CITY COUNCIL AGENDA

COUNCIL CHAMBERS WEDNESDAY, NOVEMBER 12, 2025 6:00 PM

1. **Call to Order/Roll Call/Pledge of Allegiance**
2. **Approve Agenda**
3. **Presentations/Introductions – None**
4. **Approve minutes of the October 28, 2025 City Council Meeting**
   A. Approve the October 28, 2025, City Council Meeting Minutes
5. **Requests to be Heard**
6. **Consent Agenda**
   A. List of Claims for Release
   B. Resolution 2025-283 Approve Street Closures for Winterfest Celebration
   C. Accept Faribault Police Department Automated License Plate Reader (ALPR) Audit Report
   D. Resolution 2025-284 Accept Donation from Faribault Foundation for Viaduct Park
   E. Resolution 2025-289 Support Minnesota Department of Transportation Highway Safety Improvement Grant Application
   F. Resolution 2025-291 Amend the 2025 Adopted Budget for the Water, Sanitary Sewer and Stormwater Funds
   G. Approve LG240B Application to Conduct Excluded Bingo for Infants Remembered in Silence
   H. Resolution 2025-292 Approving Repayment of Internal Loan from the General Fund to the Economic Development Authority (EDA)
   I. Approve Quote for Chemical Feed Pumps at Water Reclamation Facility
   J. Resolution 2025-293 Approve 2026 Non-Union Compensation Plan
   K. Resolution 2025-294 Approve Joint Powers Agreement (JPA) Between Faribault PD and the Minnesota Internet Crimes Against Children Task Force
   L. Resolution 2025-295 Approve Election Not to Waive Monetary Limits on Liability for 2026 Property & Liability Insurance
   M. Resolution 2025-297 Accept Donations to the Fire Department
   N. Resolution 2025-298 Declare Fire Department Turnout Gear as Surplus and Donate to Riverland Technical College
   O. Resolution 2025-299 Declare Tactical Rescue Trailer as Surplus
   P. Resolution 2025-300 Declare 2009 Rosenbauer Fire Apparatus as Surplus
   Q. Approve LG240B Applications to Conduct Excluded Bingo for Women of the Moose Faribault Chapter 1476
   R. Resolution 2025-302 Approve Quotes for Shumway Avenue Storm Sewer Repair
7. **Public Hearings – None**
8. **Items for Discussion**

A. Resolution 2025-290 Adopt the 2026-2030 Strategic Plan

B. Ivy Hill Senior Center Facility/607 2nd Ave NW - Zoning Map Amendment, Preliminary Plat, Final Plat, Conditional Use Permit, Variance(s)

1. Ordinance 2025-16 Approve the Rezoning of Property between 6th St NW, 7th St NW, and 2nd Ave NW from R-3, Medium Density Residential to R-4, High Density Residential
2. Resolution 2025-285 Approve the Preliminary and Final Plats of PIPER RAMSEY ADDITION
3. Resolution 2025-286 Approve a Conditional Use Permit for a Residential care Facility Serving 17 or More Persons Associated with the Plat of PIPER RAMSEY ADDITION
4. Resolution 2025-287 Approve Parking and Accessory Structure Setback Variances related to a Residential Care Facility Use Associated with the PIPER RAMSEY ADDITION Plat
5. Resolution 2025-288 Approve Variance for Modifications to the Landscape Standard

C. Resolution 2025-301 Establish Permit Parking for the Henry M. Rice Square Public Parking Lot and Approve Parking Agreement

9. Bids - None

10. Boards and Commissions Reports, Announcements and Project Updates

11. Adjournment

(The Council may meet as a group for dinner)

NOTE:

CC **Closed Captioning of Council meetings available on FCTV.**

Please contact the City Administrator's Office if you need special accommodations related to a disability while attending the City Council meeting.

Para pedir este documento en otro idioma, envíe un correo electrónico y adjunte el documento a accessibility@faribault.org.

Si aad u codsato dukumeentigan oo ku qoran luqad kale, fadlan e-mail u soo dir oo ku soo lifaaq dukumiintiga accessibility@faribault.org.

CITY COUNCIL MINUTES

COUNCIL CHAMBERS	TUESDAY, OCTOBER 28, 2025	6:00 PM

Call to Order/Roll Call/Pledge of Allegiance
The City Council meeting was called to order by Mayor Tom Spooner at 6:00 pm. Councilors in attendance included Mandy Barnes, Adama Doumbouya, Royal Ross, John Rowan and Peter van Sluis. Councilor Chuck Thiele was absent. Also in attendance were Deputy City Administrator Mark DuChene, City Clerk Heather Slechta, Planning Manager Harry Davis, Police Chief John Sherwin, Fire and Code Services Director Dusty Dienst, Public Works Director Travis Block, Planning Manager Harry Davis, Finance Director Kindra Papenfus and City Attorney Scott Riggs.

Approve Agenda
Motion by Ross, seconded by Rowan to approve the agenda with the addition of Update by Representative Keith Allen to 10. Boards and Commissions Reports, Announcements and Project Updates and carried unanimously.

Presentations/Introductions - None

Approve minutes of the October 14, 2025 City Council Meeting
Motion by Doumbouya, seconded by van Sluis to approve the October 14, 2025 City Council Meeting Minutes and carried unanimously.

Requests to be Heard
Elizabeht Rite and Vicki Olson both addressed the Council regarding the potential Data Center in the City of Faribault. Mayor Spooner stated that the Council would not be responding due to pending litigation.

Consent Agenda

A. List of Claims for Release
B. Resolution 2025-276 Approve Procedure for Counting Write-In Votes for Local Elective Office
C. Resolution 2025-271 Amend the 2025 Adopted Budget for the Viaduct Park Operating Budget
D. Resolution 2025-273 Amend the 2025 Adopted Budget for Special Revenue Fund Changes
E. Resolution 2025-275 Amending the 2025 Fee Schedule to Include Viaduct Park Rental Fees
F. Approve LG220 Application for Exempt Permit from Rice County Pheasants Forever Chapter 0821
G. Resolution 2025-277 Accept Donation from Depot Bar & Grill to the Fire Department
H. Resolution 2025-278 Approve Agreement with the State of Minnesota Department of Military Affairs
I. Resolution 2025-279 Declare Finance Desk as Surplus Equipment
J. Resolution 2025-280 Authorizing the Transfer of Excess Tax Increment to Pay Down Internal Loan

K. Resolution 2025-281 Levying Special Assessments for Delinquent Receivable Accounts
L. Resolution 2025-282 Levying Special Assessment for Delinquent Water, Sewer and Storm Water Accounts

Motion by Ross, seconded by Barnes to approve Consent Agenda items A-L and carried unanimously.

Public Hearings

Resolution 2025-272 Adopting Special Assessments for the Airtech 2 Street, Utility and Stormwater Improvements - Contract 2022-07

Deputy City Administrator Mark DuChene explained that Resolution 2025-234 was adopted on September 23, 2025 declared the cost to be assessed and set a special assessment hearing date of October 28, 2025 for the Airtech 2 Street, Utility and Stormwater Improvements project (Contract 2022-07). Notices of the hearing were sent to the benefiting properties and published in the Daily News as required by law.

The assessments are a significant reduction from the preliminary assessment amounts based on final project costs.

The City has received no written objections to the proposed assessments.

The special assessment roll proposed to assess a total of 5 parcels in the amount of $956,921.09. The City's share of the assessable costs is $223,985.63 and will be paid from the Stormwater Utility Fund. The assessments will be payable over a period of fifteen (15) years with an interest rate of 4.98%. A copy of the special assessment roll is attached, as well as a copy of the notice that was published and mailed to individual property owners.

Motion by van Sluis, seconded by Doumbouya to open the public hearing and carried unanimously. The public hearing opened at 6:13 pm.

No comments were received during the public hearing.

Motion by Ross, seconded by Doumbouya to close the public hearing and carried unanimously. The public hearing was closed at 6:14 pm.

Councilor Ross asked if any companies would be paying the assessment in full, DuChene could not say for sure at this time.

Motion by Ross, seconded by Barnes to approve Resolution 2025-272 Adopting Special Assessments for the Airtech 2 Street, Utility and Stormwater Improvements - Contract 2022-07 and carried unanimously.

Items for Discussion

Resolution 2025-275 Approve Construction Documents and Establish Bid Date for 2026 Well Sealing Project

Public Works Director Travis Block explained that there are two abandoned drinking water wells located at the old water pumping station site that were taken out of production in the late 1940s. The wells were abandoned in the late 1960s. Minnesota Department of Health (MDH) staff contacted the City in 2023 to revisit the sealing of the wells as records of the methods used to originally abandon the wells cannot be confirmed. MDH is requiring that the wells be resealed to ensure that proper protection of the groundwater supply is achieved.

In 2023, staff worked with our MDH Source Water Protection Planner on an application for grant funding for the project. The City was successful in obtaining a Minnesota Board of Water and

Soil Resources (BWSR) Clean Water Fund grant for $250,000.00.

Bolton & Menk prepared the construction and bid documents on behalf of the City. The cost estimate for the project is $375,000.00. The proposed bid date is November 25, 2025. Matching funds will be provided by the Water Fund. This is a 2026 project and is scheduled to begin in the spring. The contractor will have 150 days to complete the project once given the notice to proceed. The project must be completed by December 31, 2026, per the BWSR grant requirements.

Motion by Barnes, seconded by van Sluis to approve Resolution 2025-275 Approve Construction Documents and Establish Bid Date for 2026 Well Sealing Project and carried unanimously.

Bids - None

Boards and Commissions Reports, Announcements and Project Updates
Representative Keith Allen provided an update on what happened during the 2025 legislative session and thanked the City for their support throughout the session. Councilor Barnes stated that the Paradise Theater downtown bar crawl will be on Friday night and there is a comedy show on Saturday night.

Adjournment
Motion by Barnes, seconded by van Sluis to adjourn the City Council meeting and carried unanimously. The meeting was adjourned at 6:22 pm.

Respectfully Submitted,

_____
Heather Slechta
City Clerk

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Kindra Papenfus, Finance Director
MEETING DATE:	November 12, 2025
SUBJECT:	List of Claims for Release

Background:

The current list of open claims totaling $767,290.69 for 359 invoices is attached, including details of the department, funding source and amount for each vendor and invoice.

Recommendation:

Approve payment of the November 12th Claims

Attachments:

1. 111325FF

City of Faribault

CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 111325FF 11/13/2025
DUE DATE: 11/13/2025

CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10131	5 Star Inspections In	0000		EFT	12/05/2025	477			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CodeInsp 43090		Code/Insp	ProfSrvc		5,137.20			
							5,137.20		
						CHECK TOTAL	**5,137.20**		
10681	Amazon Capital Servic	0000		EFT	11/19/2025	1M9J-W9NK-4LFG			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		1,315.68			
							1,315.68		
10681	Amazon Capital Servic	0000		EFT	11/21/2025	1LJR-MNHN-VFGQ			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		291.66			
							291.66		
10681	Amazon Capital Servic	0000		EFT	11/21/2025	1NNR-MGPP-TNXM			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		292.10			
							292.10		
10681	Amazon Capital Servic	0000		EFT	11/21/2025	1LHV-HWFN-VMRY			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		852.83			
							852.83		
10681	Amazon Capital Servic	0000		EFT	11/21/2025	1WTV-R7LF-VLVL			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		190.45			
							190.45		
10681	Amazon Capital Servic	0000		EFT	11/22/2025	13F3-YYRT-94WQ			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fire Fac 42230		Fire Fac	Bldg Supp		73.95			
							73.95		
10681	Amazon Capital Servic	0000		EFT	11/22/2025	1HHF-MMGN-6LQ1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fire Fac 42230		Fire Fac	Bldg Supp		7.59			
							7.59		
10681	Amazon Capital Servic	0000		EFT	11/22/2025	176N-YMKV-7CCJ			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		338.70			
							338.70		

CLAIMS LIST REPORT
Detail Invoice List

CHECK RUN: 111325FF 11/13/2025
DUE DATE: 11/13/2025

CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10681	Amazon Capital Servic	0000		EFT	11/22/2025	1LDX-K1JW-6Y9K			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42192		Library	Audio Vis		22.09			
	2 Library 42190		Library	Books		224.88			
							246.97		
10681	Amazon Capital Servic	0000		EFT	11/22/2025	1JRR-PRVC-9MCP			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42010		Library	Supplies		7.91			
							7.91		
10681	Amazon Capital Servic	0000		EFT	11/24/2025	1H14-D64F-9CGW			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Fac 42010		CC Fac	Supplies		115.64			
							115.64		
10681	Amazon Capital Servic	0000		EFT	11/26/2025	1NQ7-GH39-HC43			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		143.89			
							143.89		
10681	Amazon Capital Servic	0000		EFT	11/26/2025	17N9-9FGD-DDC7			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		225.87			
							225.87		
10681	Amazon Capital Servic	0000		EFT	11/26/2025	14KR-W9C1-9PMF			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		20.98			
							20.98		
10681	Amazon Capital Servic	0000		EFT	11/26/2025	17N9-9FGD-FFNC			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42010		Library	Supplies		15.98			
							15.98		
10681	Amazon Capital Servic	0000		EFT	11/27/2025	1GWG-KJRX-FLVM			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fire 42010		Fire	Supplies		27.91			
							27.91		
10681	Amazon Capital Servic	0000		EFT	11/27/2025	14VQ-TDLV-HPHD			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42010		Library	Supplies		20.98			
							20.98		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10681	Amazon Capital Servic	0000		EFT	11/27/2025	14RD-PQCX-M166			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Fire 42010		Fire	Supplies		59.27			
							59.27		
10681	Amazon Capital Servic	0000		EFT	11/27/2025	16JP-XVG9-JLPT			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42010		Library	Supplies		23.99			
							23.99		
10681	Amazon Capital Servic	0000		EFT	11/27/2025	1MRG-GQY4-V9X9			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Fire Fac 42230		Fire Fac	Bldg Supp		37.60			
							37.60		
10681	Amazon Capital Servic	0000		EFT	11/28/2025	1YL3-Y4P1-3J1X			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42190		Library	Books		166.58			
							166.58		
10681	Amazon Capital Servic	0000		EFT	11/29/2025	1DWD-R99M-3M6Y			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42190		Library	Books		485.31			
							485.31		
10681	Amazon Capital Servic	0000		EFT	11/29/2025	1PDQ-M9LV-CYNX			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Viaduct 42230		ViaductPrk	Bldg Supp		34.61			
							34.61		
10681	Amazon Capital Servic	0000		EFT	11/29/2025	17W9-Q74M-D3LQ			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42010		Library	Supplies		23.99			
							23.99		
10681	Amazon Capital Servic	0000		EFT	11/29/2025	1K39-K1T1-CRL7			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42010		Library	Supplies		16.23			
							16.23		
10681	Amazon Capital Servic	0000		EFT	11/29/2025	1QP3-GX1Q-CL69			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42190		Library	Books		142.23			
							142.23		

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DUE DATE: 11/13/2025

CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10681	Amazon Capital Servic	0000		EFT	11/29/2025	1MMK-X11C-9QGQ			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42010		Library	Supplies		19.47			
							19.47		
10681	Amazon Capital Servic	0000		EFT	11/30/2025	17GK-WKCQ-JDX1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42190		Library	Books		283.54			
							283.54		
10681	Amazon Capital Servic	0000		EFT	11/30/2025	1FXQ-3NVP-HXGK			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42190		Library	Books		220.66			
							220.66		
10681	Amazon Capital Servic	0000		EFT	11/30/2025	1MMK-X11C-HV9K			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42190		Library	Books		48.00			
							48.00		
10681	Amazon Capital Servic	0000		EFT	11/30/2025	1FPV-DJ1C-HXRW			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42190		Library	Books		26.39			
							26.39		
10681	Amazon Capital Servic	0000		EFT	11/30/2025	1GLR-K67K-KPJ6			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42010		Library	Supplies		23.99			
							23.99		
10681	Amazon Capital Servic	0000		EFT	12/01/2025	1KWH-HN1R-4K74			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 PW Fac 42010		PW Fac	Supplies		167.61			
							167.61		
10681	Amazon Capital Servic	0000		EFT	12/01/2025	117M-91PD-69XP			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42010		Library	Supplies		27.98			
							27.98		
10681	Amazon Capital Servic	0000		EFT	12/01/2025	1G9M-KFKR-3T4H			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42190		Library	Books		235.33			
							235.33		

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Detail Invoice List

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CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10681	Amazon Capital Servic	0000		EFT	12/02/2025	1RWC-9VJT-DK9R			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		128.16			
							128.16		
10681	Amazon Capital Servic	0000		EFT	12/02/2025	1MY6-WHKJ-DN4C			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		27.98			
							27.98		
10681	Amazon Capital Servic	0000		EFT	12/02/2025	1P6C-VKYD-DP4Y			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		18.00			
							18.00		
10681	Amazon Capital Servic	0000		EFT	12/03/2025	1FQY-LPNV-7QDQ			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fire 42010		Fire	Supplies		137.12			
							137.12		
10681	Amazon Capital Servic	0000		EFT	12/05/2025	1QQD-WRHN-4XXM			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		527.81			
							527.81		
10681	Amazon Capital Servic	0000		EFT	12/05/2025	1FR9-X1GR-4GVD			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		402.33			
							402.33		
						CHECK TOTAL	**7,473.27**		
10686	Ampion PBC	0000		INV	12/01/2025	2025110002422625			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrSign 43810		Sign Sig	Elec Util		35.54			
							35.54		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10686	Ampion PBC	0000		INV	12/01/2025	2025110002422455			

ACCOUNT DETAIL					LINE AMOUNT
1	Fire Fac	43810	Fire Fac	Elec Util	354.79
2	Lib Fac	43810	Lib Fac	Elec Util	1,774.23
3	Parks	43810	P&Tmaint	Elec Util	635.68
4	PW Fac	43810	PW Fac	Elec Util	11.16
5	Soccer	43810	SoccerComp	Elec Util	120.02
6	Storm	43810	Storm Wtr	Elec Util	0.17
7	StrLight	43810	StrLight	Elec Util	844.12
8	StrSign	43810	Sign Sig	Elec Util	391.36
9	SwrColl	43810	Sewer Coll	Elec Util	183.09
11	Water	43810	Water	Elec Util	7,588.98
12	Wshngtn	43810	Wshngtn	Elec Util	211.34

12,114.94
CHECK TOTAL 12,150.48

10324	Ancom Technical Cente	0000		INV	11/26/2025	130497			

ACCOUNT DETAIL					LINE AMOUNT
1	Fire	43090	Fire	ProfSrvc	57.78

57.78
CHECK TOTAL 57.78

10321	Archambault Bros Disp	0000		INV	10/30/2025	250930242373			

ACCOUNT DETAIL					LINE AMOUNT
1	CodeInsp	44070	Code/Insp	Reimb Exp	298.82

298.82
CHECK TOTAL 298.82

10315	Aspen Mills	0000		INV	11/15/2025	363073			

ACCOUNT DETAIL					LINE AMOUNT
1	Police	42180	Police	Uniforms	1,281.26

1,281.26

10315	Aspen Mills	0000		INV	11/15/2025	363072			

ACCOUNT DETAIL					LINE AMOUNT
1	Police	42180	Police	Uniforms	842.30

842.30

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Detail Invoice List

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DUE DATE: 11/13/2025

CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10315	Aspen Mills	0000		INV	11/15/2025	363071			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 42180		Police	Uniforms		93.00			
							93.00		
10315	Aspen Mills	0000		INV	11/21/2025	363450			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 42180		Police	Uniforms		515.71			
							515.71		
10315	Aspen Mills	0000		INV	11/21/2025	363449			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 42180		Police	Uniforms		117.90			
							117.90		
10315	Aspen Mills	0000		INV	11/21/2025	363448			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 42180		Police	Uniforms		57.95			
							57.95		
10315	Aspen Mills	0000		INV	11/23/2025	363675			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 42180		Police	Uniforms		557.98			
							557.98		
10315	Aspen Mills	0000		INV	11/23/2025	363673			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 42180		Police	Uniforms		104.98			
							104.98		
10315	Aspen Mills	0000		INV	11/30/2025	364079			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 42180		Police	Uniforms		523.24			
							523.24		
10315	Aspen Mills	0000		INV	12/03/2025	364121			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 42180		Police	Uniforms		71.66			
							71.66		
						CHECK TOTAL	**4,165.98**		
10316	Auto Value Parts Stor	0000		EFT	11/15/2025	48222963			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 StrMaint 42210		StrMaint	VehEqParts		35.98			
							35.98		

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Detail Invoice List

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CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10316	Auto Value Parts Stor	0000		EFT	11/14/2025	48222937			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42210		Police	VehEqParts		213.99			
							213.99		
10316	Auto Value Parts Stor	0000		EFT	11/23/2025	48223189			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CH Fac 42210		CH Maint	VehEqParts		12.99			
							12.99		
10316	Auto Value Parts Stor	0000		EFT	11/19/2025	48223061			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 42120		P&Tmaint	Motor Fuel		12.99			
							12.99		
10316	Auto Value Parts Stor	0000		EFT	11/16/2025	48223007			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42210		Police	VehEqParts		4.63			
							4.63		
10316	Auto Value Parts Stor	0000		EFT	11/15/2025	48222969			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42210		Police	VehEqParts		7.71			
							7.71		
10316	Auto Value Parts Stor	0000		EFT	11/19/2025	48223085			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 EqMaint 42010		EqMaint	Supplies		19.68			
	2 StrMaint 42010		StrMaint	Supplies		78.72			
	3 SwrColl 42010		Sewer Coll	Supplies		29.52			
	4 Water 42010		Water	Supplies		29.52			
	5 Parks 42010		P&Tmaint	Supplies		39.35			
							196.79		
10316	Auto Value Parts Stor	0000		EFT	11/23/2025	48223197			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fire 42210		Fire	VehEqParts		156.99			
							156.99		
10316	Auto Value Parts Stor	0000		EFT	11/27/2025	48223308			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42210		Sewer Coll	VehEqParts		348.81			
							348.81		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10316	Auto Value Parts Stor	0000		EFT	11/29/2025	48223351			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42210		Police	VehEqParts		169.99			
							169.99		
10316	Auto Value Parts Stor	0000		EFT	11/21/2025	48223124			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42210		Sewer Coll	VehEqParts		147.28			
							147.28		
10316	Auto Value Parts Stor	0000		EFT	11/28/2025	48223315			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42210		Sewer Coll	VehEqParts		416.45			
							416.45		
						CHECK TOTAL	**1,724.60**		
10332	Baker & Taylor Entert	0000		INV	11/09/2025	2039286179			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		20.35			
							20.35		
10332	Baker & Taylor Entert	0000		INV	11/13/2025	2039287255			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		34.88			
							34.88		
10332	Baker & Taylor Entert	0000		INV	11/08/2025	2039289776			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		180.41			
							180.41		
10332	Baker & Taylor Entert	0000		INV	11/08/2025	2039289259			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		24.19			
							24.19		
10332	Baker & Taylor Entert	0000		INV	11/08/2025	2039289258			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		52.13			
							52.13		
10332	Baker & Taylor Entert	0000		INV	11/15/2025	2039293125			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		6.72			
							6.72		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10332	Baker & Taylor Entert	0000		INV	11/15/2025	2039293124			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		27.19			
							27.19		
10332	Baker & Taylor Entert	0000		INV	11/13/2025	2039288717			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		46.50			
							46.50		
10332	Baker & Taylor Entert	0000		INV	11/21/2025	2039293563			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		12.23			
							12.23		
						CHECK TOTAL	**404.60**		
10335	BCM Construction Inc	0000		EFT	11/13/2025	15667			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 44010		Water	Bldg Maint		4,903.25			
							4,903.25		
						CHECK TOTAL	**4,903.25**		
10349	Janice Bestul	0000		EFT	11/23/2025	102425 JB			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43310		Police	Travel Exp		20.00			
							20.00		
10349	Janice Bestul	0000		EFT	11/09/2025	101025 JB			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43310		Police	Travel Exp		19.00			
							19.00		
						CHECK TOTAL	**39.00**		
10031	BHE Renewables	0000		EFT	11/20/2025	12210841			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 43810		SewerReclm	Elec Util		10,449.13			
							10,449.13		
						CHECK TOTAL	**10,449.13**		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
11063	Bluum of Minnesota LL	0001		INV	11/22/2025	1067629			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 CH Fac 43090		CH Maint	ProfSrvc		268.90			
							268.90		
						CHECK TOTAL	**268.90**		
10337	Bolton & Menk Inc	0000	69	EFT	11/13/2025	0376963			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 StrImp 43090		Street Imp	ProfSrvc		2,903.50			
							2,903.50		
						CHECK TOTAL	**2,903.50**		
10339	Border States Industr	0000		EFT	11/22/2025	931362224			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Fire Fac 42230		Fire Fac	Bldg Supp		72.08			
							72.08		
10339	Border States Industr	0000		EFT	11/30/2025	931415601			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Water 42230		Water	Bldg Supp		337.50			
							337.50		
						CHECK TOTAL	**409.58**		
10700	BTR of Minnesota LLC	0000		INV	11/15/2025	47124			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Parks 42210		P&Tmaint	VehEqParts		619.92			
							619.92		
						CHECK TOTAL	**619.92**		
11077	Buendorf, Deni	0000		EFT	08/07/2025	070825 DB milage			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 43310		Library	Travel Exp		161.00			
							161.00		
						CHECK TOTAL	**161.00**		
11251	Cathy Fisher	0000		INV	11/22/2025	1010			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 44040		Police	MachEqRpr		685.00			
							685.00		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	**685.00**		
10364	Cemstone Products Co	0000		INV	11/12/2025	7929449			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 43090		P&Tmaint	ProfSrvc		1,496.00			
							1,496.00		
						CHECK TOTAL	**1,496.00**		
10260	Cengage Group	0001		INV	11/24/2025	999101648801			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42190		Library	Books		40.98			
							40.98		
						CHECK TOTAL	**40.98**		
10354	Cintas Corporation	0002		EFT	11/16/2025	4246935615			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 44060		P&Tmaint	Lndry Srvc		54.78			
							54.78		
10354	Cintas Corporation	0002		EFT	11/16/2025	4246935594			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 EqMaint 44060		EqMaint	Lndry Srvc		30.13			
	2 StrMaint 44060		StrMaint	Lndry Srvc		30.13			
							60.26		
10354	Cintas Corporation	0002		EFT	11/23/2025	4247677719			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Storm 44060		Storm Wtr	Lndry Srvc		3.25			
	2 SwrColl 44060		Sewer Coll	Lndry Srvc		12.64			
	3 Water 44060		Water	Lndry Srvc		34.46			
							50.35		
10354	Cintas Corporation	0002		EFT	11/23/2025	4247677803			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 EqMaint 44060		EqMaint	Lndry Srvc		30.90			
							30.90		
10354	Cintas Corporation	0002		EFT	11/23/2025	4247677748			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 EqMaint 44060		EqMaint	Lndry Srvc		10.38			
	2 StrMaint 44060		StrMaint	Lndry Srvc		50.88			
							61.26		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10354	Cintas Corporation	0002		EFT	11/23/2025	4247677691			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 44060		P&Tmaint	Lndry Srvc		184.35			
							184.35		
10354	Cintas Corporation	0002		EFT	11/23/2025	4247677987			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 44060		SewerReclm	Lndry Srvc		110.28			
							110.28		
10354	Cintas Corporation	0002		EFT	11/23/2025	4247677851			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 44060		SewerReclm	Lndry Srvc		61.93			
							61.93		
10354	Cintas Corporation	0002		EFT	11/29/2025	4248277615			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Fac 44060		CC Fac	Lndry Srvc		13.50			
							13.50		
10354	Cintas Corporation	0002		EFT	11/30/2025	4248415257			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 EqMaint 44060		EqMaint	Lndry Srvc		10.38			
	2 StrMaint 44060		StrMaint	Lndry Srvc		49.88			
							60.26		
10354	Cintas Corporation	0002		EFT	11/30/2025	4248415229			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Storm 44060		Storm Wtr	Lndry Srvc		3.25			
	2 SwrColl 44060		Sewer Coll	Lndry Srvc		12.64			
	3 Water 44060		Water	Lndry Srvc		34.46			
							50.35		
10354	Cintas Corporation	0002		EFT	11/30/2025	4248415724			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 44060		SewerReclm	Lndry Srvc		49.78			
							49.78		
10354	Cintas Corporation	0002		EFT	11/30/2025	4248415608			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 44060		SewerReclm	Lndry Srvc		7.00			
							7.00		
						CHECK TOTAL	**795.00**		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10360	City of Northfield	0000		INV	11/22/2025	0000001152			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 43096		Library	OnLineRes		2,096.67			
							2,096.67		
						CHECK TOTAL	**2,096.67**		
10356	City of Owatonna	0000		INV	11/16/2025	2503			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fire 44330		Fire	DuesSubscr		548.57			
							548.57		
						CHECK TOTAL	**548.57**		
10267	CivicPlus	0000		EFT	11/30/2025	354311			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Council 43090		Council	ProfSrvc		24.08			
							24.08		
						CHECK TOTAL	**24.08**		
10357	Community Co-op Oil A	0000		INV	11/20/2025	160799			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 44040		StrMaint	MachEqRpr		162.00			
							162.00		
10357	Community Co-op Oil A	0000		INV	11/22/2025	5095			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Storm 42120		Storm Wtr	Motor Fuel		44.00			
							44.00		
10357	Community Co-op Oil A	0000		INV	11/27/2025	080704			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 101 15520		General	PrePd Fuel		9,237.69			
	2 101 15520		General	PrePd Fuel		12,233.88			
							21,471.57		
						CHECK TOTAL	**21,677.57**		
10721	Consolidated Communic	0000		INV	11/21/2025	102225			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 43250		Water	Other Comm		76.23			
							76.23		
						CHECK TOTAL	**76.23**		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10723	Core & Main LP	0000		INV	07/23/2025	X210235			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 42010		Water	Supplies		172.70			
							172.70		
						CHECK TOTAL	**172.70**		
10054	Creative Co-Op	0000		EFT	10/24/2025	092425 Reissue			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Pol Fac 42230		Pol Fac	Bldg Supp		40.00			
							40.00		
						CHECK TOTAL	**40.00**		
10054	Creative Co-Op	0001		EFT	10/22/2025	092225 reissue			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Fac 42010		CC Fac	Supplies		128.00			
							128.00		
10054	Creative Co-Op	0001		EFT	08/08/2025	070925 Reissued			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 42010		P&Tmaint	Supplies		48.00			
							48.00		
10054	Creative Co-Op	0001		EFT	08/06/2025	070725 reissued			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Pol Fac 42230		Pol Fac	Bldg Supp		40.00			
							40.00		
						CHECK TOTAL	**216.00**		
10361	Culligan	0000		EFT	11/30/2025	119X01319602			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 44160		Library	Rents		40.50			
							40.50		
10361	Culligan	0000		EFT	11/30/2025	119X01320709			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CH Fac 42010		CH Maint	Supplies		158.00			
							158.00		
10361	Culligan	0000		EFT	11/30/2025	119X01324206			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42010		Police	Supplies		145.65			

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
							145.65		
						CHECK TOTAL	**344.15**		
10380	Dalco	0000		INV	11/22/2025	4440793			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 PW Fac 42010		PW Fac	Supplies		267.17			
							267.17		
						CHECK TOTAL	**267.17**		
10275	E O Johnson Company I	0000		EFT	11/19/2025	40378139			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 44160		Library	Rents		474.71			
							474.71		
						CHECK TOTAL	**474.71**		
10257	Eckberg Lammers PC	0000		EFT	12/04/2025	3985			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43140		Police	Train&Ed		499.00			
							499.00		
						CHECK TOTAL	**499.00**		
10407	Electric Pump Inc	0000		EFT	11/26/2025	034728			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 44040		Sewer Coll	MachEqRpr		1,263.06			
							1,263.06		
						CHECK TOTAL	**1,263.06**		
11249	Ellie Glende	0000		EFT	11/09/2025	101025 EG			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43310		Police	Travel Exp		19.00			
							19.00		
						CHECK TOTAL	**19.00**		
10749	Fareway Stores Inc #1	0000		INV	11/24/2025	00240813			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 HRA 42010		Frblt HRA	Supplies		62.41			
							62.41		

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10749	Fareway Stores Inc #1	0000		INV	11/28/2025	00029511			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Fac 42010		CC Fac	Supplies		23.95			
							23.95		
10749	Fareway Stores Inc #1	0000		INV	11/13/2025	00239745			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CH Fac 42010		CH Maint	Supplies		78.38			
							78.38		
						CHECK TOTAL	**164.74**		
10410	Faribault Ace Hardwar	0000		INV	11/19/2025	511577/1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 42010		P&Tmaint	Supplies		58.50			
							58.50		
10410	Faribault Ace Hardwar	0000		INV	11/21/2025	511674/1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CH Fac 42010		CH Maint	Supplies		32.36			
							32.36		
10410	Faribault Ace Hardwar	0000		INV	11/23/2025	511749/1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42010		Police	Supplies		0.64			
							0.64		
10410	Faribault Ace Hardwar	0000		INV	11/26/2025	511819/1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42010		Police	Supplies		24.29			
							24.29		
10410	Faribault Ace Hardwar	0000		INV	11/29/2025	511946/1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CH Fac 42010		CH Maint	Supplies		7.19			
							7.19		
10410	Faribault Ace Hardwar	0000		INV	11/29/2025	511957/1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Fac 42010		CC Fac	Supplies		63.83			
							63.83		
10410	Faribault Ace Hardwar	0000		INV	11/29/2025	511976/1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fin 42010		Finance	Supplies		37.78			
							37.78		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10410	Faribault Ace Hardwar	0000		INV	11/29/2025	511977/1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Pol Fac 42230		Pol Fac	Bldg Supp		18.58			
							18.58		
10410	Faribault Ace Hardwar	0000		INV	11/30/2025	511994/1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 CH Fac 42230		CH Maint	Bldg Supp		18.87			
							18.87		
10410	Faribault Ace Hardwar	0000		INV	11/30/2025	512004/1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Water 42010		Water	Supplies		23.97			
							23.97		
10410	Faribault Ace Hardwar	0000		INV	11/28/2025	511928/1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Fire 42010		Fire	Supplies		8.72			
							8.72		
						CHECK TOTAL	**294.73**		
10075	Faribault Fleet Suppl	0000		EFT	11/15/2025	072881			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Parks 42010		P&Tmaint	Supplies		29.70			
							29.70		
10075	Faribault Fleet Suppl	0000		EFT	11/22/2025	073061			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 SwrRecl 42010		SewerReclm	Supplies		12.77			
							12.77		
10075	Faribault Fleet Suppl	0000		EFT	11/26/2025	073129			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Storm 42010		Storm Wtr	Supplies		6.58			
							6.58		
10075	Faribault Fleet Suppl	0000		EFT	11/26/2025	073152			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Airport 42120		Airport	Motor Fuel		21.95			
							21.95		
10075	Faribault Fleet Suppl	0000		EFT	11/27/2025	073165			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Parks 42410		P&Tmaint	MinorEquip		18.99			
							18.99		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10075	Faribault Fleet Suppl	0000		EFT	11/27/2025	073171			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 42410		StrMaint	MinorEquip		52.99			
							52.99		
10075	Faribault Fleet Suppl	0000		EFT	11/28/2025	073214			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Storm 42010		Storm Wtr	Supplies		5.27			
							5.27		
10075	Faribault Fleet Suppl	0000		EFT	11/28/2025	073219			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 42010		P&Tmaint	Supplies		56.97			
							56.97		
10075	Faribault Fleet Suppl	0000		EFT	11/28/2025	073231			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 42010		Water	Supplies		120.97			
							120.97		
10075	Faribault Fleet Suppl	0000		EFT	11/28/2025	073233			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42010		Sewer Coll	Supplies		41.88			
	2 SwrColl 42410		Sewer Coll	MinorEquip		54.98			
							96.86		
10075	Faribault Fleet Suppl	0000		EFT	11/29/2025	073246			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 EqMaint 42010		EqMaint	Supplies		31.94			
							31.94		
10075	Faribault Fleet Suppl	0000		EFT	11/29/2025	073247			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 42010		StrMaint	Supplies		5.92			
							5.92		
10075	Faribault Fleet Suppl	0000		EFT	11/29/2025	073263			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 42010		SewerReclm	Supplies		267.71			
							267.71		
10075	Faribault Fleet Suppl	0000		EFT	11/29/2025	073273			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 42010		P&Tmaint	Supplies		34.99			
							34.99		

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CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10075	Faribault Fleet Suppl	0000		EFT	12/05/2025	073429			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 42120		StrMaint	Motor Fuel		113.70			
							113.70		
						CHECK TOTAL	**877.31**		
10757	Faribault Post Office	0000		INV	12/04/2025	110425 CC			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Admin 43220		CC Admin	Postage		2,897.53			
							2,897.53		
						CHECK TOTAL	**2,897.53**		
10417	Faribo Plumbing & Hea	0000		EFT	11/16/2025	66033			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Pol Fac 44010		Pol Fac	Bldg Maint		300.00			
							300.00		
						CHECK TOTAL	**300.00**		
10420	Fergus Power Pump Inc	0000	154	EFT	11/27/2025	56424			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 43090		SewerReclm	ProfSrvc		201,234.50			
							201,234.50		
						CHECK TOTAL	**201,234.50**		
11072	Ferguson Waterworks #	0000		INV	11/19/2025	2012368			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 42010		P&Tmaint	Supplies		220.28			
							220.28		
						CHECK TOTAL	**220.28**		
10421	Fette Electronics Inc	0000		EFT	11/27/2025	11680			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 PW Fac 44010		PW Fac	Bldg Maint		535.00			
							535.00		
						CHECK TOTAL	**535.00**		

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CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
11127	Genuine Parts Company	0001		EFT	11/17/2025	021617			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 EqMaint 42010		EqMaint	Supplies		18.29			
							18.29		
11127	Genuine Parts Company	0001		EFT	11/22/2025	022035			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 EqMaint 42010		EqMaint	Supplies		10.44			
							10.44		
11127	Genuine Parts Company	0001		EFT	11/23/2025	022155			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 SwrRecl 42210		SewerReclm	VehEqParts		44.25			
							44.25		
11127	Genuine Parts Company	0001		EFT	11/23/2025	022187			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Fire 42010		Fire	Supplies		21.42			
							21.42		
11127	Genuine Parts Company	0001		EFT	11/26/2025	022368			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 SwrRecl 42210		SewerReclm	VehEqParts		21.18			
							21.18		
11127	Genuine Parts Company	0001		EFT	11/26/2025	022381			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 StrMaint 42210		StrMaint	VehEqParts		8.54			
							8.54		
11127	Genuine Parts Company	0001		EFT	11/27/2025	022456			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Parks 42120		P&Tmaint	Motor Fuel		71.76			
							71.76		
11127	Genuine Parts Company	0001		EFT	11/27/2025	022472			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 StrMaint 42210		StrMaint	VehEqParts		36.54			
							36.54		
11127	Genuine Parts Company	0001		EFT	11/28/2025	022535			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 CH Fac 42210		CH Maint	VehEqParts		64.40			
							64.40		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
11127	Genuine Parts Company	0001		EFT	11/28/2025	022539			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42210		Sewer Coll	VehEqParts		291.55			
							291.55		
11127	Genuine Parts Company	0001		EFT	11/29/2025	022687			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 42210		StrMaint	VehEqParts		17.08			
							17.08		
11127	Genuine Parts Company	0001		EFT	11/30/2025	022761			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 42210		Water	VehEqParts		19.61			
							19.61		
11127	Genuine Parts Company	0001		EFT	12/03/2025	022928			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42210		Sewer Coll	VehEqParts		80.08			
							80.08		
						CHECK TOTAL	**705.14**		
10777	Glenn's Service LLC	0000		INV	11/15/2025	5309			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 44040		Police	MachEqRpr		25.00			
							25.00		
10777	Glenn's Service LLC	0000		INV	11/15/2025	44370			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43090		Police	ProfSrvc		140.00			
							140.00		
10777	Glenn's Service LLC	0000		INV	11/19/2025	45132			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43090		Police	ProfSrvc		92.86			
							92.86		
						CHECK TOTAL	**257.86**		
10436	BRHB Inc	0000		EFT	11/26/2025	07300			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42010		Library	Supplies		27.75			
							27.75		
						CHECK TOTAL	**27.75**		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10439	Grainger Inc	0000		EFT	11/15/2025	9677879927			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 42010		Police	Supplies		46.40			
							46.40		
10439	Grainger Inc	0000		EFT	11/19/2025	9680018604			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 42010		Police	Supplies		23.70			
							23.70		
10439	Grainger Inc	0000		EFT	11/19/2025	9680018596			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 SwrRecl 42010		SewerReclm	Supplies		149.99			
							149.99		
10439	Grainger Inc	0000		EFT	11/22/2025	9685159163			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 SwrRecl 42160		SewerReclm	Chem&Prod		323.14			
							323.14		
10439	Grainger Inc	0000		EFT	12/03/2025	9697820141			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Fire 42010		Fire	Supplies		28.78			
							28.78		
						CHECK TOTAL	**572.01**		
10242	Great Northern Enviro	0002		EFT	11/30/2025	6342			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 SwrRecl 42210		SewerReclm	VehEqParts		318.41			
							318.41		
						CHECK TOTAL	**318.41**		
10447	Harry Brown's LLC	0001		EFT	11/24/2025	CW102525			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 44040		Police	MachEqRpr		363.00			
							363.00		
10447	Harry Brown's LLC	0001		EFT	11/28/2025	5043582			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 SwrColl 42210		Sewer Coll	VehEqParts		1,228.92			
							1,228.92		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10447	Harry Brown's LLC	0001		EFT	11/27/2025	5043561			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42210		Sewer Coll	VehEqParts		15.40			
							15.40		
10447	Harry Brown's LLC	0001		EFT	11/28/2025	5043581			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42210		Sewer Coll	VehEqParts		33.56			
							33.56		
						CHECK TOTAL	**1,640.88**		
10447	Abra Auto Body & Glas	0002		EFT	10/16/2025	37686			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 44450		Police	ClmDamages		3,657.68			
							3,657.68		
						CHECK TOTAL	**3,657.68**		
10449	Hawkins Inc	0000		EFT	11/20/2025	7233521			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 42160		SewerReclm	Chem&Prod		10,515.13			
							10,515.13		
10449	Hawkins Inc	0000		EFT	11/22/2025	7235228			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 42160		Water	Chem&Prod		7,142.72			
							7,142.72		
10449	Hawkins Inc	0000		EFT	11/22/2025	7235230			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 42160		SewerReclm	Chem&Prod		1,815.00			
							1,815.00		
10449	Hawkins Inc	0000		EFT	11/26/2025	7239922			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 42160		Water	Chem&Prod		1,317.60			
							1,317.60		
10449	Hawkins Inc	0000		EFT	09/26/2025	7181743			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 42160		SewerReclm	Chem&Prod		10,528.30			
							10,528.30		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10449	Hawkins Inc	0000		EFT	11/29/2025	7243476			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 42160		SewerReclm	Chem&Prod		1,815.00			
							1,815.00		
						CHECK TOTAL	**33,133.75**		
10788	HD Supply Inc	0001		INV	11/13/2025	INV00856517			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 42410		Water	MinorEquip		813.25			
	2 SwrColl 42410		Sewer Coll	MinorEquip		813.24			
							1,626.49		
						CHECK TOTAL	**1,626.49**		
10788	HD Supply Inc	0003		INV	11/26/2025	899745160			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 EqMaint 42410		EqMaint	MinorEquip		558.00			
							558.00		
						CHECK TOTAL	**558.00**		
10788	HD Supply Inc	0004		INV	11/20/2025	898999586			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 EqMaint 42410		EqMaint	MinorEquip		593.30			
							593.30		
						CHECK TOTAL	**593.30**		
10993	Teladoc Health Inc	0000		INV	12/01/2025	2025114154412			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Treasury 21707		Treasury	MedicalPay		990.00			
							990.00		
						CHECK TOTAL	**990.00**		
10791	Herauf Derek	0000		EFT	12/03/2025	110325 DH			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 43150		Library	TuitReimb		880.00			
							880.00		
						CHECK TOTAL	**880.00**		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10454	Hillyard Hutchinson	0000		INV	11/23/2025	605983527			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Viaduct 42230		ViaductPrk	Bldg Supp		361.32			
							361.32		
10454	Hillyard Hutchinson	0000		INV	11/26/2025	605984740			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Viaduct 42010		ViaductPrk	Supplies		2,202.72			
							2,202.72		
10454	Hillyard Hutchinson	0000		INV	11/29/2025	605988859			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Viaduct 42010		ViaductPrk	Supplies		113.96			
							113.96		
10454	Hillyard Hutchinson	0000		INV	11/29/2025	605988858			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Viaduct 42230		ViaductPrk	Bldg Supp		110.73			
							110.73		
10454	Hillyard Hutchinson	0000		INV	10/26/2025	700679592			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CH Fac 42010		CH Maint	Supplies		139.02			
							139.02		
						CHECK TOTAL	**2,927.75**		
10793	Hoisington Andrew W	0000		INV	11/28/2025	102925 City Hall			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CH Fac 44010		CH Maint	Bldg Maint		950.00			
							950.00		
						CHECK TOTAL	**950.00**		
11121	HP Inc	0001		INV	11/24/2025	9046026409			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CodeInsp 42410		Code/Insp	MinorEquip		1,240.00			
							1,240.00		
11121	HP Inc	0001		INV	11/09/2025	6410043589			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Engineer 42410		Engineer	MinorEquip		915.11			
							915.11		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
11121	HP Inc	0001		INV	11/17/2025	9045996921			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42410		Sewer Coll	MinorEquip		1,080.00			
							1,080.00		
						CHECK TOTAL	**3,235.11**		
10455	Hy-Vee - Accounts Rec	0000		INV	11/08/2025	108173 48942108173			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 44370		Police	Misc Chrgs		711.00			
							711.00		
10455	Hy-Vee - Accounts Rec	0000		INV	11/27/2025	281617 48949281617			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 HR 44382		HR	EmpProgram		66.85			
							66.85		
						CHECK TOTAL	**777.85**		
10467	IFACS	0000		INV	11/27/2025	5369579			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 42010		P&Tmaint	Supplies		11.50			
							11.50		
						CHECK TOTAL	**11.50**		
10115	In Control Inc	0002		EFT	11/28/2025	S-INV03073			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 43095		Water	SoftwrSupp		2,470.50			
							2,470.50		
						CHECK TOTAL	**2,470.50**		
10472	Innovative Office Sol	0000		EFT	11/14/2025	IN4956071			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Admin 42010		CC Admin	Supplies		3.36			
							3.36		
10472	Innovative Office Sol	0000		EFT	11/19/2025	IN4959585			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42010		Library	Supplies		7.69			
							7.69		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10472	Innovative Office Sol	0000		EFT	11/22/2025	IN4962650			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42010		Police	Supplies		64.12			
							64.12		
10472	Innovative Office Sol	0000		EFT	11/22/2025	IN4962448			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42010		Library	Supplies		1.60			
							1.60		
10472	Innovative Office Sol	0000		EFT	11/23/2025	IN4963788			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42010		Library	Supplies		83.65			
							83.65		
10472	Innovative Office Sol	0000		EFT	11/26/2025	IN4965134			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42010		Police	Supplies		33.10			
							33.10		
10472	Innovative Office Sol	0000	147	EFT	11/26/2025	CIN131055			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fin 45700		Finance	OffEq&Furn		7,435.17			
							7,435.17		
10472	Innovative Office Sol	0000		EFT	11/29/2025	IN4970633			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42010		Library	Supplies		53.15			
							53.15		
10472	Innovative Office Sol	0000		EFT	11/30/2025	IN4971712			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42010		Library	Supplies		15.60			
							15.60		
10472	Innovative Office Sol	0000		EFT	12/03/2025	IN4972648			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42010		Library	Supplies		16.08			
							16.08		
10472	Innovative Office Sol	0000		EFT	12/03/2025	IN4973115			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fire 42010		Fire	Supplies		16.99			
							16.99		
						CHECK TOTAL	**7,730.51**		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10473	Insty-Prints	0000		EFT	11/22/2025	167454			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CEDAdmin 42010		CED Admin	Supplies		92.28			
							92.28		
10473	Insty-Prints	0000		EFT	11/19/2025	167386			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42010		Police	Supplies		193.00			
							193.00		
10473	Insty-Prints	0000		EFT	11/22/2025	167455			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42010		Police	Supplies		69.50			
							69.50		
						CHECK TOTAL	**354.78**		
11076	James, Delane	0000		EFT	11/16/2025	101725 DJ			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 43310		Library	Travel Exp		161.00			
							161.00		
						CHECK TOTAL	**161.00**		
11018	Jason Shuda	0000		INV	11/28/2025	102925 JS			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43310		Police	Travel Exp		19.00			
							19.00		
						CHECK TOTAL	**19.00**		
10654	Jayanti LLC	0000		INV	07/16/2025	061625			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 43220		Sewer Coll	Postage		26.14			
							26.14		
10654	Jayanti LLC	0000		INV	11/19/2025	102025 Fire			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fire 43220		Fire	Postage		13.39			
							13.39		
10654	Jayanti LLC	0000		INV	12/03/2025	110325			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 EqMaint 43090		EqMaint	ProfSrvc		16.07			
							16.07		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	**55.60**		
10478	John Henry Foster MN	0002		EFT	12/03/2025	10731966-04			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 43090		SewerReclm	ProfSrvc		1,692.26			
							1,692.26		
						CHECK TOTAL	**1,692.26**		
11250	Joseph Bravo	0000		EFT	11/28/2025	102925 JB			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43310		Police	Travel Exp		19.00			
							19.00		
						CHECK TOTAL	**19.00**		
11005	Kanopy Inc	0002		INV	11/30/2025	476540 – PPU			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 43096		Library	OnLineRes		79.00			
							79.00		
						CHECK TOTAL	**79.00**		
10480	Kelly Auto Parts	0000		INV	11/22/2025	238122			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CH Fac 42210		CH Maint	VehEqParts		89.00			
							89.00		
						CHECK TOTAL	**89.00**		
10481	Kennedy & Graven Char	0000		EFT	11/02/2025	189913			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 HRA 43040		Frblt HRA	LegalCivil		510.30			
							510.30		
10481	Kennedy & Graven Char	0000		EFT	11/02/2025	189915			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 EDA 43040		EDA	LegalCivil		69.00			
							69.00		
						CHECK TOTAL	**579.30**		

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10274	Keystone Interpreting	0000		EFT	11/20/2025	1302-00030			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 43090		Library	ProfSrvc		167.00			
							167.00		
10274	Keystone Interpreting	0000		EFT	12/03/2025	1302-00031			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 43090		Library	ProfSrvc		153.70			
							153.70		
						CHECK TOTAL	**320.70**		
10301	Kielmeyer Constructio	0000		EFT	11/20/2025	4239			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Prklnd 45300		Prk Dedica	Impr Other		1,212.34			
	2 StrMaint 42240		StrMaint	StMaintMat		715.28			
	3 Water 42240		Water	StMaintMat		598.13			
							2,525.75		
10301	Kielmeyer Constructio	0000		EFT	12/04/2025	4246			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 42240		StrMaint	StMaintMat		1,461.91			
							1,461.91		
						CHECK TOTAL	**3,987.66**		
11245	LaCanne Electric LLC	0000		INV	11/21/2025	25-03050			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Lib Fac 44010		Lib Fac	Bldg Maint		125.00			
							125.00		
						CHECK TOTAL	**125.00**		

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CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10099	Loffler Companies Inc	0000		INV	11/27/2025	5167666			

ACCOUNT DETAIL					LINE AMOUNT
1	Admin	42010	Admin	Supplies	0.62
2	CC Admin	42010	CC Admin	Supplies	3.38
3	CEDAdmin	42010	CED Admin	Supplies	9.30
4	EqMaint	42010	EqMaint	Supplies	2.39
5	Fin	42010	Finance	Supplies	57.74
6	HR	42010	HR	Supplies	14.02
7	IT	42010	IT	Supplies	26.61
8	Library	42010	Library	Supplies	0.14
10	Police	42010	Police	Supplies	65.10
12	StrMaint	42010	StrMaint	Supplies	0.16
13	SwrColl	42010	Sewer Coll	Supplies	0.28
14	SwrRecl	42010	SewerReclm	Supplies	13.18
15	Water	42010	Water	Supplies	6.03
16	Wshngtn	42010	Wshngtn	Supplies	9.30

208.25

10099	Loffler Companies Inc	0000		INV	12/03/2025	5173039			

ACCOUNT DETAIL					LINE AMOUNT
1	CH Fac	44160	CH Maint	Rents	63.83

63.83

10099	Loffler Companies Inc	0000		INV	12/03/2025	5173040			

ACCOUNT DETAIL					LINE AMOUNT
1	Fire	44160	Fire	Rents	20.71
2	Police	44160	Police	Rents	115.17

135.88

10099	Loffler Companies Inc	0000		INV	12/03/2025	5173038			

ACCOUNT DETAIL					LINE AMOUNT
1	CH Fac	44160	CH Maint	Rents	163.01

163.01

10099	Loffler Companies Inc	0000		INV	12/03/2025	5173042			

ACCOUNT DETAIL					LINE AMOUNT
1	CH Fac	44160	CH Maint	Rents	109.80

109.80

CHECK TOTAL 680.77

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CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
11243	Marcela Gaitan	0000		EFT	10/18/2025	091825 MG			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Admin 43310		CC Admin	Travel Exp		126.00			
							126.00		
						CHECK TOTAL	**126.00**		
11252	Marie Ridgeway	0000		INV	11/30/2025	3415			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43140		Police	Train&Ed		800.00			
							800.00		
						CHECK TOTAL	**800.00**		
10130	Martin A Windows LLC	0000		EFT	11/30/2025	3080			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 43090		P&Tmaint	ProfSrvc		1,950.00			
	2 StrMaint 43090		StrMaint	ProfSrvc		1,950.00			
							3,900.00		
						CHECK TOTAL	**3,900.00**		
10359	Mathy Construction Co	0000		EFT	11/20/2025	4800011178			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42240		Sewer Coll	StMaintMat		2,387.80			
							2,387.80		
						CHECK TOTAL	**2,387.80**		
10508	Menards	0000		INV	11/28/2025	90968			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 42160		SewerReclm	Chem&Prod		14.00			
							14.00		
10508	Menards	0000		INV	11/30/2025	91059			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 42210		SewerReclm	VehEqParts		34.79			
							34.79		
						CHECK TOTAL	**48.79**		
10528	Midwest Collision Cen	0000		INV	11/14/2025	5005			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 44450		Police	ClmDamages		2,282.26			

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CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
							2,282.26		
						CHECK TOTAL	**2,282.26**		
10543	Midwest Tape LLC	0000		EFT	11/09/2025	507867079			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42192		Library	Audio Vis		61.47			
							61.47		
10543	Midwest Tape LLC	0000		EFT	11/15/2025	507895436			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42192		Library	Audio Vis		24.99			
							24.99		
10543	Midwest Tape LLC	0000		EFT	11/15/2025	507895437			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42192		Library	Audio Vis		27.23			
							27.23		
10543	Midwest Tape LLC	0000		EFT	11/23/2025	507932343			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42192		Library	Audio Vis		61.47			
							61.47		
10543	Midwest Tape LLC	0000		EFT	11/23/2025	507923549			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42192		Library	Audio Vis		15.74			
							15.74		
10543	Midwest Tape LLC	0000		EFT	11/23/2025	507932341			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42192		Library	Audio Vis		340.92			
							340.92		
10543	Midwest Tape LLC	0000		EFT	11/23/2025	507932340			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42192		Library	Audio Vis		65.99			
							65.99		
10543	Midwest Tape LLC	0000		EFT	11/15/2025	507895439			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42192		Library	Audio Vis		25.49			
							25.49		
10543	Midwest Tape LLC	0000		EFT	11/30/2025	507969248			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 43096		Library	OnLineRes		461.25			

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
							461.25		
						CHECK TOTAL	**1,084.55**		
10530	Minnesota Department	0001		INV	11/24/2025	ABR0364118X			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 43090		Water	ProfSrvc		25.00			
							25.00		
						CHECK TOTAL	**25.00**		
10530	Minnesota Department	0009		INV	11/30/2025	103125 COF			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 101 20110		General	Unclm Pro		195.39			
							195.39		
						CHECK TOTAL	**195.39**		
10530	State of Minnesota BC	0011		INV	11/23/2025	43266			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43140		Police	Train&Ed		1,050.00			
							1,050.00		
						CHECK TOTAL	**1,050.00**		
10530	Office of MNIT Servic	0012		INV	11/13/2025	W25090507			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43090		Police	ProfSrvc		312.90			
							312.90		
						CHECK TOTAL	**312.90**		
10530	Dept. of Public Healt	0015		INV	11/05/2025	100625			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 44330		Water	DuesSubscr		23.00			
							23.00		
						CHECK TOTAL	**23.00**		
10524	Minnesota Recreation	0000		EFT	11/08/2025	11291			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Admin 43140		CC Admin	Train&Ed		1,440.00			
							1,440.00		
						CHECK TOTAL	**1,440.00**		

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CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10523	Minnesota Valley Test	0000		EFT	11/21/2025	1329955			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 43090		SewerReclm	ProfSrvc		415.60			
							415.60		
10523	Minnesota Valley Test	0000		EFT	11/22/2025	1330143			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 43090		SewerReclm	ProfSrvc		242.00			
							242.00		
10523	Minnesota Valley Test	0000		EFT	11/23/2025	1330365			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 43090		SewerReclm	ProfSrvc		328.80			
							328.80		
10523	Minnesota Valley Test	0000		EFT	11/30/2025	1331446			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 43090		SewerReclm	ProfSrvc		242.00			
							242.00		
10523	Minnesota Valley Test	0000		EFT	12/04/2025	1331769			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 43090		SewerReclm	ProfSrvc		502.40			
							502.40		
						CHECK TOTAL	**1,730.80**		
10227	MSA Safety Incorporat	0000		EFT	11/27/2025	965158181			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fire 43140		Fire	Train&Ed		1,010.00			
							1,010.00		
						CHECK TOTAL	**1,010.00**		
11216	Multi Service Technog	0000		EFT	11/26/2025	c6d98586			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Admin 42010		CC Admin	Supplies		95.38			
							95.38		
11216	Multi Service Technog	0000		EFT	11/28/2025	d08f9b97			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fire Fac 42230		Fire Fac	Bldg Supp		47.61			
							47.61		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
11216	Multi Service Technog	0000		EFT	11/29/2025	5f8a2755			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42010		Library	Supplies		37.14			
							37.14		
						CHECK TOTAL	**180.13**		
11071	Muna Mohamed	0000		INV	11/28/2025	102925 MM			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43310		Police	Travel Exp		19.00			
							19.00		
						CHECK TOTAL	**19.00**		
10069	North American Safety	0000		EFT	11/20/2025	INV102814			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 42180		StrMaint	Uniforms		269.91			
	2 EqMaint 42180		EqMaint	Uniforms		89.97			
							359.88		
						CHECK TOTAL	**359.88**		
10551	North Shore Analytica	0000		EFT	11/19/2025	15246			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 43090		SewerReclm	ProfSrvc		285.00			
							285.00		
						CHECK TOTAL	**285.00**		
10050	Old Dominion Brush Co	0000		INV	11/28/2025	9723852			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 42210		StrMaint	VehEqParts		133.58			
							133.58		
						CHECK TOTAL	**133.58**		
10877	Olympic Fire Protecti	0000		INV	12/05/2025	10007023			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CH Fac 44010		CH Maint	Bldg Maint		205.00			
							205.00		
						CHECK TOTAL	**205.00**		

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CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10580	Paape Companies Inc	0000		EFT	11/15/2025	119139			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 EqMaint 44040		EqMaint	MachEqRpr		333.35			
							333.35		
10580	Paape Companies Inc	0000		EFT	11/26/2025	119242			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Lib Fac 44010		Lib Fac	Bldg Maint		57.50			
							57.50		
10580	Paape Companies Inc	0000		EFT	11/26/2025	119244			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Admin 43090		CC Admin	ProfSrvc		531.50			
							531.50		
10580	Paape Companies Inc	0000		EFT	11/05/2025	119499			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Admin 43090		CC Admin	ProfSrvc		-301.50			
							-301.50		
						CHECK TOTAL	**620.85**		
10218	Pantheon Computer Sys	0000		EFT	12/01/2025	2157			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 IT 43090		IT	ProfSrvc		10,520.00			
							10,520.00		
						CHECK TOTAL	**10,520.00**		
10975	Petty Cash	0000		INV	12/05/2025	110525 Viaduct Park			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 101 10300		General	Chng Fund		100.00			
							100.00		
						CHECK TOTAL	**100.00**		
10568	Plunkett's Pest Contr	0000		EFT	12/03/2025	10237590			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 PW Fac 44010		PW Fac	Bldg Maint		175.98			
							175.98		
						CHECK TOTAL	**175.98**		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10118	Benjamin Daniel Kozio	0000	107	EFT	11/26/2025	4157			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 45300		P&Tmaint	Impr Other		22,784.00			
							22,784.00		
						CHECK TOTAL	**22,784.00**		
10573	Property Pros	0000		EFT	12/03/2025	8206			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CodeInsp 44070		Code/Insp	Reimb Exp		180.00			
							180.00		
						CHECK TOTAL	**180.00**		
10578	Pump & Meter Service	0000		EFT	11/22/2025	1026827			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 PW Fac 44010		PW Fac	Bldg Maint		1,367.00			
							1,367.00		
						CHECK TOTAL	**1,367.00**		
10582	Purfeerst Farms LLP	0000	157	EFT	11/12/2025	Fall Sludge Hauling			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 43090		SewerReclm	ProfSrvc		10,127.86			
							10,127.86		
						CHECK TOTAL	**10,127.86**		
999997	Divine Mercy Catholic	0000		INV	12/12/2025	111225 Divine Mercy			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 101 22000		General	Deposits		5,000.00			
							5,000.00		
						CHECK TOTAL	**5,000.00**		
999997	Hero Home Service Inc	0000		INV	11/15/2025	092424 Hero			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 101 20820		General	SurchrgPay		1.00			
	2 CodeInsp 32220		Code/Insp	ElecPrmt		2.00			
							3.00		
						CHECK TOTAL	**3.00**		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
999997	James Six	0000		INV	11/23/2025	042324 180634			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 601 20200		Water	AP		10.49			
							10.49		
						CHECK TOTAL	**10.49**		
999997	VALERIE E ULRICH	0000		INV	03/12/2025	200			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrImp 44370		Street Imp	Misc Chrgs		120.00			
							120.00		
						CHECK TOTAL	**120.00**		
999997	Wayd Ferris	0000		INV	12/26/2025	112625 WF			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 101 22000		General	Deposits		1,000.00			
							1,000.00		
						CHECK TOTAL	**1,000.00**		
10594	Big Top Tent Rental,	0000		EFT	10/30/2025	85355			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 44160		P&Tmaint	Rents		1,055.00			
							1,055.00		
						CHECK TOTAL	**1,055.00**		
10998	Rice County Highway D	0000		INV	11/12/2025	1449			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 42120		P&Tmaint	Motor Fuel		1,814.30			
							1,814.30		
						CHECK TOTAL	**1,814.30**		
10901	Rice/Steele 911 Cente	0000		INV	11/19/2025	2025-JT-69			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 44330		Police	DuesSubscr		450.00			
							450.00		
10901	Rice/Steele 911 Cente	0000		INV	11/16/2025	2025-JT-60			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43250		Police	Other Comm		3,251.25			
							3,251.25		

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CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10901	Rice/Steele 911 Cente	0000		INV	11/22/2025	2025-JT-75			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 44330		Police	DuesSubscr		3,960.00			
							3,960.00		
						CHECK TOTAL	**7,661.25**		
10904	River Bend Nature Cen	0000	23	INV	11/20/2025	2167			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Council 44383		Council	DonCvcOrg		25,000.00			
							25,000.00		
						CHECK TOTAL	**25,000.00**		
10601	Rivercity Refrigerati	0000		INV	11/26/2025	3665			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fire Fac 44010		Fire Fac	Bldg Maint		759.00			
							759.00		
						CHECK TOTAL	**759.00**		
11246	RNC Tree Service LLC	0000		EFT	11/23/2025	322			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 43090		P&Tmaint	ProfSrvc		1,190.00			
							1,190.00		
						CHECK TOTAL	**1,190.00**		
11242	Rochelle Anderholm-Pa	0000		EFT	09/24/2025	082525 RAP			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Admin 43310		CC Admin	Travel Exp		189.00			
							189.00		
11242	Rochelle Anderholm-Pa	0000		EFT	11/19/2025	102025 RAP			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CC Admin 42180		CC Admin	Uniforms		150.00			
							150.00		
						CHECK TOTAL	**339.00**		
10607	Safety-Kleen Systems	0000		INV	11/18/2025	R003532349			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 EqMaint 42010		EqMaint	Supplies		103.15			
							103.15		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	**103.15**		
10066	Sanco Equipment LLC	0000		EFT	11/26/2025	PS2046590-1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42210		Sewer Coll	VehEqParts		1,370.30			
							1,370.30		
10066	Sanco Equipment LLC	0000		EFT	11/27/2025	PS2046637-1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42210		Sewer Coll	VehEqParts		342.07			
							342.07		
						CHECK TOTAL	**1,712.37**		
10296	Sanity Solutions Inc	0000		EFT	11/28/2025	INV217968			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Viaduct 42230		ViaductPrk	Bldg Supp		766.55			
							766.55		
10296	Sanity Solutions Inc	0000		EFT	11/22/2025	INV217866			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Admin 43095		Admin	SoftwrSupp		207.46			
	2 CC Admin 43095		CC Admin	SoftwrSupp		1,278.03			
	3 CEDAdmin 43095		CED Admin	SoftwrSupp		414.92			
	4 CodeInsp 43095		Code/Insp	SoftwrSupp		414.92			
	5 Comms 43095		Communicat	SoftwrSupp		966.84			
	6 Engineer 43095		Engineer	SoftwrSupp		726.11			
	7 Fin 43095		Finance	SoftwrSupp		622.38			
	8 Fire 43095		Fire	SoftwrSupp		103.73			
	9 HR 43095		HR	SoftwrSupp		207.46			
	10 IT 43095		IT	SoftwrSupp		207.46			
	11 Library 43095		Library	SoftwrSupp		414.92			
	12 Planning 43095		P & Z	SoftwrSupp		207.46			
	13 Police 43095		Police	SoftwrSupp		1,692.95			
	14 PWAdmin 43095		PW Admin	SoftwrSupp		103.73			
	15 SwrRecl 43095		SewerReclm	SoftwrSupp		207.46			
	16 Water 43095		Water	SoftwrSupp		311.19			
							8,087.02		
						CHECK TOTAL	**8,853.57**		

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VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10193	Walter D Schirmer	0000		EFT	12/01/2025	1416			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Lib Fac 44010		Lib Fac	Bldg Maint		495.00			
							495.00		
						CHECK TOTAL	**495.00**		
10612	Selco	0000		EFT	12/04/2025	053831			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 43250		Library	Other Comm		2,198.50			
							2,198.50		
						CHECK TOTAL	**2,198.50**		
10920	Sherwin John	0000		EFT	07/18/2025	061825 JS			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43310		Police	Travel Exp		252.00			
							252.00		
10920	Sherwin John	0000		EFT	11/26/2025	102725 JS			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43310		Police	Travel Exp		219.77			
							219.77		
						CHECK TOTAL	**471.77**		
10614	Sherwin Williams Comp	0000		INV	11/20/2025	0178-6			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CH Fac 42010		CH Maint	Supplies		149.06			
							149.06		
10614	Sherwin Williams Comp	0000		INV	11/29/2025	0301-4			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CH Fac 42230		CH Maint	Bldg Supp		42.94			
							42.94		
						CHECK TOTAL	**192.00**		
10032	Shred Right	0000		EFT	11/27/2025	0059415			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43090		Police	ProfSrvc		40.00			
							40.00		
						CHECK TOTAL	**40.00**		

CLAIMS LIST REPORT
Detail Invoice List

CHECK RUN: 111325FF 11/13/2025
DUE DATE: 11/13/2025

CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10166	DFC Company	0000		EFT	11/20/2025	420021			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrSign 42240		Sign Sig	StMaintMat		2,489.54			
							2,489.54		
						CHECK TOTAL	**2,489.54**		
10194	Sophos Payment Resour	0000		EFT	11/22/2025	19252048			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 IT 43095		IT	SoftwrSupp		960.00			
							960.00		
						CHECK TOTAL	**960.00**		
10930	South Metro SWAT	0000		INV	11/20/2025	102125			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 44330		Police	DuesSubscr		991.16			
							991.16		
						CHECK TOTAL	**991.16**		
10024	Stantec Consulting Se	0000	119	EFT	11/27/2025	2474206			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 PrkInd 45300		Prk Dedica	Impr Other		17,059.50			
							17,059.50		
						CHECK TOTAL	**17,059.50**		
10108	Star Sports & Apparel	0000		EFT	11/19/2025	R47VXS9Z585CW			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 42010		Library	Supplies		10.00			
							10.00		
10108	Star Sports & Apparel	0000		EFT	11/14/2025	Clover 2025 Oct42			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42180		Police	Uniforms		13.00			
							13.00		
10108	Star Sports & Apparel	0000		EFT	11/28/2025	R47VXS9Z598CW			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fin 42010		Finance	Supplies		12.50			
							12.50		

CLAIMS LIST REPORT
Detail Invoice List

CHECK RUN: 111325FF 11/13/2025
DUE DATE: 11/13/2025

CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10108	Star Sports & Apparel	0000		EFT	11/24/2025	R47VXS9Z590CW			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42180		Police	Uniforms		215.00			
							215.00		
						CHECK TOTAL	**250.50**		
10620	Streicher's Inc	0000		INV	11/14/2025	I1788923			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43140		Police	Train&Ed		490.90			
							490.90		
10620	Streicher's Inc	0000		INV	11/19/2025	I1789669			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42180		Police	Uniforms		879.89			
							879.89		
10620	Streicher's Inc	0000		INV	11/23/2025	I1790624			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 42180		Police	Uniforms		249.00			
							249.00		
						CHECK TOTAL	**1,619.79**		
10950	T-Mobile	0000		EFT	01/31/2025	010125			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 43096		Library	OnLineRes		95.62			
							95.62		
10950	T-Mobile	0000		EFT	11/20/2025	971611668 October			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Library 43096		Library	OnLineRes		29.75			
							29.75		
						CHECK TOTAL	**125.37**		
10098	Team Laboratory Chemi	0000		EFT	11/16/2025	INV0049137			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrColl 42160		Sewer Coll	Chem&Prod		2,597.50			
							2,597.50		
						CHECK TOTAL	**2,597.50**		

CLAIMS LIST REPORT
Detail Invoice List

CHECK RUN: 111325FF 11/13/2025
DUE DATE: 11/13/2025

CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10645	Thomson Reuters - Wes	0000		INV	12/01/2025	852750628			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43095		Police	SoftwrSupp		429.00			
							429.00		
						CHECK TOTAL	**429.00**		
10648	Timm's Trucking Inc	0000		EFT	11/07/2025	74354			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 42010		P&Tmaint	Supplies		707.07			
							707.07		
10648	Timm's Trucking Inc	0000		EFT	11/13/2025	74452			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 42010		P&Tmaint	Supplies		184.93			
							184.93		
						CHECK TOTAL	**892.00**		
11234	Trashcans Unlimited,	0000	139	INV	11/14/2025	014970			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Viaduct 42230		ViaductPrk	Bldg Supp		9,410.00			
							9,410.00		
						CHECK TOTAL	**9,410.00**		
10951	Triangle Automotive M	0000		INV	11/20/2025	28786			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 43090		StrMaint	ProfSrvc		600.00			
							600.00		
						CHECK TOTAL	**600.00**		
10133	Truck Center Companie	0002		EFT	11/23/2025	XA304191727:01			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 42210		StrMaint	VehEqParts		44.02			
							44.02		
10133	Truck Center Companie	0002		EFT	10/10/2025	RA304016731:01 Shop			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Fire 42010		Fire	Supplies		68.25			
							68.25		

CLAIMS LIST REPORT
Detail Invoice List

CHECK RUN: 111325FF 11/13/2025
DUE DATE: 11/13/2025

CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10133	Truck Center Companie	0002		EFT	11/28/2025	XA304191964:01			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 42210		StrMaint	VehEqParts		41.91			
							41.91		
						CHECK TOTAL	**154.18**		
10222	Tyler Technologies In	0000		EFT	11/15/2025	045-541333			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CP Govt 44050		CP Govt	EOMaint		1,304.00			
							1,304.00		
						CHECK TOTAL	**1,304.00**		
999998	Nancy R Weidt	0000		INV	11/29/2025	112823 179281			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 601 20200		Water	AP		5.44			
							5.44		
						CHECK TOTAL	**5.44**		
10652	Universal Truck Equip	0000	16	INV	11/28/2025	66203			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 CP PW 45400		CP PW	Mach&Equip		18,167.91			
	2 SwrColl 45400		Sewer Coll	Mach&Equip		68,499.67			
	3 Water 45400		Water	Mach&Equip		120,770.42			
							207,438.00		
						CHECK TOTAL	**207,438.00**		
10656	Utility Consultants I	0000		EFT	11/27/2025	125750			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 SwrRecl 43090		SewerReclm	ProfSrvc		1,339.85			
							1,339.85		
10656	Utility Consultants I	0000		EFT	11/27/2025	125749			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 43090		Water	ProfSrvc		133.68			
							133.68		
						CHECK TOTAL	**1,473.53**		

CLAIMS LIST REPORT
Detail Invoice List

CHECK RUN: 111325FF 11/13/2025
DUE DATE: 11/13/2025

CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10959	Verizon Wireless	0000		INV	11/15/2025	6126768546			

ACCOUNT DETAIL					LINE AMOUNT
1	Admin	43210	Admin	Telephone	76.82
2	CC Fac	43210	CC Fac	Telephone	393.89
3	CH Fac	43210	CH Maint	Telephone	76.82
4	CodeInsp	43210	Code/Insp	Telephone	292.12
5	Comms	43210	Communicat	Telephone	78.42
6	Engineer	43210	Engineer	Telephone	198.48
7	Fin	43210	Finance	Telephone	76.82
8	Fire	43210	Fire	Telephone	313.74
9	HR	43210	HR	Telephone	76.82
10	IT	43210	IT	Telephone	76.82
11	Library	43210	Library	Telephone	38.41
12	Parks	43210	P&Tmaint	Telephone	20.02
13	CEDAdmin	43210	CED Admin	Telephone	115.23
14	Police	43210	Police	Telephone	3,021.57
15	PWAdmin	43210	PW Admin	Telephone	58.43
16	Storm	43210	Storm Wtr	Telephone	155.27
17	StrMaint	43210	StrMaint	Telephone	58.43
18	SwrColl	43210	Sewer Coll	Telephone	175.29
19	Water	43210	Water	Telephone	429.67
20	SwrRecl	43210	SewerReclm	Telephone	34.49
					5,767.56
				CHECK TOTAL	**5,767.56**

11006	Vertex Unmanned Solut	0000		INV	11/30/2025	D8176			

ACCOUNT DETAIL					LINE AMOUNT
1	Police	42410	Police	MinorEquip	57.00
					57.00
				CHECK TOTAL	**57.00**

10964	Wal-Mart	0000		INV	11/08/2025	95855521551485804336			

ACCOUNT DETAIL					LINE AMOUNT
1	Viaduct	42010	ViaductPrk	Supplies	51.92
					51.92

10964	Wal-Mart	0000		INV	11/23/2025	20912288221693135248			

ACCOUNT DETAIL					LINE AMOUNT
1	Police	42010	Police	Supplies	229.64

CLAIMS LIST REPORT
Detail Invoice List

CHECK RUN: 111325FF 11/13/2025
DUE DATE: 11/13/2025

CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
							229.64		
10964	Wal-Mart	0000		INV	11/28/2025	28212256604693538340			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 42010		StrMaint	Supplies		223.96			
							223.96		
						CHECK TOTAL	**505.52**		
10666	Water Conservation Se	0000		EFT	11/22/2025	150290			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 43090		Water	ProfSrvc		522.70			
							522.70		
						CHECK TOTAL	**522.70**		
10969	Willers Karl	0000		EFT	11/29/2025	103025 KW			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Police 43310		Police	Travel Exp		19.00			
							19.00		
						CHECK TOTAL	**19.00**		
10249	WSB & Associates Inc	0000	78	EFT	11/23/2025	R-030810-000 - 4			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Storm 45300		Storm Wtr	Impr Other		7,093.75			
							7,093.75		
10249	WSB & Associates Inc	0000		EFT	11/26/2025	R-027038-000 - 2			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Storm 43095		Storm Wtr	SoftwrSupp		1,500.00			
							1,500.00		
10249	WSB & Associates Inc	0000		EFT	11/28/2025	R-027890-001 - 1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Water 43095		Water	SoftwrSupp		408.66			
	2 SwrColl 43095		Sewer Coll	SoftwrSupp		408.66			
	3 Storm 43095		Storm Wtr	SoftwrSupp		408.68			
							1,226.00		
						CHECK TOTAL	**9,819.75**		
10973	Xcel Energy	0000		INV	11/26/2025	950410543			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 Parks 43810		P&Tmaint	Elec Util		42.77			

CLAIMS LIST REPORT
Detail Invoice List

CHECK RUN: 111325FF 11/13/2025
DUE DATE: 11/13/2025

CASH ACCOUNT: Treasury 10100 Cash

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
							42.77		
10973	Xcel Energy	0000		CRM	12/02/2025	951179486			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrLight 43810		StrLight	Elec Util		-3.53			
							-3.53		
10973	Xcel Energy	0000		INV	12/03/2025	951344981			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrLight 43810		StrLight	Elec Util		21,408.52			
							21,408.52		
						CHECK TOTAL	**21,447.76**		
10673	Ziegler Inc	0000		EFT	11/16/2025	IN002116082			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 StrMaint 42210		StrMaint	VehEqParts		204.17			
							204.17		
						CHECK TOTAL	**204.17**		
359	**INVOICES**			**WARRANT TOTAL**		**767,290.69**	**767,290.69**		

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Rochelle Anderholm-Parsch, Parks and Recreation Director
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-283 Approve Street Closures for Winterfest Celebration

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Background:

A request has been made by Casie Steeves, on behalf of the Faribault Area Chamber of Commerce, to close downtown streets for the Winterfest Celebration on Saturday, December 6, 2025.

Central Avenue from Division Street to 6th Street NW will be posted with no parking signs on the evening of Friday, Dec. 5th, restricting all parking on Central Avenue from 3 pm until 7 pm on Dec. 6th. The Police Department will close Central Avenue to vehicular traffic when parking enforcement and towing efforts begin prior to the start of the parade. Central Avenue will remain closed until parade activities are completed. The parade start time is 5:30 pm.

They also requested to close 6th Street NW from Central Avenue to 3rd Avenue NW, 3rd Avenue NW from 6th Street NW to 5th Street NW and 5th Street NW from 3rd Avenue NW to Central Avenue for the parade lineup from 4–6 pm. All cross streets will remain open in the parade lineup area. Lastly, they requested to close 2nd Street NE, including the roundabout, from the Straight River Trail to the Crooked Pint for fireworks and street dance from 5-10 pm. This has been reviewed and approved by Police Chief Sherwin and Fire Chief Dienst.

Recommendation:

Approve Resolution 2025-283 to close the above-listed streets as requested on Saturday, December 6, 2025, for the Winterfest Celebration.

Attachments:

1. Resolution 2025-283 Approve Street Closures for Winterfest Celebration
2. Requests & Maps

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-283

APPROVE STREET CLOSURES FOR WINTERFEST CELEBRATION

WHEREAS, the Faribault Area Chamber of Commerce is hosting a downtown Winterfest Celebration on Saturday, December 6, 2025; and

WHEREAS, Central Avenue from Division Street to 6th Street NW will be posted with no parking signs on the evening of Friday, December 5th, restricting all parking on Central Avenue from 3 p.m. until 7 p.m. on December 6th. The Police Department will close Central Avenue to vehicular traffic when parking enforcement and towing efforts begin prior to the start of the parade. Central Avenue will remain closed until parade activities are completed. Parade start time is 5:30 p.m.; and

WHEREAS, they plan to close 6th Street NW from Central Avenue to 3rd Avenue NW, 3rd Avenue NW from 6th Street NW to 5th Street NW and 5th Street NW from 3rd Avenue NW to Central Avenue for parade lineup from 4-6 p.m. with cross streets remaining open; and

WHEREAS, they plan to close 2nd Street NE from the Stright River Trail to Crooked Pint for fireworks and street dance from 5-10 p.m.; and

WHEREAS, the Faribault City Council is supportive of these events; and

WHEREAS, Section 15-57 of the Faribault Code of Ordinances provides for temporary parking restrictions by means of Council resolution.

NOW, THEREFORE BE IT RESOLVED, Central Avenue from Division Street to 6th Street NW will be posted with no parking signs on the evening of Friday, December 5th, restricting all parking on Central Avenue from 3 p.m. until 7 p.m. on December 6th. The Police Department will close Central Avenue to vehicular traffic when parking enforcement and towing efforts begin prior to the start of the parade. Central Avenue will remain closed until parade activities are completed. Parade start time is 5:30 p.m.; and

ALSO, BE IT RESOLVED, that 6th Street NW from Central Avenue to

3rd Avenue NW, 3rd Avenue NW from 6th Street NW to 5th Street NW and 5th Street NW from 3rd Avenue NW to Central Avenue will be closed for parade lineup from 4-6 p.m. with cross streets remaining open; and

ALSO, BE IT RESOLVED, that 2nd Street NE from the Stright River Trail to Crooked Pint will be closed for fireworks and street dance from 5-10 p.m.; and

ALSO, BE IT RESOLVED, that the event sponsor should enter into the City's standard agreement regarding street closures and sponsored events.

Adopted: November 12, 2025

Faribault City Council

_____

Thomas J. Spooner, Mayor

ATTEST:

_____

Jessica L. Kinser City Administrator

cones 20

barricades 22

City Of Faribault

Street Closure Application

(I) (we) hereby request consideration for closure of Central Avenue
Street Address

between 6th St NW (Street Name) and division (Street Name)

for Winter fest (parade) No street parking
(description of event)

between the hours of ~~6am~~ 3pm and ~~6pm~~ 7pm - revised on Date: 12/8/2025

Applicant information:

Name: Cassie Steeves

Address: 530 Wilson Avenue

Phone: 507 441 6175

2nd Contact person:

Name: Nort Johnson

Address: 530 Wilson Avenue

Phone: 605 490 4237

Orange traffic cones are available upon request. The applicant will be responsible for picking up and returning the cones. Applicant will make arrangements with Public Works at 333-0361 for date of pickup.

This application has been reviewed and approved on: _____

By: _____ Public Works Department

By: _____ Fire Department

By: _____ Police Department

cones —

barracades 6

City Of Faribault

Street Closure Application

(I) (we) hereby request consideration for closure of See Attached 5th St NW 4th St NW 3rd Ave NW

See Attached map Street Address

between _____ and _____

(Street Name) (Street Name)

for Parade (line up)

(description of event)

between the hours of 4:00pm and 6:30 PM on Date: 12/6/2025

Applicant information:

Name: Cogie Steeves

Address: 530 Wilson Avenue

Phone: 507 441 6175

2nd Contact person:

Name: Nort Johnson

Address: 530 Wilson Avenue

Phone: 605 490-4237

Orange traffic cones are available upon request. The applicant will be responsible for picking up and returning the cones. Applicant will make arrangements with Public Works at 333-0361 for date of pickup.

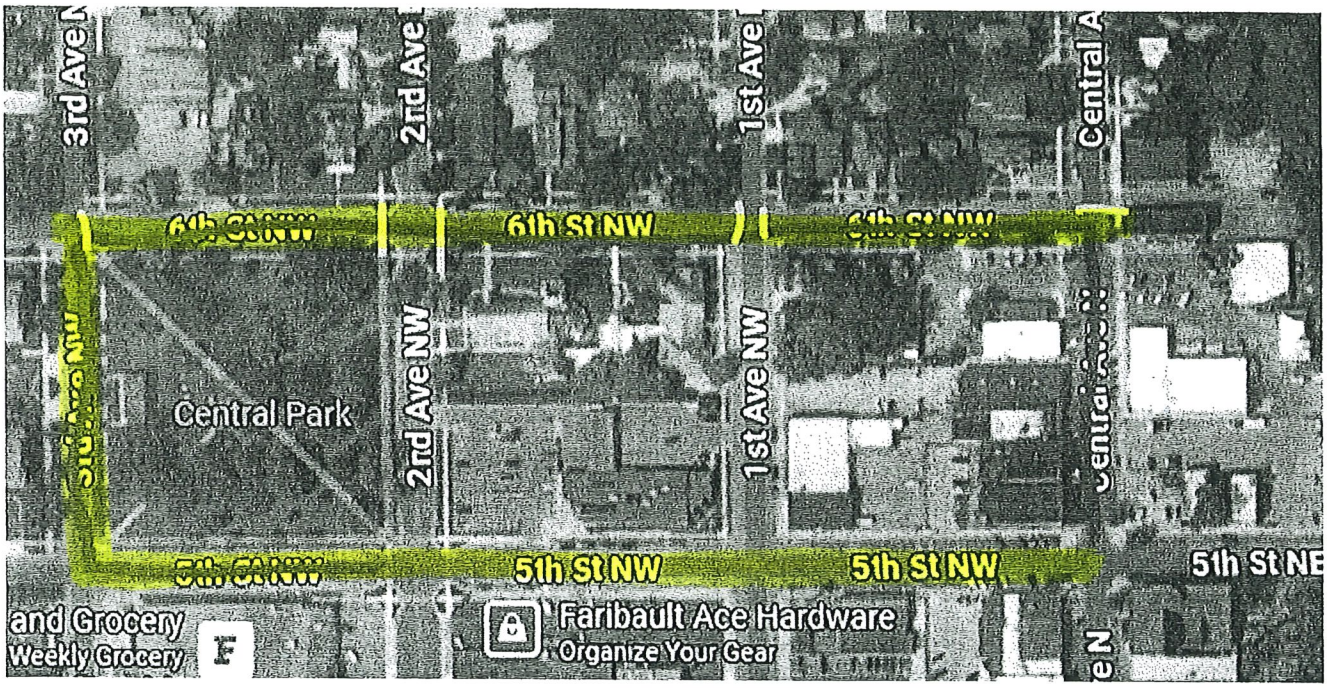
This application has been reviewed and approved on: _____

By: _____ Public Works Department

By: _____ Fire Department

By: _____ Police Department

Casie Steeves



Casie Steeves
Director of Operations
Faribault Area Chamber of Commerce & Tourism

507-334-4381 | 507-491-6175 | casie@faribaultmn.org
www.faribaultmn.org
530 Wilson Avenue Faribault, MN 55021

cones ___
barricades 4

City Of Faribault

Street Closure Application

(I) (we) hereby request consideration for closure of 2nd St NE
Street Address

between Straight River trail (Street Name) and Crooked Pint (Street Name)

for Winter Fest (Fireworks & Street dance)
(description of event)

between the hours of 5PM and 10 PM on Date: 12/6/2025

Applicant information:

Name: Gaye Steeves

Address: 530 Wilson Avenue

Phone: 507 491 4175

2nd Contact person:

Name: Nort Johnson

Address: 530 Wilson Avenue

Phone: 605-490-4237

Orange traffic cones are available upon request. The applicant will be responsible for picking up and returning the cones. Applicant will make arrangements with Public Works at 333-0361 for date of pickup.

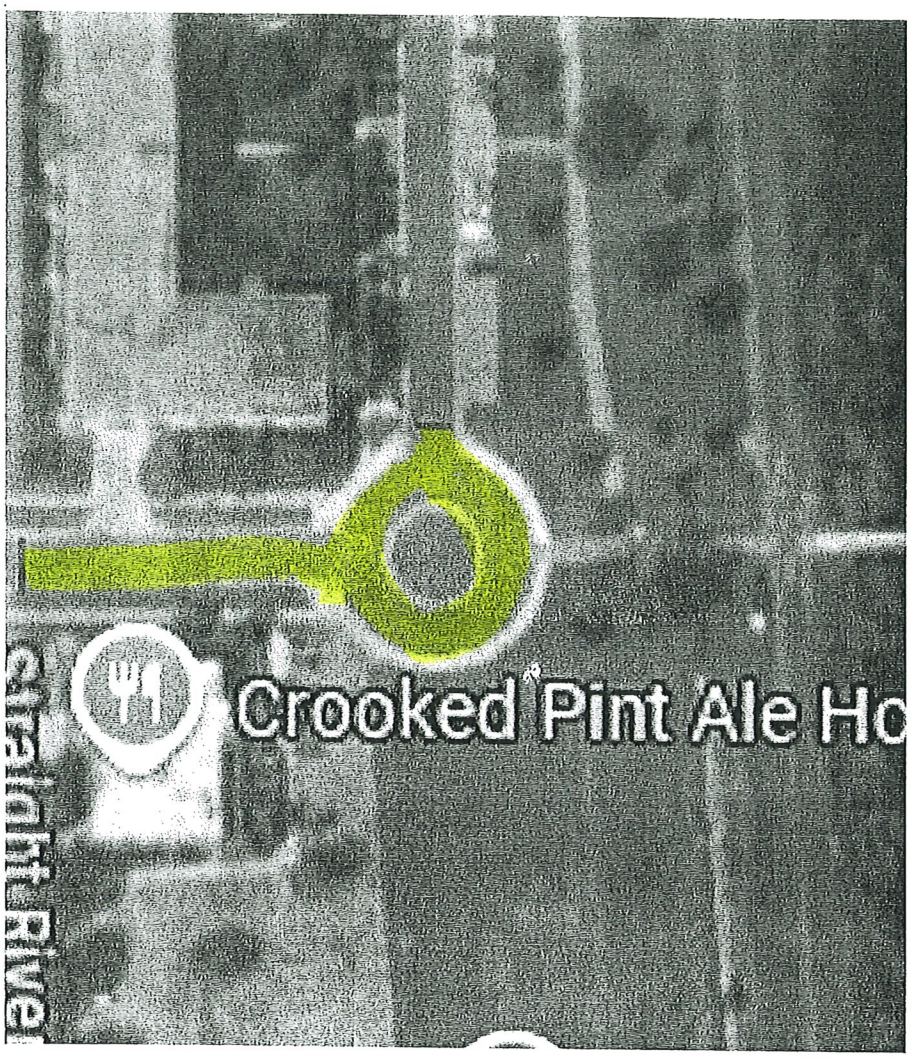
This application has been reviewed and approved on: _____

By: _____
Public Works Department

By: _____
Fire Department

By: _____
Police Department

Casie Steeves



Casie Steeves
Director of Operations
Faribault Area Chamber of Commerce & Tourism

507-334-4381 | 507-491-6175 | casie@faribaultmn.org
www.faribaultmn.org
530 Wilson Avenue Faribault, MN 55021

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	John Sherwin, Chief of Police
MEETING DATE:	November 12, 2025
SUBJECT:	Accept Faribault Police Department Automated License Plate Reader (ALPR) Audit Report

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Background:

In compliance with Minnesota State Statute 13.824, the Faribault Police Department recently contracted with Lynn Lembcke Consulting to conduct a biennial and independent audit of the department's Automated License Plate Reader (ALPR) program. The department deploys ALPR technology in all marked squad cars and at ten fixed locations within the city.

The purpose of the audit is to ensure policy and ALPR data collection are compliant with state statute. As part of the audit, Lembcke Consulting reviewed department policy and conducted an in-person randomized audit of collected data. Upon review, Lembcke Consulting determined the department is compliant in how ALPR data is classified, destroyed, shared, logged, and accessed. In addition, the department was determined to be compliant in providing notification to the Minnesota BCA as required by law.

The attached audit report summarizes Lembcke Consulting's findings. This report has already been shared with the Commissioner of Administration and other members and committees of the Minnesota House and Senate as required by law.

Recommendation:

Accept the ALPR Audit Report

Attachments:

1. 2025 ALPR Audit Report - Faribault PD
2. MNDeptofAdministrationLetter

NDEPENDENT AUDIT REPORT

John Sherwin
Chief of Police
Faribault Police Department
25 4th St. NW
Faribault, MN 55021

Dear Chief Sherwin:

An independent audit of Faribault Police Department's Automated License Plate Reader (ALPR) System was conducted on August 27, 2025. The objective of the audit was to verify Faribault Police Department's compliance with Minnesota Statute §§13.824.

Data elements of the audit include:

Minnesota Statute §13.824

- Data Collection; Classification; Use Restrictions
- Destruction of Data Required
- Sharing Among Law Enforcement Agencies
- Log of Use Required
- Biennial Audit
- Authorization to Access Data
- Notification to Bureau of Criminal Apprehension

Faribault Police Department is located in Rice County, Minnesota and is authorized for thirty-five (35) peace officers.

Faribault Police Department utilizes Flock License Plate Readers (ALPRs) in five (5) permanent locations and Axon squad ALPRs. Flock ALPR data is stored/managed in Flock Analytics Amazon Web Services cloud. Axon squad ALPR data is stored/managed in Evidence.com. Faribault Police Department's Flock ALPR program was implemented on February 27, 2024, and Axon squad ALPRs were implemented on July 8, 2024. This audit covers the period February 27, 2024, through August 15, 2025.

Audit Requirement: Data Collection; Classification; Use Restrictions

Data Collection: *Determine if data collected by the ALPR is limited to license plate numbers; date, time, and location data on vehicles; and pictures of license plates, vehicles, and areas surrounding the vehicles.*

A review of data stored in Flock Analytics and Evidence.com confirmed that ALPR Data collected by Faribault Police Department is limited to license plate numbers; date, time, vehicle location; location of stationary ALPR cameras; and pictures of license plates, vehicles, and areas surrounding the vehicles.

Classification: *Determine if the data collected by ALPRs are appropriately classified.*

Faribault Police Department ALPR data is presumptively private. All ALPR data collected by Faribault Police Department during the audit period is classified as private data.

Use Restrictions: *Determine if data collected by an ALPR is only matched with data in the Minnesota license plate data file and that data is not stored in a central state repository of ALPR data and that ALPR's are not used to monitor or track an individual who is the subject of an active criminal investigation unless authorized by a warrant, issued upon probable cause, or exigent circumstances justify the use without obtaining a warrant.*

Faribault Police Department ALPR data is matched only with data in the Minnesota License Plate Data File. ALPR data is not stored in a central state repository of ALPR data.

In accordance with policy and Minnesota Statute 13.824, Faribault Police Department did not monitor or track individuals who are the subject of an active criminal investigation using ALPR without a warrant to do so.

The Faribault Police Department did not use ALPRs to monitor or track individuals under exigent circumstances without obtaining a warrant.

No discrepancies noted.

Audit Requirement: Destruction of Data Required

Determine if the data collected by ALPR's are appropriately destroyed in accordance with statutes.

Faribault Police Department's Flock ALPR data has a retention period of thirty (30) days, and Axon squad ALPR data has a retention period of sixty (60) days from the date of collection. Data is systematically deleted from Flock Analytics and Evidence.com upon reaching the retention period. Queries in Flock Analytics and Evidence.com confirmed that no data were retained for more than thirty (30) and sixty (60) days respectively.

Faribault Police Department received neither requests from individuals who are the subject of a pending criminal charge or complaint to preserve ALPR data until the criminal charge or complaint is resolved or dismissed nor requests from program participants under chapter 5B to have ALPR data destroyed at the time of collection or upon receipt of the request.

No discrepancies noted.

Audit Requirement: Sharing Among Law Enforcement Agencies

Determine if the sharing of ALPR data with other law enforcement agencies in accordance with statutes.

Faribault Police Department's ALPR policy governs the sharing of ALPR data among law enforcement agencies.

During the audit period, Faribault Police Department had received requests to share ALPR data with other law enforcement agencies. Law enforcement agencies seeking access to ALPR data are required to submit a written request documenting the factual basis and case file number, complaint or incident that is the basis for access. The written request is retained on file and an ICR documenting the sharing of data is created. Sharing of data is captured in the Flock and Evidence.com audit trails.

The ALPR policy requires Faribault Police Department to advise law enforcement agencies receiving access to ALPR data of statute requirements relating to ALPR data. Faribault Police Department advised law enforcement agencies receiving access to ALPR data of statute requirements in writing at the time the data was shared.

The Faribault Police Department does not share with, disseminate to, sell to, or trade ALPR data with any other individual or entity.

No discrepancies noted.

Audit Requirement: Log of Use Required

Determine if the agency maintains a public log of ALPR use in accordance with statute.

Faribault Police Department's public log of ALPR use consists of Flock and Evidence.com system generated reports summarizing data collected from ALPRs. A review of the reports verified that the log includes:

- The date and time the ALPR actively collected data;
- The aggregate number of vehicles or license plates on which data was collected for each period of active use;
- The Minnesota License Plate Data File Hot List database the license plates were compared to;
- The number of hits/alarms for vehicles or license plates where the data identify a vehicle or license plate that has been stolen, a warrant for the arrest of the owner of a vehicle or an owner with a suspended or revoked driver's license or similar category or are active investigative data.

The Faribault Police Department maintains a list of the fixed locations of ALPRs.

No discrepancies noted.

Audit Requirement: Biennial Audit

Determine if the agency maintains records showing the date and time automated license plate reader data were collected and the applicable classification of the data, how the data are used, and whether data are destroyed as required.

Faribault Police Department maintains records in Flock Analytics and Evidence.com showing the date and time automated license plate reader data were collected. All data collected during the audit period is classified as private or nonpublic data. The audit trails, the records management system, and ICRs document how ALPR data are used. ALPR data not converted to evidence for use in criminal investigations was destroyed from Flock Analytics in thirty (30) days and Evidence.com in sixty (60) days after its collection.

No discrepancies noted.

Audit Requirement: Authorization to Access Data

Determine if the law enforcement agency complies with statutes governing the operation of and access to ALPR software and data.

Faribault Police Department's ALPR policy governs the operation of and access to ALPR data. No member may operate or access ALPR data without first completing department approved training.

Nonpublic ALPR data is only available to persons whose work assignment reasonably requires access to the data. Members approved to access ALPR data may access it for legitimate law enforcement purposes only and when data relate to a specific criminal investigation or department-related civil or administrative action. When ALPR data are accessed, officers are required to enter the reason for the access within Flock and Evidence.com. Access to ALPR data is captured in the Flock and Evidence.com audit trails.

Access to ALPR data is managed by the assignment of roles and permissions in Flock and Evidence.com. Flock maintains an audit trail of active ALPR data and captures all actions taken on ALPR data. Evidence.com maintains audit trails of ALPR data within the User Audit Trails. Administration of Flock Analytics and Evidence.com is managed by a Captain and Sergeant.

The ALPR policy states that any member who violates Minn. Stat. § 13.09 through the unauthorized acquisition or use of ALPR data will face discipline and possible criminal prosecution.

Faribault Police Department has had no security breaches, and a BCA CJIS Security Audit was conducted in June of 2025.

No discrepancies noted.

Audit Requirement: Notification to Bureau of Criminal Apprehension

Determine if the agency notified the Bureau of Criminal Apprehension of its ALPR program.

The Faribault Police Department notified the Bureau of Criminal Apprehension (BCA) of its ALPR program and submitted a BCA LPR Agency Data Collection Form as required by statute. Faribault Police Department is listed as an agency using ALPRs on the Minnesota Department of Public Safety website.

Faribault Police Department has not integrated the ALPR technology into another surveillance device.

No discrepancies noted.

This report was prepared exclusively for the City of Faribault and Faribault Police Department by Lynn Lembcke Consulting. The findings in this report are impartial and based on Faribault Police Department ALPR policy and information and documentation provided by Faribault Police Department and examined by Lynn Lembcke.

Dated: October 28, 2025

Lynn Lembcke Consulting

Lynn Lembcke

Lynn Lembcke

DEPARTMENT OF ADMINISTRATION
DATA PRACTICES

November 4, 2025

Chief John Sherwin
Faribault Police Department
25 4th St NW
Faribault, MN 55021

Dear Chief John Sherwin:

The Data Practices Office, on behalf of the Commissioner of Administration, has received the City of Faribault Police Department's automated license plate reader biennial audit report.

As required by law, the review of the report summarizing the results of the audit covers the audit of records to determine whether data currently in the records are classified, how the data are used, whether data are destroyed as required, and that the audit verified the Faribault Police Department's compliance with data accuracy, protection, and legitimate access procedures and applicable data breach notification requirements.

According to the report submitted by your department, Lynn Lembcke Consulting found that the Faribault Police Department complies with Minnesota Statutes, section 13.824.

If you have any questions, please contact Casey Carmody at casey.carmody@state.mn.us or 651.201.2505.

Sincerely,

Taya Moxley-Goldsmith

TAYA MOXLEY-GOLDSMITH
DIRECTOR, DATA PRACTICES OFFICE
MINNESOTA DEPARTMENT OF ADMINISTRATION

By: Casey Carmody
Assistant Director, Data Practices Office

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Rochelle Anderholm-Parsch, Parks & Recreation Director
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-284 Accept Donation from Faribault Foundation for Viaduct Park

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Background:

Donations are received on behalf of the Faribault Parks and Recreation Department. These monetary donations are received to support existing programs and to provide enhancements to the City of Faribault Parks and Recreation Department.

This is a request to accept a donation from the Faribault Foundation in the amount of $223,441.64. These funds will be used to pay down principal on the Viaduct Park internal loan.

Recommendation:

Approve Resolution 2025-284 as requested.

Attachments:

1. Resolution 2025-284 Accept Donation from Faribault Foundation for Viaduct Park

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-284

ACCEPT DONATION FROM FARIBAULT FOUNDATION FOR VIADUCT PARK

WHEREAS, Faribault Parks and Recreation Department is responsible for providing programs and leisure activities to the City and surrounding townships; and

WHEREAS, Faribault Parks and Recreation Department is also responsible for providing and maintaining parks and amenities within the City; and

WHEREAS, Faribault Parks and Recreation received a donation of $223,441.64 from the Faribault Foundation for the Viaduct Park.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorizes Faribault Parks and Recreation Department to accept the donation of $223,441.64 from the Faribault Foundation for the Viaduct Park; and

ALSO, BE IT RESOLVED, that the donation is to go towards the principal balance of the Viaduct Park internal loan.

Date Adopted: November 12, 2025

Faribault City Council

_____

Thomas J. Spooner, Mayor

ATTEST:

_____

Jessica L. Kinser City Administrator

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Mark DuChene, Director of Engineering (City Engineer)
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-289 Support Minnesota Department of Transportation Highway Safety Improvement Grant Application

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Background:

The Minnesota Department of Transportation (MNDOT) is requesting a resolution of support from the City of Faribault for MNDOT's application for Highway Safety Improvement Program grant funds for three intersections in Faribault. The intersections are TH 60 and Grant Street, TH 60 and Park Avenue and TH 3/20th Street NW and Hulett Avenue. Note, the first two intersections are part of the same project and grant application. These intersections have a documented history of crashes and other traffic operational issues and MNDOT and the City are looking to cooperatively address these intersections. This letter of support was discussed with the Council at their November 4, 2025, work session. Copies of the applications are attached. If awarded the grants, MNDOT has indicated these would likely be 2030 projects.

Recommendation:

Approve Resolution 2025-289

Attachments:

1. Resolution 2025-289 Support Minnesota Department of Transportation Highway Safety Improvement Grant Application
2. 2025 DRAFT HSIP Application_TH 60 & Grant St
3. 2025 DRAFT HSIP Application_TH 3 & Hulett

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-289

SUPPORT MINNESOTA DEPARTMENT OF TRANSPORTATION HIGHWAY SAFETY IMPROVEMENT GRANT APPLICATION

WHEREAS, the City of Faribault and the Minnesota Department of Transportation (MNDOT) have identified the intersections of Trunk Highway 60 and Grant Street and Trunk Highway 60 and Park Avenue NW as well as Trunk Highway 3 (20th Street NW) and Hulett Avenue as needing intersection safety improvements based on a review of intersection safety data; and

WHEREAS, MNDOT has approached the City for a letter of support for MNDOT to pursue applications to the Highway Safety Improvement Program (HSIP) to make intersection modifications and safety improvements as noted on the application materials; and

WHEREAS, the City Council reviewed the request for support at their November 4, 2025, work session.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Faribault, Minnesota that the City of Faribault City Council does hereby support MNDOT's application for HSIP grants for the intersections of Trunk Highway 60 and Grant Street, Trunk Highway 60 and Park Avenue NW as well as Trunk Highway 3 (20th Street NW) and Hulett Avenue

Date Adopted: November 12, 2025

Faribault City Council

_____

Thomas J. Spooner, Mayor

ATTEST:

_____

Jessica L. Kinser, City Administrator

DEPARTMENT OF TRANSPORTATION

2025 Reactive HSIP Application

TH 60 Intersections with Grant Street and Park Avenue

Date: 10/31/2025

To: HSIP Selection Committee

From: David Tsang, District 6 Traffic Engineer

Introduction

The intersections of TH 60 & Grant Street and TH 60 & Park Avenue are located about a quarter mile apart along TH 60 in the City of Faribault, Minnesota. TH 60 is a four-lane divided highway running east-west with dedicated turn lanes at the intersections with Grant Street and Park Avenue. Grant Street is a frontage road that runs parallel to TH 60 immediately to both the north and south, intersecting TH 60 just south of the Hy-Vee grocery store. Park Avenue intersects TH 60 east of the intersection of TH 60 & Grant Street. The area surrounding both intersections is a mix of industrial, commercial and residential with Hy-Vee anchoring the commercial plot immediately north of the intersection of TH 60 & Grant Street. A map of the project location is shown in **Attachment A**.

Five-year crash history at the study intersections shows a sustained history of angle crashes and minor injury crashes, resulting in crash rates above both the statewide average and critical crash rates for urban through/stop intersections. Two serious injury crashes occurred at the TH 60 and Grant Street intersection within the study period, resulting in a K/A rate above both the statewide average and critical rates. The large intersection width makes it difficult for drivers to select safe gaps crossing TH 60.

The proposed solution will restrict access by creating a ¾ intersection at Grant Street and a right-in/right-out intersection at Park Avenue. The proposed solution will address the sustained history of angle crashes at both intersections by eliminating the side-street through and left-turn movements which require drivers to assess gaps in oncoming highway traffic. With the history of injury crashes at both intersections, the proposed improvements are expected to proactively address potentially fatal crashes normally caused by the crash types of concern (angle crashes) at both intersections.

Existing Conditions

TH 60 runs east-west through the city of Faribault, with a four-lane cross-section at Grant Street and Park Avenue. At Grant Street, there are dedicated right-turn and left-turn lanes on both approaches. At Park Avenue, there are dedicated right-turn lanes on both approaches and a dedicated left-turn lane on the westbound approach. The eastbound and westbound lanes are separated by a concrete median with widths between 8 and 24 feet. Side-street left-turn movements must travel across 60 feet of mainline traffic lanes and side-street through movements must travel across over 90 feet of mainline traffic lanes to complete their movements.

Grant Street serves as a frontage road parallel to TH 60 on both sides between Western Avenue and Park Avenue and intersects TH 60 immediately south of Hy-Vee, controlled by through/stop with the stop condition on Grant Street. Grant Street consists of a two-lane undivided cross-section with many access points to businesses and residences in the area. Grass and concrete berms separate Grant Street and TH 60 with widths ranging from 4 feet to 70 feet.

Park Avenue intersects TH 60 approximately one quarter mile east of the Grant Street intersection and is controlled by through/stop with the stop condition on Park Avenue. Park Avenue consists of a two-lane undivided cross-section, providing access to businesses and residences.

TH 60 has an average annual daily traffic (AADT) of 8,485 (2022) west of Park Avenue and 12,429 (2022) east of Park Avenue. The speed limit of TH 60 is 40 miles per hour (MPH). Park Avenue has an AADT of 1,183 (2023) north of TH 60 and 1,222 (2023) south of TH 60. An existing conditions map, which shows lane configurations at each intersection, is included in **Attachment B.** Intersection turning movement volumes were collected in September 2025 and peak hour turning movements are summarized in Attachment B.

Safety Problem

The safety analysis was performed for the most recent five years of available data (2020-2024) to establish trends in crash type, crash frequency, and crash severity. Intersection crash history was obtained using MnCMAT, and crash details and law enforcement narratives were carefully reviewed for accuracy. Based on the available data, 25 crashes were reported in the five-year study period (2020-2024) at Grant Street and 17 crashes were reported at Park Avenue.

Intersection Crash Experience

TH 60 & Grant Street

The observed five-year crash rate for the intersection of TH 60 & Grant Street (1.26 crashes / MEV) is greater than both the statewide average for urban through/stop intersections (0.15 crashes / MEV), and the corresponding critical crash rate (0.39 crashes / MEV), resulting in a critical crash index of 3.23. Therefore, the number of reported crashes is considered statistically significant.

Similarly, the observed five-year K/A rate (10.10 crashes / MEV) is greater than both the statewide average for urban through/stop intersections (0.41 crashes / MEV), and the corresponding critical crash rate (4.79 crashes / MEV), resulting in a critical K/A index 2.11. Therefore, the number of reported K/A crashes is considered statistically significant. An intersection collision diagram is included in **Attachment C**, summarizing the five-year crash history at TH 60 & Grant Street.

5-Year Crash Rate Summary (2020-2024) at TH 60 & Grant Street

Intersection Crash Analysis (2020-2024)		Rate Category	Crash	K/A
Traffic Control	Through/Stop Urban	Intersection	1.26	10.10
Total Crashes [1]	25	State Average [3]	0.15	0.41
Total Entering Volume [2]	19,804,900	Critical [4]	0.39	4.79
K/A Crashes	2	Critical Index	3.23	2.11

1: Crash data obtained from MnCMAT2 and detailed crash narratives.

2: Calculated using AADT obtained from MnDOT's Traffic Mapping Application.

3: MnDOT's 2023 Green Sheets were used to determine state average rates.

4: A confidence level of 99.5% was assumed for critical crash rate and 90% assumed for critical K/A rates.

There were two serious injury crashes reported within the 5-year study period at TH 60 & Grant Street. Five crashes resulted in minor injury, three crashes resulted in possible injury, and the remaining 15 crashes resulted in property damage only. Therefore, the intersection has experienced a 40 percent injury rate over the 5-year study period.

A thorough review of the available crash data and crash narratives was completed to determine crash trends at TH 60 & Grant Street. The evaluation concluded that a significant number of angle crashes has occurred within the 5-year study period (21 of 25 total crashes, or 84 percent). These angle crashes were mainly caused by southbound drivers failing to choose acceptable gaps in mainline traffic to cross TH 60 with a through movement or to turn left onto TH 60. Of the 21 angle crashes, 17 were caused by southbound vehicles as follows:

- 11 of 19 (58 percent) were attempting to cross TH 60 with a through movement
    - When the crash narrative did not specify, it was assumed that the vehicle was attempting a through movement
- 7 of 19 (37 percent) were attempting to turn left onto TH 60
- 1 of 19 (5 percent) was attempting to turn right onto TH 60

It's important to note that the predominant crash type at the intersection (angle crashes) are often likely to result in higher-severity crashes. Of the 21 angle type crashes, eight resulted in injury as follows:

- 1 of 8 (12.5 percent) resulted in a serious injury
- 4 of 8 (50 percent) resulted in a minor injury
- 3 of 8 (37.5 percent) resulted in a possible injury

TH 60 & Park Avenue

The observed five-year crash rate for the intersection of TH 60 & Park Avenue (0.80 crashes / MEV) is greater than both the statewide average for urban through/stop intersections (0.15 crashes / MEV), and the corresponding critical crash rate (0.38 crashes / MEV), resulting in a critical crash index of 2.10. Therefore, the number of reported crashes is considered statistically significant. An intersection collision diagram is included in **Attachment C**, summarizing the five-year crash history at TH 60 & Park Avenue.

5-Year Crash Rate Summary (2020-2024) at TH 60 & Park Avenue

Intersection Crash Analysis (2020-2024)		Rate Category	Crash	K/A
Traffic Control	Through/Stop Urban	Intersection	0.80	0.00
Total Crashes [1]	17	State Average [3]	0.15	0.41
Total Entering Volume [2]	21,278,588	Critical [4]	0.38	4.55
K/A Crashes	0	Critical Index	2.10	0.00

1: Crash data obtained from MnCMAT2 and detailed crash narratives.

2: Calculated using AADT obtained from MnDOT's Traffic Mapping Application.

3: MnDOT's 2023 Green Sheets were used to determine state average rates.

4: A confidence level of 99.5% was assumed for critical crash rate and 90% assumed for critical K/A rates.

There were no fatal or serious injury crashes reported within the 5-year study period at TH 60 & Park Avenue. Two crashes resulted in minor injury, three crashes resulted in possible injury, and the remaining 12 crashes resulted in property damage only. Therefore, the intersection has experienced a 29 percent injury rate over the 5-year study period.

A thorough review of the available crash data was completed to determine crash trends at TH 60 & Park Avenue. The evaluation concluded that a significant amount of angle crashes has occurred within the 5-year study period (13 of 17 total crashes, or 76 percent). These angle crashes were caused by northbound and southbound drivers failing to choose acceptable gaps in mainline traffic to cross TH 60 with a through movement. Of the 13 angle crashes, 5 were caused by northbound vehicles and 8 were caused by southbound vehicles as follows:

- 7 of 13 (54 percent) were southbound vehicles attempting to cross TH 60 with a through movement
- 5 of 13 (38 percent) were northbound vehicles attempting to cross TH 60 with a through movement
- 1 of 13 (8 percent) was a southbound vehicle attempting to turn right onto TH 60

It's important to note that the predominant crash type at the intersection (angle crashes) are often likely to result in higher-severity crashes. All the minor injury and possible injury crashes at this intersection were angle type crashes. Without intervention, these crash types have the potential to result in higher severity crashes in the future.

Proposed Solution

The proposed solution is intended to reactively address the sustained history of angle crashes at the intersections of TH 60 & Grant Street and TH 60 & Park Avenue. The recommendation at TH 60 & Grant Street is to construct concrete medians to restrict side-street movements from Grant Street while allowing mainline left-turns, creating a three-quarter access (3/4) intersection. The recommendation at TH 60 & Park Avenue is to extend the concrete median on TH 60 to restrict side-street movements as well as mainline left-turns, creating a right-in right-out only (RIRO) intersection. These improvements are expected to effectively eliminate the predominant crash type (angle crashes) at both intersections. A conceptual layout showing a high-level preliminary design of the recommendation is shown in **Attachment D**.

Benefit-Cost Analysis

An economic benefit-cost analysis was completed in accordance with the MnDOT Office of Investment Management's Benefit/Cost Analysis for Transportation Projects procedures. At TH 60 & Grant Street, a 64 percent reduction in crashes was applied to the existing intersection crashes based on information from MnDOT's report: *The Local Road Traffic Safety Infrastructure Strategies* (also referred to as the *Big Book of Ideas*). Because no crash modification factor (CMF) appropriately matched the proposed strategy, a 64 percent reduction in all crash types was applied for "3/4 Intersection". At TH 60 & Park Avenue, a 45 percent reduction in all crash types was applied to existing intersection crashes using CMF ID 9821 for "Install right-in-right-out (RIRO) operations at stop-controlled intersections".

The anticipated crash reductions and high-level construction cost estimate result in a benefit-cost ratio of **12.04**. A high-level cost estimate based on the conceptual design can be found in **Attachment E** and the HSIP benefit-cost worksheet can be found in **Attachment F**.

Summary: Alignment with Prioritization Criteria

The table below summarizes how the intersection and the proposed roundabout solution meet HSIP scoring criteria and program goals.

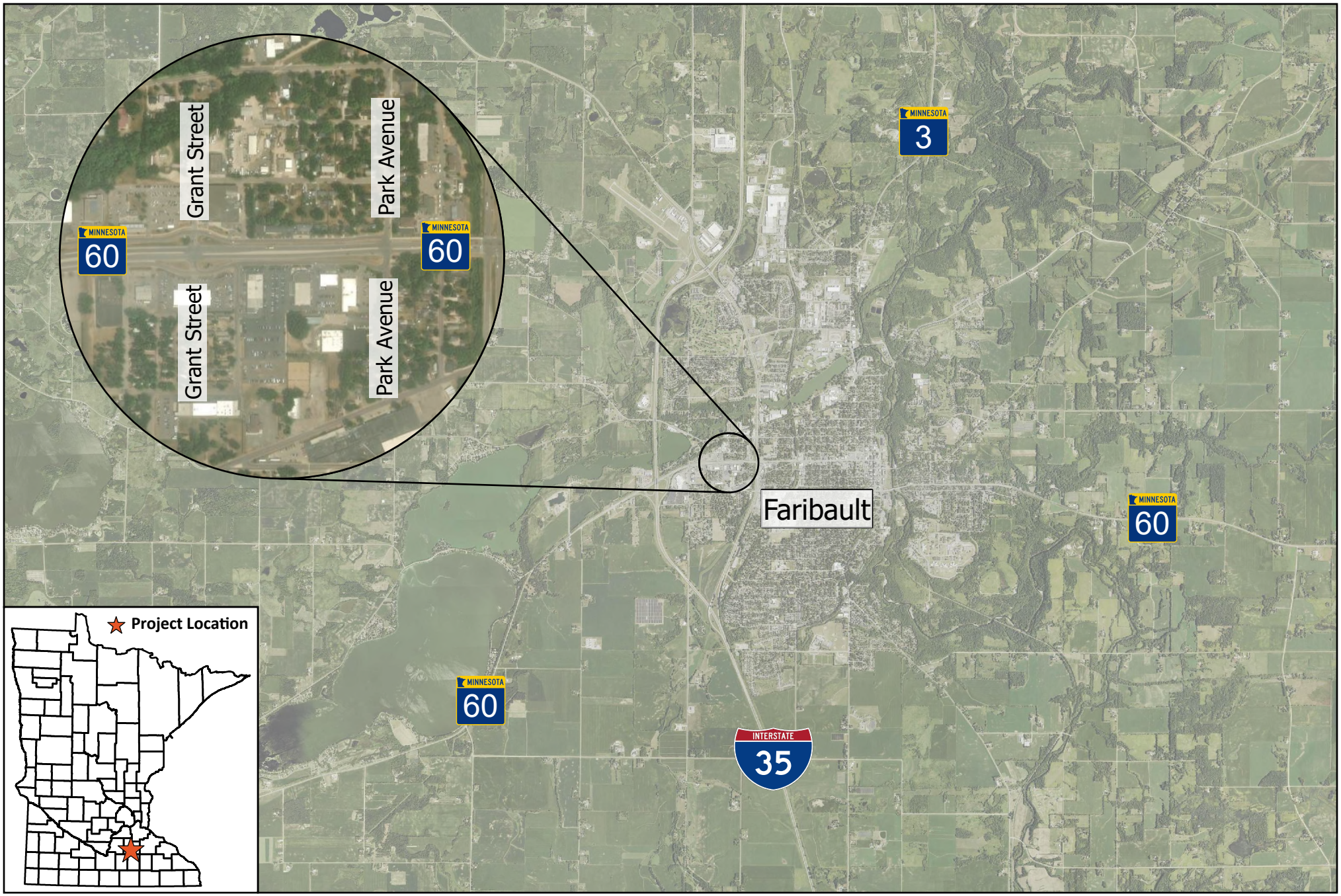
Prioritization Criteria

Criteria	How the TH 60 & Grant Street and TH 60 & Park Avenue Intersections Meet Criteria
Sustained K/A Crash History	Two serious injury crashes at TH 60 & Grant Street result in a K/A crash rate above statewide averages and above the critical K/A rate.
Coverage	Restricts access at both intersections: ¾ intersection at TH 60 & Grant Street and RIRO intersection at TH 60 & Park Avenue
Expected Impact: Cost-Effective	2020-2024 Crashes B/C Ratio: **12.04**
Planning Documents	N/A
Alignment with Program Goals	The proposed solution will address the sustained history of serious and minor injury angle crashes.

Attachments

A. Project Location
B. Existing Conditions and Volumes
C. Collision Diagrams
D. Concept Layout
E. High-Level Construction Cost Estimate
F. Benefit Cost Worksheet
G. Letter of Support (City of Faribault)

Attachment A: Project Location



TH 60 Intersections with Grant Street and Park Avenue

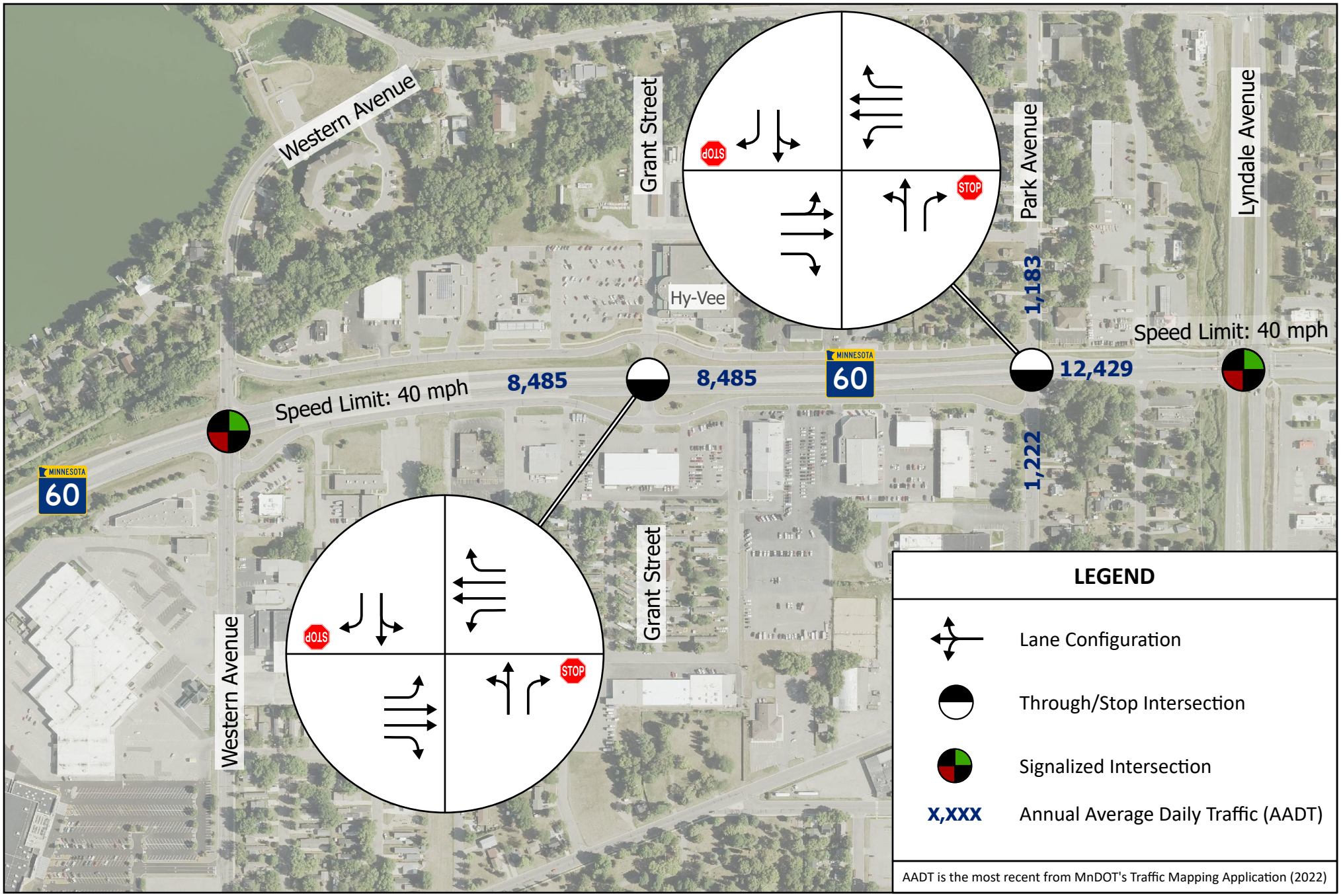
Attachment A

Project Location

N 0 0.5 1 Miles

ALLIANT

Attachment B: Existing Conditions and Volumes



TH 60 Intersections with Grant Street and Park Avenue

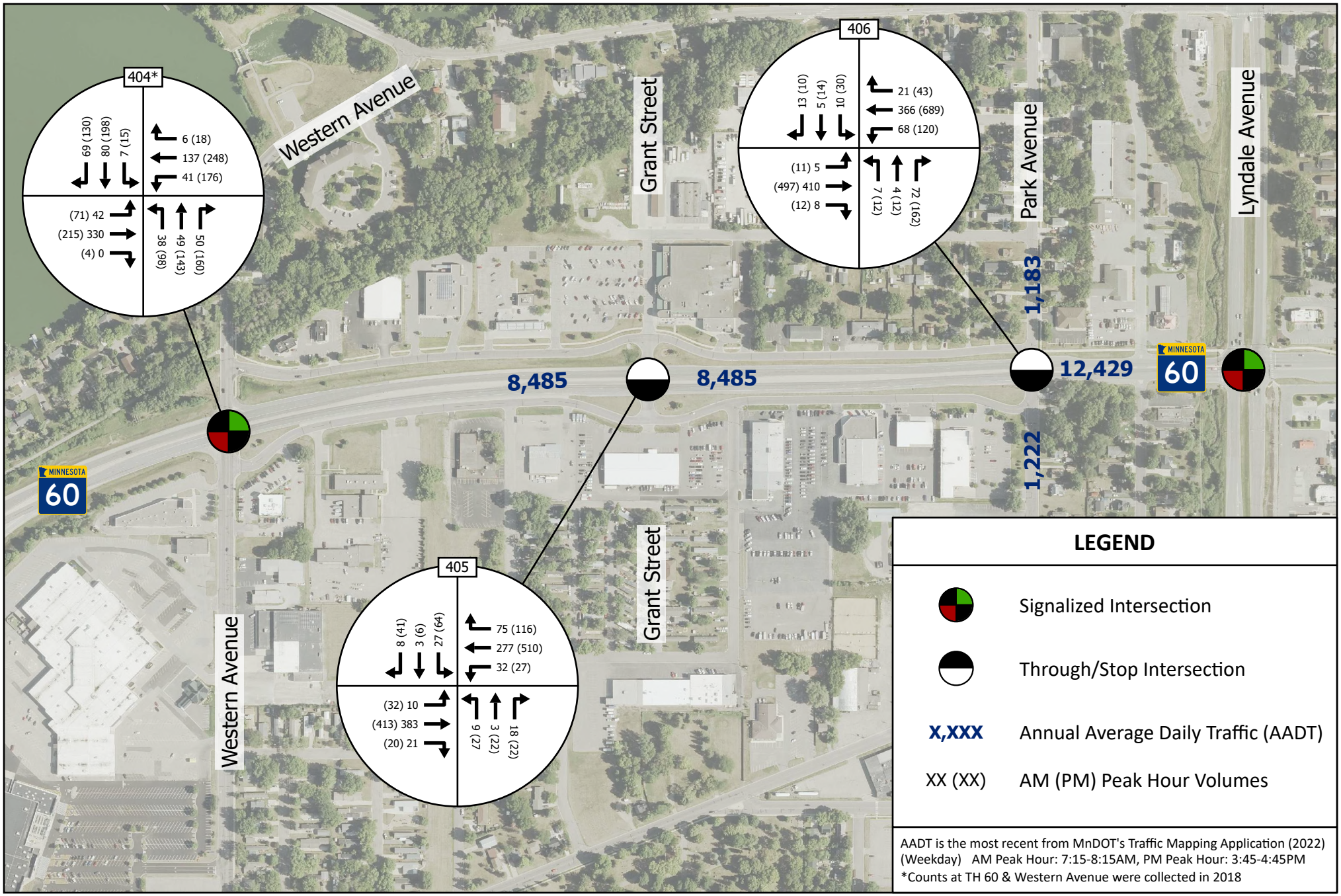
Attachment B

Existing Conditions

ALLIANT

N

0 250 500 Feet



TH 60 Intersections with Grant Street and Park Avenue

Attachment B

Existing Volumes

ALLIANT

N 0 250 500 Feet

Attachment C: Collision Diagrams

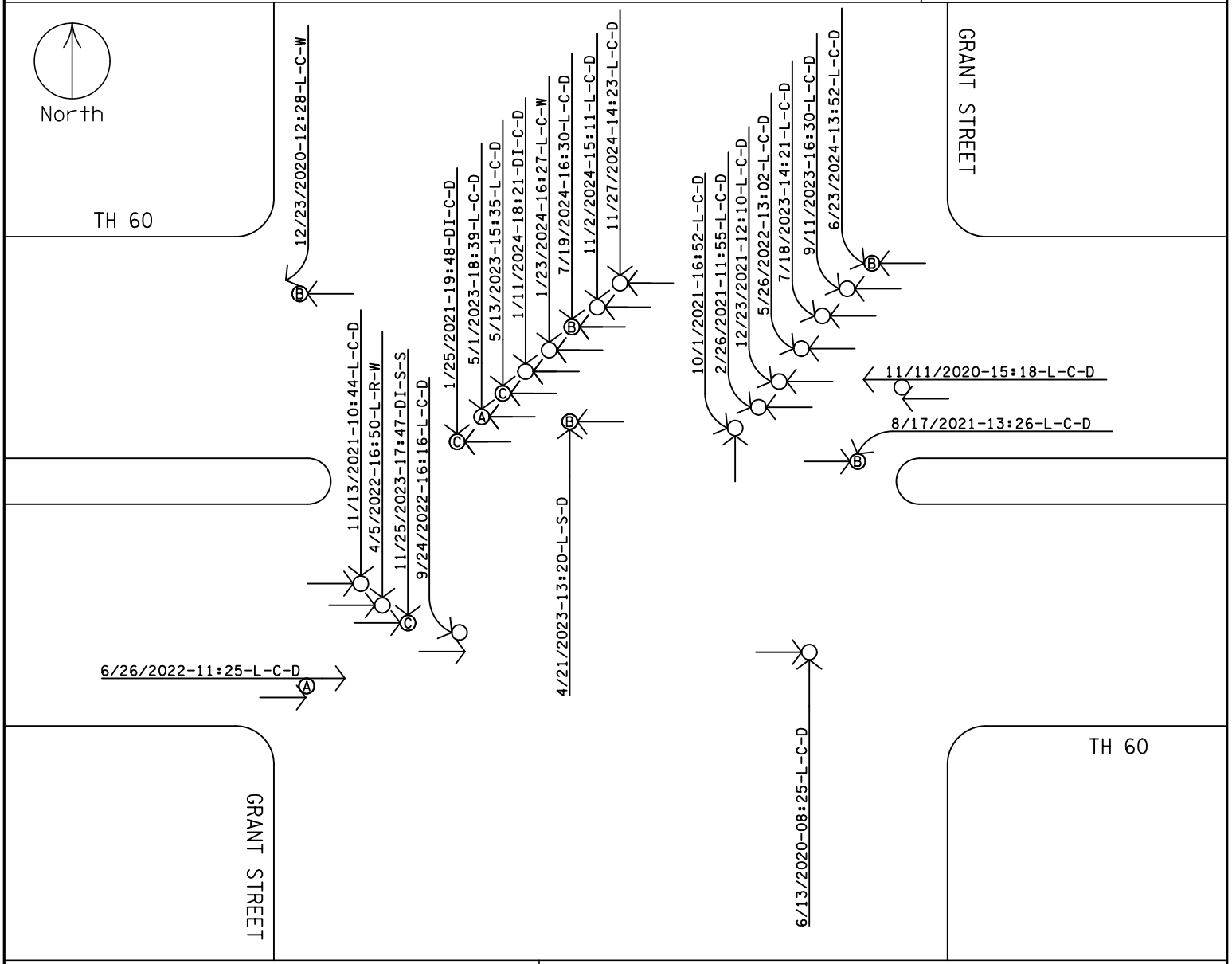
COLLISION DIAGRAM

Location: TH 60 & GRANT STREET

Time Period: 2020-2024 Prepared By: ECB Date: 09/26/2025

NOT TO SCALE - CRASH LOCATIONS DEPICTED ARE NOT EXACT.

5 Year Crash Analysis	
Fatal = 0	Injury Total 10
A Injury = 2	
B Injury = 5	
C Injury = 3	
Property Damage (PDO) =15	
Total Crashes = 25	



KEY

- Vehicle Out of Control
- Vehicle Backing Up
- Vehicle Rollover
- Sideswipe Crash
- Rear End Crash
- Head On Crash
- Fixed Object
- Fatal Crash
- A Injury Crash
- B Injury Crash
- C Injury Crash
- PDO Crash
- Pedestrian
- Bicycle
- Motorcycle
- Parked Vehicle
- Left Turn Crash
- Right Turn Crash
- Right Angle Crash

NOTES

FOR CRASHES WHERE THE POLICE NARRATIVE DID NOT SPECIFY THE INTENDED VEHICLE MOVEMENT(LEFT,THROUGH,OR RIGHT): THE COLLISION IS DISPLAYED WITH A STRAIGHT ARROW.

Light:	Weather:	Surface:
L = Daylight	C = Clear or Cloudy	D = Dry
Dn = Dawn	R = Rain	W = Wet
Du = Dusk	S = Snow or Sleet	S = Snow or Ice
Dl = Dark, Lighted	F = Fog/Smog/Smoke	M = Mud/Dirt/Gravel
Do = Dark, Lights Off	B = Blowing Sand/Dust	Db = Debris
D = Dark, Unlighted	W = Severe Crosswinds	O = Oily
X = Unknown	X = Other or Unknown	X = Other or Unknown

Other Vehicle — Injury Type — [Date]-[Time]-[Light]-[Weather]-[Surface]

Vehicle At-Fault

TH 60 Intersections with Grant Stret and Park Avenue

Attachment C
Collision Diagram

ALLIANT

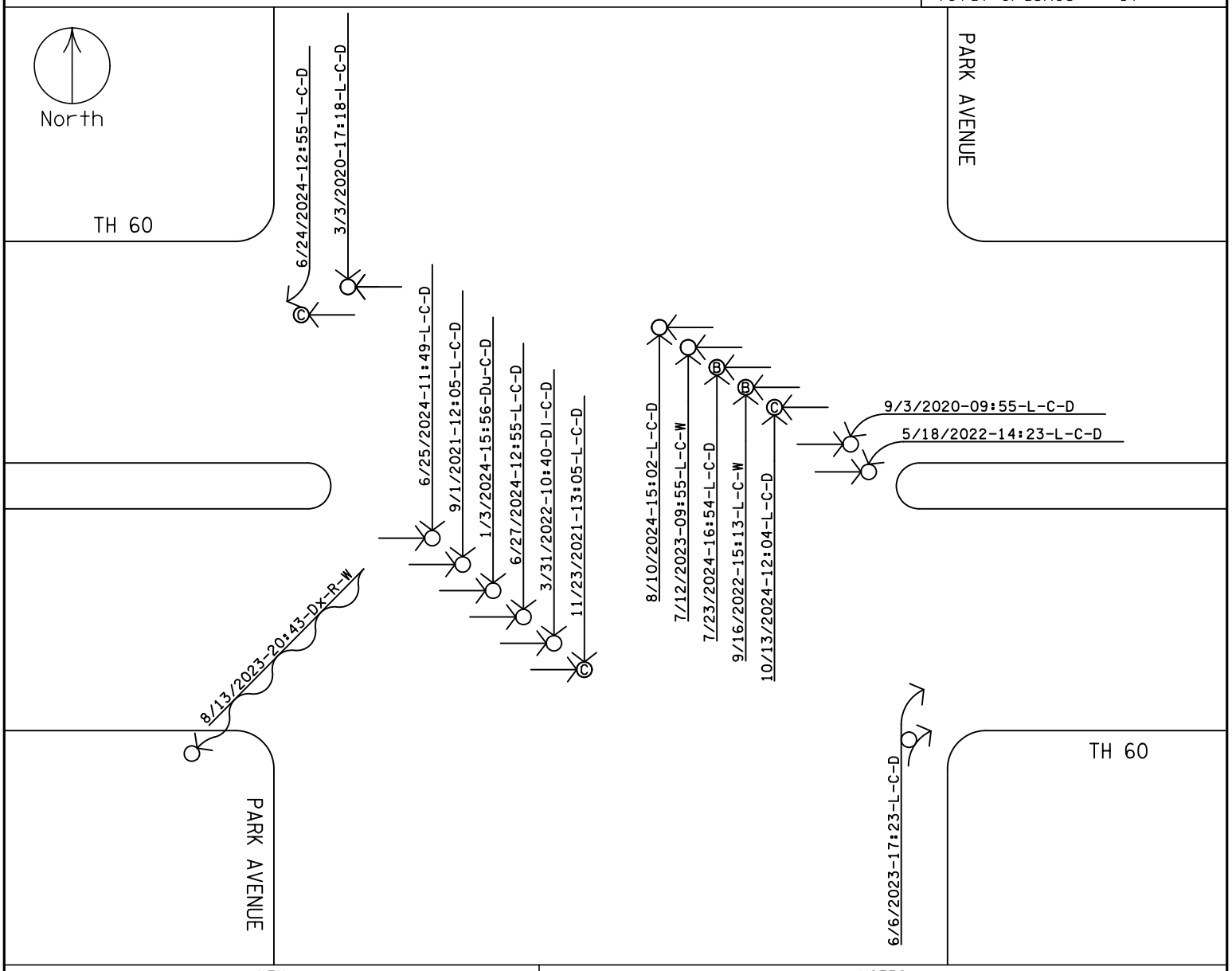
COLLISION DIAGRAM

Location: TH 60 & PARK AVENUE

Time Period: 2020-2024 Prepared By: BBA Date: 10/16/2025

NOT TO SCALE - CRASH LOCATIONS DEPICTED ARE NOT EXACT.

5 Year Crash Analysis	
Fatal = 0	Injury Total 5
A Injury = 0	
B Injury = 2	
C Injury = 3	
Property Damage (PDO) =12	
Total Crashes = 17	



KEY

- Vehicle Out of Control
- Vehicle Backing Up
- Vehicle Rollover
- Sideswipe Crash
- Rear End Crash
- Head On Crash
- Fixed Object
- Fatal Crash
- A Injury Crash
- B Injury Crash
- C Injury Crash
- PDO Crash
- Pedestrian
- Bicycle
- Motorcycle
- Parked Vehicle
- Left Turn Crash
- Right Turn Crash
- Right Angle Crash

NOTES

FOR CRASHES WHERE THE POLICE NARRATIVE DID NOT SPECIFY THE INTENDED VEHICLE MOVEMENT(LEFT,THROUGH,OR RIGHT): THE COLLISION IS DISPLAYED WITH A STRAIGHT ARROW.

Light:	Weather:	Surface:
L = Daylight	C = Clear or Cloudy	D = Dry
Dn = Dawn	R = Rain	W = Wet
Du = Dusk	S = Snow or Sleet	S = Snow or Ice
Dl = Dark, Lighted	F = Fog/Smog/Smoke	M = Mud/Dirt/Gravel
Do = Dark, Lights Off	B = Blowing Sand/Dust	Db = Debris
D = Dark, Unlighted	W = Severe Crosswinds	O = Oily
X = Unknown	X = Other or Unknown	X = Other or Unknown

Other Vehicle — Injury Type — [Date]-[Time]-[Light]-[Weather]-[Surface]

Vehicle At-Fault

TH 60 Intersections with Grant Street and Park Avenue

Attachment C
Collision Diagram

ALLIANT

Attachment D: Concept Layout

TH 60 & GRANT STREET

3/4 ACCESS ALTERNATIVE

ALLIANT

Attachment E: High-Level Construction Cost Estimate

ENGINEER'S CONCEPTUAL OPINION OF PROBABLE COST
3/4 Access
TH 60 at Grant Street - ALT 2

Date Prepared:
October 15, 2025

ALLIANT ENGINEERING

Item #	Description	Unit	2024 Unit Price	Quantity	Total
Roadway Paving					
2104.503	Remove Curb & Gutter	LIN FT	$5.00	804	$4,020
2104.507	Remove Pavement	SQ YD	$10.00	1598	$15,980
2104.518	Remove Concrete Walk	SQ FT	$5.00	1272	$6,360
2106.507	Excavation - Common	CU YD	$10.00	1280	$12,800
2360.509	Type SP 12.5 Wearing Course Mix	TON	$110.00	370	$40,700
2211.507	Aggregate Base (CV)	CU YD	$37.50	479	$17,963
2106.507	Select Granular Embankment (CV)	CU YD	$35.00	957	$33,495
2531.503	Concrete Curb and Gutter	LIN FT	$35.00	1280	$44,800
2521.518	6" Concrete Walk	SQ FT	$12.25	5152	$63,112
			Subtotal Paving and Grading Costs		**$239,230**
Drainage and Erosion					
	Drainage Aprons & Structures	EACH	$1,500.00	20	$30,000
	24" RC Pipe Culvert	LIN FT	$135.00	700	$94,500
	Turf Establishment & Erosion Control			25%	$59,810
			Subtotal Drainage and Erosion Costs		**$184,310**
Signing and Striping					
	Signing & Pavement Marking			25%	$59,810
			Subtotal Signing and Striping Costs		**$59,810**
Temp Traffic Control / Mobilization / Staging					
	Temporary Pavement & Drainage			25%	$59,810
2563.601	Traffic Control			25%	$59,810
2021.501	Mobilization			25%	$59,810
			Subtotal Temp Traffic Control / Mobilization / Staging		**$179,430**
Bridge					
			Subtotal Bridge	**0**	**$0**
Traffic Signals / Lighting / Maintenance					
	Lighting	EACH	$9,000.00	4	$36,000
			Subtotal Traffic Signals / Lighting / Maintenance		**$36,000**
Indirect Costs & Contingency					
			Construction Subtotal		$698,780
			30% Contingency		$209,634
			2025 Construction Cost Plus Contingency		**$908,413**
			2030 Inflation Adjustment Factor (Assume 5% Annually)	5%	
			2030 Construction Cost Plus Contingency		**$1,159,391**

Assumptions:

Pavement Section is 6" Bit, 6" Agg Base Class 6, 12" Select Granular
Concrete Sidewalk is 6" Concrete Walk, 6" Agg Base Class, 12" Select Granular

Attachment F: Benefit-Cost Worksheet

Traffic Safety Benefit-Cost Calculation

Highway Safety Improvement Program (HSIP) Reactive Project

DEPARTMENT OF TRANSPORTATION

A. Roadway Description

Route	TH 60	**District**	6	**County**	Rice
Begin RP	147+00.45	**End RP**	147+00.80	**Miles**	0.319
Location	TH 60 Intersections with Grant Street and Park Avenue				

B. Project Description

Proposed Work	Construct/extend medians on TH 60 at Grant Street and Park Avenue		
Project Cost*	$1,159,391	**Installation Year**	2030
Project Service Life	20 years	**Traffic Growth Factor**	0.0%

** exclude Right of Way from Project Cost*

C. Crash Modification Factor

0.36	**Fatal (K) Crashes**	**Reference**	MnDOT's District Safety Plan Road Safety Strategies
0.36	**Serious Injury (A) Crashes**		
0.36	**Moderate Injury (B) Crashes**	**Crash Type**	64% Reduction in all crash types for 3/4 intersection
0.36	**Possible Injury (C) Crashes**		
0.36	**Property Damage Only Crashes**		www.CMFclearinghouse.org

D. Crash Modification Factor (optional second CMF)

0.55	**Fatal (K) Crashes**	**Reference**	CMF ClearingHouse countermeasure ID 9821
0.55	**Serious Injury (A) Crashes**		
0.55	**Moderate Injury (B) Crashes**	**Crash Type**	55% CMF in all crash types for RIRO intersection
0.55	**Possible Injury (C) Crashes**		
0.55	**Property Damage Only Crashes**		www.CMFclearinghouse.org

E. Crash Data

Begin Date	1/1/2020	**End Date**	12/31/2024	5 years
Data Source	Minnesota Crash Mapping Analysis Tool (MnCMAT2)			

Crash Severity	All crash types	All crash types
K crashes	0	0
A crashes	2	0
B crashes	5	2
C crashes	3	3
PDO crashes	15	12

F. Benefit-Cost Calculation

$13,951,856	**Benefit (present value)**	**B/C Ratio = 12.04**
$1,159,391	**Cost**	

Proposed project expected to reduce 5 crashes annually, 1 of which involving fatality or serious injury.

F. Analysis Assumptions

Crash Severity	Crash Cost
K crashes	$3,400,000
A crashes	$1,700,000
B crashes	$380,000
C crashes	$180,000
PDO crashes	$18,000

Link: mndot.gov/planning/program/appendix_a.html

Real Discount Rate:	3.1%	**Revised**
Traffic Growth Rate:	0.0%	Default
Project Service Life:	20 years	**Revised**

G. Annual Benefit

Crash Severity	Crash Reduction	Annual Reduction	Annual Benefit
K crashes	0.00	0.00	$0
A crashes	1.28	0.26	$434,962
B crashes	4.10	0.82	$311,429
C crashes	3.27	0.65	$117,656
PDO crashes	15.00	3.00	$53,970
			$918,017

H. Amortized Benefit

Year	Crash Benefits	Present Value
2030	$918,017	$918,017
2031	$918,017	$890,414
2032	$918,017	$863,641
2033	$918,017	$837,673
2034	$918,017	$812,486
2035	$918,017	$788,057
2036	$918,017	$764,361
2037	$918,017	$741,379
2038	$918,017	$719,087
2039	$918,017	$697,465
2040	$918,017	$676,494
2041	$918,017	$656,153
2042	$918,017	$636,424
2043	$918,017	$617,288
2044	$918,017	$598,728
2045	$918,017	$580,725
2046	$918,017	$563,264
2047	$918,017	$546,328
2048	$918,017	$529,901
2049	$918,017	$513,968
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0

Total = $13,951,856

NOTE:
This calculation relies on the real discount rate, which accounts for inflation. No further discounting is necessary.

Attachment G: City of Faribault Letter of Support

DEPARTMENT OF TRANSPORTATION

2025 Reactive HSIP Application

TH 3 & Hulett Avenue

Date: XX/XX/2025

To: HSIP Selection Committee

From: David Tsang, District 6 Traffic Engineer

Introduction

The intersection of TH 3 and Hulett Avenue is located in the City of Faribault, Minnesota. The area immediately south of the intersection is primarily undeveloped land, with mixed commercial further to the southwest. There are ponds located in the northwest and southwest quadrants. An existing development of single-family homes is located to the north of the intersection off Hulett Avenue. A City of Faribault multi-use trail crosses TH 3 on the east leg (westbound approach) of the intersection. A map of the project location is shown in **Attachment A**.

The 10-year crash history shows a sustained history of angle type and minor injury crashes, resulting in a crash rate above both the statewide and critical crash rates for urban through/stop intersections. Additionally, one pedestrian crash occurred in 2016. Existing intersection geometry, increasing volumes along TH 3, the posted 40 MPH speed limit, and the proclivity for drivers to pass on the shoulder all aid in making this intersection feel difficult and unsafe to cross as a non-motorized user. It is also anticipated that pedestrian demand at this crossing will increase with the extension of the City of Faribault trail on the south side of TH 3 to the east.

The proposed solution is expected to decrease the crossing distance for pedestrians, slow vehicle speeds, and eliminate drivers passing on the shoulder. Impacts of the proposed solution will address the sustained history of angle crashes, while also providing a safer and more comfortable crossing for non-motorized users. With the history of minor injury crashes observed at the intersection, the proposed improvement is expected to proactively address potentially high-severity crashes normally caused by the crash types of concern at this intersection (i.e. angle and pedestrian crash types).

Existing Conditions

North/south Hulett Avenue intersects TH 3 (east/west) at a slight skew. The intersection is also located within a horizontal curve along TH 3. Hulett Avenue south of TH 3 consists of a two-way, two-lane cross-section with on-street bike lanes in both directions. Hulett Avenue has an AADT of 1,042 (2023) and the posted speed limit is 30 MPH. The intersection is stop-controlled, with the stop condition being on Hulett Avenue. TH 3 has an average annual daily traffic (AADT) of 8,400 (2024) and a posted speed limit of 40 miles per hour (MPH). The cross-section along TH 3 consists of a two-lane undivided roadway with a dedicated westbound right-turn lane at the intersection with Hulett Avenue.

A multi-use trail owned and maintained by the City of Faribault runs along the south side of TH 3 west of Hulett Avenue. At the intersection, the trail crosses the Hulett Avenue northbound approach and then the TH 3 westbound approach. The trail system continues on the north side of TH 3 east of the intersection. It should be noted that a trail extension project is currently underway, constructing an additional trail segment on the south side of TH 3 east of the Hulett Avenue intersection. Another element of the trail extension project will be to construct a pedestrian tunnel/underpass at the existing railroad line located approximately 900 feet east of the study intersection. This trail extension will close a critical gap in the City's existing trail network, creating connections to the Northern Link Trial, Straight River Trail, downtown Faribault, several parks, and the River Bend Nature Center. An existing conditions map is included in **Attachment B**, and a City of Faribault Trail System map is included in **Attachment C**.

Safety Problem

The safety analysis was performed for the most recent five years of available data (2020-2024) to establish trends in crash type, crash frequency, and crash severity. Intersection crash history was obtained using MnCMAT, and crash details and law enforcement narratives were carefully reviewed for accuracy. Based on the available data, six crashes were reported at this intersection in the five-year study period (2020-2024).

Intersection Crash Experience

The observed five-year crash rate for the intersection (0.35 crashes / MEV) is shown in yellow in the table below because it is higher than the statewide average for urban through/stop intersections (0.14 crashes / MEV). No fatal or serious injury crashes were reported in the five-year study period. However, three crashes resulted in minor injury and the remaining three crashes resulted in property damage only. Therefore, the intersection experienced a 50 percent injury rate over the course of the study period. An intersection collision diagram is included in **Attachment D**, summarizing the five-year crash history.

5-Year Crash Rate Summary (2020-2024)

Intersection Crash Analysis (2020-2024)		Rate Category	Crash	K/A
Traffic Control	Through/Stop Urban	Intersection	**0.35**	0.00
Total Crashes [1]	6	State Average [3]	0.14	0.35
Total Entering Volume [2]	17,145,875	Critical [4]	0.40	5.10
K/A Crashes	0	Critical Index	0.88	0.00

1: Crash data obtained from MnCMAT2 and detailed crash narratives.

2: Calculated using AADT obtained from MnDOT's Traffic Mapping Application.

3: MnDOT's 2022 Green Sheets were used to determine state average rates.

4: A confidence level of 99.5% was assumed for critical crash rate and 90% assumed for critical K/A rate.

Although the five-year crash history is required for the HSIP benefit/cost calculation, it's important to outline the intersection's sustained history of crashes. The observed 10-year crash rate for the intersection (0.51 crashes / MEV) is shown in red in the table below because it is higher than both the statewide average (0.14 crashes / MEV) and the critical crash rate (0.32 crashes / MEV), resulting in a critical crash rate index of 1.57. The critical crash rate index is shown in red if above 1.00, because a value exceeding 1.00 indicates that there may be a safety concern.

10-Year Crash Rate Summary (2015-2024)

Intersection Crash Analysis (2015-2024)		Rate Category	Crash	K/A
Traffic Control	Through/Stop Urban	Intersection	0.51	0.00
Total Crashes [1]	16	State Average [3]	0.14	0.35
Total Entering Volume [2]	31,312,133	Critical [4]	0.32	3.30
K/A Crashes	0	Critical Index	1.57	0.00

1: Crash data obtained from MnCMAT2 and detailed crash narratives.

2: Calculated using AADT obtained from MnDOT's Traffic Mapping Application.

3: MnDOT's 2022 Green Sheets were used to determine state average rates.

4: A confidence level of 99.5% was assumed for critical crash rate and 90% assumed for critical K/A rate.

Similar to the five-year crash analysis, no fatal or serious injury crashes were reported within the 10-year study period. Six crashes resulted in minor injury, one crash resulted in possible injury, and the remaining nine crashes resulted in property damage only. Therefore, the intersection has experienced a 44 percent injury rate over the 10-year study period.

A thorough review of the available crash data was completed to determine any crash trends occurring at the study intersection. The evaluation concluded that a large amount of angle crashes has occurred at the TH 3 and Hulett Avenue intersection within the 10-year study period (nine of 16 total crashes, or 56 percent). It should also be noted that a pedestrian crash occurred at the intersection in 2016. The crash occurred between a southbound pedestrian crossing the westbound intersection approach and a westbound through vehicle. The vehicle's view of the pedestrian was obscured due to inclement weather (rain, wind gusts, tornado). The crash resulted in a minor injury (Type B). It's important to note that the predominant crash type at the intersection (angle crashes) as well as another crash type of concern (non-motorized crashes) are often likely to result in higher-severity crashes. Many of the minor injury crashes at this intersection (and the one reported pedestrian crash) resulted in minor injuries. With increasing speeds and volumes on TH 3, these crash types have the potential to result in higher severity crashes in the future.

Proposed Solution

The proposed solution at this intersection is intended to reactively address the sustained history of angle crashes at the intersection while also proactively providing a safer intersection crossing for pedestrians into the future. Existing intersection geometry, increasing volumes along TH 3, the posted 40 MPH speed limit, and the proclivity for drivers to pass on the shoulder all aid in making this intersection feel difficult and unsafe to cross as a non-motorized user. It is also anticipated that pedestrian demand at this crossing will increase with the extension of the City of Faribault trail on the south side of TH 3 to the east.

The recommendation at this intersection is to construct curb and gutter, narrow the existing shoulder width, and remove the existing westbound right-turn lane. This improvement is expected to slow vehicle speeds by narrowing the roadway cross-section and constructing a physical barrier (i.e. curb and gutter). Additionally, by significantly narrowing shoulder width and removing the westbound right-turn lane, this will significantly decrease the crossing length for non-motorized users, therefore decreasing exposure and the potential for severe pedestrian/vehicle crashes. By slowing speeds and narrowing shoulder width, this improvement is expected to decrease the predominant crash type (angle crashes), especially considering that the potential for vehicles passing on the TH 3 shoulder is effectively eliminated. A conceptual layout showing a high-level preliminary design of the recommendation is shown in **Attachment E**.

Benefit-Cost Analysis

An economic benefit-cost analysis was completed in accordance with the MnDOT Office of Investment Management's Benefit/Cost Analysis for Transportation Projects procedures. A 30 percent reduction in crashes was applied to the existing intersection crashes based on information from MnDOT's report: *The Local Road Traffic Safety Infrastructure Strategies* (also referred to as the *Big Book of Ideas*). Because no CMF appropriately matched the proposed strategy, a 30 percent reduction in all crash types was applied for "curb extensions / curb bump-outs". Narrowing the shoulder width and removing the existing westbound right-turn lane are expected to decrease the crossing distance for pedestrians while also slowing vehicle speeds, as well as eliminate drivers passing on the shoulder. Therefore, the proposed strategy will have very similar impacts to implementing curb extensions or bump-outs.

The selected crash reduction and high-level construction cost estimate result in a benefit-cost ratio of **0.81**. The high-level cost estimate based on the conceptual design can be found in **Attachment F** and the HSIP benefit-cost worksheet can be found in **Attachment G**.

Summary: Alignment with Prioritization Criteria

The table below summarizes how the intersection and the proposed roundabout solution meet HSIP scoring criteria and program goals.

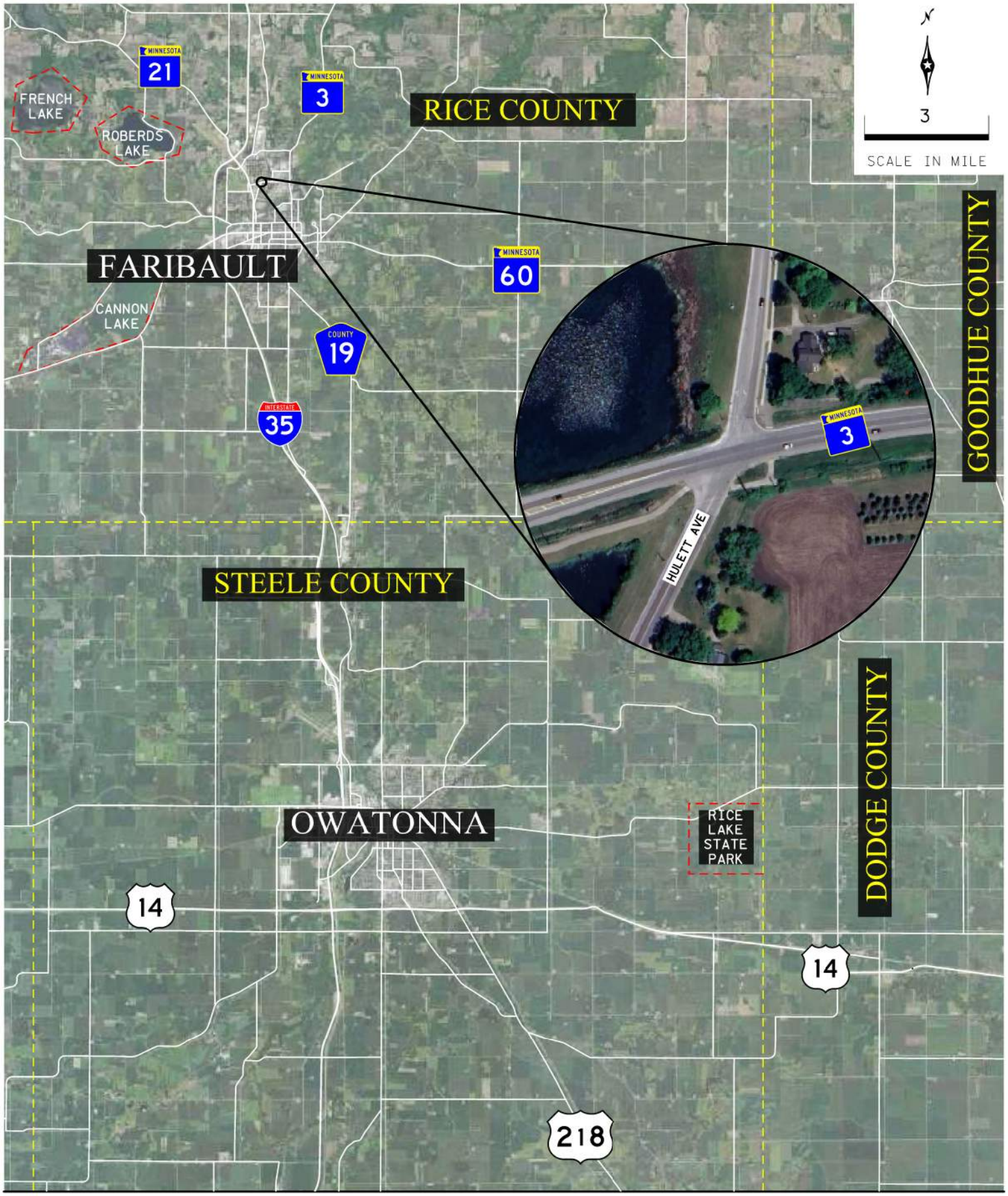
Prioritization Criteria

Criteria	How the TH 3 & Hulett Avenue Intersection Meets Criteria
Sustained K/A Crash History	Although the intersection has not experienced fatal or serious injuries within the study period, the intersection has demonstrated a sustained history of angle crashes resulting in Type B (Minor Injury) crashes.
Coverage	Treats one intersection with a narrowed cross-section, removal of the westbound right-turn lane, and installation of curb and gutter.
Expected Impact: Cost-Effective	2020-2024 Crashes B/C Ratio: **0.81**
Planning Documents	N/A
Alignment with Program Goals	The proposed solution is expected to decrease the crossing distance for pedestrians, slow vehicle speeds, and eliminate drivers passing on the shoulder. Impacts of the proposed solution will address the sustained history of angle crashes, while also providing a safer and more comfortable crossing for non-motorized users. With the history of minor injury crashes observed at the intersection, the proposed improvement is expected to proactively address future high-severity crashes normally caused by angle and pedestrian crash types.

Attachments

A. Project Location
B. Existing Conditions
C. City of Faribault Trail System
D. Collision Diagram
E. Concept Layout
F. High-Level Construction Cost Estimate
G. Benefit Cost Calculation
H. Letter of Support (City of Faribault)

Attachment A: Project Location

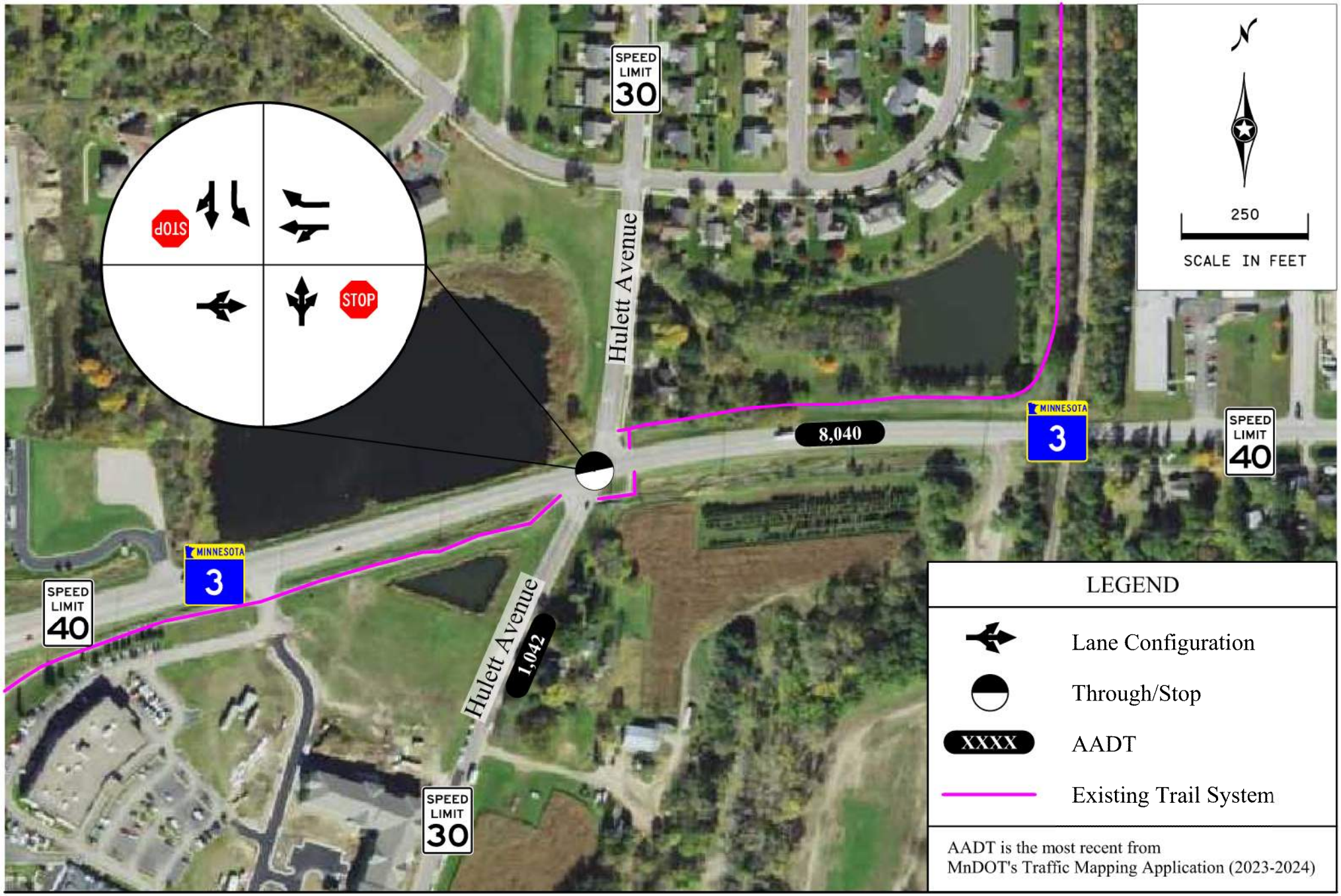


TH 3 and Hullet Avenue - 2025 HSIP Application

Attachment A
Project Location

ALLIANT

Attachment B: Existing Conditions

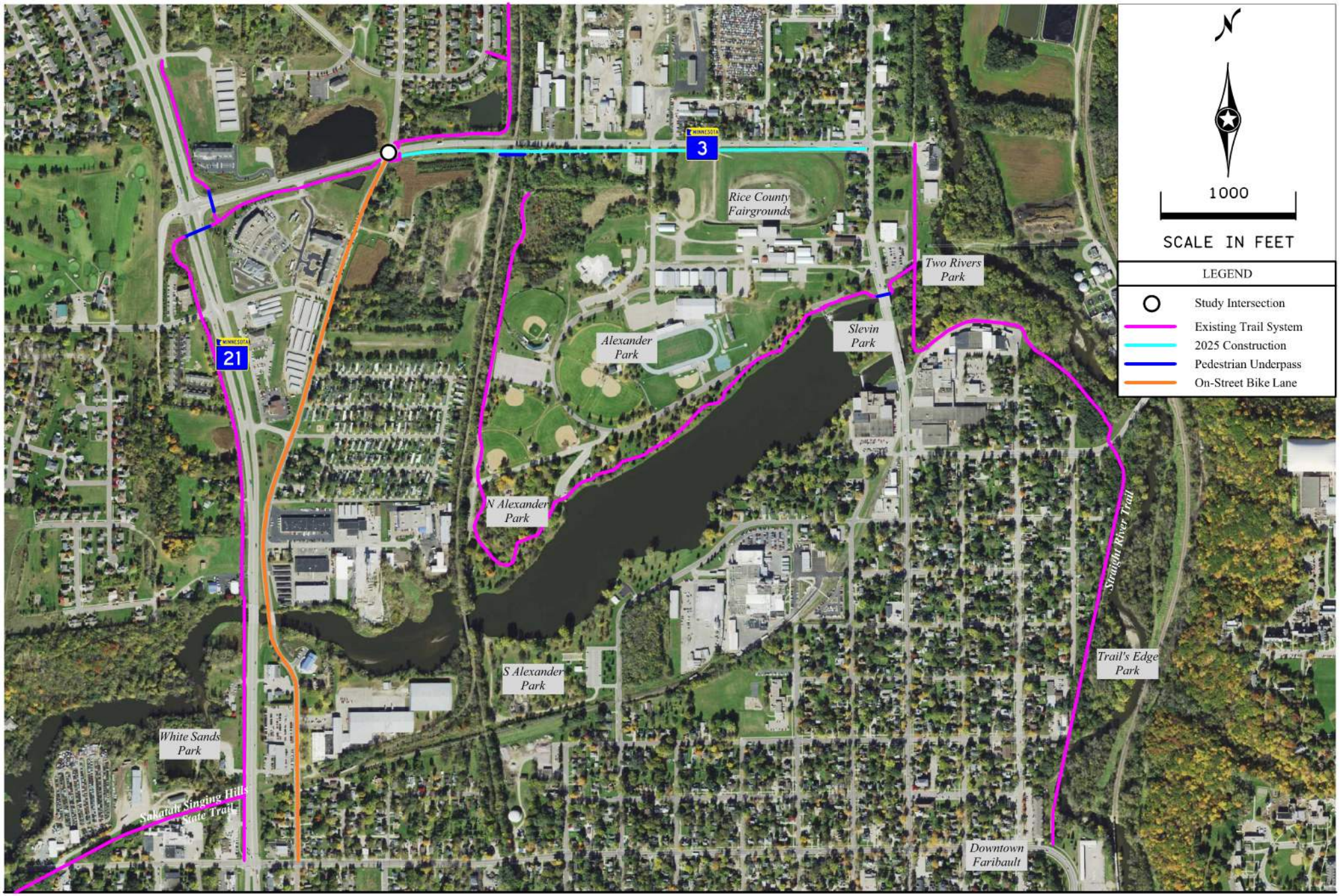


TH 3 and Hulett Avenue - 2025 HSIP Application

Attachment B
Existing Conditions

ALLIANT

Attachment C: City of Faribault Trail System



TH 3 and Hulett Avenue - 2025 HSIP Application

Attachment C
City of Faribault Trail System

ALLIANT

Attachment D: Collision Diagram

COLLISION DIAGRAM

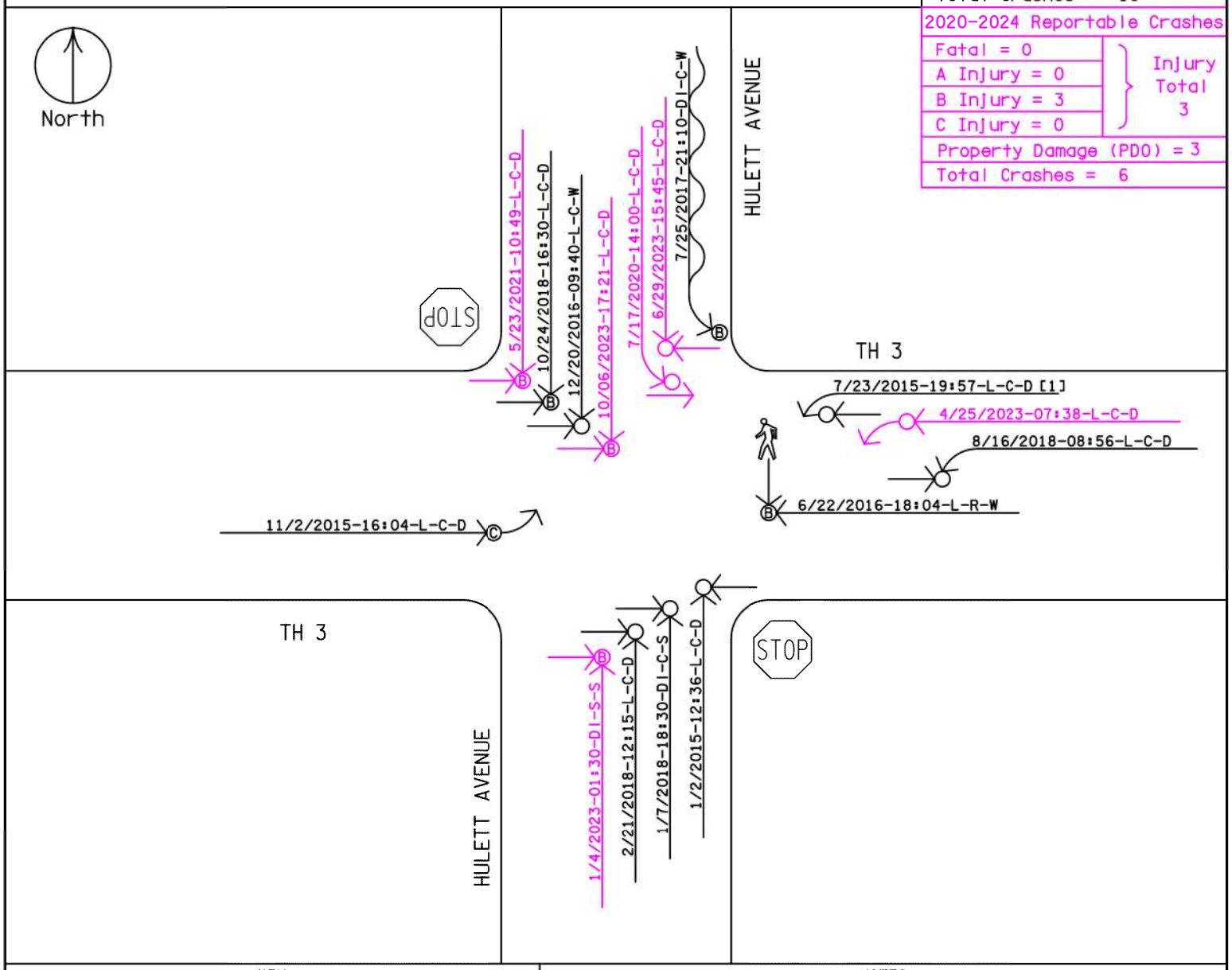
Location: TH 3 & HULETT AVENUE

Time Period: 2015-2024 Prepared By: SRM Date: 10/8/2025

NOT TO SCALE - CRASH LOCATIONS DEPICTED ARE NOT EXACT.

2015-2024 Reportable Crashes	
Fatal = 0	Injury Total 7
A Injury = 0	
B Injury = 6	
C Injury = 1	
Property Damage (PDO) = 9	
Total Crashes = 16	

2020-2024 Reportable Crashes	
Fatal = 0	Injury Total 3
A Injury = 0	
B Injury = 3	
C Injury = 0	
Property Damage (PDO) = 3	
Total Crashes = 6	



KEY

- Vehicle Out of Control
- Vehicle Backing Up
- Vehicle Rollover
- Sideswipe Crash
- Rear End Crash
- Head On Crash
- Fixed Object
- Fatal Crash
- A Injury Crash
- B Injury Crash
- C Injury Crash
- PDO Crash
- Pedestrian
- Bicycle
- Motorcycle
- Parked Vehicle
- Left Turn Crash
- Right Turn Crash
- Right Angle Crash

NOTES

[1] WB U-TURN VS. WBT

Light:	Weather:	Surface:
L = Daylight	C = Clear or Cloudy	D = Dry
Dn = Dawn	R = Rain	W = Wet
Du = Dusk	S = Snow or Sleet	S = Snow or Ice
Dl = Dark, Lighted	F = Fog/Smog/Smoke	M = Mud/Dirt/Gravel
Do = Dark, Lights Off	B = Blowing Sand/Dust	Db = Debris
D = Dark, Unlighted	W = Severe Crosswinds	O = Oily
X = Unknown	X = Other or Unknown	X = Other or Unknown

Other Vehicle — Injury Type — [Date]-[Time]-[Light]-[Weather]-[Surface]

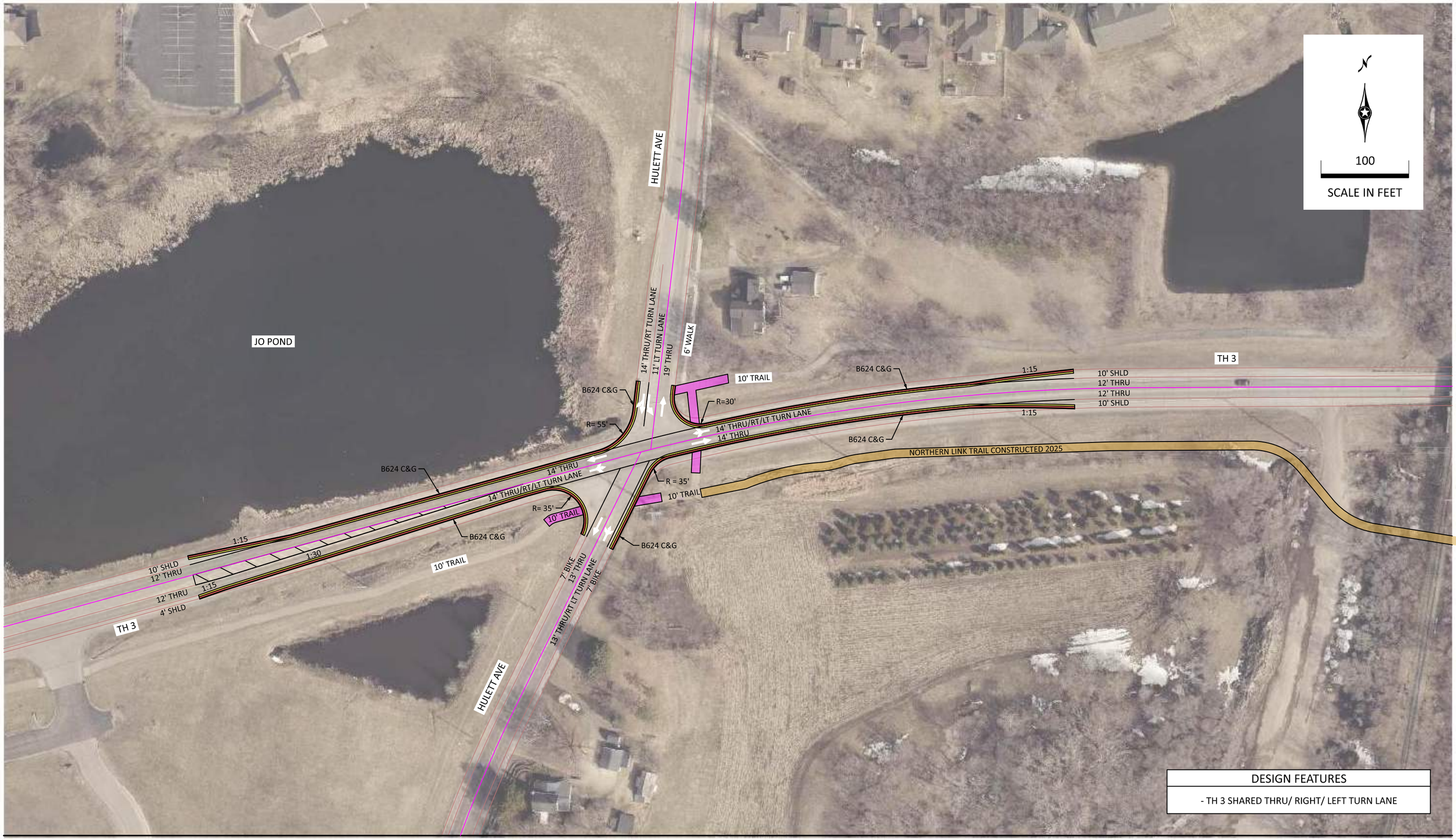
Vehicle At-Fault

TH 3 & Hulett Avenue - 2025 HSIP Application

Attachment D
Collision Diagram

ALLIANT

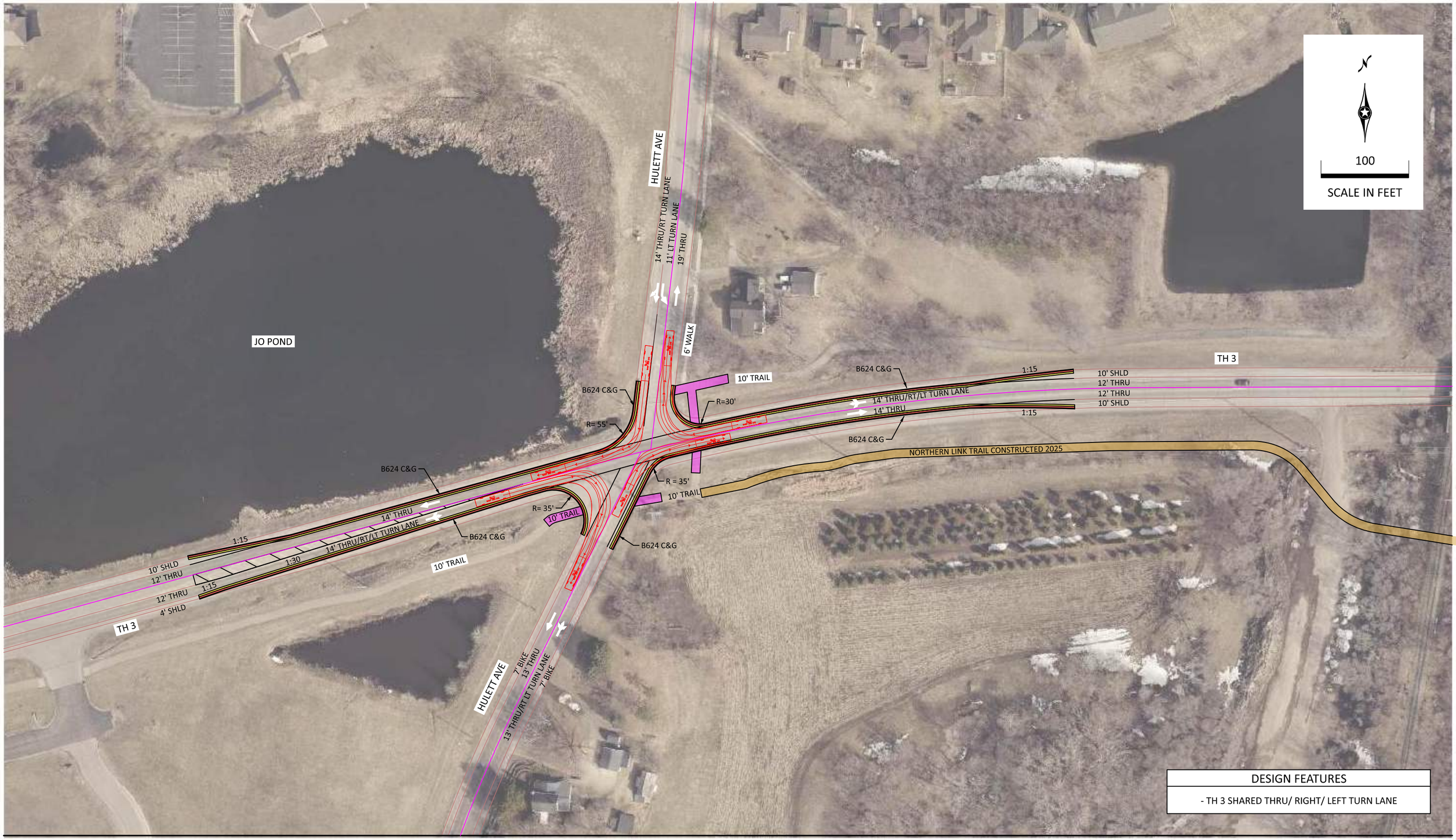
Attachment E: Concept Layout



TH 3 & Hulett Ave ICE Study

Alternative 5

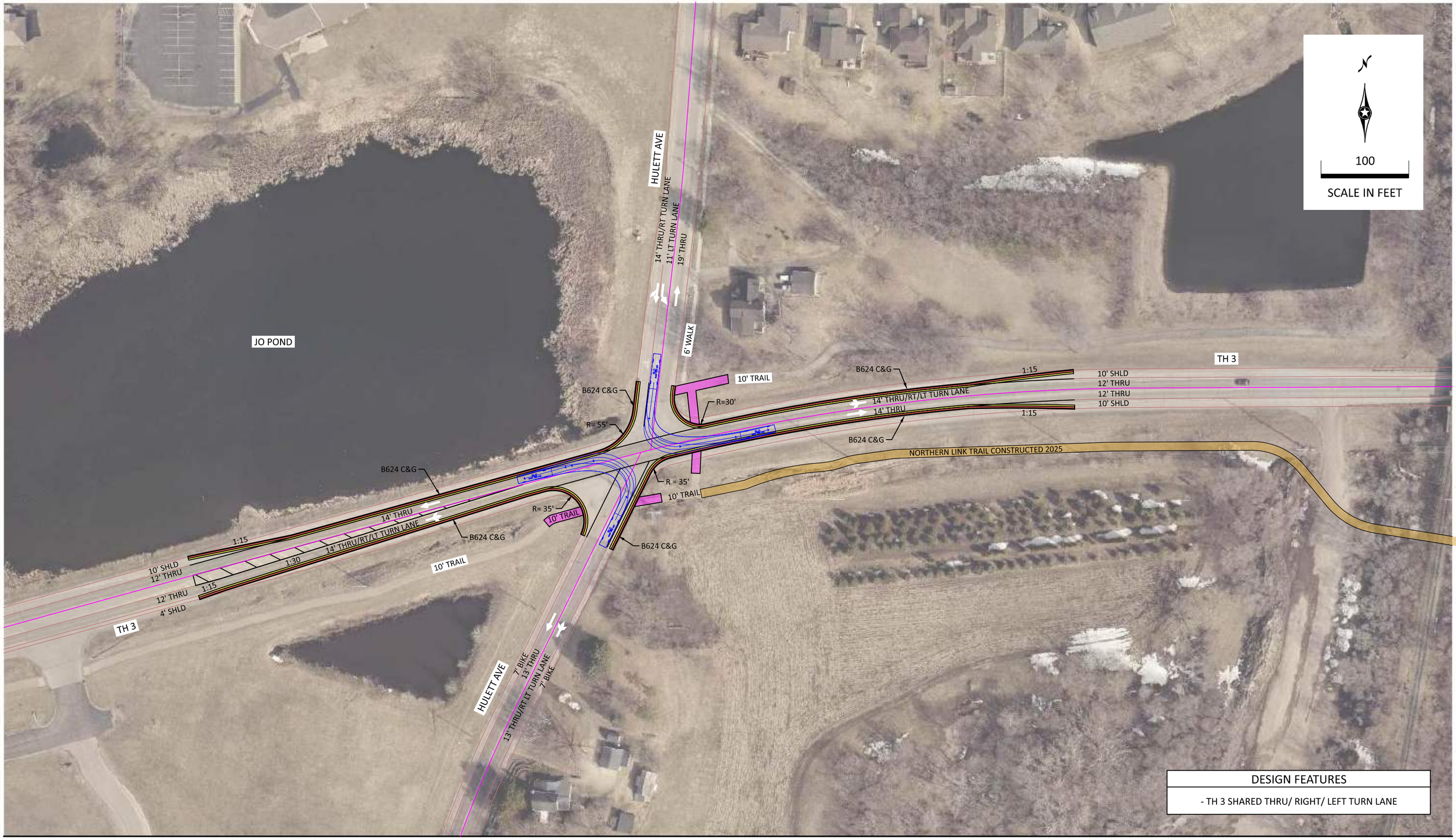
ALLIANT



TH 3 & Hulett Ave ICE Study

ALLIANT

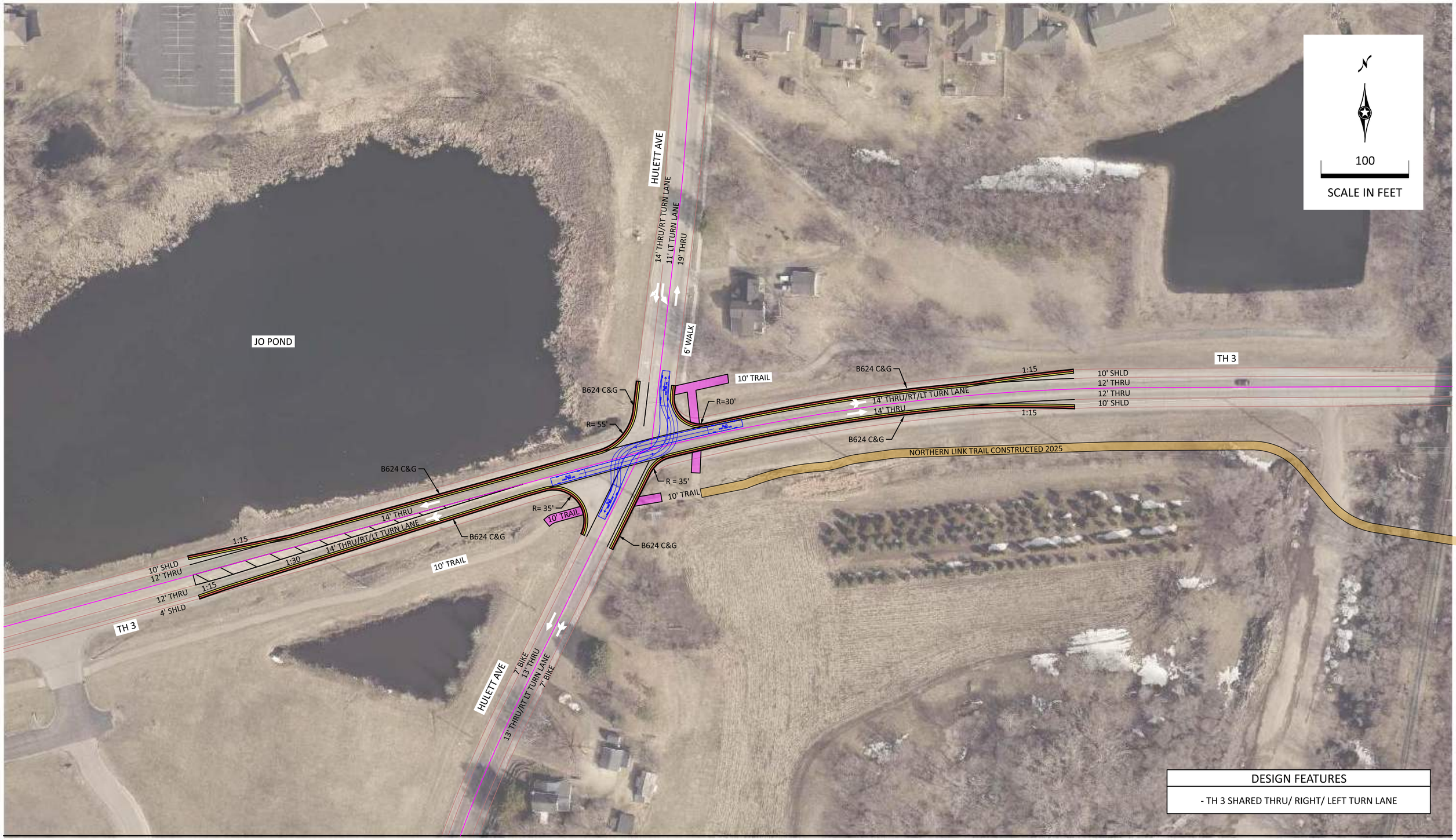
Alternative 5
AutoTURN Movements - Right Turn
Design Vehicle: S-BUS



TH 3 & Hulett Ave ICE Study

ALLIANT

Alternative 5
AutoTURN Movements - Left Turn NB-SB
Design Vehicle: S-BUS



TH 3 & Hulett Ave ICE Study

ALLIANT

Alternative 5
AutoTURN Movements - Left Turn EB-WB
Design Vehicle: S-BUS

Attachment F: High-Level Construction Cost Estimate

ENGINEER'S CONCEPTUAL OPINION OF PROBABLE COST
Alternative 5
TH 3 & Hulett Ave ICE Study

Date Prepared:
September 25, 2025

ALLIANT ENGINEERING

Item #	Description	Unit	2024 Unit Price	Quantity	Total
Roadway Paving					
2104.503	Remove Curb & Gutter	LIN FT	$5.00	62	$310
2104.507	Remove Pavement	SQ YD	$10.00	2376	$23,760
2104.518	Remove Concrete Walk	SQ FT	$5.00	1798	$8,990
2106.507	Excavation - Common	CU YD	$10.00	900	$9,000
2106.507	Common Embankment (CV)	CU YD	$7.00	640	$4,480
2360.509	Type SP 12.5 Wearing Course Mix	TON	$110.00	160	$17,600
2211.507	Aggregate Base (CV)	CU YD	$37.50	270	$10,125
2106.507	Select Granular Embankment (CV)	CU YD	$35.00	530	$18,550
2531.503	Concrete Curb and Gutter	LIN FT	$35.00	2158	$75,530
2521.518	4.0" Bituminous Walk	SQ FT	$3.00	1233	$3,699
2521.518	6" Concrete Walk	SQ FT	$12.25	726	$8,894
2531.618	Truncated Domes	SQ FT	$72.50	100	$7,250
			Subtotal Paving and Grading Costs		**$188,188**
Drainage and Erosion					
	Drainage Aprons & Structures	EACH	$1,500.00	12	$18,000
	24" RC Pipe Culvert	LIN FT	$135.00	1000	$135,000
	Turf Establishment & Erosion Control			15%	$28,230
			Subtotal Drainage and Erosion Costs		**$181,230**
Signing and Striping					
	Signing & Pavement Marking			7%	$13,170
			Subtotal Signing and Striping Costs		**$13,170**
Temp Traffic Control / Mobilization / Staging					
	Temporary Pavement & Drainage			5%	$9,410
2563.601	Traffic Control			7%	$13,170
2021.501	Mobilization			10%	$18,820
			Subtotal Temp Traffic Control / Mobilization / Staging		**$41,400**
Bridge					
			Subtotal Bridge	**0**	**$0**
Traffic Signals / Lighting / Maintenance					
	Lighting	EACH	$9,000.00	2	$18,000
			Subtotal Traffic Signals / Lighting / Maintenance		**$18,000**
Indirect Costs & Contingency					
			Construction Subtotal		$441,988
			30% Contingency		$132,596
			2025 Construction Cost Plus Contingency		**$574,584**
			2030 Inflation Adjustment Factor (Assume 5% Annually)	5%	
			2030 Construction Cost Plus Contingency		**$733,331**

Assumptions:

Pavement Section is 6" Bit, 6" Agg Base Class 6, 12" Select Granular
Concrete Sidewalk is 6" Concrete Walk, 6" Agg Base Class, 12" Select Granular

Attachment G: Benefit-Cost Calculation

Traffic Safety Benefit-Cost Calculation

Highway Safety Improvement Program (HSIP) Reactive Project

DEPARTMENT OF TRANSPORTATION

A. Roadway Description

Route	TH 3	**District**	6	**County**	Rice
Begin RP	0.125	**End RP**	0.375	**Miles**	0.250
Location	TH 3 at Hulett Avenue				

B. Project Description

Proposed Work	Reduce shoulder width, add curb and gutter, remove WB RTL		
Project Cost*	$733,300	**Installation Year**	2030
Project Service Life	20 years	**Traffic Growth Factor**	1.0%

** exclude Right of Way from Project Cost*

C. Crash Modification Factor

0.70	**Fatal (K) Crashes**	**Reference**	MnDOT's District Safety Plan Road Safety Strategies
0.70	**Serious Injury (A) Crashes**		
0.70	**Moderate Injury (B) Crashes**	**Crash Type**	30% Reduction in all crash types for curb extensions
0.70	**Possible Injury (C) Crashes**		
0.70	**Property Damage Only Crashes**		www.CMFclearinghouse.org

D. Crash Modification Factor (optional second CMF)

	Fatal (K) Crashes	**Reference**	
	Serious Injury (A) Crashes		
	Moderate Injury (B) Crashes	**Crash Type**	
	Possible Injury (C) Crashes		
	Property Damage Only Crashes		www.CMFclearinghouse.org

E. Crash Data

Begin Date	1/1/2013	**End Date**	12/31/2022	10 years
Data Source				

Crash Severity	30% Reduction in all crash types for curb extensions	< optional 2nd CMF >
K crashes	0	
A crashes	0	
B crashes	3	
C crashes	0	
PDO crashes	3	

F. Benefit-Cost Calculation

$593,179	**Benefit (present value)**	**B/C Ratio = 0.81**
$733,300	**Cost**	

Proposed project expected to reduce 1 crashes annually, 0 of which involving fatality or serious injury.

F. Analysis Assumptions

Crash Severity	Crash Cost
K crashes	$3,400,000
A crashes	$1,700,000
B crashes	$380,000
C crashes	$180,000
PDO crashes	$18,000

Link: mndot.gov/planning/program/appendix_a.html

Real Discount Rate:	3.1%	**Revised**
Traffic Growth Rate:	1.0%	**Revised**
Project Service Life:	20 years	**Revised**

G. Annual Benefit

Crash Severity	Crash Reduction	Annual Reduction	Annual Benefit
K crashes	0.00	0.00	$0
A crashes	0.00	0.00	$0
B crashes	0.90	0.09	$34,191
C crashes	0.00	0.00	$0
PDO crashes	0.90	0.09	$1,620
			$35,810

H. Amortized Benefit

Year	Crash Benefits	Present Value
2030	$35,810	$35,810
2031	$36,168	$35,081
2032	$36,530	$34,366
2033	$36,895	$33,666
2034	$37,264	$32,981
2035	$37,637	$32,309
2036	$38,013	$31,651
2037	$38,393	$31,006
2038	$38,777	$30,374
2039	$39,165	$29,756
2040	$39,557	$29,150
2041	$39,952	$28,556
2042	$40,352	$27,974
2043	$40,755	$27,404
2044	$41,163	$26,846
2045	$41,575	$26,299
2046	$41,990	$25,764
2047	$42,410	$25,239
2048	$42,834	$24,725
2049	$43,263	$24,221
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0
0	$0	$0

Total = $593,179

NOTE:
This calculation relies on the real discount rate, which accounts for inflation. No further discounting is necessary.

Attachment H: City of Faribault Letter of Support

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-291 Amend the 2025 Adopted Budget for the Water, Sanitary Sewer and Stormwater Funds

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Background:

In preparation for the budget work session on November 4th, staff reviewed the 2025 budgets and actual revenues and expenditures to date for the Water, Sanitary Sewer and Stormwater funds. A number of amendments were identified in each of the three funds. The attached exhibit identifies the specific changes and the reason for the change. These amendments were incorporated into the rate model that was discussed on November 4th.

Recommendation:

Approve Resolution 2025-291

Attachments:

1. Resolution 2025-291 Budget Amendment for Enterprise Funds

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025 - 291

AMEND THE 2025 ADOPTED BUDGET FOR THE WATER, SANITARY SEWER, AND STORMWATER FUNDS

WHEREAS, the City Council of the City of Faribault did formally adopt a 2025 Budget and establish fund appropriations for 2025 on December 10, 2024, on Resolution 2024-245 in accordance with City Charter and State Statutes; and

WHEREAS, throughout the fiscal year it is necessary to make certain amendments to the budget; and

WHEREAS, the Faribault City Council desires to revise the adopted 2025 budget to more accurately depict expected expenditures for the current year.

NOW, THEREFORE BE IT RESOLVED that City staff is hereby directed to revise the 2025 Budget per the attached listing of accounts in Exhibit A.

Date Adopted: November 12, 2025

Faribault City Council

_____
Thomas J. Spooner, Mayor

ATTEST:

_____
Jessica L. Kinser, City Administrator

Resolution 2025-291

Exhibit A

Org	Object	Amount	Purpose
Water	36101	(6,800)	Increase revenue based on YTD actual
Water	36102	(5,000)	
Water	36200	(2,650)	
Water	36220	(15,800)	
Water	36240	(10,000)	
Water	36270	(62,457)	
Water	37150	5,000	Reduce revenue based on YTD actual
Water	37170	(3,500)	Increase revenue based on YTD actual
Water	37180	(7,500)	
Water	39101	(29,000)	
Water	39310	4,557,000	Reduce revenue; bond proceeds not classified as revenue
Water	41510	(3,897)	Reduce expense based on YTD actual
Water	42010	(200,000)	
Water	42120	3,752	Increase expense based on YTD actual
Water	42160	45,000	
Water	42180	370	
Water	42240	14,896	
Water	43040	10,500	
Water	43090	17,634	
Water	43140	400	
Water	43250	1,730	
Water	43610	847	
Water	44040	10,000	
Water	44050	(40,000)	Decrease expense based on YTD actual
Water	44160	216	Increase expense based on YTD actual
Water	44330	1,008	
Water	44370	74,000	
Water	44390	14,739	
Water	45200	180,000	
Water	45300	(2,212,500)	Decrease expense based on YTD actual
Water	45400	(501,000)	
Water	45500	36,210	Increase expense based on YTD actual
Water	46010	(460,000)	Decrease expense based on YTD actual
Water	46200	62,115	Increase expense based on YTD actual
Water	47200	(7,500)	Decrease expense based on YTD actual

Resolution 2025-291

Exhibit A

Org	Object	Amount	Purpose
SwrRecl	36215	(100,000)	Increase revenue based on YTD actual
SwrRecl	36222	(16,210)	
SwrRecl	36240	(328,000)	
SwrRecl	37230	(72,000)	
SwrRecl	39110	(9,450)	
SwrRecl	41040	1,337	Increase expense based on YTD actual
SwrRecl	41110	95,047	
SwrRecl	41510	(7,374)	Decrease expense based on YTD actual
SwrRecl	42010	5,500	Increase expense based on YTD actual
SwrRecl	42160	116,000	
SwrRecl	42180	1,800	
SwrRecl	42210	44,000	
SwrRecl	42410	6,400	
SwrRecl	43040	287	
SwrRecl	43090	227,935	
SwrRecl	43091	500	
SwrRecl	43210	(2,500)	Decrease expense based on YTD actual
SwrRecl	43610	(9,414)	
SwrRecl	43840	6,000	Increase expense based on YTD actual
SwrRecl	43860	700	
SwrRecl	44010	(175,000)	Reallocate to 45300
SwrRecl	44040	4,000	Increase expense based on YTD actual
SwrRecl	44060	1,300	
SwrRecl	44325	(3,500)	Decrease expense based on YTD actual
SwrRecl	44390	9,000	Increase expense based on YTD actual
SwrRecl	45400	50,000	Move 45500 budget to 45400 where expense was coded
SwrRecl	45500	(50,000)	
SwrRecl	47200	(7,500)	Decrease expense based on YTD actual

Resolution 2025-291

Exhibit A

Org	Object	Amount	Purpose
SwrColl	41040	1,196	Increase expense based on YTD actual
SwrColl	41510	(5,661)	Decrease expense based on YTD actual
SwrColl	42160	4,000	Increase expense based on YTD actual
SwrColl	42210	1,500	
SwrColl	42240	7,500	
SwrColl	43090	70,135	
SwrColl	43210	(7,500)	Decrease expense based on YTD actual
SwrColl	43250	2,693	Increase expense based on YTD actual
SwrColl	43610	(4,971)	Decrease expense based on YTD actual
SwrColl	43840	407	Increase expense based on YTD actual
SwrColl	44010	(3,000)	Decrease expense based on YTD actual
SwrColl	44040	4,000	Increase expense based on YTD actual
SwrColl	44050	175,000	
SwrColl	44450	(4,000)	Decrease expense based on YTD actual
SwrColl	45300	(2,347,575)	
SwrColl	45400	65,000	Increase expense based on YTD actual
SwrColl	45500	610,058	
Storm	36240	(200)	Increase revenue based on YTD actual
Storm	37160	(4,000)	
Storm	39101	(30,000)	
Storm	41510	(2,051)	Decrease expense based on YTD actual
Storm	42120	1,500	Increase expense based on YTD actual
Storm	42410	3,000	
Storm	43410	100	
Storm	43610	2,918	
Storm	43840	1,200	
Storm	44050	(50,000)	Decrease expense based on YTD actual
Storm	44160	(17,000)	
Storm	44390	234	Increase expense based on YTD actual
Storm	45300	(1,105,500)	Decrease expense based on YTD actual
Storm	45400	321,662	Increase expense based on YTD actual
Storm	45500	(295,000)	Decrease expense based on YTD actual
Storm	47200	(1,600)	

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Heather Slechta, City Clerk
MEETING DATE:	November 12, 2025
SUBJECT:	Approve LG240B Application to Conduct Excluded Bingo for Infants Remembered in Silence

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Background:
Infants Remembered in Silence submitted an application to conduct excluded bingo on February 15, 2025 at the Faribault American Legion. If approved by the City Council, staff will forward their application to the Minnesota Gambling Control Board for final review and approval.

Recommendation:
Approve LG240B Application.

Attachments:
1. LG240B - IRIS

MINNESOTA LAWFUL GAMBLING

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: Infants Remembered In Silence, Inc.

Previous Gambl[redacted] Permit Number:

Minnesota Tax ID Number, if any:

Federal Employer ID Number (FEIN), if any: [redacted]

Mailing Address: 218 Third Ave NW

City: Faribault State: MN Zip: 55021 County: Rice

Name of Chief Executive Officer (CEO): Diana Kelley

CEO Daytime Phone: 507-334-4748 CEO Email: diana@irisRemembers.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): support@irisRemembers.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☑ Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☑ **Current calendar year Certificate of Good Standing**
Don't have a copy? This certificate must be obtained each year from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☑ **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**
Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

☐ **Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? ☐ Yes ☑ No

If yes, list the dates when bingo was conducted:

The proposed bingo event will be:

☑ one of four or fewer bingo events held this year. Dates: 2/15/2025

-OR-

☐ conducted on up to 12 consecutive days in connection with a:

☐ county fair Dates:

☐ civic celebration Dates:

☐ Minnesota State Fair Dates:

Person in charge of bingo event: Mandy Jirak Daytime Phone: 507-334-4748

Name of premises where bingo will be conducted: Faribault American Legion

Premises street address: 112 5th St. NE

City: Faribault, MN 55021 If township, township name: County: Rice

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Kindra Papenfus, Finance Director
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-292 Approving Repayment of Internal Loan from the General Fund to the Economic Development Authority (EDA)

Background:

In April 2024, the city loaned $500,000 to the Economic Development Authority (EDA), who in turned loaned the funds to Faribault Downtown Central (FDC) for use in the restoration of 13 properties in downtown Faribault. FDC repaid this loan from the EDA in September 2025.

Recommendation:

Approve Resolution 2025-292.

Attachments:

1. Resolution 2025-292 Approving Repayment of Internal Loan from the General Fund to the Economic Development Authority (EDA)

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-292

APPROVING REPAYMENT OF INTERNAL LOAN FROM THE GENERAL FUND TO THE ECONOMIC DEVELOPMENT AUTHORITY (EDA)

WHEREAS, the City of Faribault made an internal loan in the amount of $500,000 on April 9, 2024 to the Economic Development Authority (EDA) for the purpose of providing development financing to Faribault Downtown Central; and

WHEREAS, the EDA loaned these funds to Faribault Downtown Central, which repaid the loan in full on September 3, 2025; and

WHEREAS, the City of Faribault now wishes to reimburse the General Fund for the internal loan made to the EDA;

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council hereby approves the transfer of $500,000 from the EDA Fund to the General Fund as repayment of the internal loan made on April 9, 2024.

Date Adopted: November 12, 2025

Faribault City Council

_____
Thomas J. Spooner, Mayor

ATTEST:

_____
Jessica L. Kinser, City Administrator

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Travis Block, Public Works Director
MEETING DATE:	November 12, 2025
SUBJECT:	Approve Quote for Chemical Feed Pumps at Water Reclamation Facility

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Background:

Two chemical feed pumps used to pump ferric chloride for phosphorus removal at the Water Reclamation Facility (WRF) have failed and need replacement.

Staff solicited a quote for two replacement pumps from Vessco Inc., Chanhassen, MN for $46,673.00. The quote includes two pumps and a fiberglass skid containing a calibration chamber, fittings and electrical components. The pumps and components have a 2-3 week lead time to build. Funding will be provided by the Sanitary Sewer Fund (602).

Recommendation:

Accept Quote for Chemical Feed Pumps at Water Reclamation Facility from Vessco Inc., Chanhassen, MN

Attachments:

1. SCOPE OF SUPPLY (002) Ferric Feed Skid

cal Feed

WATER TREATMENT'S TOTAL SOLUTION

DATE: November 6, 2025

TO: All Bidding Contractors

PROJECT: Fairbault, MN WWTP Ferric Feed System

FROM: Clark Corbett

The following is a list of sections and equipment included in our Scope of Supply.

SCOPE OF SUPPLY

Ferri Chloride Feed System (Base Bid – Watson Marlow & Poly Processing)

Diaphragm Metering Pumps and related items listed below as manufactured by Prominent. Individual components are as follows. Please note that for all Chemical Feed Systems, we have excluded all Ball Valves, Check Valves, Vacuum Breaker Valves, Quick Disconnects, Diaphragm Valves, PVC Piping, PVC Fittings, Anchor Bolts, and all other items not specifically listed. These items are more economically supplied by the mechanical contractors or specified in separate sections.

(Two) – Prominent Chemical Metering Pumps Sigma 2 Control Type

- Capable of 76gph, Max psi of 50

(One) – Prominent Containment Style Bench Skid Fiberglass with Shield

- (Two) – Chemically Compatible Pump Shelves
- (One) – Primary Fluid 2000mL Calibration Cylinder
- (One) – lot of ½" PVC Piping, Fittings, & Hayward PVC Ball Valves
- (Two) – Primary Fluid ECO Back Pressure
- (Two) – Primary Fluid ECO Pressure Relief Valves
- (Two) – Trerice 0-100PSI Pressure Gauge, Diaphragm Seal, & Krytox Fill Fluid
- (One – Pre-Wired Junction Box

TOTAL PRICE $46,673.00

START-UP SUPERVISION

Start-up services will be supplied directly from Vessco, Vessco will provide 1 days, 8 hours of start-up and training. Vessco may provide additional days at a rate of $1,475 per day as needed by the contractor.

SPECIAL CONDITIONS

This proposal shall remain valid for a period of thirty (30) days. The freight charges are quoted on a Free On Board (FOB) factory basis, with full freight allowance to the initial destination. Please note that the proposed price does not include any applicable state use taxes or other fees. Payment terms are as follows: ninety-five percent (95%) of the invoice amount is due upon shipment, with five percent (5%) retainage. The retainage will be paid upon the commencement of start-up operations. Approval drawings will be provided within six (6) to eight (8) weeks following the execution of an acceptable purchase order.

The following items are not included in the bid unless specifically mentioned in the above information:

PIPING, FITTINGS, AND/OR VALVES	EXTERNAL ELECTRICAL WIRING	STORAGE OF EQUIPMENT
CODUIT & ENCLOSURES	ANCHOR BOLTS	INSTALLATION AND/OR LABOR
INTERCONNECTING WIRING	SUPPORTS	GAUGES AND/OR CONTROLS
SPARE PARTS	START-UP CHEMICALS	MOTOR STARTERS
PIPE HANGERS	BALL VALVES, UNIONS, AND/OR REDUCERS	PRESSURE REGULATING VALVES
INLET WATER STRAINERS	BACK PRESSURE VALVES	FLOOR AN WALL SLEEVES
CHECK VALVES	PRESSURE SWITCHES	UNLOADING

CLOSING COMMENTS

Vessco, Inc. will not accept any back charges unless expressly authorized in writing by an Officer of Vessco, Inc. Any freight damage claims must be reported to Vessco within two (2) weeks from the date of shipment arrival. Any charges incurred beyond this period shall be the sole responsibility of the contractor or other parties involved.

The above quotation is offered in accordance with Vessco's and other attached GENERAL TERMS AND CONDITIONS of sale. If you have any questions regarding the above equipment, please direct them to my attention.

I would be more than happy to discuss any part of this proposal with you via phone at 612-805-2226, via email at ccorbett@vessco.com, or by arranging a meeting at a mutually acceptable time prior to the bid. Again, good luck to all of you and I look forward to collaborating with you on this project.

Respectfully Submitted,

Clark Corbett | President

c: 612-805-2266 | ccorbett@vessco.com

8217 Upland Circle, Chanhassen, MN 55317

Vessco Inc. | Celebrating Over 45 Years of Clean Water

GENERAL TERMS AND CONDITIONS

1. Equipment Sale. VESSCO offers to sell to Customer the equipment, including installation and/or startup services, if any, described in VESSCO'S Proposal (collectively, the "Equipment"), subject to the terms and conditions set forth herein. This offer is conditioned upon Customer's assent to the exclusive applicability of these terms and conditions. No additional, different, or inconsistent terms set forth in any purchase order or other document of Customer shall be binding on VESSCO, unless otherwise expressly agreed to in a writing signed by VESSCO.

2. Payment. Customers pay to VESSCO the full purchase price for the Equipment in the amount and subject to the payment terms set forth in VESSCO'S Proposal. All amounts referred to herein are denominated and shall be paid in U.S. Dollars. Unless otherwise stated in VESSCO'S Proposal, prices are F.O.B. shipping point and payment terms are NET T (30) days from date of VESSCO'S invoice. Payments received after the due date shall bear interest at the rate of 1-1/2% (or the highest rate permitted by law, if less) for each month or portion of a month until paid. Customers shall reimburse VESSCO for all costs, including reasonable attorneys' fees, incurred by VESSCO to enforce Customer's payment obligations.

3. Security Interest. Customer grants VESSCO a security interest in Customer's interest (if any) in the Equipment (and any attachments, additions or improvements and proceeds) to secure Customer's payment obligations hereunder, whenever arising. Customer shall execute financing statements and take all other acts requested by VESSCO to perfect, maintain and evidence such security interest.

4. Taxes, Customs and Charges Unless Otherwise Specified in VESSCO'S Proposal. Customer shall pay for all sales, use, value-added and other taxes, levies, duties and tariffs, permit or license fees or other governmental charges relating to or incurred in connection with VESSCO'S performance hereunder or imposed on the manufacture, storage, sale, transportation, import, export, delivery, use or consumption of the Equipment. Despite the foregoing if VESSCO is required, due to Customer's failure or otherwise, to make any such payments, Customer shall immediately reimburse VESSCO therefor.

5. Shipment and Delivery. Delivery of the Equipment shall be made in material compliance with the schedule set forth in VESSCO'S Proposal. Unless otherwise specified in VESSCO'S Proposal, VESSCO shall pack, crate, label and ship the Equipment in accordance with its customary methods. Delivery of each item of equipment included in the Equipment shall be complete upon tender of the Equipment to the carrier, F.O.B. shipping point, whereupon title and risk of loss of the Equipment shall pass to Customer. Unless specified otherwise in VESSCO'S Proposal, Customer shall be solely responsible for unloading, storing, assembling and installing the Equipment.

6. Ownership of Design Materials. All manufacturing devices, drawings, specifications, designs, plans, computer programs and other documents, information or data prepared by VESSCO in connection with its performance hereunder, and all related intellectual property rights, shall be VESSCO'S property. VESSCO hereby grants to Customer a non-exclusive, non-transferable license for Customer to use any such information for Customer's use, maintenance or repair of the Equipment. In no case shall Customer provide such information to third parties without VESSCO'S prior written consent.

7. Changes in the Scope of the Work. No change in the scope of the work set forth in VESSCO'S Proposal shall be implemented unless Customer and VESSCO agree in a writing signed by both parties as to the nature of the change and its price and schedule impact.

8. Waiver of Claims. Notwithstanding anything else herein, VESSCO and Customer waive all claims against each other (and against each other's affiliates, (sub) contractors, vendors, employees, agents, and representatives) for loss or damage to any of their respective property.

9. Warranty. (a) VESSCO warrants to Customer that the Equipment will conform to the specifications or description set forth in VESSCO'S Proposal and will be free from defects in material and workmanship for a period of twelve (12) months after installation or eighteen (18) months after final shipment, whichever is shorter (the "Warranty Period"). The foregoing warranties are conditioned upon Customer's (a) giving VESSCO notice of the defect within thirty (30) days after Customer discovers or should have discovered such defect and, in any event, within thirty (30) days after the end of the Warranty Period, and (b) keeping adequate records to establish it has operated and maintained the Equipment in accordance with VESSCO'S instructions and has not undertaken any repair or alteration of the Equipment without VESSCO'S consent, and (c) not being in default of any payment obligation to VESSCO. The foregoing warranties shall not apply to normal wear and tear, decomposition by chemical action, wear caused by the presence of abrasive materials or damages caused in transit or by misuse, neglect, accident, improper installation, negligence or abuse or by abnormal conditions of temperature, moisture or dirt. THE WARRANTIES SET FORTH IN THIS SECTION ARE VESSCO'S SOLE AND EXCLUSIVE WARRANTIES. VESSCO MAKES NO OTHER WARRANTIES OF ANY KIND WHATSOEVER, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR WARRANTIES ARISING BY CUSTOM, TRADE USAGE, PROMISE, EXAMPLE OR DESCRIPTION. (b) Within a reasonable period after receipt of timely notice of a breach of the foregoing warranty, VESSCO shall, at its sole option, either (i) repair or replace such defective Equipment or (ii) refund the amount paid for the defective Equipment (or issue a credit for any such unpaid amount). The foregoing shall be Customer's sole remedy for breach of warranty. If VESSCO determines any claimed defect is not covered by the foregoing warranty, Customer shall pay VESSCO the customary charges of VESSCO then in effect for any repair or replacement effected by VESSCO.

10. Back Charges. Without exception, VESSCO will not be responsible for any back charges unless a written request is submitted to, and approved in writing by, VESSCO prior to work being performed or any cost being incurred. Any such request must be submitted at least three (3) working days before such approval is required to permit VESSCO to conduct a site visit or such other investigation as it may deem appropriate.

11. Indemnification. (a) VESSCO shall release, hold harmless, indemnify and defend Customer from and against any liability, claim or cause of action incurred by Customer because of third-party claims for personal injury or damage to tangible property, if caused solely by the negligence of VESSCO or any of its employees, subcontractors or suppliers in the performance of VESSCO'S obligations hereunder. (b) VESSCO shall release, hold harmless, indemnify, and defend Customer from and against all judgments, decrees and reasonable costs resulting from any apparatus claims of U.S. patents issued at the time of this offer, provided such infringement is based exclusively on products designed and manufactured by VESSCO. In satisfaction of such obligation, VESSCO may, at its option and expense, (i) modify or replace all of the infringing part of the Equipment so that it is no longer infringing, (ii) procure for the Customer the right to continue using the Equipment, or (iii) remove the Equipment and refund the purchase price to the Customer. (c) Customer shall release, hold harmless, indemnify and defend VESSCO from and against any liability, claim or cause of action relating to (i) the design of the Equipment or any containers

in which it is shipped, to the extent made pursuant to Customer's design or specifications, (ii) the environmental and other conditions of Customer's premises, or (iii) Customer's negligence or breach of its obligations hereunder. (d) Any claim for indemnification under this Section 11 shall be subject to the following: (i) claim therefor must be made within thirty (30) days after the end of the Warranty Period; (ii) the claimant must provide reasonable cooperation in the defense thereof; and (iii) the indemnifying party shall have sole authority for the direction of the defense and the negotiation of any compromise or settlement; provided that the claimant may monitor such matters through counsel of its choice at its own expense. The provisions of this Section 11 shall survive termination of this agreement.

12. Force Majeure. A "Force Majeure Event" shall mean any event, condition or circumstance which is beyond VESSCO'S reasonable control, including without limitation, acts of God, casualties, epidemics, civil disturbances, war, riots, sabotage, accidents, thefts, changes in law or other acts of governmental authorities, strikes, or other labor shortages or disturbances, unavailability or excessive cost of materials, discovery of any concealed or unknown physical condition or substance at Customer's facility or acts or omissions of Customer or its employees, (sub)contractors, or other persons for whom Customer may be liable. VESSCO shall be entitled to a schedule adjustment upon the occurrence of a Force Majeure Event. VESSCO shall be entitled to a purchase price adjustment upon the occurrence of a Force Majeure Event if its direct costs are increased because of such Force Majeure Event, and VESSCO is able to document such increase.

13. Dispute Resolution. VESSCO and Customer shall negotiate in good faith to resolve any dispute relating hereto. Failing such efforts, the dispute shall be finally settled by binding arbitration in Minnesota pursuant to the Commercial Arbitration Rules of the American Arbitration Association. The arbitration panel shall consist of three individuals experienced in the discipline that is the subject of the dispute and shall be jointly selected by VESSCO and Customer. If the parties are unable to agree upon the arbitrators within twenty (20) days, then each party shall select one arbitrator, and those arbitrators shall select a third arbitrator. The decision of a majority of the arbitrators shall be the decision of the panel. Judgment may be entered upon the arbitrators' decision in any court of competent jurisdiction. The prevailing party in any arbitration shall be reimbursed by the other party for all costs, expenses, and charges, including without limitation reasonable attorneys' fees, incurred by the prevailing party in connection with the arbitration.

14. Special Terms. Attachment I contains special terms, if any, which are hereby incorporated into this agreement.

15. Confidential Treatment of Information. All information contained in VESSCO'S Proposal regarding the Equipment, process design and the price thereof is submitted without cost to Customer but with the understanding that such information is for the sole use of Customer and that Customer will not disclose it to anyone outside its own organization and will use its best efforts to see that no one to whom such information is so disclosed shall disclose the same to anyone outside Customer's organization.

16. Cancellation. In the event of cancellation, Customer shall compensate VESSCO on a percentage completion basis for all work performed up to the date of cancellation, unless cancellation is due to default by VESSCO.

17. Limitation of Liability. (a) Notwithstanding anything to the contrary herein, the aggregate liability of VESSCO, including without limitation for or with respect to VESSCO'S affiliates, contractors, suppliers, employees, agents or representatives, arising out of or in connection with this agreement or the sale or use of the Equipment, including without limitation claims for indemnification, and whether based on contract, strict liability, negligence or other tort, pollution, disease or otherwise, shall not exceed an amount equal to the contract amount between Customer and VESSCO. (b) Notwithstanding anything to the contrary herein, in no event shall VESSCO be liable for consequential, incidental, indirect, special, exemplary or punitive damages of any kind, including without limitation for loss of profits, revenues or product, or loss of use of any property (whether by shutdown, operation at less than capacity or otherwise), regardless of whether any of the foregoing damages arise directly or indirectly through an indemnification or contribution obligation and whether arising out of breach of contract or warranty, tort, product liability, strict liability or any other legal theory.

18. Notice. All notices required hereunder shall be in writing and shall be deemed properly served if delivered in person or if sent by registered or certified mail, with postage prepaid and return receipt requested, to the following addresses: If to VESSCO: 6861 Flying Cloud Drive, Eden Prairie, Minnesota 55344; If to Customer:_____. All notices shall be deemed received on the date of delivery, or attempted delivery, if delivered in person, or if mailed, on the date which is two (2) days after the date such notice is deposited in the mail.

19. Severability. In case any provision hereof is held to be invalid, illegal or unenforceable, (a) such provision shall be limited or excluded only to the extent necessary to make it valid, legal and enforceable, and (b) the validity, legality and enforceability of the remaining provisions shall not be affected.

20. General Provisions. The agreement contained herein may not be cancelled or amended except by mutual written agreement of VESSCO and Customer. No course of dealing or failure to strictly enforce any term shall be construed as a waiver thereof. Waiver of any term shall not constitute a waiver of any other term or a continuing waiver. This agreement shall be binding on the parties' respective successors and assigns; if Customer may not assign, delegate, or permit any other transfer of this agreement without VESSCO'S prior written consent. This agreement shall be governed by and construed in accordance with the laws of the State of Minnesota, without regard to its conflict of law's provisions. This agreement, including Attachment I, represents the entire agreement between the parties with respect to the subject matter hereof, and supersedes all previous oral and written negotiations, representations, agreements, or other communications.

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Kevin Bushard, Human Resources Director
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-293 Approve 2026 Non-Union Compensation Plan

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Background:
Staff have reviewed with City Council a one-year compensation plan for the non-union employee group. The changes for 2026 are as follows:

- All non-union employees would receive a 4% cost of living increase.
- Paid Family Medical Leave to be fully paid by the City with up to 50% to be recognized as imputed income.
- Updated all exhibits.

Staff recommends the approval of the changes as presented in the 2026 Non-Union Compensation Plan.

Recommendation:
Approve resolution 2025-293, approving the 2026 non-union compensation plan.

Attachments:
1. Resolution 2025-293 Approve 2026 Non-Union Compensation Plan

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-293

ADOPTING THE 2026 NON-UNION COMPENSATION PLAN

WHEREAS, the City Council establishes an annual Compensation Plan consisting of policy directives and compensation for all non-union City of Faribault employees in various positions; and

WHEREAS, the Compensation Plan should be adjusted from time to time in consideration of the changes in the cost of living, market conditions, and position evaluations.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Faribault, Minnesota:

0.1 The following Compensation Plan, including all Exhibits, is hereby adopted for the positions listed.

SECTION 1 - EFFECTIVE DATE

1.1 Duration

This Resolution shall remain in effect until December 31, 2026 or until otherwise amended or repealed.

SECTION 2 - COMPENSATION PROVISIONS

2.1 Compensation Ranges

Compensation (wage) ranges are assigned to non-union positions through grades and steps as outlined in Exhibit A.

Employees will advance one step effective January 1, 2026 or based on their anniversary date that is recognized and receive the COLA increase reflected in the wage structure shown in Exhibit A for 2026.

Factors used for establishing the appropriate grade and step within the compensation range for new or existing employees shall include the following factors:

a) The external or market compensation paid to similar positions outside of the city organization; and

b) The internal compensation paid to positions within the city organization with similar job responsibilities and difficulty; and

c) The past and current job performance of the individual employee; and

d) The experience and knowledge of the individual employee.

2.2 Employee Progression

a) The City Administrator shall recommend to the City Council non-union employees' starting grade and step within the Compensation Plan.

b) All non-union employees shall be subject to a written and documented performance evaluation by their immediate supervisor and Department Director. The performance evaluation shall be completed on the employee's initial six-month anniversary date and on future dates as listed in their offer letter of employment. The evaluation shall be discussed with the City Administrator prior to being discussed with the employee.

c) With the City Administrator's approval, an annual performance evaluation that results in a satisfactory performance report will entitle the employee to progress to the next step in their grade. A less than satisfactory performance will result no increase until their performance improves.

d) With the City Administrator's approval, employees can progress through Steps 1 to 5 on a semi-annual basis one step at a time; through Steps 6 to 13 on an annual basis one step at a time.

2.3 Additional Compensation

The City Administrator and/or City Council shall have the authority to additionally compensate employees whose work performance is determined to be exceptional. The compensation may be distributed in one or more of the following forms:

a) Lump sum merit pay not to exceed five (5) percent of the employees' annual wage rate or $5,000, whichever is less.

b) Larger than normal increase (permanent or temporary) within the employee's wage range.

c) The award of additional day(s) of administrative leave beyond that allowed by Section 4.4 of this resolution.

2.4 Referral Bonus Program

The purpose of the Employee Referral Bonus Program is to provide an incentive award to a current employee within this compensation plan, who brings new talent to the City by referring applicants who are subsequently selected and successfully employed in a position within this non-union compensation plan (Appendix A positions only). Compensation will be distributed as follows:

a) After three (3) months of employment, the referring employee would receive $250.00.

b) Should either the hired/referring employee leave employment prior to 3 months, the incentive would be nullified.

SECTION 3 - MISCELLANEOUS PAY PROVISIONS

3.1 Transportation Expenses

Any employee who is required to use their personal automobile for City business shall be reimbursed at the rate that is currently paid by the Federal Government, if they do not receive a vehicle allowance.

The City Administrator may establish a vehicle allowance of up to $375.00 per month for department heads/management-level staff based upon travel requirements, provision/availability of City-owned vehicles, and related factors. Vehicle allowance will be treated as compensation for purposes of state and federal income reporting.

3.2 Uniform Allowance

A payment of $45.00 per month shall be made to individuals serving in the positions of Police Chief and Director of Fire and Emergency Management. This payment shall be for the purpose of compensating these individuals for the furnishing, cleaning, and maintenance of a required uniform. Any other uniform related expenses shall be the responsibility of the employee. The supervisor of any personnel who receive a clothing allowance or receive clothing pursuant to a collective bargaining agreement may be provided the same clothing allowance provision if it is determined work necessary.

3.3 Conference per Diem

The City shall provide a per diem as a meal allowance in the event of overnight travel as outlined in the adopted City's Personnel Policies. The employee shall be paid in advance of the meeting or conference. Each year, the Finance Department typically provides a memorandum detailing the mileage and per-diem rates to be used for that year. Conference attendance must be approved by the City Administrator. Travel outside the state of Minnesota shall be subject to approval as outlined in the City's Personnel Policies.

SECTION 4 - LEAVE BENEFITS

4.1 Holidays

Non-union employees shall have the following holidays enumerated:

New Year's Day	Labor Day
Martin Luther King Day	Veterans Day
President's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Juneteenth	Christmas Day
Independence Day	

Employees shall be granted the holiday off without loss of pay. Any employee that is required to work on a holiday, outside of his/her standard work week, shall receive an additional floating holiday. When a holiday falls on a Saturday, the holiday shall be considered to have occurred on the preceding Friday. If a holiday falls on a Sunday, the holiday shall be celebrated on the following Monday. If a non-union employee is required to work one of the above stated holidays, the City Administrator shall have the authority to provide an additional floating holiday to be taken or used in accordance with the rules governing the same.

All employees shall also receive two (2) floating holidays at time of hire and at the beginning each year to be taken in accordance with the rules governing vacation days. Floating holiday hours are banked the first pay period of the year based on full-time equivalency.

4.2 Vacation

The vacation schedule is based on full-time equivalency.

Employees who have been employed uninterruptedly with no breaks in employment except for brief layoffs which are directed by management shall be eligible for a paid vacation at their regular rate of pay pursuant to

the following schedule: vacation will be earned at the rate of 80 hours per year for the first four (4) years of employment; at the rate of 120 hours per year for 5 through 9 years of employment; and at the rate of 160 hours per year thereafter.

Unless other terms or conditions are specified under an accepted offer of employment, newly hired employees shall be credited with 40 hours of vacation and accrue at the rate of 1.54 hours per pay period for the first year (totaling 80 hours vacation accrual for year 1). After year 1, vacation will be earned at the monthly rate of 3.08 hours per pay period for years 2 through 4, and thereafter on the rates outlined above.

Employees will earn additional vacation day(s) per the total years of service with the City of Faribault. Accrual day(s) will commence on the employee's anniversary date of hire per the chart below:

Years of service	Extra day(s) of vacation
10-14 years	1 day
15-19 years	3 days
20+ years	5 days

A newly hired employee may be limited on the use of vacation leave in their first six months of employment, unless agreed to at the time of hire or approved by the employee's Director, so as to progress through initial job training.

At any time during the calendar year, the employee may cash out vacation at a rate of one day's pay for each vacation day accumulated, not to exceed a total of 25% of an employee's annual vacation accrual in that year or forty (40) hours, whichever is less, provided that the employee has taken at least ten (10) days (eighty (80) hours) of vacation and/or administrative leave.

Employees earning vacation at a rate of 80 hours per year may not accumulate more than 140 hours. Employees earning vacation at the rate of 120 hours per year may not accumulate more than 200 hours. Employees earning vacation at the rate of 160 hours per year may not accumulate more than 260 hours. However, employees earning vacation at the rate of 160 hours per year may accumulate more than 260 hours throughout the year. Anyone over 260 hours accrual as of the last pay period in November will have a required payout down to 220 hours on the first pay period in December.

Vacation must be taken so as not to jeopardize sufficient municipal operations at any time by written request from the employee to the Department Director or City Administrator. Employees will not be allowed

to accumulate vacation in excess of the maximum amounts previously specified unless they were specifically asked to forego a portion of their vacation in writing by the City Administrator. If it is necessary for the City Administrator to request that an employee forego a portion of his/her vacation time, the employee will be entitled to use that portion previously accumulated during the next succeeding six months.

4.3 Sick Leave

Sick leave shall be compensated for at the regular rate of pay. Sick leave may be legitimately used for personal injury, illness or appointments.

Employees must use sick leave in increments of a minimum of fifteen (15) minute increments with supervisor approval. Employees shall be allowed to use sick leave for their own personal injury or illness as needed, except that in order to qualify for sick leave, an employee must report that he/she is sick no later than one hour before the time for which he/she is scheduled to report to work. This one-hour restriction shall not apply to employees who become sick while at work. Employees on sick leave for their own personal injury or illness for more than three consecutive days may be required to submit a physician's statement of illness. Employees may be required to submit a physician's statement of illness after one day, if that day is immediately before or after a holiday or regularly scheduled day off. Any employee who has exhausted his/her sick leave and requires additional sick leave may substitute vacation for the same.

Sick leave is accrued based on full-time equivalency. Employees shall accrue 120 hours per year, for those employees hired before December 31, 1998 they will accrue 168 hours per year.

Employees shall be compensated through a Health Care Savings Plan, at a rate of eight (8) hours of pay for each twenty-four (24) hours of unused sick leave in excess of a maximum accumulation of 500 hours.

When an employee is eligible for Worker's Compensation payments, he/she may supplement these payments with a prorated portion of any accumulated sick leave so that the combination of the two benefits will equal his/her net pay. Net pay is defined for these purposes as regular pay received from a standard work week less mandatory deductions which include federal and state taxes, social security, Medicare, PERA and wage garnishments. If he/she should exhaust his/her accumulated sick leave, he/she will receive Worker's Compensation payments only.

An employee may use personal sick leave benefits for absences due to an illness of or injury to the employee's child, as defined in Minnesota Statute

181.940, Subd. 4, adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury.

An employee may use sick leave for safety leave for such reasonable periods of time as may be necessary for the purpose of providing assistance to the employee or assistance to the relatives, because of sexual assault, domestic abuse, or stalking.

The use of sick leave for safety leave or for absences due to the illness of or injury to the employee's adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent is limited to up to 160 hours in any 12-month period. This does not apply to absences due to the illness or injury of a child, as defined in Minnesota Statute 181.940, Subd. 4.

Employees are entitled to earned sick and safe time (ESST), a form of paid leave. Employees will accrue at least one hour of earned sick and safe time for every 30 hours worked. The current sick leave policies in the compensation plan exceeds the ESST requirements and will continue to be utilized. Employees will continue to accrue sick time on a per pay period basis, up to 15 (or more depending on date of hire) days per year. For all permanent full-time and part-time employees, maximum accruals will not be changed per this policy and the law. Temporary employees, with the accumulation of every 30 hours worked, will receive an hour of ESST, with a maximum accumulation of 48 hours per calendar year and 80 hours every two years. For all Paid On-Call Firefighters, they are not entitled to ESST.

The ESST hours for all employees will be maintained through payroll. For the permanent employees listed above, ESST will be maintained as sick time accruals and not distinguished as ESST. There will not be a limit to the usage of sick time for ESST other than the maximum accrual balance. Temporary employee's accrual maximum will be as listed above.

Employees are not required to seek or find a replacement for their shift to use ESST. They may use ESST for all or part of a shift, depending on the need. ESST can be used for:

a) An employee's mental or physical illness, treatment or preventive care;

b) The mental or physical illness, treatment or preventive care of an employee's family member;

c) Absence due to domestic abuse, sexual assault or stalking of an

employee or their family member;

d) Closure of an employee's workplace due to weather or public emergency or closure of their family member's school or care facility due to weather or public emergency; and

e) When determined by a health authority or health care professional, an employee or their family member is at risk of infecting others with a communicable disease.

For all permanent employees listed, notification of use of sick time will follow the compensation agreement. For others using the ESST, the City will require the employees to provide up to seven days of advance notice when possible (for example, when an employee has a medical appointment scheduled in advance). The City will also require the employees using ESST to provide certain documentation regarding the reason for their use of ESST if they use it for more than three consecutive days. If an employee plans to use ESST for an appointment, preventive care or another permissible reason but are unable to give full advance notice, they must inform their supervisor, by phone or text, as far in advance as possible, but, at a minimum, 30 minutes prior to the start of their scheduled shift.

4.4 Administrative Leave

City Administrator and/or City Council may compensate an employee up to five (5) days of administrative leave. Said leave may be carried over from year to year. Employees may not accumulate more than 120 hours. At any time during the calendar year, the employee may be compensated at a rate of one day's pay for each administrative leave day accumulated.

4.5 Emergency Leave

Emergency Leave may be granted to an employee in the event of serious illness or other emergency in the family of said employee. Employees in need of such leave shall make application to the City Administrator. Such time as is granted shall be charged against the employee's sick leave account. The rate of charge against the sick leave account shall be that of the actual time absent from work. The granting of such emergency leave shall not be unreasonable or arbitrarily withheld.

4.6 Jury Duty

All employees will receive a leave of absence when called for jury duty. The employee will be paid at their regular rate of pay by the City. The employee shall in turn submit to the City the amount of jury duty pay received, minus mileage reimbursements. Jury duty notices shall be reported to an

employee's supervisor on the first working day following the receipt of the jury summons.

4.7 Funeral Leave

Employees are allowed to use up three (3) days for the death of an immediate family member, with pay, as funeral leave upon the death of an immediate family member. One (1) day of paid funeral leave is provided to an Employee in the event of the death of any another family member. Immediate family members include an Employee's spouse, parents, children, siblings, grandparents, grandchildren, similarly related step relationships, in-laws, and domestic partners. Other family members include aunts, uncles, nieces, nephews, and similarly related in-laws. Funeral leave will not be deducted from the Employee's vacation or sick leave balances. Employees may request additional time off for a longer leave or to attend the funeral of a more distant relative or friend. Prior approval of the applicable Department Director and City Administrator is required, and if allowed, such leave actually used by the Employee will be charged against the Employee's sick leave account if they have exhausted all other leave balances.

4.8 Personal Leave of Absence

An employee may request a personal leave of absence without pay. All requests for personal leaves of absence shall state the reason for which the request is made in writing to the City Administrator. The City Administrator may grant personal leaves of absence up to two (2) weeks in duration.

Leaves of absence for more than two (2) weeks shall be presented to the City Council. While on a personal leave of absence without pay, an employee shall retain seniority; however, they will not accrue any sick or vacation leave. If the leave exceeds two (2) weeks, the employee may maintain health insurance coverage under the City's policy at their own expense.

4.9 Paid Family Medical Leave (PFML)

Minnesota PFML begins on January 1, 2026. This leave provides payments and job protections when you need time off to care for yourself or your family. You can take leave for the following qualifying events:

Medical Leave:

- To care for your own serious health condition, including care related to pregnancy, childbirth, and recovery

Family Leave:

- Bonding Leave – to care for and bond with a child welcomed through birth, adoption, or foster placement
- Caring Leave – to care for a family member with a serious health condition
- Military Family Leave – to support a family member called to active duty
- Safety Leave – to respond to issues related to domestic violence, sexual assault, or stalking for yourself or a family member

You may qualify for payments if you've been paid a minimum amount for work in Minnesota in the last year ($3,900 for the start of Paid Leave in 2026). PFML does guarantee the following employment protections:

- Job protections**:** Generally, you must be restored to your job or an equivalent position when returning from leave. Job protections take effect 90 days after your date of hire.
- Health insurance continuation: Generally, employers must continue to fund their healthcare insurance and other group insurance premiums while you are on leave. You will be responsible for any portion of health insurance and other group insurance premiums that you pay.
- No retaliation or interference: Employers must not interfere with or retaliate against you if you apply for or use Paid Leave. Employers cannot take your Paid Leave payments.

The City covers 100% of the premium for the cost of PFML. Employees will have imputed income that is taxable of up to a maximum of 50% of the cost. The City will allow for employees to use sick, vacation, admin leave or comp time (in that order) to gross up their payments to their net take-home pay. Employees will file any and all claims through the City's third party administrator, Madison National Insurance.

SECTION 5 - INSURANCE BENEFITS

5.1 Health Insurance

Health insurance premiums will be shared by Employer and Employee using fixed percentages, varying by plan and coverage, as follows:

Plan	Coverage		
$3500 Deductible	Single	Single+1	Family
Employer Percentage	92%	87%	82%
Employee Percentage	8%	13%	18%

$2000 Deductible	Single	Single+1	Family
Employer Percentage	82%	77%	72%
Employee Percentage	18%	23%	28%

The City will match an Employee's contribution to their Health Savings Account (HSA) under the City HSA plan up to 67.70/month for 2026. Employer contributions into the HSA plan will be made on a pro-rata basis twice monthly.

If any other group or individual employed by the City receives contribution levels for insurance exceeding the negotiated contributions stated in this Agreement, this group would also receive those increased contributions. The employee's portion of the premium cost shall be paid through payroll deduction.

5.2 Retired Health Insurance

The City will allow retired employees to continue on as members in the health insurance program, provided insurance is not available due to other employment. The retired employee shall reimburse the City for the entire cost of the health insurance program.

5.3 Life Insurance

The City will provide at no cost to the employee a term life insurance policy in the amount of twice the employee's annual salary. The City will provide double indemnity life insurance in the event of an accidental death.

5.4 Long Term Disability

The City will provide, without cost to the employee, long-term disability insurance, which will provide 66.6% of normal compensation to a maximum per month payable to the age of 65 and commencing on the 91st day of disability.

An employee once disabled and collecting long term disability benefits on the 91st day shall not accrue vacation, holiday time or sick leave and accrual of said benefits shall not begin until such time the disability stops, and the employee returns to permanent duty.

SECTION 6 - MISCELLANEOUS BENEFITS

6.1 Tuition Reimbursement

The City shall reimburse tuition and book expenses to the employee upon

satisfactory completion of a recognized course of job-related instruction. Such job-related instruction must be reviewed and approved by the City Administrator prior to the initiation of cost in order to be eligible for reimbursement. Job related instruction does not include mandatory training necessary to maintain minimum licensing requirements. The City may require a partial or full repayment agreement to be executed between the employee and the City. A repayment agreement must be executed if the continuing education program is determined to be in excess of the tuition cost which could be incurred in a state supported entity; is a graduate program committed to over a period of two or three years; is a technical specialty in excess of the minimum requirements of the position. Such repayment agreement shall consider the total amount to be repaid on a pro-rata basis and shall be effective if an employee terminates his/her employment at any time during a three-year period after receiving reimbursement or upon completion of the program.

6.2 Pension

The City will pay the established percentage rate of wages to the Public Employees Retirement Association (PERA) plan which applies to the employee.

6.3 Retirement

Retirement age will be in accordance with applicable state and federal laws.

Any "early" retirement incentive program benefits received for insurance premiums will be paid into a Health Care Savings Plan (HCSP) at 100%. Also, all severance received at time of retirement for all early retirement incentive program eligible employees would be deposited into the HCSP at 100%.

6.4 Deferred Compensation and Health Care Savings Plan (HCSP)

The City shall make available a program of deferred compensation. Participation in such a program is at the option of each employee and does not include any contribution by the City.

As part of deferred compensation, and as noted here in the Non-Union Compensation Plan, the City will offer a Health Care Savings Plan (HCSP). The HCSP is a benefit available to all regular full-time and part-time employees who meet the criteria established in the group benefits listed here. Mandatory participation is required of an employee who meets the criteria established in the applicable group benefits. If an employee is granted a waiver by MSRS then that election is irrevocable. Upon an

employee's death, contributions owed but not yet paid to the HCSP will be paid in cash to the employee's beneficiary.

6.5 Termination Consideration

When an employee leaves the employment of the City in good standing (has given proper termination notice, has turned in all City equipment and is not being terminated for cause) they shall receive, through the HCSP, all accrued vacation, floating holidays and administrative leave. Additionally, employees with at least three (3) years of service shall receive one-half (1/2) of their accumulated sick leave (maximum accumulation of 500 hours), through their HCSP. Balances in excess of 500 hours will be paid at one-third, through their HCSP.

An employee, who is obligated to make a repayment to the City for continuing education benefits, shall have said repayment deducted from their termination compensation pay or benefits. The repayment shall be deducted at the time the employee provides notice to the City. The amount of the deduction shall be in accordance with the terms and conditions set forth in the signed City of Faribault Agreement with regards to continuing education placed in employee's personnel file.

Date Adopted: November 12, 2025

Faribault City Council

_____

Thomas J. Spooner, Mayor

ATTEST:

_____

Jessica L. Kinser, City Administrator

Exhibit A

2026 Wages (/hr.) - 4% COLA														
Non-Union	Step	1	2	3	4	5	6	7	8	9	10	11	12	13
Job Title	Grade	Start	6 months	6 months	6 months	6 months	12 months	12 months	12 months	12 months	12 months	12 months	12 months	12 months
City Administrator	V	$78.60	$80.86	$83.10	$85.35	$87.60	$89.90	$92.26	$94.69	$97.18	$99.73	$102.35	$105.05	$107.81
Finance Director	S	$65.33	$67.20	$69.06	$70.93	$72.79	$74.71	$76.67	$78.70	$80.75	$82.88	$85.07	$87.30	$89.59
Director of Engineering	S	$65.33	$67.20	$69.06	$70.93	$72.79	$74.71	$76.67	$78.70	$80.75	$82.88	$85.07	$87.30	$89.59
Chief of Police	S	$65.33	$67.20	$69.06	$70.93	$72.79	$74.71	$76.67	$78.70	$80.75	$82.88	$85.07	$87.30	$89.59
Director of Public Works	S	$65.33	$67.20	$69.06	$70.93	$72.79	$74.71	$76.67	$78.70	$80.75	$82.88	$85.07	$87.30	$89.59
Community & Economic Dev Director	S	$65.33	$67.20	$69.06	$70.93	$72.79	$74.71	$76.67	$78.70	$80.75	$82.88	$85.07	$87.30	$89.59
Directir of Fire & Code Services	S	$65.33	$67.20	$69.06	$70.93	$72.79	$74.71	$76.67	$78.70	$80.75	$82.88	$85.07	$87.30	$89.59
Parks and Recreation Director	R	$61.65	$63.41	$65.17	$66.94	$68.69	$70.49	$72.35	$74.26	$76.20	$78.22	$80.26	$82.38	$84.54
Human Resources Director	R	$61.65	$63.41	$65.17	$66.94	$68.69	$70.49	$72.35	$74.26	$76.20	$78.22	$80.26	$82.38	$84.54
Library Director	R	$61.65	$63.41	$65.17	$66.94	$68.69	$70.49	$72.35	$74.26	$76.20	$78.22	$80.26	$82.38	$84.54
City Planning Manager (w/ Planner II)	N	$49.81	$51.24	$52.66	$54.09	$55.51	$56.96	$58.47	$60.00	$61.57	$63.19	$64.85	$66.56	$68.31
Engineering Supervisor	M	$46.89	$48.22	$49.56	$50.91	$52.25	$53.62	$55.03	$56.48	$57.96	$59.49	$61.04	$62.66	$64.30
PW Superintendent	M	$46.89	$48.22	$49.56	$50.91	$52.25	$53.62	$55.03	$56.48	$57.96	$59.49	$61.04	$62.66	$64.30
Parks Superintendent	M	$46.89	$48.22	$49.56	$50.91	$52.25	$53.62	$55.03	$56.48	$57.96	$59.49	$61.04	$62.66	$64.30
Recreation Superintendent	M	$46.89	$48.22	$49.56	$50.91	$52.25	$53.62	$55.03	$56.48	$57.96	$59.49	$61.04	$62.66	$64.30
Building Official	M	$46.89	$48.22	$49.56	$50.91	$52.25	$53.62	$55.03	$56.48	$57.96	$59.49	$61.04	$62.66	$64.30
Assistant Finance Director	M	$46.89	$48.22	$49.56	$50.91	$52.25	$53.62	$55.03	$56.48	$57.96	$59.49	$61.04	$62.66	$64.30
City Planning Manager (no Planner II)	M	$46.89	$48.22	$49.56	$50.91	$52.25	$53.62	$55.03	$56.48	$57.96	$59.49	$61.04	$62.66	$64.30
Librarian	L	$43.94	$45.20	$46.43	$47.69	$48.95	$50.23	$51.56	$52.91	$54.31	$55.74	$57.20	$58.71	$60.25
Planner II	L	$43.94	$45.20	$46.43	$47.69	$48.95	$50.23	$51.56	$52.91	$54.31	$55.74	$57.20	$58.71	$60.25
Senior Financial Analyst	L	$43.94	$45.20	$46.43	$47.69	$48.95	$50.23	$51.56	$52.91	$54.31	$55.74	$57.20	$58.71	$60.25
IT Coordinator	L	$43.94	$45.20	$46.43	$47.69	$48.95	$50.23	$51.56	$52.91	$54.31	$55.74	$57.20	$58.71	$60.25
Building Inspector II	K	$40.99	$42.16	$43.35	$44.50	$45.68	$46.88	$48.12	$49.38	$50.68	$52.01	$53.38	$54.79	$56.23
Communications Manager	K	$40.99	$42.16	$43.35	$44.50	$45.68	$46.88	$48.12	$49.38	$50.68	$52.01	$53.38	$54.79	$56.23
City Clerk	K	$40.99	$42.16	$43.35	$44.50	$45.68	$46.88	$48.12	$49.38	$50.68	$52.01	$53.38	$54.79	$56.23
Economic Development Coordinator	K	$40.99	$42.16	$43.35	$44.50	$45.68	$46.88	$48.12	$49.38	$50.68	$52.01	$53.38	$54.79	$56.23
GIS Coordinator	K	$40.99	$42.16	$43.35	$44.50	$45.68	$46.88	$48.12	$49.38	$50.68	$52.01	$53.38	$54.79	$56.23
HRA Executive Director	K	$40.99	$42.16	$43.35	$44.50	$45.68	$46.88	$48.12	$49.38	$50.68	$52.01	$53.38	$54.79	$56.23
Senior Accountant	J	$38.03	$39.12	$40.22	$41.30	$42.39	$43.51	$44.65	$45.82	$47.03	$48.27	$49.54	$50.83	$52.18
Planner I	J	$38.03	$39.12	$40.22	$41.30	$42.39	$43.51	$44.65	$45.82	$47.03	$48.27	$49.54	$50.83	$52.18
Building Inspector I	J	$38.03	$39.12	$40.22	$41.30	$42.39	$43.51	$44.65	$45.82	$47.03	$48.27	$49.54	$50.83	$52.18
Human Resources Assistant	J	$38.03	$39.12	$40.22	$41.30	$42.39	$43.51	$44.65	$45.82	$47.03	$48.27	$49.54	$50.83	$52.18
Recreation Program Coordinator	I	$35.09	$36.09	$37.09	$38.10	$39.09	$40.12	$41.17	$42.26	$43.37	$44.51	$45.68	$46.88	$48.12
Property Maintenance & Fire Code insp	I	$35.09	$36.09	$37.09	$38.10	$39.09	$40.12	$41.17	$42.26	$43.37	$44.51	$45.68	$46.88	$48.12
Planning Assistant II	I	$35.09	$36.09	$37.09	$38.10	$39.09	$40.12	$41.17	$42.26	$43.37	$44.51	$45.68	$46.88	$48.12
Records Manager	I	$35.09	$36.09	$37.09	$38.10	$39.09	$40.12	$41.17	$42.26	$43.37	$44.51	$45.68	$46.88	$48.12
IT Technician	H	$32.12	$33.06	$33.97	$34.88	$35.81	$36.76	$37.72	$38.71	$39.73	$40.77	$41.85	$42.95	$44.08
Administrative Coordinator	H	$32.12	$33.06	$33.97	$34.88	$35.81	$36.76	$37.72	$38.71	$39.73	$40.77	$41.85	$42.95	$44.08
Planning Assistant I	H	$32.12	$33.06	$33.97	$34.88	$35.81	$36.76	$37.72	$38.71	$39.73	$40.77	$41.85	$42.95	$44.08
Building Permit Technician	H	$32.12	$33.06	$33.97	$34.88	$35.81	$36.76	$37.72	$38.71	$39.73	$40.77	$41.85	$42.95	$44.08

Exhibit B

CITY OF FARIBAULT

ESTABLISHING COMPENSATION FOR PAID ON-CALL FIREFIGHTERS FOR 2026

The compensation package for Paid On-Call Firefighters that are employed by the City of Faribault is as follows:

Section 1: The hourly compensation for a Paid On-Call Firefighter is $22.59 per hour effective January 1, 2026.

Section 2: A Paid On-Call Firefighter will receive $300.00 per twelve months with an active EMT certification.

Section 3: A Paid On-Call Firefighter will receive annual years of service awards, as follows, if performance standards as set forth in Fire Department Policy AP-023 are met:

- 1-5 years of service: $1,500
- 6-10 years of service: $2,000
- 11-15 years of service: $2,500
- 16-19 years of service: $3,000
- 20+ years of service: $3,500

Section 4: A Paid On-Call Firefighter will receive a two-hour minimum for all page events.

Section 5: Each Paid On-Call Firefighter will be covered by a $25,000 life insurance policy obtained by the City of Faribault.

Exhibit C

CITY OF FARIBAULT	
POSITION CLASSIFICATION AND WAGE PLAN FOR 2025	
SEASONAL/TEMPORARY/PART-TIME/NON-BENEFITTED EMPLOYEES	
Group 1	
Guest Services/Warming House/Open Skate Attendant	$12.50 – 16.00
Library Mending Aide	$14.50 - 17.50
Library Page	$14.50 - 17.50
Youth Staff	$12.50 - 16.50
Circulation Desk Aide	$16.50 - 18.50
Youth Leaders	$13.00 - 18.00
Lifeguard and Swim Instructor	$12.75 - 17.00
Building Supervisor	$12.75 - 18.00
Recreation Supervisor	$15.00 - 20.00
Parks Seasonal	$15.00 - 19.00
Public Works Streets/Utilities/Wastewater Seasonal	$15.00 - 20.00
Interns - All Departments	$12.00 - 18.00
Water Fitness Instructor	$13.00 - 18.00
Pool Maintenance	$13.00 - 18.00
Engineering Seasonal	$15.00 - 20.00
Skilled Instructors/Assistant/Official	
Election Judges	$15.00
Head Election Judges	$18.00
Youth Officials (All Sports 4th - 5th grades)	$12.50 - 17.00
Youth Officials (All Sports 6th - 7th grades)	$12.50 - 20.00
Aquatics Instructor/Trainer/Assistant/Pool Manager	$15.00 - 20.00
Swim Lesson Coordinator	$12.50 - 19.00
Guard/Guest Services Manager	$14.50 – 19.00
Group Exercise Instructor	$12.50 - 19.00
Taekwondo Instructor	$13.00 - 21.00
Volleyball Official (1 hr or 45 minute matches)	$14.00 - 26.00
Cub Football Official	$14.00 - 27.00/game
Athletic Officials/ Umpires (Certified)	$30.00 - 32.00/game
Enrichment	Negotiable
Music in the Park Coordinator	Negotiable
Youth Sports Director (All Sports)	Negotiable
At any time, the Minnesota State minimum wage requirements are increased, any position that falls below the new minimum wage will be adjusted to the new rate.	

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	John Sherwin, Chief of Police
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-294 Approve Joint Powers Agreement (JPA) Between Faribault PD and the Minnesota Internet Crimes Against Children Task Force

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Background:

The Faribault Police Department desires to work with the Minnesota Department of Public Safety and Bureau of Criminal Apprehension (BCA) to investigate and prosecute crimes committed against children, including the criminal exploitation of children committed and/or facilitated by or through the use of computers. The Minnesota Internet Crimes Against Children (ICAC) Task Force seeks to disrupt and dismantle organizations engaging in activities targeting children.

In joining the ICAC Task Force, the Faribault Police Department will assign an Investigator to assist with ICAC Task Force cases, both locally and in greater Minnesota. This agreement also provides ICAC Task Force resources directed to local cases, and provides for reimbursement of equipment, training, and expenses (including travel and overtime) incurred by the department while conducting investigations pursuant to the agreement.

Recommendation:

Approve Resolution 2025-294

Attachments:

1. Resolution 2025-294 Approve Joint Powers Agreement (JPA) Between Faribault PD and the Minnesota Internet Crimes Against Children Task Force
2. ICAC JPA 2025 - Faribault PD

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-294

APPROVE JOINT POWERS AGREEMENT BETWEEN FARIBAULT POLICE DEPARTMENT AND THE MINNESOTA INTERNET CRIMES AGAINST CHILDREN (ICAC) TASK FORCE

WHEREAS, the City of Faribault Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension, to utilize applicable state and federal laws to investigate and prosecute crimes committed against children and the criminal exploitation on children that is committed and/or facilitated by or through the use of computers; and

NOW, THEREFORE BE IT RESOLVED, 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 Faribault on behalf of its Police Department, are hereby approved. A Copy of the Joint Powers Agreement is attached to this Resolution and made a part of it.

2. That the Chief of Police, John Sherwin or his 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.

Date Adopted: November 12, 2025

Faribault City Council

_____

Thomas J. Spooner, Mayor

ATTEST:

_____

Jessica L. Kinser, City Administrator

STATE OF MINNESOTA

JOINT POWERS AGREEMENT
MINNESOTA INTERNET CRIMES AGAINST CHILDREN TASK FORCE

This Joint Powers Agreement ("Agreement") is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA" or "Lead Agency"), and the City of Faribault on behalf of its Police Department at 25 4th St NW Faribault, MN 55021 ("Governmental Unit" or "Affiliate Agency"). The BCA and Governmental Unit may be referred to jointly as "Parties."

Recitals

Under Minnesota Statutes § 471.59, BCA and Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. Governmental Unit wishes to participate in the Minnesota Internet Crimes Against Children ("ICAC") Task Force. The Parties wish to work together to investigate and prosecute crimes committed against children, including the criminal exploitation of children committed and/or facilitated by or through the use of computers. The Parties further wish to disrupt and dismantle organizations engaging in these activities. This Agreement identifies what the Parties, either individually or jointly, will provide under this Agreement and identifies the consideration to be paid by BCA to Governmental Unit, if any, for equipment, training, and expenses (including travel and overtime) incurred by Governmental Unit as a result of investigations conducted pursuant to this Agreement.

Agreement

1. Term of Agreement

1.1 Effective Date. This Agreement is effective on the date BCA obtains all required signatures pursuant to Minnesota Statutes § 16C.05, subdivision 2.

1.2 Expiration Date. This Agreement expires five (5) years from the date it is effective unless terminated earlier pursuant to Clause 13.

2. Purpose

Governmental Unit and BCA enter into this Agreement for the purpose of facilitating the Governmental Unit's participation in the ICAC Task Force, which implements a three-pronged approach of prevention, education, and enforcement to combat internet crimes against children. This Agreement also provides the mechanism to reimburse Governmental Unit for equipment, training, and expenses (including travel and overtime), if any, that it incurs as a result of its participation in the ICAC Task Force.

3. Definitions

3.1 "Affiliate" or **"Affiliate Agency"** is an agency that is working with a *Lead Agency* as part of a regional or state ICAC *Task Force*. An *Affiliate* has agreed in writing to adhere to these *Standards*. Governmental Unit is the *Affiliate Agency* for purposes of this Agreement.

3.2 "Authorized Personnel" are those who lack powers of arrest but have been authorized to participate in *Investigations* directed by law enforcement personnel (e.g., agency personnel, digital evidence experts, etc.).

3.3 "Commander" means the BCA Special Agent in Charge ("SAIC") who serves as the leader of the ICAC Task Force.

3.4 "Contraband Image" is a visual depiction of any kind (including computer generated) in any form (including live streaming) that depicts or conveys the impression that: (1) a minor or purported minor is engaged in

Sexually Explicit Activity; or (2) an adult is engaging in *Sexually Explicit Activity* in the presence of a minor or purported minor.

3.5 **"CGI"** is a wholly computer-generated visual depiction in any form (including printed/digital or video).

3.6 **"Crime"** is any offense (or group thereof) *Investigated* by law enforcement that involves (or involve) the exploitation/victimization of children facilitated by technology.

3.7 **"Deconfliction"** is a process whereby law enforcement can submit *Investigative* information to each other and/or to ICAC-related databases in order to determine whether other *Members* or other law enforcement agencies have information concerning the same targets or *Crimes*.

3.8 **"Employee"** is a sworn or compensated individual of a law enforcement agency who is working under the direction and control of a law enforcement agency.

3.9 **"Investigation"** is an investigation into a *Crime*. Likewise, *"Investigate," "Investigated," "Investigating,"* and *"Investigative"* are used within the same context.

3.10 **"Investigative Persona"** any identity established or created by an *Employee* to aid an *Investigation*.

3.11 **"Investigator"** is a *Member* who is a part of the *Sworn Personnel* of a *Task Force*.

3.12 **"Lead Agency"** is the law enforcement agency that receives the ICAC grant and is designated by the Office of Juvenile Justice Delinquency Prevention ("OJJDP") within the Department of Justice to act as the *Lead Agency* for the corresponding *Task Force*. BCA is the *Lead Agency* for purposes of this Agreement.

3.13 **"Member"** is a *Lead* or *Affiliate Agency's Employee* who is either *Sworn Personnel* or *Authorized Personnel* and who has been designated to work on ICAC-related matters for his/her respective agency and *Task Force*.

3.14 **"Partner"** is a civilian or non-sworn organization that OJJDP has recognized as a legitimate source of assistance.

3.15 **"Sexually Explicit Activity"** is real or simulated: (1) sexual intercourse of any kind; (2) masturbation; (3) sadistic/masochistic conduct; and/or (4) lascivious exhibition of the anus, breast, genitals, or pubic area of any person.

3.16 **"Supervisor"** is a *Member* who has been designated by his/her respective agency to supervise *Investigations* and other ICAC-related matters.

3.17 **"Standards"** are all of the provisions of this Agreement and the ICAC Task Force Program Operational and Investigative Standards established by OJJDP.

3.18 **"Sworn Personnel"** are *Members* with powers of arrest.

3.19 **"Task Force"** is the *Lead Agency* and their *Affiliate(s)* (combined) as designated by OJJDP for a particular state or region.

3.20 **"Vigilante"** is a non-*Partner* activist or activist organization engaged in investigative tactics or other law enforcement-like activities.

4. Responsibilities of Governmental Unit and BCA

4.1 Governmental Unit will:

4.1.1 Assign one or more *Employees* as *Members* of the ICAC Task Force. All *Employees* of Governmental Unit assigned as *Members*, and while performing ICAC *Investigations* and assignments, shall continue to be employed and directly supervised by the same Governmental Unit currently employing that *Member*. All services, duties, acts, or omissions performed by the ICAC Task Force *Member* will be within the course and duty of the *Member's* employment and therefore covered by the workers' compensation and other compensation programs of Governmental Unit including fringe benefits.

4.1.2 Conduct *Investigations* in accordance with all applicable *Standards* and conclude *Investigations* in a timely manner.

4.1.3 Submit Performance Measure data to the ICAC Data System (IDS) by the end of each month for the duration of this Agreement. The BCA must fulfil its reporting requirements as a recipient of the OJJDP grant award for MN ICAC Task Force in partnering with law enforcement agencies. Failure to timely provide OJJDP with Performance Measure data may jeopardize the BCA's future grant qualifications as well as result in the delinquent law enforcement agency's denial to participate in the Minnesota ICAC Task Force.

4.1.4 Assign a Governmental Unit point of contact to act as the liaison between it and the BCA ICAC Project *Commander* to assist in reimbursement deadlines.

4.1.5 Submit an ICAC reimbursement request for pre-approval of funds. This request shall include a description of the item requested for reimbursement, an operational plan, and an explanation of how it qualifies under the required criteria in Clauses 5.1 and 5.2 below.

4.1.6 Allow BCA to inform *Affiliate Agencies* and *Partners* of potential case connections based on data submitted to BCA through the ICAC Program.

4.1.7 Not comingle ICAC funds with any other existing federal or state grant funded overtime or additional local Governmental Unit funding.

4.2 BCA will:

4.2.1 Provide a Special Agent in Charge ("SAIC") who will serve as the *Commander* of the *Task Force*.

4.2.2 Provide daily direction and assign duties and other assignments to *Members*.

4.2.3 Review and approve or decline reimbursement requests under Clause 4.1.5 within seven (7) business days of the reimbursement request.

4.3 Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by the Governmental Unit acting through its *Members* or *Employees*.

5. Standards

Governmental Unit and its *Members* will adhere to all applicable *Standards*, including, but not limited to, the following:

5.1 *Investigate* activities related to internet *Crimes* and the exploitation of children through the use of computers.

5.2 *Investigate* organizations to disrupt and dismantle *Crimes* committed against children.

5.3 Comply with the ICAC Task Force Program Operational and Investigative Standards, as established by OJJDP.

5.4 *Investigators* assigned by the Governmental Unit to the ICAC Task Force must be licensed peace officers.

5.5 Follow appropriate state and/or federal laws in obtaining arrest warrants, search warrants, and civil and criminal forfeitures.

5.6 Follow proper legal procedures in securing evidence, including electronic devices.

5.7 Understand and use appropriate legal procedures in the use of informants including documentation of identity, monitoring of activities, and use and recordation of payments.

5.8 Use, as appropriate, the most current investigative technologies and techniques.

5.9 Obtain approval from the BCA ICAC Project *Commander* before conducting a pro-active undercover chat operation with anticipated multiple targets.

5.10 Make reasonable efforts to *Deconflict* active *Investigations*.

5.11 Document *Investigations*.

5.12 Not collaborate with *Vigilantes* or approve, condone, encourage, or promote the activities of *Vigilantes*.

5.13 *Investigations* shall be conducted in an approved work environment, using approved equipment, as designated by the *Commander* or a *Supervisor*. Personally owned equipment, accounts, and networks shall not be used in *Investigations*.

5.14 As part of an active *Investigation*, *Members* shall not upload, transmit, or forward any *Contraband Images* to those outside their respective agency (e.g., suspects, witnesses, ESPs, etc.), except where otherwise permitted by law (e.g., to sworn law enforcement, to NCMEC employees, etc.).

5.15 During active *Investigations*, *Members* may use visual depictions as a representation of any *Investigative Persona*/person/purported person or as proof-of-life evidence under two circumstances only:

First, when the following factors are met:

1. The visual depiction (whether or not modified to suit *Investigative* needs by, e.g., age regression) is of an actual person;
2. That person is an *Employee*;
3. The *Employee* has given his or her written consent for the visual depiction to be used;
4. Regardless of whether or not the *Employee* was a minor when the visual depiction was taken, the *Employee* nevertheless was at least 18 years old when the *Employee* gave consent for such use; and,
5. The visual depiction does not depict or convey the impression of *Sexually Explicit Activity*.

Second, when the visual depiction is *CGI* and does not depict or convey the impression of *Sexually Explicit Activity*.

6. Payment

6.1 To receive reimbursement for equipment, training, and expenses (including travel and overtime) incurred by Governmental Unit as a result of conducting *Investigations* pursuant to this Agreement, Governmental Unit must

make a request for reimbursement to the BCA Authorized Representative under the required criteria outlined in the ICAC Task Force Operational and Investigative Standards established by OJJDP.

6.2 The *Commander* or his/her successor will review the reimbursement request and approve or deny the request within seven (7) business days of receipt of the request by BCA's Authorized Representative.

6.3 Subsequent to receiving notice of approval of a reimbursement request, Governmental Unit must submit an expense form to the BCA Authorized Representative no later than fifteen (15) business days after the end of the month during which the expense is incurred.

6.4 BCA will reimburse Governmental Unit within thirty (30) calendar days of the submission of the expense form.

6.5 In the event Governmental Unit breaches this Agreement, it will not be eligible to receive any further reimbursement under this Agreement.

7. Authorized Representatives

BCA's Authorized Representative is the following person, or her successor:

Name:	Bobbi Jo Pazdernik, Commander of MN ICAC
Address:	Department of Public Safety; Bureau of Criminal Apprehension 1430 Maryland Street East, Saint Paul, MN 55106
Telephone:	651-793-7000
E-mail Address:	bobbijo.pazdernik@state.mn.us

Governmental Unit's Authorized Representative is the following person, or his/her successor:

Name	John Sherwin, Chief
Address:	25 4th NW Faribault, MN 55201
Telephone:	507-334-0920
E-mail Address:	Jsherwin@faribaultmn.gov

If Governmental Unit's Authorized Representative changes at any time during this Agreement, Governmental Unit must immediately notify BCA's Authorized Representative identified above.

8. Assignment, Amendments, Waiver, and Agreement Complete

8.1 **Assignment.** Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.

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

8.3 **Waiver.** If BCA fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

8.4 **Agreement Complete.** This Agreement contains all negotiations and agreements between BCA and Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

9. Liability

BCA and Governmental Unit agree 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. BCA's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes § 3.736, and other applicable law. Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes §§ 466.01-466.15, and other applicable law.

10. Audits

Under Minnesota Statutes § 16C.05, subdivision 5, Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by BCA and/or the State Auditor and/or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

11. Government Data Practices

Governmental Unit and BCA must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 and other applicable law, as it applies to all data provided by BCA under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Governmental Unit under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this Clause by either Governmental Unit or BCA.

If Governmental Unit receives a request to release the data referred to in this Clause, Governmental Unit must immediately notify BCA. The BCA will give Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

12. Venue

The venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

13. Expiration and Termination

13.1 Either party may terminate this Agreement at any time, with or without cause, upon thirty (30) calendar days' written notice to the other party. To the extent funds are available, the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.

13.2 In the event that federal funding is no longer available, BCA will email Governmental Unit's Authorized Representative and terminate the Agreement. The termination will be effective two (2) business days after email notification to Governmental Unit; and Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.

14. Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: 9, Liability; 10, Audits; 11, Government Data Practices; and 12, Venue.

[***Remainder of page intentionally left blank; signature page follows***]

The parties indicate their agreement and authority to execute this Agreement by signing below.

1. STATE ENCUMBRANCE VERIFICATION
Individual certifies that funds have been encumbered as required by Minnesota Statutes §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT PO Number: 3000085301

2. GOVERNMENTAL UNIT
Governmental Unit certifies that the appropriate person(s) has(have) executed this Agreement on behalf of the Governmental Unit and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. DEPARTMENT OF PUBLIC SAFETY; BUREAU OF CRIMINAL APPREHENSION

By: _____
(with delegated authority)

Title: Deputy Superintendent, Investigations

Date: _____

4. COMMISSIONER OF ADMINISTRATION
As delegated to the Office of State Procurement

By: _____

Title: _____

Date: _____

ADMIN ID: _____

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Kindra Papenfus, Finance Director
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-295 Approve Election Not to Waive Monetary Limits on Liability for 2026 Property & Liability Insurance

---

Background:

As part of the annual property and liability insurance coverage renewal, the decision to waive or not waive the statutory tort limits on liability insurance must be made annually by the City Council. A summary of the options are as follows:

- **Do Not Waive:** Individual claims are capped at **$500,000**, and the total for all claims from a single incident is **$1,500,000**, regardless of coverage.

- **Waive Without Excess Coverage:** The member's liability exposure increases to the **policy limit of $2,000,000 per occurrence**, total and per claimant.

- **Waive With Excess Coverage:** A single claimant—or all claimants combined—may recover up to the **total amount of coverage purchased**, matching the higher limits of the excess policy.

Claims not subject to statutory municipal tort limits are unaffected by this decision.

Historically, the city has NOT waived the liability limit and it is staff's recommendation that the city continue this practice.

Recommendation:

Elect to NOT waive the monetary limits on liability for 2026 Property & Liability Insurance Policy

Attachments:

1. Resolution 2025-295 Electing Not to Waive Liability Limits for 2026 Property & Liability Insurance Policies
2. 2026 Liability Coverage Waiver

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-295

APPROVE ELECTION NOT TO WAIVE MONETARY LIMITS ON LIABILITY FOR 2026 PROPERTY & LIABILITY INSURANCE

WHEREAS, the City of Faribault obtains property and liability insurance coverage through the League of Minnesota Cities Insurance Trust (LMCIT); and

WHEREAS, Minnesota Statutes §466.04 establishes monetary limits on municipal tort liability; and

WHEREAS*,* the LMCIT requires each member city to elect whether or not to waive these statutory limits for the upcoming insurance year; and

WHEREAS, the City Council of the City of Faribault has reviewed the options and determined that it is in the best interest of the City and its taxpayers not to waive the monetary limits on municipal tort liability established by Minnesota Statutes §466.04 for the 2026 insurance coverage year;

NOW, THEREFORE BE IT RESOLVED, the City of Faribault, Minnesota **does not waive** the monetary limits on municipal tort liability established by Minnesota Statutes §466.04 for the 2026 property and liability insurance coverage year.

Date Adopted: November 12, 2025

Faribault City Council

_____
Thomas J. Spooner, Mayor

ATTEST:

_____
Jessica L. Kinser, City Administrator

LEAGUE of MINNESOTA CITIES

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than $500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to $1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.

- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to $2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is $2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to $2,000,000, regardless of the number of claimants.

- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

Check one:

☑ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting:

Signature:_____ Position:

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Dustin Dienst, Director of Fire & Code Services
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-297 Accept Donations to the Fire Department

---

Background:
The Faribault Fire Department occasionally receives donations from organizations and individuals who would like to recognize the Department's service to the community. Included in this memo are three donations for your approval.

- Napa Auto Parts would like to donate a bottle jack and two socket sets to the Fire Department.

- Vance & Barb Vinar would like to make a donation of $1,000 to the Fire Department.

- CCS Cleaning & Restoration would like to make a donation of $700 to the Fire Department.

Recommendation:
Approve Resolution 2025-297 Accepting Donations to the Fire Department

Attachments:
1. Resolution 2025-297 Accept Donations to the Fire Department
2. Napa Donation Photo
3. Napa Donation Details

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-297

ACCEPT DONATIONS TO THE FIRE DEPARTMENT

WHEREAS, the Faribault Fire Department is responsible for fire and life safety response in the City of Faribault and the Rural Fire District; and

WHEREAS, the Faribault Fire Department responds to emergencies, promotes fire safety, and conducts regular and specialized training to ensure superior service is provided by the Fire Department; and

WHEREAS, organizations and individuals would like to recognize the Fire Department's commitment to serving our community by making donations to our department.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorizes the Faribault Fire Department to accept donations of tools from Napa Auto Parts, $1,000 from Vance and Barb Vinar, and $700 from CCS Cleaning & Restoration.

Date Adopted: November 12, 2025

Faribault City Council

_____

Thomas J. Spooner, Mayor

ATTEST:

_____

Jessica L. Kinser, City Administrator

This aerial device does not provide protection from contact with or proximity to an electrically charged conductor.
Death or serious injury will result from such contact or inadequate clearance.
Pc. 1/4" Dr., 3/8" Dr. & 1/2" Dr. MASTER SOCKET SET
EVERCRAFT
HAND TOOLS
QUALITY TOOLS – AFFORDABLE PRICES
CARLYLE TOOLS by NAPA
791-2240
20 TON SHORT BOTTLE JACK
FEATURES:
ASME PASE-2019
20 TON
57 Pc. 3/8" Dr. SAE & METRIC SOCKET SET
EVERCRAFT
HAND TOOLS
QUALITY TOOLS – AFFORDABLE PRICES
774-0130
OPEN END WRENCHES
SOCKETS – NUT DRIVERS – TORQUE WRENCH

Outlook

FW: NAPA Donation

From Dustin Dienst <ddienst@faribaultmn.gov>
Date Mon 10/27/2025 9:20 AM
To Beth Lacanne <blacanne@faribaultmn.gov>

1 attachment (4 MB)
IMG_2608[1].JPG;

From: Matt DeGrood <mdegrood@faribaultmn.gov>
Sent: Sunday, October 26, 2025 11:46 AM
To: Dustin Dienst <ddienst@faribaultmn.gov>
Subject: NAPA Donation

Morning,

Below is what we received from NAPA along with the value (they don't list these exact items anymore):

20 Ton Low Profile Bottle Jack	$175
90 Pc. 1/4, 3/8, & 1/2 Socket Set	$182
57 Pc. 3/8 Socket Set	$106
Total	$463

There is a photo attached of the items.

Thanks,

City Of Faribault
Fire Department

Matt DeGrood
Captain
OFFICE | 507-334-8773
EMAIL | mdegrood@faribaultmn.gov
WEB | www.faribault.org
ADDRESS | 122 2nd Street NW., Faribault, MN 55021

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Dustin Dienst, Director of Fire & Code Services
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-298 Declare Fire Department Turnout Gear as Surplus and Donate to Riverland Technical College

---

Background:

The Fire Department would like to declare some items surplus as they have either been replaced or are no longer able to be utilized safely.

Our fire gear (turnout gear) has a life span of 10 years per NFPA. We do keep it around longer than that as it serves as backup gear for a short time if necessary. We have four sets that are 15 years old and need to be removed from service completely.

We would like to donate these four sets of turnout gear to Riverland Technical College to be used in their Fire/EMS Training and Education program as we have done in the past.

Recommendation:

Declare Fire Department Turnout Gear as Surplus and Donate them to Riverland Technical College

Attachments:

1. Resolution 2025-298 Declare Fire Department Turnout Gear as Surplus and Donate them to Riverland Technical College
2. Asset Retirement Form - Turnout Gear

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-298

DECLARE FIRE DEPARTMENT TURNOUT GEAR AS SURPLUS AND DONATE THEM TO RIVERLAND TECHNICAL COLLEGE

WHEREAS, the Faribault Fire Department utilizes various equipment and gear to serve our response area safely and efficiently; and

WHEREAS, we have 4 sets of turnout gear that have reached their allowed service time and, per the NFPA, should not be worn by firefighters; and

WHEREAS, Riverland Technical College has a Fire/EMS Training and Education Program that utilizes turnout gear for their program; and

WHEREAS, the Faribault Fire Department would like to declare four sets of old turnout gear as surplus and donate the gear to Riverland Technical College to be utilized in their Fire/EMS Training and Education Program.

NOW, THEREFORE, BE IT RESOLVED, the Faribault City Council allows the Fire Department to declare four sets of turnout gears surplus and donate them to Riverland Technical College.

Date Adopted: November 12, 2025

Faribault City Council

_____

Tom J Spooner, Mayor

ATTEST:

_____

Jessica L Kinser, City Administrator

CITY OF FARIBAULT
ASSET RETIREMENT/TRANSFER FORM

ASSET DESCRIPTION: Turn out Gear

BARCODE NUMBER: _____ SERIAL NUMBER: _____

DEPARTMENT: Fire

LOCATION/ROOM NUMBER: _____

DATE OF CHANGE: 11/12/25

TYPE OF CHANGE:

SOLD: $_____ Attach copy of receipt and Barcode label

TRANSFERRED TO: Department Name _____ LOCATION/ROOM NUMBER: _____

TRADE IN: $_____ New Item Acquired _____

DESTROYED: $ _____ Attach copy of receipt and Barcode label

Explanation of deposition Donate to Riverland Tech. College

DEPARTMENT DIRECTOR SIGNATURE: [signature]

FOR FINANCE OFFICER ONLY

ENTERED INTO CAPITAL ASSET SYSTEM YES NO DATE _____

NOTES INITIALS _____

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Dustin Dienst, Director of Fire & Code Services
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-299 Declare Tactical Rescue Trailer as Surplus

---

Background:
The fire department would like to declare our tactical rescue trailer as surplus.

We purchased this trailer in 2009, and it has been in service ever since. This trailer has always been undersized for our needs, and we plan to replace this trailer in 2026 with a higher weight capacity trailer utilizing Public Safety Aid funds. Once declared surplus, we will place this trailer on GovDeals.com to be sold.

Recommendation:
Declare Tactical Rescue Trailer as Surplus

Attachments:
1. Resolution 2025-299 Declare TRT Trailer as Surplus
2. Asset Retirement Form - Tactical Rescue Trailer

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-299

DECLARE TACTICAL RESCUE TRAILER (TRT) TRAILER AS SURPLUS EQUIPMENT

WHEREAS, the Faribault Fire Department utilizes various equipment and gear to serve our response area safely and efficiently; and

WHEREAS, our current TRT trailer is aging and has been undersized for our needs for some time; and

WHEREAS, we plan to replace this trailer with one that fits our needs utilizing Public Safety Aid; and

WHEREAS, we need to declare the trailer as surplus equipment so we can sell it on GovDeals.

NOW, THEREFORE, BE IT RESOLVED, the Faribault City Council allows the Fire Department to declare the TRT trailer as surplus and sell it on GovDeals.

Date Adopted: November 12, 2025

Faribault City Council

_____

Tom J Spooner, Mayor

ATTEST:

_____

Jessica L Kinser, City Administrator

CITY OF FARIBAULT
ASSET RETIREMENT/TRANSFER FORM

ASSET DESCRIPTION: TRT Trailer

BARCODE NUMBER: _____ SERIAL NUMBER: _____

DEPARTMENT: Fire

LOCATION/ROOM NUMBER: _____

DATE OF CHANGE: 11/12/25

TYPE OF CHANGE:

SOLD: $_____ Attach copy of receipt and Barcode label

TRANSFERRED TO: Department Name _____ LOCATION/ROOM NUMBER: _____

TRADE IN: $_____ New Item Acquired _____

DESTROYED: $ _____ Attach copy of receipt and Barcode label

Explanation of deposition Once declared suplus, we will sell on GovDeals.

DEPARTMENT DIRECTOR SIGNATURE: [signature]

FOR FINANCE OFFICER ONLY

ENTERED INTO CAPITAL ASSET SYSTEM YES NO DATE _____

NOTES INITIALS _____

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Dustin Dienst, Director of Fire & Code Services
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-300 Declare 2009 Rosenbauer Fire Apparatus as Surplus

---

Background:
We took delivery of a new Rosenbauer Rescue truck and now are looking to sell the 2009 Rosenbauer rescue truck. In order to sell it on Brindlee Mountain Fire Apparatus we need to declare it surplus property.

Recommendation:
Delcare 2009 Rosenbauer Fire Apparatus as Surplus

Attachments:
1. Resolution 2025-300 Declare 2009 Rosenbauer Fire Apparatus as Surplus
2. Asset Retirement Form - 2009 Rescue Truck

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-300

DECLARE 2009 ROSENBAUER FIRE APPARATUS AS SURPLUS

WHEREAS, the Fire Department utilizes various equipment and gear to serve our response area safely and efficiently; and

WHEREAS, the Faribault Fire Department has a 2009 Rosenbauer fire apparatus (rescue truck) that has recently been replaced by a new model, and;

WHEREAS, when the City property is deemed to be no longer needed it is to be disposed of in accordance with State Law, and;

WHEREAS, we need to declare the 2009 Rosebauer truck as surplus so we can sell it.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council authorizes the Faribault Fire Department to declare the 2009 Rosenbauer fire apparatus as surplus.

Date Adopted: November 12, 2025

Faribault City Council

_____

Thomas J. Spooner, Mayor

ATTEST:

_____

Jessica L. Kinser, City Administrator

CITY OF FARIBAULT
ASSET RETIREMENT/TRANSFER FORM

ASSET DESCRIPTION: 2009 Rosenbauer Fire Apparatus (Rescue Truck)

BARCODE NUMBER: _____ SERIAL NUMBER: _____

DEPARTMENT: FIRE

LOCATION/ROOM NUMBER: _____

DATE OF CHANGE: 11/12/2025

TYPE OF CHANGE:

SOLD: $_____ Attach copy of receipt and Barcode label

TRANSFERRED TO: Department Name _____ LOCATION/ROOM NUMBER: _____

TRADE IN: $_____ New Item Acquired _____

DESTROYED: $ _____ Attach copy of receipt and Barcode label

Explanation of deposition Took delivery of new rescue truck + will sell this truck on GovDeals.

DEPARTMENT DIRECTOR SIGNATURE: [signature]

FOR FINANCE OFFICER ONLY

ENTERED INTO CAPITAL ASSET SYSTEM YES NO DATE _____

NOTES INITIALS _____

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Heather Slechta, City Clerk
MEETING DATE:	November 12, 2025
SUBJECT:	Approve LG240B Applications to Conduct Excluded Bingo for Women of the Moose Faribault Chapter 1476

Background:

The Women of the Moose Faribault Chapter submitted two applications for bingo events on November 23, 2025, and April 13, 2026, at the Faribault Moose Lounge #2098. If approved by the Council staff will forward the applications to the Minnesota Gambling Control Board for final review and approval.

Recommendation:

Approve LG240B Applicaitons.

Attachments:

1. LG240B - Women of the Moose

MINNESOTA LAWFUL GAMBLING

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: WOMEN OF THE MOOSE FARIBAULT CHAPTER 1476

Previous Gambli[redacted] Permit Number:

Minnesota Tax ID Number, if any:

Federal Employer ID Number (FEIN), if an[redacted]

Mailing Address: 1810 NW 4th St.

City: FARIBAULT State: MN Zip: 55021 County: RICE

Name of Chief Executive Officer (CEO): SARAH JAYNE CRAIG

[redacted] CEO Ema[redacted]

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): chapter 1476@mooseunits.org

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- [x] Fraternal
- [ ] Religious
- [ ] Veterans
- [ ] Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- [ ] **Current calendar year Certificate of Good Standing**
  Don't have a copy? This certificate must be obtained each year from:
  MN Secretary of State, Business Services Division
  60 Empire Drive, Suite 100
  St. Paul, MN 55103

  Secretary of State website, phone numbers:
  www.sos.state.mn.us
  651-296-2803, or toll free 1-877-551-6767

- [ ] **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**
  Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

- [x] **Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)**
  If your organization falls under a parent organization, attach copies of both of the following:
  1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
  2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? [x] Yes [ ] No

If yes, list the dates when bingo was conducted: APRIL 13, 2025

The proposed bingo event will be:

- [x] one of four or fewer bingo events held this year. Dates: NOVEMBER 23, 2025

-OR-

- [ ] conducted on up to 12 consecutive days in connection with a:
  - [ ] county fair Dates:
  - [ ] civic celebration Dates:
  - [ ] Minnesota State Fair Dates:

Person in charge of bingo event: SARAH JAYNE CRAIG Daytime Phone: [redacted]

Name of premises where bingo will be conducted: FARIBAULT MOOSE LODGE #2098

Premises street address: 1810 NW 4th St.

City: FARIBAULT If township, township name: County: RICE

MINNESOTA LAWFUL GAMBLING

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: WOMEN OF THE MOOSE FARIBAULT CHAPTER 1476 Previous Ga[redacted] Permit Num[redacted]

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: [redacted]

Mailing Address: 1810 NW 4th St.

City: FARIBAULT State: MN Zip: 55021 County: RICE

Name of Chief Executive Officer (CEO): SARAH JAYNE CRAIG

[redacted] CEO Email [redacted]
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): chapter1476@mooseunits.org

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- [x] Fraternal
- [ ] Religious
- [ ] Veterans
- [ ] Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- [ ] **Current calendar year Certificate of Good Standing**
  Don't have a copy? This certificate must be obtained each year from:
  MN Secretary of State, Business Services Division
  60 Empire Drive, Suite 100
  St. Paul, MN 55103
  Secretary of State website, phone numbers:
  www.sos.state.mn.us
  651-296-2803, or toll free 1-877-551-6767

- [ ] **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**
  Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

- [x] **Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)**
  If your organization falls under a parent organization, attach copies of both of the following:
  1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
  2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? [ ] Yes [x] No

If yes, list the dates when bingo was conducted: _____

The proposed bingo event will be:

- [x] one of four or fewer bingo events held this year. Dates: MARCH 29, 2026

-OR-

- [ ] conducted on up to 12 consecutive days in connection with a:
  - [ ] county fair Dates: _____
  - [ ] civic celebration Dates: _____
  - [ ] Minnesota State Fair Dates: _____

Person in charge of bingo event: SARAH JAYNE CRAIG Daytime Phone: [redacted]

Name of premises where bingo will be conducted: FARIBAULT MOOSE LODGE #2098

Premises street address: 1810 NW 4th St.

City: FARIBAULT If township, township name: _____ County: RICE

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	Mark DuChene, Director of Engineering (City Engineer)
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-302 Approve Quotes for Shumway Avenue Storm Sewer Repair

---

Background:

During routine stormwater infrastructure inspections, it was discovered that a storm sewer outlet adjacent to Shumway Avenue had failed and is in need of immediate repairs. The City solicited quotes from two local contractors to reconstruct the failed infrastructure as well as a third quote to line the failed pipe. After reviewing the quotes, staff recommends awarding the quote to BCM Construction to remove and replace the outlet and related pipe.

Recommendation:

Approve Resolution 2025-302

Attachments:

1. Resolution 2025-302 Accept Quotes

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-302

ACCEPT QUOTES FOR SHUMWAY AVENUE STORM SEWER REPAIR PROJECT - CONTRACT 2025-17

WHEREAS, during routine storm sewer infrastructure inspections it was discovered that a storm sewer outlet for Shumway Avenue needed immediate repair due to deteriorated pipes and a failed outlet; and

WHEREAS, pursuant to the request for quotes for Shumway Avenue Storm Sewer Repair Project - Contract 2025-17, the following quotes were received:

BCM Construction	$34,540.00
HK Solutions Group (Pipe Rehab)	$35.037.60
Heselton Construction	$68,020.00

And;

WHEREAS, it appears that BCM Construction, of Faribault, MN, is the lowest responsible quoter.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Administrator are hereby authorized and directed to enter into contract with BCM Construction in the name of the City of Faribault for Shumway Avenue Storm Sewer Repair Project - Contract 2025-17 in the amount of $34,540.00.

Date Adopted: November 12, 2025

Faribault City Council

_____

Thomas J. Spooner, Mayor

ATTEST:

_____

Jessica L. Kinser, City Administrator

Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-290 Adopt the 2026-2030 Strategic Plan

---

Background:

The City contracted with Allyson Brunette Consulting for the development of a strategic plan, and work began in April 2025. This effort involved roundtables and one-on-one meetings with community members, work sessions with City Council and the leadership team as well as employees, and many hours of developing and refining to get to the point where we are at today. This plan is proposed as a five-year plan covering 2026-2030.

And this will not be the last time you hear about the plan! Allyson has set us up to be actively meeting, discussing and refining the work that is detailed in the plan. Moving forward, the Council will get quarterly updates, with the first coming in January at one of the work sessions. Also, the Council will see the new vision, mission and values around our facilities and incorporate them into actions coming before the City Council.

Recommendation:

To approve Resolution 2025-290

Attachments:

1. Resolution 2025-290 Adopt the 2026-2030 Strategic Plan
2. Faribault Strategic Plan

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-290

ADOPT THE 2026-2030 STRATEGIC PLAN

WHEREAS, the City of Faribault contracted with Allyson Brunette Consulting for the creation of a strategic plan to help guide the next three to five years of the organizational function of the City; and

WHEREAS, through many hours of participation by City Council members, department directors, staff members, community organizations and community members, a plan with seven goals has been crafted into the 2026-2030 City of Faribault Strategic Plan.

NOW, THEREFORE BE IT RESOLVED, that the 2026-2030 Strategic Plan is hereby adopted and the City Administrator is directed to take actions necessary to implement the Plan.

Date Adopted: November 12, 2025

Faribault City Council

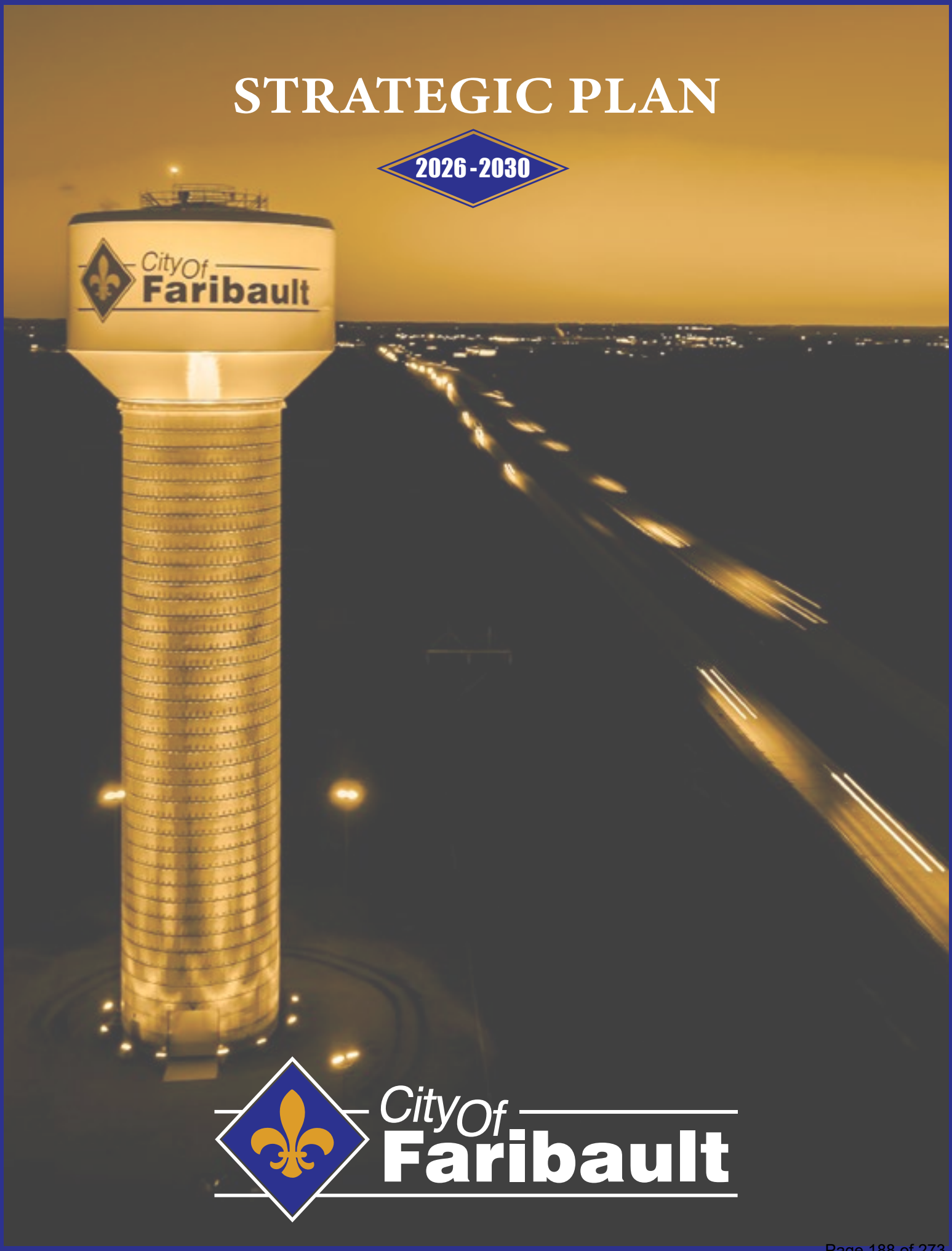
_____
Thomas J. Spooner, Mayor

ATTEST:

_____
Jessica L. Kinser, City Administrator

STRATEGIC PLAN

2026 - 2030



City Of Faribault

ACKNOWLEDGEMENTS

We graciously thank City elected officials, staff, and community members who were involved in the development of this strategic plan.

Faribault Mayor and City Council

Thomas J. Spooner,
Mayor

Mandy Barnes,
City Council Member

Adama Youhn Doumbouya,
City Council Member

Royal Ross,
City Council Member

John Rowan,
City Council Member

Chuck Thiele,
City Council Member

Peter van Sluis,
City Council Member

City Appointed Officials

Jessica Kinser,
City Administrator

Rochelle Anderholm-Parsch,
Parks and Recreation Director

Travis Block,
Public Works Director

Kevin Bushard,
Human Resources Director

Dustin Dienst,
Fire and Code Services Director

Mark DuChene,
Director of Engineering

Delane James,
Buckham Memorial Library Director

Kindra Papenfus,
Finance Director

Paul Peanasky,
Parks and Recreation Director (Retired)

Brad Phenow,
Communications Manager

John Sherwin,
Chief of Police

Heather Slechta,
City Clerk

David Wanberg,
Community and Economic Development Director

Consultant Staff

Allyson Brunette,
Allyson Brunette Consulting

Nicole Klepadlo,
Roots and Connections, LLC

Jason Rohloff,
Allyson Brunette Consulting

ORGANIZATIONAL BACKGROUND

"We celebrate our historic backdrop while embracing the continued growth and innovation that ensures a more vibrant future."

The City of Faribault is located on the confluence of the Cannon and Straight Rivers in southeastern Minnesota along Interstate 35. The county seat of Rice County, Faribault is home to more than 24,000 residents who celebrate our historic backdrop while embracing the continued growth and innovation that ensures a more vibrant future. The community prides itself on being one of the youngest and most diverse small-to-midsize cities in the State of Minnesota.

Faribault has been known as the "Athens of the West" due to its high concentration of educational and religious centers in the community. The community is home to the State Academies for the Blind and Deaf, as well as Shattuck-St. Mary's School. History holds important significance to Faribault residents. The City has more than 40 individual properties listed on the National Register of Historic Places and the downtown district is the second largest commercial historic district in the state.

The City of Faribault has approximately 180 full and part-time employees across 10 departments (excluding seasonal hires) and provides in-house police and fire / emergency medical services. Faribault is a charter city that operates under a Council-Administrator plan for municipal management. The Mayor presides as chair of Council meetings and votes as a member of the Council - the body which determines all policy matters. The appointed City Administrator heads the city government and reports directly to the Council.

Municipal staff are a blend of represented and non-represented roles. 137 staff members are represented through five labor unions, regardless of whether they are paying participants or not. The average age of retirees from the City of Faribault is 63-64, with different retirement ages for Police and Fire members. Five employees retired in 2024, which is on track with previous years' retirements. 14 percent of employees are eligible to retire within the next five years, with 12 percent of those employees eligible for retirement in the next five years currently in leadership positions. The average employee age is 43 and the average employee tenure is nine years for full-time employees.

- **More than 24,000 Residents**
- **"Athens of the West" due to its high concentration of educational and religious centers**
- **More than 40 Individual Properties listed on the National Register of Historic Places**
- **180 Full and Part-time Employees across 10 Departments**

POPULATION, UNEMPLOYMENT AND HOUSEHOLD TRENDS

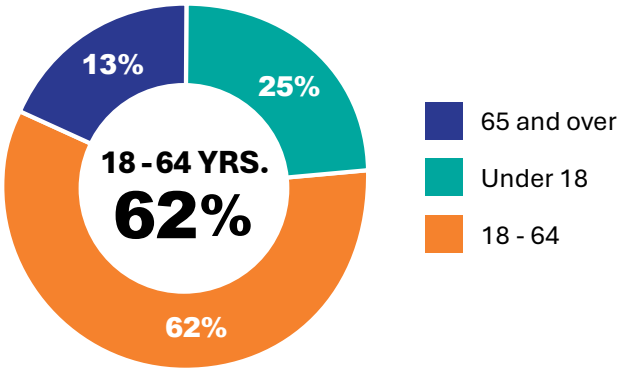
As of 2024, the estimated City of Faribault population was 24,983. The unemployment rate (not seasonally adjusted) in Rice County in April 2025 was 3.2%, in keeping with the statewide average. Despite steady employment numbers, many households in Faribault are living with lower-than-average wages. The median household income is $61,662.00 - which is about two-thirds of the statewide median income of $87,556. Even within the surrounding micropolitan statistical area, median household income is about three-fourths of the regional median income. 15.9% of people live below the poverty line, and 20% of children under the age of 18 live below the poverty line. These numbers are more than 1.5-times the state averages and the rates in the surrounding area.

Diversity is an important part of Faribault's identity. The city's ethnic demographic is changing as it continues to grow and as it remains a high-quality place for recent immigrants to the United States to find full-time employment. As of 2024, 14.1% of the population of Faribault is foreign-born, which is 1.5-times the rate of the surrounding micropolitan statistical area and the rate of the rest of the state. The most common birthplace for foreign-born residents in the State of Minnesota was Mexico, followed by Somalia and India. 21.5% of households have a language other than English spoken at home. Faribault is predominantly white alone - not Hispanic or Latino (65.8%), followed by black alone (15.5%), Hispanic or Latino (14.7%), Two or more races (6.8%), Asian alone (1.4%) and lesser figures for American Indian and Alaska Native, and Native Hawaiian and other Pacific Islander originating groups. The median age of Faribault residents is 38.4 but will likely trend lower based on high birth rates. 11.1% of women ages 15-50 gave birth during the past year, which is about double statewide birthrates.

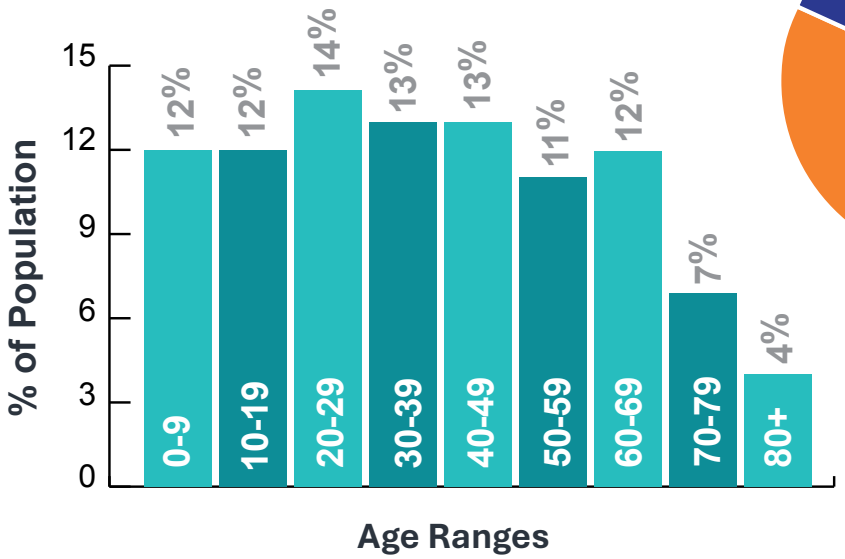
The largest employment industries in Faribault are manufacturing, health care and social assistance, retail trade, and educational services. Industry clusters include education across both private, public and state schools (including Shattuck-St. Mary's and the State Academies for the Blind and Deaf); food processing of both meat and non-meat products; and advanced manufacturing. As the county seat, Rice County also is a major employer. Faribault also has a minimum-medium security class correctional facility within the city limits, which is another major employer.

38.4
MEDIAN AGE

POPULATION BY AGE CATEGORY



POPULATION BY AGE RANGE



HOME OWNERSHIP AND HOUSEHOLD INCOME TRENDS

Geographic mobility in Faribault is slightly more stable than the surrounding micropolitan statistical area and the statewide averages - with only 10.6% of the population having moved in the previous year. 89% of the population lives in the same house they lived in one year ago, approximately 5% moved within Rice County, and 5% moved from a different county to Faribault/Rice County.

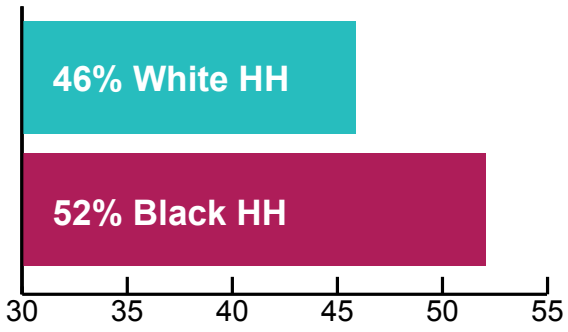
Faribault has 9,363 housing units - 66% of which are single unit homes. 94% of units are occupied and 65% of units are owner-occupied. Like much of the United States, Faribault is experiencing a housing shortage of available stock that meets the needs of those who seek to buy or rent housing. Permit data indicates that 129 single-family homes (including townhomes) building permits were pulled for construction since 2020, and 6 multi-family permits were pulled resulting in the construction of 371 new units since 2020. An additional 36 mobile homes were also constructed in this time period (This data does not include 2025 year-to-date permit information, but rather only 2020-2024 data). The median price for a single-family home sale in Faribault is $326,000. While numbers ebb and flow seasonally, the sale-to-list price ratio is approximately balanced - where homes sell for approximately the asking price. As of May 2025, homes spend a median of 25 days on the market.

There is a significant racial disparity in homeownership rates in Rice County - with 79% of homeowners being white vs. 46% being BIPOC (Black, Indigenous, Person of Color). Black households are more likely to be cost-burdened than white households in the State of Minnesota. Cost-burdened is defined as spending more than 30% of household income on housing costs. 45% of renters in Rice County can be described as cost burdened. 62% of senior renters are also cost-burdened.

An assessment of housing vacancy completed in 2018 by Maxfield Research noted that the vacancy rate was 0.8% at that time. As of a 2023 Minnesota Housing Partnership report 41% of rental units in Rice County and 37% of single-family homes were constructed pre-1970.

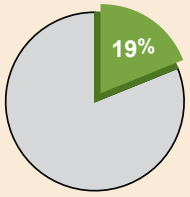
RACIAL DISPARITIES IN RENTER COST-BURDEN

* in Greater MN

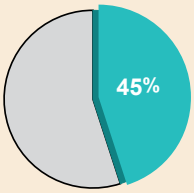


5,719 in the county are cost-burdened–at-risk of being forced to choose between a home and other basic needs like food, clothing and medicine.

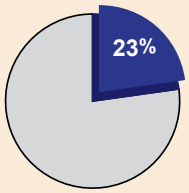
COST-BURDENED* COUNTY HOUSEHOLDS



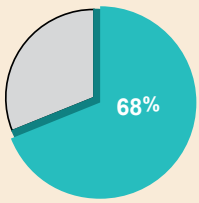
Owners: 3,271



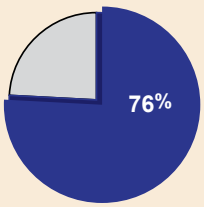
Renters: 2,448



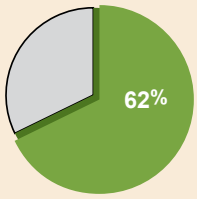
Severely Cost-Burdened* Renters: 1,267



Low-Income* Minnesotans: 3,355



Low-Income Renters: 2,028



Senior Renters: 917

**Cost Burden: Spending 30% or more of household income on housing costs.*
**Severe Cost Burden: Spending more than 50%.*
**Low-Income: Households earning under $35,000 annually.*

**Data and information provided by the City of Faribault website, City of Faribault Department data, U.S. Census Data, Data USA, Minnesota Compass, Federal Reserve Bank of St. Louis, Realtor.com, and Minnesota Housing Partnership.*

STRATEGIC PLAN CONTEXT

The City of Faribault's 5-year strategic plan is intended to be a short-term document that serves as an internal guidepost for the organization.

It is important to differentiate how this plan varies from the broader Community Vision 2040. Faribault City and community leaders participated in a broader community-wide exercise in 2014 to articulate a vision of the community over a longer-term timeframe - the following 25 years. Community Vision 2040 is a long-term framework that intends to guide subsequent community plans, policy-making bodies and in overarching decisions that impact the community. Community Vision 2040 was led and managed by City leadership but involved broad and inclusive community engagement efforts.

This strategic plan aims to guide the City Council and City staff in addressing short-term issues which Faribault is facing. Some of these issues are broad, community issues which impact government service delivery and others are strictly operational in nature. We make an effort in this plan to connect and acknowledge where there is synergy between these short-term goals and the broader goals envisioned in Community Vision 2040. Where you see a lightning bolt icon (⚡), there is a note of how the City of Faribault 5-year strategic plan initiative ties directly to a Community Vision 2040 goal.

THE CITY OF FARIBAULT'S CORE VALUES

As a kickoff to the strategic planning process, a broad cross-section of City elected officials, department heads and staff defined their values, mission and vision for the next five years through interactive workshops. We share their feedback here.

The City of Faribault's core values describe how we approach our work each day as we serve our customers:

- **HONESTY:** Honesty means choosing transparency over comfort, because real trust requires real truth.
- **RESPECT:** We lead with respect by listening first, assuming goodwill, and treating every interaction as a chance to build trust.
- **DEDICATED:** We live this value by owning our role, staying resilient through challenges, and showing results that build trust.
- **VISIONARY*:** We embrace new ideas, challenge the status quo, say "yes" to innovation, and focus on turning possibilities into a better future.
- **ACCOUNTABILITY:** Being accountable requires courage to admit our errors, humility to learn, and transparency to build trust every day.

Community Vision 2040 Synergy: **A note on visionary as a value: One of the community values which emerged in Community Vision 2040 was innovation. The plan notes: "We value and encourage creativity, flexibility, and openness to new ideas and positive change in all sectors of our community, including business, industry, education, and government."*

A mission statement is defined as the promise which City leaders make to all who live, work, play or invest in the community and rely on City infrastructure and services. Mission statements are grounded in reality and should be implementable and measurable.

THE CITY OF FARIBAULT'S MISSION

The City of Faribault, in harmony with residents, businesses and institutions, serves to connect with our community, ensuring a clean, safe, and vibrant livability.

A vision statement is an aspirational goal of what an organization could be with no barriers. This is a bold statement that drives an organization forward but may not be fully implementable or measurable. The City of Faribault's vision is:

THE CITY OF FARIBAULT'S VISION

Faribault honors its heritage while building a bold future - driven by smart investment, community relationships, and a legacy of opportunity for all.

SWOT ANALYSIS

STRENGTHS, WEAKNESSES, OPPORTUNITIES, AND THREATS

The following SWOT analysis was developed following a review of the National Community / Employee Survey results, one-on-one interviews with elected officials and department heads, and a series of focus groups with community members. The themes which emerged through this strategic planning process are summarized briefly below. Staff, department heads and City Council members selected their top issues (highlighted) to prioritize and address the subsequent seven strategic plan goals. Each goal indicates via a link symbol 🔗 which portion of the SWOT analysis it connects back to.

STRENGTHS	WEAKNESSES
A committed community with a strong identity	Limited housing and affordability challenges
Dedicated and knowledgeable staff	Siloed government functions
Infrastructure and physical assets	Community perception and identity challenges
Buckham Memorial Library as a civic anchor	Staff capacity and organizational support
Rich cultural institutions and history	

OPPORTUNITIES	THREATS
A more inclusive, youthful, and diverse Faribault	Persistent poverty and structural inequities
Improved communication and community engagement	Reliance on state aid and fiscal volatility
Community Center redevelopment as a community hub	Loss of institutional knowledge and leadership continuity
Reposition Faribault's narrative and reputation	Aging infrastructure and growth pressures
Ensure top-notch customer service in planning, inspection, and code enforcement	Risk of community division
Invest in staff development and management training	
Modernize fees with equity in mind	
Bridge the gap between policy and poverty	

STRATEGIC PLAN STRUCTURE

The City of Faribault's strategic plan will serve as a roadmap for the organization over the next five years. An inclusive process which engaged City-wide staff, department heads, community members, City Council, as well as community leaders invited participant feedback and insights throughout the spring of 2025. You will see the following definitions in the pages of this document:

GOALS: Goals are broad statements that define a future state for a problem which the City of Faribault is currently facing. Goals include multiple objectives within them.

OBJECTIVES: Objectives are aligned underneath a corresponding goal. Objectives are action items which move the City of Faribault toward realization of the broader goal.

INITIATIVES: Initiatives are specific programs (new or existing) that have data measures tied to them. Initiatives are aligned under an objective, just as objectives are aligned under goals. Initiatives are useful to measure progress in implementation as they have data benchmarks which can be measured and evaluated over time.

DATA MEASURES: Data measures are just as they sound - a quantitative measurement of, well, anything! In order to measure progress on working toward goals and objectives, we have identified a data measure for each initiative. This allows us to measure two specific things: 1) if the initiative is being implemented, and 2) if that initiative is successful in realizing the established objectives and broader goals.

GOAL 1

Sustain What We've Built: Invest in Our Infrastructure, Parks, and Community Pride

- Ties to organizational STRENGTH of City Infrastructure and Assets
- Ties to organizational THREAT of Aging Infrastructure and Growth Pressures

Why This Matters: Investing in and maintaining Faribault's infrastructure is critical to ensuring the safety, functionality, and attractiveness of the community for both current residents and future generations. Concerns raised by staff highlight the challenges posed by aging infrastructure, including underground infrastructure and the condition of the City's numerous parks and facilities. Addressing these issues is essential to supporting a high quality of life and fostering pride in place among residents and visitors alike.

This is more than mowing grass or fixing pipes - it's about sustaining a high quality of life in Faribault, building trust in the city, and reinforcing collective care of our shared public spaces.

OBJECTIVE 1.1

There is greater public buy-in and awareness around major infrastructure projects

INITIATIVE 1. Use tools through the City's relationship with Polco to regularly engage a random sample from the public to understand sentiment and prioritization around infrastructure projects.

- Data Measure: Demographic match rate (% of survey sample that reflects full community demographics).
- Data Measure: Pre/post survey question about knowledge of infrastructure projects.
- Data Measure: % excellent/good rating of overall quality of the utility infrastructure in Faribault in National Community Survey.
- Data Measure: Track the City of Faribault Construction feedback form.

INITIATIVE 2. Expand use of visual storytelling using the City's existing ArcGIS license to visually communicate where major infrastructure projects are located, timelines, and funding sources.

- Data Measure: Page views/interactions with ArcGIS project maps or storyboards.
- Data Measure: Social media shares or reaches when GIS visuals are shared on City social channels or embedded in webpages.

OBJECTIVE 1.2

An all-hands approach is implemented to ensure stewardship of the City's many parks and green spaces

INITIATIVE 3. Explore the creation of flex roles within Parks and Public Works that can address the as-needed maintenance, repairs, and facility / park needs. This role could be shared between both departments but emphasize parks seasonally.

- Data Measure: Seasonal satisfaction scores from park users on park cleanliness and safety. May be measured through QR code surveys at parks or a simplified version of the Happy or Not customer feedback tool.
- Data Measure: % excellent or good rating of city parks from National Community Survey.
- Data Measure: Parks and Recreation invests in shared software for work order tracking in order to benchmark average response time for park maintenance requests.

INITIATIVE 4. Create system-wide volunteer opportunities such as Adopt-a-Park or Trail program. The focus of this effort could begin with parks and trails that have a higher level of care, especially during the busiest warm weather months. Note: this should be in addition to regular neighborhood maintenance and should likely be prioritized for neighborhood levle parks versus major parks like North Alexander.

- Data Measure: % of Faribault's parks adopted with active agreements in place.
- Data Measure: Retention rate of adopters year-over-year.
- Data Measure: Demographic information of volunteers in parks reflects neighborhood composition.

OBJECTIVE 1.3

Anchor cross-departmental events in municipal parks

INITIATIVE 5. Build on the success of Safe Summer Kickoff with the Faribault Police Department in North Alexander Park by hosting more family-friendly events in municipal parks as an effort to showcase them. This might include a touch-a-truck event with the Department of Public Works, a fishing event with the Fire Department, or other events.

- Data Measure: Social media reach of postings about events.
- Data Measure: # of City-sponsored events held annually in municipal parks.
- Data Measure: # of attendees for events held annually in municipal parks.
- Data Measure: # of City departments participating.

Community Vision 2040 Synergy: *This initiative aligns with Goal 1E) of Community Vision 2040 under Public Safety.*

GOAL 2

Define the Next Chapter for the Faribault Community Center

Ties to organizational OPPORTUNITY of Community Center Redevelopment

Why This Matters: The Community Center, strategically located between the Buckham West Senior Center and Buckham Memorial Library, is a key asset for the City of Faribault. However, it is evident that reinvestment is necessary to ensure the facility adequately meets the evolving and diverse needs of the community for connection, recreation, and accessible public space.

This goal is critical as the Community Center serves as a vital hub for fostering social cohesion, supporting healthy lifestyles, and providing inclusive gathering spaces for residents of all ages and backgrounds. To advance this objective, the City must carefully evaluate the benefits and challenges associated with either relocating the Community Center or rehabilitating it in its current location, ensuring that any investment is fiscally responsible and aligned with broad community support.

OBJECTIVE 2.1

The City vets and picks a path forward for the Community Center

INITIATIVE 6. A formal analysis is completed to review options and the costs surrounding the redevelopment of the Community Center in its current location. This will include an analysis of space needs, operational costs, revenue generation, and stakeholder insights.

Note: A cross-cultural stakeholder group was successfully engaged several years ago around this topic and we recommend continued stakeholder engagement as this process begins.

- Data Measure: City Council confidence ("Was the study sufficient to support an informed decision?")
- Data Measure: Stakeholder satisfaction score (via post-meeting surveys: "do you feel that your voice was heard?")
- Data Measure: % of meetings attended by a diverse cross-section of the community.
- Data Measure: % of recommendations that stem from public input in the final feasibility study.

Community Vision 2040 Synergy: *This initiative aligns with Goal 1(B) of Community Vision 2040 under Access to Nature, Leisure, and the Arts.*

INITIATIVE 7. No matter the outcome of the Community Center's path forward, embrace the synergy that exists within the current Buckham Center complex through redevelopment and expansion to continue building on the anchor destination that serves our multigenerational and multi-cultural population.

- Data Measure: # of stakeholder or community input sessions around reuse of the site.
- Data Measure: Presence of intergenerational/cross-programming in the new use plan.
- Data Measure: Financial impact report completed on redevelopment costs to dispose / separate the existing Community Center facility.
- Data Measure: City action is taken on the site (plan adopted, RFP released, lease signed, etc.)
- Data Measure: # of venues utilized or # of listening sessions held.

GOAL 3

Invest in Housing to Preserve the Community

Ties to organizational WEAKNESS of Regional Housing Shortage

Why This Matters: Addressing the regional housing shortage is a critical priority for the City of Faribault's sustainable growth and economic vitality. Without a sufficient supply of quality, affordable, and diverse housing options, the City risks losing residents, workforce talent, and future opportunities for economic development. Stable and accessible housing is foundational to foster community pride, enhance public health, and encourage long-term investment in Faribault.

While the City has made significant progress in creating a developer-friendly zoning environment and elevating affordable housing discussions through recent community engagement efforts, further strategic focus is necessary. This includes understanding the housing needs of diverse populations and prioritizing reinvestment to preserve and enhance the existing housing stock, thereby strengthening the overall fabric of the community.

Note: These efforts should likely be joint between the City Council, staff, and the Housing and Redevelopment Authority Board.

OBJECTIVE 3.1

Maximize land use around underutilized land within the city to support housing development

INITIATIVE 8. Develop and adopt a formal infill lot strategy to maximize redevelopment of smaller sized vacant lots that are in older neighborhoods. These lots are often less readily considered for new home development due to smaller lot size. Consider clear standards of construction or a library of pre-approved architectural plans for infill sites that are suitable for these unique sites to drive infill housing. Example from South Bend, IN.

- Data Measure: # of infill lots identified throughout Faribault through mapping or inventory process.
- Data Measure: # of infill lots redeveloped or under development annually after implementation of a formal strategy.
- Data Measure: Market value of lots identified as infill lots.

INITIATIVE 9. Explore creation of a land trust for housing with the Minnesota Community Land Trust Coalition. **Currently Rice County is one of five counties in the state that is not participating through a community land trust effort or housing partnership. Land trusts are a tool for creating and maintaining permanently affordable housing through non-profit ownership of the land, and private lease-to-own ownership of the homes. This mechanism makes home ownership significantly more accessible, allows for owners to build some equity, but also ensures permanent affordability.**

- Data Measure: Feasibility report or case study completed.

OBJECTIVE 3.2

Direct resources toward stabilization of existing housing stock

INITIATIVE 10. Explore ways to empower existing homeowners to rehabilitate and reinvest in existing housing stock in the city. Economic barriers may stand in the way of a home's maintenance, but revitalized homes in Faribault can help to stabilize neighborhoods. This may include direct forgivable loan programs, grants, or Rock the Block initiatives with partners such as Habitat for Humanity.

- Data Measure: # of homes rehabilitated via a grant or loan program.
- Data Measure: % of homeowners served at 115% AMI, 100% AMI, and 80% AMI.

INITIATIVE 11. Explore creating incentives for landlords who reinvest in their rental properties without dramatically increasing monthly rents.

In larger Minnesota cities like Minneapolis and St. Paul, their departments opt to take a route of helping landlords apply for a specialized low-income rental tax classification to realize significant property tax reduction. These savings are required to be routed into reinvestment and updates for the properties.

- Data Measure: Equity lens (% of participating units occupied by BIPOC, senior, or low-income tenants impacted by this reinvestment).
- Data Measure: # of rental units improved through reinvestment without significant rent increases.
- Data Measure: % of good/excellent rating on availability of affordable housing; variety of housing options; well-planned residential growth in the National Community Survey.

GOAL 4

Future-proof the Workforce by Being the City that Cares for Its People

- Ties to organizational STRENGTH of Dedicated and Knowledgeable Staff
- Ties to organizational WEAKNESS of Staff Capacity and Organizational Support
- Ties to organizational OPPORTUNITY of Investing in Staff Development and Management Training

Why This Matters: Proactively addressing employee burnout is a vital objective for the City of Faribault to ensure the sustained delivery of high-quality services and the retention of a skilled, motivated workforce. As the community grows and service demands increase, it is imperative to foster a workplace culture that recognizes and supports the diverse needs of employees beyond traditional incentives such as recognition and compensation. Prioritizing employee well-being and capacity building is essential for maintaining organizational effectiveness and public trust now and into the future.

OBJECTIVE 4.1

Wrap arms around current state of workforce in City

INITIATIVE 12. Identify which departments experience the highest turnover of employees, examine exit interviews and understand contributing trends.

- Data Measure: Exit interview completion rate (%).
- Data Measure: Annual turnover rate by department.
- Data Measure: Top three reasons for departure identified in exit interviews or surveys shared with City Council.
- Data Measure: % good/excellent rating of employee engagement questions on National Employee Survey.

INITIATIVE 13. Reengage City staff on the National Employee Survey biennially to benchmark City employee sentiment against national trends.

- Data Measure: Positive increase in satisfaction scores (Faribault vs. national averages.)

OBJECTIVE 4.2

Market career opportunities in Faribault as a place to start a career in public service

INITIATIVE 14. Explore allowing employees to use their student loan payments as a match for deferred compensation retirement plans. This offers an opportunity to recognize the challenge early career employees have to save for retirement and pay back their college education costs. This match ensures early investment in a financial safety net for early career professionals.

- Data Measure: % of employees interest in this benefit.

INITIATIVE 15. Re-imagine the marketing of open positions and benefits to tell the story of the impact employees can make in a diverse and mid-sized community like the City of Faribault. Speak to values language (such as honesty, accountability, visionary, professionalism and respect) and workplace culture to ensure that values-aligned prospective hires reach the organization as candidates.

- Data Measure: Click-through rate on newly branded recruitment content.
- Data Measure: # of hires citing “impact”, “values” or “culture” in cover letters or in interviews.
- Data Measure: Development of values-based interview questions across all departments and specific to all job descriptions.

OBJECTIVE 4.3

Offer strategic benefits that help Faribault employees to feel valued beyond their wages

INITIATIVE 16. Explore creative retention and longevity benefits like a paid half day or a modest gift for employees for their birthdays for employees who have worked for the City for more than one year.

- Data Measure: Cost per employee recognized.
- Data Measure: Employee satisfaction with recognition culture.
- Data Measure: % good/excellent work-life-balance scores from National Employee Survey.
- Data Measure: Survey conducted for employee feedback on preferred recognition mechanisms.

GOAL 5

You Belong Here: Advancing Youth Leadership and Building Community Connections

Ties to organizational OPPORTUNITY of A More Inclusive, Youthful, and Diverse City

Why This Matters: Faribault's comparatively younger demographic profile presents a significant strategic advantage, positioning the City to effectively cultivate the next generation of workforce, leadership, and families. Prioritizing investments in youth development, recreational opportunities, and fostering an inclusive community identity is critical to sustaining Faribault's long-term vibrancy, public safety, and civic pride. This focus ensures that the city remains a welcoming and dynamic place for current and future residents, supporting economic growth and social cohesion.

OBJECTIVE 5.1

Engage youth intentionally in local government

INITIATIVE 17. Form a Youth Advisory Commission through a partnership with local school districts. This advisory body to the City Council would provide direct opportunities for youth engagement in City decision-making and to encourage more youth to become community leaders. Lakeville **is one of a number of Minnesota communities with such a commission.**

- Data Measure: Structure and bylaws developed for the formation of this group.
- Data Measure: Post-program survey on youth sense of belonging and influence by former commissioners.
- Data Measure: # of recruitment events held.

INITIATIVE 18. Develop a Youth in Government Program in partnership with Faribault Public Schools and other area schools. This program would help teens to better understand how city government operates and potentially see career or volunteer opportunities of how they might influence local government. South Central College 9th Grade Career Day is a partner opportunity in the community to leverage. Some examples of youth engagement in local government from the League of Minnesota Cities are linked here.

- Data Measure: School participation rate (of schools or districts involved)
- Data Measure: # of students participating annually.

OBJECTIVE 5.2

Develop technology-free opportunities for youth in Faribault to connect

INITIATIVE 19. Expand low-cost programming in City public spaces through the Buckham Memorial Library, Community Center that are geared toward teens - such as teen scavenger hunts (a la The Amazing Race), teen cultural exchange night, DIY maker night, silent disco in the park, night markets, etc. The intentional use of third spaces for teen-centric programs sends a message that youth are welcomed and valued by City leadership.

- Data Measure: Event diversity (program type variety)
- Data Measure: Teen participant feedback via post-event poll
- Data Measure: Average attendance per event
- Data Measure: Donations or in-kind partner support of these events annually.
- Data Measure: # of attendees per event.

INITIATIVE 20. Launch a Faribault Summer Passport (potentially in partnership with Rice County or Faribault Public Schools.) A summer passport program of 10+ things that teens could do that are device-free and expose youth to outdoor recreation opportunities available in the city.

- Data Measure: # of passport activities completed per participant.
- Data Measure: # of downloads or distributed summer passports

GOAL 6

Build Pride, Inclusion, and Trust in Every City Interaction

- **Ties to organizational WEAKNESS of Community Perception and Identity Challenges**
- **Ties to organizational OPPORTUNITY of Repositioning Faribault's narrative and reputation**

Why This Matters: The City of Faribault recognizes that persistent negativity, misinformation, and polarization—particularly on social media platforms—pose significant challenges to community cohesion and external perceptions. Such narratives, often driven by a vocal minority, risk undermining residents' pride and confidence in their city, which can impact investment, engagement, and long-term retention.

Addressing this challenge through consistent, proactive, and transparent communication (actively listening to concerns of community member and being responsive to those concerns) is essential to build trust, correct misinformation, and elevate the positive attributes and diverse stories that define Faribault as a vibrant and inclusive community. This strategic goal is critical to fostering a unified community identity, enhancing civic pride, and supporting sustainable growth.

OBJECTIVE 6.1

Elevate community pride for residents and staff members

INITIATIVE 21. Explore a joint Faribault Hometown Pride Campaign with the Faribault Chamber of Commerce. Use this as an opportunity to highlight local success stories, diverse residents, and unique assets in the community.

- Data Measure: Scores on biennial National Community Survey for questions about Faribault as a place to live; How likely or unlikely individuals are to recommend living in Faribault.
- Data Measure: # of stories or resident features shared through campaign channels.

Community Vision 2040 Synergy: *This initiative aligns with Goal 2(C) of Community Vision 2040 under Pride in Our Community.*

INITIATIVE 22. Expand the new employee onboarding process to include exposure to various City assets outside their department. An example of this under way is a bus tour for new employees occurring twice annually. An example of a comprehensive City onboarding process from the City of Columbus, OH is linked here.

- Data Measure: Post-onboarding feedback score on knowledge of city assets.
- Data Measure: % of new hires completing enhanced onboarding experience.
- Data Measure: # of new hires participating in City bus tour.

OBJECTIVE 6.2

Correct misinformation and lead with civility

INITIATIVE 23. Continue to build on Council Chats' success through short-form videos. Leverage the success of Council Chats by developing short-form social media content (60 second or shorter videos, posts) to summarize takeaways from chats and City meetings. This helps to raise awareness and correct misinformation while acknowledging that many will not read full meeting minutes.

- Data Measure: Scores on biennial National Community Survey for questions about overall confidence in Faribault government; confidence in the leadership of senior staff/ leadership; confidence in the leadership of Council/ elected officials.
- Data Measure: Views and metrics on short-form videos.

INITIATIVE 24. Expand communications team staffing to continue the positive work executed by the Communications staff. Explore internship opportunities to develop content consistently across more social media platforms.

- Data Measure: Scores from National Community Survey on resident connection and engagement with their community; increased connection statistics.
- Data Measure: Page growth on social media channels.

INITIATIVE 25. Continue training departments on communications best practices. Expand the positive influence of the Communications staff through broad education on best practices across public-facing departments.

- Data Measure: % of departments participating in communications training.
- Data Measure: Post-training confidence levels after training (via staff survey.)

OBJECTIVE 6.3

Ensure that accessing City government is easy and that representation is equitable

INITIATIVE 26. Review board and commission application and reappointment process. Revisit the process for application and appointment to City boards and commissions to ensure representation of the City of Faribault as a whole.

- Data Measure: Track demographic information of board and commissioners through a specific intake process, with the goal of working toward parity with community demographics.
- Data Measure: # of new applicants and repeat appointees.
- Data Measure: # of outreach recruitment events/ opportunities targeted at underrepresented community members

Community Vision 2040 Synergy: *This initiative aligns with Goal 2(A) of Community Vision 2040 under Pride in Our Community.*

INITIATIVE 27. Improve development and redevelopment processes to become a more streamlined, developer-friendly community. Updating the Unified Development Ordinance, process improvements, and comparing development-related processes and procedures to similarly sized communities are great starting points.

- Data Measure: Development timeline benchmarks (average number of days from application to approval).
- Data Measure: Satisfaction rating with development process (from developers or applicants).

Community Vision 2040 Synergy: *This initiative aligns with Goal 2(I) of Community Vision 2040 under Thriving Economic Development.*

GOAL 7

Set the Standard for Professionalism Through Service

- Ties to organizational OPPORTUNITY of Ensuring top-notch customer service in planning, inspection, and code enforcement
- Ties to organizational OPPORTUNITY of Investing in staff development and management training,

Why This Matters: Respectful and professional interactions are foundational to building and maintaining public trust in local government. Given the challenges posed by tense situations, past conflicts, and communication barriers, it is essential that all City team members consistently demonstrate professionalism and respect in their service delivery. Prioritizing these standards through clear expectations and comprehensive training will enable the City to foster positive community engagement, break down barriers to cooperation, and strengthen relationships with residents and stakeholders.

OBJECTIVE 7.1

Excellent customer service is accessible and respectful for all

INITIATIVE 28. Explore language access technology (there are some AI-powered tools online now) to ensure that non-English speakers are able to receive exemplary customer service in the City of Faribault. This can not only support non-English language speakers, but also individuals who are hard-of-hearing, deaf, or deafblind.

- Data Measure: # of staff trained in inclusive communication or tech-enabled access tools.
- Data Measure: % of departments using language access tools.
- Data Measure: % of departments with bilingual staff members.
- Data Measure: # of interactions using translation/interpretation tools.

iNITIATIVE 29. Explore creation of an employee recognition program. Consider launching a peer-nominated customer service award for employees. This is a chance to highlight champions who embody the City's core values and the highest level of customer service.

- Data Measure: % of departments participating in the nomination process.
- Data Measure: National Employee Survey scores regarding overall staff morale; showing employee appreciation within the City of Faribault.

INITIATIVE 30. Implement "How You Say It" training for employees engaged in public-facing customer interactions. Analyze language, tone, and sentiment across email communications to identify pain points where customer service messaging and tone can be improved. Provide supportive training to support staff, improve "how they say it", and ensure that consistent responses are delivered.

- Data Measure: Customer feedback on professionalism and helpfulness (via QR code surveys).
- Data Measure: Overall customer service statistics for Faribault from National Community Survey.
- Data Measure: % good/excellent scores for Faribault treating residents with respect; welcoming resident involvement from National Community Survey.
- Data Measure: # of employees completing customer service communication training.
- Data Measure: % of employees with increased knowledge post training; % of employees identifying different training or support needed after the initial training.

OBJECTIVE 7.2

Train in tense interactions and have a plan for managing them

INITIATIVE 31. Train management in de-escalation techniques with an organization-wide expectation that managers should take the lead when temperatures rise in interactions. Managers can and should actively support employees during tense interactions to calm the situation.

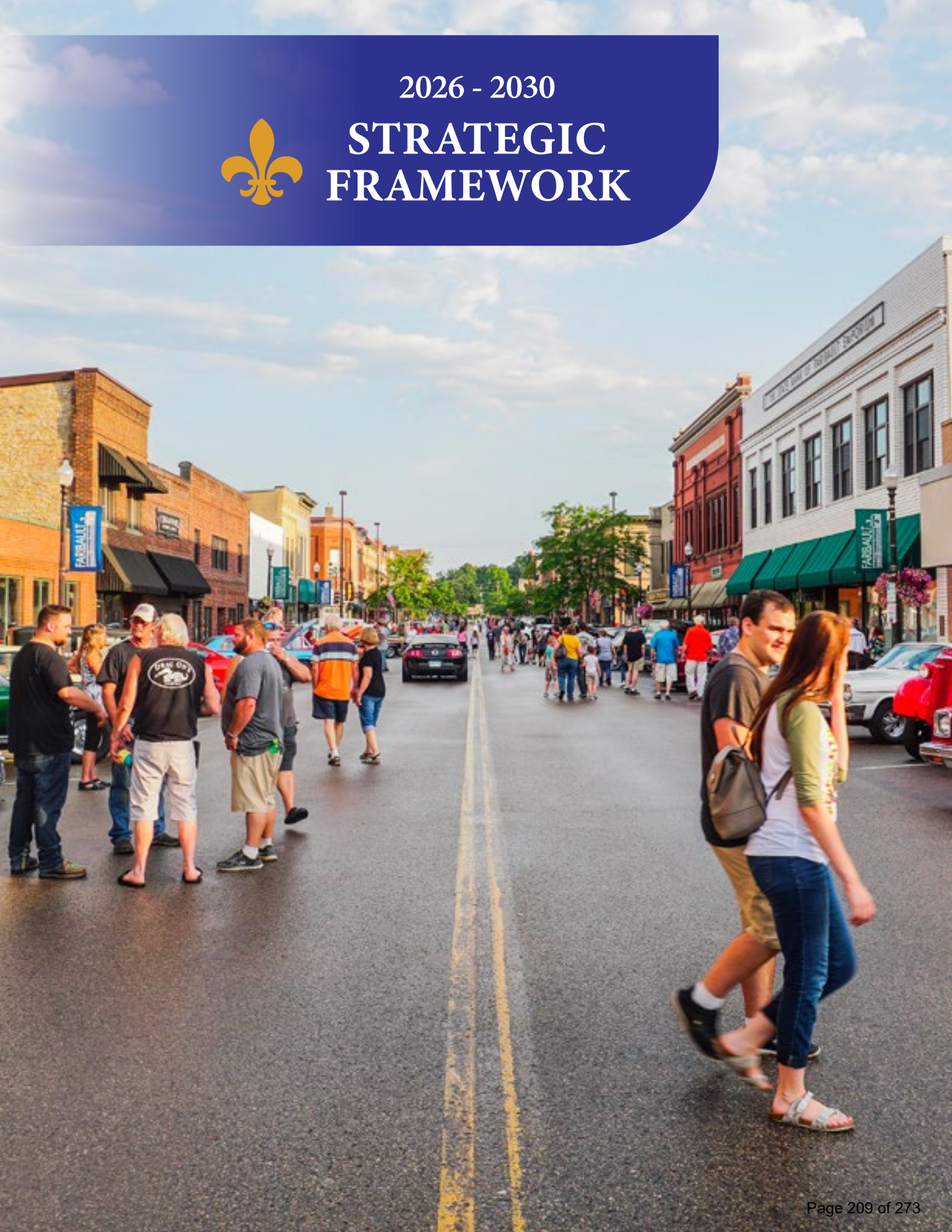
- Data Measure: % of departments with managers trained in de-escalation techniques.
- Data Measure: # of incidents reported involving escalation with manager involvement noted.
- Data Measure: % very or moderately confident in the leadership of your supervisor; % very or moderately confident in the leadership of senior staff/leadership.

INITIATIVE 32. Provide managers with resources and authority. Pre-plan with management on how to remove or if necessary, redirect, disruptive individuals to protect staff wellbeing. Include performance measures in manager reviews about how they support their teams in high-pressure scenarios.

- Data Measure: Inclusion of support metrics in annual performance reviews for managers.
- Data Measure: Development of formal protocol for managing disruptions.

2026 - 2030

STRATEGIC FRAMEWORK



STATEGIC PLAN GOALS

The City's strategic plan has seven overarching goals that influence internal operational dynamics and external customer service and service delivery.

	OBJECTIVES		
GOAL 1 Sustain What We've Built: Invest in Our Infrastructure, Parks, and Community Pride	▲ There is greater public buy-in and awareness around major infrastructure projects	▲ An all-hands approach is implemented to ensure stewardship of the City's many parks and green spaces	▲ Anchor cross-departmental events in municipal parks
GOAL 2 Define the Next Chapter for the Faribault Community Center	▲ The City vets and picks a path forward for the Community Center		
GOAL 3 Invest in Housing to Preserve Community	▲ Maximize land use around underutilized land within the city to support housing development	▲ Direct resources toward stabilization of existing housing stock	
GOAL 4 Future-proof the workforce by being the city that Cares for Its People	▲ Wrap arms around current state of workforce in City	▲ Market career opportunities in Faribault as a place to start a career in public service	▲ Offer strategic benefits that help Faribault employees to feel valued beyond their wages
GOAL 5 You Belong Here: Advancing Youth Leadership and Building Community Connections	▲ Engage youth intentionally in local government	▲ Develop technology-free opportunities for youth in Faribault to connect	
GOAL 6 Build Pride, Inclusion, and Trust in Every City Interaction	▲ Elevate community pride for residents and staff members	▲ Correct misinformation and lead with civility	▲ Ensure that accessing City government is easy and that representation is equitable
GOAL 7 Set the Standard for Professionalism Through Service	▲ Excellent customer service is accessible and respectful for all	▲ Train in tense interactions and have a plan for managing them	

Request for Council Action

TO:	Mayor and City Council
THROUGH:	David Wanberg, CED Director Jessica Kinser, City Administrator
FROM:	Harry Davis, City Planning Manager Leslie McGillivray-Rivas, Planner I
MEETING DATE:	November 12, 2025
SUBJECT:	Ivy Hill Senior Center Facility/607 2nd Ave NW - Zoning Map Amendment, Preliminary Plat, Final Plat, Conditional Use Permit, Variance(s)

Background:

MacKenzie Ramsey (the "Applicant"), on behalf of Ivy Hill Senior Care Inc (the "Owner"), requests City Council approvals for a proposed renovation and expansion of an existing residential care facility at 607 2nd Avenue NW (the "Project"). The Applicant proposes to expand the facility, which is currently licensed for up to 16 residents, to accommodate up to 32 residents.

To implement the Project, the Applicant and the Owner acquired the adjacent former residential care facility located at 118 6th Street NW, which was previously licensed to accommodate up to ten residents. In 2025, the Applicant demolished the building to facilitate the expansion of the 607 2nd Avenue NW facility. In short, rather than having two separate residential care facilities that serve up to 26 residents, the Applicant proposes to have one improved residential care facility that can serve up to 32 residents.

The Applicant submitted the required applications for City approval of the Project. After meeting with the Applicant and a neighboring property owner who expressed concern about the proposed expansion, City Staff prepared a report and recommended approval of the Applicant's requests. The Planning Commission held a public hearing on November 3, 2025, to consider the Applicant's requests. The Applicant and some neighbors attended the public hearing and provided comments. The following provides an overview of the Applicant's requests, the public comments, and the Planning Commission's recommendations:

1. **Ordinance 2025-16 Approve the Rezoning of Property between 6th St NW, 7th St NW, and 2nd Ave NW from R-3,**

Medium Density Residential to R-4, High Density Residential. The City's Unified Development Ordinance (UDO) limits residential care facilities to serving 16 persons or less in the R-3 District. Because the Applicant proposes to combine separate properties and facilities into one expanded facility, the UDO requires that it be in an R-4 District. No one from the public objected to the rezoning request. With a 7-0 vote, the Planning Commission recommended approval of the request.

2. **Resolution 2025-285 Approve the Preliminary and Final Plats of PIPER RAMSEY ADDITION**. The Applicant's platting request involves combining four parcels into one platted lot that can accommodate the Applicant's proposed expanded residential care facility. No one from the public objected to the rezoning request. With a 7-0 vote, the Planning Commission recommended approval of the request.
3. **Resolution 2025-286 Approve a Conditional Use Permit for a Residential Care Facility Serving 17 or More Persons Associated with the Plat of PIPER RAMSEY ADDITION.** The UDO requires City approval a conditional use permit for a residential care facility serving 17 or more persons in the R-4 District. No one from the public objected to the conditional use permit request. With a 7-0 vote, the Planning Commission recommended approval of the request.
4. **Resolution 2025-287 Approve Parking and Accessory Structure Setback Variances related to a Residential Care Facility Use Associated with the PIPER RAMSEY ADDITION Plat.** The Property's existing parking lot and accessory structure do not meet the reuired setbacks outlined in the City's UDO. The Applicant's Project involves modifying the existing parking lot to bring it closer to meeting the UDO requirements, while allowing sufficient area for emergency services to maneuver their vehicles. The Project also involves moving the existing accessory structure to a new location on the Property. Neither the existing accessory structure location nor the proposed location is consistent with the UDO setback requirements. The proposed location is intended to provide a balance between allowing sufficient setback from a neighboring property while ensure sufficient area for maneuvering emergency services vehicles.

Two residents provided input on the Applicant's variance request at the public hearing. One resident asked for clarification regarding the proposed setback of the accessory structure, which City Staff clarified for them. The other resident, who lives immediately adjacent to the existing accessory structure, requested that the City deny the setback variance request for the proposed relocated accessory structure, and recommended that the Applicant remove the accessory structure from the Property. That same resident also requested that the City deny

the variance for the parking lot setback, stating that the required parking lot setback is necessary to provide a sufficient landscaping buffer between the Property and the neighboring parcel. Again, City Staff recommended approval of the Applicant's variance request based on the findings outlined in Resolution 2025-287.

With a 4-3 vote, the Planning Commission approval of the variance request. Commissioners Ackman, Green, and Jackson did not vote in favor of the request due to their concerns over the proposed placement of the accessory structure.

5. **Resolution 2025-288 Approve a Variance to Allow Limited Modifications to the Required Landscape Standards related to the PIPER RAMSEY ADDITION Plat.** The Applicant proposes to concentrate the Project's required landscaping in areas that address the concerns of a neighboring property owner. In contrast, the UDO requires landscaping to be evenly distributed throughout the Property. The neighboring property owner stated their objection to the variance request. With a 6-1 vote, the Planning Commission recommended approval of the request. Commissioner Jackson did not vote in favor of the request because he noted that it would inconsistent with his vote against the parking lots and accessory structure setback variance request.

The Applicant intends to be at the Council's November 12 meeting. Although the Council meeting is not a public hearing, the Council has the option to hear from the Applicant and the public if it believes this will assist in its decision regarding the Applicant's requests.

Refer to the attached report to the Planning Commission for additional information.

Recommendation:

Approve the first reading of the Ordinance and associated Resolutions as recommended by the Planning Commission.

Attachments:

1. PC Staff Report - Ivy Hill Senior Care Facility Expansion

Staff Report to the Planning Commission

TO:	Planning Commission
THRU:	Harry Davis, City Planning Manager
FROM:	Leslie McGillivray-Rivas, Planner I
MEETING DATE:	November 3, 2025
SUBJECT:	Ivy Hill Senior Living /615 2nd Avenue NW, 607 2nd Avenue NW, and 118 6th Street NW- Preliminary and Final Plat, Zoning Map Amendment, CUP, and Variances.

Request:	Applicant requests a zoning map amendment, preliminary and final plat, CUP, and variances to permit expansion of a residential care facility greater than 17 individuals.
Recommendation:	The DRC and City Planning Manager recommend approval of the applications.
Recommended Motion:	See the chart at the end of this report for the correct and complete sequence of approvals. Criteria and findings for each application may be found in their associated draft resolutions and ordinance documents.

Request:
MacKenzie Ramsey (the "Applicant") on behalf of Ivy Hill Senior Care LLC (the Property Owners"), request approval for a Zoning Map Amendment, Preliminary Plat and Final Plat, Conditional Use Permit and Variance(s), seeking to redevelop four parcels located at the corner of 7th St NW, 2nd Avenue NW, and 6th St NW. Ivy Hill Senior Care LLC, located at 607 2nd Avenue NW. The Project involves combining four parcels into one platted lot to accommodate an improved and expanded residential care facility serving up to 32 residents. The four parcels combined for this project together contain approximately 43,979 square feet or +/-1 acre of land.

Background:

Ivy Hill Senior Care, located at the corner of 2nd Avenue NW and 6th Street NW occupies a building and site of the former Parker Kohl Funeral Home. City approvals granted for the four properties included in the applications

Location Map

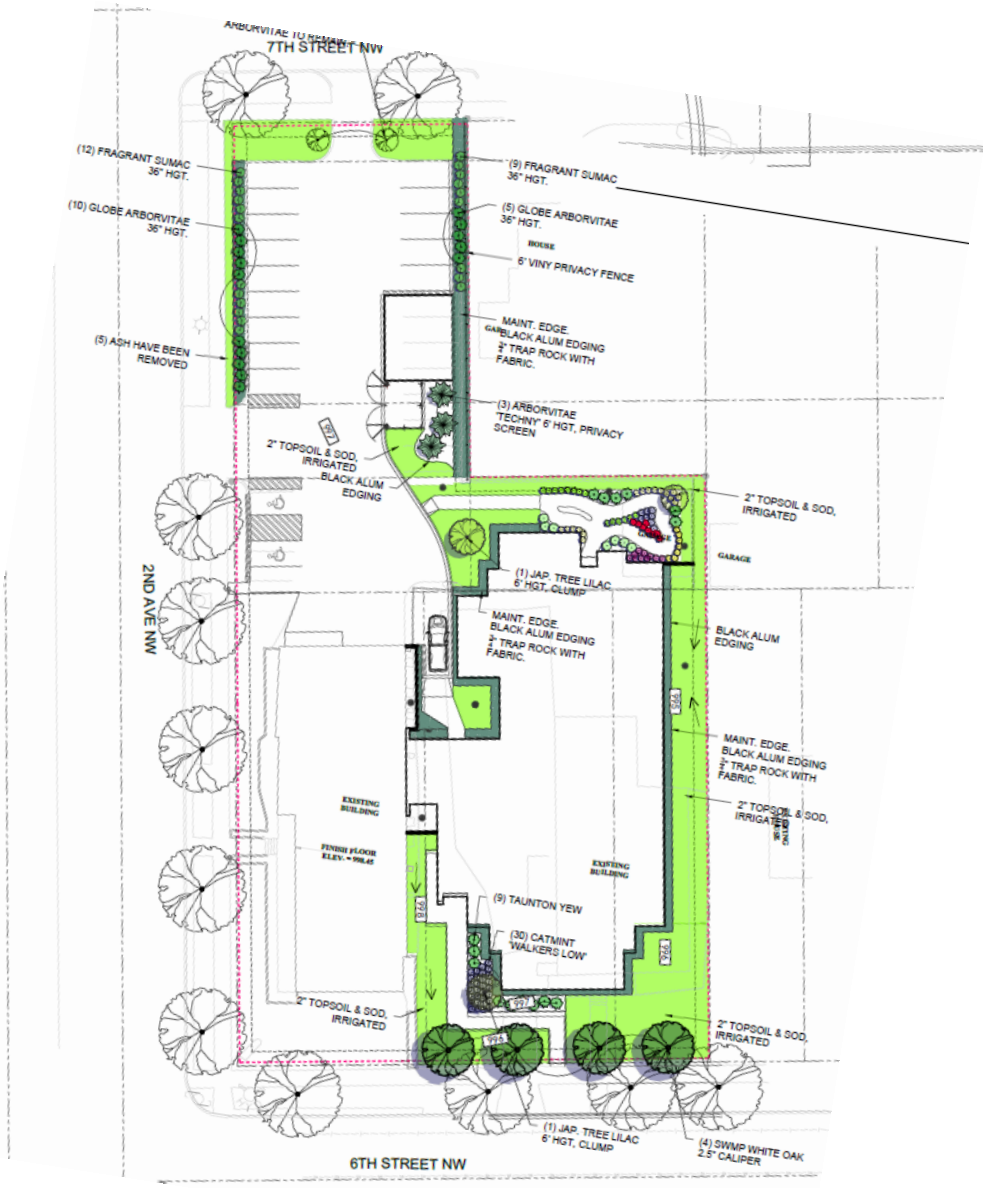
include the following:

- Resolution # 2003-136 Approve a Conditional Use Permit to reduce the separation between residential care facilities service more than six residents or child care facilities serving thirteen or more children (118 6th Street NW). Approved on August 26, 2003.
- Resolution #2016-107 Conditional Use Permit for a residential care facility at 607-615 2nd Avenue NW. This approved the residential care to serve 16 persons or less, on May 10, 2016.
- Resolution #2016-106 Approve a Variance to reduce the separation between residential care facilities service more than six residents or child care facilities serving thirteen or more children at 607-615 2nd Avenue NW was approved on May 10, 2016
- Resolution#2017-087 Approve a one-year extension of a Conditional Use Permit and Variance for a residential care facility at 607-615 2nd Avenue NW was approved May 9, 2017.

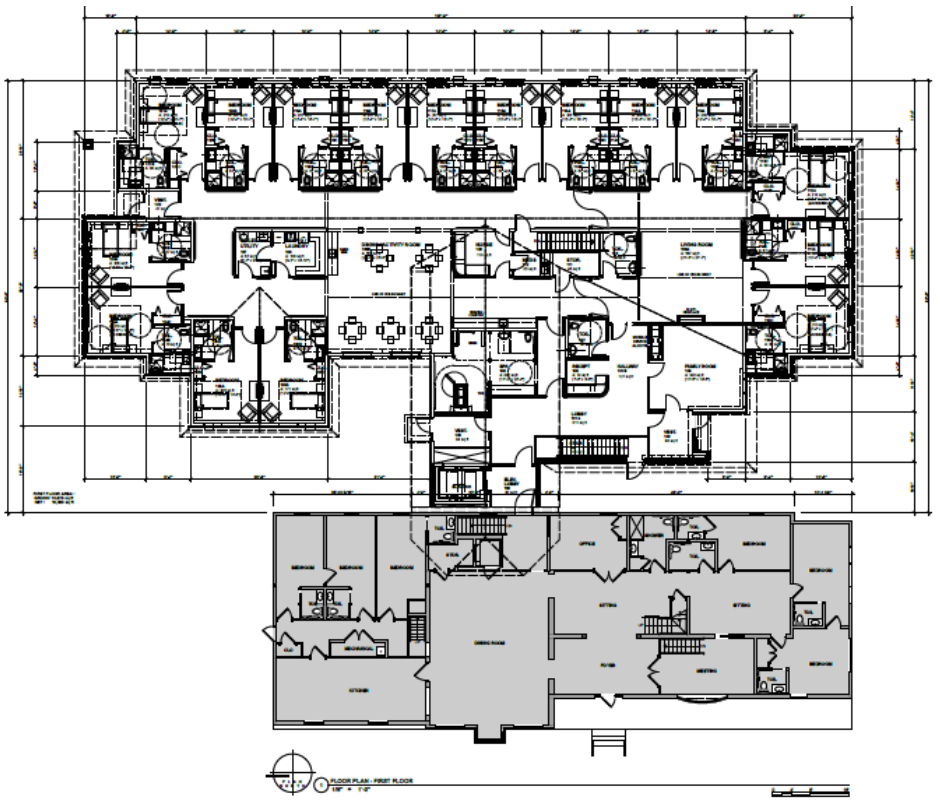
Project Description and Request:

The Applicant has determined there is a greater need for additional senior housing than the prior approvals granted. The structure at 118 6th Street NW has been demolished. It is proposed that an expansion of Ivy Hill Senior Care will extend from the existing facility at 607-615 2nd Ave NW to the east, crossing existing property boundaries utilizing the 118 6th Street NW property.

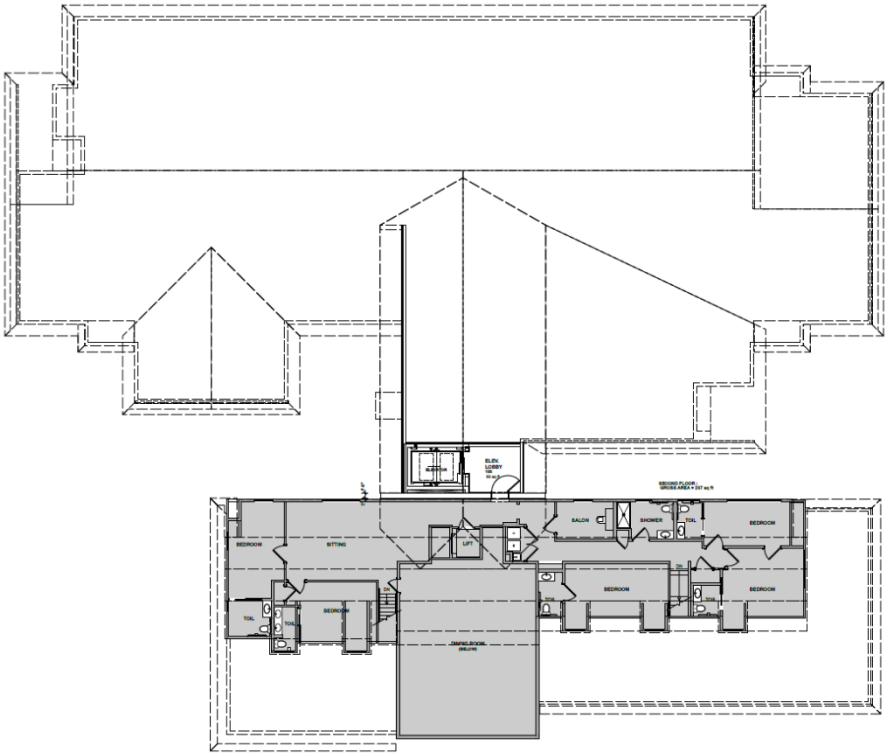
An existing garage is to be reused and relocated within the existing parking lot. The parking lot itself is a standalone parcel which has served the current Ivy Hill Senior Care Facility, and which will continue with some modifications. The parking lot was installed prior to Ivy Hill's occupancy supporting a former business use.



Landscape Plan



First Floor Plan Interior Layout – Original Ivy Hill Senior Care Center in Gray



Second Floor of Ivy Hill and Roof Line for Ivy Hill Single Story Expansion

Discussion:

Certain aspects of the applicant's proposal are found to conflict with official maps and certain aspects of the City of Faribault's Unified Development Ordinance. Applications for consideration with staff review and recommendations are as follows:

Zoning Map Amendment

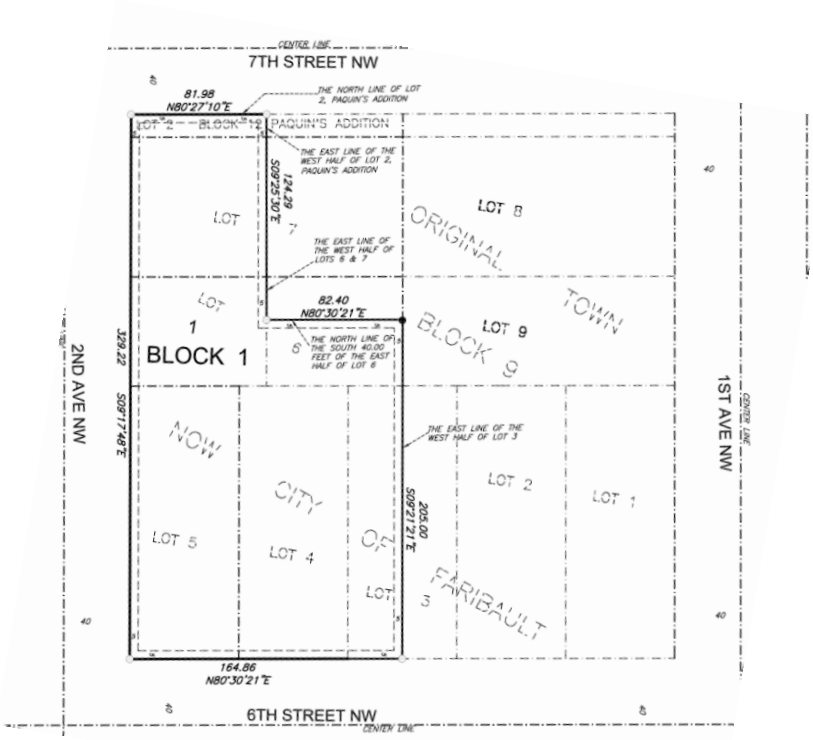
The applicant proposed to amend the existing zoning district of R-3 Medium Density Residential District to the R-4 High Density Residential District.

While there is an absence of similar zoning districts nearby, the proposed high density residential zoning district is not objectionable when reviewed in the context that the project serves the community providing an essential residential use.

Any new proposal which would increase density beyond what is proposed in this application would be required to submit new applications to the city for review.

Preliminary and Final Plat (combined approval)

The existing four lots are required to be combined into one parcel by way of Chapter 15.- Subdivision Regulations which provides for the orderly, economic and safe development of land, urban services and facilities.



Final Plat

The combination of the applications indicate that by assembling a greater land area through platting, there will be adequate separation from adjoining and nearby structures, that increased residential occupant density and building footprint is accomplished without increasing building height.

Conditional Use Permit(s)

As noted, the desired outcome of the application is to allow an increase in the total number of occupants to be served by Ivy Hill Senior Care, this requires a new Conditional Use Permit to replace the previously approved CUP and Variances. The Uniform Development Ordinance requires this when approval is sought to increase the permitted number of residents in a residential care facility beyond 16 people. This CUP application specifically proposes that the total number of occupants will create 32 residential units.

Variances

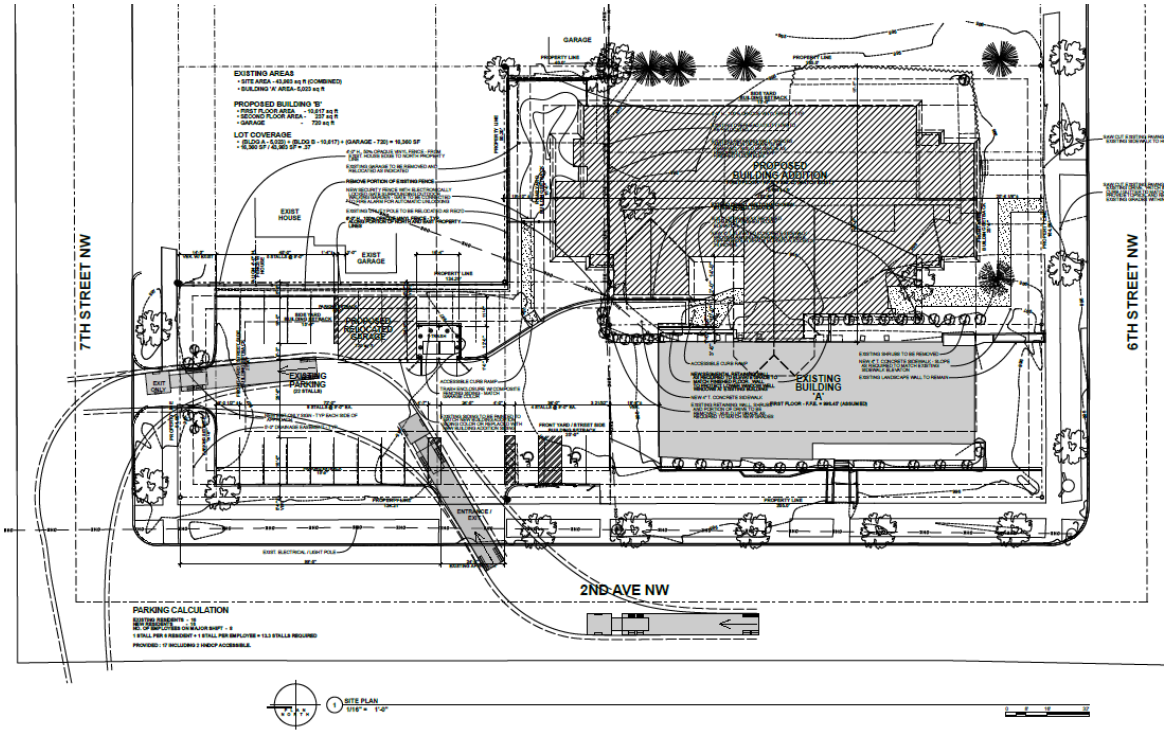
The plan requests relief from some standards within the zoning requirements making it necessary to submit the accompanying variances application to fulfill the project redevelopment goals.

Requests Table Summary

Application	Existing	Proposed	Recommendation
Zoning Map Amendment	R-3 Medium Density Residential	R-4 High Density Residential	**Approve subject to Findings**
Preliminary & Final Plat	4 Lots	Minor subdivision- creation of (1) One Lot	**Approve subject to Findings**
CUP	**Requirement**	**Proposed**	
R-4 High Density Residential	New CUP required for Group Residential Care Facilities serving 17 or more persons.	Application submitted with supporting documentation	**Approve subject to Conditions**
Variances	**Requirement**	**Proposed**	**Variance**
Accessory Structure Setback Reduction	Chapter 11., Commercial Districts, Article 1, Section 11-100 Lot dimension and setback requirements in commercial districts, Table 11-2. Minimum lot area (sf. ft.) 20,000.	5'-9" setback from the eastern property line, a variance of 4'-3" from the required 10' setback.	**Approve subject to Findings and Conditions-**
Parking Setback Reduction	Chapter 13. Article 6., Section 13-700 Stormwater Management District (5) Impervious surface coverage of lots must not exceed twenty-five (25) percent of the lot area.	5'-5" setback from the eastern property line, a variance of 4'-7" from the 10' parking lot setback.	**Approve subject to Findings and Conditions**

Landscape Transition Area Plantings	Chapter 4. – Site Plan Review, Article 3. – Landscaping and Screening, Section 4-130.- Landscaping requirements, all other uses. (E) Landscape Transitions. Landscape transitions are established to lessen the impact of more intense land uses on certain less intense land uses; and … the plantings shall be evenly distributed and planted in the building setback area along the property line for which the increased plantings are required	Allow landscape plantings in transitional areas to be concentrated in specific areas to maximize impact.	**Approve subject to Findings and Conditions**

<u>Development Review Committee Recommendation.</u> The City's Development Review Committee (DRC) has reviewed the proposal submitted by the Owners from conceptual level in the Spring of 2025 and provided feedback. The applicant provided revised drawings on July 18, 2025, July 28, 2025 and ultimately on September 24, 2025. In addition, at the request of the DRC, the applicant provided a turning radius diagram to provide assurance that large wheel-based service vehicles and emergency response vehicles would have unimpeded passage through the parking lot.



Turning Radius Diagram

Public Comment. City Staff received public comments prior to publishing this report. A meeting was held at City Hall between the owners of the property at 121 7th Street NW and the Ivy Hill Ownership and their consultant on September 19, 2025. Changes were made to the site plan at the conclusion of this meeting; the drawings submitted to the planning department were found to respond to concerns and further understanding of ordinance requirements. Correspondence has been provided to the Planning commission from the owners of 12 7th Street NW for review. Notification for this item was published in the paper on October 9, 2025 and October 23, 2025 and letters sent to property owners within 350 feet of the properties.

Recommendation:

The DRC and City Planning Manager recommend approvals for all applications based on findings and conditions of approval.

State of Minnesota
County of Rice

CITY OF FARIBAULT
ORDINANCE No. 2025-16

APPROVE THE REZONING OF PROPERTY BETWEEN 6TH ST NW, 7TH ST NW, AND 2ND AVE NW FROM R-3, MEDIUM DENSITY RESIDENTIAL TO R-4, HIGH DENSITY RESIDENTIAL

WHEREAS, MacKenzie Ramsey (the "Applicant"), on behalf of Ivy Hill Senior Care Inc (the "Owner"), requests that the City Council rezone from R-3, Medium Density Residential to R-4, High Density Residential, certain property on the east side of 2nd Avenue NW between 6th Street NW and 7th Street NW (the "Property"), legally described in EXHIBIT A and graphically depicted in EXHIBIT B; and

WHEREAS, the City's adopted Comprehensive Plan guides the Property for Established Residential Neighborhood, which recognizes and allows a variety of residential types and densities, including high-density residential; and

WHEREAS, the Minnesota Department of Transportation classifies 2nd Avenue NW as a minor arterial road; and

WHEREAS, high-density residential is an appropriate land use adjacent to a minor arterial road; and

WHEREAS, on May 10, 2016, the City Council approved Resolution 2016-107, which approved the conversion of an existing funeral home on the Property into a residential care facility, which currently operates on the Property and is licensed for up to 16 residents; and

WHEREAS, in addition to the existing residential care facility described in the above recital, the Property also contained a residential care facility licensed

for up to ten residents on an immediately adjacent parcel, which the City Council approved by Resolution 2003-136 on August 26, 2003; and

WHEREAS, in 2025, the Owner demolished the former residential care facility serving up to ten residents and replatted the Property to develop one improved residential care facility serving up to 32 residents, instead of having two residential care facilities serving up to 26 residents; and

WHEREAS, per Table 10-1 of the City's Unified Development Ordinance, the requested R-4, High Density Residential zoning district is the only residential zoning district that allows a residential care facility serving more than 17 residents; and

WHEREAS, City Staff reviewed the Applicant's rezoning request, prepared a report to the Planning Commission, and made a recommendation to approve the Applicant's rezoning request; and

WHEREAS, the Planning Commission, on November 3, 2025, following proper notice, held a public hearing regarding the said request; and

WHEREAS, following the public hearing, the Planning Commission carefully considered the Applicant's request, the public's comments, and the staff report and made a recommendation to the City Council to approve the Applicant's rezoning request based on the following required findings for approval as outlined in Section 2-180 of the City's Unified Development Ordinance:

1. **Criteria: Whether the amendment is consistent with the applicable policies of the City's Land Use Plan.**

   Finding: The Land Use Plan, included in the City's adopted Journey to 2040 Comprehensive Plan, guides the Property for Established Residential Neighborhood, which recognizes and allows a variety of residential types and densities, including the requested R-4, High Density Residential zoning district.

2. **Criteria: Whether the amendment is in the public interest and is not solely for the benefit of a single property owner.**

   Finding: The proposed rezoning from R-3 to R-4 does not significantly alter the allowed uses on the Property, which are predominantly residential. The proposed rezoning is not solely for

the Owner's benefit. It is also in the public's interest to have one improved residential care facility on the Property rather than two separate facilities. The proposed rezoning facilitates improvements while maintaining the Property's residential use.

3. **Criteria: Whether the existing uses of property and the zoning classification of property within the general area of the property in question are compatible with the proposed zoning classification, where the amendment is to change the zoning classification of a particular property.**

   Finding: In recent years, the Property has been used for residential care facilities. The Applicant intends to combine the two separate residential care facilities on two parcels in the R-3 zoning district into one parcel in the R-4 zoning district, which will accommodate a single residential care facility. Consequently, the rezoning does not significantly impact the general area. The rezoning limits the use of the Property to appropriate uses that are compatible with the general area. The differing residential land uses permitted in R-4 are generally compatible with the existing residential land uses in the vicinity and with the uses found in neighboring R-3 properties.

4. **Criteria: Whether there are reasonable uses of the property in question permitted under the existing zoning classification, where the amendment is to change the zoning classification of a particular property.**

   Finding: Rezoning the Property from R-3, Medium Density Residential to R-4, High Density Residential accommodates the proposed combination of existing and former residential care facilities into a single residential care facility, which is reasonable and appropriate for the general area.

5. **Criteria: Whether there has been a change in the character or trend of development in the general area of the property in question, which has taken place since such property was placed in its present zoning classification, where the amendment is to change the zoning classification of a particular property.**

Finding: The Property formerly contained a funeral home, which at times required significant parking that impacted the surrounding residential uses. However, in recent years, the Property has been used for residential care facilities, with a significantly reduced impact on the surrounding residential uses. Rezoning the Property from R-3, Medium Density Residential to R-4, High Density Residential accommodates the proposed combination of existing and former residential care facilities into a single residential care facility, which is reasonable and appropriate for the general area.

WHEREAS, the City Council held a public meeting on November 12, 2025, to consider approval of the first reading of Ordinance 2025-16; and

WHEREAS, the City Council also held a public meeting on November 25, 2025 to consider approval of the second reading of Ordinance 2025-16; and

WHEREAS, based on the City Staff's report, the results of the public hearing, and the written findings of the Planning Commission, the City Council of the City of Faribault concurs with the written findings of the Planning Commission and makes the identical findings.

NOW, THEREFORE, THE CITY OF FARIBAULT ORDAINS:

Section 1: Findings and Incorporation of Recitals and Exhibits. Where applicable, the recitals and exhibits incorporated in this Ordinance constitute the written findings of the City Council.

Section 2: Rezoning Approval. The City Council hereby rezones the Property legally described in EXHIBIT A and depicted in EXHIBIT B from R-3, Medium Density Residential to R-4, High Density Residential based on the written findings in the recitals above. The City Council's approval of the Applicant's rezoning request is conditioned on the City Council's approval of Resolution 2025-285 Approve Preliminary and Final Plats of PIPER RAMSEY ADDITION.

Section 3: Official Zoning Map. The City does not need to republish the City's official zoning map to show the rezoning. However, the City Planning Manager must show the rezoning on the City's official zoning map on file with the City.

Section 4: Authorization to Take Additional Steps. The City Council authorizes and directs the Mayor, City Staff, and City Consultants to take any

additional steps and actions necessary and convenient to accomplish the intent of this Ordinance.

Section 5: Effective Date. This Ordinance is effective immediately upon its passage and publication per the City Charter.

Public Hearing:	November 3, 2025
First Reading:	November 12, 2025
Second Reading:	November 25, 2025
Publication Date:	December 4, 2025

Faribault City Council

_____
Thomas J. Spooner, Mayor

ATTEST:

_____
Jessica L. Kinser, City Administrator

EXHIBIT A
LEGAL DESCRIPTION OF THE PROPERTY

The South 40 feet of the East One-Half of Lot 6, Block 9, Original Town (now City of Faribault, Rice County, Minnesota.

And Also

The West half of Lots 6 and 7, in Block 9 of the Original Town (now City) of Faribault, and the West Half of Lot 2, in Block Twelve of Paquin's Addition to the Town of Faribault, all in Rice County, Minnesota, excepting therefrom the South 40 feet of the said West One-Half Lot 6.

And Also

Lot 5, and the South 40 feet of the West Half of Lot 6, in Block 9, Original Town (now City) of Faribault, Rice County, Minnesota.

And Also

The West Half of Lot 3 and all of Lot 4, Block 9, of the Original Town (now City) of Faribault, Rice County, Minnesota.

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EXHIBIT B
GRAPHIC DEPICTION OF PROPERTY

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State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-285

APPROVE THE PRELIMINARY AND FINAL PLATS OF
PIPER RAMSEY ADDITION

WHEREAS, MacKenzie Ramsey (the "Applicant"), on behalf of Ivy Hill Senior Care Inc (the "Owner"), requests concurrent approval of the Preliminary and Final Plats of PIPER RAMSEY ADDITION, associated with the property (the "Property") legally described and graphically depicted in EXHIBIT A; and

WHEREAS, the proposed plat of PIPER RAMSEY ADDITION involves combining four parcels into one platted lot to accommodate an intended residential care facility serving up to 32 residents; and

WHEREAS, City Staff reviewed the Applicant's request and made a report to the Planning Commission, a copy of which City Staff presented to the City Council; and

WHEREAS, the Planning Commission, on November 3, 2025, following proper notice, held a public hearing regarding the said request; and

WHEREAS, following the public hearing, the Planning Commission carefully considered the Applicant's preliminary plat approval request, the public's comments, and the staff report, and made a recommendation to the City Council to approve the proposed preliminary plat of PIPER RAMSEY ADDITION as depicted in EXHIBIT B, based on the following findings as required by Section 15-130 of the City's Unified Development Ordinance:

1. **Criteria: The proposed preliminary plat conforms with the requirements of the Unified Development Ordinance, the**

applicable zoning district regulations, and any other applicable provisions of this Ordinance, subject only to acceptable rule exceptions.

Finding: The proposed preliminary plat is consistent with Unified Development Ordinance requirements for a platted lot in the R-4, High Density Residential zoning district. The proposed platted lot exceeds the minimum 32,000-square-foot lot required to accommodate a 32-unit residential care facility and exceeds the minimum requirements for lot width and depth.

2. **Criteria: The proposed subdivision is consistent with the City's Land Use Plan and any other adopted land use studies.**

   Finding: The Land Use Plan, included in the City's adopted Journey to 2040 Comprehensive Plan, guides the Property for Established Residential Neighborhood, which recognizes and allows a variety of residential types and densities, including the requested R-4, High Density Residential zoning district for the proposed residential care facility.

3. **Criteria: The plat contains a sound, well-conceived parcel and land subdivision layout that is consistent with good land planning and site engineering design principles.**

   Finding: The preliminary plat provides a well-conceived subdivision that fixes existing nonconforming parcels associated with the Property. The layout is consistent with good land planning and site engineering design principles, and it uses existing infrastructure and street frontages.

4. **Criteria: The spacing and design of proposed curb cuts and intersection locations is consistent with good traffic engineering design and public safety considerations.**

   Finding: The proposed preliminary plat uses two existing curb cuts, which are consistent with the requirements of the Unified Development Ordinance, and it eliminates one unnecessary curb cut. The City's Fire Chief found that the proposed preliminary plat allows for adequate emergency vehicle access.

5. **Criteria: All submission requirements have been satisfied.**

Finding: The proposed preliminary plat adequately addresses the submission requirements as outlined in the City's Unified Development Ordinance; and

WHEREAS, the Planning Commission also made a recommendation to the City Council to approve the proposed final plat of PIPER RAMSEY ADDITION as depicted in EXHIBIT C, based on the following findings as required by Section 15-210 of the City's Unified Development Ordinance:

1. **Criteria: The final plat substantially conforms to the approved preliminary plat.**

   Finding: The Applicant concurrently applied for the final plat approval with the preliminary plat. The final plat conforms to the preliminary plat as required.

2. **Criteria: The plat conforms to all applicable requirements of the Unified Development Ordinance, subject only to approved rule exceptions.**

   Finding: The final plat conforms to all applicable requirements or exceptions of the City's Unified Development Ordinance.

3. **All submission requirements have been satisfied.**

   Finding: The proposed final plat adequately addresses the submission requirements outlined in the City's Unified Development Ordinance; and

WHEREAS, the Planning Commission also found that the proposed subdivision does not require parkland dedication (or cash in lieu of parkland) because the plat does not intensify the demand for City parks as outlined in Section 15-338 of the City's Unified Development Ordinance; and

WHEREAS, the City Council held a public meeting on November 12, 2025, to consider the Applicant's request for preliminary and final plat approval of PIPER RAMSEY ADDITION; and

WHEREAS, based on the staff report, the results of the public hearing, and the written findings of the Planning Commission, the City Council concurs with the written findings of the Planning Commission and makes the identical findings.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of

Faribault, as follows:

Section 1. Preliminary and Final Plat Approval. The City Council hereby approves the preliminary and final plats of PIPER RAMSEY ADDITION, included in EXHIBIT B and EXHIBIT C, respectively, subject to the following conditions:

1. The City Council's approval of the Applicant's preliminary and final plats are conditioned on the City Council's approval of Ordinance 2025-16 to rezone the property from R-3, Medium Density Residential to R-4, High Density Residential.

2. The Applicant of Owner must submit current title work for the Property pursuant to Minnesota Statutes Section 505.03, the Faribault City Code, and the required Development Agreement for this matter and abide by all conditions resulting from such title work and the resulting attorney plat opinion, as well as City Staff review of the title work.

3. The Applicant or Owner must address, to the satisfaction of the City, all plat-related comments and general clean-up items from City Staff and the City Attorney.

4. The Owner and the City must enter into a Development Agreement that is satisfactory to the City Attorney.

5. Concurrent with the recording of the final plat, the Owner must enter into an Encroachment Agreement with the City, to the satisfaction of the City Engineer and City Attorney, that addresses encroachments by existing structures into the plat's proposed drainage and utility easements.

6. Before recording the final plat, the Owner must pay all applicable taxes and fees.

7. The final plat shall be recorded with the Rice County Recorder's Office within twelve (12) months following City Council approval, or it shall be deemed null and void, unless the City Council extends the deadline to record the final plat.

8. The Applicant or Owner shall provide the City Engineer with a signed Mylar copy of the final plat as soon as possible after all signatures have been obtained and after the final plat has been successfully recorded at Rice County.

9. The Applicant or Owner shall provide the City Engineer with a final

plat in a digital format suitable to the City Engineer as soon as possible after the final plat has been successfully recorded at Rice County.

Section 2. Findings. The recitals in this Resolution are integral to this Resolution and, where applicable, constitute the findings of the City Council.

Section 3. Authorization to take Additional Steps. The City Council authorizes and directs City Staff and City Consultants to take all additional steps and actions necessary or convenient to accomplish the intent of this Resolution.

Section 4. Authorization to Execute Documents. The City Council authorizes and directs the Mayor and City Administrator to take all necessary actions and to execute all appropriate documents to effectuate the approvals contemplated by this Resolution.

Section 5. Effective Date. This Resolution is effective immediately upon its passage and without publication.

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Date Adopted: November 12, 2025

Faribault City Council

_____
Thomas J. Spooner, Mayor

ATTEST:

_____
Jessica L. Kinser, City Administrator

EXHIBIT A
LEGAL AND GRAPHIC DESCRIPTION OF THE PROPERTY

The South 40 feet of the East One-Half of Lot 6, Block 9, Original Town (now City of Faribault, Rice County, Minnesota.

And Also

The West half of Lots 6 and 7, in Block 9 of the Original Town (now City) of Faribault, and the West Half of Lot 2, in Block Twelve of Paquin's Addition to the Town of Faribault, all in Rice County, Minnesota, excepting therefrom the South 40 feet of the said West One-Half Lot 6.

And Also

Lot 5, and the South 40 feet of the West Half of Lot 6, in Block 9, Original Town (now City) of Faribault, Rice County, Minnesota.

And Also

The West Half of Lot 3 and all of Lot 4, Block 9, of the Original Town (now City) of Faribault, Rice County, Minnesota.

EXHIBIT B
DEPICTION OF THE PRELIMINARY PLAT

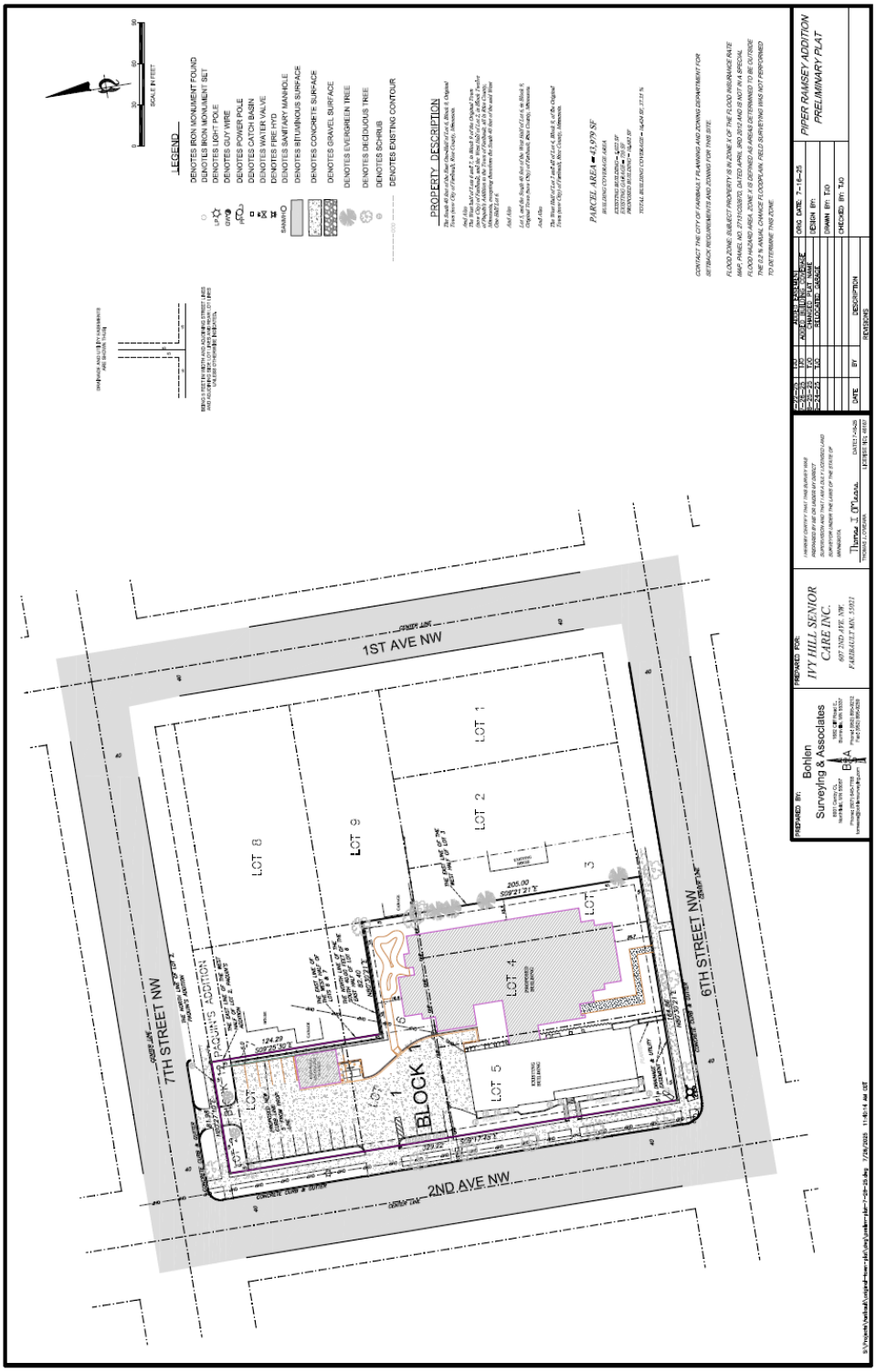
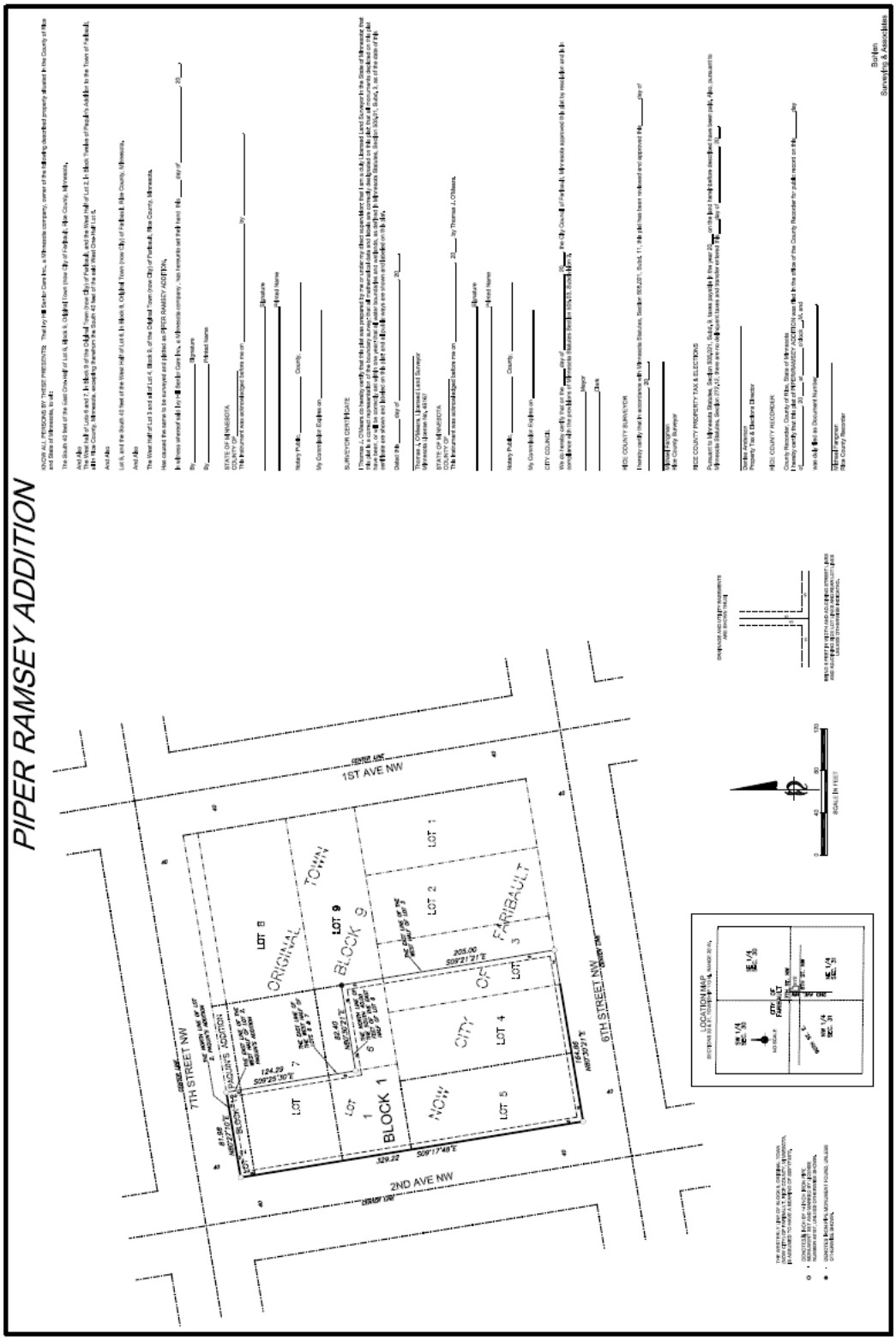


EXHIBIT C
DEPICTION OF THE FINAL PLAT



State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-286

APPROVE A CONDITIONAL USE PERMIT FOR A RESIDENTIAL CARE FACILITY SERVING 17 OR MORE PERSONS ASSOCIATED WITH THE PLAT OF PIPER RAMSEY ADDITION

WHEREAS, MacKenzie Ramsey (the "Applicant"), on behalf of Ivy Hill Senior Care Inc (the "Owner"), requests approval of a Conditional Use Permit for a proposed residential care facility serving more than 17 persons associated with the plat of PIPER RAMSEY ADDITION (the "Property"), legally described in EXHIBIT A; and

WHEREAS, on May 10, 2016, the City Council approved Resolution 2016-107, which approved the conversion of an existing funeral home on the Property into a residential care facility, which currently operates on the Property and is licensed for up to 16 residents; and

WHEREAS, in addition to the existing residential care facility described in the above recital, the Property also contained a residential care facility licensed for up to ten residents on an immediately adjacent parcel, which the City Council approved by Resolution 2003-136 on August 26, 2003; and

WHEREAS, in 2025, the Owner demolished the former residential care facility serving up to ten residents; and

WHEREAS, on November 12, 2025, the City Council approved Ordinance 2025-16, which approved rezoning the Property from R-3, Medium Density Residential, to R-4, High Density Residential, to

accommodate the proposed residential care facility as generally depicted in EXHIBIT B of this Resolution; and

WHEREAS, on November 12, 2025, the City Council approved Resolution 2025-285, which approved platting the Property as PIPER RAMSEY ADDITION to facilitate the development of one improved residential care facility serving up to 32 residents, instead of having two residential care facilities serving up to 26 residents; and

WHEREAS, per Table 10-1 of the City's Unified Development Ordinance, a residential care facility serving more than 17 persons requires approval of a Conditional Use Permit; and

WHEREAS, City Staff completed a review of the Applicant's Conditional Use Permit request and prepared a report to the Planning Commission about said request; and

WHEREAS, the Planning Commission, on November 3, 2025, following proper notice, held a public hearing regarding the said request; and

WHEREAS, following the public hearing, the Planning Commission carefully considered the Applicant's request, the public's comments, and the staff report and made a recommendation to the City Council to approve the Applicant's Conditional Use Permit request based on the following required findings for approval as outlined in Section 2-300 of the City's Unified Development Ordinance:

1. **The conditional use will not be detrimental to or endanger the public health, safety, comfort, convenience, or general welfare.**

   Finding: The proposed residential care facility serving up to 32 persons will not be detrimental to or endanger the public health, safety, comfort, convenience, or general welfare. The Property formerly housed two residential care facilities serving up to 26 persons. The proposed consolidated residential care facility reduces potential impacts on the surrounding area by consolidating parking, entrances, and other facilities. The use and overall development are compatible with the adjacent residential area and will not result in adverse impacts.

2. **The conditional use will not be injurious to the use and enjoyment of other property in the vicinity and will not impede the normal and orderly development and**

improvement of surrounding property for uses permitted in the district.

Finding: The Applicant listened to the concerns of a neighboring property owner and reasonably and appropriately modified the plans for the proposed residential care facility. The proposed residential care facility is located in an established residential neighborhood with a variety of residential uses. As such, it is not injurious to the neighborhood, nor does it impede other improvements to the established neighborhood.

3. **The conditional use will be designed, constructed, operated, and maintained in a manner that is compatible in appearance with the existing or intended character of the surrounding area.**

   Finding: The proposed residential care facility is in an established residential neighborhood. The proposed one-story addition to the existing facility features a gable roof, consistent with the neighborhood's character. Construction materials include neutral-colored steel siding, decorative stone veneer at the foundation and entranceway, and an asphalt-shingled roof that complements the area's character.

4. **The conditional use will not impose hazards or disturbing influences on neighboring properties.**

   Finding: The Property formerly housed two residential care facilities serving up to 26 persons. The proposed consolidated residential care facility, which can accommodate up to 32 persons, reduces potential impacts on the surrounding area by consolidating parking, entrances, and other facilities. The Applicant listened to the concerns of a neighboring property owner and reasonably and appropriately modified the plans for the proposed residential care facility to mitigate potential hazards or disturbances to neighboring properties.

5. **The conditional use will not substantially diminish the value of neighboring properties.**

   Finding: The proposed residential care facility will strengthen the value of the Property, which, in turn, should benefit the neighborhood.

6. **The site is served adequately by essential public facilities and services, including utilities, access roads, drainage, police and fire protection, and schools or will be served adequately as a result of improvements proposed as part of the conditional use.**

   Finding: Public sewer, water, and all other applicable municipal services serve the Property. A minor arterial road serves the Property. The proposed residential care facility will not generate a notable increase in public service demand.

7. **Development and operation of the conditional use will not create excessive additional requirements at public cost for facilities and services and will not be detrimental to the economic welfare of the community.**

   Finding: Compared to the existing and former residential care facility on the Property, the proposed residential care facility will not generate a notable increase in demand for public facilities or services.

8. **Adequate measures have been or will be taken to minimize traffic congestion in the public streets and to provide for adequate onsite circulation of traffic.**

   Finding: The proposed residential care facility uses two existing curb cuts and closes one existing curb cut. Compared to the existing and former residential care facility on the Property, the proposed residential care facility will not generate a significant additional traffic. The existing parking lot provides adequate onsite parking and circulation.

9. **The conditional use will not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance to the community.**

   Finding: The Property does not have important natural, scenic, or historic features.

10. **The conditional use is consistent with the applicable policies and recommendations of the City's Land Use Plan or other adopted land use studies.**

Finding: The City's Comprehensive Plan guides the Property as Established Residential Neighborhood. The project is consistent with the land use plan.

11. **The conditional use, in all other respects, conforms to the applicable regulations of the district in which it is located.**

    Finding: The proposed residential care facility reasonably conforms to the Unified Development Ordinance requirements. Concurrent with the Applicant's Conditional Use Permit request, the Applicant submitted requests for specific variances, given the need to work with the existing nonconforming development on the Property.

WHEREAS, the City Council held a public meeting on November 12, 2025, to consider the Applicant's Conditional Use Permit request; and

WHEREAS, based on the staff report, the results of the public hearing, and the written findings of the Planning Commission, the City Council concurs with the written findings of the Planning Commission and makes the identical findings.

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

Section 1: Approval of a Conditional Use Permit. The City Council hereby approves the Applicant's Conditional Use Permit request for a residential care facility serving greater than seventeen (17) persons for the Property legally described in EXHIBIT A, based on the findings outlined in this Resolution.

Section 2: Conditions of Approval. The City Council's approval of the requested Conditional Use Permit is conditioned on the following:

1. The City Council's approval of the Applicant's Conditional Use Permit is conditioned on the City Council's approval of Ordinance 2025-16 to rezone the Property from R-3, Medium Density Residential to R-4, High Density Residential.

2. The proposed residential care facility must receive Site Plan approval from the City's Development Review Committee before obtaining building and development-related permits. Site Plan

approval may include additional conditions of approval not listed in this conditional use permit.

3. The Applicant or Owner must construct the proposed residential care facility substantially similar to the Applicant's submittal included in EXHIBIT B of this Resolution. Any significant change, as determined by the City's Development Review Committee, would require approval of a Conditional Use Permit amendment.

4. Approval of this Conditional Use Permit does not constitute approval of any other permit, including but not limited to associated building, grading, right-of-way, or sign permits.

Section 3: Additional Conditions of Approval. This Conditional Use Permit includes the following additional conditions:

1. Failure of the City to act on a violation of a condition, covenant, or term of this permit is not a waiver of such condition, covenant, or term, or any subsequent violation of the same or any other condition, covenant, or term.

2. The City may inspect the Property at all reasonable times to ensure compliance with the conditions of this permit.

3. This permit is subject to the City's code requirements. The Owner must comply with all applicable federal, state, and local laws, rules, and ordinances, and obtain any other permissions and permits that may be required.

4. The violation of any terms or conditions of this permit, including, but not limited to, any applicable federal, state, or local laws, rules, regulations, and ordinances, may result in the revocation of the permit. The City must give the Owner written notice of any violation and a reasonable time, as determined by the City, to cure the violation before revoking the permit.

5. This permit and its conditions are binding on the parties and their successors and assigns. This permit runs with the Property and does not affect subsequent sales, leases, or changes in ownership. The Applicant and Owner's obligations under this permit shall also be the obligations of any subsequent owners or assigns of the Property.

6. Use of the Property as allowed by this permit signifies the agreement of the permit's terms and conditions without qualification, limitation, or reservation.

7. If substantial development or construction of the proposed residential care facility has not taken place within one (1) year of the date of approval of the conditional use permit, such permit shall be void unless the City Council grants a time extension. The Owner must submit an extension request in writing at least thirty (30) days before the expiration of the conditional use permit.

Section 4. Findings and Incorporation of Recitals and Exhibits. Where applicable, the recitals and exhibits incorporated in this Resolution constitute the written findings of the City Council, all of which protect the public's health, safety, and welfare.

Section 5. Authorization to take Additional Steps. The City Council authorizes the Mayor, City Administrator, City Staff, and the City's Consultants to take any additional steps and actions necessary or convenient to accomplish the intent of this Resolution.

Section 6. Effective Date. This Resolution is effective upon its passage without publication, and the passage and publication of Ordinance 2025-16, rezoning the Property to R-4, High Density Residential.

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Date Adopted: November 12, 2025

Faribault City Council

_____
Thomas J. Spooner, Mayor

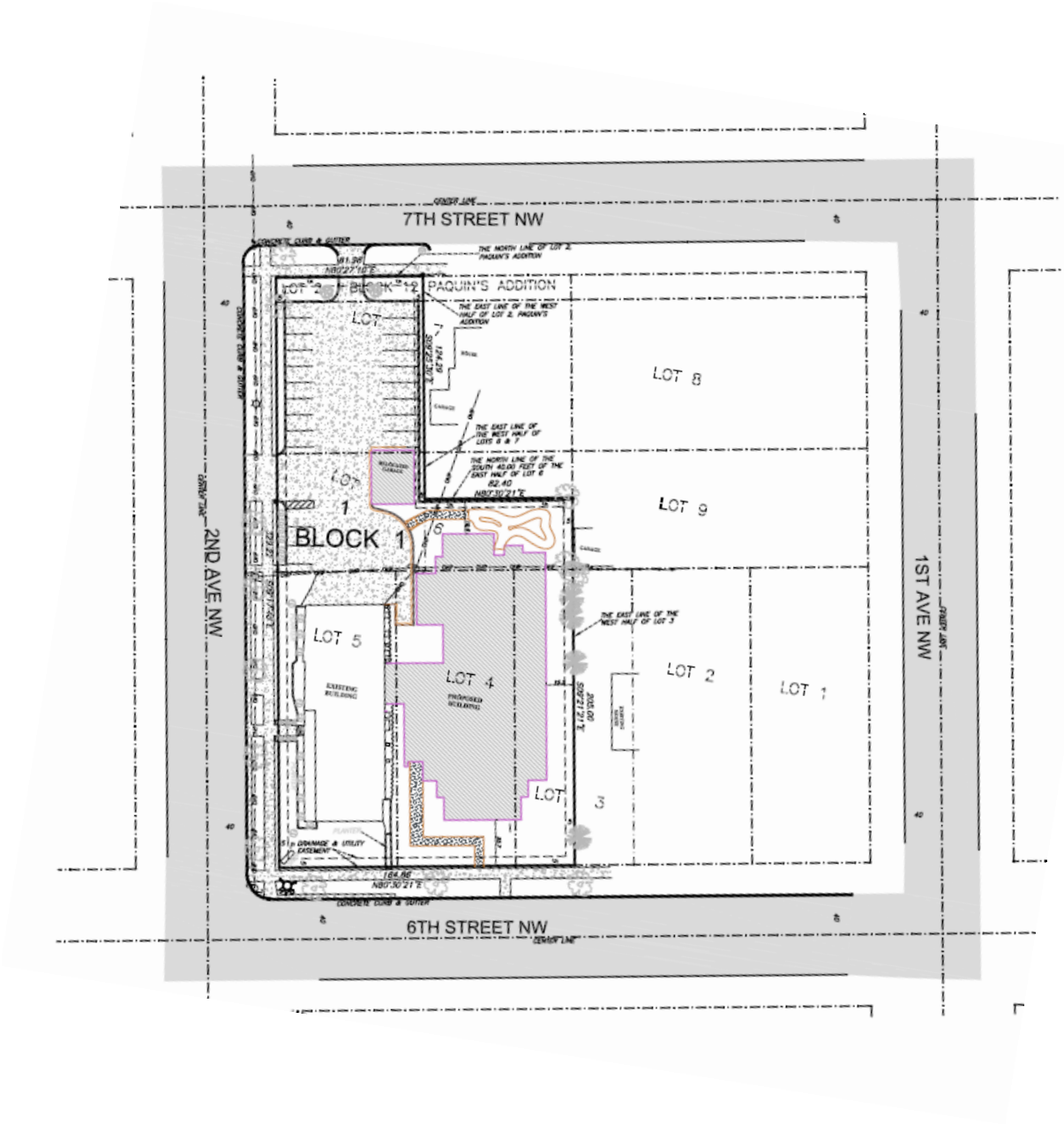
ATTEST:

_____
Jessica L. Kinser, City Administrator

EXHIBIT A
LEGAL DESCRIPTION OF THE PROPERTY

Lot 1, Block 1, PIPER RAMSEY ADDITION.

EXHIBIT B
GENERAL DEPICTION OF CONDITIONAL USE PERMIT



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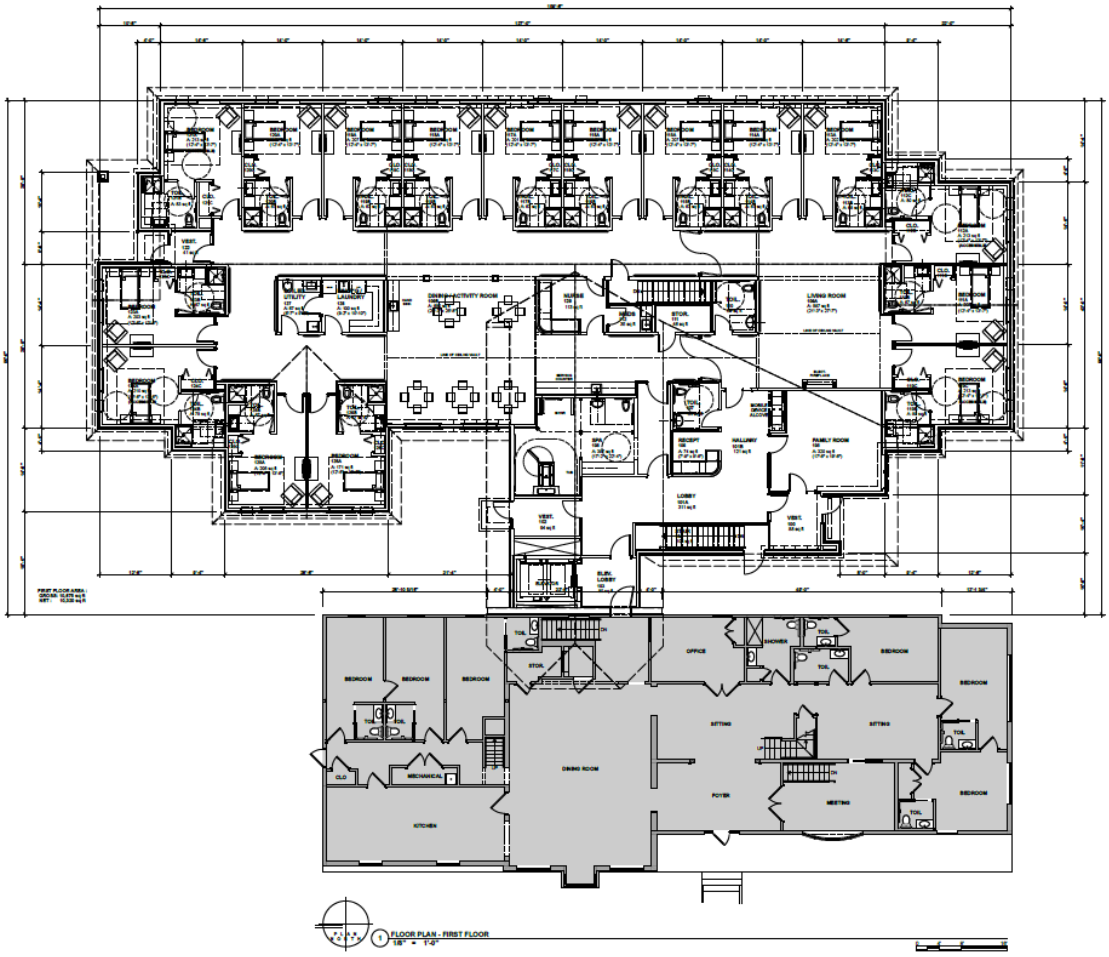


View From Southwest (6th Street NW)

View From Northwest (Parking Lot)

View From Southeast (6th Street NW)

View From Northeast

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-287

APPROVE PARKING AND ACCESSORY STRUCTURE SETBACK VARIANCES RELATED TO A RESIDENTIAL CARE FACILITY USE ASSOCIATED WITH THE PIPER RAMSEY ADDITION PLAT

WHEREAS, MacKenzie Ramsey (the "Applicant"), on behalf of Ivy Hill Senior Care Inc (the "Owner"), requests that the City Council approve parking and accessory structure setback variances associated with the PIPER RAMSEY ADDITION plat (the "Property"), legally described in EXHIBIT A; and

WHEREAS, the Applicant proposes to improve and expand an existing residential care facility on the Property; and

WHEREAS, the existing parking lot serving the existing residential care facility on the Property does not meet the minimum required ten-foot (10'-0") setback from the western and eastern lot lines of the Property, as required by Section 10-150 of the City's Unified Development Ordinance; and

WHEREAS, the Applicant proposes to maintain the west line of the existing parking lot at roughly five feet (5'-0") from the west property line, or a roughly five-foot (5'-0") variance from the required ten-foot setback (10'-0"); and

WHEREAS, the Applicant proposes to shift the east line of the existing parking lot, which is currently roughly three feet, two inches (3'-2") from the property line, to be five feet, six inches (5'-6") from the face of the curb to the east property line, or a four-foot, six-inch (4'-6") variance from the required ten-foot (10'-0") setback from the east property line; and

WHEREAS, the Applicant proposes to relocate an existing nonconforming accessory structure that does not meet the minimum required ten-foot (10'-0") setback from the property line, to a new location that is roughly five feet,

six inches (5′-6″) from the eastern lot line of the Property, or a four feet, six inches (4′-6″) setback from the required ten-foot (10′-0″) setback; and

WHEREAS, City Staff has completed a review of the application and made a report to the Planning Commission, in which City Staff recommended approval of the Applicant's variance requests; and

WHEREAS*,* the Planning Commission, on November 3, 2025, following proper notice, held a public hearing regarding the requests; and

WHEREAS, following said public hearing, the Planning Commission recommended approval of the variance based on the following criteria and findings as required by Section 2-460 of the City's Unified Development Ordinance:

1. **The variance is in harmony with the general purposes and intent of the City's ordinances.**

   Finding: The Applicant's variance requests are in harmony with the general purposes and intent of the City's ordinances in that approving the Applicant's variance requests would result in setbacks that are closer to conforming than currently exist.

2. **The variance is consistent with the Comprehensive Plan.**

   Finding: The City's Comprehensive Plan guides the Property as an Established Residential Neighborhood that allows for a variety of residential uses and densities, including the proposed residential care facility improvements. The Applicant's variance requests facilitate the redevelopment of the Property in a manner that respects the intent of uses in an Established Residential Neighborhood.

3. **The Applicant proposes to use the property in a reasonable manner not permitted by the City's ordinances.**

   Finding: The Applicant's variance requests are reasonable given the existing nonconforming development on the Property and surrounding properties. Approving the Applicant's variance requests would result in setbacks that are closer to conforming than currently exist.

4. **Unique circumstances apply to the property, which do not apply generally to other properties in the same zone or vicinity and result from lot size or shape, topography or other circumstances over which the owner of the property has not**

had control. The unique circumstances do not result from the actions of the applicant.

Finding: The Property is unique due to its location adjacent to three public rights-of-way and adjacent to existing nonconforming properties. These circumstances are not the result of the actions of the Applicant.

5. **The variance does not alter the essential character of the neighborhood.**

   Finding: The Applicant's variance requests do not alter the essential character of the neighborhood. The proposed redevelopment of the site would result in development that is closer to existing standards than what currently exists. Furthermore, the Applicant's proposed redevelopment includes enhanced landscaping and fencing that respects the essential character of the neighborhood.

6. **The variance requested is the minimum variance, which would alleviate the practical difficulties.**

   Finding: The proposed redevelopment of the Property related to the Applicant's variance requests, allow for property improvements that minimize the amount of variance needed. The proposed redevelopment of the site would result in development that is closer to existing standards than what currently exists.

7. **Economic conditions alone do not constitute practical difficulties.**

   Finding: The Applicant's variance requests are not related to economic reasons. The Property dimensions and the existing development on the Property present practical difficulties in meeting the setback requirements of the City's Unified Development Ordinance, which are geared more to new development on vacant sites.

WHEREAS, the City Council, at a public meeting, on November 12, 2025, considered the request and concurred with all findings of the Planning Commission and hereby makes the identical findings.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY FARIBAULT, MINNESOTA AS FOLLOWS:

Section 1: Approval of the Requested Variances. The City Council hereby approves the following setback variances associated with the Property as generally depicted in EXHIBIT B:

1. The west line of the existing parking lot serving the existing residential care facility is hereby approved to remain unchanged at roughly five feet (5’-0”) from the west property line, or a roughly five-foot (5’-0”) variance from the required ten-foot (10’-0”) setback; and

2. The east line of the existing parking lot, which is roughly three feet, two inches (3’-2”) from the east property line, is hereby approved to be modified to be five feet, six inches (5’-6”) from the face of the curb to the east property line, or a four-foot, six-inch (4’-6”) variance from the required ten-foot setback from the east property line; and

3. The east wall of the existing garage to be relocated is hereby approved to be five feet, nine inches (5’-9”) from the east property line, or a four-foot, three-inch (4’-3”) variance from the required minimum ten-foot (10’-0”) setback.

Said approvals are based on the foregoing recitals, which are incorporated herein by reference, and which constitute the findings of the City Council, all of which are to protect the public’s health, safety, and welfare.

Section 2: Conditions of Approval. The City Council’s approval of the Applicant’s variance requests is subject to Property’s redevelopment being substantially similar to that shown in EXHIBIT B of this Resolution, as determined by the City’s Development Review Committee.

Section 3. Additional Steps. The City Council authorizes the Mayor, City Administrator, City Staff, and City Attorney to take any additional steps and actions necessary or convenient to accomplish the intent of this Resolution.

Section 4. Effective Date. This Resolution is effective immediately upon its passage and without publication.

[The remainder of this page has been left blank intentionally.]

Date Adopted: November 12, 2025

Faribault City Council

_____
Thomas J. Spooner, Mayor

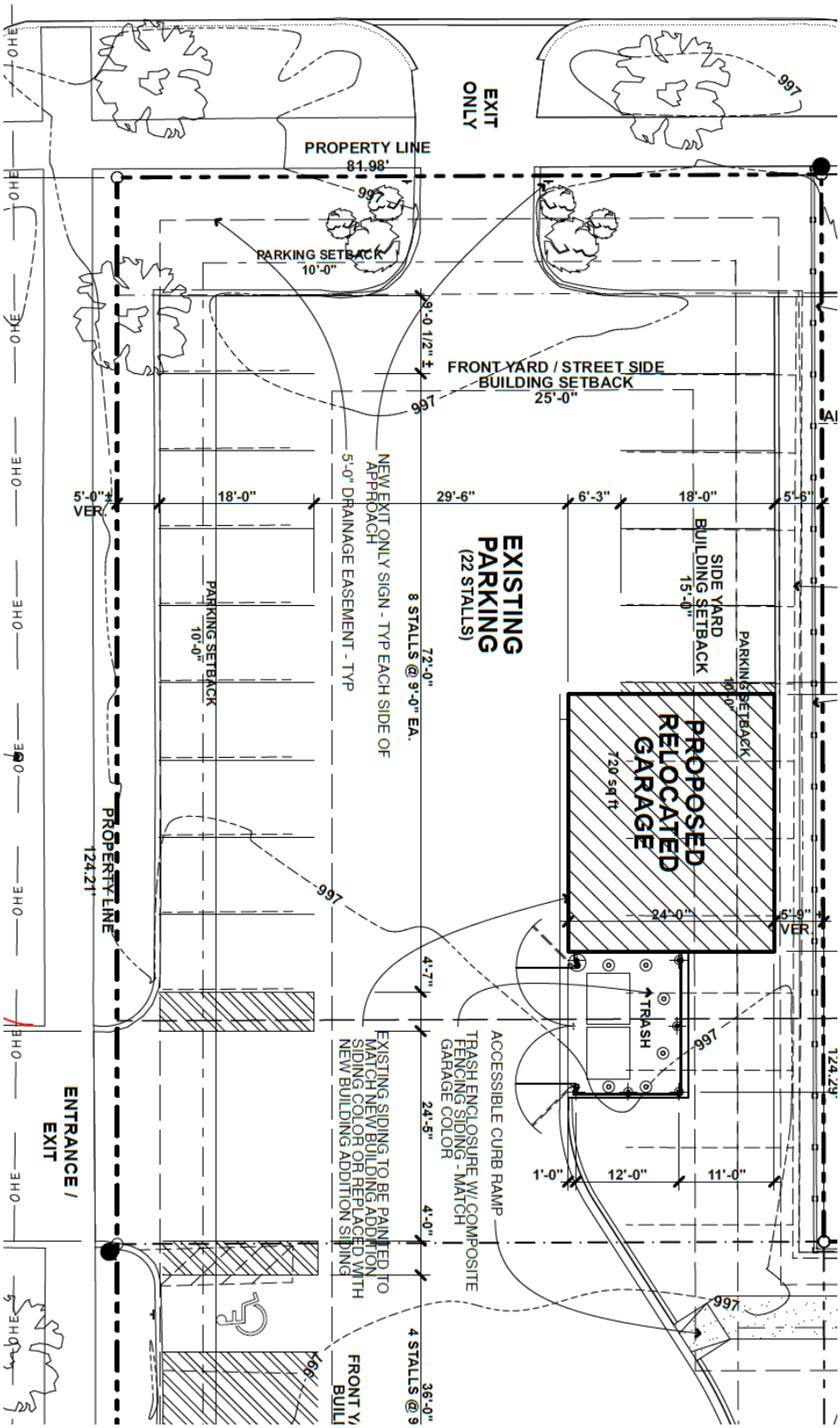
ATTEST:

_____
Jessica L. Kinser, City Administrator

EXHIBIT A
LEGAL DESCRIPTION OF THE PROPERTY

Lot 1, Block 1, PIPER RAMSEY ADDITION

EXHIBIT B
PROPOSED SITE PLAN SHOWING PROPOSED SETBACK VARIANCES



State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-288

APPROVE A VARIANCE TO ALLOW LIMITED MODIFICATIONS TO THE REQUIRED LANDSCAPE STANDARDS RELATED TO THE PIPER RAMSEY ADDITION PLAT

WHEREAS, MacKenzie Ramsey (the "Applicant"), on behalf of Ivy Hill Senior Care LLC (the "Owner"), requests that the City Council approve a variance to allow limited modifications to the required landscape standards for a proposed redevelopment associated with the PIPER RAMSEY ADDITION plat (the "Property") legally described in EXHIBIT A; and

WHEREAS, the Applicant proposes to improve and expand an existing residential care facility on the Property; and

WHEREAS, Section 4-130 of the City's Unified Development Ordinance outlines the required number, type, size, and placement of landscaping for proposed development; and

WHEREAS, in response to public input, the Applicant proposes to concentrate the required landscape plantings associated with the proposed redevelopment in specific areas to maximize its impact, as opposed to evenly distributing the plantings as required by the Unified Development Ordinance; and

WHEREAS, City Staff has completed a review of the application and made a report to the Planning Commission recommending approval of the Applicant's variance request; and

***WHEREAS**,* the Planning Commission, on November 3, 2025, following proper notice, held a public hearing regarding the requests; and

WHEREAS, following said public hearing, the Planning Commission recommended approval of the variance based on the following criteria and findings as required by Section 2-460 of the City's Unified Development Ordinance:

1. **The variance is in harmony with the general purposes and intent of the City's ordinances.**

   Finding: The landscape plan provided demonstrates intent to support screening and buffering within transitional areas. The reduction in depth of the landscape area is countered by the choice of landscape plantings, which will create a dense evergreen buffer along with the placement of a six-foot privacy fence.

   There is a proposal for a concentration of plantings adjacent to the parking lot area, whereas other areas of the transitional areas are screened only with a six-foot privacy fence.

2. **The variance is consistent with the Comprehensive Plan.**

   Finding: The Comprehensive Plan guides the Property for Established Residential Neighborhood. The Applicant's requested variance responds to the need to concentrate landscaping in areas where it can best relate to the character of the neighborhood.

3. **The applicant proposes to use the property in a reasonable manner not permitted by the City's ordinances.**

   Finding: The Applicant proposes to adjust the landscaping to best respond to public input. Consequently, it it reasonable and beneficial to allow flexibility in the placement of the required landscaping.

4. **Unique circumstances apply to the property, which do not apply generally to other properties in the same zone**

or vicinity and result from lot size or shape, topography or other circumstances over which the owner of the property has not had control. The unique circumstances do not result from the actions of the applicant.

Finding: The Property is unique due to its location adjacent to three public rights-of-way, allowing for development that optimizes the use and reuse of existing structures, as well as the utilization of improved surfaces, such as the existing parking lot. These circumstances are not the result of the Applicant's actions, and while the Applicant substantially complies with the City's landscape requirements a redevelopment site presents unique circumstances that are not the result of the Applicant's actions.

5. **The variance does not alter the essential character of the neighborhood.**

Finding: The Applicant’s requested variance allows for the flexibility to concentrate the required landscaping in areas that help preserve the essential character of the neighborhood.

6. **The variance requested is the minimum variance, which would alleviate the practical difficulties.**

Finding: Due to the practical difficulties noted in earlier findings, the Applicants’ requests are the minimum necessary and are mitigated by landscape material choices that provide screening in lieu of additional square footage of greenspace north of the garage and a reduction of an even distribution of landscape plant materials throughout the transitional areas along the entire eastern property boundaries.

7. **Economic conditions alone do not constitute practical difficulties.**

Finding: The Applicant’s variance request is not based on economic conditions alone. The requested variance allows the proposed landscaping to respond to public input on where landscaping should be placed.

WHEREAS, the City Council, at a public meeting, on November 12, 2025, considered the request and concurred with all findings of the Planning Commission as stated in the above recitals and hereby makes the identical findings.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY FARIBAULT, MINNESOTA AS FOLLOWS:

Section 1: Approval of the Requested Variance. The City Council hereby approves a variance to allow limited modifications to the required landscape standards for a proposed redevelopment associated with the PIPER RAMSEY ADDITION plat as generally depicted in EXHIBIT B of this Resolution.

Section 2: Conditions of Approval. The City Council's approval of the Applicant's variance requests is subject to Property's redevelopment being substantially similar to that shown in EXHIBIT B of this Resolution, as determined by the City's Development Review Committee.

Section 3. Additional Steps. The City Council authorizes the Mayor, City Administrator, City Planner, and the City Attorney to take any additional steps and actions necessary or convenient to accomplish the intent of this Resolution.

Section 4. Effective Date. This Resolution shall become effective immediately upon its passage and without publication.

Date Adopted: November 12, 2025

Faribault City Council

_____

Thomas J. Spooner, Mayor

ATTEST:

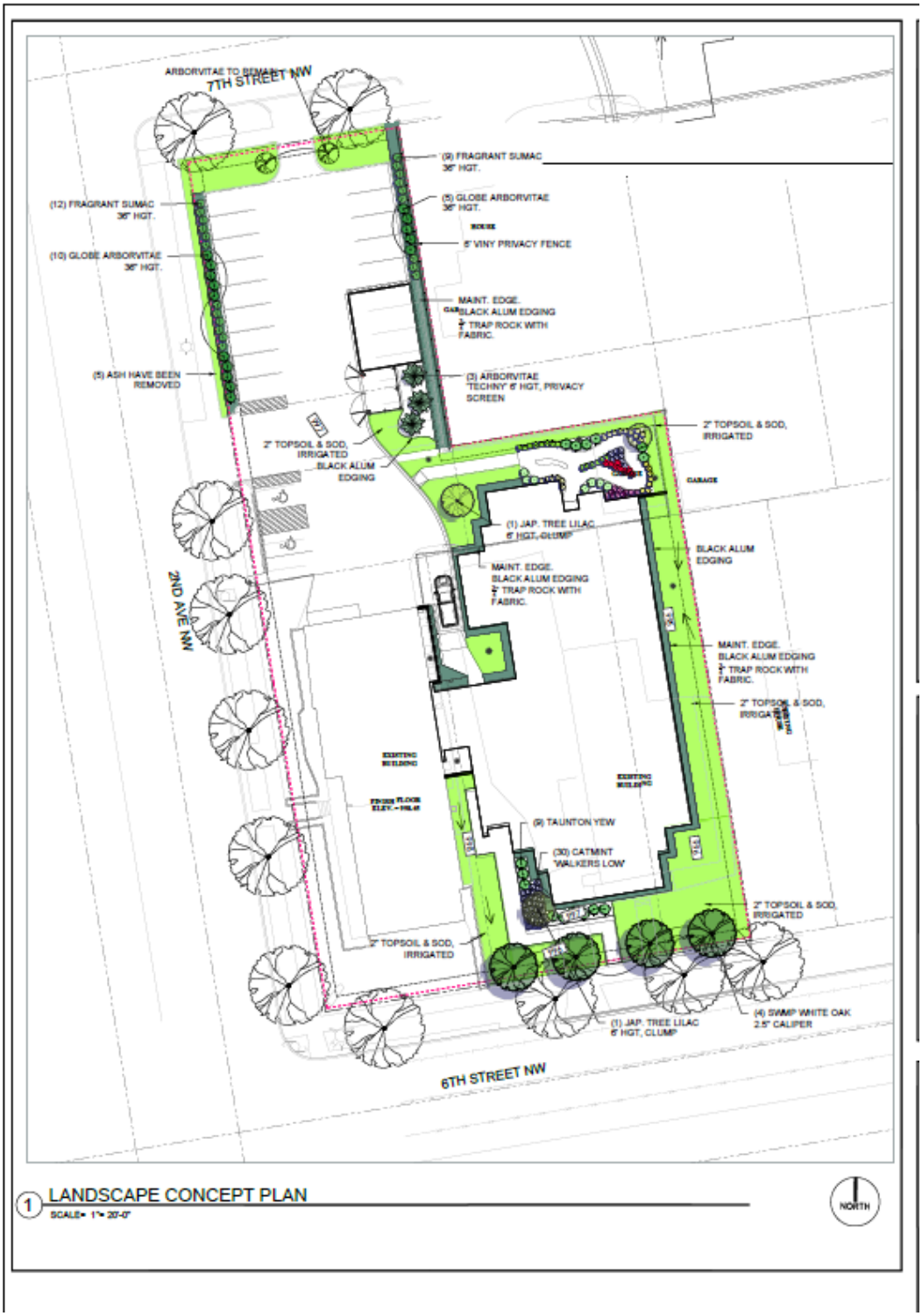
_____

Jessica L. Kinser, City Administrator

EXHIBIT A
Property Legal Descriptions

Lot 1, Block 1, PIPER RAMSEY ADDITION

EXHIBIT B
PROPOSED LANDSCAPE PLAN SHOWING PROPOSED LANDSCAPE VARIANCE



Request for Council Action

TO:	Mayor and City Council
THROUGH:	Jessica Kinser, City Administrator
FROM:	
MEETING DATE:	November 12, 2025
SUBJECT:	Resolution 2025-301 Establish Permit Parking for the Henry M. Rice Square Public Parking Lot and Approve Parking Agreement

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Background:

As part of the KGP Telecommunications relocation to downtown, the City is acquiring a lot in the Henry M. Square Rice block for the construction of a public parking lot. Through many months of conversation with the developer and with the County, we have developed a parking agreement that is attached. This has not had the final approval of the developer and tenant; however, we are asking for the City Council to give staff the ability to make changes that do not substantially change the intent of the agreement.

Recommendation:

To approve Resolution 2025-301

Attachments:

1. Resolution 2025-301 Permit Parking Henry M Rice Square Parking Lot and Parking Agreement
2. DOCSOPEN-#1059345-v9-Parking_Agreement

State of Minnesota
County of Rice

CITY OF FARIBAULT

RESOLUTION #2025-301

ESTABLISH PERMIT PARKING FOR THE HENRY M. RICE SQUARE PUBLIC PARKING LOT AND APPROVE PARKING AGREEMENT

WHEREAS, Chapter 15, Article 3, Division 2, Section 15-60 of the City of Faribault Code of Ordinances establishes the form by which the City Council may establish permit parking; and

WHEREAS, the City of Faribault is acquiring lot 2 of block 1 of the of Henry M. Rice Square plat for the purpose of constructing a public parking lot to aid in the redevelopment of lot 1 of the Henry M. Rice Square plat; and

WHEREAS*,* a parking agreement with the developer, Faribault Real Estate LLC, and the tenant, KGP Telecommunications, LLC has been created to set forth specific terms for the permit parking;

NOW, THEREFORE BE IT RESOLVED, that the City of Faribault hereby establishes the public parking lot to be constructed on lot 2 of block 1 with the Henry M. Rice Square plat is to be designated as a permit only parking lot, Monday through Friday, from 8am-5pm; and

ALSO, BE IT RESOLVED, that the Parking Agreement with the tenant and the developer is hereby approved, setting the fee as $0, with the tenant and developer to be responsible for the distribution and tracking of up to 90 parking permits;

ALSO, BE IT RESOLVED, staff has the authority to continue working with the developer and tenant to make minor modifications that do not substantially change the intent of the Parking Agreement.

Date Adopted: November 12, 2025

Faribault City Council

_____

Thomas J. Spooner, Mayor

ATTEST:

_____

Jessica L. Kinser, City Administrator

PARKING AGREEMENT

THIS AGREEMENT ("Agreement) is by and between the City of Faribault, Minnesota, a Minnesota municipal corporation ("City"), and KGP Telecommunications, LLC, a Minnesota limited liability company ("Tenant"), and Faribault Real Estate LLC, a Minnesota limited liability company ("Developer"), or their assigns, (collectively, the "Parties").

RECITALS:

WHEREAS, the Developer intends to own certain real property, which is legally described on Exhibit A attached to this Agreement (the "Developer Property"); and

WHEREAS, the Developer intends to develop a project on the Developer Property (the "Development") and lease the Developer Property to Tenant; and

WHEREAS, the City intends to own certain real property, which is legally described on Exhibit A attached to this Agreement (the "City Property").

WHEREAS, the City and the Developer desire to enter into an agreement in which Developer agrees to lease 100% of the parking spaces to be installed on the City Property for use by Tenant or future tenants of the Development consistent with the terms of this Agreement.

NOW THEREFORE, in consideration of the mutual promises and agreements in this Agreement, the Parties agree as follows:

1. Recitals. The Recitals above are hereby incorporated as terms of this Agreement.

2. Term of Agreement. Notwithstanding the effective date of this Agreement, the term of this Agreement shall commence on October 1, 2026 ("Commencement Date"), and shall terminate on September 30, 2041 ("Initial Term"), and shall automatically be extended by two five year periods, provided the Tenant exercises their option(s) to extend the lease term under the lease agreement for the Developer Property (the "Extension Term") unless earlier terminated as provided under this Agreement. The Initial Term and each Extension Term shall be collectively referred to as the "Term."

3. Grant of Right to Use and Assignment of Such Rights. Subject to the limitations, terms and conditions provided in this Agreement, the City agrees to grant to the Developer the right to lease and use 100% of the parking stalls to be located on the City Property consistent with the terms of this Agreement. During the Term of this Agreement, Developer, Tenant, and their respective owners, officers, employees, and invitees shall also have the right to pedestrian and vehicular access over and across the City Property.

4. No Annual Permit Fee, Annual Permit Distribution, and Permit Records. The Developer agrees to pay to City $0.00 per permit per year for each permit requested up to 90 permits. By December 1st of each year, the Tenant or Developer shall provide the City the following information: (1) how many annual permits, up to 90 total permits, are requested for the upcoming calendar year, (2) the distribution of the permits for the City Property, and (3) the specific vehicles and persons associated with the permit (the "Permit Holder"). Notwithstanding the foregoing, if Tenant and

Developer fail to provide such information by December 1st of any given year, Tenant and Developer shall retain the right to obtain up to 90 permits for the following year within a reasonable period after such information has been provided. The Tenant or Developer shall maintain updated records containing this information and provide them to the City within thirty (30) days upon the written request of the City.

5. Permit Administration and Parking Enforcement.

A. The City shall annually issue up to ninety (90) parking permits, or such other number of parking spaces as determined pursuant to paragraph 4 of this Agreement, in the form of numbered cards, color-coded to reflect the year of issuance, to the Tenant or Developer. The Tenant or Developer shall then be responsible for all other administrative tasks related to the issuance of permits to and use of permits by the Permit Holders. No contracts between the Tenant or Developer and the Permit Holders shall extend beyond the Term of this Agreement. Permit Holders may park in any area of the City Property designated for permit parking.

B. Contemporaneous with the execution of any contract with a Permit Holder, the Tenant or Developer shall provide a written notice to the Permit Holder that their permit is subject to the covenants, terms and conditions of this Agreement, including without limitation the City's right to revoke the permits if this Agreement is terminated as set forth in this Agreement. Although the Tenant or Developer need not provide a copy of this Agreement to each Permit Holder, it shall make the agreement available to the Permit Holder for review upon request.

C. Throughout the term of this Agreement, the Tenant or Developer shall maintain a list of all Permit Holders, along with each Permit Holder's mailing address and e-mail address, if any. At the request of the City, the Tenant or Developer shall provide the City with a copy of such list within thirty (30) days of the Commencement Date and shall provide an updated copy of the list at the beginning of each calendar year.

D. The City shall be responsible for placing signage on the City Property. The signage shall restrict the parking to permit parking only, Monday through Friday, 8 a.m. to 5 p.m. The City shall be responsible for general parking enforcement on the City Property.

6. Termination for Convenience. The parties may terminate this Agreement by mutual agreement.

7. Intentionally Omitted.

8. Default. No party hereto shall be permitted to terminate this Agreement as a result of any default by any other party hereto; provided, however, each party shall have all other rights and remedies available at law or in equity as a result of any Event of Default (defined below) by another

party hereto. Notwithstanding the foregoing, under no circumstances will any party hereto be responsible or liable for exemplary, consequential, or lost profit damages, as a result of any breach or alleged breach of this Agreement.

A. Any one of the following events shall constitute an Event of Default:

i. The Tenant or Developer fails to pay for real estate taxes or special assessments when said payment is due, and such default shall continue for thirty (30) days after notice from the City; or

ii. The Tenant or Developer violates or fails to perform any of the other terms, covenants or conditions of this Agreement and such default shall continue for thirty (30) days after notice from the City, unless such default cannot be cured in the exercise of reasonable diligence within said thirty (30) day period, in which event the Tenant or Developer shall be allowed such additional time as is needed to cure such default with all due diligence.

B. If an Event of Default occurs and the City retains an attorney to prosecute the enforcement of all or any of the terms, covenants, agreements or conditions of this Agreement, the collection of any fees or taxes due or to become due, or other rights under this Agreement, the Tenant or Developer agrees to reimburse the City, for the City's reasonable attorney's fees, together with the actual cost of maintaining any action commenced in law or equity by said attorneys for the service of the attorneys, whether suit is filed or not. Such reimbursement shall be payable within thirty (30) days of demand thereof.

9. Maintenance and Damage of Premises. The City shall be responsible for maintenance of the City Property, including snow removal. If the City Property shall be damaged or destroyed by any cause so as to render it unfit for the parking uses granted to the Tenant or Developer under this Agreement, without the fault or neglect of the City or any person for whose conduct the City may be liable, the City shall undertake to repair such damage or destruction at the City's own expense and use reasonable efforts to restore all available parking as soon as practical.

10. Liability and Indemnity. This Agreement is made on the express condition that, except for injury or damage caused by City's negligence or willful misconduct, the City shall be free from all liabilities, claims, obligations and damages for or by reason of any injury or injuries to any person, persons or property of any kind of nature whatsoever resulting from the use of the City Property by the Tenant or Developer, its agents, assignees, or employees for any cause whatsoever during the term of this Agreement. Except for injury or damage caused by the City's negligence or willful misconduct the Tenant and Developer further agrees and covenants to indemnify, save, hold harmless and defend City from all liabilities, claims, obligations, damages, charges, expenses and costs, including reasonable attorney's fees, arising out of or resulting from the use of the City Property by the Developer, its agents, assignees, or employees. Nothing in this Agreement shall constitute a waiver or limitation of any immunity or limitation on liability to which the City is entitled under Minnesota Statutes, Chapter 466 or otherwise. This paragraph survives the termination of the Agreement.

11. Notices. Any notices permitted or required by this Agreement shall be deemed given when personally delivered or upon deposit in the United States mail, first class and postage fully prepaid, and addressed to the following:

As to City:	City of Faribault 208 1st Avenue NW Faribault, MN 55021 ATTN: Jessica Kinser and David Wanberg
With a copy to:	Kennedy & Graven, Chartered Fifth Street Towers, Suite 700 150 South Fifth Street Minneapolis, MN 55402 ATTN: Scott J. Riggs
As to Tenant and Developer:	KGP Telecommunications, LLC 4405 Highway 60 West Faribault, MN 55021 ATTN: Matthew R. Drevlow, Chief Manager And Faribault Real Estate LLC 527 Professional Drive Northfield, MN 55057 ATTN: Brett Reese

12. Laws Governing. This Agreement shall be governed by and construed in accordance with the laws of Minnesota and any disputes, controversies, or claims arising under this Agreement shall be heard in the state or federal courts of Minnesota and the parties waive any objections to jurisdiction.

13. Entire Agreement. This Agreement shall constitute the entire agreement between the City and the Tenant and Developer, and supersedes any other written or oral agreements between the City and the Tenant and Developer. This Agreement can only be modified in writing signed by the City and the Tenant and Developer.

14. Data Practices Compliance. Data provided, produced, or obtained under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. The Tenant and Developer will immediately report to the City any requests from third parties for information relating to this Agreement. The Tenant and Developer agrees to promptly respond to inquiries from the City concerning data requests.

15. Audit. The Tenant and Developer must allow the City, or its duly authorized agents, and the state auditor or legislative auditor reasonable access to the Tenant and Developer's books,

records, documents, and accounting procedures and practices that are pertinent to all Services provided under this Agreement for a minimum of six years from the termination of this Agreement.

16. No Discrimination. The Tenant and Developer agrees not to discriminate in providing products and services under this Agreement on the basis of race, color, sex, creed, national origin, disability, age, sexual orientation, status with regard to public assistance, or religion.

17. Compliance with Laws. The Tenant and Developer shall exercise due professional care to comply with applicable federal, state, and local laws, statutes, rules, ordinances, and regulations.

18. Assignment. The City may assign its rights and obligations under this agreement without the consent of the Tenant or Developer. The City shall give reasonable written notice of such assignment and that the assignee has agreed to be bound by and perform all of the terms, covenants and conditions of this Agreement. The Tenant or Developer shall be allowed to assign its rights under this Agreement with the City's consent, to any entity that controls, is controlled by, or is under common control with the Tenant or Developer. The Tenant or Developer shall also be allowed to assign its rights under this Agreement with the City's consent to any subsequent owner, tenant, or subtenant of the Developer Property. The Tenant and Developer shall be permitted to assign its interest in this Agreement, and shall provide City with a written assignment of the Tenant or Developer's interest in this Agreement whereby the assignee agrees to be bound by and perform all of the terms, covenants and conditions of this Agreement.

19. Waiver. The failure of a party to enforce any term, covenant, condition or breach of the Agreement shall not be deemed a waiver of the right to do so thereafter. The acceptance by City of partial payment shall not be deemed a waiver of any term, covenant, condition or breach of the Agreement. No waiver of any term, covenant, condition or breach shall be effective unless in writing. A written waiver of any term, covenant, condition or breach of the Agreement shall not be deemed a waiver of any subsequent term, covenant, condition or breach, whether such subsequent term, covenant, condition or breach is the same or different, except as specified in writing in the waiver. No waiver by City shall constitute a waiver of sovereign immunity or any other immunity from liability provided for by statute. This paragraph survives the termination of the Agreement.

20. Severability. If any term, covenant, or condition of the Agreement or the application thereof to any person or circumstance is, to any extent, invalid or unenforceable, or in conflict with the law of the jurisdiction, the remainder of the Agreement or the application of such term, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected and each term, covenant or condition of the Agreement shall be valid and be enforced to the fullest extent permitted by law.

21. Binding Effect. This Agreement is intended to be binding on the parties to this Agreement and their respective assigns.

22. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

23. Tax Exempt Status. It is intended that the City Property and the parking lot to be constructed thereon be, and shall remain for the duration of this Agreement, exempt from all ad valorem and other real estate taxes. Should it be determined that the interest of the Developer or Tenant in this Agreement is taxable, and should any tax be levied as to the Developer or Tenant or the City Property, the Developer and Tenant shall pay such tax. Upon request by the City, the Developer and Tenant shall provide proof of such payment. The Developer and Tenant shall indemnify and defend the City from and against any and all liability, including, without limitation, attorneys' fees and expenses, in the event of any loss by the City and the City Property of its tax exempt status. This section shall survive any expiration or termination of this Agreement. In the event the Developer or Tenant fails to pay the taxes, assessments, fees, or other charges due, the City shall notify the Developer and Tenant of the default. If the Developer and Tenant fail to cure such default within thirty (30) days from the receipt of the written notice, the City shall have the right to immediately terminate this Agreement without further obligation to the Developer and Tenant.

[Signature page to follow]

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement as of the date first written above.

TENANT:

KGP TELECOMMUNICATIONS, LLC

By: _____
Matthew R. Drevlow
Its: Chief Manager

DEVELOPER:

FARIBAULT REAL ESTATE LLC

By: _____
Brett Reese
Its: Chief Manager

CITY:

CITY OF FARIBAULT

By: _____
Thomas Spooner
Its: Mayor

By: _____
Jessica Kinser
Its: City Administrator

EXHIBIT A

Legal Description of Developer Property

Lot 1, Block 1, HENRY M RICE SQUARE, Rice County, Minnesota

Legal Description of City Property

Lot 2, Block 1, HENRY M RICE SQUARE, Rice County, Minnesota