use of Alexandria park facilities pursuant to this application. Garbage receptacles will be emptied by Parks staff. The facility must be left in the same condition as when it was received by the Applicant; this includes the placement of any tables.
- Any damage to Alexandria Park Facilities or Alexandria park property by the Applicant or invitees of the Applicant will be repaired at the Applicant's expense.
- Bring your copy of the Reservation Form with you to the event, and any other permits, if applicable.
- Rental of a park facility **does not** include exclusive use of the entire park. On occasion, there may be more than one group utilizing a park and surrounding facilities. Applicants cannot close public areas or extend their activities into public spaces.
- You cannot sell food, beverages, goods or merchandise, charge fees for admission, or host food trucks without a permit or prior authorization. See page 10 for Health Department contact information.
- Vehicles cannot be driven on the grassy areas in Alexandria parks unless prior approval is given.
- Firearms and weapons: It is unlawful for persons to display or have in their possession a firearm or air gun within the City parks unless you have a permit. It is unlawful to use, display, or possess any other type of weapon(s) including, but not limited to, slingshots, switchblade knives, bow and arrows, and traps.

- No alcoholic beverages are allowed to be consumed at any city park unless a temporary liquor license or Community Festival permit has been issued for the event.

- Signs directing your guests to your event may be placed outside of the venue you are renting 1 hour prior and taken down immediately after your event. Signs must be temporary in nature and not exceed 2' x 3' in size. Signs must be self-sustaining and cannot be placed on the building or fence.

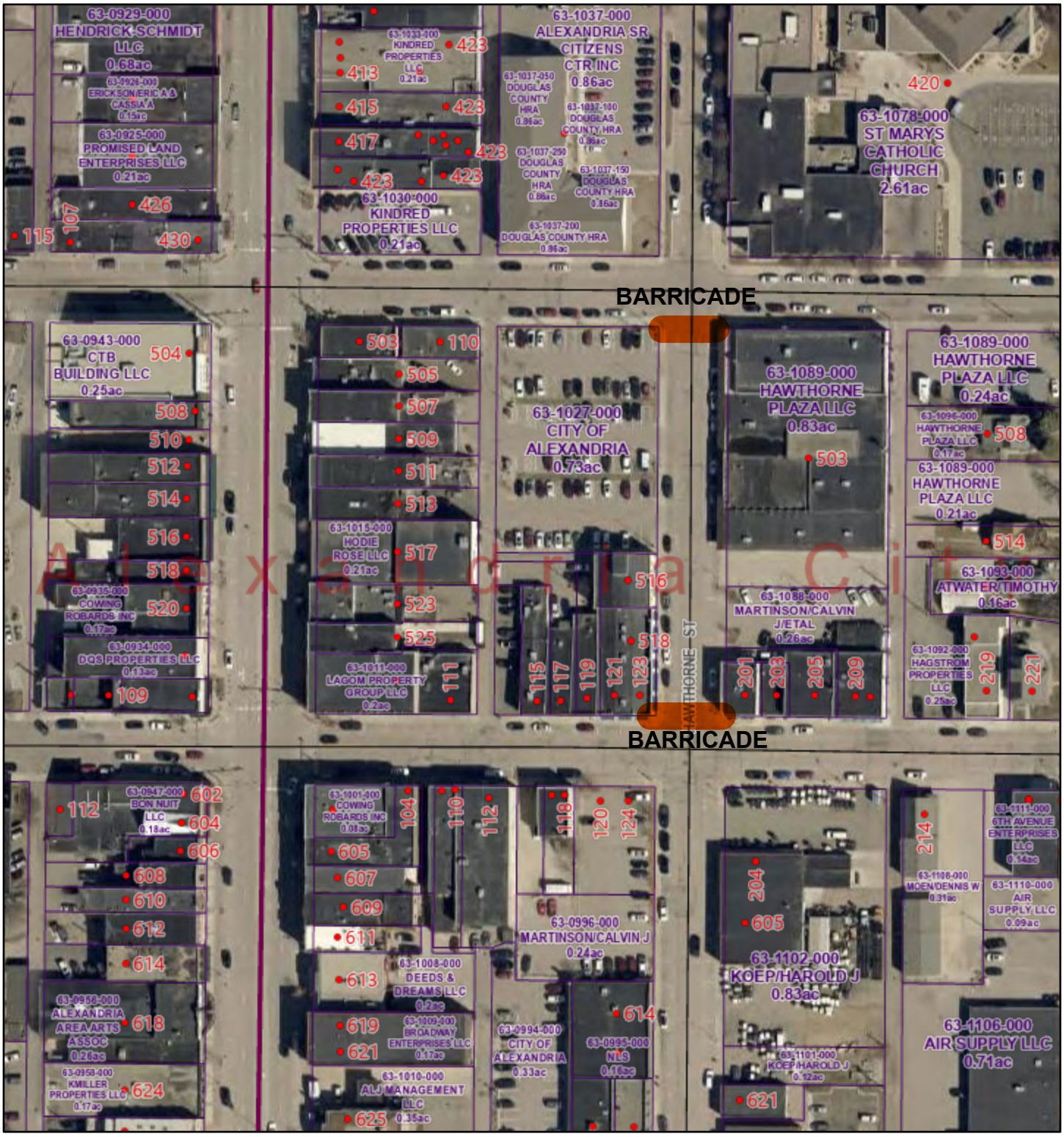
- The City of Alexandria, its officers, agents, trustees, employees, and assigns, assume no responsibility for the person or property of anyone using the City of Alexandria park facilities under this permit. The Applicant must remove all personal items and property at the conclusion of the function. The Applicant and all guests are responsible for compliance and adherence to the ordinances of the City of Alexandria, the terms set out herein, and all policies and procedures related to use of City of Alexandria park facilities.

Appeal Process: If the City denies a permit for the event or any of its components, or the applicant disagrees with the conditions placed on the permit, the applicant may submit a written appeal to the City Administrator within 10 days of denial. If the City Administrator agrees with the denial, the applicant may appeal to the City Council at its next regularly scheduled meeting.

Permit Revocation: The City is authorized to revoke a permit in the event it is determined that:

- The applicant made any false or misleading statements in the application or during the application process.
- The applicant failed to comply with any conditions or requirements for the issuance of the permit.
- Such withdrawal is necessary for the protection of public health or safety or for the prevention of a violation of any local, state, or federal law.

Douglas County, MN



8/6/2026, 8:56:19 AM

1:2,257

0 0.01 0.03 0.05 mi

0 0.02 0.04 0.08 km

City-Township

Parcels

Sections

E911 Address

Roads

State

City

Survey & GIS Division, Douglas County Public Works

Permit #: SEP 26-023

Event: FEEDING THE 5001

ALL REQUESTS ARE REQUIRED TO BE REVIEWED BY THE FOLLOWING DEPARTMENTS PRIOR TO SUBMITTING TO CITY COUNCIL:

Event Location/Use	Contact/Department/Phone Number	Dept. Initial	Review/Approval
City Streets:	Alexandria Public Works: 320-815-8430 (cell) Comments:	_____	Yes □ No □ N/A □
	Alexandria Police Department: 320-763-6631 Comments:	_____	Yes □ No □ N/A □
	Alexandria Fire Department: 320-763-6489 Comments:	_____	Yes □ No □ N/A □
	Alexandria Light & Power: 320-763-6501 Comments:	_____	Yes □ No □ N/A □
City Parks:	Park Department: 320-760-2928 (cell) Comments:	_____	Yes □ No □ N/A □
RCC Facility:	RCC: 320-763-6678 Comments:	N/A	Yes □ No □ N/A X
Airport:	Alexandria Aviation: 320-762-2111 Comments:	N/A	Yes □ No □ N/A X
Legal:	City Attorney: 320-763-3141 (Liquor only) Comments:	N/A	Yes □ No □ N/A X
County Roads:	Douglas County Public Works: 320-762-2999 Comments:	N/A	Yes □ No □ N/A X
State Highway:	MnDOT @ Detroit Lakes: 218-847-1500 Comments:	N/A	Yes □ No □ N/A X

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # -10590-)

Meeting: August 13, 2026
Department: Administration
Category: Special Event Permit
Prepared by: Amy Riedel
Department Head: Marty Schultz
DOC ID: -10590-

Special Event Permit - NAMI Suicide Awareness Walk

Background

Kat Sjerven, NAMI-Alexandria, is requesting a Special Event Permit for the "NAMI Suicide Awareness Walk" event to be held on Friday, September 25, 2026, from 11:00 am - 1:00 pm. They will be walking around Noonans Park.

An updated Certificate of Liability Insurance listing the City of Alexandria as additional insured will be submitted prior to the event.

Recommendation

Recommend approval of the Special Event Permit for the "NAMI Suicide Awareness Walk" event on Friday, September 25, 2026 at Noonans Park.

ATTACHMENTS

- NAMI SUICIDE AWARENESS WALK.pdf

Special Event Application

CITY OF ALEXANDRIA

Checklist and Guidelines

Please submit at least 4 weeks prior to the event

For Office Use Only	
Date of Submission: 8/6/2026	
☐ Approved ☐ Denied	Date:
Special Conditions: SEP26-024	
Staff Signature:	
Staff Title:	

Applicant Information

Name of Applicant: Kat Sjerven Organization: NAMI - ALEXANDRIA

Address: 1106 Broadway City: Alexandria State: MN Zip: 56308

Email Address: katsjerven2009@gmail.com Phone Number: 218-330-1771

Event Contact: Kirsten Widman **Phone Number:** 1-320-766-4719

Email Address: nightwish9009@gmail.com

The Event Contact is the primary contact and must be able to communicate and coordinate with other members of the event.

Event Information

Event Name (Mandatory): Nami Suicide Awareness Walk

Date of Event: 9-25-26 Event Time Start: 11Am Event Time End: 1pm

Type of Event (Please check the type of event (check all that apply) and write a brief description of your event):

☐ Celebration ☐ Parade ☐ Street Fair ☒ Walk/Run/Race

☐ Ceremony ☐ Public Rally/March ☐ Other: _____

Brief Description of Event: Walk around Noonans Park - inside Park

**Document(s) with event information or other materials describing the event may be attached.*

Location of the Event: List full address: 905 Lake Street Alex. MN 56308

Estimated # of Vehicles at Event: 12-15 Estimated # of Participants: 100 ~

Is a map attached? ☐ Yes ☒ No

ROUTE MAP (Parades, Runs, Walks, Bike Rides) All events that include a run, walk, or other activity in which participants will be following a course will be required to attach a Route Map and a written document of the proposed route of the event. All proposed Route Maps are subject to approval. The use of any roads is subject to approval. Please include the route/area, starting point, ending point, assembly areas, and stations designated for traffic control.

Will any portion of the event be held at City Park? ☐ Yes ☒ No

If yes, has a reservation been made? ☐ Yes ☐ No (If no, contact City Hall at 320.763.6678 for reservation)

Event Features

Security (select one):

☐ Please indicate if security is being provided. If yes, who and how many? _____

☒ No Security provided. If no security is provided, the city reserves the right to require security based on the review of event.

Road Closures or use of Public Right-of-Way (select one):
Important: Street closures require a press release, community notification by the applicant, and insurance requirement.
See page 8 for insurance requirements.

☒ No road closure or use of public right-of-way. Proceed to page 4.

☐ Are you requesting to close a: ☐ Street ☐ Parking Lane ☐ Sidewalk ☐ Alley

☐ Other: _____

Date: _____ Start Set-Up Time: _____ End Set-Up Time: _____

Date: _____ Start Clean-Up Time: _____ End Clean-Up Time: _____

Please indicate any dates/times for necessary setup or cleanup before and/or after the event date:
9-25 10:30-1:30pm

Please indicate the location(s) all event participants will assemble prior to the event and/or after the event:
parking lot - drop in center - Car pool to Event

Describe intersections/streets in need of traffic control and whether they will occupy all or a portion of the street:
-0-

Describe how traffic control will be conducted (number and quality of paid/volunteer staff to manage the event):
Vested folks pointing to parking lot on Lake St

Describe how the safety and security of event participants and spectators will be prioritized:
Vested folks watching for Faller's

Provide the type and number of traffic control devices to be used:
~

List any businesses providing traffic control devices:
~

Describe the methods that will be used to provide notice to residents and businesses along the proposed area/route:
newspaper / radio / word of mouth / flyers

Event Logistics

☐ Yes ☒ No Will electrical usage be needed?
If yes, describe the equipment of power supply: _____

☐ Yes ☒ No Will additional picnic tables be needed for the event?
If yes, how many will be needed: _____

☐ Yes ☒ No Will your event include the use of portable toilets/sinks? If yes, how many? _____

Company that will be used: _____
Temporary restrooms can be placed 24 hours prior to the event and need to be removed within 24 hours following the event. All portable toilets must be located on a hard surface, which may include asphalt, concrete, or plywood.

☐ Yes ☒ No Will your event include the use of refuse containers and/or recycling and/or organics recycling receptacles?

Company that will be used: _____
The event is responsible for providing refuse containers from a rental company and must indicate the company contracted for services. Street, boulevard, and adjacent property must be left clean. The applicant shall properly dispose of debris from the event. The applicant must contact Pope/Douglas Solid Waste Management for setting up recycling and/or organics recycling receptacles. Information can be found by calling 320-763-9340 or at https://popedouglasrecycle.com/program/events-recycling-assistance-program.

☐ Yes ☒ No Will you have any rental equipment?
If yes, describe the equipment to be used. _____

☐ Yes ☒ No Will there be food/merchandise sales at the event? See page 11 for details.
If yes, has a permit been obtained through Horizon Public Health for food? ☐ Yes ☐ No

- Will those attending your event be required to wear shirts and shoes? X Yes _____ No If yes, then during your event, you must post site signs to that effect, which will be provided by the City of Alexandria, and the signs must be removed immediately after your event. How many such signs are you requesting: 4

Tents and Canopies (select one):

☒ No tents or canopies.

☐ Yes. You must clearly identify on the Site Map including the location and size/dimensions. The event organizer is liable for any damage caused to property/facility and must obtain approval prior to installation. Locates are required through Gopher One if stakes will be 12 inches or longer.

Sound Amplification (select one):

☒ No amplified sound. Proceed to page 5.

☐ Yes. Start Time: _____AM / PM End Time: _____AM / PM

List type of Amplified Sound: _____

*The actual permit granted will set forth the time limits, the location, and other relevant conditions of the permit. No event will be allowed to start before 9:00 am (8:00 am for sporting events) and all events must end by 10:00 pm on weeknights, and 11:00 pm on weekends. The permit will not be for a period to exceed six hours. When and where warranted, the permit conditions may further restrict the times in order to protect surrounding neighborhoods. If the permit does not fit within the guidelines, the City Council will need to act on the permit.

Alcohol (select one):

☒ No alcohol. Proceed to page 8.

☐ Temporary Off-Premise Community Festival Liquor License: licensee holding On-Sale Liquor License to provide liquor. The licensee is responsible for ID/wristband, security, and ensuring there is no second party transfer. Complete supplemental form and application on pages 5 and 6. ($100.00 Fee)

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This permit allows the Applicant/Applicant's Group to consume the following beverages purchased elsewhere, at the location selected above: single serving plastic bottles or cans of beer, wine coolers, wine, and premixed alcoholic products such as hard lemonade. Other alcoholic beverages are NOT permitted such as hard liquor. GLASS BEVERAGE CONTAINERS AND KEGS ARE FORBIDDEN ON PARK PROPERTY.

This permit allows only the possession/consumption of alcoholic beverages by adults 21 years of age and older who is part of the estimated attendance listed above. This permit IS NOT a license to sell alcoholic beverages.

The bearer of this permit shall be held responsible for the actions and conduct of all persons in their group and at their event, and must assure that all laws and ordinances are followed. The Applicant will indemnify and hold the City of Alexandria harmless for any failures to comply with State, City, and Park laws, ordinances, and policies. The City of Alexandria retains the authority to revoke this permit at any time should a violation arise.

SPECIAL EVENT PERMIT APPLICATION – ALCOHOL SUPPLEMENTAL FORM

These questions pertain to events that wish to sell/provide alcohol at their requested special event.

A detailed map/diagram of the event shall be attached to permit along with a copy of the catering or alcohol permit that the event will be operating under.

1- Is this a 21 and older event? _____

2- How many security personnel will you have on site during the event and what hours are they scheduled?

_____

3- Will customers be carded, and wrist banded at the door for everything they purchase?

_____

4- Does the event have secured boundaries and how are the exits and entrances monitored and secured?

_____

5- Will you need police on site and how many officers at what times?

_____

6- What is being served? (beer, wine, liquor, food)- Is this an exclusive event, certain type or size of beverage? For example: only Miller products served, only 16 oz cans served, only keg beer in clear 12 oz cups.

_____

_____

7- What type of liquor license do you have and will be serving under? Please note that if you plan on serving liquor under a caterer's permit, you must also serve food at the event.

_____

8- What type of liquor license will you be requesting? The City may issue Temporary Off-Premise Community Festival Liquor License for certain events on public property.

_____

9- What is the plan for restrooms? Walk across to Park Restrooms

10- Will smoking be allowed in or during event/venue? No Smoking

11- Is there music, band, DJ, entertainment? What are the hours of the entertainment?

NO

12- Parking – is there enough parking to accommodate the event and what is the backup plan if you have more people attend that expected? Have you made arrangements with surrounding businesses or homeowners if your event will possibly affect or disrupt their business or lives?

Yes Plenty of Parking

CITY OF ALEXANDRIA

TEMPORARY OFF-PREMISE
COMMUNITY FESTIVAL LIQUOR LICENSE APPLICATION

TYPE OR PRINT INFORMATION

NAME OF EVENT			
STREET ADDRESS	CITY	STATE	ZIP CODE
NAME OF ON-SALE LIQUOR LICENSE HOLDER MAKING APPLICATION:	BUSINESS PHONE	HOME PHONE	
DATES LIQUOR WILL BE DISPENSED:	EVENT SPONSOR TYPE OF ORGANIZATION: ☐ SMALL BREWER ☐ CLUB ☐ CHARITABLE ☐ RELIGIOUS ☐ OTHER NONPROFIT		
TIMES LIQUOR WILL BE DISPENSED:			
DESCIRBE PLAN FOR EVENT SANITATION AND SECURITY, INCLUDING PROCESS TO BE USED TO VERIFY AGE FOR ALCOHOL CONSUMPTION:			
PROVIDE A SITE PLAN SHOWING LOCATION ALCOHOL WILL BE SOLD AND CONSUMED FOR THE OUTDOOR AREA:			

APPROVAL

APPLICATION MUST BE APPROVED BY CITY COUNCIL

CITY FEE AMOUNT: $200/day DATE FEE PAID: _____

DATE APPROVED: _____

_____

SIGNATURE OF CITY ADMINISTRATOR

NOTE: THE ON-SALE LIQUOR LICENSE HOLDER IS REQUIRED TO PROVIDE A CERTIFICATE OF LIABILITY INSURANCE LISTING THE CITY OF ALEXANDRIA AS AN ADDITIONAL INSURED FOR THE EVENT INCLUDING THE DATE(S) OF THE EVENT.

Insurance – Requirements

Insurance limits are set by the League of Minnesota Cities Risk Manager Attorneys recommendation.

The applicant will agree to indemnify, defend and hold harmless the City of Alexandria from any and all liability that may arise by virtue of the event.

- The applicant shall provide and maintain a certificate of insurance for comprehensive general liability in a minimum amount of $1,000,000 per occurrence.
- The City must be named as an "additional insured" on the policy.
- The maximum deductible for the comprehensive general liability insurance coverage shall be no greater than $10,000.00
- The certificate must be submitted to the City with the application.

Indemnify and Hold Harmless:
The Applicant agrees to indemnify the City of Alexandria, its officers, agents, trustees, employees and assigns, and hold them harmless from and against any and all liability damage, expense, cause of action, suits, claims or judgments arising from or in any way related to injury to person or property occurring out of the use of the City of Alexandria's park facility or from any action or omission of the Applicant, the Applicant's agents, employees, guests, or licensees, or from any cause whatsoever. The Applicant agrees to hold the City of Alexandria harmless from any liability or loss, including reasonable attorney fees arising out of or related to the use of Alexandria park facilities under this permit.

Incident Notification:
Should there be any injuries, accidents, or other health incidents at an event that require medical attention, applicant must notify the City Clerk's Office within 24 hours of the incident.

Signature Page

KS (Initials) I agree that all of the information in this application is correct.

Ensure Application Includes:

- [X] Initialed each page acknowledging policy
- [X] Map of a walk, run, or race event
- [ ] Map of canopies and/or tents (location, size/dimensions)
- [X] Certificate of Insurance
- [ ] Temporary Liquor License, if applicable

KS (Initials) I have read and agreed to the attached Special Event Policy. (Pages 10 – 14)

By signing below, I affirm that I have read and understood the City of Alexandria Special Event Policy and acknowledge that all information provided in the application is true and correct.

Signature: Kathryn Sjerven

Printed Name: Kathryn Sjerven

Date: 7-30-26

OFFICE USE ONLY: Fees payable to the City of Alexandria

☐ _____Park Reservation Fee(s)

☐ _____Alcohol

PAYMENT TYPE: ☐ **Cash** ☐ **Check #**_____ ☐ **Credit Card** ☐ **Other**_____

PAYMENT DATE: _____/ _____/ _____ **RECEIVED BY:** _____

SPECIAL EVENT POLICY

You must be 18 years of age to rent facilities from the City of Alexandria.

The following information sets forth the guidelines for the conduct of a street closing for the purposes of a parade, walk/run/ride, assembly, or other special event.

Street Closing Permit Required:
A permit is required by the City of Alexandria for any event that requires closure of a road, is likely to impede traffic, or does not comply with normal traffic regulations.

Application for Permit: It is strongly encouraged that event organizers submit applications as early as possible in order for City staff to review the application and provide sufficient time for applicants to fulfill all conditions of the permit. Applications for a permit must be submitted at least 4 weeks in advance of the event.

The City may request event modifications or restrictions to protect public peace and safety, including event or route area, hours of operation, security provisions, fencing and barricades, public notification, indemnification, sanitary facilities, waste collection, or sound amplification restrictions. If deemed necessary by the City event security, emergency medical services, and/or traffic control measures will be incorporated into the event at the expense of the applicant.

Review of Application: Representatives from City departments including Police, Fire, Parks, Public Works, and Engineering will consider the following factors in reviewing an application for a street closing:

- Meets the requirements of the permit application.
- Extent to which the event may create traffic, crowd control, safety, or other concerns.
- Extent to which the applicant is able to provide assurance that sufficient numbers and quality of paid or volunteer staff will be available to manage the event.
- The inconvenience that may be experienced by the public or local business entities.
- The interference with emergency or other public safety equipment or operations that may be caused by the event and the extent to which such inconvenience or expense may be outweighed by the benefit to the community by holding the event.
- The extent to which the event will tax the resources of the city or other public entities.
- Whether the event is to benefit a nonprofit community service organization or constitutes a community service.
- The extent to which previous similar events have succeeded in complying with the appropriate requirements and applicable law.
- Whether or not the applicant has supplied truthful, accurate information during the application process.
- Applicants must be in good standing with the City of Alexandria.

Issuance of Permit: As a condition for issuing a permit the City requires that the following conditions be met:

- Hours of Operation: Applicants are strongly discouraged to schedule street closures beyond two hours as they may cause significant hardship to residents and businesses. Applicants may request a waiver if the closure will extend longer than two hours; however, the City may require the applicant to contract a City staff member to regulate certain intersections/streets to allow local traffic to access their residence or business.
- Security Provisions: The appropriate level of police, fire, and emergency medical services will be determined by the City based on crowd size and type of event. Fees for these services will be assessed to the applicant.
- Fencing and Barricades: Traffic control device placement will done by the Public Works Division-Streets. All street closures require the use and placement of proper traffic control devices according to the U.S. Department of Transportation, Federal Highway Administration Manual on Uniform Traffic Control Devices (MUTCD).
- Clean-up: The applicant may incur fees associated with clean-up if the event area is not maintained in the same condition it was prior to the event. A cleanup fee for these services may be assessed to the applicant if cleanup is required.
- Public Notification: Event plans must be balanced with the interests and needs of property owners and businesses. Notice of the event must be provided to all property owners, tenants, and/or businesses within 300 feet along the affected route or area. This notice must be provided at least one week prior to the event date.
  - At minimum, the notification must include the following information:
  - Event date/time
  - Closure description
  - Closure length
  - Notice of grievance process (as quoted below):
    "Grievances related to this closure can be directed to the City of Alexandria, City Clerk's Office at 320.763.6678 or publicinput@alexandriamn.city."
  - Applicants can personally deliver notification or utilize the U.S. Postal Service "Every Door Direct Mail" service. Further information about this service can be found at: http://www.uspseverydoor.com/. Failure to notify property owners in street closure areas will result in permit revocation.
  - Throughout all events, residents should be allowed access to their property and businesses should be reasonably accessible to the general public. Event organizers will be expected to make every effort to preserve customer and residential access for businesses and houses along the street closure.
- Other Requirements: As a condition for issuing a permit, the City may impose additional requirements and restrictions as may be necessary to protect public health and safety.

Additional Permits/Licenses Required: Below you will find a list of additional permits/licenses or other conditions that may be required for your event. Please note that it is NOT necessary to have all permits approved upon submission of this application; however, applicants must have all permits and fees paid and approved prior to the start of the event.

Event Exhibitors and Operators: Minnesota law requires that exhibitors register to collect Minnesota sales tax, provide a written statement that no taxable items are being sold, or provide a written statement indicating that they qualify for the isolated and occasional sales exemption. Further information is provided on the MN Department of Revenue website at www.taxes.state.mn.us or call 800.657.3777.

Health Department Permit: All food vendors in conjunction with special events must apply for a temporary food permit through the Minnesota Department of Health (MDH). Please contact Horizon Public Health at 320.763.6018 for additional information.

General Guidelines for Use of Parking Lots or Paved Trails for a Walk, Run or Community Event

- Any markings on the paved surfaces will be done using the most temporary medium possible. The preferred method is dry chalk or above ground staked signage. No paint will be allowed! Organizers of the event will be responsible for removal of the signs and markings after the conclusion of the event, unless they will wash away with rain.
- Any signs used for the race, walk, or event should be temporary, leaving no visible trace once removed. The stakes for any signs should not exceed 8-12 inches in the ground and ¼ inch in diameter so as not to affect buried electrical cable, sprinkler pipes, etc.
- A cleanup fee may be charged to the applicant if markings do not follow the guidelines or are not removed.

Alexandria Park Facility Rules & Regulations

- **A non-refundable reservation fee of $50.00 per day will be charged (City Park shelters only).** Payment must be received by the City of Alexandria ten working days after reservation was made or one working day prior if the reservation is made less then ten working days prior to the event or reservation will not be guaranteed. In case of cancellation, please call City Hall immediately so the posting can be removed and another group may be scheduled or others may use the shelter if there is nothing posted.
- The Applicant accepts full responsibility for clean-up of garbage and debris accumulated during the event and placement of the garbage in proper receptacles following the use of Alexandria park facilities pursuant to this application. Garbage receptacles will be emptied by Parks staff. The facility must be left in the same condition as when it was received by the Applicant; this includes the placement of any tables.
- Any damage to Alexandria Park Facilities or Alexandria park property by the Applicant or invitees of the Applicant will be repaired at the Applicant's expense.
- Bring your copy of the Reservation Form with you to the event, and any other permits, if applicable.
- Rental of a park facility **does not** include exclusive use of the entire park. On occasion, there may be more than one group utilizing a park and surrounding facilities. Applicants cannot close public areas or extend their activities into public spaces.
- You cannot sell food, beverages, goods or merchandise, charge fees for admission, or host food trucks without a permit or prior authorization. See page 10 for Health Department contact information.
- Vehicles cannot be driven on the grassy areas in Alexandria parks unless prior approval is given.
- Firearms and weapons: It is unlawful for persons to display or have in their possession a firearm or air gun within the City parks unless you have a permit. It is unlawful to use, display, or possess any other type of weapon(s) including, but not limited to, slingshots, switchblade knives, bow and arrows, and traps.

- No alcoholic beverages are allowed to be consumed at any city park unless a temporary liquor license or Community Festival permit has been issued for the event.

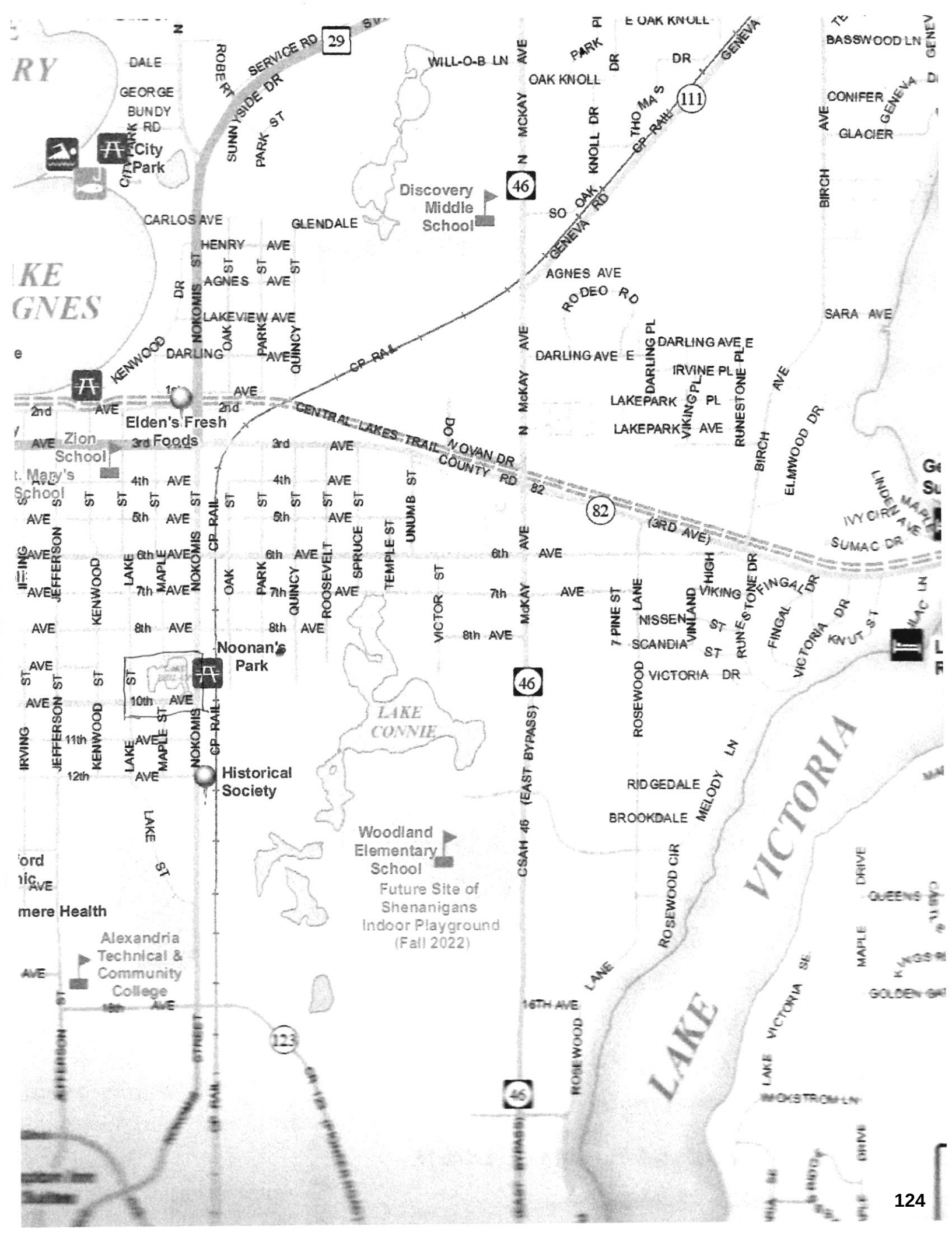
- Signs directing your guests to your event may be placed outside of the venue you are renting 1 hour prior and taken down immediately after your event. Signs must be temporary in nature and not exceed 2' x 3' in size. Signs must be self-sustaining and cannot be placed on the building or fence.

- The City of Alexandria, its officers, agents, trustees, employees, and assigns, assume no responsibility for the person or property of anyone using the City of Alexandria park facilities under this permit. The Applicant must remove all personal items and property at the conclusion of the function. The Applicant and all guests are responsible for compliance and adherence to the ordinances of the City of Alexandria, the terms set out herein, and all policies and procedures related to use of City of Alexandria park facilities.

Appeal Process: If the City denies a permit for the event or any of its components, or the applicant disagrees with the conditions placed on the permit, the applicant may submit a written appeal to the City Administrator within 10 days of denial. If the City Administrator agrees with the denial, the applicant may appeal to the City Council at its next regularly scheduled meeting.

Permit Revocation: The City is authorized to revoke a permit in the event it is determined that:

- The applicant made any false or misleading statements in the application or during the application process.
- The applicant failed to comply with any conditions or requirements for the issuance of the permit.
- Such withdrawal is necessary for the protection of public health or safety or for the prevention of a violation of any local, state, or federal law.


City Park
Discovery Middle School
Elden's Fresh Foods
Zion School
Noonan's Park
Historical Society
Woodland Elementary School
Future Site of Shenanigans Indoor Playground (Fall 2022)
Alexandria Technical & Community College
LAKE CONNIE
LAKE VICTORIA
CENTRAL LAKES TRAIL
CP RAIL
CSAH 46 (EAST BYPASS)
N McKAY AVE
GENEVA RD
SERVICE RD
SUNNYSIDE DR
PARK ST
CARLOS AVE
GLENDALE
HENRY AVE
AGNES AVE
LAKEVIEW AVE
DARLING AVE
KENWOOD
NOKOMIS
OAK
PARK
QUINCY
ROOSEVELT
SPRUCE
TEMPLE ST
UNUMB ST
VICTOR ST
JEFFERSON
LAKE
MAPLE
IRVING
2nd AVE
3rd AVE
4th AVE
5th AVE
6th AVE
7th AVE
8th AVE
10th AVE
11th AVE
12th AVE
OAK KNOLL
WILL-O-B LN
RODEO RD
DARLING AVE E
DARLING PL
IRVINE PL
LAKEPARK PL
LAKEPARK AVE
VIKING PL
RUNESTONE PLE
SARA AVE
BIRCH AVE
ELMWOOD DR
NOVAN DR
COUNTY RD 82
(3RD AVE)
IVY CIR
SUMAC DR
LINDEN AVE
MAPLE
PINE ST
LANE
NISSEN
SCANDIA
VINLAND
VIKING
HIGH
RUNESTONE DR
FINGAL DR
VICTORIA DR
KNUT ST
ROSEWOOD
RIDGEDALE
BROOKDALE
MELODY LN
ROSEWOOD CIR
16TH AVE
ROSEWOOD LANE
BASSWOOD LN
CONIFER AVE
GLACIER
GENEVA
THOMAS
GP RAIL
SO OAK KNOLL DR
PARK DR
E OAK KNOLL
DALE
GEORGE
BUNDY
RD
ROBERT
CITY PARK
29
46
82
111
123
mere Health

NAMIMIN-02 EWAJDA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/17/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Brian Hayes	
Maguire Agency 1970 Oakcrest Avenue, Suite 300 Roseville, MN 55113	PHONE (A/C, No, Ext): (651) 635-2740	FAX (A/C, No): (651) 638-9762
	E-MAIL ADDRESS: bhayes@maguireagency.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : West Bend Insurance Company	15350
INSURED	INSURER B :	
NAMI Minnesota 1919 University Ave, Ste. 400 Saint Paul, MN 55104	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR	X		B348184	7/16/2026	7/16/2027	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			B348184	7/16/2026	7/16/2027	EACH OCCURRENCE	$ 2,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 2,000,000
	DED X RETENTION $ 0							$ 2,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N			B348298	7/16/2026	7/16/2027	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N / A (Mandatory in NH)						E.L. EACH ACCIDENT	$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
NAMI Alexandria MN is listed as an Additional Insured when required in a written contratct per form WB1890 0113.

CERTIFICATE HOLDER

NAMI Alexandria MN
1919 University Ave West, Suite 400
Saint Paul, MN 55104

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Brian Hayes

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – AUTOMATIC STATUS WHEN REQUIRED BY WRITTEN CONTRACT WITH YOU

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. Section II - Who is An Insured is amended to include as an additional insured any person or organization you are required by a written contract to name as an additional insured.

The written contract must be:

1. Currently in effect or becoming effective during the term of this policy; and
2. Signed by all parties to the written contract or written agreement prior to the "bodily injury," "property damage," "personal injury and advertising injury."

B. The insurance provided to the additional insured is limited as follows:

1. That person or organization is only an additional insured with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused in whole or in part, by:
   - **a.** your ongoing operations performed for the insured at the location designated in the written contract; or
   - **b.** premises owned or used by you.

   However:
   - **a.** The insurance afforded to such additional insured only applies to the extent permitted by law; and
   - **b.** If coverage provided to the additional insured is required by a written contract or written agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

C. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
   - **a.** The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
   - **b.** Supervisory, inspection, architectural or engineering activities.
2. "Bodily injury" or "property damage" occurring after:
   - **a.** All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed: or
   - **b.** That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principle as a part of the same project.

D. As respects the coverage provided under this endorsement, Paragraph **4.b. Section IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended with the addition of the following:

4. Other Insurance

b. Excess Insurance

This insurance is excess over:

Any other valid and collectible insurance available, procured by or on behalf of the additional insured whether primary, excess, contingent or on any other basis unless a written contract specifically requires that this insurance be either primary or primary and noncontributing. Where required by written contract, we will consider any other insurance maintained by the additional insured for injury or damage covered by this endorsement to be excess and noncontributing with this insurance.

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If no written contract specifically requires primary or noncontributory coverage, then this insurance is excess, as a condition of coverage, the additional insured shall be obligated to tender the defense and indemnity of every claim or suit to all other insurers that may provide coverage to the additional insured, whether on a contingent, excess or primary basis.

When this insurance is excess, we will have no duty under Coverage **A.** and Coverage **B.** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

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Permit #: SEP 26-024

Event: NAMI SUICIDE AWARENESS WALK

ALL REQUESTS ARE REQUIRED TO BE REVIEWED BY THE FOLLOWING DEPARTMENTS PRIOR TO SUBMITTING TO CITY COUNCIL:

Event Location/Use	***Contact/Department/Phone Number***	***Dept. Initial***	***Review/Approval***
City Streets:	*Alexandria Public Works: 320-815-8430 (cell)* *Comments:*	_____	*Yes* ☐ *No* ☐ *N/A* ☐
	Alexandria Police Department: 320-763-6631 *Comments:*	_____	*Yes* ☐ *No* ☐ *N/A* ☐
	Alexandria Fire Department: 320-763-6489 *Comments:*	_____	*Yes* ☐ *No* ☐ *N/A* ☐
	Alexandria Light & Power: 320-763-6501 *Comments:*	_____	*Yes* ☐ *No* ☐ *N/A* ☐
City Parks:	*Park Department: 320-760-2928 (cell)* *Comments:*	_____	*Yes* ☐ *No* ☐ *N/A* ☐
RCC Facility:	*RCC: 320-763-6678* *Comments:*	N/A	*Yes* ☐ *No* ☐ *N/A* X
Airport:	*Alexandria Aviation: 320-762-2111* *Comments:*	N/A	*Yes* ☐ *No* ☐ *N/A* X
Legal:	*City Attorney: 320-763-3141 (Liquor only)* *Comments:*	N/A	*Yes* ☐ *No* ☐ *N/A* X
County Roads:	*Douglas County Public Works: 320-762-2999* *Comments:*	N/A	*Yes* ☐ *No* ☐ *N/A* X
State Highway:	*MnDOT @ Detroit Lakes: 218-847-1500* *Comments*	N/A	*Yes* ☐ *No* ☐ *N/A* X

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # -10577-)

Meeting: August 13, 2026
Department: Administration
Category: License
Prepared by: Amy Riedel
Department Head: Marty Schultz
DOC ID: -10577-

Lower Potency Hemp Edible Retail Registration - Holiday Stationstores LLC

Background

The State of Minnesota Office of Cannabis Management has issued Lower Potency Hemp Edible Retailer License to Holiday Stationstores LLC dba Holiday Stationstore #2746029 located at 320 3rd Ave. E, Holiday Stationstore #2746177 located at 650 50th Ave. W, Holiday Stationstore #2746370 located at 785 N Nokomis NE, and Holiday Stationstore #2746345 located at 5310 Hwy. 29 S. It is now appropriate for the City of Alexandria to issue a Lower Potency Hemp Edible Retail Registration to these businesses.

Financial Impact

All application fees have been received.

Recommendation

Recommend approval of the Lower Potency Hemp Edible Retail Registration submitted by Holiday Stationstores LLC dba Holiday Stationstore #2746029 located at 320 3rd Ave. E, Holiday Stationstore #2746177 located at 650 50th Ave. W, Holiday Stationstore #2746370 located at 785 N Nokomis NE, and Holiday Stationstore #2746345 located at 5310 Hwy. 29 S.

ATTACHMENTS

- LPHE RETAIL REGISTRATION - HOLIDAY STATIONSTORES - 320 3RD AVE E_Redacted.pdf
- LPHE RETAIL REGISTRATION - HOLIDAY STATIONSTORES - 650 50TH AVE W_Redacted.pdf
- LPHE RETAIL REGISTRATION - HOLIDAY STATIONSTORES - 785 N NOKOMIS NE_Redacted.pdf
- LPHE RETAIL REGISTRATION - HOLIDAY STATIONSTORES - 5310 STATE HWY 29_Redacted.pdf

CITY OF ALEXANDRIA
704 Broadway, Alexandria, MN 56308
320.763.6678 | 320.763.3511 (fax) | www.AlexandriaMN.city

Cannabis Retail Business Registration

FEDERAL TAX ID: [redacted]
MN TAX ID: [redacted]
OFFICE OF CANNABIS MGMT ID:

FEE: $250.00
DATE RCVD: 9/13/2026
VH 20135717444061

Type of Registration: (Select all that apply)

__ Retailer
■ Low Potency Retailer
__ Mezzobusiness
__ Microbusiness
__ Medical Cannabis Combination Business
__ Event Organizer

Business Information

Legal Name: Holiday Stationstore #2746029 DBA: [redacted]
Business Address: 320 3rd Ave E, Alexandria, MN 56308
Business Phone Number: (320) 762-0447 Email: holidaylicenses@holidaycompanies.com
Mailing Address (correspondence should be sent): 320 3rd Ave E, Alexandria, MN 56308

Applicant Information:

Full Name: Joan Almjeld Date of Birth: [redacted]
Home Address: 288 Lakeview Terrace Blvd, Waconia, MN 55387
Phone: (812) 379-9227 Email: holidaylicenses@holidaycompanies.com

Street addresses at which you have lived during the preceding five (5) years: Dates Lived at this Address:

Name, location, and type of business and jobs during past five (5) years:

Partnerships and Corporations

Full Name of Partner/Officer	Home Address	Date of Birth
See list attached of officers		

10/17/2025

PROPERTY OWNER INFORMATION

Full Name: Holiday Stationstores,LLC Date of Birth: _____

Home Address: _____

Property Address: _____ Parcel ID: 63-1221-000

Phone: (812)379-9227 Email: holidaylicenses@holidaycompanies.com

Required Attachments:

- Certificate of Liability Insurance & Proof of Worker's Compensation Insurance Coverage
- Copy of Valid Driver's License
- Written Notice of OCM License Preapproval
- Copy of Lease Agreement if Business Location is Not Owned by Applicant
- Map showing compliance with buffer requirements (*Cannabis Retailer Only*)
- Proposed Site Plan and Building Plan (*Cannabis Retailer Only*)

Cannabis and Lower Potency Hemp Fee	
Cannabis Initial Retail Registration Fee + First Renewal Fee	$1,500
Cannabis Renewal Registration Fee	$1,000
Lower Potency Hemp Initial Retail Registration Fee + First Renewal Fee	$250
Lower Potency Hemp Renewal Fee	$125
Temporary Cannabis Event Registration Fee	$375
Civil Penalty for Registration Violations	**$2,000**

I declare, under penalty of perjury, that the information I have provided on this application is truthful and I understand that falsification of answers on this application will result in denial of the application. I authorize the City of Alexandria to investigate and make inquiries that are necessary to verify the information provided. I further hereby certify that I have received from the City of Alexandria a copy of City of Alexandria Ordinance Regulating Cannabis Businesses and will familiarize myself with the provisions contained within it. I understand and agree to comply with all of the requirements of City of Alexandria Ordinances including the Ordinance Regulating Cannabis Businesses and the City of Alexandria Zoning Ordinance. I further certify that I am in compliance with all local ordinances established pursuant to Minn. Stat § 432.13.

Jeannie Almjeld Date: 07/08/2026

Applicant

Holiday Stationstores, LLC Date: 07/08/2026

Property Owner

---

*If you have any questions, please contact Amy Riedel at 320-759-3622 or email at ariedel@alexandriamn.city. On behalf of the City of Alexandria, thank you for your prompt attention in returning your application.

***Please make sure all the necessary documents accompany your license application and the forms are filled out completely and signed. Incomplete applications will not be approved.**

(FOR OFFICE USE ONLY)

Date Received: 7/13/2026 Date of City Council Approval: _____

License #: _____

OFFICERS AND MEMBER OF HOLIDAY STATIONSTORES, LLC

Officers:

Joan Marie Almjeld
Vice President of Operations
288 Lakeview Terrace Blvd
Waconia, MN 55387
County: Carver
[redacted]

Melissa Ann Duncan
Assistant Secretary

8416 Duncan Lane
Nashville, IN 47448
County: Brown
(812) 379-9227 Ext. 1309
[redacted]

Kathleen Kerr Cunnington
President, Treasurer and Vice President Global Shared Services

3424 E. Equestrian Trail
Phoenix, AZ 85044
(602) 728-7137
[redacted]
Alias/s: Kathy Cunnington
Maiden: Kathleen Kerr

Signing Authority:
Mary Debing

Sole Member: 100% Ownership
Circle k Stores, Inc.
4080 W. Jonathan Moore Pike
PO BOX 347
Columbus, IN 47202
(Phone): (812) 379-9227
FEIN: 74-1149540

From: NoReply@accela.com
To: Amy Riedel
Subject: Lower-potency hemp edible business license LPDIS-L26-000241 issued in your jurisdiction
Date: Monday, July 6, 2026 12:49:51 PM

Dear Amy Reidel,

The Office of Cannabis Management (OCM) has issued a lower-potency hemp edible retailer license to Holiday Stationstores LLC, a business located in your jurisdiction at 320 3rd Avenue E, Alexandria, MN 56308. Its license number is LPDIS-L26-000241.

For more information about lower-potency hemp edible (LPHE) licensing, please review Hemp Businesses in Minnesota: A guide for lower-potency hemp edible license applicants. Businesses can obtain multiple LPHE business licenses.

Important for LPHE retailers: Local retail registration
In addition to receiving their license from OCM, LPHE retailers who will conduct retail sales of LPHE products must apply for and obtain local retail registration directly from their local government. Each local government with retail registration authority is responsible for implementing and facilitating their own local retail registration process. If you are a township or city that has instead elected to delegate retail registration authority to a county, you should ensure the county has received this information about licensure so they can issue a local retail registration to this newly licensed business.

Please note, a local government *may not* limit the number of local retail registrations issued to LPHE businesses in their jurisdiction. This is different than local retail registrations for cannabis retail businesses, which may be limited.

Please see Minnesota Statutes, section 342.22, for more information about the local retail registration process. Please also see Page 15 of the Guide for Local Governments on Adult-Use Cannabis and Lower Potency Hemp Edible Licenses for more information.

A licensed LPHE retailer with a delivery endorsement only—meaning they do not have a retail endorsement and do not intend to operate a physical retail location—is not required to obtain a local retail registration.

More information
For any other questions or concerns, please reach out to local.licensing.ocm@state.mn.us or visit OCM's website (mn.gov/ocm).

Licensed LPHE businesses are required to comply with state and local building, fire, and zoning codes, requirements, and regulations. Local governments should use the Enforcement Complaint Reporting Form to share information, concerns, or complaints about cannabis businesses under the local government expedited complaint process (Minnesota Statutes section 342.13).

Thank you,
Minnesota Office of Cannabis Management
local.licensing.ocm@state.mn.us

CITY OF ALEXANDRIA
704 Broadway, Alexandria, MN 56308
320.763.6678 | 320.763.3511 (fax) | www.AlexandriaMN.city

Cannabis Retail Business Registration

FEE: ~~$375.00~~ $250
DATE RCVD: ~~07.13/2026~~ 7/31/2026

FEDERAL TAX ID: [redacted]
MN TAX ID: [redacted]
OFFICE OF CANNABIS MGMT ID: LPDIS-L26-000241-35

Type of Registration: (Select all that apply)

__ Retailer
■ Low Potency Retailer
__ Mezzobusiness
__ Microbusiness
__ Medical Cannabis Combination Business
__ Event Organizer

Business Information

Legal Name: Holiday Stationstores, LLC DBA: Holiday Stationstore #2746177
Business Address: 650 50th Ave W, Alexandria, MN 56308
Business Phone Number: (320) 763-8130 Email: holidaylicenses@holidaycompanies.com
Mailing Address (correspondence should be sent): PO Box 347, Columbus, IN 47202

Applicant Information:

Full Name: Joan Almjeld Date of Birth: [redacted]
Home Address: 288 Lakeview Terrace Blvd, Waconia, MN 55387
Phone: (812) 379-9227 Email: holidaylicenses@holidaycompanies.com

Street addresses at which you have lived during the preceding five (5) years: Dates Lived at this Address:

Name, location, and type of business and jobs during past five (5) years:

Partnerships and Corporations

Full Name of Partner/Officer Home Address Date of Birth
List of officers attached

RECEIVED
JUL 20 2026

10/17/2025

PROPERTY OWNER INFORMATION

Full Name: Joan Almjeld Date of Birth: [redacted]

Home Address: 288 Lakeview Terrace Blvd, Waconia, MN 55387

Property Address: 650 50th Ave W, Alexandria, MN 56308 Parcel ID: 63-0016-000

Phone: (812) 379-9227 Email: holidaylicenses@holidaycompanies.com

Required Attachments:

- Certificate of Liability Insurance & Proof of Worker's Compensation Insurance Coverage
- Copy of Valid Driver's License
- Written Notice of OCM License Preapproval
- Copy of Lease Agreement if Business Location is Not Owned by Applicant
- Map showing compliance with buffer requirements (*Cannabis Retailer Only*)
- Proposed Site Plan and Building Plan (*Cannabis Retailer Only*)

Cannabis and Lower Potency Hemp Fee	
Cannabis Initial Retail Registration Fee + First Renewal Fee	$1,500
Cannabis Renewal Registration Fee	$1,000
Lower Potency Hemp Initial Retail Registration Fee + First Renewal Fee	$250
Lower Potency Hemp Renewal Fee	$125
Temporary Cannabis Event Registration Fee	$375
Civil Penalty for Registration Violations	**$2,000**

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Joan Almjeld Date: 07/16/2026

Applicant

Holiday Stationstores, LLC Date: 07/16/2026

Property Owner

*If you have any questions, please contact Amy Riedel at 320-759-3622 or email at ariedel@alexandriamn.city. On behalf of the City of Alexandria, thank you for your prompt attention in returning your application.

***Please make sure all the necessary documents accompany your license application and the forms are filled out completely and signed. Incomplete applications will not be approved.**

(FOR OFFICE USE ONLY)

Date Received: 7/31/2026 Date of City Council Approval: _____

License #: _____

OFFICERS AND MEMBER OF HOLIDAY STATIONSTORES, LLC

Officers:

Joan Marie Almjeld
Vice President of Operations
288 Lakeview Terrace Blvd
Waconia, MN 55387
County: Carver
[redacted]

Melissa Ann Duncan
Assistant Secretary

8416 Duncan Lane
Nashville, IN 47448
County: Brown
(812) 379-9227 Ext. 1309
[redacted]

Kathleen Kerr Cunnington
President, Treasurer and Vice President Global Shared Services

3424 E. Equestrian Trail
Phoenix, AZ 85044
(602) 728-7137
[redacted]
Alias/s: Kathy Cunnington
Maiden: Kathleen Kerr

Signing Authority:
Mary Debing

Sole Member: 100% Ownership
Circle k Stores, Inc.
4080 W. Jonathan Moore Pike
PO BOX 347
Columbus, IN 47202
(Phone): (812) 379-9227
FEIN: 74-1149540

From: NoReply@accela.com
To: Amy Riedel
Subject: Lower-potency hemp edible business license LPDIS-L26-000241 issued in your jurisdiction
Date: Monday, July 6, 2026 12:49:43 PM

Dear Amy Riedel,

The Office of Cannabis Management (OCM) has issued a lower-potency hemp edible retailer license to Holiday Stationstores LLC, a business located in your jurisdiction at 651 50th Avenue W, Alexandria, MN 56308. Its license number is LPDIS-L26-000241.

For more information about lower-potency hemp edible (LPHE) licensing, please review Hemp Businesses in Minnesota: A guide for lower-potency hemp edible license applicants. Businesses can obtain multiple LPHE business licenses.

Important for LPHE retailers: Local retail registration
In addition to receiving their license from OCM, LPHE retailers who will conduct retail sales of LPHE products must apply for and obtain local retail registration directly from their local government. Each local government with retail registration authority is responsible for implementing and facilitating their own local retail registration process. If you are a township or city that has instead elected to delegate retail registration authority to a county, you should ensure the county has received this information about licensure so they can issue a local retail registration to this newly licensed business.

Please note, a local government *may not* limit the number of local retail registrations issued to LPHE businesses in their jurisdiction. This is different than local retail registrations for cannabis retail businesses, which may be limited.

Please see Minnesota Statutes, section 342.22, for more information about the local retail registration process. Please also see Page 15 of the Guide for Local Governments on Adult-Use Cannabis and Lower Potency Hemp Edible Licenses for more information.

A licensed LPHE retailer with a delivery endorsement only—meaning they do not have a retail endorsement and do not intend to operate a physical retail location—is not required to obtain a local retail registration.

More information
For any other questions or concerns, please reach out to local.licensing.ocm@state.mn.us or visit OCM's website (mn.gov/ocm).

Licensed LPHE businesses are required to comply with state and local building, fire, and zoning codes, requirements, and regulations. Local governments should use the Enforcement Complaint Reporting Form to share information, concerns, or complaints about cannabis businesses under the local government expedited complaint process (Minnesota Statutes section 342.13).

Thank you,
Minnesota Office of Cannabis Management
local.licensing.ocm@state.mn.us

CITY OF ALEXANDRIA
704 Broadway, Alexandria, MN 56308
320.763.6678 | 320.763.3511 (fax) | www.AlexandriaMN.city

Cannabis Retail Business Registration

FEE: ~~$125.00~~ $350
DATE RCVD: ~~07.13/2026~~ 7/31/2026

FEDERAL TAX ID: [redacted]
MN TAX ID: [redacted]
OFFICE OF CANNABIS MGMT ID: LPDIS-L26-000241-35

Type of Registration: (Select all that apply)

__ Retailer
■ Low Potency Retailer
__ Mezzobusiness
__ Microbusiness
__ Medical Cannabis Combination Business
__ Event Organizer

Business Information

Legal Name: Holiday Stationstores, LLC DBA: Holiday Stationstore #2746370
Business Address: 785 N Nokomis NE, Alexandria, MN 56308
Business Phone Number: (320) 763-1720 Email: holidaylicenses@holidaycompanies.com
Mailing Address (correspondence should be sent): PO Box 347, Columbus, IN 47202

Applicant Information:

Full Name: Joan Almjeld Date of Birth: [redacted]
Home Address: 288 Lakeview Terrace Blvd, Waconia, MN 55387
Phone: (812) 379-9227 Email: holidaylicenses@holidaycompanies.com

Street addresses at which you have lived during the preceding five (5) years: Dates Lived at this Address:

Name, location, and type of business and jobs during past five (5) years:

Partnerships and Corporations

Full Name of Partner/Officer Home Address Date of Birth
List of officers attached

10/17/2025

PROPERTY OWNER INFORMATION

Full Name: Joan Almjeld Date of Birth: [redacted]

Home Address: 288 Lakeview Terrace Blvd, Waconia, MN 55387

Property Address: 651 50th Ave W, Alexandria, MN 56308 Parcel ID: 63-0383-100

Phone: (812) 379-9227 Email: _____

Required Attachments:

- Certificate of Liability Insurance & Proof of Worker's Compensation Insurance Coverage
- Copy of Valid Driver's License
- Written Notice of OCM License Preapproval
- Copy of Lease Agreement if Business Location is Not Owned by Applicant
- Map showing compliance with buffer requirements (*Cannabis Retailer Only*)
- Proposed Site Plan and Building Plan (*Cannabis Retailer Only*)

Cannabis and Lower Potency Hemp Fee	
Cannabis Initial Retail Registration Fee + First Renewal Fee	$1,500
Cannabis Renewal Registration Fee	$1,000
Lower Potency Hemp Initial Retail Registration Fee + First Renewal Fee	$250
Lower Potency Hemp Renewal Fee	$125
Temporary Cannabis Event Registration Fee	$375
Civil Penalty for Registration Violations	**$2,000**

I declare, under penalty of perjury, that the information I have provided on this application is truthful and I understand that falsification of answers on this application will result in denial of the application. I authorize the City of Alexandria to investigate and make inquiries that are necessary to verify the information provided. I further hereby certify that I have received from the City of Alexandria a copy of City of Alexandria Ordinance Regulating Cannabis Businesses and will familiarize myself with the provisions contained within it. I understand and agree to comply with all of the requirements of City of Alexandria Ordinances including the Ordinance Regulating Cannabis Businesses and the City of Alexandria Zoning Ordinance. I further certify that I am in compliance with all local ordinances established pursuant to Minn. Stat § 432.13.

Joan Almjeld Date: 07/13/2026

Applicant

Holiday Stationstores, LLC Date: 07/13/2026

Property Owner

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*If you have any questions, please contact Amy Riedel at 320-759-3622 or email at ariedel@alexandriamn.city. On behalf of the City of Alexandria, thank you for your prompt attention in returning your application.

***Please make sure all the necessary documents accompany your license application and the forms are filled out completely and signed. Incomplete applications will not be approved.**

(FOR OFFICE USE ONLY)

Date Received: 7/31/2026 Date of City Council Approval: _____

License #: _____

OFFICERS AND MEMBER OF HOLIDAY STATIONSTORES, LLC

Officers:

Joan Marie Almjeld
Vice President of Operations
288 Lakeview Terrace Blvd
Waconia, MN 55387
County: Carver
[redacted]

Melissa Ann Duncan
Assistant Secretary

8416 Duncan Lane
Nashville, IN 47448
County: Brown
(812) 379-9227 Ext. 1309
[redacted]

Kathleen Kerr Cunnington
President, Treasurer and Vice President Global Shared Services

3424 E. Equestrian Trail
Phoenix, AZ 85044
(602) 728-7137
[redacted]
Alias/s: Kathy Cunnington
Maiden: Kathleen Kerr

Signing Authority:
Mary Debing

Sole Member: 100% Ownership
Circle k Stores, Inc.
4080 W. Jonathan Moore Pike
PO BOX 347
Columbus, IN 47202
(Phone): (812) 379-9227
FEIN: 74-1149540

From: NoReply@accela.com
To: Amy Riedel
Subject: Lower-potency hemp edible business license LPDIS-L26-000241 issued in your jurisdiction
Date: Monday, July 6, 2026 12:49:20 PM

Dear Amy Riedel,

The Office of Cannabis Management (OCM) has issued a lower-potency hemp edible retailer license to Holiday Stationstores LLC, a business located in your jurisdiction at 785 N Nokomis NE, Alexandria, MN 56308. Its license number is LPDIS-L26-000241.

For more information about lower-potency hemp edible (LPHE) licensing, please review Hemp Businesses in Minnesota: A guide for lower-potency hemp edible license applicants. Businesses can obtain multiple LPHE business licenses.

Important for LPHE retailers: Local retail registration
In addition to receiving their license from OCM, LPHE retailers who will conduct retail sales of LPHE products must apply for and obtain local retail registration directly from their local government. Each local government with retail registration authority is responsible for implementing and facilitating their own local retail registration process. If you are a township or city that has instead elected to delegate retail registration authority to a county, you should ensure the county has received this information about licensure so they can issue a local retail registration to this newly licensed business.

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A licensed LPHE retailer with a delivery endorsement only—meaning they do not have a retail endorsement and do not intend to operate a physical retail location—is not required to obtain a local retail registration.

More information
For any other questions or concerns, please reach out to local.licensing.ocm@state.mn.us or visit OCM's website (mn.gov/ocm).

Licensed LPHE businesses are required to comply with state and local building, fire, and zoning codes, requirements, and regulations. Local governments should use the Enforcement Complaint Reporting Form to share information, concerns, or complaints about cannabis businesses under the local government expedited complaint process (Minnesota Statutes section 342.13).

Thank you,
Minnesota Office of Cannabis Management
local.licensing.ocm@state.mn.us

CITY OF ALEXANDRIA
704 Broadway, Alexandria, MN 56308
320.763.6678 | 320.763.3511 (fax) | www.AlexandriaMN.city

Cannabis Retail Business Registration

FEDERAL TAX ID: [redacted]
MN TAX ID: [redacted]
OFFICE OF CANNABIS MGMT ID: LPDIS-L26-000241-55

FEE: ~~$375.00~~ $250
DATE RCVD: ~~07.18.2026~~ 7/31/2026

Type of Registration: (Select all that apply)

__ Retailer
■ Low Potency Retailer
__ Mezzobusiness
__ Microbusiness
__ Medical Cannabis Combination Business
__ Event Organizer

Business Information

Legal Name: Holiday Stationstores, LLC
DBA: Holiday Stationstore #2746345
Business Address: 5310 Hwy 29 S, Alexandria, MN 56308
Business Phone Number: (320) 763-2345
Email: holidaylicenses@holidaycompanies.com
Mailing Address (correspondence should be sent): PO Box 347, Columbus, IN 47202

Applicant Information:

Full Name: Joan Almjeld
Date of Birth: [redacted]
Home Address: 288 Lakeview Terrace Blvd, Waconia, MN 55387
Phone: (812) 379-9227
Email: holidaylicenses@holidaycompanies.com

Street addresses at which you have lived during the preceding five (5) years: Dates Lived at this Address:

Name, location, and type of business and jobs during past five (5) years:

Partnerships and Corporations

Full Name of Partner/Officer — Home Address — Date of Birth
List of officers attached

10/17/2025

PROPERTY OWNER INFORMATION

Full Name: Joan Almjeld Date of Birth: [redacted]

Home Address: 288 Lakeview Terrace Blvd, Waconia, MN 55387

Property Address: 5310 Hwy 29 S, Alexandria, MN 56308 Parcel ID: 63-0001-600

Phone: (812) 379-9227 Email: holidaylicenses@holidaycompanies.com

Required Attachments:

- Certificate of Liability Insurance & Proof of Worker's Compensation Insurance Coverage
- Copy of Valid Driver's License
- Written Notice of OCM License Preapproval
- Copy of Lease Agreement if Business Location is Not Owned by Applicant
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Cannabis Renewal Registration Fee	$1,000
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Joan Almjeld Date: 07/16/2026

Applicant

Holiday Stationstores, LLC Date: 07/16/2026

Property Owner

*If you have any questions, please contact Amy Riedel at 320-759-3622 or email at ariedel@alexandriamn.city. On behalf of the City of Alexandria, thank you for your prompt attention in returning your application.

***Please make sure all the necessary documents accompany your license application and the forms are filled out completely and signed. Incomplete applications will not be approved.**

(FOR OFFICE USE ONLY)

Date Received: 7/31/2026 Date of City Council Approval: _____

License #: _____

OFFICERS AND MEMBER OF HOLIDAY STATIONSTORES, LLC

Officers:

Joan Marie Almjeld
Vice President of Operations
288 Lakeview Terrace Blvd
Waconia, MN 55387
County: Carver
[redacted]

Melissa Ann Duncan
Assistant Secretary

8416 Duncan Lane
Nashville, IN 47448
County: Brown
(812) 379-9227 Ext. 1309
[redacted]

Kathleen Kerr Cunnington
President, Treasurer and Vice President Global Shared Services

3424 E. Equestrian Trail
Phoenix, AZ 85044
(602) 728-7137
[redacted]
Alias/s: Kathy Cunnington
Maiden: Kathleen Kerr

Signing Authority:
Mary Debing

Sole Member: 100% Ownership
Circle k Stores, Inc.
4080 W. Jonathan Moore Pike
PO BOX 347
Columbus, IN 47202
(Phone): (812) 379-9227
FEIN: 74-1149540

From: NoReply@accela.com
To: Amy Riedel
Subject: Lower-potency hemp edible business license LPDIS-L26-000241 issued in your jurisdiction
Date: Monday, July 6, 2026 12:49:37 PM

Dear Amy Riedel,

The Office of Cannabis Management (OCM) has issued a lower-potency hemp edible retailer license to Holiday Stationstores LLC, a business located in your jurisdiction at 5310 State Highway 29, Alexandria, MN 56308. Its license number is LPDIS-L26-000241.

For more information about lower-potency hemp edible (LPHE) licensing, please review Hemp Businesses in Minnesota: A guide for lower-potency hemp edible license applicants. Businesses can obtain multiple LPHE business licenses.

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Thank you,
Minnesota Office of Cannabis Management
local.licensing.ocm@state.mn.us

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # -10578-)

Meeting: August 13, 2026
Department: Administration
Category: License
Prepared by: Amy Riedel
Department Head: Marty Schultz
DOC ID: -10578-

Mobile Food Truck/Vendor

Background
Attached are the 2026 Mobile Food Truck/Vendors Licenses submitted by BevZ LLC dba BevZ and Hooked on Ponics LLC dba Peppa & Poppy's Kitchen, which according to the City Code require City Council approval.

Financial Impact
All application fees have been received.

Recommendation
Recommend approval of the 2026 Mobile Food Truck/Vendors Licenses for BevZ LLC dba BevZ and Hooked on Ponics LLC dba Peppa & Poppy's Kitchen as submitted.

ATTACHMENTS
- MOBILE FOOD TRUCK - BevZ LLC DBA BevZ.pdf
- MOBILE FOOD TRUCK - HOOKED ON PONICS LLC DBA PEPPA & POPPY'S KITCHEN.pdf

City of Alexandria

704 Broadway, Alexandria, MN 56308
320.763.6678 | 320.763.3511 (fax) | www.AlexandriaMN.city

LicensingYear: 1/1 to 12/31 20 26
New: ◉ Renewal: ○
License Fee: $300 per unit

Mobile Food Trucks/Vendors

The undersigned hereby makes application for a license and agrees to operate in the City of Alexandria in accordance with the regulations governing this enterprise as set forth in the Alexandria City Code. It is understood that failure to conform renders this license null and void.

Applicant (Owner) Information

Legal Name First Crystal Middle Ann Last Sander

Primary Phone 720-292-4405 Alt. Phone _____ Email crystalsander@hotmail.com

Street Address 18736 S Lakeshore DR City Glenwood State MN Zip 56334

Mailing Address (where future correspondence should be sent):

Street Address 18736 S Lakeshore DR City Glenwood State MN Zip 56334

Business Information: ○ Corporation ◉ Limited Liability Company ○ Partnership ○ Other _____

Name of Company BevZ LLC

Business Address 18736 S Lakeshore Dr City Glenwood State MN Zip 56334

Phone 720-292-4405 Email Crystalsander@hotmail.com Website GetBevZ.com

List all other names under which you conduct business (*legal names, mobile food unit signage, parent companies DBA, etc.*).
DBA: BevZ

Applicant/Licensee Signature _____

Title (if signing on behalf of an organization) _____ Date 7/20/2026

*If you have any questions, please contact Amy Riedel at 320-759-3622 or email at ariedel@alexandriamn.city. On behalf of the City of Alexandria, thank you for your prompt attention in returning your application.

***Please make sure all the necessary documents accompany your license application and the forms are filled out completely and signed. Incomplete applications will not be approved.**

P2 V# 159

(FOR OFFICE USE ONLY)

Date Received 7/31/2026 Date of City Council Approval _____ License # _____

City of Alexandria

CITY OF ALEXANDRIA

LicensingYear: 1/1 to 12/31 20 26

704 Broadway, Alexandria, MN 56308

New: ○ Renewal: ●

320.763.6678 | 320.763.3511 (fax) | www.AlexandriaMN.city

License Fee: $300 per unit

Mobile Food Trucks/Vendors

The undersigned hereby makes application for a license and agrees to operate in the City of Alexandria in accordance with the regulations governing this enterprise as set forth in the Alexandria City Code. It is understood that failure to conform renders this license null and void.

Applicant (Owner) Information

Legal Name First Emily Middle Elizabeth Last Lueneye

Primary Phone 320-808-3311 Alt. Phone _____ Email pandpmarketkitchen@gmail.com

Street Address 1806 W. Winona Rd SW City Alexandria State MN Zip 56308

Mailing Address (where future correspondence should be sent):

Street Address _____ City _____ State _____ Zip _____

Business Information: ○ Corporation ● Limited Liability Company ○ Partnership ○ Other _____

Name of Company Hooked on Ponics LLC DBA Peppa & Poppy's Market

Business Address 1806 W. Winona Rd SW City Alexandria State MN Zip 56308

Phone Same Email Same Website —

List all other names under which you conduct business (*legal names, mobile food unit signage, parent companies DBA, etc.*).

Peppa & Poppy's kitchen on Food truck

Applicant/Licensee Signature Emily Lueneye

Title (if signing on behalf of an organization) Owner Date 7-5-26

*If you have any questions, please contact Amy Riedel at 320-759-3622 or email at ariedel@alexandriamn.city. On behalf of the City of Alexandria, thank you for your prompt attention in returning your application.

***Please make sure all the necessary documents accompany your license application and the forms are filled out completely and signed. Incomplete applications will not be approved.**

PA AFFIRM

(FOR OFFICE USE ONLY)

Date Received 7/31/2026 Date of City Council Approval _____ License # _____

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # -10579-)

Meeting: August 13, 2026
Department: Administration
Category: License
Prepared by: Amy Riedel
Department Head: Marty Schultz
DOC ID: -10579-

Temporary One Day On-Sale Liquor License - Legacy of the Lakes Museum

Background
Andrew Balendy, Legacy of the Lakes Museum, is requesting temporary one day on-sale liquor license for an event to be held August 27, 2026, at the Legacy of the Lakes Museum.

The required Certificate of Liability Insurance listing the City of Alexandria as additional insured with liquor liability has been submitted. The applications have been sent to the City Attorney and Police Chief for review and will be sent to the State AGED for approval.

Financial Impact
All application fees have been received.

Recommendation
Recommend approval of the Temporary One Day On-Sale Liquor License submitted by Legacy of the Lakes Museum for an event on August 27, 2026, subject to the application approval by the State AGED.

ATTACHMENTS
- TEMP LIQUOR - LEGACY OF THE LAKES MUSEUM - 8.27.2026 Artist Reception.pdf

City of Alexandria
704 Broadway, Alexandria, MN 56308
320.763.6678 | 320.763.3511 (fax) | www.AlexandriaMN.city

Licensing Date(s): 8/27/2026

License Fee: $120 PER DAY

Temporary On-Sale Liquor License

The undersigned hereby makes application for a license and agrees to operate in the City of Alexandria in accordance with the regulations governing this enterprise as set forth in the Alexandria City Code. It is understood that failure to conform renders this license null and void.

Contact Person Information

Legal Name First Andrew Middle _____ Last Balendy

Company Name Legacy of the Lakes Museum Phone 320-759-1114 Email museum@legacyofthelakes.org

Street Address 205 3rd Ave W City Alexandria State Mn Zip 56308

Mailing Address (where future correspondence should be sent):

Street Address _____ City _____ State _____ Zip _____

Business Information:

◯ Corporation ◯ Limited Liability Company ◯ Partnership ◉ Other Non-Profit

Name of Company Legacy of the Lakes Museum

Business Address 205 3rd Ave W City Alexandria State MN Zip 56308

Phone 320-759-1114 Email museum@legacyofthelakes.org Website legacyofthelakes.org

List all other names under which you conduct business (*legal names, mobile food unit signage, parent companies DBA, etc.*).

Minnesota Lakes Maritime Society

Applicant/Licensee Signature Andy Balendy

Title (if signing on behalf of an organization) Executive Director Date 7/31/2026

*If you have any questions, please contact Amy Riedel at 320-759-3622 or email at ariedel@alexandriamn.city. On behalf of the City of Alexandria, thank you for your prompt attention in returning your application.

***Please make sure all the necessary documents accompany your license application and the forms are filled out completely and signed. Incomplete applications will not be approved.**

(FOR OFFICE USE ONLY)

Date Received: 7/31/2026 Date of City Council Approval: _____

License #: _____ Date Submitted to State: _____

CITY OF ALEXANDRIA

TEMPORARY ON-SALE [Lv ¦ hw LICENSE APPLICATION
(1 DAY TO 4 DAY)

TYPE OR PRINT INFORMATION

NAME OF EVENT Paddle Artist Reception			
STREET ADDRESS 205 3rd Ave W	CITY Alexandria	STATE MN	ZIP CODE 56308
NAME OF ORGANIZATION MAKING APPLICATION: Legacy of the Lakes Museum	BUSINESS PHONE 320-759-1114	HOME PHONE	
DATES LIQUOR WILL BE DISPENSED: 8/27/2026	EVENT SPONSOR TYPE OF ORGANIZATION: ☐ CLUB ☐ CHARITABLE ☐ RELIGIOUS ☑ OTHER NONPROFIT		
TIMES LIQUOR WILL BE DISPENSED: 5:00pm - 10:00pm			
DESCIRBE PLAN FOR EVENT SANITATION AND SECURITY, INCLUDING PROCESS TO BE USED TO VERIFY AGE FOR ALCOHOL CONSUMPTION: ID Checks: Conduct at the point of sale; document each check. Monitoring: Volunteers will patrol the event area to prevent unauthorized sales or consumption.			
PROVIDE A SITE PLAN SHOWING LOCATION ALCOHOL WILL BE SOLD AND CONSUMED FOR THE OUTDOOR AREA: Inside Museum			

APPROVAL

APPLICATION MUST BE APPROVED BY CITY COUNCIL

CITY FEE AMOUNT: $120/DAY DATE FEE PAID: _____

DATE APPROVED: _____ _____

SIGNATURE OF CITY ADMINISTRATOR

ROUTED TO: POLICE CHIEF - APPROVE ◯ DENY ◯ CITY ATTORNEY - APPROVE ◯ DENY ◯

NOTE: THE ON-SALE LIQUOR LICENSE HOLDER IS REQUIRED TO PROVIDE A CERTIFICATE OF LIABILITY INSURANCE LISTING THE CITY OF ALEXANDRIA AS AN ADDITIONAL INSURED FOR THE EVENT INCLUDING THE DATE(S) OF THE EVENT.

CITY OF ALEXANDRIA

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # -10588-)

Meeting: August 13, 2026
Department: Alexandria Area Economic Development Commission
Category: Resolution
Prepared by: Nicole Fernholz
Department Head: Nicole Fernholz
DOC ID: -10588-

Resolution Authorizing Execution and Delivery of a First Amendment to the Contract For Private Redevelopment by and Between The Alexandria Economic Development Authority and Unique Opportunities, LLC

Background

This item requires action by the Alexandria Economic Development Authority (EDA). To consider this matter, the City Council meeting must be adjourned and the EDA meeting called to order.

On August 15, 2024, the City Council and EDA approved the creation of Tax Increment Financing (TIF) District No. 69 in partnership with Unique Opportunities, LLC. The redevelopment project, located on approximately 32 acres off South McKay Avenue, is planned as a five-phase development consisting of eight multifamily residential buildings with a total of 375 housing units.

Section 2.2(j) of the Contract for Private Redevelopment establishes a minimum assessed value for each phase of the project. For Phase One, the minimum value was set at $13,210,000. The developer has completed Phase One as designed, and the Assessor has determined its market value to be $10,810,300. Because the redevelopment agreement requires the developer to enter into a Minimum Assessment Agreement based on the actual assessed value, several provisions of the contract must be amended to reflect the lower valuation.

The proposed amendment also adds Schedule H, which must be executed by any lender if the developer chooses to assign future tax increment notes. Schedule H acknowledges that payments under the TIF note are dependent upon the assessed value generated by each completed phase of the project and cannot be determined until those phases are constructed and assessed.

Attached are the First Amendment to the Contract for Private Redevelopment, which outlines the proposed changes, and a resolution authorizing the amendment. The EDA will consider and act on the resolution.

Financial Impact

There is no financial impact with this action.

Recommendation

Motion Adopting EDA Resolution 2026-XX, A Resolution Authorizing Execution and Delivery of a First Amendment to the Contract for Private Redevelopment By and

Between the Alexandria Economic Development Authority and Unique Opportunities, LLC.

ATTACHMENTS

- EDA 1st Amendment Resolution Herzog Redevelopmet 2026.docx
- First Amendment to Contract Herzog Redevelopment 2026.docx

ALEXANDRIA ECONOMIC DEVELOPMENT AUTHORITY
COUNTY OF DOUGLAS
STATE OF MINNESOTA

RESOLUTION NO. ___- 26

A RESOLUTION AUTHORIZING EXECUTION AND DELIVERY OF A FIRST AMENDMENT TO THE CONTRACT FOR PRIVATE REDEVELOPMENT BY AND BETWEEN THE ALEXANDRIA ECONOMIC DEVELOPMENT AUTHORITY AND UNIQUE OPPORTUNITIES, LLC

BE IT RESOLVED by the Board of Commissioners (the "Board") of the Alexandria Economic Development Authority (the "Authority") as follows:

Section 1. Recitals.

1.01. It has been proposed that the Authority enter into a First Amendment to the Contract for Private Redevelopment (the "First Amendment") with Unique Opportunities, LLC, a Minnesota corporation (the "Redeveloper").

Section 2. Findings.

2.01. The Board hereby finds that the First Amendment promotes the objectives as outlined in its Development Program established pursuant to Minnesota Statutes, Section 469.001 *et seq.*

2.02. The Board hereby finds that it has approved and executed a Contract for Private Redevelopment between the Authority and the Redeveloper (the "Contract") dated as of August 15, 2024.

Section 3. Authorizations.

3.01. The President and the Executive Director (the "Officers") are hereby authorized to execute and deliver the First Amendment to the Contract when the following conditions are met:

1. Substantial conformance of a First Amendment presented to the Authority as of this date with such additions and modifications as the Officers may deem desirable or necessary as evidenced by the execution thereof.

2. Payment by the Redeveloper of the Authority and City fees and costs.

Adopted by the Board of the Authority this 13th day of August, 2026.

_____
President

ATTEST:

_____
Executive Director

4934-2852-8283, v. 1

Draft: **August 5, 2026**

FIRST AMENDMENT

TO THE

CONTRACT

FOR

PRIVATE REDEVELOPMENT

By and Between

ALEXANDRIA ECONOMIC DEVELOPMENT AUTHORITY

And

UNIQUE OPPORTUNITIES, LLC

This document was drafted by:

Vickie Loher-Johnson, Esq.
Monroe Moxness Berg PA
7760 France Avenue South, Suite 700
Minneapolis, Minnesota 55435
952-885-4383

FIRST AMENDMENT
TO THE
CONTRACT FOR PRIVATE REDEVELOPMENT

THIS FIRST AMENDMENT is made on or as of this 13th day of August 2026, by and between the Alexandria Economic Development Authority (the "Authority") and Unique Opportunities, LLC, a Minnesota limited liability company (the "Redeveloper").

WITNESSETH:

WHEREAS, the Authority and the Redeveloper entered into a Contract for Private Redevelopment dated as of August 15, 2024 (the "Contract", also referred to in this First Amendment as the "Original Agreement") (Capitalized terms not defined in this Agreement are defined in the Contract); and

WHEREAS, the Redeveloper has completed construction of Phase I of the Minimum Improvements and is performing its obligations in accordance with the terms of the Original Agreement; and

WHEREAS, the County Assessor has assessed a value of Phase I of the Minimum Improvements to be $10,810,300.00 ("Phase I Assessed Value"), which amount is less than minimum market value ascribed to Phase I of $13,210,000.00 as set forth in Section 2.2(j) of the Original Agreement (the "Phase I Estimated Value"); and

WHEREAS, based upon the Phase I Assessed Value, the portion of the Note that would otherwise be allocated to Phase I would be $1,412,389.00; and,

WHEREAS, the initial estimate for the portion of the Note to be allocated to Phase I was $1,724,553.00, and Developer based its financing of Phase I upon such initial estimate; and,

WHEREAS, the difference between the initial estimate of the portion of the Note to be allocated to Phase I ($1,724,553.00) and the amount that would otherwise be allocated to the Note for Phase I based on the Phase I Assessed Value ($1,412,389.00) is $312,164.00 (the "Phase I Adjustment Amount"); and,

WHEREAS, the Authority and Redeveloper have agreed to the portion of the Note to be allocated to Phase I, have agreed to adjust the principal amount of the Note by the Phase I Adjustment Amount, and have agreed to revise the Original Agreement to address procedures to be followed for future financings by the Developer as to Phases II-V inclusive; and,

WHEREAS, the Authority and Redeveloper desire to amend the Original Agreement to reflect these conditions;

NOW, THEREFORE, in consideration of the premises and the mutual obligations of the parties hereto, the parties hereby agree as follows:

ARTICLE I

Amendments

Section 1.1. **Amendment to Section 1.1. of the Original Agreement.** The definition of "Note" set forth in the Original Agreement is hereby deleted in its entirety and replaced with the following (deleted language shown in overstrike, revision shown in underline):

> "Note" or "Notes" means the Limited Revenue Tax Increment Notes which in total will be the principal amount of ~~Six Million, Four Hundred Twenty One Thousand, Eight Hundred Seventy Two Dollars ($6,421,872.00)~~ Six Million, One Hundred Nine Thousand, Seven Hundred Eight Dollars ($6,109,708.00), which reduction reflects the Phase I Adjustment Amount, following the completion of the Minimum Improvements on all Phases, which principal amount shall be allocated to a completed Phase in accordance with the terms of Section 5.5 of this Agreement, and which Note for such allocated amount shall be substantially in the form of Schedule C attached to this Agreement, and to be made by the Authority payable to the order of the Redeveloper in accordance with Article III of this Agreement. Interest on each Note issued in accordance with this Agreement shall be 6.00% commencing on the date that each Note is issued, and the principal of a Note shall be calculated as set forth in Section 3.3 and Section 5.5 herein. The Note to be issued to the Redeveloper associated with Phase I will be in the amount of $1,724,553.00.
> The maturity date for a Note shall be calculated as set forth in Section 5.5 herein, with the maturity date of ~~the final~~ each Note to be no later than February 1, 2049.

Section 1.2. **Amendment to Section 5.5 of the Original Agreement.** The following language is hereby added to Section 5.5 of the Original Agreement:

(h) In the event, following the completion of a Phase, the assessed value of the Phase as determined by the Assessor, is lower than the minimum market value for such Phase as set forth in Section 2.2(j) of the Original Agreement, the principal amount of a Note issued for such Phase will be adjusted downward accordingly to reflect such reduction in market value.

Section 1.2. **Amendment to Section 6.1 of the Original Agreement**. The following language is hereby added to Section 6.1 of the Original Agreement:

> (d) Notwithstanding anything to the contrary set forth herein, any security for the purpose of obtaining financing necessary to enable the Redeveloper or any successor in interest to the Redevelopment Property, or any part thereof, to perform the Redeveloper obligations with respect to the Project under this Agreement, and any other purpose authorized by this Agreement, whereby the Note or Note(s) are pledged, promised, referenced, or in any way collateralized prior to their issuance, will require (i) the written consent of the Authority and (ii) the execution and delivery to the Authority by such lender the Preliminary Investment Letter in the form set forth in Schedule H attached to this First Amendment. It shall at all times be the obligation of Redeveloper to obtain such written consent of the Authority and to present to its lender and obtain the signature of its lender on the Preliminary Investment Letter. The Schedule H appended to this First Amendment shall be considered Schedule H to the Original Agreement.

Section 1.3. **Amendment to Section 6.3 of the Original Agreement.** The first sentence of Section 6.3 of the Original Agreement is hereby deleted in its entirety and replaced with the following (deleted language shown in overstrike, revision shown in underline):

> Section 6.3. Assignment of Note. The Redeveloper may assign and pledge a Note, only after the issuance of the Note, to a lender to be held by that lender to secure any

construction or permanent loan, however prior to such assignment and pledge, (i) Redeveloper shall provide the Authority with notice of such assignment and pledge ~~and~~ (ii) ~~and~~ Redeveloper shall provide to the Authority a written affirmation by such lender it consents that the Tax Increment payments under the Note shall be allocated as set forth in Section 5.5; and (iii) lender shall provide to the Authority a certificate executed by lender in form referenced in 6.3(a) and (b) hereinbelow.

(remainder of Section 6.3 remains unchanged).

Section 1.5. **Amendments to Schedule C of the Original Agreement.** Schedule C to the Original Agreement, the Form of Note, is hereby deleted in its entirety and replaced with the attached Schedule C-1. All references in the Original Agreement, as amended hereby, to Schedule C, shall hereinafter be references to Schedule C-1 (deleted language is stricken, and new language is underlined on the attached Schedule C-1).

ARTICLE II

Miscellaneous

Section 2.1. Effective Date. The amendments made to the Original Agreement, as set forth in this First Amendment, shall be effective as of the date and year first written above.

Section 2.2. Certain Defined Terms. Terms used in the First Amendment and not defined herein shall have the meanings given in the Original Agreement.

Section 2.3. Counterparts. This First Amendment may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

Section 2.4. Recording. The Authority may record this First Amendment (or a memorandum of this First Amendment) with the County Recorder or the Registrar of Titles of the County, as the case may be.

Section 2.5. Confirmation of Original Agreement. Except as specifically amended by this First Amendment, the Original Agreement is hereby ratified and confirmed and remain in full force and effect.

IN WITNESS WHEREOF, the Authority has caused this First Amendment to the Contract for Private Redevelopment to be duly executed in its name and behalf and the Redeveloper has executed this First Amendment to Contract for Private Redevelopment on or as of the date first above written.

[Remainder of Page Intentionally Blank; Signature Pages Follow]

Dated: _____, 2026

ALEXANDRIA ECONOMIC DEVELOPMENT AUTHORITY

By _____

Its President

By _____

Its Executive Director

STATE OF MINNESOTA)
) ss
COUNTY OF _____)

On this _____ day of _____, 2026 before me, a notary public, personally appeared_____ and _____ to me personally known who by me duly sworn, did say that they are the _____ and _____ respectively, of the Alexandria Economic Development Authority, and acknowledged the foregoing instrument on behalf of said Authority.

_____
Notary Public

Dated: _____, 2026

UNIQUE OPPORTUNITIES, LLC

By _____

Its_____

STATE OF MINNESOTA)
) ss.
COUNTY OF _____)

On this _____ day of _____, 2026 before me, a notary public, personally appeared _____ of Unique Opportunities, LLC, a Minnesota limited company, and acknowledged the foregoing instrument on behalf of said company.

_____
Notary Public

SCHEDULE H

Preliminary Investment Letter

PRELIMINARY INVESTMENT LETTER

To the Alexandria Economic Development Authority (the "Authority")
Attention: Executive Director

Re: Unique Opportunities, LLC

_____ is the lender offering financing to Unique Opportunities, LLC, a Minnesota limited liability company ("Redeveloper") in association with the completion of a Phase of the Project to be completed by Redeveloper pursuant to the Contract for Private Redevelopment by and between the Authority and the Redeveloper dated August 15, 2024, as amended (collectively, the "Contract"). Lender hereby represents to the Authority and to Monroe Moxness Berg PA, the Authority's counsel, as follows, in accordance with Section 6.1(d) of the Contract:

1. Lender understands and acknowledges that the Note has not yet been issued or delivered to Redeveloper, and that the issuance of the Note is subject at all times to the terms and conditions of the Contract.

2. Lender understands and acknowledges that: (i) the Note will be at all times subject to the allocation process set forth in Section 5.5 of the Contract; (ii) the Note, is subject at all times to the determination of the assessed value of the associated Phase of the Project as set forth in the Contract, and (iii) the final amount of the Note to be allocated to each Phase cannot be determined until each Phase is complete and the assessment by the Assessor is completed.

3. Lender understands and acknowledges that the Authority's payment obligations under the Note, once issued, are limited in nature.

4. Lender understands and acknowledges that the Note, once issued, is not a general obligation of the Authority or the State of Minnesota (the "State"), and neither the Authority, the State, nor any political subdivision thereof shall be liable on the Note, nor shall the Note be payable out of any funds or properties other than the Available Tax Increment (as defined in the Contract).

5. Lender further understands that once the Note is issued, the Scheduled Payments (as defined in the Note) of the Note due on any Scheduled Payment Date (as defined in the Note) are payable solely from and only to the extent that the Authority shall have received, as of such Scheduled Payment Date, the Available Tax Increment.

6. Lender further understands that any estimates of Tax Increment prepared by the Authority or its municipal advisors in connection with the Tax Increment District, the Contract, or the Note are for the benefit of the Authority and are not intended as representations on which Redeveloper or Lender may rely.

7. Lender acknowledges that neither the Authority nor Monroe Moxness Berg PA has made any representations as to whether the Note will be issued, the principal value of the Note once issued or the status of interest on the Note for state or federal income tax purposes.

8. Lender acknowledges and understands that the delivery of this Preliminary Investment Letter does not constitute the Authority's consent to assignment or pledge of the Note once issued, and that the Note, once issued, if it is to be assigned to Lender, will at all times be subject to the subsequent approval process for

such assignment, as set forth in Section 6.3 of the Contract and the certificate requirements set forth therein, and that Lender, in entering into any preliminary financing with Redeveloper, is not securing any interest in or ownership of, the Note.

9. In making the decision to provide financing to Redeveloper related to the Project, Lender has relied upon independent investigations and, to the extent believed by Lender to be appropriate, Lender's representatives, including its own professional, tax and other advisors, and has not relied upon any representation or warranty from the Authority or the County of Douglas, Minnesota (the "County"), Monroe Moxness Berg PA, or any of their respective officers, employees, agents, affiliates or representatives.

10. All capitalized terms used herein have the meaning provided in the Contract unless the context clearly requires otherwise.

11. Lender's federal tax identification number is: _____.

12. The undersigned is duly authorized to execute this Preliminary Investment Letter on behalf of the Lender.

Lender:

_____
a _____

By _____
Printed Name: _____
Its: _____

Dated: _____

Schedule C-1

FORM OF NOTE

US $_____ _____, 20__

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF DOUGLAS
ALEXANDRIA ECONOMIC DEVELOPMENT AUTHORITY

LIMITED REVENUE TAX INCREMENT NOTE
(**PHASE** ____ – Unique Opportunities Soderholm Project)

The Alexandria Economic Development Authority (the "Authority"), hereby acknowledges itself to be indebted and, for value received, promises to pay to the order of Unique Opportunities, LLC, a Minnesota limited liability company (the "Owner"), solely from the source, to the extent and in the manner hereinafter provided, the principal amount of this Note, being _____ ($_____.__) (the "Principal Amount"), together with interest of six percent (6.00%) commencing from the date of issuance of the Note and payable on the dates described below (the "Scheduled Payment Dates") and in the amounts as hereinafter defined (the "Scheduled Payments").

The Scheduled Payment Dates are August 1, 20__, [To be completed for each Note] and the 1st day of February and August thereafter until and including February 1, 20__ [To be completed for each Note] unless this Note is earlier paid in accordance with its terms and conditions.

Upon 30 days' prior written notice from the Authority to the Owner, the Principal Amount is subject to prepayment at the option of the Authority in whole or in part at any time.

Any payments on this Note shall be applied first to accrued interest and the balance to the reduction of principal.

Each payment on this Note is payable in any coin or currency of the United States of America which on the date of such payment is legal tender for public and private debts and shall be made by check or draft made payable to the Owner and mailed to the Owner at its postal address within the United States which shall be designated from time to time by the Owner.

The Note is a special and limited obligation and not a general obligation of the Authority, which has been issued by the Authority pursuant to and in full conformity with the Constitution and laws of the State of Minnesota, including Minnesota Statutes, Section 469.178, subdivision 4, to aid in financing a project, as therein defined, of the Authority consisting generally of defraying certain public redevelopment costs incurred and to be incurred by the Authority within and for the benefit of its Development District No. 1.

THE NOTE IS NOT A GENERAL OBLIGATION OF THE AUTHORITY, THE CITY OF ALEXANDRIA (THE “CITY”) OR THE STATE OF MINNESOTA (THE "STATE"), AND NEITHER THE AUTHORITY, THE CITY, THE STATE NOR ANY POLITICAL SUBDIVISION THEREOF SHALL BE LIABLE ON THE NOTE, NOR SHALL THE NOTE BE PAYABLE OUT OF ANY

FUNDS OR PROPERTIES OTHER THAN AVAILABLE TAX INCREMENT, AS DEFINED BELOW.

The Scheduled Payment of this Note due on any Scheduled Payment Date is payable solely from and only to the extent that the Authority shall have received as of such Scheduled Payment Date Available Tax Increment, which is defined in the Contract for Private Redevelopment By and Between the Authority and the Owner dated on or as of August 15, 2024 as amended (collectively, the "Contract").

The Authority shall pay on each Scheduled Payment Date to the Owner the Available Tax Increment. On February 1, 20__, [To be completed for each Note] the maturity date of this Note, any unpaid portion shall be deemed to have been paid in full.

This Note shall not be payable from or constitute a charge upon any funds of the Authority, and the Authority shall not be subject to any liability hereon or be deemed to have obligated itself to pay hereon from any funds except the available Tax Increments, and then only to the extent and in the manner herein specified.

The Owner shall never have or be deemed to have the right to compel any exercise of any taxing power of the Authority or of any other public body, and neither the Authority nor any director, commissioner, council member, board member, officer, employee or agent of the Authority, nor any person executing or registering this Note shall be liable personally hereon by reason of the issuance or registration hereof or otherwise.

The Authority makes no representation or covenant, express or implied, that the revenues described herein will be sufficient to pay, in whole or in part, the amounts which are or may otherwise become due and payable hereunder.

The Authority's payment obligations hereunder shall be further conditioned on the fact that there shall not at the time have occurred and be continuing an Event of Default under the Contract, and, further, if pursuant to the occurrence of an Event of Default under the Contract the Authority elects to terminate the Contract, the Authority shall have no further debt or obligation under this Note whatsoever. Reference is hereby made to the provisions of the Contract for a fuller statement of the obligations of the Redeveloper and of the rights of the Authority thereunder, and said provisions are hereby incorporated by reference into this Note to the same extent as though set out in full herein. The execution and delivery of this Note by the Authority, and the acceptance thereof by the Redeveloper, as the initial Registered Owner hereof, shall conclusively establish this Note as the "Note" (and shall conclusively constitute discharge of the Authority's obligation to issue and deliver the same to the Redeveloper) under the Contract.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions, and things required by the Constitution and laws of the State of Minnesota to be done, to have happened, and to be performed precedent to and in the issuance of this Note have been done, have happened, and have been performed in regular and due form, time, and manner as required by law; and that this Note, together with all other indebtedness of the Authority outstanding on the date hereof and on the date of its actual issuance and delivery, does not cause the indebtedness of the Authority to exceed any constitutional or statutory limitation thereon.

IN WITNESS WHEREOF, the Board of Commissioners of the Alexandria Economic Development Authority, by its Commission Members, has caused this Note to be executed by the

manual signatures of the President and the Treasurer of the Authority and has caused this Note to be dated _____, 20__.

By _____ By _____
Its President Its Executive Director

CERTIFICATE OF REGISTRATION

It is hereby certified that the foregoing Note, as originally issued as of the ____ day of _____, 20__, was on said date registered in the name of Unique Opportunities, LLC, a Minnesota limited liability company and that, at the request of said Registered Owner of this Note, the undersigned has this day registered this Note as to principal and interest on the Note in the name of such Registered Owner, as indicated in the registration blank below, on the books kept by the undersigned for such purposes.

Name of Registered Owner	Date of Registration	Signature of Executive Director
Unique Opportunities, LLC a Minnesota limited liability company	_____, 20__	_____

4902-5409-4781, v. 1

CITY OF ALEXANDRIA

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # 10576)

Meeting: August 13, 2026
Department: Police Department
Category: Report
Prepared by: Cheryl Meyers
Department Head: Chief Scott Kent
DOC ID: 10576

Out-Of-State Travel Request - Alexandria Police Department

Background

Request for out-of-state travel for Detective Alec Swanson to attend the 2026 NTOA (National Tactical Officers Association) Law Enforcement Operations Conference in Nashville, TN, from Sunday, August 30, 2026 - Friday, September 4, 2026. This training course will be held August 30, 2026 - September 4, 2026, in Nashville, Tennessee, and will need approval for travel outside of Minnesota from August 29, 2026 - September 4, 2026, in order to accommodate travel arrangements.

Financial Impact

There isn't a financial impact. The only cost is salary.

SOTA (Special Operations Training Association) is covering all costs for the training as Alec Swanson is a board member.

Recommendation

We are requesting Council Approval for Out-of-State travel for Detective Alec Swanson to attend the 2026 NTOA (National Tactical Officers Association) Law Enforcement Operations Conference in Nashville, Tennessee, from Sunday, August 30, 2026 - Friday, September 4, 2026.

CITY OF ALEXANDRIA

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # 10567)

Meeting: August 13, 2026
Department: Police Department
Category: Report
Prepared by: Cheryl Meyers
Department Head: Chief Scott Kent
DOC ID: 10567

Out-Of-State Travel Request - Alexandria Police Department

Background

Request for out-of-state travel for Sergeant Darcie Zirbes to attend the FBI-Law Enforcement Executive Development Association (LEEDA) Command Leadership Institute course. It is the second course in the trilogy and she attended the first course for Supervisor Leadership Institute in 2025. This training course will be held September 14-18, 2026, in Rice Lake, Wisconsin, and will need approval for travel outside of Minnesota from September 13 - 18, 2026, in order to accommodate travel arrangements.

Financial Impact

The 2026 Police Department budget has funds available for this training.

Registration cost: $795.00
Travel costs for hotel: $817.25

Total cost to also include salary and food.

Recommendation

We are requesting Council Approval for Out-of-State travel for Sergeant Darcie Zirbes to attend the FBI-Law Enforcement Executive Development Association (LEEDA) Command Leadership Institute course in Rice Lake, Wisconsin, from September 14-18, 2026.

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # -10582-)

Meeting: August 13, 2026
Department: Police Department
Category: Resolution
Prepared by: Cheryl Meyers
Department Head: Chief Scott Kent
DOC ID: -10582-

Alexandria Police Department Master Joint Powers Agreement (JPA) and Court Services Amendment Renewal

Background

The purpose of the Master JPA and Court Services Amendment is to allow for continued access to BCA data, systems, and tools for criminal justice purposes, through the BCA's criminal justice data communications network (CJDN).

These agreements are a five-year joint powers agreement and are due for renewal.

Financial Impact

Annual fee of approximately $1,560.00

Recommendation

Adoption of the attached Resolution Approving State of Minnesota Joint Powers Agreement with the City of Alexandria on Behalf of its Police Department

ATTACHMENTS

- Alexandria PD Court Amendment 2026.doc
- Alexandria PD Master JPA 2026.docx
- Resolution.docx

COURT DATA SERVICES SUBSCRIBER AMENDMENT TO CJDN SUBSCRIBER AGREEMENT

This Court Data Services Subscriber Amendment ("Subscriber Amendment") is entered into by the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension, ("BCA") and the City of Alexandria on behalf of its Police Department ("Agency"), and by and for the benefit of the State of Minnesota acting through its State Court Administrator's Office ("Court") who shall be entitled to enforce any provisions hereof through any legal action against any party.

Recitals

This Subscriber Amendment modifies and supplements the Agreement between the BCA and Agency, SWIFT Contract Number 290466, of even or prior date, for Agency use of BCA systems and tools (referred to herein as "the CJDN Subscriber Agreement"). Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Agency if the Agency completes this Subscriber Amendment. The Agency desires to use one or more BCA systems and tools to access and/or submit Court Records to assist the Agency in the efficient performance of its duties as required or authorized by law or court rule. Court desires to permit such access and/or submission. This Subscriber Amendment is intended to add Court as a party to the CJDN Subscriber Agreement and to create obligations by the Agency to the Court that can be enforced by the Court. It is also understood that, pursuant to the Master Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers ("Master Authorization Agreement") between the Court and the BCA, the BCA is authorized to sign this Subscriber Amendment on behalf of Court. Upon execution the Subscriber Amendment will be incorporated into the CJDN Subscriber Agreement by reference. The BCA, the Agency and the Court desire to amend the CJDN Subscriber Agreement as stated below.

The CJDN Subscriber Agreement is amended by the addition of the following provisions:

1. **TERM; TERMINATION; ONGOING OBLIGATIONS.** This Subscriber Amendment shall be effective on the date finally executed by all parties and shall remain in effect until expiration or termination of the CJDN Subscriber Agreement unless terminated earlier as provided in this Subscriber Amendment. Any party may terminate this Subscriber Amendment with or without cause by giving written notice to all other parties. The effective date of the termination shall be thirty days after the other party's receipt of the notice of termination, unless a later date is specified in the notice. The provisions of sections 5 through 9, 12.b., 12.c., and 15 through 24 shall survive any termination of this Subscriber Amendment as shall any other provisions which by their nature are intended or expected to survive such termination. Upon termination, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

2. **Definitions**. Unless otherwise specifically defined, each term used herein shall have the meaning assigned to such term in the CJDN Subscriber Agreement.

a. **"Authorized Court Data Services"** means Court Data Services that have been authorized for delivery to CJDN Subscribers via BCA systems and tools pursuant to an Authorization Amendment to the Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers ("Master Authorization Agreement") between the Court and the BCA.

b. **"Court Data Services"** means one or more of the services set forth on the Justice Agency Resource webpage of the Minnesota Judicial Branch website (for which the current address is www.courts.state.mn.us) or other location designated by the Court, as the same may be amended from time to time by the Court.

c. "**Court Records**" means all information in any form made available by the Court to Subscriber through the BCA for the purposes of carrying out this Subscriber Amendment, including:

i. "**Court Case Information**" means any information in the Court Records that conveys information about a particular case or controversy, including without limitation Court Confidential Case Information, as defined herein.

ii. "**Court Confidential Case Information**" means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that conveys information about a particular case or controversy.

iii. "**Court Confidential Security and Activation Information"** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that explains how to use or gain access to Court Data Services, including but not limited to login account names, passwords, TCP/IP addresses, Court Data Services user manuals, Court Data Services Programs, Court Data Services Databases, and other technical information.

iv. "**Court Confidential Information**" means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access, including without limitation both i) Court Confidential Case Information; and ii) Court Confidential Security and Activation Information.

d. "**DCA**" shall mean the district courts of the state of Minnesota and their respective staff.

e. "**Policies & Notices**" means the policies and notices published by the Court in connection with each of its Court Data Services, on a website or other location designated by the Court, as the same may be amended from time to time by the Court. Policies & Notices for each Authorized Court Data Service identified in an approved request form under section 3, below, are hereby made part of this Subscriber Amendment by this reference and provide additional terms and conditions that govern Subscriber's use of Court Records accessed through such services, including but not limited to provisions on access and use limitations.

f. "**Rules of Public Access**" means the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court, as the same may be amended from time to time, including without limitation lists or tables published from time to time by the Court entitled *Limits on Public Access to Case Records or Limits on Public Access to Administrative Records*, all of which by this reference are made a part of this Subscriber Amendment. It is the obligation of Subscriber to check from time to time for updated rules, lists, and tables and be familiar with the contents thereof. It is contemplated that such rules, lists, and tables will be posted on the Minnesota Judicial Branch website, for which the current address is www.courts.state.mn.us.

g. "**Court**" shall mean the State of Minnesota, State Court Administrator's Office.

h. **"Subscriber"** shall mean the Agency.

i. "**Subscriber Records**" means any information in any form made available by the Subscriber to the Court for the purposes of carrying out this Subscriber Amendment.

3. REQUESTS FOR AUTHORIZED COURT DATA SERVICES. Following execution of this Subscriber Amendment by all parties, Subscriber may submit to the BCA one or more separate requests for Authorized Court Data Services. The BCA is authorized in the Master Authorization Agreement to process, credential and approve such requests on behalf of Court and all such requests approved by the BCA are adopted and incorporated herein by this reference the same as if set forth verbatim herein.

a. **Activation**. Activation of the requested Authorized Court Data Service(s) shall occur promptly following approval.

b. **Rejection**. Requests may be rejected for any reason, at the discretion of the BCA and/or the Court.

c. **Requests for Termination of One or More Authorized Court Data Services**. The Subscriber may request the termination of an Authorized Court Data Services previously requested by submitting a notice to Court with a copy to the BCA. Promptly upon receipt of a request for termination of an Authorized Court Data Service, the BCA will deactivate the service requested. The termination of one or more Authorized Court Data Services does not terminate this Subscriber Amendment. Provisions for termination of this Subscriber Amendment are set forth in section 1. Upon termination of Authorized Court Data Services, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

4. SCOPE OF ACCESS TO COURT RECORDS LIMITED. Subscriber's access to and/or submission of the Court Records shall be limited to Authorized Court Data Services identified in an approved request form under section 3, above, and other Court Records necessary for Subscriber to use Authorized Court Data Services. Authorized Court Data Services shall only be used according to the instructions provided in corresponding Policies & Notices or other materials and only as necessary to assist Subscriber in the efficient performance of Subscriber's duties

required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body. Subscriber's access to the Court Records for personal or non-official use is prohibited. Subscriber will not use or attempt to use Authorized Court Data Services in any manner not set forth in this Subscriber Amendment, Policies & Notices, or other Authorized Court Data Services documentation, and upon any such unauthorized use or attempted use the Court may immediately terminate this Subscriber Amendment without prior notice to Subscriber.

5. GUARANTEES OF CONFIDENTIALITY. Subscriber agrees:

a. To not disclose Court Confidential Information to any third party except where necessary to carry out the Subscriber's duties as required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body.

b. To take all appropriate action, whether by instruction, agreement, or otherwise, to insure the protection, confidentiality and security of Court Confidential Information and to satisfy Subscriber's obligations under this Subscriber Amendment.

c. To limit the use of and access to Court Confidential Information to Subscriber's bona fide personnel whose use or access is necessary to effect the purposes of this Subscriber Amendment, and to advise each individual who is permitted use of and/or access to any Court Confidential Information of the restrictions upon disclosure and use contained in this Subscriber Amendment, requiring each individual who is permitted use of and/or access to Court Confidential Information to acknowledge in writing that the individual has read and understands such restrictions. Subscriber shall keep such acknowledgements on file for one year following termination of the Subscriber Amendment and/or CJDN Subscriber Agreement, whichever is longer, and shall provide the Court with access to, and copies of, such acknowledgements upon request. For purposes of this Subscriber Amendment, Subscriber's bona fide personnel shall mean individuals who are employees of Subscriber or provide services to Subscriber either on a voluntary basis or as independent contractors with Subscriber.

d. That, without limiting section 1 of this Subscriber Amendment, the obligations of Subscriber and its bona fide personnel with respect to the confidentiality and security of Court Confidential Information shall survive the termination of this Subscriber Amendment and the CJDN Subscriber Agreement and the termination of their relationship with Subscriber.

e. That, notwithstanding any federal or state law applicable to the nondisclosure obligations of Subscriber and Subscriber's bona fide personnel under this Subscriber Amendment, such obligations of Subscriber and Subscriber's bona fide personnel are founded independently on the provisions of this Subscriber Amendment.

6. APPLICABILITY TO PREVIOUSLY DISCLOSED COURT RECORDS. Subscriber acknowledges and agrees that all Authorized Court Data Services and related Court Records disclosed to Subscriber prior to the effective date of this Subscriber Amendment shall be subject to the provisions of this Subscriber Amendment.

7. LICENSE AND PROTECTION OF PROPRIETARY RIGHTS. During the term of this Subscriber Amendment, subject to the terms and conditions hereof, the Court hereby grants to Subscriber a nonexclusive, nontransferable, limited license to use Court Data Services Programs and Court Data Services Databases to access or receive the Authorized Court Data Services identified in an approved request form under section 3, above, and related Court Records. Court reserves the right to make modifications to the Authorized Court Data Services, Court Data Services Programs, and Court Data Services Databases, and related materials without notice to Subscriber. These modifications shall be treated in all respects as their previous counterparts.

a. Court Data Services Programs. Court is the copyright owner and licensor of the Court Data Services Programs. The combination of ideas, procedures, processes, systems, logic, coherence and methods of operation embodied within the Court Data Services Programs, and all information contained in documentation pertaining to the Court Data Services Programs, including but not limited to manuals, user documentation, and passwords, are trade secret information of Court and its licensors.

b. Court Data Services Databases. Court is the copyright owner and licensor of the Court Data Services Databases and of all copyrightable aspects and components thereof. All specifications and information pertaining to the Court Data Services Databases and their structure, sequence and organization, including without limitation data schemas such as the Court XML Schema, are trade secret information of Court and its licensors.

c. Marks. Subscriber shall neither have nor claim any right, title, or interest in or use of any trademark used in connection with Authorized Court Data Services, including but not limited to the marks "MNCIS" and "Odyssey."

d. Restrictions on Duplication, Disclosure, and Use. Trade secret information of Court and its licensors will be treated by Subscriber in the same manner as Court Confidential Information. In addition, Subscriber will not copy any part of the Court Data Services Programs or Court Data Services Databases, or reverse engineer or otherwise attempt to discern the source code of the Court Data Services Programs or Court Data Services Databases, or use any trademark of Court or its licensors, in any way or for any purpose not specifically and expressly authorized by this Subscriber Amendment. As used herein, "trade secret information of Court and its licensors" means any information possessed by Court which derives independent economic value from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use. "Trade secret information of Court and its licensors" does not, however, include information which was known to Subscriber prior to Subscriber's receipt thereof, either directly or indirectly, from Court or its licensors, information which is independently developed by Subscriber without reference to or use of information received from Court or its licensors, or information which would not qualify as a trade secret under Minnesota law. It will not be a violation of this section 7, sub-section d, for Subscriber to make up to one copy of training materials and configuration documentation, if any, for each individual authorized to access, use, or configure Authorized Court Data Services, solely for its own use in connection with this Subscriber Amendment. Subscriber will take all steps reasonably necessary to protect the copyright, trade secret, and trademark rights of Court and its licensors and Subscriber will advise its bona fide personnel who are permitted access to any of the Court Data Services Programs and Court Data Services Databases, and trade secret information of Court and its licensors, of the restrictions upon duplication, disclosure and use contained in this Subscriber Amendment.

e. Proprietary Notices. Subscriber will not remove any copyright or proprietary notices included in and/or on the Court Data Services Programs or Court Data Services Databases, related documentation, or trade secret information of Court and its licensors, or any part thereof, made available by Court directly or through the BCA, if any, and Subscriber will include in and/or on any copy of the Court Data Services Programs or Court Data Services Databases, or trade secret information of Court and its licensors and any documents pertaining thereto, the same copyright and other proprietary notices as appear on the copies made available to Subscriber by Court directly or through the BCA, except that copyright notices shall be updated and other proprietary notices added as may be appropriate.

f. Title; Return. The Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration material, if any, and logon account information and passwords, if any, made available by the Court to Subscriber directly or through the BCA and all copies, including partial copies, thereof are and remain the property of the respective licensor. Except as expressly provided in section 12.b., within ten days of the effective date of termination of this Subscriber Amendment or the CJDN Subscriber Agreement or within ten days of a request for termination of Authorized Court Data Service as described in section 4, Subscriber shall either: (i) uninstall and return any and all copies of the applicable Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration materials, if any, and logon account information, if any; or (2) destroy the same and certify in writing to the Court that the same have been destroyed.

8. INJUNCTIVE RELIEF. Subscriber acknowledges that the Court, Court's licensors, and DCA will be irreparably harmed if Subscriber's obligations under this Subscriber Amendment are not specifically enforced and that the Court, Court's licensors, and DCA would not have an adequate remedy at law in the event of an actual or threatened violation by Subscriber of its obligations. Therefore, Subscriber agrees that the Court, Court's licensors, and DCA shall be entitled to an injunction or any appropriate decree of specific performance for any actual or threatened violations or breaches by Subscriber or its bona fide personnel without the necessity of the Court, Court's licensors, or DCA showing actual damages or that monetary damages would not afford an adequate remedy. Unless Subscriber is an office, officer, agency, department, division, or bureau of the state of Minnesota, Subscriber shall be liable to the Court, Court's licensors, and DCA for reasonable attorneys fees incurred by the Court, Court's licensors, and DCA in obtaining any relief pursuant to this Subscriber Amendment.

9. LIABILITY. Subscriber and the Court agree that, except as otherwise expressly provided herein, each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. Liability shall be governed by applicable law. Without limiting the foregoing, liability of the Court and any Subscriber that is an office, officer, agency, department, division, or bureau of the state of Minnesota shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, section 3.376, and other applicable law. Without limiting the foregoing, if Subscriber is a political subdivision of the state of Minnesota, liability of the Subscriber shall be governed by the provisions of Minn. Stat. Ch. 466 (Tort Liability, Political Subdivisions) or other applicable law. Subscriber and Court further acknowledge that the liability, if any, of the BCA is governed by a separate agreement between the Court and the BCA dated December 13, 2010 with DPS-M -0958.

10. AVAILABILITY. Specific terms of availability shall be established by the Court and communicated to Subscriber by the Court and/or the BCA. The Court reserves the right to terminate this Subscriber Amendment immediately and/or temporarily suspend Subscriber's Authorized Court Data Services in the event the capacity of any host computer system or legislative appropriation of funds is determined solely by the Court to be insufficient to meet the computer needs of the courts served by the host computer system.

11. [reserved]

12. ADDITIONAL USER OBLIGATIONS. The obligations of the Subscriber set forth in this section are in addition to the other obligations of the Subscriber set forth elsewhere in this Subscriber Amendment.

a. Judicial Policy Statement. Subscriber agrees to comply with all policies identified in Policies & Notices applicable to Court Records accessed by Subscriber using Authorized Court Data Services. Upon failure of the Subscriber to comply with such policies, the Court shall have the option of immediately suspending the Subscriber's Authorized Court Data Services on a temporary basis and/or immediately terminating this Subscriber Amendment.

b. Access and Use; Log. Subscriber shall be responsible for all access to and use of Authorized Court Data Services and Court Records by Subscriber's bona fide personnel or by means of Subscriber's equipment or passwords, whether or not Subscriber has knowledge of or authorizes such access and use. Subscriber shall also maintain a log identifying all persons to whom Subscriber has disclosed its Court Confidential Security and Activation Information, such as user ID(s) and password(s), including the date of such disclosure. Subscriber shall maintain such logs for a minimum period of six years from the date of disclosure, and shall provide the Court with access to, and copies of, such logs upon request. The Court may conduct audits of Subscriber's logs and use of Authorized Court Data Services and Court Records from time to time. Upon Subscriber's failure to maintain such logs, to maintain accurate logs, or to promptly provide access by the Court to such logs, the Court may terminate this Subscriber Amendment without prior notice to Subscriber.

c. Personnel. Subscriber agrees to investigate, at the request of the Court and/or the BCA, allegations of misconduct pertaining to Subscriber's bona fide personnel having access to or use of Authorized Court Data Services, Court Confidential Information, or trade secret information of the Court and its licensors where such persons are alleged to have violated the provisions of this Subscriber Amendment, Policies & Notices, Judicial Branch policies, or other security requirements or laws regulating access to the Court Records.

d. Minnesota Data Practices Act Applicability. If Subscriber is a Minnesota Government entity that is subject to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, Subscriber acknowledges and agrees that: (1) the Court is not subject to Minn. Stat. Ch. 13 (see section 13.90) but is subject to the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court; (2) Minn. Stat. section 13.03, subdivision 4(e) requires that Subscriber comply with the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court for access to Court Records provided via the

BCA systems and tools under this Subscriber Amendment; (3) the use of and access to Court Records may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law; and (4) these applicable restrictions must be followed in the appropriate circumstances.

13. FEES; INVOICES. Unless the Subscriber is an office, officer, department, division, agency, or bureau of the state of Minnesota, Subscriber shall pay the fees, if any, set forth in applicable Policies & Notices, together with applicable sales, use or other taxes. Applicable monthly fees commence ten (10) days after notice of approval of the request pursuant to section 3 of this Subscriber Amendment or upon the initial Subscriber transaction as defined in the Policies & Notices, whichever occurs earlier. When fees apply, the Court shall invoice Subscriber on a monthly basis for charges incurred in the preceding month and applicable taxes, if any, and payment of all amounts shall be due upon receipt of invoice. If all amounts are not paid within 30 days of the date of the invoice, the Court may immediately cancel this Subscriber Amendment without notice to Subscriber and pursue all available legal remedies. Subscriber certifies that funds have been appropriated for the payment of charges under this Subscriber Amendment for the current fiscal year, if applicable.

14. MODIFICATION OF FEES. Court may modify the fees by amending the Policies & Notices as provided herein, and the modified fees shall be effective on the date specified in the Policies & Notices, which shall not be less than thirty days from the publication of the Policies & Notices. Subscriber shall have the option of accepting such changes or terminating this Subscriber Amendment as provided in section 1 hereof.

15. WARRANTY DISCLAIMERS.

a. WARRANTY EXCLUSIONS. EXCEPT AS SPECIFICALLY AND EXPRESSLY PROVIDED HEREIN, COURT, COURT'S LICENSORS, AND DCA MAKE NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, INCLUDING BUT NOT LIMITED TO THE WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE OR MERCHANTABILITY, NOR ARE ANY WARRANTIES TO BE IMPLIED, WITH RESPECT TO THE INFORMATION, SERVICES OR COMPUTER PROGRAMS MADE AVAILABLE UNDER THIS AGREEMENT.

b. ACCURACY AND COMPLETENESS OF INFORMATION. WITHOUT LIMITING THE GENERALITY OF THE PRECEDING PARAGRAPH, COURT, COURT'S LICENSORS, AND DCA MAKE NO WARRANTIES AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION CONTAINED IN THE COURT RECORDS.

16. RELATIONSHIP OF THE PARTIES. Subscriber is an independent contractor and shall not be deemed for any purpose to be an employee, partner, agent or franchisee of the Court, Court's licensors, or DCA. Neither Subscriber nor the Court, Court's licensors, or DCA shall have the right nor the authority to assume, create or incur any liability or obligation of any kind, express or implied, against or in the name of or on behalf of the other.

17. NOTICE. Except as provided in section 2 regarding notices of or modifications to Authorized Court Data Services and Policies & Notices, any notice to Court or Subscriber

hereunder shall be deemed to have been received when personally delivered in writing or seventy-two (72) hours after it has been deposited in the United States mail, first class, proper postage prepaid, addressed to the party to whom it is intended at the address set forth on page one of this Agreement or at such other address of which notice has been given in accordance herewith.

18. NON-WAIVER. The failure by any party at any time to enforce any of the provisions of this Subscriber Amendment or any right or remedy available hereunder or at law or in equity, or to exercise any option herein provided, shall not constitute a waiver of such provision, remedy or option or in any way affect the validity of this Subscriber Amendment. The waiver of any default by either Party shall not be deemed a continuing waiver, but shall apply solely to the instance to which such waiver is directed.

19. FORCE MAJEURE. Neither Subscriber nor Court shall be responsible for failure or delay in the performance of their respective obligations hereunder caused by acts beyond their reasonable control.

20. SEVERABILITY. Every provision of this Subscriber Amendment shall be construed, to the extent possible, so as to be valid and enforceable. If any provision of this Subscriber Amendment so construed is held by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, such provision shall be deemed severed from this Subscriber Amendment, and all other provisions shall remain in full force and effect.

21. ASSIGNMENT AND BINDING EFFECT. Except as otherwise expressly permitted herein, neither Subscriber nor Court may assign, delegate and/or otherwise transfer this Subscriber Amendment or any of its rights or obligations hereunder without the prior written consent of the other. This Subscriber Amendment shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns, including any other legal entity into, by or with which Subscriber may be merged, acquired or consolidated.

22. GOVERNING LAW. This Subscriber Amendment shall in all respects be governed by and interpreted, construed and enforced in accordance with the laws of the United States and of the State of Minnesota.

23. VENUE AND JURISDICTION. Any action arising out of or relating to this Subscriber Amendment, its performance, enforcement or breach will be venued in a state or federal court situated within the State of Minnesota. Subscriber hereby irrevocably consents and submits itself to the personal jurisdiction of said courts for that purpose.

24. INTEGRATION. This Subscriber Amendment contains all negotiations and agreements between the parties. No other understanding regarding this Subscriber Amendment, whether written or oral, may be used to bind either party, provided that all terms and conditions of the CJDN Subscriber Agreement and all previous amendments remain in full force and effect except as supplemented or modified by this Subscriber Amendment.

IN WITNESS WHEREOF, the Parties have, by their duly authorized officers, executed this Subscriber Amendment in duplicate, intending to be bound thereby.

1. SUBSCRIBER (AGENCY)

Subscriber must attach written verification of authority to sign on behalf of and bind the entity, such as an opinion of counsel or resolution.

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION

delegated to Materials Management Division

By: _____

Date: _____

4. COURTS

Authority granted to Bureau of Criminal Apprehension

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with authorized authority)

Date: _____

State of Minnesota
Joint Powers Agreement

This Agreement is between the State of Minnesota, acting through its Department of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and the City of Alexandria on behalf of its Police Department ("Governmental Unit"). The BCA and the Governmental Unit may be referred to jointly as “Parties.”

Recitals

Under Minn. Stat. § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. Under Minn. Stat. § 299C.46, the BCA must provide a criminal justice data communications network to benefit political subdivisions as defined under Minn. Stat. § 299C.46, subd. 2 and subd. 2(a). The Governmental Unit is authorized by law to utilize the criminal justice data communications network pursuant to the terms set out in this Agreement. In addition, BCA either maintains repositories of data or has access to repositories of data that benefit authorized political subdivisions in performing their duties. The Governmental Unit wants to access data in support of its official duties.

The purpose of this Agreement is to create a method by which the Governmental Unit has access to those systems and tools for which it has eligibility, and to memorialize the requirements to obtain access and the limitations on the access.

Agreement

1 Term of Agreement

1.1 Effective Date. This Agreement is effective on the date the BCA obtains all required signatures under Minn. Stat. § 16C.05, subdivision 2.

1.2 Expiration Date. This Agreement expires five years from the date it is effective.

2 Agreement Between the Parties

2.1 General Access. BCA agrees to provide Governmental Unit with access to the Minnesota Criminal Justice Data Communications Network (CJDN) and those systems and tools which the Governmental Unit is authorized by law to access via the CJDN for the purposes outlined in Minn. Stat. § 299C.46.

2.2 Methods of Access.

The BCA offers three (3) methods of access to its systems and tools. The methods of access are:

A. **Direct access** occurs when individual users at the Governmental Unit use the Governmental Unit’s equipment to access the BCA’s systems and tools. This is generally accomplished by an individual user entering a query into one of BCA’s systems or tools.

B. **Indirect Access** occurs when individual users at the Governmental Unit go to another Governmental Unit to obtain data and information from BCA’s systems and tools. This method of access generally results in the Governmental Unit with indirect access obtaining the needed data and information in a physical format like a paper report.

C. **Computer-to-Computer System Interface** occurs when the Governmental Unit’s computer exchanges data and information with BCA’s computer systems and tools using an interface. Without limitation, interface types include: state message switch, web services, enterprise service bus and message queuing.

For purposes of this Agreement, Governmental Unit employees or contractors may use any of these

methods to use BCA's systems and tools as described in this Agreement. Governmental Unit will select a method of access and can change the methodology following the process in Clause 2.10.

2.3 Federal Systems Access. In addition, pursuant to 28 CFR §20.30-38 and Minn. Stat. §299C.58, BCA may provide Governmental Unit with access to the Federal Bureau of Investigation (FBI) National Crime Information Center.

2.4 Governmental Unit Policies. Both the BCA and the FBI's Criminal Justice Information Systems (FBI-CJIS) have policies, regulations and laws on access, use, audit, dissemination, hit confirmation, logging, quality assurance, screening (pre-employment), security, timeliness, training, use of the system**,** and validation. Governmental Unit has created its own policies to ensure that Governmental Unit's employees and contractors comply with all applicable requirements. Governmental Unit ensures this compliance through appropriate enforcement. These BCA and FBI-CJIS policies and regulations, as amended and updated from time to time, are incorporated into this Agreement by reference. The policies are available at https://bcanextest.x.state.mn.us/launchpad/.

2.5 Governmental Unit Resources. To assist Governmental Unit in complying with the federal and state requirements on access to and use of the various systems and tools, additional information on appropriate use is found in the Minnesota Bureau of Criminal Apprehension Policy on Appropriate Use of Systems and Data, available on the CJIS Launch Pad using the link above in section 2.4.

2.6 Access Granted.

A. Governmental Unit is granted permission to use all current and future BCA systems and tools for which Governmental Unit is eligible. Eligibility is dependent on Governmental Unit (i) satisfying all applicable federal or state statutory requirements; (ii) complying with the terms of this Agreement; and (iii) acceptance by BCA of Governmental Unit's written request for use of a specific system or tool.

B. To facilitate changes in systems and tools, Governmental Unit grants its Authorized Representative authority to make written requests for those systems and tools provided by BCA that the Governmental Unit needs to meet its criminal justice obligations and for which Governmental Unit is eligible.

2.7 Future Access. On written request from the Governmental Unit, BCA also may provide Governmental Unit with access to those systems or tools which may become available after the signing of this Agreement, to the extent that the access is authorized by applicable state and federal law. Governmental Unit agrees to be bound by the terms and conditions contained in this Agreement that when utilizing new systems or tools provided under this Agreement.

2.8 Limitations on Access. BCA agrees that it will comply with applicable state and federal laws when making information accessible. Governmental Unit agrees that it will comply with applicable state and federal laws when accessing, entering, using, disseminating, and storing data. Each party is responsible for its own compliance with the most current applicable state and federal laws.

2.9 Supersedes Prior Agreements. This Agreement supersedes any and all prior agreements between the BCA and the Governmental Unit regarding access to and use of systems and tools provided by BCA.

2.10 Requirement to Update Information. The parties agree that if there is a change to any of the information whether required by law or this Agreement, the party will send the new information to the other party in writing within 30 days of the change. This clause does not apply to changes in systems or tools provided under this Agreement.

This requirement to give notice additionally applies to changes in the individual or organization serving the Governmental Unit as its prosecutor. Any change in performance of the prosecutorial function must be provided to the BCA in writing by giving notice to the Service Desk, BCA.ServiceDesk@state.mn.us.

2.11 Transaction Record. The BCA creates and maintains a transaction record for each exchange of data utilizing its systems and tools. In order to meet FBI-CJIS requirements and to perform the audits described in Clause

7, there must be a method of identifying which individual users at the Governmental Unit conducted a particular transaction.

If Governmental Unit uses either direct access as described in Clause 2.2A or indirect access as described in Clause 2.2B, BCA's transaction record meets FBI-CJIS requirements.

When Governmental Unit's method of access is a computer-to-computer interface as described in Clause 2.2C, the Governmental Unit must keep a transaction record sufficient to satisfy FBI-CJIS requirements and permit the audits described in Clause 7 to occur.

If a Governmental Unit accesses data from the Driver and Vehicle Services Division in the Minnesota Department of Public Safety and keeps a copy of the data, Governmental Unit must have a transaction record of all subsequent access to the data that are kept by the Governmental Unit. The transaction record must include the individual user who requested access, and the date, time and content of the request. The transaction record must also include the date, time and content of the response along with the destination to which the data were sent. The transaction record must be maintained for a minimum of six (6) years from the date the transaction occurred and must be made available to the BCA within one (1) business day of the BCA's request.

2.12 Court Information Access. Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Governmental Unit if the Governmental Unit completes the Court Data Services Subscriber Amendment, which upon execution will be incorporated into this Agreement by reference. These BCA systems and tools are identified in the written request made by the Governmental Unit under Clause 2.6 above. The Court Data Services Subscriber Amendment provides important additional terms, including but not limited to privacy (see Clause 8.2, below), fees (see Clause 3 below), and transaction records or logs, that govern Governmental Unit's access to and/or submission of the Court Records delivered through the BCA systems and tools.

2.13 Vendor Personnel Screening. The BCA will conduct all vendor personnel screening on behalf of Governmental Unit as is required by the FBI CJIS Security Policy. The BCA will maintain records of the federal, fingerprint-based background check on each vendor employee as well as records of the completion of the security awareness training that may be relied on by the Governmental Unit.

3 Payment

The Governmental Unit currently accesses the criminal justice data communications network described in Minn. Stat. § 299C.46. Under the BCA's CJDN Fee Structure, the BCA will bill the Governmental Unit annually in the amount of One Thousand Five Hundred Sixty and 00/100 Dollars ($1,560.00). The annual charge may be modified to reflect the appropriate charges required under the BCA's CJDN Fee Structure, including applicable fees for VPN access.

The Governmental Unit will identify its contact person for billing purposes, and will provide updated information to BCA's Authorized Representative within ten business days when this information changes.

If Governmental Unit chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, additional fees, if any, are addressed in that amendment.

4 Authorized Representatives

The BCA's Authorized Representative is the person below, or her successor:

Name:	Katie Meiers, Deputy Superintendent
Address:	Minnesota Department of Public Safety; Bureau of Criminal Apprehension 1430 Maryland Ave E St. Paul, MN 55106
Telephone:	651-793-2425
Email Address:	Kathryn.Meiers@state.mn.us

The Governmental Unit's Authorized Representative is the person below, or his successor:

Name:	Scott Kent, Chief
Address:	501 3rd Ave W Alexandria, MN 56308
Telephone:	320-763-6631
Email Address:	skent@alexandriapolice.com

5 Assignment, Amendments, Waiver, and Agreement Complete

5.1 Assignment. Neither party may assign nor transfer any rights or obligations under this Agreement.

5.2 Amendments. Any amendment to this Agreement, except those described in Clauses 2.6 and 2.7 above must be in writing and will not be effective until it has been signed and approved by the same parties who signed and approved the original agreement, their successors in office, or another individual duly authorized.

5.3 Waiver. If either party fails to enforce any provision of this Agreement, that failure does not waive the provision or the right to enforce it.

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

6 Liability

Each party will be responsible for its own acts and behavior and the results thereof and shall not be responsible or liable for the other party's actions and consequences of those actions. The Minnesota Torts Claims Act, Minn. Stat. § 3.736 and other applicable laws govern the BCA's liability. The Minnesota Municipal Tort Claims Act, Minn. Stat. Ch. 466 and other applicable laws, governs the Governmental Unit's liability.

7 Audits

7.1 Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, internal policies and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA, the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

Under Minn. Stat. § 6.551, the State Auditor may examine the books, records, documents, and accounting procedures and practices of BCA. The examination shall be limited to the books, records, documents, and accounting procedures and practices that are relevant to this Agreement.

7.2 Under applicable state and federal law, the Governmental Unit's records are subject to examination by the BCA to ensure compliance with laws, regulations and policies about access, use, and dissemination of data.

7.3 If the Governmental Unit accesses federal databases, the Governmental Unit's records are subject to examination by the FBI and BCA; the Governmental Unit will cooperate with FBI and BCA auditors and make any requested data available for review and audit.

7.4 If the Governmental Unit accesses state databases, the Governmental Unit's records are subject to examination by the BCA: the Governmental Unit will cooperate with the BCA auditors and make any requested data available for review and audit.

7.5 To facilitate the audits required by state and federal law, Governmental Unit is required to have an inventory of the equipment used to access the data covered by this Agreement and the physical location of each.

8 Government Data Practices

8.1 BCA and Governmental Unit. The Governmental Unit and BCA must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data accessible under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The remedies of Minn. Stat. §§ 13.08 and 13.09 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.

8.2 Court Records. If Governmental Unit chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, the following provisions regarding data practices also apply. The Court is not subject to Minn. Stat. Ch. 13 but is subject to the *Rules of Public Access to Records of the Judicial Branch* promulgated by the Minnesota Supreme Court. All parties acknowledge and agree that Minn. Stat. § 13.03, subdivision 4(e) requires that the BCA and the Governmental Unit comply with the *Rules of Public Access* for those data received from Court under the Court Data Services Subscriber Amendment. All parties also acknowledge and agree that the use of, access to or submission of Court Records, as that term is defined in the Court Data Services Subscriber Amendment, may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law. All parties acknowledge and agree that these applicable restrictions must be followed in the appropriate circumstances.

9 Investigation of Alleged Violations; Sanctions

For purposes of this clause, "Individual User" means an employee or contractor of Governmental Unit.

9.1 Investigation. The Governmental Unit and BCA agree to cooperate in the investigation and possible prosecution of suspected violations of federal and state law referenced in this Agreement. Governmental Unit and BCA agree to cooperate in the investigation of suspected violations of the policies and procedures referenced in this Agreement. When BCA becomes aware that a violation may have occurred, BCA will inform Governmental Unit of the suspected violation, subject to any restrictions in applicable law. When Governmental Unit becomes aware that a violation has occurred, Governmental Unit will inform BCA subject to any restrictions in applicable law.

9.2 Sanctions Involving Only BCA Systems and Tools.

The following provisions apply to BCA systems and tools not covered by the Court Data Services Subscriber Amendment. None of these provisions alter the Governmental Unit internal discipline processes, including those governed by a collective bargaining agreement.

9.2.1 For BCA systems and tools that are not covered by the Court Data Services Subscriber Amendment, Governmental Unit must determine if and when an involved Individual User's access to systems or tools is to be temporarily or permanently eliminated. The decision to suspend or terminate access may be made as soon as alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. Governmental Unit must report the status of the Individual User's access to BCA without delay. BCA reserves the right to make a different determination concerning an Individual User's access to systems or tools than that made by Governmental Unit and BCA's determination controls.

9.2.2 If BCA determines that Governmental Unit has jeopardized the integrity of the systems or tools

covered in this Clause 9.2, BCA may temporarily stop providing some or all the systems or tools under this Agreement until the failure is remedied to the BCA's satisfaction. If Governmental Unit's failure is continuing or repeated, Clause 11.1 does not apply and BCA may terminate this Agreement immediately.

9.3 Sanctions Involving Only Court Data Services

The following provisions apply to those systems and tools covered by the Court Data Services Subscriber Amendment, if it has been signed by Governmental Unit. As part of the agreement between the Court and the BCA for the delivery of the systems and tools that are covered by the Court Data Services Subscriber Amendment, BCA is required to suspend or terminate access to or use of the systems and tools either on its own initiative or when directed by the Court. The decision to suspend or terminate access may be made as soon as an alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. The decision to suspend or terminate may also be made based on a request from the Authorized Representative of Governmental Unit. The agreement further provides that only the Court has the authority to reinstate access and use.

9.3.1 Governmental Unit understands that if it has signed the Court Data Services Subscriber Amendment and if Governmental Unit's Individual Users violate the provisions of that Amendment, access and use will be suspended by BCA or Court. Governmental Unit also understands that reinstatement is only at the direction of the Court.

9.3.2 Governmental Unit further agrees that if Governmental Unit believes that one or more of its Individual Users have violated the terms of the Amendment, it will notify BCA and Court so that an investigation as described in Clause 9.1 may occur.

10 Venue

Venue for all legal proceedings involving this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11 Termination

11.1 Termination. The BCA or the Governmental Unit may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party's Authorized Representative.

11.2 Termination for Insufficient Funding. Either party may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the other party's authorized representative. The Governmental Unit is not obligated to pay for any services that are provided after notice and effective date of termination. However, the BCA will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. Neither party will be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. Notice of the lack of funding must be provided within a reasonable time of the affected party receiving that notice.

12 Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: Liability; Audits; Government Data Practices; 9. Investigation of Alleged Violations; Sanctions; and Venue.

THE BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK

The Parties indicate their agreement and authority to execute this Agreement by signing below.

1. GOVERNMENTAL UNIT

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION
As delegated to the Office of State Procurement

By: _____

Date: _____

ADMIN ID: _____

RESOLUTION NO. _____

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF ALEXANDRIA ON BEHALF OF ITS POLICE DEPARTMENT

WHEREAS, the City of Alexandria on behalf of its Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

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

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Alexandria on behalf of its Police Department, are hereby approved.

2. That the Police Chief, Scott Kent, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

3. That Bobbie Osterberg, the Mayor for the City of Alexandria, and Martin Schultz, the City Administrator, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted by the Council on this 13th day of August, 2026, by the following vote:

YES:

NO:

ABSENT:

CITY OF ALEXANDRIA

_____
By: Bobbie Osterberg
Its Mayor

ATTEST:_____
By: Martin Schultz
Its City Administrator

CITY OF ALEXANDRIA

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # -10594-)

Meeting: August 13, 2026
Department: Administration
Category: Agreement
Prepared by: Marty Schultz
Department Head: Martin Schultz
DOC ID: -10594-

Amendment 2.0 to Existing Consulting Agreement with ORB Management

Background

This contract amendment with ORB Management would continue the existing agreement the City has with ORB for another two months. The City originally began working with ORB in December 2025. The initial scope authorized was to serve as the Owner's Representative for the exploratory phase of Phase 3 of the PrimeWest RCC expansion and renovation project. Those deliverables were support for finding a path for funding sources and evaluation and recommendations for project delivery for Phase 3. The City subsequently approved a recommendation for a first amendment that allowed ORB to serve as the project manager for the commissioning process.

The second amendment services are as follows:

1. Coordinate with City Council on potential scopes of work to be completed with State Bonding dollars.
2. Validate the work that has been completed by previous Design and Construction firms.
3. Finalize list of priority projects and associated total project budgets to align with available funding.
4. Develop a recommended pathway forward for implementation.

The objective with this process is to bring the City to a point where the City Council could decide how/if to engage in design and construction for elements of Phase 3 that are allowable uses of bonding dollars. The cost of the work is $4,950 per month. When the City started with ORB, both parties agreed that an amendment would be presented each time a new step or project scope was contemplated.

Financial Impact

The Plans and Studies fund would be used to pay for the consulting agreement amendment.

Recommendation

Motion authorizing the City Administrator to execute Amendment 2.0 to the consulting agreement with ORB Management.

ATTACHMENTS

- ORB Contract Amendment 2.0 - 06.25.26.pdf

AMENDMENT 2.0
TO

EXISTING CONSULTING AGREEMENT
Dated December 5, 2025

This amendment (the "Amendment") to the Consulting Agreement (the "Agreement") is made as of June 25, 2026 (the "Effective Date") between the City of Alexandria (the "Owner" and a "Party") and ORB Management Corporation (the "Consultant" and a "Party").

The Owner and Consultant entered into an Agreement, effective December 5, 2025, whereby Owner retained Consultant for the Exploratory Phase of the Project as defined in the referenced Agreement.

The Owner and Consultant entered into Amendment 1.0, effective February, 23, 2026, to engage commissioning services for the recently completed Phase 1 & 2 portion of the Project.

The Owner now desires to explore a number of smaller "Priority Projects", which will require discussions with previous team partners (Contractor, Architect, Engineers, etc.), design efforts, pricing efforts and strategic planning.

The Owner completed exploration of a Phase III to include a new multi-purpose arena adjacent to the existing property, however, the financing conduit of a sales tax ballot question was not approved by MN State Legislature.

The Owner is now exploring a modified scope of work focusing on a series of priority projects that have been created to utilize the remaining State Bonding dollars. There is a need to validate the total funding source value and the work that qualifies for use of these funds.

The Owner desires to expand Consultant's services accordingly. and

The Owner and the Consultant wish to amend the Agreement as provided in this Amendment 2.0.

For the reasons described in this Amendment, the parties agree that:

- Section I.A – Exploratory Phase will include additional services as follows:

    1. Coordinate with City Council on potential scopes of work to be completed with State Bonding dollars.
    2. Validate the work that has been completed by previous Design and Construction firms.
    3. Finalize list of priority projects and associated total project budgets to align with available funding.
    4. Develop a recommended pathway forward for implementation.

- Section II.B.1. will be modified as follows:

  For the additional services as described in this Amendment 2.0, the Owner shall make payments to the Consultant, in current funds, beginning upon execution of this Amendment 2.0 and Owner's authorization to proceed, in accordance with the following:

  Monthly fee of $4,950 paid upon execution of this Amendment. Target duration of this scope is approximately 2 months.

Should Owner desire to engage Consultant for services beyond those described in this Amendment 2.0, Owner will engage Consultant under separate Amendments, accordingly.

- Except as amended by this Amendment 2.0, the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have set their hands and affixed their respective seals the day and year first above written.

City of Alexandria Minnesota	**ORB Management Corporation**
By: _____ Marty Schultz, City Administrator	By: _____ Tom Wacholz, President
By: _____ Signature	By: _____ Signature

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # -10591-)

Meeting: August 13, 2026
Department: Finance
Category: Resolution
Prepared by: Heather Koskiniemi
Department Head: Heather Koskiniemi
DOC ID: -10591-

Resolution Accepting Donation - PrimeWest Health RCC Capital Campaign

Background

The City continues to accept donations for the PrimeWest Health RCC Capital Campaign. Additional donations have been received by the City and it is appropriate to now begin to accept those via resolution.

Please see the attached resolution regarding the donations of $5,000.00 for Phase 3 of the PrimeWest Health Runestone Community Center Capital Campaign.

Financial Impact

Donations received from 07-22-2026 through 08-06-2026 will be deposited into the PrimeWest Health RCC Expansion Fund Money Market account. These donations are intended to apply toward the costs associated with phase 3 of the PrimeWest Health RCC Expansion project and held until the start of construction.

Recommendation

Adoption of the attached Resolution Accepting Donations for the PrimeWest Health Runestone Community Center Capital Campaign totaling $5,000.00

ATTACHMENTS

- 08-06-2026 Resolution - RCC Capital Campaign.docx

CITY OF ALEXANDRIA
RESOLUTION NO. 2026-

RESOLUTION ACCEPTING DONATIONS

WHEREAS, The City of Alexandria is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS, Community members have donated amounts totaling $5,000 from 07-22-2026 through 08-06-2026 for the Runestone Community Center Capital Campaign; and

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALEXANDRIA, MINNESOTA, AS FOLLOWS:

1. The donations described above are accepted and shall be applied towards the proposed expansion of the Runestone Community Center.

2. The Finance Director is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

ADOPTED by the City Council of the City of Alexandria on August 13, 2026 by the following vote:

YES:

NO:

ABSENT:

Approved:

_____
Bobbie Osterberg, Mayor

Attest:_____
Martin D. Schultz, City Administrator

CITY OF ALEXANDRIA

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # -10593-)

Meeting: August 13, 2026
Department: Administration
Category: Ordinance
Prepared by: Marty Schultz
Department Head: Martin Schultz
DOC ID: -10593-

First Reading of an Amendment to Chapter 7 of the City Code (Traffic and Parking Regulations)

Background

The office of the City Attorney and the Police Department have collaborated to present a first reading of amendments to Chapter 7 of the City Code.

In April 2026, the City Council amended portions of Chapter 7. Following additional review, staff is recommending some additional housekeeping amendments.

The sections affected are listed below with the modified language reflected in the attached document.

7.12, Subd. 4.B.

7.12, Subd. 4.C.

7.12, Subd. 4.D.

7.12, Subd. 6.B.

7.12, Subd. 6.D.

7.17, Subd. 5

Financial Impact

None.

Recommendation

Motion adopting a first reading of amendments to Chapter 7 of the City Code (Traffic and Parking Regulations)

ATTACHMENTS

- Alexandria_City_Code_Ch 7 Amendments.pdf

CHAPTER 7
TRAFFIC AND PARKING REGULATIONS

Section 7.01 **Definitions**. The definitions of terms used in this Chapter shall be those definitions set forth in Minn. Stat. § 168.011, as amended, and Minn. Stat. § 169.011, as amended, as well as those definitions contained herein.

Subd. 1. Recreational vehicle.

A. "Recreational vehicle" means travel trailers including those that telescope or fold down, chassis-mounted campers, motor homes, tent trailers, and converted buses that provide temporary human living quarters.

B. "Recreational vehicle" is a vehicle that:

1. is not used as the residence of the owner or occupant;

2. is used while engaged in recreational or vacation activities; and

3. is either self-propelled or towed on the highways incidental to the recreational or vacation activities. (Source: Minnesota Statutes 2006, 168.011)

Subd. 2. Trailer. "Trailer" means any vehicle designed for carrying property or passengers on its own structure and for being drawn by a motor vehicle but does not included a trailer drawn by a truck-tractor semitrailer combination or an auxiliary axle on a motor vehicle which carries a portion of the weight of the motor vehicle to which it is attached.

Source: Ord. 773-2nd Series
Effective Date: 10/09/17

Section 7.02. **Unreasonable Acceleration of a Motor Vehicle.** No person shall start or accelerate any motor vehicle with an unnecessary exhibition of speed on any public or private way within the city limits. Prima-facie evidence of such unnecessary exhibition of speed shall be unreasonable squealing or screeching sounds emitted by the tires of the throwing of sand or gravel by the tires of said vehicle, or both. Any person who violates this section shall be guilty of a petty misdemeanor.

Section 7.03. **Through Streets.**

Subd. 1. The council may designate "through streets" by erecting stop signs or yield signs at entrances thereto or may designate any intersection as a stop or yield intersection by erecting like signs at one or more entrances to such intersection; provided, that with reference to State trunk highways, the consent of the Commissioner shall first be obtained.

Subd. 2. Each driver of a vehicle shall stop at a stop sign or at a clearly marked stop line before entering the intersection, except when directed to proceed by a police officer or traffic control signal.

Subd. 3. Specifically included in this section shall be "fold down" type of stop and yield signs, designed for use at critical periods during heavy traffic at specified intersections.

Section 7.04 **Presumption**. As to any vehicle parked in violation of Chapters 6 and 7, when the driver thereof is not present, it shall be assumed that the owner parked the same, or that the driver as acting as the agent of the owner.

Section 7.05 **General Parking Prohibitions.** It is unlawful for any person to stop, stand or park a vehicle except when necessary to avoid conflict with other traffic or in compliance with the specific directions of a police officer or traffic control device in any of the following places: (1) on a sidewalk; (2) in front of a public or private driveway; (3) within an intersection; (4) within ten feet of a fire hydrant; (5) on a crosswalk; (6) within twenty feet of a crosswalk at any intersection; (7) within thirty feet upon the approach to any flashing beacon, stop sign of traffic control signal located at the side of a roadway; (8) within fifty feet of the nearest rail of a railroad crossing; (9) within twenty feet of the driveway entrance to any fire station; (10) alongside or opposite any street excavation or obstruction when such stopping, standing or parking would obstruct traffic; (11) in the roadway side of any vehicle stopped or parked at the edge of a curb of a street; (12) upon any bridge or other elevated structure upon a street; or, (13) at any place where official signs prohibit stopping.

Section 7.06. **Unauthorized Removal.** It is unlawful for any person to move a vehicle not owned by such person into any prohibited area or away from a curb such distance as is unlawful.

Source: Ord. 335-2nd Series
Effective Date: 12/28/92

Section 7.07. **Recreational Vehicle Parking and Trailer Parking.** It is unlawful for any person to leave or park any recreational vehicle, as defined herein, on or within the limits of any street or right of way, except where signs are erected designating the place as a campsite, for more than twenty-four (24) hours. It is unlawful for any person to leave or park any trailer, detached from its towing vehicle, on or within the limits of any street or right of way or within any municipal parking lot or ramp.

Source: Ord. 773-2nd Series
Effective Date: 10/09/18

Source: Ord. 926-2nd Series
Effective Date: 5/12/2025

Section 7.08. **Direction to proceed.** It is unlawful for any person to stop or park a vehicle on a street when directed or ordered to proceed by any police officer invested by law with authority to direct, control or regulate traffic.

Section 7.09. **Parallel Parking.** Except where angle parking is specifically allowed and indicated by curb marking or sign-posting, or not, each vehicle stopped or parked upon a two-way road where there is an adjacent curb shall be stopped or parked with the right-hand wheels of the vehicle parallel with, and within twelve (12) inches of the right-hand curb, where painted markings appear on the curb or the street such vehicle shall be within such markings, front and rear, provided that upon a one-way roadway all vehicles shall be so parked, except that the left-hand wheels of the vehicle may be parallel with and within twelve (12) inches from the left-hand curb, by the front of the vehicle in any event and with respect to the remainder of the vehicle, shall be in the direction of the flow of traffic upon such one-way street; and it is unlawful to park in violation of this Section.

Section 7.10. **Angle Parking.** Where angle parking has been established and is allowed, as shown by curb marking or sign-posting, or both, each vehicle stopped or parked shall be at an angle of approximately forty-five to sixty degrees with the front wheel touching the curb and within any parking lines painted on the curb or street, provided that the front wheel not touching the curb shall be the portion of the vehicle furthest in the direction of one-way traffic; and it is unlawful to park in violation of this Section.

Section 7.11. **Streets Without Curbs.** Upon streets not having a curb each vehicle shall be stopped if parked parallel and to the right of the paving, improved or main traveled part of the street; and it is unlawful to park in violation of this Section.

Section 7.12. **Controlled Parking Hours and Penalties for Violation.** Parking on the streets shall be limited as follows:

Subd. 1. It is unlawful for any person to stop, park or leave standing any vehicle upon any street for a continuous period in excess of twenty-four (24) hours.

Source: Ord. 335-2nd Series
Effective Date: 12/28/98

Subd. 2. The Chief of Police may, when authorized by the Council, designate certain streets, blocks or portions of streets or blocks, as five (5) minute, ten (10) minute, fifteen (15) minute, thirty (30) minute, one (1) hour, two (2) hour, three (3) hour, four (4) hour, six (6) hour, or eight (8) hour limited parking zones and shall mark by appropriate signs any zones so established. Such zones shall be established whenever necessary for the convenience of the public or to minimize traffic hazards and preserve a free flow of traffic. It is unlawful for any person to park a vehicle in any limited parking zone between the

hours of 8:00 o'clock a.m., and 6:00 o'clock p.m., of any day for a longer period than is specified in the sign-posting of such zone.

Source: Ord. 413-2nd Series
Effective Date: 5/11/98

Subd. 3. It shall be unlawful to park a vehicle on a street against the flow of traffic, within a limited parking area or so as to block or infringe upon a cross-walk, sidewalk, driveway or upon a boulevard adjacent to a City street.

Subd. 4. **Penalties.** Violation of the restrictions placed on permitted parking, as defined in Subdivisions 1, 2 and 3 of this section, shall be defined as class A Violation and be a petty misdemeanor and the penalty for a violation thereof shall be:

A. If paid within 48 hours of the violation, a fine of $10.00.

B. If such a fine is not paid within 48 hours of the violation and is ~~not~~ paid within 10 days thereof, the fine shall be $20.00.

C. If such fine is not paid within 10 days of the violation, any person found guilty of such violation shall be punished as for any petty misdemeanor.

D. If a fine is paid within 10 days of the violation, as specified herein, it may be paid by depositing the same in a courtesy box provided for that purpose and at such convenient locations as maybe designated by the Chief of Police, or online through any payment system designated by the Chief of Police.

Source: Ord. 615-2nd Series
Effective Date: 1/11/08

Subd. 5. It is unlawful for any person to stop, park or leave standing any vehicle on a street in a traffic lane, within a loading zone while not actually unloading or within an otherwise designated no parking zone.

Subd. 6. **Penalties.** Violation of the restrictions placed on permitted parking, as defined in Subdivision 5 of this section, shall be defined as class C Violation and be a petty misdemeanor and the penalty for a violation thereof shall be:

A. If paid within 48 hours of the violation, a fine of $25.00.

B. If such a fine is not paid within 48 hours of the violation, and is ~~not~~ paid within 10 days thereof, the fine shall be $50.00.

Commented [GD1]: APD pointed out this doesn't make sense unless we delete "not."

Commented [GD2]: I think we need to fix to make this part of both Subd. 4.C. and Subd. 6.C.

Commented [GD3]: Clean up misspelling.

Commented [GD4]: APD suggestion, see above.

Source: Ord. 615-2nd Series
Effective Date: 01/11/08

C. If such fine is not paid within 10 days of the violation, any person found guilty of such violation shall be punished as for any petty misdemeanor. Failure to pay the fine as set forth above may also cause suspension of the person's driver's license pursuant to state law.

Source: Ord. 937-2nd Series
Effective Date: 04/27/2026

D. If a fine is paid within 10 days of violation, as specified herein, it may be paid by depositing the same in a courtesy box provided for that purpose and at such convenient locations as may designated by the Chief of Police, or online through any payment system designated by the Chief of Police.

Source: Ord. 615-2nd Series
Effective Date: 01/11/08

Section 7.13. **Emergency and Street Cleaning Parking Restrictions**. In order to facilitate movement of traffic and promote public convenience in times of emergency and street cleaning, the following additional parking restrictions shall be in effect:

Subd. 1. **"Emergency" Defined.** An emergency means a condition created on City streets because of the presence of snow, freezing rain, sleet, ice or snow drifts thereon, or other natural phenomenon which create or are likely to create hazardous road conditions or impede or likely to impede the free movement of fire, health, police, emergency or other vehicular traffic when the same shall have been duly declared by the Public Works Director or their designee, or in their absence, the Chief of Police.

Subd. 2. **Declaration of Emergency; Procedure and Effective Time.** Whenever an emergency has been declared by the Public Works Director, their designee, or the Chief of Police, they shall notify local news media and request them to cooperate in giving notice to the community and its motorists of any parking or other restrictions that will apply during the emergency. Any such restrictions shall go into effect two hours after notice to the news media is given, and they shall remain in effect for a period of seventy-two (72) hours unless lifted sooner. The emergency may be extended for subsequent seventy-two (72) hour periods if notice is given as herein required for the initial declaration and notice.

Subd. 3. **Unlawful Acts.**

A. It is unlawful, during a snow emergency

declared pursuant this section, to park any vehicle on any City street in violation of the restrictions imposed during the declared emergency.

B. A violation of this section shall be a petty misdemeanor penalized in accordance with Section 7.12, Subd. 6, of this Chapter 7. In addition to the penalty provision imposed for a violation of this section, vehicles parked on a public street in violation of any provision of this section may be towed and impounded at the owner's expense.

Source: Ord. 914-2nd Series
Effective Date: 11/12/2024

Section 7.14. **Truck Parking**.

Subd. 1. It is unlawful to park a detached semi-trailer upon any street, municipally owned parking lot, or other public property.

Subd. 2. **Semi-Trailer Parking**. It is unlawful to park a semi-trailer, whether or not attached to a truck tractor, within the City outside of a designated trucking terminal unless the semi-trailer meets all of the following conditions:

A. The semi-trailer is located in an area zoned commercial or industrial and,

B. The semi-trailer is located entirely on private property and placed in a designated trailer parking area and,

C. The semi-trailer does not obstruct or limit access to or traffic flow on any public street and,

D. The semi-trailer is loaded or unloaded during a period not exceeding ten (10) days unless

1. The semi-trailer is used to store materials for manufacture or resale for an interim period of not more than 60 days, or

2. The semi-trailer is used as a construction site office or a construction site storage facility provided the name of the construction firm is identified on the semi-trailer, and the semi-trailer is located on the construction site or at the construction company's permanent place of business, and

E. The semi-trailer is located not closer than twenty (20) feet from any building.

Subd. 3. It is unlawful to park a semi-trailer attached to a truck-tractor on Broadway Street in the area bounded by Third Avenue to the north and Fifteenth Avenue to the south, between 7:00 a.m. and 8:00 p.m. on any weekday within any parking

space. Parking of such vehicle for a period of not more than thirty (30) minutes shall be permitted in such space between 8:00 p.m. and 7:00 a.m. on any weekday for the purpose of necessary access to abutting property for loading or unloading when such access cannot reasonably be secured from an alley or adjacent street where truck parking is not so restricted.

Source: Ord. 740-2nd Series
Effective Date: 12/14/15

Subd. 4. **Bus Parking.** It is unlawful to park a bus upon any public street in the City of Alexandria except when engaged in loading and unloading operations, which operations shall not exceed eight consecutive hours.

Subd. 5. **Semitrailer Parking**. It is unlawful to park a semitrailer upon any public right-of-way, alley, or street except when engaged in loading and unloading operations.

Source: Ord. 773-2nd Series
Effective Date: 10/09/17

Subd. 6. **Penalty**. Violations of the restrictions as defined in Subdivisions 1 to 5 of this section shall be defined as a petty misdemeanor and subject to the same penalties as defined in Section 7.12, Subdivision 6.

Source: Ord. 740-2nd Series
Effective Date: 12/14/15

Section 7.15. **Parking Restrictions in Municipal Parking Lots and Ramps.** In municipally owned parking lots and ramps, the Council may limit the sizes and types of motor vehicles to be parked thereon, hours of parking, and prescribed method of parking, provided that such limitations and restrictions are signposted or meter-posted thereon. In such lots allowing angle parking, it is unlawful to park any such vehicle across any parking stall line or marking, or to park a vehicle in such a position that it shall be not entirely within the space designated by such lines or markings. It is unlawful to park any vehicle in any municipally owned parking lot and/or ramp contrary to the restrictions or limitations so sign-posted or meter-posted, or as otherwise enunciated herein.

Source: Ord. 926-2nd Series
Effective Date: 5/12/2025

Source: Ord. 931-2nd Series
Effective Date: 7/28/2025

Section 7.16. **Impounding and Removing Vehicles.** When any police officer finds a vehicle standing upon a street or municipally owned parking lot in violation of any parking regulation such officer is hereby authorized to require the driver or other person in charge of such vehicle to remove the same to a

position in compliance with this Chapter. When any police officer finds a vehicle unattended upon any street or municipally owned parking lot in violation of any parking regulation, such officer is hereby authorized to impound such unlawfully parked vehicle and to provide for the removal thereof and to remove the same to a convenient garage or other facility or place of safety; provided, that if any charge shall be placed against such vehicle for cost of removal or storage, or both, by anyone called upon to assist therewith, the same shall be paid prior to removal from such place of storage or safekeeping.

Section 7.17. **Parking Privileges for Physically Handicapped**.

Subd. 1. **Scope of Privilege**. Any physically handicapped person who displays prominently upon the automobile parked by said person or under said person's direction and for said person's use, the distinguishing certificate or insignia specified in this Section shall be entitled to courtesy in the parking of such automobile and be relieved of any liability with respect to parking except as provided in Section 7.05.

Subd. 2. **Definition of Physically Handicapped.** "Physically handicapped" as employed herein shall include any person who has sustained an amputation or permanent material disability of either or both arms or legs, or who has been otherwise permanently disabled in any manner rendering it difficult and burdensome for said person to walk.

Subd. 3. **Identifying Certificate**. The identifying certificate or insignia provided for herein shall be such as is issued by the Motor Vehicle Division in the office of the Secretary of State of the State of Minnesota, in accordance with rules and regulations of the Secretary of State, and upon application certified to by a qualified physician.

Subd. 4. **Revocation**. If the Police of this City shall find that such certificate or insignia is being used improperly, they shall report the same to their superior who shall report such improper use to the Chief of Police, and the Chief of Police shall, in turn, report such improper use to the Motor Vehicles Division in the Department of Public Safety of the State of Minnesota, and the Commissioner of Public Safety may, in said person's discretion, remove the privilege.

Subd. 5. **Penalty**. Any person who is not physically handicapped and who exercises the privilege granted a physically handicapped under Subdivision 1 is guilty of a petty misdemeanor and the penalty therefor, if paid within 48 hours of the violation, shall be a fine of $50.00. If such fine is not paid within 48 hours of the violation, but is paid within 10 days thereof, the fine shall be $100.00. If such fine shall not be paid within 10 days of the violation, any person found guilty of such violation shall be punished as for any petty misdemeanor. If a fine is paid within 10 days of the violation, as specified

herein, it may be paid by depositing the same in a courtesy box provided for that purpose and at such convenient locations as may be designated by the Chief of Police, or online through any payment system designated by the Chief of Police.

Source: Ord. 615-2nd Series
Effective Date: 1/11/08

Section 7.18. **Loading Zones**.

Subd. 1. In controlled street parking areas in the City of Alexandria loading zone permits may be granted by the City Council for an annual term commencing January 1 of each year. Loading zones shall be marked by approved signs and it shall be unlawful to park or leave a motor vehicle unattended in a loading zone.

Subd. 2. Prior to the issuance of any loading zone permit the City council shall refer the application to the Police Department of the City of Alexandria for an evaluation as to potential safety and traffic hazards created by the issuance of the permits as applied for.

Source: Ord. 335-2nd Series
Effective Date: 12/28/92

Subd. 3. The annual fee for each loading zone permit shall be $180.00. Each annual loading zone permit shall be issued for a calendar year, and permits issued for less than a calendar year shall be assessed a prorated fee for that remaining portion of the calendar year at the time of the issuance of the permit.

Source: Ord. 839-2nd Series
Effective Date: 10/26/2020

Subd. 4. The City Clerk shall determine dates of payment, permit forms and loading zone signs.

Subd. 5. For purposes of this ordinance the term loading zone shall be construed as being one parking space as designated in the City of Alexandria.

Subd. 6. The policy of the City of Alexandria shall be to issue one loading zone permit per applicant, however, upon special request and for good cause shown, two loading zone permits may be issued to the same applicant.

Subd. 7. Loading zone permits may be revoked or suspended by the City Council with our without cause at any time. Upon a revocation without cause the permit fee shall be refunded on a pro rata basis.

Source: Ord. 335-2nd Series
Effective Date: 12/28/92

Section 7.19. **Reserved Parking - Off Street Parking Lots.**

Subd. 1. On city-owned off-street parking lots, the City of Alexandria may issue reserved parking permits for individual parking spaces on an annual basis. The issuance of permits and identification of reserved parking spaces shall be determined by the City Administrator. Reserved spaces shall be used only in conformance with the provisions of Sections 7.07 and 7.15 herein, marked by appropriate signs, and the application for such a parking space shall identify by vehicle the designated occupant of the reserved parking space.

Source: Ord. 926-2nd Series
Effective Date: 5/12/2025

Subd. 2. The annual fee for each reserved parking space shall be $180.00. Each annual reserved parking permit shall be issued for a calendar year and permits issued for less than a calendar year shall be assessed a prorata fee for that remaining portion of the calendar year at the time of issuance of the permit.

Source: Ord. 840-2nd Series
Effective Date: 10/26/2020

Subd. 3. The City Administrator shall determine the dates of payment, permit forms and appropriate signs.

Subd. 4. Reserved parking permits may be revoked or suspended by the City Council, with or without cause, at any time. Upon revocation without cause, the permit fee shall be refunded on a pro rata basis.

Source: Ord. 335-2nd Series
Effective Date: 12/28/92

Section 7.20. **Special Use Vehicles: Motorized Golf Carts, Utility Task Vehicles, Class 1 All-Terrain Vehicles, and Mini-Trucks.**

Subd. 1. Purpose and Intent. The purpose of this ordinance is to provide reasonable regulations for the use of special vehicles on streets and public property in the City of Alexandria. This ordinance is not intended to allow what Minnesota law prohibits or to prohibit what Minnesota law expressly allows. This ordinance is not intended to regulate special vehicles used exclusively on private property provided, however, any special vehicle making any use of public property or streets are still subject to the requirements of this ordinance.

Subd. 2. A. No person shall operate a motorized golf cart, utility task vehicle, all-terrain vehicle, or mini-truck on streets, alleys, sidewalks or other public property without obtaining a permit as provided herein. The permit must be in the operator's possession at all times while operating the vehicle and shall be produced on demand of a peace officer. An electronic copy or photograph of a permit is sufficient so long as the original has not been revoked or suspended under subdivision 2.L. No permit shall be granted for the operation of a class 1 all-terrain vehicle as defined by Minn. Stat. § 84.92, Subd. 9 (commonly referred to as a "four-wheeler" with a seat that is straddled by the operator).

B. Application. Every application for a permit shall be made on a form supplied by the city and shall contain all of the following information:

1. The name and address of the applicant.

2. Current valid driver's license or reason for not having a current license.

3. Proof of insurance as required by this ordinance.

4. Other information as the City Council may require.

C. Application Fee. The permit fee shall be set by ordinance of the City Council.

D. Length of Permit. Permits shall be granted for a period of three years and may be renewed.

E. No permit shall be granted or renewed unless

the following conditions are met:

1. The applicant must demonstrate that he or she currently holds a valid Minnesota driver's license to operate a mini-truck.

2. The applicant must be at least 16 years of age.

3. The applicant may be required to submit a certificate signed by a physician that the applicant is able to safely operate a motorized golf cart, utility task vehicle or all-terrain vehicle on the roadways designated. Physician certification may be required for applicants without a valid driver's license or with medical restrictions on their driver's license.

4. The applicant must provide evidence of insurance in compliance with the provisions of Minnesota Statutes concerning insurance coverage for the golf cart, utility task vehicle, all-terrain vehicle, or mini-truck.

5. The applicant has not had his or her driver's license revoked, suspended, or canceled as the result of criminal proceedings.

F. Designated Roadways. Motorized golf carts, utility task vehicles, all-terrain vehicles, and mini-trucks may be operated by a permit holder on city streets, county highways, and county state-aid highways within city limits. Motorized golf carts, utility task vehicles, all-terrain vehicles, and mini-trucks are not permitted to operate on state or federal highways within the city, except to cross at designated intersections.

G. Crossing prohibited roadways. The operator of a motorized golf cart, utility task vehicle, all-terrain vehicle, or mini-truck may cross any state or federal highway intersecting city streets, county highways, and county state-aid highways within city limits. Any such crossing must be made perpendicular to the street or highway being crossed.

H. Times of Operation. Motorized golf carts, utility task vehicles and all-terrain vehicles may only be operated on designated roadways from sunrise to sunset, unless equipped with original equipment headlights, taillights, and rear-facing brake lights. They shall not be operated in inclement weather conditions or at any time when there is insufficient light to clearly see persons and vehicles on the roadway at a distance of 500 feet.

I. Slow-moving Vehicle Emblem. Motorized golf

carts shall display the slow-moving vehicle emblem provided for in Minn. Stat. § 169.045, as it may be amended from time to time, when operated on designated roadways.

J. Permit Exceptions.

1. Special events conducted by individuals or organizations are exempt from the requirements of Subdivision 2 if a Special Event Permit has been issued for the event by the City Council and the application for the event permit indicates the special vehicles that will be used during the event.

2. Authorized city staff may operate city owned motorized golf carts, all terrain vehicles, utility task vehicles, and mini-trucks without obtaining a permit within the city on city streets, sidewalks, trails, rights-of-way, and public property when conducting city business.

K. Application of Traffic Laws. Every person operating a motorized golf cart, a utility task vehicle, an all-terrain vehicle, or a mini-truck under permit on designated roadways has all the rights and duties applicable to the driver of any other vehicle under the provisions of Minn. Stat. ch. 169, as it may be amended from time to time, except when these provisions cannot reasonably be applied to motorized golf carts or mini-trucks and except as otherwise specifically provided in Minn. Stat. § 169.045, subd.7, as it may be amended from time to time.

L. Revocation of Permit. The City Council may suspend or revoke a permit granted hereunder upon a finding that the holder thereof has violated any of the provisions of this section or Minn. Stat. ch. 169, as they may be amended from time to time, or if there is evidence that the permit holder cannot safely operate the motorized golf cart, utility task vehicle, all-terrain vehicle, or mini-truck on the designated roadways.

M. The number of occupants on the golf cart, utility task vehicle, all-terrain vehicle, or mini-truck may not exceed the manufacturer's design occupant load.

N. Any person whose application for a permit hereunder has been denied or whose permit issued hereunder has been revoked or suspended may appeal said denial, revocation, or suspension to the Alexandria City Council pursuant to City Code § 2.36.

Subd. 3. For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

A. **Driver**. The person driving and having physical control over the motorized golf cart, utility task vehicle, all-terrain vehicle, or mini-truck and being the licensee.

B. **Motorized Golf Cart.** Any passenger conveyance being driven with four wheels with four low-pressure tires that is limited in engine displacement of less than 800 cubic centimeters and total dry weight less than 800 pounds.

C. **All-Terrain Vehicle**. As defined by Minn. Stat.§ 84.92, Subd. 8, a motorized vehicle with:

1. not less than three, but not more than six low pressure or non-pneumatic tires;

2. a total dry weight of 2,000 pounds or less; and (3) a total width from outside of tire rim to outside of tire rim that is over 50 inches but no more than 65 inches . "All-Terrain Vehicle" does not include a class 1 all-terrain vehicle as defined by Minn. Stat. § 84.92, Subd. 9 (commonly referred to as a "four-wheeler" with a seat that is straddled by the operator); an electric-assisted bicycle as defined in Minn. Stat. § 169.011, Subd. 27; golf cart; mini-truck; dune buggy; go-cart; or a vehicle designed and used specifically for lawn maintenance, agriculture, logging, or mining purposes.

D. **Utility Task Vehicle**. As defined by Minn. Stat. § 169.045, subd. 1 (3), a side-by- side, four-wheel drive, off-road vehicle that has four wheels, is propelled by an internal combustion engine with a piston displacement capacity of 1,200 cubic centimeters or less, and has a total dry weight of 1,800 but less than 2,600 pounds.

E. **Mini-Truck**. As defined in Minn. Stat.§ 169.011, subd. 40(a), a motor vehicle that has four wheels; is propelled by an electric motor with a rated power of 7,500 watts or less or an internal combustion engine with a piston displacement capacity of 660 cubic centimeters or less; has a total dry weight of 900 to 2,200 pounds; contains an enclosed cabin and a seat for the vehicle operator; commonly resembles a pickup truck or van, including a cargo area or bed located at the rear of the vehicle; and was not originally manufactured to meet federal motor vehicle safety standards required of motor vehicles in the Code of Federal Regulations, title 49, sections 571.101 to 571.404, and successor requirements. A mini-truck does not include: a neighborhood electric vehicle or a medium-speed electric vehicle; or a motor vehicle that meets or exceeds the regulations in the Code of Federal Regulations, title 49, section 571.500, as it may be amended from time to time.

Subd. 4. Helmet and Seatbelts Required.

A. A person less than 18 years of age shall not

ride as a passenger or as an operator of an all-terrain vehicle or utility task vehicle regulated herein unless wearing a safety helmet approved by Minnesota's Commissioner of Public Safety.

B. A person less than 18 years of age shall not ride as a passenger or as an operator of an all-terrain vehicle or utility task vehicle regulated herein without wearing a seat belt when such seat belt has been provided by the manufacturer.

Subd. 5. Passengers. No person under 18 years of age shall operate an all-terrain vehicle or utility task vehicle while carrying a passenger. This prohibition applies to all all-terrain vehicles regardless of class. A person 18 years of age or older may operate a class 2 all-terrain vehicle while carrying one or more passengers provided, however, that there shall be no more passengers than the vehicle was designed to carry.

Subd. 6. Required Equipment

A. **Rear View Mirror.** Motorized golf carts, utility task vehicles, all-terrain vehicles, and mini-trucks shall be equipped with a rear-view mirror to provide the driver with adequate vision from behind as required by Minn. Stat. § 169.70.

B. **Mini-truck equipment requirements:**

1. A mini-truck may be operated under permit on designated roadways if it is equipped with all of the following:

a. At least two headlamps.

b. At least two tail lamps.

c. Front and rear tum-signal lamps.

d. An exterior mirror mounted on the driver's side of the vehicle and either an exterior mirror mounted on the passenger's side of the vehicle or an interior mirror.

e. A windshield.

f. A seat belt for the driver and front passenger.

g. A parking brake.

Subd. 7. Insurance. At all times when operating a

vehicle subject to this ordinance, the driver must have in possession evidence of insurance complying with the provisions of Minn. Stat. § 65B.48, subdivision 5.

Subd. 8. False/Fictitious/Altered Documents. Any driver of a vehicle regulated by this ordinance who, upon demand by a law enforcement officer, provides a false, fictitious or altered permit; false, fictitious or altered proof of insurance; or who provides a permit or an electronic copy of a permit after the City has sent notice of cancellation or suspension of the permit under Subd. 2.L shall be guilty of a misdemeanor.

Subd. 9. Penalty. Any person who violates this ordinance shall be guilty of a misdemeanor.

Source: Ord. 649-2nd Series
Effective Date: 12/14/09

Source: Ord. 927-2nd Series
Effective Date: 6/23/2025

CITY OF ALEXANDRIA

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # 10327)

Meeting: August 13, 2026
Department: Public Works - Parks
Category: Agreement
Prepared by: Brian Yavarow
Department Head: Brian Yavarow, P. E.
DOC ID: 10327

Alexandria Pickleball Association (APA) Patio Donation to City Park

Background

City staff continue to collaborate with the Alexandria Pickleball Association (APA) to promote the sport of pickleball in City Park. Pursuant to Memorandum of Understanding (MOU) Section 3, approved by this Council back in March, the APA requested permission to develop and fund court improvements to enhance the visitor and player experience by constructing a concrete patio area with two (2) pergola shade structures on the east side of the courts along with a walkway to the parking lots. Representatives from APA met with both Park Supervisor Bill Thoennes and I to review the proposed layout.

Please refer to the attached rendering illustrating the proposed work layout. Additionally, the Capital Donation Request Form is included that was completed by APA representatives. The total estimated donation is $21,040.00. City staff has reviewed this form and recommends approval.

Financial Impact

There is no City share associated with this request other than general staff time for coordination.

Recommendation

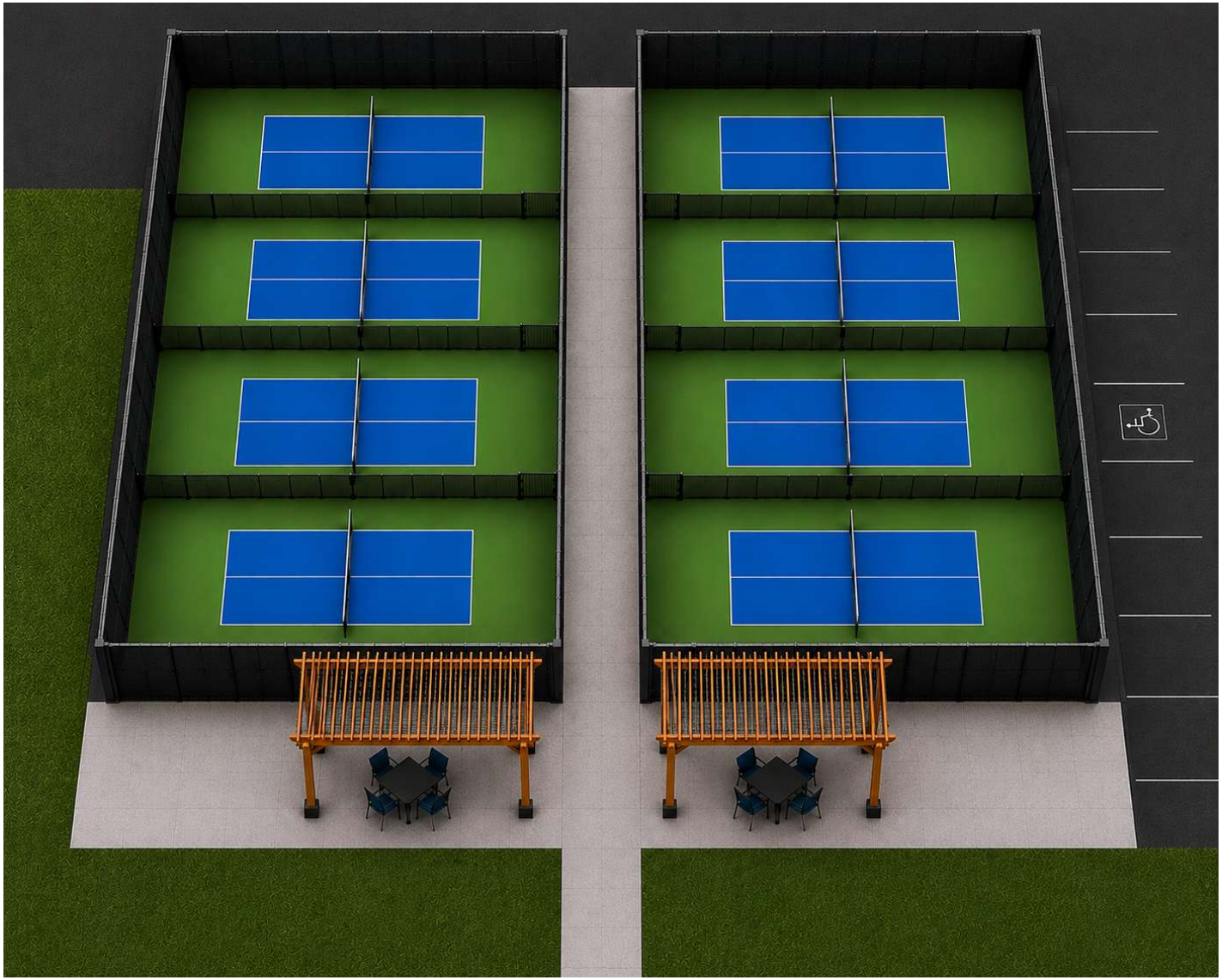
Motion accepting Alexandria Pickleball Association's (APA) Capital Donation Request for Patio Improvements in City Park

ATTACHMENTS

- EXHIBIT.PatioImprovements.pdf
- CapitalDonationRequestFrom.APA.Patio.pdf

Proposed APA Patio Improvements in City Park

(View: Looking West)



EXISTING COURTS

(View: Looking West)



CITY OF ALEXANDRIA

704 Broadway,
Alexandria, MN 56308
320-763-6678
AlexandriaMN.city

City of Alexandria
Capital Donation Request Form
For individuals or entities wishing to donate capital assets, improvements, or funds to the City.

1) Donor Information

- **Donor Type:** ☐ Individual ☑ Business/Organization ☐ Foundation ☐ Other: _____
- **Legal Name of Donor:** STENNES EXCAVATING LLC
- **Contact Person (if applicable):** MATTHEW STENNES
- **Mailing Address:** 5350 ROCKWOOD LN SW ALEXANDRIA, MN 56308
- **Phone:** 320-766-0678 **Email:** matt_stennes@hotmail.com
- **Preferred Method of Contact:** ☐ Email ☑ Phone ☐ Mail

2) Project Overview

- **Project Title/Description:**

SITTING/VIEWING AREA FOR PICKLEBALL COURTS @ CITY PARK

- **Proposed Location (address, park, facility, GPS, or parcel ID):**

CITY PARK RD

- **Purpose/Benefit to the Community:**

SHADED/REST/STORAGE AREA FOR GEAR

3) Project Cost & City Share

- **Total Estimated Project Cost:** $ 21,040.00
- **Donor Contribution (cash/in-kind):** $ 12,540.00
- **Proposed City Share** $ 0.00 and **City Staff time** 0 hrs

4) Attachments (Required where applicable)

- **Attached receipts and/or quotes:** ☑ Yes ☐ No
- **Site plan/sketches (include scale, dimensions, materials, setbacks):** ☑ Yes ☐ No
- **Photos/renderings (optional):** ☑ Yes ☐ No
- **Permits/Approvals already obtained (if any):** ☑ Yes ☐ No
  - List: WE WILL APPLY FOR THEM, CITY AGREED TO WAIVE FEES

Upload / Attach: PDF, DOCX, JPG/PNG. If submitting in print, include hard copies.

---

5) Expected Life Span & Replacement

- **Expected life span of the asset/improvement:** 30 years
- **Estimated replacement cost (in today's dollars):** $_____
- **Replacement funding plan:**
  ☑ Donor will fund replacement
  ☐ City will fund replacement
  ☐ Shared funding (describe): _____

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6) Operations & Maintenance (O&M)

- **Ongoing maintenance responsibility:** ☑ City ☐ Donor ☐ Shared
- **Estimated annual O&M cost:** $_____
- **Projected annual O&M Tasks:**

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7) Timing & Delivery

- **Desired installation/completion date:** 10/1/26
- **Is the donation contingent on a deadline or event?** ☐ Yes ☑ No
  - If yes, describe: _____

---

8) Recognition(if applicable):

- **Recognition requested (donated by plaque):** ☐ Yes ☑ No
    - Proposed text/design: _____

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9) City Review & Approvals (Internal Use)

- **Department Reviewer:** _____ Date: //____
- **Risk/Legal Review needed:** ☐ Yes ☐ No
- **Budget/Fund availability:** ☐ Confirmed ☐ Not confirmed
- **Funding Sources for City Share(list all):**
    - Donor: $_____ (cash) / In-kind: $_____
    - City: $_____ (budget account or grant): _____
    - Other: $_____ Source: _____
- **Council/Board approval required:** ☐ Yes ☐ No
    - Meeting date: ____ Agenda item #: _____
- **Permits/Compliance (zoning, building, ADA, park, ROW):**

- **Decision:** ☐ Approved ☐ Approved with conditions ☐ Not approved
    - Conditions / Notes: _____

---

10) Signatures

Donor Acknowledgment

I certify the information provided is accurate and I understand the City may decline this donation or require conditions to ensure safety, compliance, and long-term stewardship.

- **Donor Signature:** Matthew Stennes Date: //08/05/2026
- **Printed Name & Title:** MATTHEW STENNES – PRESIDENT STENNES EXCAVATING LLC

City Acceptance (to be completed by the City)

- **Authorized City Representative:** _____
- **Title/Department:** _____
- **Signature:** _____ Date: //____

Stennes EXCAVATING LLC

QUOTE

08/05/2026

5350 Rockwood Ln SW
Alexandria MN 56308
320-766-0678
matt_stennes@hotmail.com

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Matt Stennes-Estimator	City Park Pickleball Court Improvements	N/A	N/A

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1 LS	Mobilization of equipment, labor and materials to complete work	1,500.00	1,500.00
1 LS	Strip topsoil and remove from site, salvage enough for reclamation and store onsite	900.00	900.00
30 CY Est.	Pit run fill delivered for subgrade	13.00	390.00
1 LS	Saw cut along edger of fence for concrete joint, disposal of asphalt chunks is incidental	750.00	750.00
1 LS	Backfill and compact subgrade to desired elevation for concrete allowance	2,500.00	2,500.00
1 LS	General labor-Check grades, concrete form setup ,tie up #4 rebar 2' on center, pouring concrete, finishing concrete, edging, tear off forms, cut expansion joints	5,000.00	5,000.00
21 CY Est.	5000 PSI exterior concrete delivered, screeded, edged and broom finished.	6,500.00	6,500.00
1 LS	Site restoration with onsite black dirt salvaged and seeded	1,500.00	1,500.00
2 EA	Pergolas delivered and erected	2,000.00	2,000.00

		TOTAL	$21,040.00

Quotation prepared by: Matthew Stennes-President Stennes Excavating LLC

This is a quotation on the goods named, subject to the conditions noted below:

To accept this quotation, sign here and return: _____

THANK YOU FOR YOUR BUSINESS!

CITY OF ALEXANDRIA

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
ACTION ITEM (ID # 10542)

Meeting: August 13, 2026
Department: Alexandria Airport
Category: Grant
Prepared by: Brian Yavarow
Department Head: Brian Yavarow, P.E.
DOC ID: 10542

Bellanca Taxilane Reconstruction & SRE - Federal Grant Offer

Background

The Bellanca Lane Ramp Reconstruction contract was awarded to Joe Riley Construction in the amount of $293,561.25 contingent on receiving a Federal and State funding agreement. Construction is anticipated to begin this fall. Both the Bellanca Lane Ramp Reconstruction and SRE project were combined into one funding application and then submitted to administration for a federal and state funding agreement.

Enclosed please find the Federal funding grant agreement (No. 3-27-0004-020-2026) for review and approval contingent on accepting the State companion grant agreement. The total FAA Airport Infrastructure Grant (AIG) funding request was $830,619.00. The attached Federal funding offer is consistent with the initial requested amount.

Financial Impact

Per the attached cost breakdown for both projects, the requested funding amounts were:

Federal AIG funds = $830,619.00 **(CURRENT REQUESTED ACTION)**
State Airport Funds (SAF) = $179,064.00
Total FAA & State Request = $1,009,683.00
Local 406 Fund Share = $89,233.81*

* Both projects' 406 estimated shares were lower than budgeted for.

Recommendation

Motion accepting the FAA grant agreement for the Bellanca Taxilane Reconstruction & SRE projects contingent on receiving and accepting the State companion grant agreement

ATTACHMENTS

- 02_Aero Cost Split-Fed-AXN AIG Projects.pdf
- Exhibit.AXN-GLG-3-27-0004-020-2026-Grant Agreement.pdf
- 406 - Airport Development.pdf

Airport: Alexandria Regional Airport
Airport Sponsor: City of Alexandria
Ident: AXN
UEI: ECMCUA2THSJ6
State Project No.: A2101-70
Federal Project No.: 3-27-0004-020-2026
Agreement No.:
Project Description: Bellanca Taxilane Reconstruction and SRE Acquisition
Date: 7/2/2026

				Funding Rates					
Administration	**Description**	**Total**	**Federal**	**State**	**Federal**	**State**	**Local**
	Bellanca Taxilane Reconstruction (Eligible)	$ 2,292.00	95.00%	2.50%	$ 2,177.40	$ 57.30	$ 57.30
	Bellanca Taxilane Reconstruction (Ineligible)	$ 2,708.00	0.00%	70.00%	$ -	$ 1,895.60	$ 812.40
	SRE Acquisition (Eligible)	$ 2,000.00	95.00%	2.50%	$ 1,900.00	$ 50.00	$ 50.00
	SRE Acquisition (Ineligible)	$ -	0.00%	70.00%	$ -	$ -	$ -
	ADMINISTRATION SUBTOTAL	**$ 7,000.00**			**$ 4,077.40**	**$ 2,002.90**	**$ 919.70**
Land	**Description**	**Total**	**Federal**	**State**	**Federal**	**State**	**Local**
		$ -			$ -	$ -	$ -
		$ -			$ -	$ -	$ -
	LAND SUBTOTAL	**$ -**			**$ -**	**$ -**	**$ -**
Engineering	**Description**	**Total**	**Federal**	**State**	**Federal**	**State**	**Local**
	Bellanca Taxilane Reconstruction (Eligible)	$ 53,220.24	95.00%	2.50%	$ 50,559.23	$ 1,330.51	$ 1,330.51
	Bellanca Taxilane Reconstruction (Ineligible)	$ 62,879.76	0.00%	70.00%	$ -	$ 44,015.83	$ 18,863.93
	SRE Acquisition (Eligible)	$ 10,000.00	95.00%	2.50%	$ 9,500.00	$ 250.00	$ 250.00
	SRE Acquisition (Ineligible)	$ -	0.00%	70.00%	$ -	$ -	$ -
	ENGINEERING SUBTOTAL	**$ 126,100.00**			**$ 60,059.23**	**$ 45,596.34**	**$ 20,444.43**
Construction	**Description**	**Total**	**Federal**	**State**	**Federal**	**State**	**Local**
	Bellanca Taxilane Reconstruction (Eligible)	$ 134,568.48	95.00%	2.50%	$ 127,840.06	$ 3,364.21	$ 3,364.21
	Bellanca Taxilane Reconstruction (Ineligible)	$ 158,992.77	0.00%	70.00%	$ -	$ 111,294.94	$ 47,697.83
	CONSTRUCTION SUBTOTAL	**$ 293,561.25**			**$ 127,840.06**	**$ 114,659.15**	**$ 51,062.04**
Equipment	**Description**	**Total**	**Federal**	**State**	**Federal**	**State**	**Local**
	SRE Acquisition (Eligible)	$ 672,255.56	95.00%	2.50%	$ 638,642.78	$ 16,806.39	$ 16,806.39
	SRE Acquisition (Ineligible)		0.00%	70.00%	$ -	$ -	$ -
	EQUIPMENT SUBTOTAL	**$ 672,255.56**			**$ 638,642.78**	**$ 16,806.39**	**$ 16,806.39**
Miscellaneous	**Description**	**Total**	**Federal**	**State**	**Federal**	**State**	**Local**
					$ -	$ -	$ -
					$ -	$ -	$ -
					$ -	$ -	$ -
	MISCELLANEOUS SUBTOTAL	**$ -**			**$ -**	**$ -**	**$ -**
	Total (before adjustments)	$ 1,098,916.81			$ 830,619.47	$ 179,064.78	$ 89,232.57
	Grant Amounts	**$ 1,098,916.81**			**$ 830,619.00**	**$ 179,064.00**	**$ 89,233.81**

U.S. Department of Transportation Federal Aviation Administration

Airports Division Great Lakes Region Minnesota

Dakota-Minnesota Airports District Office

Bismarck Office
2301 University Drive
Building 23B
Bismarck, ND 58504

Minneapolis Office
6020 28th Avenue South
Suite 102
Minneapolis, MN 55450

August 7, 2026

The Honorable Bobbie Osterberg
City of Alexandria
704 Broadway
Alexandria, MN 56308

Dear Mayor Osterberg:

The Grant Offer for Infrastructure Investment and Jobs Act (IIJA) Project **No. 3-27-0004-020-2026** at Alexandria Regional/Chandler Field Airport is attached for execution. This letter outlines the steps you must take to properly enter into this agreement and provides other useful information. Please read the conditions, special conditions, and assurances that comprise the Grant Offer carefully.

You may not make any modification to the text, terms or conditions of the Grant Offer.

Steps You Must Take to Enter Into Agreement.

To properly enter into this agreement, you must do the following:

1. The governing body must give authority to execute the grant to the individual(s) signing the grant, i.e., the person signing the document must be the sponsor's authorized representative(s) (hereinafter "authorized representative").
2. The authorized representative must execute the grant by adding their electronic signature to the appropriate certificate at the end of the agreement.
3. Once the authorized representative has electronically signed the grant, the sponsor's attorney(s) will automatically receive an email notification.
4. On the **same day or after** the authorized representative has signed the grant, the sponsor's attorney(s) will add their electronic signature to the appropriate certificate at the end of the agreement.
5. If there are co-sponsors, the authorized representative(s) and sponsor's attorney(s) must follow the above procedures to fully execute the grant and finalize the process. Signatures must be obtained and finalized no later than **August 28, 2026**.
6. The fully executed grant will then be automatically sent to all parties as an email attachment.

Payment. Subject to the requirements in 2 CFR § 200.305 (federal payment), each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this system.

Project Timing. The terms and conditions of this agreement require you to complete the project without undue delay and no later than the Period of Performance end date four (4) years from the grant execution date). We will be monitoring your progress to ensure proper stewardship of these federal funds. We expect you to submit payment requests for reimbursement of allowable incurred project expenses consistent with project progress. Your grant may be placed in "inactive" status if you do not make draws on a regular basis, which will affect your ability to receive future Grant Offers. Costs incurred after the Period of Performance ends are generally not allowable and will be rejected unless authorized by the FAA in advance.

Reporting. Until the grant is completed and closed, you are responsible for submitting formal reports as follows:

- For all grants, you must submit by December 31st of each year this grant is open:
  1. A signed/dated SF-270 (Request for Advance or Reimbursement for non-construction projects) or SF-271 or equivalent (Outlay Report and Request for Reimbursement for Construction Programs), and
  2. An SF-425 (Federal Financial Report).
- For non-construction projects, you must submit FAA Form 5100-140, Performance Report within 30 days of the end of the federal fiscal year.
- For construction projects, you must submit FAA Form 5370-1, Construction Progress and Inspection Report, within 30 days of the end of each federal fiscal quarter.

Audit Requirements. As a condition of receiving federal assistance under this award, you must comply with audit requirements as established under 2 CFR Part 200. Subpart F requires non-federal entities that expend $1,000,000 or more in federal awards to conduct a single or program specific audit for that year. Note that this includes federal expenditures made under other federal-assistance programs. Please take appropriate and necessary action to ensure your organization will comply with applicable audit requirements and standards.

Closeout. Once the project(s) is completed and all costs are determined, we ask that you work with your FAA contact indicated below to close the project without delay and submit the necessary final closeout documentation as required by your Region/Airports District Office.

FAA Contact Information. Mark Schrader, (701) 323-7384, Mark.R.Schrader@faa.gov is the assigned program manager for this grant and is readily available to assist you and your designated representative with the requirements stated herein.

We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project.

Sincerely,

E Lindsay Terry

E. Lindsay Terry
Manager

U.S. Department of Transportation Federal Aviation Administration

FEDERAL AVIATION ADMINISTRATION

FY 2026

AIRPORT INFRASTRUCTURE GRANT (AIG) GRANT AGREEMENT

Part I - Offer

Federal Award Offer Date: August 7, 2026

Airport/Planning Area: Alexandria Regional/Chandler Field Airport

Airport Grant Number: 3-27-0004-020-2026

Unique Entity Identifier: ECMCUA2THSJ6

TO: City of Alexandria

(herein called the "Sponsor") (For Co-Sponsors, list all Co-Sponsor names. The word "Sponsor" in this Grant Agreement also applies to a Co-Sponsor.)

This grant channels through the State of Minnesota

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the sponsor has submitted to the FAA a Project Application dated July 26, 2026, for a grant of federal funds for a project at or associated with the Alexandria Regional/Chandler Field Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Alexandria Regional/Chandler Field Airport (herein called the "Project") consisting of the following:

Reconstruct Snow Removal Equipment - Carrier vehicle and snow plow attachment, Reconstruct Bellanca Taxilane (25' X 550')

which is more fully described in the Project Application.

NOW THEREFORE, Pursuant to and for the purpose of carrying out Title 49, United States Code (USC), Chapters 471 and 475; 49 USC §§ 40101 et seq. and 48103; Consolidated Appropriations Act, 2024 (Public Law Number (P.L.) 118-42); Consolidated Appropriations Act, 2025 (P.L. 119-4); Consolidated Appropriations Act, 2026 (P.L. 119-75); FAA Reauthorization Act of 2024 (P.L. 118-63); Infrastructure Investment and Jobs Act of 2021 (IIJA) (P.L. 117-58) (as applicable); and the representations contained in the Project Application; and in consideration of: (a) the sponsor's adoption and ratification of the most recently published Grant Assurances; (b) the sponsor's acceptance of this offer; and (c) the benefits to accrue to the United States and the public from the accomplishment of the project, and compliance with the Grant Assurance and conditions as herein provided;

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay (95) % of the allowable costs incurred accomplishing the Project as the United States' share of the Project.

Assistance Listings Number(s): 20.117.

This Offer is made on and SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is **$830,619**.

   The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 USC § 47108(b):
   $0 for planning
   $830,619 for airport development or noise program implementation; and,
   $0 for land acquisition.

2. **Grant Performance.** This agreement is subject to the following federal award requirements:

   a. Period of Performance:

      i. Start Date: The date the recipient formally accepts this agreement and the date signed by the last signatory to the agreement.

      ii. End Date: Four (4) years to the calendar day from the date of acceptance.

      iii. Extension of the Period of Performance (PoP): The recipient may request a one-time extension of up to one year after the PoP end date by submitting a request to the FAA. The request must include, at a minimum, supporting justification for the request and the amount of additional time requested. The request must be submitted at least 10 calendar days before the PoP end date. This one-time extension may not be exercised for the sole purpose of using unobligated balances.

      The PoP end date, or any extension as approved by FAA, shall not affect, relieve, or reduce recipient obligations and assurances that extend beyond the closeout of this agreement.

   b. Budget Period:

      i. For a single year grant offer, the budget period follows the same start and end date as the PoP provided in paragraph 2(a), and any extension of the PoP end date.

ii. For a multi-year grant offer, per the authority provided in 49 USC § 47108 and § 47114, the budget period is from the initial PoP start date through the end of the final fiscal year identified on a multi-year grant offer (See Multi-Year Grant Special Condition, if applicable).

c. Appropriation Period of Availability and Expenditure:

i. The FAA must obligate appropriated funds within the period of availability identified in the appropriation.

ii. In accordance with 31 USC § 1552, by September 30th of the fifth fiscal year after the period of availability, FAA must liquidate and close expired appropriations, and any remaining balance (whether obligated or unobligated) must be canceled and thereafter shall not be available for obligation or expenditure for any purpose.

iii. IIJA and Supplemental AIP funding are subject to this condition.

d. Close Out:

Recipients shall begin the closeout process upon physical completion of the project(s) identified in this agreement. Closeout shall proceed expeditiously and without delay, even if the PoP end date has not been reached. In accordance with 2 Code of Federal Regulations (CFR) 200, unless the FAA authorizes a written extension, the recipient must submit all grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later than 120 calendar days after the PoP end date. If the recipient does not submit all required closeout documentation within this period, the FAA will proceed to close out the grant within one year of the PoP end date with the information available at the end of 120 days.

e. Termination:

The FAA may terminate this agreement and all of its obligations under this agreement if any of the following occur:

i. The recipient fails to comply with the terms and conditions of this agreement;

ii. The recipient fails to obtain or provide any recipient grant contribution as required by the agreement;

iii. There is a material failure to comply with the Project Schedule even if it is beyond the reasonable control of the recipient;

iv. Any project changes that the FAA determines are inconsistent with the FAA's basis for selecting the project to receive a grant;

v. Continued grant payment inactivity, generally defined as no drawdowns over a 12-month period;

vi. The recipient requests that the FAA terminate the agreement under this section; or

vii. The FAA determines that termination of this agreement is in the public interest.

In terminating this agreement under this section, the FAA may elect to consider only the interests of the FAA.

3. Ineligible or Unallowable Costs. In accordance with 49 USC § 47110, the sponsor is prohibited from including any costs in the grant funded portions of the project that the FAA has determined to be ineligible or unallowable, including costs incurred to carry out airport development implementing

policies and initiatives repealed by Executive Order 14148, provided such costs are not otherwise permitted by statute.

4. **Indirect Costs - Sponsor.** The sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the project application, as accepted by the FAA, to allowable costs for sponsor direct salaries and wages.

5. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with 49 USC § 47109, the regulations, policies, and procedures of the Secretary of Transportation ("Secretary"), and any superseding legislation. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs, and settlement will be made for any upward or downward adjustments to the federal share of costs.

6. **Completing the Project Without Delay and in Conformance with Requirements.** The sponsor must carry out and complete the project without undue delay, and in accordance with this agreement, 49 USC Chapters 471 and 475, IIJA (P.L. 117-58) (as appropriate), and the regulations, policies, and procedures of the Secretary. Per 2 CFR § 200.308, the sponsor agrees to report and request prior FAA approval for any disengagement from performing the project that exceeds three months, or a 25 percent reduction in time devoted to the project. The report must include a reason for the project stoppage. The sponsor also agrees to comply with the grant assurances, which are part of this agreement.

7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the sponsor.

8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project(s) unless this offer has been accepted by the sponsor on or before **August 28, 2026**, or such subsequent date as may be prescribed in writing by the FAA.

9. **Improper Use of Federal Funds and Mandatory Disclosure.**

   a. The sponsor must take all steps, including litigation, if necessary, to recover federal funds spent fraudulently, wastefully, or in violation of federal antitrust statutes, or misused in any other manner for any project upon which federal funds have been expended. For the purposes of this grant agreement, the term "federal funds" means funds however used or dispersed by the sponsor, that were originally paid pursuant to this or any other federal grant agreement. The sponsor must obtain the approval of the Secretary as to any determination of the amount of the federal share of such funds. The sponsor must return the recovered federal share, including funds recovered by settlement, order, or judgment, to the Secretary. Upon request, the sponsor must furnish to the Secretary all documents and records pertaining to the determination of the amount of the federal share, or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the sponsor, in court or otherwise, involving the recovery of such federal share require advance approval by the Secretary.

   b. The sponsor, a recipient, and a subrecipient under this federal grant must promptly comply with the mandatory disclosure requirements as established under 2 CFR § 200.113, including reporting requirements related to recipient integrity and performance in accordance with Appendix XII to 2 CFR Part 200.

10. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this agreement.

11. **System for Award Management (SAM) Registration and Unique Entity Identifier (UEI).**

    a. Requirement for System for Award Management (SAM): Unless the sponsor is exempted from this requirement under 2 CFR § 25.110, the sponsor must maintain the currency of its information in the SAM until the sponsor submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at http://www.sam.gov).

    b. Unique entity identifier (UEI) means a 12-character alpha-numeric value used to identify a specific commercial, nonprofit, or governmental entity. A UEI may be obtained from SAM.gov at https://sam.gov/content/entity-registration.

12. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.

13. **Informal Letter Amendment of Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the sponsor by $25,000 or five percent, whichever is greater, the FAA can issue a letter amendment to the sponsor unilaterally reducing the maximum obligation.

    The FAA can also issue a letter to the sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun, provided it will not exceed the statutory limitations for grant amendments. The FAA's authority to increase the maximum obligation does not apply to the "planning" component of Condition No. 1, Maximum Obligation.

    The FAA can also issue an informal letter amendment that modifies the grant description to correct administrative errors or to delete work items if the FAA finds it advantageous, and in the best interests of the United States.

    An informal letter amendment has the same force and effect as a formal grant amendment.

14. **Environmental Standards.** The sponsor is required to comply with all applicable environmental standards, as further defined in the Grant Assurances, for all projects in this grant. If the sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this Grant Agreement.

15. **Financial Reporting and Payment Requirements.** The sponsor will comply with all federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.

16. **Buy American.** Unless otherwise approved in advance by the FAA, in accordance with 49 USC § 50101, the sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured goods produced outside the United States to be used for any project for which funds are provided under this grant. The sponsor will include a provision implementing Buy American in every contract and subcontract awarded under this grant.

17. **Build America, Buy America.** The sponsor must comply with the requirements under the Build America, Buy America Act (P.L. 117-58).

18. **Maximum Obligation Increase.** In accordance with 49 USC § 47108(b)(2), as amended, the maximum obligation of the United States, as stated in Condition No. 1, Maximum Obligation, of this grant:

    a. May not be increased for a planning project;

    b. May be increased by not more than 15 percent for development projects, if funds are available;

    c. May be increased by not more than the greater of the following for a land project, if funds are available:

        i. 15 percent; or

        ii. 25 percent of the total increase in allowable project costs attributable to acquiring an interest in the land.

    If the sponsor requests an increase, any eligible increase in funding will be subject to the United States Government share as provided in 49 USC § 47109, or IIJA (P.L. 17-58), or other superseding legislation if applicable, for the fiscal year appropriation with which the increase is funded. The FAA is not responsible for the same federal share provided herein for any amount increased over the initial grant amount. The FAA may adjust the federal share as applicable through an informal letter of amendment.

19. **Audits for Sponsors.**

    PUBLIC SPONSORS. The sponsor must provide for a Single Audit or program-specific audit in accordance with 2 CFR Part 200. The sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at http://harvester.census.gov/facweb/. Upon request of the FAA, the sponsor shall provide one copy of the completed audit to the FAA. Sponsors that expend less than $1,000,000 in federal awards and are exempt from federal audit requirements must make records available for review or audit by the appropriate federal agency officials, state, and Government Accountability Office. The FAA and other appropriate federal agencies may request additional information to meet all federal audit requirements.

20. **Suspension or Debarment.** When entering into a "covered transaction" as defined by 2 CFR § 180.200, the sponsor must:

    a. Verify the non-federal entity is eligible to participate in this federal program by:

        i. Checking the System for Award Management (SAM.gov) exclusions to determine if the non-federal entity is excluded or disqualified; or

        ii. Collecting a certification statement from the non-federal entity attesting they are not excluded or disqualified from participating; or

        iii. Adding a clause or condition to covered transactions attesting the individual or firm are not excluded or disqualified from participating.

    b. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions with their contractors and sub-contractors.

c. Immediately disclose in writing to the FAA whenever (1) the sponsor learns they have entered into a covered transaction with an ineligible entity or (2) the public sponsor suspends or debars a contractor, person, or entity.

21. Ban on Texting While Driving.

a. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the sponsor is encouraged to:

i. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal Government, including work relating to a grant or subgrant.

ii. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:

a) Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
b) Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

f. The sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts, and subcontracts funded with this grant.

22. Trafficking in Persons.

a. *Posting of contact information.*

i. The sponsor must post the contact information of the national human trafficking hotline (including options to reach out to the hotline such as through phone, text, or TTY) in all public airport restrooms.

b. *Provisions applicable to a sponsor that is a private entity.*

i. Under this grant, the sponsor, its employees, subrecipients under this grant, and subrecipient's employees must not engage in:

a) Severe forms of trafficking in persons;

b) The procurement of a commercial sex act during the period of time that the grant or cooperative agreement is in effect;

c) The use of forced labor in the performance of this grant; or any subaward; or

d) Acts that directly support or advance trafficking in persons, including the following acts:

1. Destroying, concealing, removing, confiscating, or otherwise denying an employee access to that employee's identity or immigration documents;

2. Failing to provide return transportation of pay for return transportation costs to an employee from a country outside the United States to the country from which the employee was recruited upon the end of employment if requested by the employee, unless:

a. Exempted from the requirement to provide or pay for such return transportation by the federal department or agency providing or entering into the grant; or

b. The employee is a victim of human trafficking seeking victim services or legal redress in the country of employment or witness in a human trafficking enforcement action;

3. Soliciting a person for the purpose of employment, or offering employment, by means of materially false or fraudulent pretenses, representations, or promises regarding that employment;

4. Charging recruited employees a placement or recruitment fee; or

5. Providing or arranging housing that fails to meet the host country's housing and safety standards.

ii. The FAA may unilaterally terminate this grant or take any remedial actions authorized by 22 USC § 7104b(c), without penalty, if any private entity under this grant:

a) is determined to have violated a prohibition in paragraph 2.a. (PoP) of this grant; or

b) has an employee that is determined to have violated a prohibition in paragraph 2.a. (PoP) of this grant through conduct that is either:

1. Associated with the performance under this grant; or
2. Imputed to the recipient or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)," as implemented by the FAA at 2 CFR Part 1200.

c. *Provisions applicable to a sponsor other than a private entity.*

i. The FAA may unilaterally terminate this award or take any remedial actions authorized by 22 USC § 7104b(c), without penalty, if subrecipient is a private entity under this grant:

a) is determined to have violated a prohibition in paragraph 2.a. (PoP) of this grant or

b) has an employee that is determined to have violated a prohibition in paragraph 2.a. (PoP) of this grant through conduct that is either:

1. Associated with the performance under this grant; or

2. Imputed to the sponsor or subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)," as implemented by the FAA at 2 CFR Part 1200.

d. *Provisions applicable to any sponsor or subrecipient.*

i. The sponsor or subrecipient must inform the FAA and the DOT Inspector General immediately of any information you receive from any source alleging a violation of a prohibition in paragraph 2.a. (PoP) of this grant.

ii. The FAA's right to unilaterally terminate this grant as described in paragraphs 2.b. (Budget Period) or 3.a. (Close Out and Termination) of this grant, implements the requirements of 22 USC Chapter 78, and is in addition to all other remedies for noncompliance that are available to the FAA under this grant.

iii. The sponsor must include the requirements of paragraph 2.a. (PoP) of this grant award term in any subaward it makes to a private entity.

iv. If applicable, the sponsor must also comply with the compliance plan and certification requirements in 2 CFR § 175.105(b).

e. *Definitions. For purposes of this grant award, term:*

i. "Employee" means either:

a) An individual employed by the sponsor or a subrecipient who is engaged in the performance of the project or program under this grant; or

b) Another person engaged in the performance of the project or program under this grant and not compensated by the sponsor or a subrecipient including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing requirements.

ii. "Private Entity" means:

a) Any entity, including for-profit organizations, nonprofit organizations, institutions of higher education, and hospitals. The term does not include foreign public entities, Indian Tribes, local governments, or states as defined in 2 CFR § 200.1.

b) The terms "severe forms of trafficking in persons," "commercial sex act," "sex trafficking," "abuse or threatened abuse of law or legal process," "coercion," "debt bondage," and "involuntary servitude" have the meanings given at section 103 of the Victims of Trafficking and Violence Protection Act of 2000, as amended (22 USC § 7102).

23. Exhibit "A" Property Map. The Exhibit "A" Property Map dated September 16, 2015, is incorporated herein by reference, or is submitted with the project application and made part of this Grant Agreement.

24. Employee Protection from Reprisal. In accordance with 2 CFR § 200.217 and 41 USC § 4701, an employee of a grantee, subgrantee contractor, recipient, or subrecipient must not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in 41 USC § 4712(a)(2) information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant. The grantee, subgrantee, contractor, recipient, or subrecipient must inform their employees in writing of employee whistleblower rights and protections under 41 USC § 4712. See statutory requirements for whistleblower protections at 10 USC § 4701, 41 USC § 4712, 41 USC § 4304, and 10 USC § 4310.

25. Prohibited Telecommunications and Video Surveillance Services and Equipment. The sponsor agrees to comply with mandatory standards and policies relating to use and procurement of certain telecommunications and video surveillance services or equipment in compliance with the National Defense Authorization Act [P.L. 115-232 § 889] and 2 CFR § 200.216.

26. Critical Infrastructure Security and Resilience. The sponsor acknowledges that it has considered and addressed physical and cybersecurity and resilience in its project planning, design, and oversight, as

determined by the DOT and the Department of Homeland Security (DHS). For airports that do not have specific DOT or DHS cybersecurity requirements, the FAA encourages the voluntary adoption of the cybersecurity requirements from the Transportation Security Administration and Federal Security Director identified for security risk Category X airports.

27. **Title VI of the Civil Rights Act.** As a condition of a grant award, the sponsor shall demonstrate that it complies with the provisions of Title VI of the Civil Rights Act of 1964 (42 USC §§ 2000d et seq.) and implementing regulations (49 CFR Part 21), the Airport and Airway Improvement Act of 1982 (49 USC § 47123), the Age Discrimination Act of 1975 (42 USC § 6101 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 et seq.), the Americans with Disabilities Act of 1990 (42 USC § 12101, et seq.), U.S. Department of Transportation and Federal Aviation Administration (FAA) Assurances, and other relevant civil rights statutes, regulations, or authorities, including any amendments or updates thereto. This may include, as applicable, providing a current Title VI Program Plan to the FAA for approval, in the format and according to the timeline required by the FAA, and other information about the communities that will be benefited and impacted by the project. The sponsor shall affirmatively ensure that when carrying out any project supported by this grant that it complies with all federal nondiscrimination and civil rights laws based on race, color, national origin, sex, creed, age, disability, and genetic information, in consideration for federal financial assistance. The Department's and FAA's Office of Civil Rights may provide resources and technical assistance to recipients to ensure full and sustainable compliance with federal civil rights requirements. Failure to comply with civil rights requirements will be considered a violation of the agreement or contract and be subject to any enforcement action as authorized by law.

28. **Applicable Federal Anti-Discrimination Laws.** The sponsor agrees:

    a. That its compliance in all respects with all applicable federal anti-discrimination laws is material to the government's payment decisions for purposes of 31 USC § 3729(b)(4) and

    b. To certify that it does not operate any programs promoting Diversity, Equity, and Inclusion (DEI) that violate any applicable federal anti-discrimination laws.

29. **National Airspace System Requirements.**

    a. The sponsor shall cooperate with FAA activities installing, maintaining, replacing, improving, or operating equipment and facilities in or supporting the National Airspace System, including waiving permitting requirements and other restrictions affecting those activities to the maximum extent possible, and assisting the FAA in securing waivers of permitting or other restrictions from other authorities. The sponsor shall not take actions that frustrate or prevent the FAA from installing, maintaining, replacing, improving, or operating equipment and facilities in or supporting the National Airspace System.

    b. If FAA determines that the sponsor has violated subsection a., the FAA may impose a remedy, including:

        i. Additional conditions on the award;

        ii. Consistent with 49 USC Chapter 471, any remedy permitted under 2 CFR §§ 200.339–200.340, including withholding of payments; disallowance of previously reimbursed costs, requiring refunds from the recipient to the DOT; suspension or termination of the award; or suspension and debarment under 2 CFR part 180; or

        iii. Any other remedy legally available.

c. In imposing a remedy under this condition, the FAA may elect to consider the interests of only the FAA.

d. The sponsor acknowledges that amounts that the FAA requires the sponsor to refund to the FAA due to a remedy under this condition constitute a debt to the Federal Government that the FAA may collect under 2 CFR 200.346 and the Federal Claims Collection Standards (31 CFR Parts 900–904).

30. Signage Costs for Construction Projects. The sponsor agrees that it will require the prime contractor of a federally-assisted airport improvement project to post signs consistent with a DOT/FAA-prescribed format, as may be requested by the DOT/FAA, and further agrees to remove any signs posted in response to requests received prior to February 1, 2025.

SPECIAL CONDITIONS

31. **Equipment Acquisition**: The Sponsor understands and agrees that any equipment acquired through this Grant is considered a facility as that term is used in the Grant Assurances. Further, the equipment must be only operated by the Sponsor. The Sponsor agrees that it will maintain the equipment and use it exclusively at the airport for airport purposes. -Airport Storage of ARFF Vehicle.

32. **Pavement Maintenance Management Program.** The sponsor agrees that it will implement an effective airport pavement maintenance management program as required by Airport Sponsor Grant Assurance 11, Pavement Preventive Maintenance-Management, which is codified at 49 USC § 47105(e). The sponsor agrees that it will use the program for the useful life of any pavement constructed, reconstructed, rehabilitated, or repaired with federal financial assistance at the airport. The sponsor further agrees that the program will:

    a. Follow the current version of FAA Advisory Circular 150/5380-6, "Guidelines and Procedures for Maintenance of Airport Pavements," for specific guidelines and procedures for maintaining airport pavements, establishing an effective maintenance program, specific types of distress and its probable cause, inspection guidelines, and recommended methods of repair;

    b. Detail the procedures to be followed to assure that proper pavement maintenance, both preventive and repair, is performed;

    c. Include a Pavement Inventory, Inspection Schedule, Record Keeping, Information Retrieval, and Reference, meeting the following requirements:

        1. Pavement Inventory. The following must be depicted in an appropriate form and level of detail:

            i. Location of all runways, taxiways, and aprons;

            ii. Dimensions;

            iii. Type of pavement; and,

            iv. Year of construction or most recent major reconstruction, rehabilitation, or repair.

        2. Inspection Schedule.

            i. Detailed Inspection. A detailed inspection must be performed at least once a year. If a history of recorded pavement deterioration is available, i.e., Pavement Condition Index (PCI) survey as set forth in the current version of Advisory Circular 150/5380-6, the frequency of inspections may be extended to three years.

            ii. Drive-By Inspection. A drive-by inspection must be performed a minimum of once per month to detect unexpected changes in the pavement condition. For drive-by

inspections, the date of inspection and any maintenance performed must be recorded.

3. Record Keeping. Complete information on the findings of all detailed inspections and on the maintenance performed must be recorded and kept on file for a minimum of five years. The type of distress, location, and remedial action, scheduled or performed, must be documented. The minimum information is:

   i. Inspection date;

   ii. Location;

   iii. Distress types; and

   iv. Maintenance scheduled or performed.

4. Information Retrieval System. The sponsor must be able to retrieve the information and records produced by the pavement survey to provide a report to the FAA as may be required.

33. Plans and Specifications Approval Based Upon Certification. The FAA and the sponsor agree that the FAA's approval of the sponsor's Plans and Specification is based primarily upon the sponsor's certification to carry out the project in accordance with policies, standards, and specifications approved by the FAA. The sponsor understands that:

a. The sponsor's certification does not relieve the sponsor of the requirement to obtain prior FAA approval for modifications to published FAA airport development grant standards or to notify the FAA of any limitations to competition within the project;

b. The FAA's acceptance of a sponsor's certification does not limit the FAA from reviewing appropriate project documentation for the purpose of validating the certification statements; and

c. If the FAA determines that the sponsor has not complied with their certification statements, the FAA will review the associated project costs to determine whether such costs are allowable under this grant and associated grants.

34. Non-Federally Funded Work in Application. The sponsor understands and agrees that:

a. The Project Application includes the planning and/or construction of Taxilane width beyond 25 feet that is not being funded with any federal funding in this project;

b. Although the sponsor has estimated a total project cost of $1,098,916, the total allowable cost for purposes of determining federal participation equals $830,619;

c. It must maintain separate accounting of cost records for federally and non-federally funded work;

d. All pertinent records supporting project costs must be made available for inspection and audit by the FAA when requested; and

e. All non-federally funded work is the sole responsibility of the sponsor.

35. Buy American Executive Orders. The sponsor agrees to abide by applicable Executive Orders in effect at the time this Grant Agreement is executed, including Executive Order 14005, Ensuring the Future Is Made in All of America by All of America's Workers.

The sponsor's acceptance of this offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the sponsor, as hereinafter provided, and this offer and acceptance shall comprise a Grant Agreement, constituting the contractual obligations and rights of the United States and the sponsor with respect to the accomplishment of the project and compliance with the Grant Assurances, terms, and conditions as provided herein. Such Grant Agreement shall become effective upon the sponsor's acceptance of this offer.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.[1]

UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION

E. Lindsay Terry

(Signature)

E. Lindsay Terry

(Typed Name)

Manager, FAA-DMA-ADO

(Title of FAA Official)

[1] Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

Part II - Acceptance

The sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing offer, and does hereby accept this offer and by such acceptance agrees to comply with all of the Grant Assurances, terms, and conditions in this offer and in the Project Application.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.[2]

Dated _____

City of Alexandria
(Name of Sponsor)

_____
(Signature of Sponsor's Authorized Official)

By: _____
(Typed Name of Sponsor's Authorized Official)

Title: _____
(Title of Sponsor's Authorized Official)

[2] Knowingly and willfully providing false information to the Federal Government is a violation of 18 USC § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

CERTIFICATE OF SPONSOR'S ATTORNEY

I, Thomas A Jacobson , acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Minnesota. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative, who has been duly authorized to execute this Grant Agreement, which is in all respects due and proper and in accordance with the laws of the said State; and Title 49, United States Code (USC), Chapters 471 and 475; 49 USC §§ 40101 et seq., and 48103; Consolidated Appropriations Act, 2024 (P.L. 118-42); Consolidated Appropriations Act, 2025 (P.L. 119-4); Consolidated Appropriations Act, 2026 (P.L. 119-75); FAA Reauthorization Act of 2024 (P.L. 118-63); and the representations contained in the Project Application. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.[3]

Dated at _____

By: _____
(Signature of Sponsor's Attorney)

[3] Knowingly and willfully providing false information to the Federal Government is a violation of 18 USC § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

ASSURANCES
AIRPORT SPONSORS

A. General.

1. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
2. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, USC, subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
3. Upon acceptance of this Grant Offer by the sponsor, these assurances are incorporated in and become part of this Grant Agreement.

B. Duration and Applicability.

1. Airport Development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.

The terms, conditions and assurances of this Grant Agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a Grant Offer of federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.

2. **Airport Development or Noise Compatibility Projects Undertaken by a Private Sponsor.**

The preceding paragraph (1) also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of federal aid for the project.

3. **Airport Planning Undertaken by a Sponsor.**

Unless otherwise specified in this Grant Agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 23, 25, 30, 32, 33, 34, 37, and 40 in Section C apply to planning projects. The terms, conditions, and assurances of this Grant Agreement shall remain in full force and effect during the life of the project; there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport.

C. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this grant that:

1. General Federal Requirements

It will comply with all applicable federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of federal funds for this grant. Performance under this agreement shall be governed by and in compliance with the following requirements, as applicable, to the type of organization of the Sponsor and any applicable sub-recipients. The applicable provisions to this agreement include, but are not limited to, the following:

FEDERAL LEGISLATION

a. 49 USC subtitle VII, as amended.

b. Davis-Bacon Act, as amended — 40 USC §§ 3141-3144, 3146, and 3147, et seq.[1]

c. Federal Fair Labor Standards Act – 29 USC § 201, et seq.

d. Hatch Act – 5 USC § 1501, et seq.[2]

e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 USC § 4601, et seq.[1, 2]

f. National Historic Preservation Act of 1966 – Section 106 – 54 USC § 306108.[1]

g. Archeological and Historic Preservation Act of 1974 – 54 USC § 312501, et seq.[1]

h. Native Americans Grave Repatriation Act – 25 USC § 3001, et seq.

i. Clean Air Act, P.L. 90-148, as amended – 42 USC § 7401, et seq.

j. Coastal Zone Management Act, P.L. 92-583, as amended – 16 USC § 1451, et seq.

k. Flood Disaster Protection Act of 1973 – Section 102(a) - 42 USC § 4012a.[1]

l. 49 USC § 303, (formerly known as Section 4(f)).

m. Rehabilitation Act of 1973 – 29 USC § 794.

n. Title VI of the Civil Rights Act of 1964 (42 USC § 2000d et seq.) (prohibits discrimination on the basis of race, color, national origin).

o. Americans with Disabilities Act of 1990, as amended, (42 USC § 12101 et seq.) (prohibits discrimination on the basis of disability).

p. Age Discrimination Act of 1975 – 42 USC § 6101, et seq.

q. American Indian Religious Freedom Act, P.L. 95-341, as amended.

r. Architectural Barriers Act of 1968, as amended – 42 USC § 4151, et seq.[1]

s. Powerplant and Industrial Fuel Use Act of 1978 – Section 403 – 42 USC § 8373.[1]

t. Contract Work Hours and Safety Standards Act – 40 USC § 3701, et seq.[1]

u. Copeland Anti-kickback Act – 18 USC § 874.[1]

v. National Environmental Policy Act of 1969 – 42 USC § 4321, et seq.[1]

w. Wild and Scenic Rivers Act, P.L. 90-542, as amended – 16 USC § 1271, et seq.

x. Single Audit Act of 1984 – 31 USC § 7501, et seq.[2]

y. Drug-Free Workplace Act of 1988 – 41 USC §§ 8101 through 8105.

z. The Federal Funding Accountability and Transparency Act of 2006, as amended (P.L. 109-282, as amended by section 6202 of P.L. 110-252).

aa. Civil Rights Restoration Act of 1987, P.L. 100-259.

bb. Infrastructure Investment and Jobs Act, P.L. 117-58, Title VIII.

cc. Build America, Buy America Act, P.L. 117-58, Title IX.

dd. Endangered Species Act – 16 USC 1531, et seq.

ee. Title IX of the Education Amendments of 1972, as amended – 20 USC 1681–1683 and 1685–1687.

ff. Drug Abuse Office and Treatment Act of 1972, as amended – 21 USC 1101, et seq.

gg. Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, P.L. 91-616, as amended – 42 USC § 4541, et seq.

hh. Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, P.L. 91-616, as amended – 42 USC § 4541, et seq.

ii. Appropriated Funds to Influence Certain Federal Contracting and Financial Transactions – 31 USC § 1352.

EXECUTIVE ORDERS

a. Executive Order 11990 – Protection of Wetlands

b. Executive Order 11988 – Floodplain Management

c. Executive Order 12372 – Intergovernmental Review of Federal Programs

d. Executive Order 12699 – Seismic Safety of Federal and Federally Assisted New Building Construction[1]

e. Executive Order 14005 – Ensuring the Future is Made in all of America by All of America's Workers

f. Executive Order 14149 – Restoring Freedom of Speech and Ending Federal Censorship

g. Executive Order 14151 – Ending Radical and Wasteful Government DEI Programs and Preferencing

h. Executive Order 14154 – Unleashing American Energy

i. Executive Order 14168 – Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government

j. Executive Order 14173 – Ending Illegal Discrimination and Restoring Merit-Based Opportunity

FEDERAL REGULATIONS

a. 2 CFR Part 180 – OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).

b. 2 CFR Part 200 and 1201 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. [3, 4, 5]

c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment.

d. 14 CFR Part 13 – Investigative and Enforcement Procedures.

e. 14 CFR Part 16 – Rules of Practice for Federally-Assisted Airport Enforcement Proceedings.

f. 14 CFR Part 150 – Airport Noise Compatibility Planning.

g. 28 CFR Part 35 – Nondiscrimination on the Basis of Disability in State and Local Government Services.

h. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for the Enforcement of Title VI of the Civil Rights Act of 1964.

i. 29 CFR Part 1 – Procedures for Predetermination of Wage Rates.[1]

j. 29 CFR Part 3 – Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States.[1]

k. 29 CFR Part 5 – Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (Also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act).[1]

l. 41 CFR Part 60 – Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally-assisted contracting requirements).[1]

m. 49 CFR Part 20 – New Restrictions on Lobbying.

n. 49 CFR Part 21 – Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964.

o. 49 CFR Part 23 – Participation by Disadvantage Business Enterprise in Airport Concessions.

p. 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs.[1, 2]

q. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs.

r. 49 CFR Part 27 – Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance.[1]

s. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities Conducted by the Department of Transportation.

t. 49 CFR Part 30 – Denial of Public Works Contracts to Suppliers of Goods and Services of Countries That Deny Procurement Market Access to U.S. Contractors.

u. 49 CFR Part 32 – Governmentwide Requirements for Drug-Free Workplace (Financial Assistance).

v. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).

w. 49 CFR Part 38 – Americans with Disabilities Act (ADA) Accessibility Specifications for Transportation Vehicles.

x. 49 CFR Part 41 – Seismic Safety.

FOOTNOTES TO ASSURANCE (C)(1)

[1] These laws do not apply to airport planning sponsors.
[2] These laws do not apply to private sponsors.
[3] 2 CFR Part 200 contains requirements for state and local governments receiving federal assistance. Any requirement levied upon state and local governments by this regulation shall apply where applicable to private sponsors receiving federal assistance under Title 49, United States Code.
[4] Cost principles established in 2 CFR Part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.
[5] Audit requirements established in 2 CFR Part 200 subpart F are the guidelines for audits.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this Grant Agreement.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this Grant Agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Sponsor Fund Availability.

It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under this Grant Agreement which it will own or control.

4. Good Title.

a. It, a public agency or the Federal Government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.

b. For noise compatibility program projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

5. Preserving Rights and Powers.

a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this Grant Agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.

b. Subject to 49 USC § 47107(a)(16) and (x), it will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which federal funds have been expended, for the duration of the terms, conditions, and assurances in this Grant Agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under Title 49, United States Code, to assume the obligations of this Grant Agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee all of the terms, conditions, and assurances contained in this Grant Agreement.

c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise compatibility program project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.

d. For noise compatibility program projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.

e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.

f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to ensure that the airport will be operated and maintained in accordance with Title 49, United States Code, the regulations and the terms, conditions and assurances in this Grant Agreement and shall ensure that such arrangement also requires compliance therewith.

g. Sponsors of commercial service airports will not permit or enter into any arrangement that results in permission for the owner or tenant of a property used as a residence, or zoned for residential use, to taxi an aircraft between that property and any location on airport. Sponsors

of general aviation airports entering into any arrangement that results in permission for the owner of residential real property adjacent to or near the airport must comply with the requirements of Sec. 136 of Public Law 112-95 and the sponsor assurances.

6. **Consistency with Local Plans.**

   The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the state in which the project is located to plan for the development of the area surrounding the airport.

7. **Consideration of Local Interest.**

   It has given fair consideration to the interest of communities in or near where the project may be located.

8. **Consultation with Users.**

   In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

9. **Public Hearings.**

   In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

10. **Metropolitan Planning Organization.**

    In projects involving the location of an airport, an airport runway, or a major runway extension at a medium or large hub airport, the sponsor has made available to and has provided upon request to the metropolitan planning organization in the area in which the airport is located, if any, a copy of the proposed amendment to the airport layout plan to depict the project and a copy of any airport master plan in which the project is described or depicted.

11. **Pavement Preventive Maintenance-Management.**

    With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

12. **Terminal Development Prerequisites.**

    For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under 49 USC § 44706, and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning and deplaning from aircraft other than air carrier aircraft.

13. Accounting System, Audit, and Record Keeping Requirements.

a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this grant, the total cost of the project in connection with which this grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.

b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which this grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. Minimum Wage Rates.

It shall include, in all contracts in excess of $2,000 for work on any projects funded under this Grant Agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor under 40 USC §§ 3141-3144, 3146, and 3147, Public Building, Property, and Works), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

15. Veteran's Preference.

It shall include in all contracts for work on any project funded under this Grant Agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in 49 USC § 47112. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

16. Conformity to Plans and Specifications.

It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this Grant Agreement, and, upon approval of the Secretary, shall be incorporated into this Grant Agreement. Any modification to the approved plans, specifications, and schedules shall also be subject to approval of the Secretary, and incorporated into this Grant Agreement.

17. Construction Inspection and Approval.

It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in

accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

18. Planning Projects.

In carrying out planning projects:

a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.

b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.

c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.

d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.

e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.

f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.

g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.

h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a federal airport grant.

19. Operation and Maintenance.

a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal, state, and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for:

   1. Operating the airport's aeronautical facilities whenever required;
   2. Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
   3. Promptly notifying pilots of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood, or other climatic conditions

interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.

b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which federal funds have been expended.

20. Hazard Removal and Mitigation.

It will take appropriate action to ensure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

21. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility, with respect to the airport, of the noise compatibility program measures upon which federal funds have been expended.

22. Economic Nondiscrimination.

a. It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.

b. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or to engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to:

   1. Furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and

   2. Charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.

c. Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.

d. Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.

e. Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers

which make similar use of such airport and utilize similar facilities, subject to reasonable classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classification or status.

f. It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees (including, but not limited to maintenance, repair, and fueling) that it may choose to perform.

g. In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.

h. The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.

i. The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights.

It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of the services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services, and

b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport. It further agrees that it will not, either directly or indirectly, grant or permit any person, firm, or corporation, the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

24. Fee and Rental Structure.

It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the federal share of an airport development, airport planning or noise compatibility project for

which a grant is made under Title 49, United States Code, the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate basis in establishing fees, rates, and charges for users of that airport.

25. Airport Revenues.

a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. The following exceptions apply to this paragraph:

   1. If covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982, in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.

   2. If the Secretary approves the sale of a privately owned airport to a public sponsor and provides funding for any portion of the public sponsor's acquisition of land, this limitation on the use of all revenues generated by the sale shall not apply to certain proceeds from the sale. This is conditioned on repayment to the Secretary by the private owner of an amount equal to the remaining unamortized portion (amortized over a 20-year period) of any airport improvement grant made to the private owner for any purpose other than land acquisition on or after October 1, 1996, plus an amount equal to the federal share of the current fair market value of any land acquired with an airport improvement grant made to that airport on or after October 1, 1996.

   3. Certain revenue derived from or generated by mineral extraction, production, lease, or other means at a general aviation airport (as defined at 49 USC § 47102), if the FAA determines the airport sponsor meets the requirements set forth in Section 813 of Public Law 112-95.

b. As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.

c. Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of 49 USC § 47107.

26. Reports and Inspections.

It will:

a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the

public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;

b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;

c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of this Grant Agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request; and

d. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:

   1. all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and

   2. all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

27. Use by Government Aircraft.

It will make available all of the facilities of the airport developed with federal financial assistance and all those usable for landing and takeoff of aircraft to the United States for use by Government aircraft in common with other aircraft at all times without charge, except, if the use by Government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by Government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that:

a. Five (5) or more Government aircraft are regularly based at the airport or on land adjacent thereto; or

b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movement of Government aircraft multiplied by gross weights of such aircraft) is in excess of five million pounds.

28. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein as the Secretary considers necessary or desirable for construction, operation, and maintenance at federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

a. The airport owner or operator will maintain a current airport layout plan of the airport showing:

1. boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;

2. the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities;

3. the location of all existing and proposed non-aviation areas and of all existing improvements thereon; and

4. all proposed and existing access points used to taxi aircraft across the airport's property boundary.

b. Subject to subsection 49 USC § 47107(x), the Secretary will review and approve or disapprove the plan and any revision or modification of the plan before the plan, revision, or modification takes effect.

c. The owner or operator will not make or allow any alteration in the airport or any of its facilities unless the alteration—

1. is outside the scope of the Secretary's review and approval authority as set forth in subsection (x); or

2. complies with the portions of the plan approved by the Secretary.

d. When the airport owner or operator makes a change or alteration in the airport or the facilities which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary:

1. eliminate such adverse effect in a manner approved by the Secretary; or

2. bear all costs of relocating such property or its replacement to a site acceptable to the Secretary and of restoring the property or its replacement to the level of safety, utility, efficiency, and cost of operation that existed before the alteration was made, except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

30. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, color, and national origin (including limited English proficiency) in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (42 USC §§ 2000d to 2000d-4); creed and sex per 49 USC § 47123 and related requirements; age per the Age Discrimination Act of 1975 and related requirements; or disability per the Americans with Disabilities Act of 1990 and related requirements, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program and activity conducted with, or benefiting from, funds received from this grant.

a. Using the definitions of activity, facility, and program as found and defined in 49 CFR §§ 21.23(b) and 21.23(e), the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by or pursuant to these assurances.

b. Applicability

   1. Programs and Activities. If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.

   2. Facilities. Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter, or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.

   3. Real Property. Where the sponsor receives a grant or other federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration.

   The sponsor agrees that it is obligated to this assurance for the period during which federal financial assistance is extended to the program, except where the federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

   1. So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or

   2. So long as the sponsor retains ownership or possession of the property.

d. Required Solicitation Language. It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this Grant Agreement and in all proposals for agreements, including airport concessions, regardless of funding source:

   "The (**City of Alexandria**), in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, all businesses will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex , age, or disability in consideration for an award."

e. Required Contract Provisions.

   1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in federally-assisted programs of the Department of Transportation (DOT), and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in federally-assisted programs of the DOT acts and regulations.

   2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.

3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.

4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin (including limited English proficiency), creed, sex, age, or disability as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:

   a. For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and

   b. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.

f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.

g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

31. Disposal of Land.

a. For land purchased under a grant for airport noise compatibility purposes, including land serving as a noise buffer, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value, at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will be, at the discretion of the Secretary, (1) reinvested in another project at the airport, or (2) transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order:

   1. Reinvestment in an approved noise compatibility project;

   2. Reinvestment in an approved project that is eligible for grant funding under 49 USC § 47117(e);

   3. Reinvestment in an approved airport development project that is eligible for grant funding under 49 USC §§ 47114, 47115, or 47117;

   4. Transfer to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport; or

   5. Payment to the Secretary for deposit in the Airport and Airway Trust Fund.

   If land acquired under a grant for noise compatibility purposes is leased at fair market value and consistent with noise buffering purposes, the lease will not be considered a disposal of the land. Revenues derived from such a lease may be used for an approved airport development project that would otherwise be eligible for grant funding or any permitted use of airport revenue.

b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United

States' proportionate share of the fair market value of the land. That portion of the proceeds of such disposition which is proportionate to the United States' share of the cost of acquisition of such land will, upon application to the Secretary, be reinvested or transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order:

1. Reinvestment in an approved noise compatibility project;
2. Reinvestment in an approved project that is eligible for grant funding under 49 USC § 47117(e);
3. Reinvestment in an approved airport development project that is eligible for grant funding under 49 USC §§ 47114, 47115, or 47117;
4. Transfer to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport; or
5. Payment to the Secretary for deposit in the Airport and Airway Trust Fund.

c. Land shall be considered to be needed for airport purposes under this assurance if (1) it may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or federal agency making such grant before December 31, 1987, was notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.

d. Disposition of such land under (a), (b), or (c) will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

32. Engineering and Design Services.

If any phase of such project has received federal funds under Chapter 471 subchapter 1 of Title 49 USC, it will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services in the same manner as a contract for architectural and engineering services is negotiated under Chapter 11 of Title 40 U S.C., or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

33. Foreign Market Restrictions.

It will not allow funds provided under this grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

34. Policies, Standards, and Specifications.

It will carry out any project funded under an Airport Improvement Program Grant in accordance with policies, standards, and specifications approved by the Secretary including, but not limited to, current FAA Advisory Circulars (https://www.faa.gov/airports/aip/aip_pfc_checklist) for AIP projects as of July 26, 2026.

35. Relocation and Real Property Acquisition.

a. It will be guided in acquiring real property, to the greatest extent practicable under state law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B.

b. It will provide a relocation assistance program offering the services described in Subpart C of 49 CFR Part 24 and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24.

c. It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.

36. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

37. Disadvantaged Business Enterprises (DBE)/Airport Concessions Disadvantage Business Enterprise (ACDBE) Program.

The sponsor shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 USC § 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 USC §§ 3801-3809, 3812).

38. Hangar Construction.

If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.

39. Competitive Access.

a. If the airport owner or operator of a medium or large hub airport (as defined in 49 USC § 47102) has been unable to accommodate one or more requests by an air carrier for access to gates or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that:

1. Describes the requests;

2. Provides an explanation as to why the requests could not be accommodated; and
3. Provides a time frame within which, if any, the airport will be able to accommodate the requests.

b. Such report shall be due on either February 1 or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.

40. Access to Leaded Aviation Gasoline

a. If 100-octane low lead aviation gasoline (100LL) was made available at an airport, at any time during calendar year 2022, an airport owner or operator may not restrict or prohibit the sale of, or self-fueling with, 100-octane low lead aviation gasoline.

b. This requirement remains until the earlier of December 31, 2030, or the date on which the airport or any retail fuel seller at the airport makes available an unleaded aviation gasoline that has been authorized for use by the FAA as a replacement for 100-octane low lead aviation gasoline for use in nearly all piston-engine aircraft and engine models; and meets either an industry consensus standard or other standard that facilitates the safe use, production, and distribution of such unleaded aviation gasoline, as determined appropriate by the FAA.

c. An airport owner or operator understands and agrees, that any violation of this grant assurance is subject to civil penalties as provided for in 49 USC § 46301(a)(8).

406 Airport Development Fund

Project	Funding Source	2026	2027	2028	2029	2030	2031	2032	2033	UPP
Airport Security Gates	Airport Development Fund	50,000	-	-	-	-	-	-	-	-
Pavement Joint and Crack Repair	Airport Development Fund	-	-	-	50,000	-	-	-	-	-
Airport Master Plan	Airport Development Fund	-	-	-	-	-	-	-	-	-
Bellanca Lane Reconstruction	Airport Development Fund	-	72,426	-	-	-	-	-	-	-
Fuel System Upgrades	Airport Development Fund	-	-		-	-	-	-	-	-
GPS Approaches Runway 4/13	Airport Development Fund	-	-	-	-	-	-	-	-	-
ILS Replacement	Airport Development Fund	38,490		-	-	-	-	-	-	
Re-Clad and Insulate H-1 and SRE	Airport Development Fund	-	-	-	-	75,000	-	-	-	-
Re-Clad Bellanca Building	Airport Development Fund	-	-	-	-	45,000	-	-	-	-
Re-Clad Two 6-unit T-Hangers*	Airport Development Fund	-	-	-	-	45,000	-	-	-	-
Runway 04-22 Reconstruction	Airport Development Fund	-	-	-	-	-	-	-	-	-
Runway 13-31 Reconstruction	Airport Development Fund	-		100,000	100,000	100,000	100,000	100,000	100,000	-
Taxiway A Edge Lighting	Airport Development Fund	-	-	-	46,184	-	-	-	-	-
Terminal Area Study	Airport Development Fund	-	-	-	-	-	-	-	-	-
V-Plow	Airport Development Fund	-	-	-	-	-	-	-	-	-
T-Hanger Electrical Upgrades	Airport Development Fund	-	-	-	-	-	-	-	-	-
2013 Chevy 3500	Airport Development Fund	-	-	-	-	-	-	-	70,000	-
2003 John Deere 6420	Airport Development Fund	-	-	-	200,000	-	-	-	-	-
1995 Oshkosh Plow	SRE Grant	10,000	16,809	-	-	-	-	-	-	-
1984 Oshkosk Blower	Financing	-	-	59,000	59,000	59,000	59,000	59,000	59,000	59,000
1995 Oshkosh Sweeper	Financing	-	-	-	-	51,000	51,000	51,000	51,000	51,000
2016 John Deere ZTR Mower	Airport Development Fund	-	-	12,000	-	-	-	-	-	-
2013 Ford Interceptor	Airport Development Fund	-	-	-	-	42,000	-	-	-	-
Apron Recon	Airport Development Fund	-	-	12,500	-	257,509	-	-	-	-
T-Hanger Loan	Airport Development Fund	35,256	35,256	35,256	35,256	35,256	35,256	35,256	35,256	35,256
Scissor Lift with Trailer	Airport Development Fund	15,500	-	-	-	-	-	-	-	-
		149,246	124,491	218,756	490,440	709,765	245,256	245,256	315,256	145,256
Current Cash Balance - Jan 1 2026		479,407	706,327	943,292	1,029,992	855,008	470,699	560,899	661,099	661,099
Hanger Rent		104,000	104,000	104,000	104,000	104,000	104,000	104,000	104,000	104,000
Ag Land Lease		20,456	20,456	20,456	20,456	20,456	20,456	20,456	20,456	20,456
Leases		86,000	86,000	86,000	86,000	86,000	86,000	86,000	86,000	86,000
Levy		45,000	55,000	65,000	75,000	85,000	95,000	105,000	115,000	125,000
Bellanca Revenue		95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000
Bellanca Expense		(65,000)	(65,000)	(65,000)	(65,000)	(65,000)	(65,000)	(65,000)	(65,000)	(65,000)
Grant Reimbursements (ATS, 13-31)		90,710	66,000							
		855,573	1,067,783	1,248,748	1,345,448	1,180,464	806,155	906,355	1,016,555	1,026,555
Balance		**706,327**	**943,292**	**1,029,992**	**855,008**	**470,699**	**560,899**	**661,099**	**701,299**	**881,299**

CITY OF ALEXANDRIA

City Council - Regular Meeting
704 Broadway
Alexandria, MN 56308

SCHEDULED
INFORMATIONAL (ID # -10595-)

Meeting: August 13, 2026
Department: Administration
Category: Report
Prepared by: Marty Schultz
Department Head: Marty Schultz
DOC ID: -10595-

CLOSED SESSION: 220 Northside Drive and 124 7th Avenue West - Consideration of Offer

Background

Minnesota law requires that meetings of city councils must be open to the public unless an exception applies. One exception is that under Minn. Stat. § 13D.05, Subd. 3(c), city councils may close a meeting to determine the asking price for real or personal property to be sold by the city or to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

The Council now needs to develop or consider offers for the possible purchase or sale of certain real or personal properties. Specifically, the Council needs to consider the purchase of a mortgage interest and/or acquisition of the underlying real properties located at 220 Northside Drive NE and 124 7th Avenue West, Alexandria MN.

These agenda items may be considered in closed session pursuant to Minn. Stat. § 13D.05, Subd. 3(c).

I will now entertain a motion to close this meeting for these purposes.

Recommendation

Motion to close the City Council to discuss the purchase or sale of real property.