



Mayor: Mark Hueser
Precinct 1 Councilor: Jon Dahlke
Precinct 2 Councilor: Scott Maynard
Precinct 3 Councilor: Paul Lemke
Precinct 4 Councilor: Cory Neid
At-Large Councilor: Yodee Rivera

GLENCOE CITY COUNCIL MEETING AGENDA

Monday, June 16, 2025

City Center Ballroom

7:00 PM

- 1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- 2. CONSENT AGENDA**
 - A. Approve Minutes of the Regular Meeting of June 2, 2025
 - B. Approve Minutes of the City Council Workshop of June 9th, 2025
- 3. APPROVE AGENDA**
- 4. PUBLIC COMMENT (agenda items only)**
- 5. PUBLIC HEARINGS**
 - A. Fee Schedule Ordinance Public Hearing and Second Reading - **Ordinance Number 630** – City Attorney Ostlund
 - B. Golf Cart/ATV Ordinance – Public Hearing and Second Reading – **Ordinance Number 631** – City Attorney Ostlund
- 6. BIDS AND QUOTES**
 - A. **Resolution 2025-12**; Resolution Approving the Sale of \$4.1 Million General Obligation Bonds, Series 2025A, for the Hennepin Avenue Project – Paul Donna, Fiscal Agent, DA Davidson
 - B. **Hennepin Avenue Project AFP #1** – Justin Black, SEH
- 7. REQUESTS TO BE HEARD**
 - A. Third reading of **Ordinance Number 628** to Eliminate the Cemetery Commission – City Attorney Ostlund
 - B. State Companion Grant & **Resolution-2025-13** - Glencoe Terminal Construction - Final Phase – City Administrator
 - C. Planning Commission Recommendations
 1. Lot Splits on Registered Land Survey (RLS) #25
 - D. Police Officer Positions – Chief Padilla
 - E. Approval of City Administrator Employee Agreement for Mark Lemen – City Administrator Larson
- 8. ITEMS FOR DISCUSSION**
 - A. Housing Study Survey and Booth at Glencoe Days -2025 – City Administrator Larson
 - B. City Office Hours – City Administrator Larson

9. ROUTINE BUSINESS

- A.** Project Updates
 - 1. Hennepin Avenue Reconstruction
- B.** Economic Development
- C.** Public Input
- D.** Reports
- E.** City Bills

10. ADJOURN



SMALL CITY  BIG FUTURE

GLENCOE CITY COUNCIL MEETING MINUTES

June 2, 2025 – 7:00 PM

City Center Ballroom

Attendees: Mark Hueser, Jon Dahlke, Scott Maynard, Paul Lemke, Cory Neid, Yodee Rivera

City Staff: Mark Larson, Mark Lemen, Matt Gospodarek, Tony Padilla, Todd Trippel, Haylie Kusler

Others: Justin Black, Paul Donna, Victor Garcia, Rich Glennie

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

The Meeting was called to order by Mayor Mark Hueser

2. CONSENT AGENDA

A. Approve Minutes of the Regular Meeting of May 19, 2025

B. Approve Special Event Application of JL Insurance Advisors, 1132 Hennepin Avenue, Street Closure S 1/2 of 12 Street East of Hennepin Avenue for Customer Appreciation. June 5, 2025, from 11:00 AM to 2:00 PM. Cones, Barricades and Picnic Tables.

C. Approve Special Event of the Glencoe Car and Bike Show, Glencoe City Center Parking Lot, 1107 11th Street East, June 29 (Happy Hour), July 27, and September 7, 2025.

Motion: Lemke, seconded by Neid to approve the consent agenda. All in favor, the motion carries.

3. APPROVE AGENDA

Motion: Dahlke, seconded by Neid to approve the agenda with the addition of 7C. All in favor, the motion carries.

4. PUBLIC COMMENT (agenda items only)

None.

5. PUBLIC HEARINGS

A. Public Hearing on **Ordinance Number 628** to Eliminate the Cemetery Commission
– Approve Second Reading

At this time, Mayor Hueser opened the public hearing on **Ordinance Number 628** to Eliminate the Cemetery Commission, with a motion by Lemke, seconded by Maynard.

Motion: With no public comment, Lemke made a motion to close the public hearing. Seconded by Rivera, with all in favor, the motion carries.

Motion: Neid, seconded by Dahlke to approve Second Reading of Ordinance Number 628 to Eliminate the Cemetery Commission. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, Lemke and Neid. The following voted Nay, none.

6. BIDS AND QUOTES

- A.** Updated Assessment Roll for Hennepin Avenue Project – Justin Black, SEH
Justin Black, with SEH, reviewed the updated assessment roll with the City Council. Assessments have decreased with the bids that were received for the Hennepin Avenue Project.
- B. Resolution 2025-10;** Resolution Approving the Issuance of \$4.1 Million General Obligation Bonds, Series 2025A, for the Hennepin Avenue Project – Paul Donna, Fiscal Agent, DA Davidson

RESOLUTION 2025-10

IN THE MATTER OF THE ORDERLY ANNEXATION BETWEEN THE CITY OF GLENCOE AND GLENCOE TOWNSHIP PURSUANT TO MINNESOTA STATUTES § 414.0325

WHEREAS, the City of Glencoe and Glencoe Township jointly agree to designate and request the immediate annexation of the following described land located within Glencoe Township to the City of Glencoe, County of McLeod, Minnesota;

See proposed descriptions on the attached Exhibit “A”

Tax ID: 04.069.0025

and

WHEREAS, the City of Glencoe and Glencoe Township are in agreement as to the orderly annexation of the unincorporated land described; and

WHEREAS, Minnesota Statutes § 414.0325 provides a procedure whereby the City of Glencoe and Glencoe Township may agree on a process of orderly annexation of a designated area; and

WHEREAS, the City of Glencoe and Glencoe Township have agreed to all the terms and conditions for the annexation of the above-described lands; and the signatories hereto agree that no alteration of the designated area is appropriate and no consideration by the Chief Administrative Law Judge is necessary. The Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of the resolution.

NOW, THEREFORE, BE IT RESOLVED, jointly by the City Council of the City of Glencoe and the Township Board of Glencoe Township as follows:

1. **(Property.)** That the following described land is subject to orderly annexation pursuant to Minnesota Statutes § 414.0325, and that the parties hereto designate the area for orderly annexation; and agree that the land be immediately annexed:

See proposed descriptions on the attached Exhibit "A"

Tax ID: 04.069.0025

2. **(Acreage/Population/Usage.)** That the orderly annexation area consists of approximately 2.7 acres, the population in the area is zero (0) and the current land use types are agricultural.

3. **(Jurisdiction.)** That Glencoe Township and the City of Glencoe, by submission of this joint resolution to the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, confers jurisdiction upon the Chief Administrative Law Judge so as to accomplish said orderly annexation in accordance with the terms of this resolution.

4. **(Municipal Reimbursement).** Minnesota Statutes § 414.036.

a. Reimbursement to Towns for lost taxes on annexed property.

The City of Glencoe shall make a lump sum payment to Glencoe Township without delay in the amount of \$507.00.

b. Assessments and Debt.

That pursuant to Minnesota Statutes § 414.036 with respect to any special assessment assigned by the Township to the annexed property and any portion of debt incurred by the Township prior to the annexation and attributable to the property to be annexed, but for which no special assessments are outstanding, for the area legally described (herein or attached exhibit) there are (1) no special assessments or debt.

6. **(Review and Comment).** The City of Glencoe and Glencoe Township agree that upon receipt of this resolution, passed and adopted by each party, the Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of the resolution.

Adopted by affirmative vote of all the members of the Glencoe Township Board of Supervisors this _____ day of _____ 2025.

GLENCOE TOWNSHIP

ATTEST:

By: _____

By:

Chairperson
Board of Supervisor

Township Clerk

Adopted by affirmative vote of the City Council of _____ this _____ day of _____ 2025.

CITY OF GLENCOE

ATTEST:

By: _____

By:

Mark Hueser, Mayor
Administrator

Mark Larson, City

Approved this _____ day of _____ 20__

Motion: Lemke, seconded by Neid to approve Resolution 2025-10. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, Lemke and Neid. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

7. REQUESTS TO BE HEARD

- A. Resolution 2025-11;** Annexation of the Hennepin Avenue Pond Parcel ID #04-069-0025 – City Attorney Ostlund

CERTIFICATION OF MINUTES
RELATING TO GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES
2025A

ISSUER: BODY:

City of Glencoe, Minnesota Council

KIND, DATE, TIME AND PLACE OF MEETING: A regular meeting held on June 2, 2025, at 7:00 p.m., in the Glencoe City Center.

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents Attached: Extract of Minutes of said meeting.

RESOLUTION 2025-11

**A RESOLUTION APPROVING THE ISSUANCE OF GENERAL OBLIGATION
IMPROVEMENT BONDS, SERIES 2025A**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referenced to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer on June 2, 2025.

By: _____

By:

Mark Hueser, Mayor

Administrator

Mark Larson, City

Councilmember _____ introduced the following resolution
and moved its adoption, which motion was seconded by Councilmember

RESOLUTION 2025-11

**RESOLUTION APPROVING THE ISSUANCE OF
GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A**

BE IT RESOLVED by the City Council (the "City Council") of the City of Glencoe, State of Minnesota (herein, the "City"), as follows:

1. The City Council hereby finds and declares that it is necessary and expedient for the City to sell and issue its general obligation bonds, pursuant to Minnesota Statutes, Chapters 429 and 475, in a principal amount not to exceed \$4,500,000 (herein, the "Bonds"). The proceeds of the Bonds will be used, together with any additional funds of the City which might be required, to finance the costs of various street and utility improvement projects in the City.
2. The City Council desires to proceed with the sale of the Bonds to a purchaser (the "Purchaser") using D.A. Davidson & Co., acting as either underwriter or placement agent ("Davidson").
3. The Mayor and the City Administrator are hereby authorized to approve the sale of the Bonds and to execute a bond purchase agreement or term sheet for the Bonds with the Purchaser, provided that the true interest cost of the Bonds does not exceed 5.00%.
4. Upon approval of the sale of the Bonds by the Mayor and the City Administrator, the City Council will take action at its next regularly scheduled or special meeting thereafter to adopt the necessary approving resolutions as prepared by the City's bond counsel.
5. If necessary for the marketing of the Bonds, the Mayor or City Administrator, or any authorized designee thereof, is hereby authorized to approve and execute, and Davidson is hereby authorized to prepare and distribute, on behalf of the City, a Preliminary Official Statement and a Final Official Statement relating to the Bonds (together, the "Official Statement"), which Final Official Statement shall include the offering price, the interest rates, selling compensation, delivery date, and such other information relating to the Bonds required to be included in the Official Statement by Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934. The officers of the City are hereby authorized and directed to execute such certificates as may be appropriate concerning the accuracy, completeness and sufficiency of the Official Statement.
6. If the Mayor and City Administrator have not approved the sale of the bonds to the Purchaser and executed the related bond purchase agreement by December 31, 2025, this resolution shall expire.

Motion: Neid, seconded by Rivera to approve Resolution 2025-11. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, Lemke and Neid. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

B. Dollar General Access Agreement – City Attorney

Motion: Neid, seconded by Dahlke to approve the easement agreement and authorize the Mayor and City Administrator to execute the agreement. All in favor, the motion carries.

C. City Administrator Retirement

Motion: Neid, seconded by Lemke to accept the letter of intent on the retirement of City Administrator, Mark Larson, January 2, 2026. All in favor, the motion carries.

8. ITEMS FOR DISCUSSION

A. Fee Schedule Ordinance – First Reading of Ordinance Number 630 – City Attorney Ostlund

Motion: Rivera, seconded by Maynard to approve First Reading of Ordinance Number 630 Fee Schedule Ordinance and to set the Public Hearing for June 16, 2025, at 7:00 PM. All in favor, the motion carries.

B. Golf Cart/ATV Ordinance – Proposed Changes – Ordinance Number 631 – City Attorney Ostlund

Motion: Neid, seconded by Dahlke to approve First Reading of Ordinance Number 631 Golf Cart/ATV Ordinance with the adjustments to the language and to set the Public Hearing for June 16, 2025, at 7:00 PM. All in favor, the motion carries.

9. ROUTINE BUSINESS

A. Project Updates

1. Hennepin Avenue Reconstruction

B. Economic Development – promote Housing Study Survey – add it to website and City's Facebook page.

C. Public Input

D. Reports

E. Close Meeting for Employee Grievance

Motion: Lemke, seconded by Neid to close meeting for Employee Grievance. All in favor, the motion carries.

Motion: Neid, seconded by Dahlke to re-open the meeting at 8:23 PM. All in favor, the motion carries.

Motion: Lemke, seconded by Maynard to deny the Employee for Grievance. All in favor, the motion carries.

F. Close Meeting for Employment Evaluation of City Employee

Motion: Dahlke, seconded by Neid to close meeting for Employment Evaluation of City Employee at 8:24 PM. All in favor, the motion carries.

Motion: Lemke, seconded by Rivera to re-open the meeting at 9:43 PM. All in favor, the motion carries.

Motion: Lemke, seconded by Neid to appoint Mark Lemen as City Administrator. All in favor, the motion carries.

G. City Bills

Motion: Neid, seconded by Rivera to approve City bills. All in favor, the motion carries.

10. ADJOURN

Motion: Rivera, seconded by Lemke to adjourn. All in favor, the motion carries.



SMALL CITY  BIG FUTURE

GLENCOE CITY COUNCIL WORKSHOP MINUTES

June 9, 2025 – 5:30 PM

West Conference Room

Attendees: Mark Hueser, Jon Dahlke, Scott Maynard, Paul Lemke, Cory Neid, Yodee Rivera

City Staff: Mark Larson, Mark Lemen, Amy Halquist, Haylie Kusler

1. Finance Software Upgrade – Assistant City Administrator Mark Lemen, Finance Assistant Amy Halquist

The current finance software provider, Tyler Technologies, has notified the City that they will no longer be supporting the current City program, Fund Balance, after 2026. The City Finance Department has been investigating other options, while participating in software demonstrations from several companies along with inquiring what other similar sized cities utilize as their finance software. There are 2025 costs associated with the start up as well as annual costs thereafter. The City staff has decided to recommend moving forward with BS&A as the Finance software provider.

2. City Administration Office Hours – Assistant City Administrator Mark Lemen, Deputy City Clerk Haylie Kusler

City staff have inquired about a potential opportunity for a shift in summer operating hours for City offices. This change would consist of a nine-hour workday Monday through Thursday, and a Friday consisting of a four-hour workday. This change has several benefits, including efficiency in operations, opportunities for residents to utilize City services prior to their workday beginning, as well as creating an incentive for City staff that creates no extra financial liability for the City.

3. 2026 Budget Planning Update – Assistant City Administrator Mark Lemen

All City Department Heads have been provided with 2026 Annual Budget Sheets to begin preparation for the preliminary 2026 Budget Planning sessions in July. There are to be returned by June 30, 2025. City staff will begin presenting CIP plans as well as goals and objectives for the 2026 Budget beginning with the July Council Workshop.

4. Housing Study Update – Assistant City Administrator Mark Lemen

The Housing Study Steering Committee met last week with representatives from CEDA to discuss the preliminary results of the updated housing study and to receive feedback from the committee. CEDA presented the committee with a survey to be distributed to residents. There will be a CEDA booth at Glencoe Days: June 27 from 4:00-7:00 PM and

June 28 from 12:00-5:00 PM. This way, representatives from CEDA can answer any questions and distribute survey information.

5. Pre-demolition Hazardous Materials Inspection Quotes for Condemned Properties – Assistant City Administrator Mark Lemen

City staff has received two quotes for pre-demolition hazardous building material inspections. The quotes are for the four condemned properties in Glencoe: 1207 Chandler Ave, 1206 10th St, 1234 Greeley Ave, and 712 13th St E. The City will need to meet with the owner of 712 13th St. before tearing down 1234 Greeley Ave.



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoe.mn.org Email: info@ci.glencoe.mn.us

Page is Blank to Separate Agenda Items

Mayor: Mark Hueser City Administrator: Mark D. Larson
Councilors: At-Large - Yodee Rivera, Precinct 1 - Jon Dahlke, Precinct 2 - Scott Maynard;
Precinct 3 - Paul Lemke, Precinct 4 - Cory Neld



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Date: June 16, 2025

To: Mayor and City Council

From: Mark Larson, City Administrator

RE: Item 5A – Public Hearing on Ordinance 630

Item 5A – At 7:00 PM, the City Council will hold a public hearing on Ordinance 630 regarding the Fine Fee Schedule.

After the public hearing, it is recommended to approve the second reading of Ordinance Number 630

ORDINANCE NO. 630

AN ORDINANCE AMENDING CERTAIN PORTIONS OF CITY CODE 770 PERTAINING TO REPEAT NUISANCE CALLS; AMENDING CITY CODE 760 PERTAINING TO VEGETATION CONTROL; AN ORDINANCE AMENDING CERTAIN PORTIONS OF CITY CODE 510.07 PERTAINING TO PARKING, SURFACE AND DRAINAGE; AN ORDINANCE AMENDING CITY CODE 550.02 PERTAINING TO BLIGHT ENFORCEMENT AND PENALTIES.

Findings and Purpose:

- A. It is the purpose and intent of this section to amend the City of Glencoe's ordinance(s) pertaining generally repeat nuisance calls, vegetation control and parking, surface and drainage, and blight enforcement and penalties pertaining to the administrative fines and criminal charges applicable to violations.

The City Council of Glencoe, Minnesota ordains:

Section 1. Section 770.07, is amended to read:

770.07 Legal Remedies. The City may impose an administrative fine(s) for a violation of this section pursuant to the requirements of this section and the City's fee schedule resolution, as amended from time to time. A violation of this section shall be a misdemeanor. Nothing in this section shall be construed to limit the City's other available legal remedies for any violation of the law which may constitute a nuisance service call hereunder, including criminal, civil, injunctive or others.

Section 2. Section 760.08, is amended to read:

760.08 Any person, firm or corporation who violates this ordinance shall be guilty of a misdemeanor. The City may impose an administrative fine(s) for a violation of this section pursuant to the requirements of City Code 770.05-770.06 and fines shall be the amount set by the City Council by resolution. Each violation shall constitute a separate offense. (See Uniform Misdemeanor Penalties in General Regulations Section of the Code).

Section 3. Section 510.08 is hereby added to the City Code and shall read as follows:

510.08 Any person, firm or corporation who violates this ordinance shall be guilty of a misdemeanor. The City may impose an administrative fine(s) for a violation of this section pursuant to the requirements of City Code 770.05-770.06 and fines shall be the amount set by the City Council by resolution. Each violation shall constitute a separate offense.

Section 4. Section 550.02(b) is amended to read as follows:

550.02(b) Any person, firm or corporation who violates this ordinance shall be guilty of a misdemeanor. The City may impose an administrative fine(s) for a violation of this section pursuant to the requirements of City Code 770.05-770.06 and fines shall be the amount set by the City Council by resolution. Each violation shall constitute a separate offense. (See Uniform Misdemeanor Penalties in General Regulations Section of the Code).

Section 4. Section 775.02, is amended to read as follows:

Unless otherwise stated in this section, It is hereby established that the uniform penalty for violation of any ordinance which constitutes a misdemeanor shall be a fine in an amount not to exceed \$1,000, or 90 days in jail, or both. The fine amount for violations of sections 770, 760, 510, or 550 shall be as follows:

- a. First offense: \$100.00
- b. Second offense: \$200.00
- c. Third offense: \$300.00
- d. Fourth offense: \$400.00
- e. Fifth offense: \$500.00
- f. Sixth offense and each offense thereafter: \$600.00

Section 5. Section 755.03, is amended to delete the following language:

~~“725.02—Blight”~~

Section 3. This ordinance becomes effective from and after its passage and publication.

Passed by the City Council of Glencoe, Minnesota this _____ day of _____, 2025.

Mark Hueser, Mayor

Attested:

Mark Larson, City Administrator



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Date: June 16, 2025

To: Mayor and City Council

From: Mark Larson, City Administrator

RE: Item 5B – Public Hearing on Ordinance 631

Item 5B – At 7:05 PM, the City Council will hold a public hearing on Ordinance 631 to make changes to the Golf Cart/ATV ordinance.

After the public hearing, it is recommended to approve the second reading of the Ordinance Number 631

Mayor: Mark Hueser **City Administrator:** Mark D. Larson

Councilors: At-Large Yodee Rivera, Precinct 1 Jon Dahlke, Precinct 2 Scott Maynard, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

ORDINANCE NO. 631

AN ORDINANCE AMENDING SECTION 426 OF CHAPTER 4 OF THE GLENCOE CITY CODE REGULATING UTILITY TASK VEHICLES, CLASS 1 ATVs AND GOLF CARTS

Findings and Purpose:

WHEREAS, The purpose of this section is to protect the public safety, health and welfare of the citizens of the City of Glencoe and to prevent and abate unnecessary injury or death.

WHEREAS, It is the intent of the City of Glencoe by the adoption of this Section to regulate Utility Task Vehicles, Class 1 All-Terrain Vehicles and Golf Carts in compliance with Minnesota State law.

The City Council of Glencoe, Minnesota ordains:

Section 1: Section 785 of the Glencoe Municipal Code is hereby repealed and deleted in its entirety.

Section 2: Section 426 of Chapter 4 of the Glencoe Municipal Code is hereby amended and restated as follows:

§ 426.01. SPECIAL VEHICLES: UTILITY TASK VEHICLES, CLASS 1 ALL-TERRAIN VEHICLES, GOLF CARTS

DEFINITIONS

DRIVER. The person driving and having physical control over a Utility Task Vehicle or Class 1 All-Terrain Vehicle, and also being the licensee.

ALL TERRAIN VEHICLE OR ATV. means a motorized vehicle with: (1) not less than four, but not more than six low pressure or non-pneumatic tires; (2) a total dry weight of 2,000 pounds or less; and (3) a total width from outside of tire rim to outside of tire rim that is 65 inches or less. Class 1 All-Terrain Vehicle includes a class 1 Class 1 All-Terrain Vehicle and class 2 Class 1 All-Terrain Vehicle. Class 1 All-Terrain Vehicle does not include a golf cart, mini-truck, dune buggy, or go-cart or a vehicle designed and used specifically for lawn maintenance, agriculture, logging, or mining purposes.

CLASS 1 ALL-TERRAIN VEHICLE OR CLASS 1 ATV As defined by Minn. Stat. § 84.92, subd. 9 means any All-Terrain Vehicle that has a total width from outside of tire rim to outside of tire rim that is 50 inches or less.

UTILITY TASK VEHICLE OR UTV. As defined by Minn. Stat. § 169.045, subd. 1 (3), a side-by-side, four-wheel drive, off-road vehicle that has four wheels, is propelled by an internal combustion engine with a piston displacement capacity of 1,200 cubic centimeters or less, and has

a total dry weight of 1,800 but less than 2,600 pounds. For the purposes of this section, a Class 2 All-Terrain Vehicle, as defined in Minn. Stat. § 84.92, subd. 10, shall be considered a Utility Task Vehicle or UTV if it otherwise meets the definition of a UTV as prescribed herein.

GOLF CART. a four-wheeled motor vehicle designed and manufactured for operation on a golf course for sporting or recreational purposes, and it must be able to attain a speed of no more than 20 mph.

(ALL TERRAIN VEHICLE OR ATV, CLASS 1 ALL-TERRAIN VEHICLE OR CLASS 1 ATV, UTILITY TASK VEHICLE OR UTV and GOLF CART referred collectively as “Special Vehicle”)

DESIGNATED CITY ROADWAYS. Those certain established City roadways within the City rights-of-way in which the City Council from time to time designates by majority resolution as roadways in which ~~UTVs, Class 1 ATVs~~ Special Vehicle may travel upon, subject to the terms and conditions of this ordinance. Designated City Roadways shall be published in the form of a map clearly delineating those certain roads determined to be Designated City Roadways. Alleyways are not considered Designated City Roadways, except for the purpose of accessing a Licensee’s residence or commercial property.

(A) (1) No person shall operate a ~~UTVs, Class 1 ATVs~~ Special Vehicle within the corporate limits of the City without obtaining a permit as provided herein or unless their operation qualifies as exempt.

(2) Permit Application. Every application for a permit hereunder shall be made on a form supplied by the City and shall contain the following information which shall be true and correct at the time of application and thereafter:

(a) The name, age and address of the vehicle owner applicant.

(b) Proof of a ~~UTVs, Class 1 ATVs~~ Special Vehicle insurance policy covering the vehicle and applicant owner for the duration of the permit term and in compliance with the provisions of Minnesota Statutes concerning insurance coverage for the ~~UTVs, Class 1 ATVs~~ Special Vehicle.

(c) Model name, make, and year and number (manufacturer identification) of the ~~UTVs, Class 1 ATVs~~ Special Vehicle.

(d) A copy of a valid state issued driver’s license belonging to the applicant.

(e) A certification that the applicant owner applicant can safely operate a ~~UTVs, Class 1 ATVs~~ Special Vehicle

(f) A certification which shall include but not be limited to that the applicant has received and reviewed the City’s map of Designated City Roadways, has reviewed this ordinance, that the licensed vehicle can be operated safely within a City right-

of-way based upon manufacturer's guidance(s), a certification that the vehicle has been inspected by city staff for compliance with city ordinances and state law, and a certification that the applicant has completed all safety training mandated by City Council.

(g) Other information as may be required by City staff, the chief of police, City Council, or Minnesota state law.

(3) Permit Fee. The permit fee shall be as otherwise set forth in the City's fee schedule and not less than \$50 per term.

(4) Permit Term. Permits shall be granted for a term of one calendar year from January 1 to December 31st (regardless of what month the permit is issued) and must be renewed through an annual application and payment applicable permit fee payment pursuant to the requirements of this section.

(5) Permit Conditions. No permit shall be granted or renewed unless the following conditions are met:

- (a) The applicant vehicle owner must demonstrate that he or she currently holds a valid state issued driver's license.
- (b) The applicant shall be 18 years of age or older at the time the permit for ~~UTV or Class 1-ATV~~ Special Vehicle is granted.
- (c) The applicant shall demonstrate or otherwise certify that they are the owner or lessor of the ~~UTV or Class 1-ATV~~ Special Vehicle being licensed.
- (d) The applicant shall submit a true and correct acknowledgement and certification of the following:
 - i. That the applicant can safely operate a ~~UTV or Class 1-ATV~~ Special Vehicle pursuant to the terms and conditions of this ordinance.
 - ii. The applicant has received and reviewed the City's map of Designated City Roadways.
 - iii. The applicant has received a copy of and reviewed this ordinance.
 - iv. That the licensed vehicle can be operated safely within a City right-of-way based upon manufacturer's guidance(s).
 - v. That the vehicle has been inspected by City or police department staff for compliance with city ordinances and state law.

- vi. That the applicant has completed all safety training mandated by City Council.
- vii. The applicant has not had his or her driver's license revoked as the result of traffic violations or criminal proceedings, and the applicant authorizes the Glencoe police department to confirm the validity of this statement.
- viii. The applicant must provide evidence of valid insurance ~~valid for no shorter than the permit term~~ and in compliance with the provisions of Minnesota Statutes concerning insurance coverage for ~~UTV or Class 1 ATV~~ Special Vehicles.

(6) Permitted Operation(s) – Designated City Roadways. No permit or license under this section shall be required for vehicles or Drivers that exclusively operate within and upon private property, and such use shall be considered the sole exemption from the requirements of this ordinance. Any use or operation within the City's corporate limits of a ~~UTVs, Class 1 ATVs~~ Special Vehicle not otherwise considered exempt shall be restricted to Drivers operating vehicles which the City has issued a permit under this ordinance. Any Driver of a ~~UTVs, Class 1 ATVs~~ Special Vehicle shall only operate upon those portions of paved City rights-of-way that are both marked for motor vehicle traffic and specified as Designated City Roadways, or as otherwise allowed under this section. A Driver must always possess proof of a valid and current permit granted under this section and display said permit in plain sight in the rear left portion of the Vehicle, and a valid and current proof of insurance in compliance with the provisions of Minnesota Statutes concerning insurance coverage for ~~UTVs, Class 1 ATVs~~ Special Vehicle.

(7) Operation upon Non-Designated City Roadways. No Driver shall operate a ~~UTVs, Class 1 ATVs~~ Special Vehicle upon a county, state, or federal right-of-way that is not a Designated City Roadway.

(8) Requirements Specific to Utility Task Vehicles. ~~Notwithstanding anything to the contrary herein, Utility Task Vehicles may only be operated upon Designated City Roadways from sunrise to sunset. They~~ Utility Task Vehicles shall not be operated pursuant to this section during inclement weather conditions or at any time when there is insufficient light to clearly see persons or vehicles on the roadway at a distance of 500 feet.

(9) Requirements Specific to Class 1 All-Terrain Vehicles and Golf Carts. Notwithstanding anything to the contrary herein, Class 1 ATVs and Golf Carts shall only be operated upon Designated City Roadways from sunrise to sunset. Class 1 ATVs and Golf Carts shall not be operated pursuant to this section during inclement weather conditions or at any time when there is insufficient light to clearly see persons or vehicles on the roadway at a distance of 500 feet. No Driver shall operate a Class 1 ATV without eye protection.

(10) Street Crossings. The Driver of a ~~UTVs, Class 1 ATVs~~ Special Vehicle may directly cross any street or highway intersecting a Designated City Roadway, regardless of whether that street or highway being crossed is a Designated City Roadway.

(11) Compliance with Traffic and Motor Vehicle Laws. A permitted Driver or any person operating a ~~UTVs, Class 1 ATVs~~ Special Vehicle unlawfully without a permit under this section has all the rights and duties applicable to the driver of any other vehicle under the provisions of Minn. Stat. ch. 169, subd. 6, as it may be amended from time to time, except when these provisions cannot reasonably be applied and except as otherwise specifically provided in Minn. Stat. § 169.045, subd. 7, as it may be amended. Notwithstanding the foregoing, a permitted Driver or any person operating a ~~UTVs, Class 1 ATVs~~ Special Vehicle unlawfully without a permit shall at all time observe all Minnesota statutes and City ordinances applicable to traffic and motor vehicles, including but not limited to the following which shall be unlawful:

- a. At a rate of speed or rate of acceleration greater than reasonable or proper under all the surrounding circumstances and in no event at a rate of speed greater than the posted speed limit.
- b. In a careless, reckless, or negligent manner so as to endanger other persons or property.
- c. To tow anything including any person or object, unless the ~~UTVs, Class 1 ATVs~~ Special Vehicle is towing a street legal trailer. ~~to or from the City's yard waste and/or compost facility.~~
- d. In a manner creating loud, unnecessary or unusual noise, or that otherwise disturbs or interferes with the peace and quiet of other persons.
- e. Without a headlight and taillight illuminating at all times, each of minimum candlepower as prescribed by rules of Commissioner of Public Safety.
- f. Without brakes conforming to standards prescribed by rule of the Commissioner.
- g. Without a rear-view mirror to provide the driver with adequate vision from behind as required by Minn. Stat. § 169.70. Class 1 ATVs shall be exempt from this requirement.
- h. Without property functioning front turn signals, rear turn signals, front headlamps, rear headlamps, an electronically actuated horn, and a speedometer. Class 1 ATVs shall be exempt from this requirement.
- i. ~~To operate a UTVs, Class 1 ATVs Special Vehicle upon City right of way without complying with manufacturer's guidance on safe street operation, including but not limited to tires designed for street operation.~~

- j. To travel with a passenger(s) except as authorized by Minn. Stat. §84.9257(a) or (b). UTVs and Golf Carts shall be exempt from this requirement.

(12) Suspension. The City Council may suspend or revoke any permit granted hereunder upon a majority finding by a preponderance of the evidence ~~at an open meeting~~ that the Driver either has violated any of the provisions of this section or Minn. Stat. ch. 169, as it may be amended from time to time, or cannot safely operate the UTVs, ~~Class 1 ATVs~~ Special Vehicle. Upon a Driver's third conviction within a three-year period for violating this section or any applicable Minnesota statute, the Driver's permit under this section shall be administratively revoked without any action of the City Council and no new permit shall be granted or renewed for a one-year period.

(13) Safety Curriculum Requirements. Unless and until otherwise directed by the City Council, the Chief of Police shall create and implement a public safety curriculum and any permit applicant shall be required to complete said curriculum prior to the approval of any permit application or renewal.

(14) City Exemption. The terms and conditions of this ordinance shall not apply to City employees operating City owned UTVs, ~~Class 1 ATVs~~ Special Vehicle while in the performance of their job duties.

(15) Penalty. Any person convicted of violating any provision of this chapter shall be guilty of a misdemeanor. Notwithstanding violating the provisions of this chapter, any person convicted of violating parking, traffic or vehicles laws or regulations in the operation of a vehicle regulated pursuant to this chapter shall be subject to those criminal and/or civil procedures or penalties which are assigned to such offenses.

Section 3. Effective Date. This ordinance becomes effective form and after its passage and publication.

Passed by the City Council of _____, Minnesota this _____ day of _____, 2025.

Mark Hueser, Mayor

Attested:

Mark Larson, City Administrator



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoe.mn.org Email: info@ci.glencoe.mn.us

Page is Blank to Separate Agenda Items

Mayor: Mark Hueser City Administrator: Mark D. Larson
Councilors: At-Large - Yodee Rivera, Precinct 1 - Jon Dahlke, Precinct 2 - Scott Maynard,
Precinct 3 - Paul Lemke, Precinct 4 - Cory Neld



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoemn.org Email: info@ci.glencoe.mn.us

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: June 16, 2025

RE: Item 6A – Resolution 2025-12 Authorizing Bond Sale for 2025 Hennepin Ave.
Project

Item 6A – Bond Consultant Paul Donna with DA Davidson will execute the attached bond sale to Security Bank and Trust for \$4,236,000 at an interest rate of 3.94%.

It is recommended to approve Resolution 2025-12 for the bond sale.

CERTIFICATION OF MINUTES RELATING TO
GENERAL OBLIGATION IMPROVEMENT BONDS,
SERIES 2025A

Issuer: City of Glencoe, Minnesota

Governing Body: City Council

Kind, date, time and place of meeting: A regular meeting held June 16, 2025 at 7:00 p.m., in the Glencoe City Center.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION NO. 2025-12

RESOLUTION AUTHORIZING ISSUANCE, AWARDING SALE,
PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR
THE PAYMENT OF \$4,236,000 GENERAL OBLIGATION
IMPROVEMENT BONDS, SERIES 2025A

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer this ____ day of June, 2025.

City Administrator

Councilmember _____ introduced the following resolution and moved its adoption, which motion was seconded by Councilmember _____:

RESOLUTION AUTHORIZING ISSUANCE, AWARDING SALE, PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE PAYMENT OF \$4,236,000 GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A

BE IT RESOLVED by the City Council (the “Council”), City of Glencoe, Minnesota (the “City”), as follows:

SECTION 1. AUTHORIZATION AND SALE.

1.01. Authorization. Pursuant to a resolution adopted on June 2, 2025, this Council determined it to be in the best interest of the City to issue and sell its General Obligation Improvement Bonds, Series 2025A (the “Bonds”), for the purpose of financing certain street improvement projects and storm water improvements, sewer utility improvements, and water utility improvements (collectively, the “Projects”) in the City; provided that the principal amount of the Bonds does not exceed \$4,500,000, and the true interest cost of the Bonds does not exceed 5.00%.

1.02. Sale. In a private placement, the City has received a proposal from Security Bank and Trust Co. (the “Purchaser”) to purchase the Bonds in the principal amount of \$4,236,000, at a price equal to the principal amount thereof plus accrued interest, if any, to the date of delivery, and a true interest cost of 3.932970%, on the further terms and conditions hereinafter set forth. The sale of the Bonds is hereby awarded to the Purchaser, and the Mayor and the City Administrator are hereby authorized and directed to execute a contract on the part of the City for the sale of the Bonds with the Purchaser.

SECTION 2. BOND TERMS; REGISTRATION; EXECUTION AND DELIVERY.

2.01. Issuance of Bonds. All acts, conditions and things which are required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed precedent to and in the valid issuance of the Bonds having been done, now existing, having happened and having been performed, it is now necessary for the Council to establish the form and terms of the Bonds, to provide security therefor and to issue the Bonds forthwith.

2.02. Maturities; Interest Rates; Denominations and Payment. The Bonds shall be originally dated as of July 1, 2025, shall be in the denomination of \$1,000 each, or any integral multiple thereof, of single maturities, shall mature on February 1, 2041 in the amount stated below, and shall bear interest from their date of issue until paid or duly called for redemption, at the annual rates set forth opposite such year and amount, as follows:

<u>Year</u>	<u>Amount (\$)</u>	<u>Rate (%)</u>
2041	4,236,000	3.940

The Bonds shall be issuable only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof shall be payable by check or draft issued by the Registrar described herein.

2.03. Dates and Interest Payment Dates. Upon initial delivery of the Bonds pursuant to Section 2.07 and upon any subsequent transfer or exchange pursuant to Section 2.06, the date of authentication shall be noted on each Bond so delivered, exchanged or transferred. Interest on the Bonds shall be payable on February 1 and August 1 in each year, commencing August 1, 2026, each such date being referred to herein as an Interest Payment Date, to the persons in whose names the Bonds are registered on the Bond Register, as hereinafter defined, at the Registrar's close of business on the fifteenth day of the calendar month preceding that in which the Interest Payment Date falls, whether or not such day is a business day. Interest shall be computed on the basis of a 360-day year composed of twelve 30-day months.

2.04. Redemption. The Bonds shall be subject to redemption and prepayment at the option of the City, in whole or in part, in such order of maturity dates as the City may select and, within a maturity, by lot as selected by the Registrar in integral multiples of \$1,000, on February 1, 2032, and on any date thereafter, at a price equal to the principal amount thereof and accrued interest to the date of redemption. The City Administrator shall cause notice of the call for redemption thereof to be published if and as required by law, and at least thirty (30) and not more than sixty (60) days prior to the designated redemption date, shall cause notice of call for redemption to be mailed, by first class mail, to the Registrar and registered holders of any Bonds to be redeemed at their addresses as they appear on the Bond Register described in Section 2.06 hereof. No defect in or failure to give such notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the City shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.

Bonds maturing on February 1, 2041 (the "Term Bond") shall be subject to mandatory redemption prior to maturity pursuant to the sinking fund requirements of this Section 2.04 at a redemption price equal to the stated principal amount thereof plus interest accrued thereon to the redemption date, without premium. The Registrar shall select for redemption, by lot or other manner deemed fair, on February 1 in each of the following years the following stated principal amounts of such Bonds:

<u>Term Bond due February 1, 2041</u>			
<u>Year</u>	<u>Principal Amount</u>	<u>Year</u>	<u>Principal Amount</u>
2027	\$197,000	2035	\$390,000
2028	301,000	2036	193,000
2029	312,000	2037	201,000
2030	325,000	2038	208,000
2031	339,000	2039	216,000

2032	351,000	2040	224,000
2033	366,000	*2041	233,000
2034	380,000		
<i>*Stated Maturity</i>			

Notice of redemption shall be given as provided in the preceding paragraph.

2.05. Appointment of Registrar. The City hereby appoints the City Finance Director as the initial Bond registrar, transfer agent and paying agent (the "Registrar"). The City reserves the right to remove the Registrar, effective upon not less than thirty days' written notice and upon the appointment and acceptance of a successor Registrar, in which event the predecessor Registrar shall deliver all cash and Bonds in its possession to the successor Registrar and shall deliver the Bond Register to the successor Registrar.

2.06. Registration. The effect of registration and the rights and duties of the City and the Registrar with respect thereto shall be as follows:

(a) Register. The Registrar shall keep at its principal office a register (the "Bond Register") in which the Registrar shall provide for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged. The term Holder or Bondholder as used herein shall mean the person (whether a natural person, corporation, association, partnership, trust, governmental unit, or other legal entity) in whose name a Bond is registered in the Bond Register.

(b) Transfer of Bonds. Upon surrender for transfer of any Bond duly endorsed by the Holder thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the Holder thereof or by an attorney duly authorized by the Holder in writing, the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the first day of the month in which each interest payment date occurs and until such interest payment date.

(c) Exchange of Bonds. At the option of the Holder of any Bond in a denomination greater than \$1,000, such Bond may be exchanged for other Bonds of authorized denominations, of the same maturity and a like aggregate principal amount, upon surrender of the Bond to be exchanged at the office of the Registrar. Whenever any Bond is so surrendered for exchange the City shall execute and the Registrar shall authenticate and deliver the Bonds which the Bondholder making the exchange is entitled to receive.

(d) Cancellation. All Bonds surrendered for payment, transfer or exchange shall be promptly canceled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When any Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name any Bond is at any time registered in the Bond Register as the absolute owner of the Bond, whether the Bond shall be overdue or not, for the purpose of receiving payment of or on account of, the principal of and interest on the Bond and for all other purposes; and all payments made to or upon the order of such Holder shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. For every transfer or exchange of Bonds (except for an exchange upon a partial redemption of a Bond), the Registrar may impose a charge upon the owner thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the City and the Registrar shall be named as obligees. All Bonds so surrendered to the Registrar shall be canceled by it and evidence of such cancellation shall be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment.

(i) Authenticating Agent. The Registrar is hereby designated authenticating agent for the Bonds, within the meaning of Minnesota Statutes, Section 475.55, Subdivision 1, as amended.

(j) Valid Obligations. All Bonds issued upon any transfer or exchange of Bonds shall be the valid obligations of the City, evidencing the same debt, and entitled to the same benefits under this Resolution as the Bonds surrendered upon such transfer or exchange.

2.07. Execution, Authentication and Delivery. The Bonds shall be prepared under the direction of the City Administrator and shall be executed on behalf of the City by the signatures of the Mayor and the City Administrator, provided that the signatures may be printed, engraved

or lithographed facsimiles of the originals. In case any officer whose signature or a facsimile of whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until the date of delivery of such Bond. Notwithstanding such execution, no Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on the Bond, substantially in the form provided in Section 2.09, has been executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on any Bond shall be conclusive evidence that it has been duly authenticated and delivered under this Resolution. When the Bonds have been prepared, executed and authenticated, the City Administrator shall deliver them to the Purchaser upon payment of the purchase price in accordance with the contract of sale theretofore executed, and the Purchaser shall not be obligated to see to the application of the purchase price.

2.08. Form of Bonds. The Bonds shall be prepared in substantially the form found at EXHIBIT A hereto.

SECTION 3. USE OF PROCEEDS. There is hereby established on the official books and records of the City a General Obligation Improvement Bonds, Series 2025A Construction Fund (the "Construction Fund"). The Construction Fund shall be credited with \$4,236,000.00, representing the estimated costs of the Projects (\$4,173,000.00) and costs of issuance of the Bonds (\$63,000.00) from the proceeds of the Bonds. From the Construction Fund there shall be paid all costs and expenses related to the construction and acquisition of the Projects. After payment of all such costs and expenses, the Construction Fund shall be terminated. All funds on hand in an account of the Construction Fund when terminated shall be credited to the related account within the Bond Fund described in Section 4 hereof, unless and except as such proceeds may be transferred to some other fund or account as to which the City has received from bond counsel an opinion that such other transfer is permitted by applicable laws and does not impair the exemption of interest on the Bonds from federal income taxes. In no event shall funds remain in the Construction Fund later than July 1, 2028.

SECTION 4. GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A BOND FUND. So long as any of the Bonds are outstanding and any principal or interest thereon unpaid, the City Administrator shall maintain on the official books and records of the City a separate fund designated as the General Obligation Improvement Bonds, Series 2025A Bond Fund (the "Bond Fund"). There shall be credited to the Bond Fund the following:

- (i) the amounts specified in Section 3 above, after payment of all costs of the Projects;
- (ii) special assessments levied and collected in accordance with this Resolution;
- (iii) taxes levied and collected in accordance with this Resolution and allocable to the Bonds; and

- (iv) any other funds appropriated by this Council for the payment of the Bonds.

The principal of and interest on the Bonds shall be payable from the Bond Fund, and the money on hand in the Bond Fund from time to time shall be used only to pay the principal of and interest on the Bonds. If the balance on hand in the Bond Fund is at any time insufficient to pay principal and interest then due on the Bonds, such amounts shall be paid from other money on hand in other funds of the City, which other funds shall be reimbursed therefor when sufficient money becomes available in the Bond Fund. The City Council also covenants and agrees that it will each year levy a sufficient amount of ad valorem taxes to pay any accumulated or anticipated deficiency, which levy is not subject to any constitutional or statutory limitation.

There are hereby established two accounts in the Bond Fund, designated as the "Debt Service Account" and the "Surplus Account." There shall initially be deposited into the Debt Service Account upon the issuance of the Bonds the amount set forth in (a) and (c) above. Thereafter, during each Bond Year (i.e., each twelve month period commencing on February 2 and ending on the following February 1), as monies are received into the Bond Fund, the City Administrator shall first deposit such monies into the Debt Service Account until an amount has been appropriated thereto sufficient to pay all principal and interest due on the Bonds through the end of the Bond Year. All subsequent monies received in the Bond Fund during the Bond Year shall be appropriated to the Surplus Account. If at any time the amount on hand in the Debt Service Account is insufficient for the payment of principal and interest then due, the City Administrator shall transfer to the Debt Service Account amounts on hand in the Surplus Account to the extent necessary to cure such deficiency. Investment earnings (and losses) on amounts from time to time held in the Debt Service Account and Surplus Account shall be credited or charged to said accounts.

SECTION 5. SPECIAL ASSESSMENTS. The City hereby covenants and agrees that, for the payment of the costs of the Projects, the City has done or will do and perform all acts and things necessary for the final and valid levy of special assessments in the principal amount of \$1,079,000, which is not less than 20% of the cost of the Projects. The principal of and interest on such special assessments are estimated to be levied and collected in the years and amounts shown on Appendix I attached hereto. The principal of the assessments shall be made payable in annual installments, with interest as established by this Council in accordance with law on unpaid installments thereof from time to time remaining unpaid. In the event any special assessment shall at any time be held invalid with respect to any lot or tract of land, due to any error, defect or irregularity in any action or proceeding taken or to be taken by the City or by this Council or by any of the officers or employees of the City, either in the making of such special assessment or in the performance of any condition precedent thereto, the City hereby covenants and agrees that it will forthwith do all such further things and take all such further proceedings as shall be required by law to make such special assessment a valid and binding lien upon said property.

SECTION 6. RESERVED.

SECTION 7. PLEDGE OF TAXING POWERS. For the prompt and full payment of the principal of and interest on the Bonds as such payments respectively become due, the full faith,

credit and unlimited taxing powers of the City shall be and are hereby irrevocably pledged. In order to produce aggregate amounts which, together with the collections of other amounts as set forth in Section 4, will produce amounts not less than 5% in excess of the amounts needed to meet when due the principal and interest payments on the Bonds, ad valorem taxes are hereby levied on all taxable property in the City, the taxes to be levied and collected in the following years and amounts:

<u>Levy Years</u>	<u>Collection Years</u>	<u>Amount</u>
See attached schedules		

The taxes shall be irrepealable as long as any of the Bonds are outstanding and unpaid, provided that the City reserves the right and power to reduce the tax levies from other legally available funds, in accordance with the provisions of Minnesota Statutes, Section 475.61.

SECTION 8. DEFEASANCE. When all of the Bonds have been discharged as provided in this Section, all pledges, covenants and other rights granted by this Resolution to the Holders of the Bonds shall cease. The City may discharge its obligations with respect to any Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; or, if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The City may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they are prepayable according to their terms by depositing with the Registrar on or before that date an amount equal to the principal, redemption premium, if any, and interest then due, provided that notice of such redemption has been duly given as provided herein. The City may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with the Registrar or with a bank or trust company qualified by law to act as an escrow agent for this purpose, cash or securities which are authorized by law to be so deposited for such purpose, bearing interest payable at such times and at such rates and maturing or callable at the holder's option on such dates as shall be required to pay all principal and interest to become due thereon to maturity or, if notice of redemption as herein required has been irrevocably provided for, to an earlier designated redemption date. If such deposit is made more than ninety days before the maturity date or specified redemption date of the Bonds to be discharged, the City must have received a written opinion of Bond Counsel to the effect that such deposit does not adversely affect the exemption of interest on any Bonds from federal income taxation and a written report of an accountant or investment banking firm verifying that the deposit is sufficient to pay when due all of the principal and interest on the Bonds to be discharged on and before their maturity dates or earlier designated redemption date.

SECTION 9. TAX COVENANTS; ARBITRAGE MATTERS AND CONTINUING DISCLOSURE.

9.01. General Tax Covenant. The City agrees with the registered owners from time to time of the Bonds that it will not take, or permit to be taken by any of its officers, employees or

agents, any action that would cause interest on the Bonds to become includable in gross income of the recipient under the Internal Revenue Code of 1986, as amended (the "Code") and applicable Treasury Regulations (the "Regulations"), and agrees to take any and all actions within its powers to ensure that the interest on the Bonds will not become includable in gross income of the recipient under the Code and the Regulations. All proceeds of the Bonds deposited in the Construction Fund will be expended solely for the payment of the costs of the Projects. The Projects are and will be owned and maintained by the City and available for use by members of the general public on a substantially equal basis. The City shall not enter into any lease, management contract, use agreement, capacity agreement or other agreement with any non-governmental person relating to the use of the Projects, or any portion thereof, or security for the payment of the Bonds which might cause the Bonds to be considered "private activity bonds" or "private loan bonds" pursuant to Section 141 of the Code.

9.02. Arbitrage Certification. The Mayor and City Administrator being the officers of the City charged with the responsibility for issuing the Bonds pursuant to this Resolution, are authorized and directed to execute and deliver to the Purchaser a certificate in accordance with Section 148 of the Code, and applicable Regulations, stating the facts, estimates and circumstances in existence on the date of issue and delivery of the Bonds which make it reasonable to expect that the proceeds of the Bonds will not be used in a manner that would cause the Bonds to be "arbitrage bonds" within the meaning of the Code and Regulations.

9.03. Arbitrage Rebate. (a) It is hereby found that the City has general taxing powers, that no Bond is a "private activity bond" within the meaning of Section 141 of the Code, that 95% or more of the net proceeds of the Bonds are to be used for local governmental activities of the City, and that the aggregate face amount of all tax-exempt obligations (other than private activity bonds) issued by the City and all subordinate entities thereof during the year 2025 is not reasonably expected to exceed \$5,000,000. Therefore, pursuant to Section 148(f)(4)(D) of the Code, the City shall not be required to comply with the arbitrage rebate requirements of paragraphs (2) and (3) of Section 148(f) of the Code.

(b) Notwithstanding the provisions of paragraph (a) of this Section 9.03, if the arbitrage rebate provisions of Section 148(f) of the Code apply to the Bonds, the City hereby covenants and agrees to make the determinations, retain records and rebate to the United States the amounts at the times and in the manner required by said Section 148(f) and applicable Regulations.

9.04. Qualified Tax-Exempt Obligations. The City Council hereby designates the Bonds as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code relating to the disallowance of interest expense for financial institutions, and hereby finds that the reasonably anticipated amount of tax-exempt governmental obligations (within the meaning of Section 265(b)(3) of the Code) which will be issued by the City and all subordinate entities during calendar year 2025 does not exceed \$10,000,000.

9.05. Reimbursement. The City certifies that the proceeds of the Bonds will not be used by the City to reimburse itself for any expenditure with respect to the Projects which the City paid or will have paid more than 60 days prior to the issuance of the Bonds unless, with respect to such prior expenditures, the City shall have made a declaration of official intent which complies with the provisions of Section 1.150-2 of the Regulations, provided that this

certification shall not apply (i) with respect to certain de minimis expenditures, if any, with respect to the Projects meeting the requirements of Section 1.150-2(f)(1) of the Regulations, or (ii) with respect to "preliminary expenditures" for the Projects as defined in Section 1.150-2(f)(2) of the Regulations, including engineering or architectural expenses and similar preparatory expenses, which in the aggregate do not exceed 20% of the "issue price" of the Bonds.

9.06. Continuing Disclosure. As soon as available, but in no event later than 180 days after the end of each fiscal year, the City will provide to the Purchaser its audited financial statements (the "Disclosure Information"). The City shall (i) provide such Disclosure Information at the same time as or later than any equivalent disclosure information, relating to any outstanding obligations of the City, that the City is required to provide to the Municipal Securities Rulemaking Board (the "MSRB") through its Electronic Municipal Market Access System ("EMMA"), or (ii) provide the Disclosure Information to the MSRB through EMMA on the same date as the City provides such Disclosure Information to Purchaser.

SECTION 10. CERTIFICATION OF PROCEEDINGS.

10.01. Registration of Bonds. The City Administrator is hereby authorized and directed to file a certified copy of this resolution with the County Auditor of McLeod County, together with such additional information as is required, and to obtain a certificate that the Bonds and the taxes levied pursuant hereto have been duly entered upon the County Auditor's Bond register and the taxes levied pursuant hereto have been duly entered upon the County Auditor's Bond register.

10.02. Authentication of Transcript. The officers of the City and the County Auditor are hereby authorized and directed to prepare and furnish to the Purchaser and to Dorsey & Whitney LLP, Bond Counsel, certified copies of all proceedings and records relating to the Bonds and such other affidavits, certificates and information as may be required to show the facts relating to the legality and marketability of the Bonds, as the same appear from the books and records in their custody and control or as otherwise known to them, and all such certified copies, affidavits and certificates, including any heretofore furnished, shall be deemed representations of the City as to the correctness of all statements contained therein.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the Resolution was declared duly passed and adopted

APPENDIX I

Special Assessments and Taxes Levied

Period Ending	Principal	Interest	Revenue From Special Assessments	Debt Service	105% Levy [*]	Levy Year	Collection Year
02/01/2026	0	0	0	0	0	2024	2025
02/01/2027	197,000	264,256	(102,644)	358,612	376,542	2025	2026
02/01/2028	301,000	159,137	(102,644)	357,493	375,367	2026	2027
02/01/2029	312,000	147,277	(102,644)	356,633	374,465	2027	2028
02/01/2030	325,000	134,984	(102,644)	357,340	375,207	2028	2029
02/01/2031	339,000	122,179	(102,644)	358,535	376,462	2029	2030
02/01/2032	351,000	108,823	(102,644)	357,179	375,038	2030	2031
02/01/2033	366,000	94,993	(102,644)	358,349	376,267	2031	2032
02/01/2034	380,000	80,573	(102,644)	357,929	375,825	2032	2033
02/01/2035	390,000	65,601	(102,644)	352,957	370,605	2033	2034
02/01/2036	193,000	50,235	(102,644)	140,591	147,621	2034	2035
02/01/2037	201,000	42,631	(102,644)	140,987	148,036	2035	2036
02/01/2038	208,000	34,711	(102,644)	140,067	147,071	2036	2037
02/01/2039	216,000	26,516	(102,644)	139,872	146,866	2037	2038
02/01/2040	224,000	18,006	(102,644)	139,362	146,330	2038	2039
02/01/2041	233,000	9,180	(102,644)	139,536	146,513	2039	2040
	4,236,000	1,359,103	(1,539,659)	4,055,444	4,258,216		

* The tax levy will be further reduced by available water and sewer utility revenues on an annual basis.

EXHIBIT A

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF MCLEOD

CITY OF GLENCOE

GENERAL OBLIGATION IMPROVEMENT BONDS,
SERIES 2025A

R-1

\$4,236,000

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>
3.940%	February 1, 2041	July 1, 2025

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: THOUSAND DOLLARS

CITY OF GLENCOE, State of Minnesota (the "City") acknowledges itself to be indebted and for value received hereby promises to pay to the registered owner specified above, or registered assigns, the principal amount specified above on the maturity date specified above and promises to pay interest thereon from the date of original issue specified above or from the most recent Interest Payment Date (as hereinafter defined) to which interest has been paid or duly provided for, at the annual interest rate specified above, payable on February 1 and August 1 in each year, commencing August 1, 2026 (each such date, an "Interest Payment Date"), all subject to the provisions referred to herein with respect to the redemption of the principal of this Bond before maturity. The interest so payable on any Interest Payment Date shall be paid to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the calendar month preceding that in which the Interest Payment Date occurs. Interest hereon shall be computed on the basis of a 360-day year composed of twelve 30-day months. The interest hereon and, upon presentation and surrender hereof at the principal office of the agent of the Registrar described below, the principal hereof are payable in lawful money of the United States of America by check or draft drawn on the City Finance Director as Bond registrar, transfer agent and paying agent, or its successor designated under the Resolution described herein (the Registrar) or other agreed-upon means of payment by the Registrar or its designated successor. For the prompt and full payment of such principal and interest as the same respectively come due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

This Bond is one of an issue (the "Bonds") in the aggregate principal amount of \$4,236,000 issued pursuant to a resolution adopted by the City Council on June 16, 2025 (the "Resolution"), to finance street improvement and utility projects in the City, and is issued by authority of and in strict accordance with the provisions of the Constitution and laws of the State of Minnesota thereunto enabling, including Minnesota Statutes, Chapters 429 and 475. For the full and prompt payment of the principal of and interest on the Bonds as the same become due, the full faith, credit and taxing power of the City have

been and are hereby irrevocably pledged. The Bonds are issuable only in fully registered form, in the denomination of \$1,000 or any integral multiple thereof, of single maturities.

The Bonds shall be subject to redemption and prepayment at the option of the City, in whole or in part, in such order of maturity dates as the City may select and, within a maturity, by lot as selected by the Registrar in multiples of \$1,000, on February 1, 2032, and on any date thereafter, at a price equal to the principal amount thereof and accrued interest to the date of redemption. The City shall cause notice of the call for redemption thereof to be published if and to the extent required by law, and at least thirty (30) and not more than sixty (60) days prior to the designated redemption date, shall cause notice of call for redemption to be mailed, by first class mail, to the registered holders of any Bonds, at the holders' addresses as they appear on the Bond register maintained by the Bond Registrar, but no defect in or failure to give such mailed notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the City shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.

Bonds maturing in the year 2041 shall be subject to mandatory redemption, at a redemption price equal to their principal amount plus interest accrued thereon to the redemption date, without premium, on February 1 in each of the years shown below, in an amount equal to the following principal amounts:

<u>Term Bond due February 1, 2041</u>			
<u>Year</u>	<u>Principal Amount</u>	<u>Year</u>	<u>Principal Amount</u>
2027	\$197,000	2035	\$390,000
2028	301,000	2036	193,000
2029	312,000	2037	201,000
2030	325,000	2038	208,000
2031	339,000	2039	216,000
2032	351,000	2040	224,000
2033	366,000	*2041	233,000
2034	380,000		
<i>*Stated Maturity</i>			

Notice of redemption shall be given as provided in the preceding paragraph.

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Registrar, by the registered owner hereof in person or by the owner's attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or the owner's attorney, and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond or Bonds to be issued in the name of the designated transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date; subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to any such transfer or exchange.

The Bonds have been designated by the City as "qualified tax-exempt obligations" pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

The City and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment as herein provided and for all other purposes, and neither the City nor the Registrar shall be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed as so required; that, prior to the issuance hereof, the City Council has by the Resolution covenanted and agreed to collect and apply to payment of the bonds ad valorem taxes levied on all taxable property in the City, and special assessments upon property specially benefited by the local improvements financed with the Bonds, which taxes and assessments are estimated to be collectible in years and amounts sufficient to produce sums not less than 5% in excess of the principal of and interest on the Bonds when due, and has appropriated such assessments and taxes to its General Obligation Improvement Bonds, Series 2025A Bond Fund for the payment of such principal and interest; that if necessary for the payment of such principal and interest, additional ad valorem taxes are required to be levied upon all taxable property in the City, without limitation as to rate or amount; that all proceedings relative to the projects financed by this Bond have been or will be taken according to law and that the issuance of this Bond, together with all other indebtedness of the City outstanding on the date hereof and on the date of its actual issuance and delivery, does not cause the indebtedness of the City to exceed any constitutional or statutory limitation of indebtedness.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon shall have been executed by the Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, the City has caused this Bond to be executed on its behalf by the facsimile signatures of its Mayor and City Administrator and has caused this Bond to be dated as of the date set forth below.

CITY OF GLENCOE, MINNESOTA

(facsimile signature – City Administrator)

(facsimile signature – Mayor)

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

Date of Authentication: _____

CITY OF GLENCOE FINANCE DIRECTOR,
as Registrar

By _____
Authorized Representative

[illegible]

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

NOTICE: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatsoever.

Signature(s) must be guaranteed by an “eligible guarantor institution” meeting the requirements of the Registrar, which requirements include membership or participation in STAMP or such other “signature guaranty program” as may be determined by the Registrar in addition to or in substitution for STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

B-5

MCLEOD COUNTY AUDITOR'S
CERTIFICATE AS TO REGISTRATION

The undersigned, being the duly qualified and acting County Auditor of McLeod County, Minnesota, hereby certifies that there has been filed in my office a certified copy of a resolution duly adopted on June 16, 2025, by the City Council of the City of Glencoe, Minnesota, setting forth the form and details of an issue of \$4,236,000 General Obligation Improvement Bonds, Series 2025A dated as of July 1, 2025.

I further certify that the issue has been entered on my bond register and that the taxes have been levied as required by Minnesota Statutes, Sections 475.61 to 475.63.

WITNESS my hand and official seal on the _____ day of _____, 2025.

McLeod County Auditor

(SEAL)

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SOURCES AND USES OF FUNDS

**CITY OF GLENCOE, MINNESOTA
GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A
Assumes BQ, Not-Rated, Private Placement, 2041 Final Maturity
PROPOSED FINAL PRICING**

Dated Date 07/01/2025
Delivery Date 07/01/2025

Sources:	Ser. 2025A Street Component	Ser. 2025A Water Utility Component	Ser. 2025A Storm Water Component	Ser. 2025A Sewer Utility Component	Total
Bond Proceeds:					
Par Amount	1,584,000.00	1,015,000.00	924,000.00	713,000.00	4,236,000.00
	1,584,000.00	1,015,000.00	924,000.00	713,000.00	4,236,000.00
<hr/>					
Uses:	Ser. 2025A Street Component	Ser. 2025A Water Utility Component	Ser. 2025A Storm Water Component	Ser. 2025A Sewer Utility Component	Total
Project Fund Deposits:					
Project Fund	1,560,000.00	1,000,000.00	910,000.00	703,000.00	4,173,000.00
Cost of Issuance:					
Private Placement	16,827.20	10,782.58	9,815.86	7,574.36	45,000.00
Bond Counsel	6,730.88	4,313.03	3,926.35	3,029.74	18,000.00
	23,558.08	15,095.61	13,742.21	10,604.10	63,000.00
Other Uses of Funds:					
Rounding Amount	441.92	-95.61	257.79	-604.10	
	1,584,000.00	1,015,000.00	924,000.00	713,000.00	4,236,000.00

BOND PRICING

**CITY OF GLENCOE, MINNESOTA
GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A
Assumes BQ, Not-Rated, Private Placement, 2041 Final Maturity
PROPOSED FINAL PRICING**

Bond Component	Maturity Date	Amount	Rate	Yield	Price
Term Bond due 2041:					
	02/01/2027	197,000	3.940%	3.940%	100.000
	02/01/2028	301,000	3.940%	3.940%	100.000
	02/01/2029	312,000	3.940%	3.940%	100.000
	02/01/2030	325,000	3.940%	3.940%	100.000
	02/01/2031	339,000	3.940%	3.940%	100.000
	02/01/2032	351,000	3.940%	3.940%	100.000
	02/01/2033	366,000	3.940%	3.940%	100.000
	02/01/2034	380,000	3.940%	3.940%	100.000
	02/01/2035	390,000	3.940%	3.940%	100.000
	02/01/2036	193,000	3.940%	3.940%	100.000
	02/01/2037	201,000	3.940%	3.940%	100.000
	02/01/2038	208,000	3.940%	3.940%	100.000
	02/01/2039	216,000	3.940%	3.940%	100.000
	02/01/2040	224,000	3.940%	3.940%	100.000
	02/01/2041	233,000	3.940%	3.940%	100.000
		4,236,000			

Dated Date	07/01/2025	
Delivery Date	07/01/2025	
First Coupon	08/01/2026	
Par Amount	4,236,000.00	
Original Issue Discount		
Production	4,236,000.00	100.000000%
Underwriter's Discount		
Purchase Price	4,236,000.00	100.000000%
Accrued Interest		
Net Proceeds	4,236,000.00	

BOND SUMMARY STATISTICS

CITY OF GLENCOE, MINNESOTA GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A Assumes BQ, Not-Rated, Private Placement, 2041 Final Maturity PROPOSED FINAL PRICING

Dated Date	07/01/2025
Delivery Date	07/01/2025
First Coupon	08/01/2026
Last Maturity	02/01/2041
Arbitrage Yield	3.932970%
True Interest Cost (TIC)	3.932970%
Net Interest Cost (NIC)	3.940000%
NIC w/Interest only	3.940000%
NIC w/Interest & OID	3.940000%
NIC w/Interest, OID & Und. Discount	3.940000%
All-In TIC	4.157364%
Average Coupon	3.940000%
Average Life (years)	8.143
Weighted Average Maturity (years)	8.143
Duration of Issue (years)	6.830
Par Amount	4,236,000.00
Bond Proceeds	4,236,000.00
Total Interest	1,359,103.00
Net Interest	1,359,103.00
Bond Years from Dated Date	34,495,000.00
Bond Years from Delivery Date	34,495,000.00
Total Debt Service	5,595,103.00
Maximum Annual Debt Service	461,255.80
Average Annual Debt Service	359,044.04
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	
Total Underwriter's Discount	
Bid Price	100.000000

Bond Component	Par Value	Price	Average Coupon	Average Life	Average Maturity Date	PV of 1 bp change
Term Bond due 2041	4,236,000.00	100.000	3.940%	8.143	08/22/2033	4,913.76
	4,236,000.00			8.143		4,913.76

	TIC	All-In TIC	Arbitrage Yield
Par Value	4,236,000.00	4,236,000.00	4,236,000.00
+ Accrued Interest			
+ Premium (Discount)			
- Underwriter's Discount			
- Cost of Issuance Expense		-63,000.00	
- Other Amounts			
Target Value	4,236,000.00	4,173,000.00	4,236,000.00
Target Date	07/01/2025	07/01/2025	07/01/2025
Yield	3.932970%	4.157364%	3.932970%

BOND DEBT SERVICE

CITY OF GLENCOE, MINNESOTA GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A Assumes BQ, Not-Rated, Private Placement, 2041 Final Maturity PROPOSED FINAL PRICING

Dated Date 07/01/2025
Delivery Date 07/01/2025

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
08/01/2026			180,806.60	180,806.60	
02/01/2027	197,000	3.940%	83,449.20	280,449.20	461,255.80
08/01/2027			79,568.30	79,568.30	
02/01/2028	301,000	3.940%	79,568.30	380,568.30	460,136.60
08/01/2028			73,638.60	73,638.60	
02/01/2029	312,000	3.940%	73,638.60	385,638.60	459,277.20
08/01/2029			67,492.20	67,492.20	
02/01/2030	325,000	3.940%	67,492.20	392,492.20	459,984.40
08/01/2030			61,089.70	61,089.70	
02/01/2031	339,000	3.940%	61,089.70	400,089.70	461,179.40
08/01/2031			54,411.40	54,411.40	
02/01/2032	351,000	3.940%	54,411.40	405,411.40	459,822.80
08/01/2032			47,496.70	47,496.70	
02/01/2033	366,000	3.940%	47,496.70	413,496.70	460,993.40
08/01/2033			40,286.50	40,286.50	
02/01/2034	380,000	3.940%	40,286.50	420,286.50	460,573.00
08/01/2034			32,800.50	32,800.50	
02/01/2035	390,000	3.940%	32,800.50	422,800.50	455,601.00
08/01/2035			25,117.50	25,117.50	
02/01/2036	193,000	3.940%	25,117.50	218,117.50	243,235.00
08/01/2036			21,315.40	21,315.40	
02/01/2037	201,000	3.940%	21,315.40	222,315.40	243,630.80
08/01/2037			17,355.70	17,355.70	
02/01/2038	208,000	3.940%	17,355.70	225,355.70	242,711.40
08/01/2038			13,258.10	13,258.10	
02/01/2039	216,000	3.940%	13,258.10	229,258.10	242,516.20
08/01/2039			9,002.90	9,002.90	
02/01/2040	224,000	3.940%	9,002.90	233,002.90	242,005.80
08/01/2040			4,590.10	4,590.10	
02/01/2041	233,000	3.940%	4,590.10	237,590.10	242,180.20
	4,236,000		1,359,103.00	5,595,103.00	5,595,103.00

NET DEBT SERVICE

CITY OF GLENCOE, MINNESOTA GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A Assumes BQ, Not-Rated, Private Placement, 2041 Final Maturity PROPOSED FINAL PRICING

Period Ending	Principal	Interest	Total Debt Service	Water Utility Component Offset	Assessment Component Offset	Sewer Utility Component Offset	Net Debt Service
02/01/2027	197,000	264,255.80	461,255.80	-93,319.08	-102,643.96	-65,479.32	199,813.44
02/01/2028	301,000	159,136.60	460,136.60	-92,809.00	-102,643.96	-65,264.80	199,418.84
02/01/2029	312,000	147,277.20	459,277.20	-92,681.40	-102,643.96	-64,767.60	199,184.24
02/01/2030	325,000	134,984.40	459,984.40	-92,475.00	-102,643.96	-65,231.00	199,634.44
02/01/2031	339,000	122,179.40	461,179.40	-93,189.80	-102,643.96	-65,615.60	199,730.04
02/01/2032	351,000	108,822.80	459,822.80	-92,786.40	-102,643.96	-64,921.40	199,471.04
02/01/2033	366,000	94,993.40	460,993.40	-93,304.20	-102,643.96	-65,187.80	199,857.44
02/01/2034	380,000	80,573.00	460,573.00	-92,703.80	-102,643.96	-65,375.40	199,849.84
02/01/2035	390,000	65,601.00	455,601.00	-93,024.60	-102,643.96	-65,484.20	194,448.24
02/01/2036	193,000	50,235.00	243,235.00	-93,227.20	-102,643.96	-65,514.20	-18,150.36
02/01/2037	201,000	42,630.80	243,630.80	-93,311.60	-102,643.96	-65,465.40	-17,790.16
02/01/2038	208,000	34,711.40	242,711.40	-92,277.80	-102,643.96	-65,337.80	-17,548.16
02/01/2039	216,000	26,516.20	242,516.20	-93,165.20	-102,643.96	-65,131.40	-18,424.36
02/01/2040	224,000	18,005.80	242,005.80	-92,895.00	-102,643.96	-64,846.20	-18,379.36
02/01/2041	233,000	9,180.20	242,180.20	-92,506.60	-102,643.96	-65,482.20	-18,452.56
	4,236,000	1,359,103.00	5,595,103.00	-1,393,676.68	-1,539,659.40	-979,104.32	1,682,662.60

* Assessment Revenue is based on principal of \$1,079,000 levied for first collection in 2026 @ TIC rate plus 1% over 15 years.

** Water Utility Revenue is based on a 24% allocation of debt service.

*** Sewer Utility Revenue is based on a 17% allocation of debt service.

AGGREGATE DEBT SERVICE

CITY OF GLENCOE, MINNESOTA GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A Assumes BQ, Not-Rated, Private Placement, 2041 Final Maturity PROPOSED FINAL PRICING

Period Ending	Ser. 2025A Street Component	Ser. 2025A Water Utility Component	Ser. 2025A Storm Water Component	Ser. 2025A Sewer Utility Component	Aggregate Debt Service
02/01/2027	217,815.20	93,319.08	84,642.20	65,479.32	461,255.80
02/01/2028	217,721.00	92,809.00	84,341.80	65,264.80	460,136.60
02/01/2029	217,417.00	92,681.40	84,411.20	64,767.60	459,277.20
02/01/2030	217,876.60	92,475.00	84,401.80	65,231.00	459,984.40
02/01/2031	218,060.40	93,189.80	84,313.60	65,615.60	461,179.40
02/01/2032	216,968.40	92,786.40	85,146.60	64,921.40	459,822.80
02/01/2033	217,640.00	93,304.20	84,861.40	65,187.80	460,993.40
02/01/2034	217,996.40	92,703.80	84,497.40	65,375.40	460,573.00
02/01/2035	212,037.60	93,024.60	85,054.60	65,484.20	455,601.00
02/01/2036		93,227.20	84,493.60	65,514.20	243,235.00
02/01/2037		93,311.60	84,853.80	65,465.40	243,630.80
02/01/2038		92,277.80	85,095.80	65,337.80	242,711.40
02/01/2039		93,165.20	84,219.60	65,131.40	242,516.20
02/01/2040		92,895.00	84,264.60	64,846.20	242,005.80
02/01/2041		92,506.60	84,191.40	65,482.20	242,180.20
	1,953,532.60	1,393,676.68	1,268,789.40	979,104.32	5,595,103.00

TAX LEVY REPORT -- AGGREGATE NET DEBT SERVICE

CITY OF GLENCOE, MINNESOTA
GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A
Assumes BQ, Not-Rated, Private Placement, 2041 Final Maturity
PROPOSED FINAL PRICING

Period Ending	Principal	Interest	Revenue From Special Assessments	Debt Service	105% Levy*	Levy Year	Collection Year
02/01/2026	0	0	0	0	0	2024	2025
02/01/2027	197,000	264,256	(102,644)	358,612	376,542	2025	2026
02/01/2028	301,000	159,137	(102,644)	357,493	375,367	2026	2027
02/01/2029	312,000	147,277	(102,644)	356,633	374,465	2027	2028
02/01/2030	325,000	134,984	(102,644)	357,340	375,207	2028	2029
02/01/2031	339,000	122,179	(102,644)	358,535	376,462	2029	2030
02/01/2032	351,000	108,823	(102,644)	357,179	375,038	2030	2031
02/01/2033	366,000	94,993	(102,644)	358,349	376,267	2031	2032
02/01/2034	380,000	80,573	(102,644)	357,929	375,825	2032	2033
02/01/2035	390,000	65,601	(102,644)	352,957	370,605	2033	2034
02/01/2036	193,000	50,235	(102,644)	140,591	147,621	2034	2035
02/01/2037	201,000	42,631	(102,644)	140,987	148,036	2035	2036
02/01/2038	208,000	34,711	(102,644)	140,067	147,071	2036	2037
02/01/2039	216,000	26,516	(102,644)	139,872	146,866	2037	2038
02/01/2040	224,000	18,006	(102,644)	139,362	146,330	2038	2039
02/01/2041	233,000	9,180	(102,644)	139,536	146,513	2039	2040
	4,236,000	1,359,103	(1,539,659)	4,055,444	4,258,216		

* The tax levy will be further reduced by available water and sewer utility revenues on an annual basis.

FORM 8038 STATISTICS

CITY OF GLENCOE, MINNESOTA GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A Assumes BQ, Not-Rated, Private Placement, 2041 Final Maturity PROPOSED FINAL PRICING

Dated Date 07/01/2025
Delivery Date 07/01/2025

Bond Component	Date	Principal	Coupon	Price	Issue Price	Redemption at Maturity
Term Bond due 2041:						
	02/01/2027	197,000.00	3.940%	100.000	197,000.00	197,000.00
	02/01/2028	301,000.00	3.940%	100.000	301,000.00	301,000.00
	02/01/2029	312,000.00	3.940%	100.000	312,000.00	312,000.00
	02/01/2030	325,000.00	3.940%	100.000	325,000.00	325,000.00
	02/01/2031	339,000.00	3.940%	100.000	339,000.00	339,000.00
	02/01/2032	351,000.00	3.940%	100.000	351,000.00	351,000.00
	02/01/2033	366,000.00	3.940%	100.000	366,000.00	366,000.00
	02/01/2034	380,000.00	3.940%	100.000	380,000.00	380,000.00
	02/01/2035	390,000.00	3.940%	100.000	390,000.00	390,000.00
	02/01/2036	193,000.00	3.940%	100.000	193,000.00	193,000.00
	02/01/2037	201,000.00	3.940%	100.000	201,000.00	201,000.00
	02/01/2038	208,000.00	3.940%	100.000	208,000.00	208,000.00
	02/01/2039	216,000.00	3.940%	100.000	216,000.00	216,000.00
	02/01/2040	224,000.00	3.940%	100.000	224,000.00	224,000.00
	02/01/2041	233,000.00	3.940%	100.000	233,000.00	233,000.00
		4,236,000.00			4,236,000.00	4,236,000.00

	Maturity Date	Interest Rate	Issue Price	Stated Redemption at Maturity	Weighted Average Maturity	Yield
Final Maturity	02/01/2041	3.940%	233,000.00	233,000.00		
Entire Issue			4,236,000.00	4,236,000.00	8.1433	3.9330%

Proceeds used for accrued interest	0.00
Proceeds used for bond issuance costs (including underwriters' discount)	63,000.00
Proceeds used for credit enhancement	0.00
Proceeds allocated to reasonably required reserve or replacement fund	0.00

PROOF OF ARBITRAGE YIELD

CITY OF GLENCOE, MINNESOTA GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A Assumes BQ, Not-Rated, Private Placement, 2041 Final Maturity PROPOSED FINAL PRICING

Date	Debt Service	Total	PV Factor	Present Value to 07/01/2025 @ 3.9329703026%
08/01/2026	180,806.60	180,806.60	0.958684105	173,336.41
02/01/2027	280,449.20	280,449.20	0.940195304	263,677.02
08/01/2027	79,568.30	79,568.30	0.922063071	73,366.99
02/01/2028	380,568.30	380,568.30	0.904280528	344,140.50
08/01/2028	73,638.60	73,638.60	0.886840933	65,305.72
02/01/2029	385,638.60	385,638.60	0.869737671	335,404.42
08/01/2029	67,492.20	67,492.20	0.852964255	57,568.43
02/01/2030	392,492.20	392,492.20	0.836514325	328,325.35
08/01/2030	61,089.70	61,089.70	0.820381642	50,116.87
02/01/2031	400,089.70	400,089.70	0.804560088	321,896.20
08/01/2031	54,411.40	54,411.40	0.789043661	42,932.97
02/01/2032	405,411.40	405,411.40	0.773826478	313,718.08
08/01/2032	47,496.70	47,496.70	0.758902768	36,045.38
02/01/2033	413,496.70	413,496.70	0.744266871	307,751.89
08/01/2033	40,286.50	40,286.50	0.729913235	29,405.65
02/01/2034	420,286.50	420,286.50	0.715836418	300,856.38
08/01/2034	32,800.50	32,800.50	0.702031081	23,026.97
02/01/2035	422,800.50	422,800.50	0.688491989	291,094.76
08/01/2035	25,117.50	25,117.50	0.675214006	16,959.69
02/01/2036	218,117.50	218,117.50	0.662192096	144,435.68
08/01/2036	21,315.40	21,315.40	0.649421322	13,842.68
02/01/2037	222,315.40	222,315.40	0.636896841	141,591.98
08/01/2037	17,355.70	17,355.70	0.624613901	10,840.61
02/01/2038	225,355.70	225,355.70	0.612567845	138,045.66
08/01/2038	13,258.10	13,258.10	0.600754105	7,964.86
02/01/2039	229,258.10	229,258.10	0.589168200	135,071.58
08/01/2039	9,002.90	9,002.90	0.577805736	5,201.93
02/01/2040	233,002.90	233,002.90	0.566662404	132,033.98
08/01/2040	4,590.10	4,590.10	0.555733978	2,550.87
02/01/2041	237,590.10	237,590.10	0.545016313	129,490.48
5,595,103.00		5,595,103.00		4,236,000.00

Proceeds Summary

Delivery date	07/01/2025
Par Value	4,236,000.00
Target for yield calculation	4,236,000.00



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoe.mn.org Email: info@ci.glencoe.mn.us

Page is Blank to Separate Agenda Items

Mayor: Mark Hueser **City Administrator:** Mark D. Larson
Councilors: At-Large - Yodee Rivera, Precinct 1 - Jon Dahlke, Precinct 2 - Scott Maynard,
Precinct 3 - Paul Lemke, Precinct 4 - Cory Neld

Application for Payment
(Unit Price Contract)
No. One

Eng. Project No.: GLENC 175513

Location: Glencoe, Minnesota

Contractor <u>Holtmeier Construction, Inc.</u>	Contract Date <u>April 21, 2025</u>
<u>3301 Third Avenue</u>	
<u>Mankato, MN 56001</u>	Contract Amount <u>\$ 5,432,104.36</u>

Contract for 2025 Hennepin Avenue (CSAH 2) Street and Utility Improvement Project

Application Date <u>June 13, 2025</u>	For Period Ending <u>June 13, 2025</u>
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Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
<u>STREET, CURB AND GUTTER, DRAINAGE PIPE, SIDEWALKS, EROSION CONTROL</u>							
2021.501	MOBILIZATION	LUMP					
		SUM	1.0	0.0	0.3	\$253,810.95	\$63,452.74
2101.502	GRUBBING (15" TREE OR SMALLER)	EACH	10.0	0.0	5.0	\$132.00	\$660.00
2101.502	GRUBBING (16" TREE OR GREATER)	EACH	39.0	0.0	18.0	\$147.00	\$2,646.00
2104.502	REMOVE CONCRETE STEP (RISER)	EACH	3.0	0.0	0.0	\$60.00	\$0.00
2104.502	REMOVE MANHOLE OR CATCH BASIN	EACH	30.0	0.0	0.0	\$450.00	\$0.00
2104.502	REMOVE SIGN	EACH	25.0	0.0	0.0	\$40.00	\$0.00
2104.502	REMOVE LIGHT FOUNDATION	EACH	1.0	0.0	0.0	\$500.00	\$0.00
2104.502	SALVAGE SIGN	EACH	14.0	0.0	0.0	\$40.00	\$0.00
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	592.0	0.0	0.0	\$5.25	\$0.00
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	944.0	0.0	0.0	\$2.80	\$0.00
2104.503	REMOVE PIPE DRAIN (DRAIN TILE)	LIN FT	290.0	0.0	0.0	\$2.00	\$0.00
2104.503	REMOVE PIPE SEWER (STORM)	LIN FT	3,402.0	0.0	0.0	\$14.35	\$0.00
2104.503	REMOVE CURB AND GUTTER	LIN FT	8,035.0	0.0	1,192.0	\$2.00	\$2,384.00
2104.503	REMOVE METAL PIPE RAILING	LIN FT	5.0	0.0	0.0	\$10.00	\$0.00
2104.504	REMOVE DRIVEWAY PAVEMENT	SQ YD	1,666.0	0.0	0.0	\$5.50	\$0.00
2104.504	REMOVE CONCRETE PAVEMENT	SQ YD	230.0	0.0	183.3	\$9.60	\$1,759.20
2104.504	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD	23,385.0	0.0	2,784.0	\$2.75	\$7,656.00
2104.504	REMOVE CONCRETE WALK	SQ YD	3,403.0	0.0	435.0	\$3.70	\$1,609.50
2105.601	STORMWATER POND CONSTRUCTION	LUMP					
		SUM	1.0	0.0	0.0	\$76,147.00	\$0.00
2106.507	EXCAVATION - COMMON (P) (EV)	CU YD	24,159.0	0.0	0.0	\$15.25	\$0.00
2106.507	EXCAVATION - SUBGRADE (EV)	CU YD	2,418.0	0.0	0.0	\$12.30	\$0.00
2106.607	COMMON EMBANKMENT (CV)	CU YD	2,600.0	0.0	0.0	\$5.00	\$0.00
2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	14,540.0	0.0	0.0	\$22.00	\$0.00
2106.609	HAUL AND DISPOSE OF CONTAMINATED SOIL	TON	3,900.0	0.0	0.0	\$15.68	\$0.00
2108.504	GEOTEXTILE FABRIC, TYPE 7 (NON WOVEN)	SQ YD	21,998.0	0.0	0.0	\$1.55	\$0.00
2108.504	GEOGRID TYPE 1	SQ YD	5,800.0	0.0	0.0	\$5.80	\$0.00
2108.604	GEOCELL	SQ YD	85.0	0.0	0.0	\$70.00	\$0.00
2112.519	SUBGRADE PREPARATION	RD ST	38.0	0.0	0.0	\$500.00	\$0.00
2118.509	AGGREGATE SURFACING CLASS 5 (DRIVEWAYS)	TON	70.0	0.0	0.0	\$35.33	\$0.00
2118.509	AGGREGATE SURFACING CLASS 5 (TEMPORARY ACCESS)	TON	240.0	0.0	0.0	\$23.30	\$0.00

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
2123.510	3.0 CU YD SHOVEL	HOUR	50.0	0.0	0.0	\$180.00	\$0.00
2123.610	STREET SWEEPER (WITH BROOM PICKUP)	HOUR	65.0	0.0	0.0	\$135.00	\$0.00
2130.523	WATER (DUST CONTROL)	MGAL	100.0	0.0	0.0	\$50.00	\$0.00
2211.507	AGGREGATE BASE, CLASS 5 (P) (CV)	CU YD	5,168.0	0.0	0.0	\$31.65	\$0.00
2301.504	CONCRETE PAVEMENT 8.0" HIGH EARLY	SQ YD	230.0	0.0	0.0	\$115.57	\$0.00
2301.507	STRUCTURAL CONCRETE HIGH EARLY	CU YD	50.0	0.0	0.0	\$25.00	\$0.00
2301.602	DRILL & GROUT REINFORCEMENT BAR (EPOXY COATED)	EACH	25.0	0.0	0.0	\$15.00	\$0.00
2302.508	SUPPLEMENTAL REINF BARS (EPOXY COATED)	POUND	50.0	0.0	0.0	\$4.00	\$0.00
2331.603	JOINT ADHESIVE (MASTIC)	LIN FT	8,039.0	0.0	0.0	\$0.87	\$0.00
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	2,460.0	0.0	0.0	\$4.40	\$0.00
2360.504	TYPE SP 9.5 WEARING COURSE MIX (2,B) 3.0" THICK (DRIVEWAYS)	SQ YD	206.0	0.0	0.0	\$54.10	\$0.00
2360.504	TYPE SP 9.5 WEARING COURSE MIX (2,C) 6.0" THICK (CR 83 PATCHING)	SQ YD	220.0	0.0	0.0	\$67.30	\$0.00
2360.504	TYPE SP 9.5 WEARING COURSE MIX (3,C) 2.0" THICK (TH22)	SQ YD	230.0	0.0	0.0	\$24.87	\$0.00
2360.504	TYPE SP 12.5 NON-WEARING COURSE MIX (2,B) 1.0" THICK (TH22)	SQ YD	230.0	0.0	0.0	\$16.00	\$0.00
2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	3,940.0	0.0	0.0	\$87.88	\$0.00
2360.509	TYPE SP 12.5 NON-WEARING COURSE MIX (2,C)	TON	3,060.0	0.0	0.0	\$83.69	\$0.00
2451.507	GRANULAR BACKFILL (CV)	CU YD	2,418.0	0.0	0.0	\$0.01	\$0.00
2475.503	PIPE RAILING	LIN FT	14.0	0.0	0.0	\$285.75	\$0.00
2502.503	4" PVC SDR 35 PIPE DRAIN W/ SOCK & AGG. MATERIAL	LIN FT	7,843.0	0.0	0.0	\$10.85	\$0.00
2502.602	SUMP PUMP SERVICE LINE	EACH	53.0	0.0	0.0	\$509.00	\$0.00
2502.602	PIPE DRAIN RISER	EACH	2.0	0.0	0.0	\$571.75	\$0.00
2502.602	CONNECT TO EXISTING PIPE DRAIN (DRAIN TILE)	EACH	7.0	0.0	0.0	\$161.45	\$0.00
2502.602	4" PVC CLEAN OUT (DRAIN TILE)	EACH	35.0	0.0	0.0	\$309.00	\$0.00
2502.603	6" PERF PE PIPE DRAIN	LIN FT	405.0	0.0	0.0	\$15.90	\$0.00
2503.602	CONNECT DRAINTILE TO EXISTING STRUCTURE (CORE DRILL)	EACH	3.0	0.0	0.0	\$275.00	\$0.00
2503.602	CONNECT TO EXISTING PIPE DRAIN (SUMP PUMP)	EACH	10.0	0.0	0.0	\$175.00	\$0.00
2503.603	6" PVC SDR 35 PIPE SEWER	LIN FT	40.0	0.0	0.0	\$40.70	\$0.00
2504.604	VAPOR BARRIER	SQ YD	1,200.0	0.0	0.0	\$7.20	\$0.00
2511.509	RANDOM RIPRAP CLASS III	TON	19.0	0.0	0.0	\$72.05	\$0.00
2521.518	4" CONCRETE WALK	SQ FT	22,020.0	0.0	0.0	\$6.15	\$0.00
2521.518	6" CONCRETE WALK	SQ FT	10,500.0	0.0	0.0	\$10.74	\$0.00
2521.602	CONCRETE STEP (RISER)	EACH	4.0	0.0	0.0	\$650.00	\$0.00
2531.503	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	1,600.0	0.0	0.0	\$25.26	\$0.00
2531.503	CONCRETE CURB & GUTTER DESIGN B624	LIN FT	5,502.0	0.0	0.0	\$19.49	\$0.00
2531.503	CONCRETE CURB & GUTTER DESIGN B624 (MOD)	LIN FT	937.0	0.0	0.0	\$24.43	\$0.00
2531.504	7" CONCRETE DRIVEWAY PAVEMENT (RESIDENTIAL)	SQ YD	979.0	0.0	0.0	\$93.21	\$0.00

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
2531.504	7" CONCRETE DRIVEWAY PAVEMENT (COMMERCIAL)	SQ YD	555.0	0.0	0.0	\$97.01	\$0.00
2531.603	CONCRETE CURB DESIGN V	LIN FT	73.0	0.0	0.0	\$53.00	\$0.00
2531.604	8" CONCRETE VALLEY GUTTER	SQ YD	34.5	0.0	0.0	\$90.00	\$0.00
2531.618	TRUNCATED DOMES	SQ FT	684.0	0.0	0.0	\$45.00	\$0.00
2563.601	TRAFFIC CONTROL	LUMP					
		SUM	1.0	0.0	0.3	\$32,000.00	\$8,000.00
2564.502	INSTALL SIGN TYPE SPECIAL	EACH	9.0	0.0	0.0	\$350.00	\$0.00
2564.502	INSTALL SALVAGED SIGN	EACH	5.0	0.0	0.0	\$200.00	\$0.00
2564.518	SIGN PANELS TYPE C	SQ FT	155.0	0.0	0.0	\$60.00	\$0.00
2573.501	STABILIZED CONSTRUCTION EXIT	LUMP					
		SUM	1.0	0.0	0.0	\$1,500.00	\$0.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	114.0	0.0	14.0	\$175.00	\$2,450.00
2573.503	SILT FENCE, TYPE MS	LIN FT	1,030.0	0.0	0.0	\$1.99	\$0.00
2573.503	SEDIMENT CONTROL LOG, TYPE WOOD FIBER	LIN FT	1,200.0	0.0	0.0	\$2.90	\$0.00
2573.503	FLOTATION SILT CURTAIN TYPE STILL WATER	LIN FT	40.0	0.0	0.0	\$15.00	\$0.00
2574.507	COMMON TOPSOIL BORROW (LV)	CU YD	1,290.0	0.0	0.0	\$0.01	\$0.00
2575.504	ROLLED EROSION PREVENTION CATEGORY 20	SQ YD	5,100.0	0.0	0.0	\$1.59	\$0.00
2575.523	WATER (TURF ESTABLISHMENT)	MGAL	100.0	0.0	0.0	\$49.00	\$0.00
2575.604	SITE RESTORATION (HYDROSEED)	SQ YD	11,400.0	0.0	0.0	\$1.39	\$0.00
2575.605	TURF ESTABLISHMENT (DISK ANCHORED)	ACRE	1.0	0.0	0.0	\$1,200.00	\$0.00
2575.605	SEEDING SPECIAL	ACRE	1.2	0.0	0.0	\$1,895.00	\$0.00
2582.503	12" SOLID LINE PAINT	LIN FT	660.0	0.0	0.0	\$3.00	\$0.00
2582.503	4" BROKEN LINE PAINT	LIN FT	630.0	0.0	0.0	\$0.60	\$0.00
2582.518	CROSSWALK PAINT	SQ FT	2,070.0	0.0	0.0	\$2.50	\$0.00
Street, Curb and Gutter, Drainage Pipe, Sidewalks, Erosion Control Subtotal							\$90,617.44
STORM SEWER							
2451.609	COARSE AGGREGATE BEDDING (CV)	CU YD	100.0	0.0	0.0	\$35.55	\$0.00
2501.502	15" RC PIPE APRON	EACH	1.0	0.0	0.0	\$776.80	\$0.00
2501.502	24" RC PIPE APRON	EACH	1.0	0.0	0.0	\$1,001.95	\$0.00
2501.502	36" RC PIPE APRON	EACH	1.0	0.0	0.0	\$2,004.80	\$0.00
2503.503	8" HDPE PIPE SEWER	LIN FT	15.0	0.0	0.0	\$43.75	\$0.00
2503.503	12" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	856.0	0.0	0.0	\$57.35	\$0.00
2503.503	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	585.0	0.0	0.0	\$63.55	\$0.00
2503.504	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	787.0	0.0	0.0	\$65.30	\$0.00
2503.503	24" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	585.0	0.0	0.0	\$79.80	\$0.00
2503.503	30" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	1,163.0	0.0	0.0	\$108.50	\$0.00
2503.503	36" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	982.0	0.0	0.0	\$137.20	\$0.00
2503.602	CONNECT TO EXISTING STORM SEWER (PIPE)	EACH	9.0	0.0	0.0	\$900.00	\$0.00
2503.602	CONNECT TO EXISTING MANHOLE (STORM)	EACH	2.0	0.0	0.0	\$1,475.00	\$0.00
2506.502	CASTING ASSEMBLY	EACH	55.0	0.0	0.0	\$1,036.04	\$0.00
2506.502	ADJUST FRAME AND RING CASTING (STORM)	EACH	2.0	0.0	0.0	\$665.00	\$0.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (EOS)	EACH	1.0	0.0	0.0	\$6,015.95	\$0.00

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
2506.502	CONSTRUCT DRAINAGE STRUCTURE - 30" PVC DRAIN BASIN W/NEENAH	EACH	1.0	0.0	0.0	\$3,721.13	\$0.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE	LIN FT	76.0	0.0	0.0	\$429.05	\$0.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE	LIN FT	76.0	0.0	0.0	\$531.40	\$0.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE	LIN FT	93.0	0.0	0.0	\$809.65	\$0.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE	LIN FT	40.0	0.0	0.0	\$1,062.50	\$0.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE	LIN FT	7.0	0.0	0.0	\$1,445.60	\$0.00
2506.602	ADJUSTING METAL RING FOR MANHOLE CASTING (STORM)	EACH	23.0	0.0	0.0	\$251.00	\$0.00
	Storm Sewer Subtotal						\$0.00
SANITARY SEWER							
2104.502	REMOVE MANHOLE (SANITARY)	EACH	14.0	0.0	0.0	\$525.00	\$0.00
2104.503	REMOVE PIPE SEWER (SANITARY)	LIN FT	149.0	0.0	0.0	\$15.00	\$0.00
2451.609	COARSE AGGREGATE BEDDING (CV)	CU YD	95.0	0.0	0.0	\$35.55	\$0.00
2503.601	SANITARY SEWER BYPASS	LUMP SUM	1.0	0.0	0.0	\$27,000.00	\$0.00
2503.602	CONNECT TO EXISTING SANITARY SEWER MAIN	EACH	8.0	0.0	0.0	\$1,355.10	\$0.00
2503.602	CONNECT TO EXISTING SANITARY SEWER MANHOLE	EACH	1.0	0.0	0.0	\$1,725.00	\$0.00
2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	55.0	0.0	0.0	\$241.35	\$0.00
2503.602	8" X 4" WYE. SDR 26	EACH	54.0	0.0	0.0	\$297.95	\$0.00
2503.602	8" X 6" WYE. SDR 26	EACH	2.0	0.0	0.0	\$363.30	\$0.00
2506.602	4" CLEANOUT ASSEMBLY	EACH	54.0	0.0	0.0	\$623.45	\$0.00
2506.602	6" CLEANOUT ASSEMBLY	EACH	1.0	0.0	0.0	\$715.90	\$0.00
2503.602	VIDEO INSPECTION SEWER SERVICES (POST INSTALLATION)	EACH	55.0	0.0	0.0	\$225.00	\$0.00
2503.603	VIDEO INSPECTION MAINLINE (POST INSTALLATION)	LIN FT	3,641.0	0.0	0.0	\$1.50	\$0.00
2503.603	4" PVC SDR 26 SANITARY SEWER SERVICE PIPE	LIN FT	2,283.0	0.0	0.0	\$36.85	\$0.00
2503.603	6" PVC SDR 26 SANITARY SEWER SERVICE PIPE	LIN FT	35.0	0.0	0.0	\$46.00	\$0.00
2503.603	8" PVC SDR 35 SANITARY SEWER (REGARDLESS OF DEPTH)	LIN FT	3,641.0	0.0	0.0	\$54.90	\$0.00
2504.604	4" POLYSTYRENE INSULATION (SANITARY)	SQ YD	200.0	0.0	0.0	\$44.15	\$0.00
2506.502	CASTING ASSEMBLY, NEENAH R-1642 (SANITARY W/ CONCEALED PICK HOLES)	EACH	15.0	0.0	0.0	\$1,326.63	\$0.00
2506.502	CASTING ASSEMBLY, TYPE FORD A1H (SANITARY)	EACH	5.0	0.0	0.0	\$223.40	\$0.00
2506.502	ADJUST FRAME AND RING CASTING (SANITARY)	EACH	1.0	0.0	0.0	\$665.00	\$0.00
2506.602	ADJUSTING METAL RING FOR MANHOLE CASTING (SANITARY)	EACH	15.0	0.0	0.0	\$251.00	\$0.00
2506.602	EXTERNAL MANHOLE SEAL (SANITARY)	EACH	15.0	0.0	0.0	\$221.81	\$0.00
2506.602	CONSTRUCT 8" INSIDE DROP	EACH	2.0	0.0	0.0	\$3,740.05	\$0.00

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
2506.603	CONSTRUCT SANITARY MANHOLE 48" DESIGN 4007	LIN FT	151.0	0.0	0.0	\$494.25	\$0.00
	Sanitary Sewer Subtotal						\$0.00
<u>WATER MAIN</u>							
2104.502	SALVAGE HYDRANT	EACH	7.0	0.0	0.0	\$400.00	\$0.00
2104.502	REMOVE GATE VALVE & BOX	EACH	19.0	0.0	1.0	\$100.00	\$100.00
2104.503	REMOVE WATER MAIN	LIN FT	4,305.0	0.0	573.0	\$4.75	\$2,721.75
2504.601	TEMPORARY WATER	LUMP SUM	1.0	0.0	0.0	\$52,025.00	\$0.00
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	15.0	0.0	1.0	\$2,323.40	\$2,323.40
2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	56.0	0.0	0.0	\$228.90	\$0.00
2504.602	HYDRANT (WATEROUS WB67-250)	EACH	11.0	0.0	1.0	\$6,452.55	\$6,452.55
2504.602	12" HYDRANT EXTENSION	EACH	5.0	0.0	0.0	\$1,665.55	\$0.00
2504.602	4" GATE VALVE AND BOX	EACH	4.0	0.0	0.0	\$2,133.60	\$0.00
2504.602	6" GATE VALVE AND BOX	EACH	12.0	0.0	1.0	\$2,415.55	\$2,415.55
2504.602	8" GATE VALVE AND BOX	EACH	23.0	0.0	3.0	\$3,421.15	\$10,263.45
2504.602	10" GATE VALVE AND BOX	EACH	2.0	0.0	0.0	\$4,897.45	\$0.00
2504.602	1" CORPORATION STOP W/SADDLE	EACH	56.0	0.0	0.0	\$413.65	\$0.00
2504.602	1" CURB STOP AND BOX	EACH	56.0	0.0	0.0	\$628.45	\$0.00
2504.602	LOWER WATER MAIN	EACH	4.0	0.0	0.5	\$5,782.40	\$2,891.20
2504.602	TRACER WIRE BOX	EACH	11.0	0.0	0.0	\$140.10	\$0.00
2504.603	1" PE SERVICE PIPE W/ TRACER WIRE	LIN FT	2,152.0	0.0	0.0	\$34.30	\$0.00
2504.603	1" TYPE K COPPER SERVICE PIPE	LIN FT	105.0	0.0	0.0	\$56.25	\$0.00
2504.603	6" PVC C-900 DR 18 WATER MAIN W/TRACER WIRE (HYDRANT LEAD)	LIN FT	251.0	0.0	16.0	\$59.70	\$955.20
2504.603	8" PVC C-900 DR 18 WATER MAIN W/TRACER WIRE	LIN FT	4,017.0	0.0	573.0	\$52.45	\$30,053.85
2504.603	10" PVC C-900 DR 18 WATER MAIN W/TRACER WIRE	LIN FT	38.0	0.0	0.0	\$78.85	\$0.00
2504.604	4" POLYSTYRENE INSULATION (WATER)	SQ YD	15.0	0.0	0.0	\$44.15	\$0.00
2504.608	WATER MAIN FITTINGS	POUND	2,475.0	0.0	72.0	\$16.70	\$1,202.40
2506.502	CASTING ASSEMBLY, TYPE FORD A1H (WATER)	EACH	3.0	0.0	0.0	\$223.40	\$0.00
	Water Main Subtotal						\$59,379.35
<u>CP 025-083-004 MILL & OVERLAY</u>							
2021.501	MOBILIZATION	LS	1.0	0.0	0.0	\$7,500.00	\$0.00
2118.509	AGGREGATE SURFACING CLASS 1	TON	211.0	0.0	0.0	\$59.05	\$0.00
2232.504	MILL BITUMINOUS SURFACE (2.0")	S Y	10,597.0	0.0	0.0	\$2.98	\$0.00
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	2,183.0	0.0	0.0	\$83.16	\$0.00
2540.602	MAILBOX SUPPORT	EACH	13.0	0.0	0.0	\$225.00	\$0.00
2540.602	RELOCATE MAILBOX SUPPORT	EACH	13.0	0.0	0.0	\$175.00	\$0.00
2563.601	TRAFFIC CONTROL	LS	1.0	0.0	0.0	\$2,500.00	\$0.00
2582.503	4" SOLID LINE PAINT	L F	7,894.0	0.0	0.0	\$0.60	\$0.00
2582.503	24" SOLID LINE PAINT	L F	11.0	0.0	0.0	\$21.00	\$0.00
2582.503	4" BROKEN LINE PAINT	L F	744.0	0.0	0.0	\$0.65	\$0.00
	CP 025-083-004 Mill & Overlay Subtotal						\$0.00
Total Contract Amount							\$149,996.79

Application for Payment (continued)

Total Contract Amount	\$ 5,432,104.36	Total Amount Earned	\$ 149,996.79
		Material Suitably Stored on Site, Not Incorporated into Work	
Contract Change Order No. _____		Percent Complete _____	
Contract Change Order No. _____		Percent Complete _____	
Contract Change Order No. _____		Percent Complete _____	
Less Previous Applications:		GROSS AMOUNT DUE	\$ 149,996.79
AFP No. 1: _____ AFP No. 6: _____		LESS 5 % RETAINAGE	\$ 7,499.84
AFP No. 2: _____ AFP No. 7: _____		AMOUNT DUE TO DATE	\$ 142,496.95
AFP No. 3: _____ AFP No. 8: _____		LESS PREVIOUS APPLICATIONS	\$ 0.00
AFP No. 4: _____ AFP No. 9: _____		AMOUNT DUE THIS APPLICATION	\$ 142,496.95
AFP No. 5: _____			

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2025 Hennepin Avenue (CSAH 2) Street and Utility Improvement Project, Glencoe, Minnesota, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date _____, 20____ Holtmeier Construction, Inc.
(Contractor)

COUNTY OF _____)
STATE OF _____) SS By _____
(Name and Title)

Before me on this _____ day of _____, 20____, personally appeared _____
_____ known to be, who being duly sworn did depose and
say that he is the _____ (office) of the Contractor above mentioned that he executed the
above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are
true, correct and complete.

My Commission expires _____
(Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.

Short Elliott Hendrickson Inc.

Justin Black

By Justin Black, PE (Lic. MN)
Date June 13, 2025



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoe.mn.org Email: info@ci.glencoe.mn.us

Page is Blank to Separate Agenda Items

Mayor: Mark Hueser City Administrator: Mark D. Larson
Councilors: At-Large - Yodee Rivera, Precinct 1 - Jon Dahlke, Precinct 2 - Scott Maynard;
Precinct 3 - Paul Lemke, Precinct 4 - Cory Neld



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoemn.org Email: info@ci.glencoe.mn.us

Date: June 16, 2025

To: Mayor and City Council

From: Mark Larson, City Administrator

RE: Item 7A – Ordinance number 628

Item 7A – City Attorney Ostlund will review Ordinance number 628. It is recommended that the City Council approve the third reading of Ordinance number 628.

ORDINANCE NO. 628

AN ORDINANCE ADDING ORDINANCE NO. 140 TITLED "CEMETERY COMMISSION." AND AMENDING ORDINANCE 125 TITLED "PARK BOARD."

WHEREAS, the City of Glencoe has a certain cemetery board/commission established under city code no. 140 and a certain park board/commission established under city code no. 125.

WHEREAS, the City Council has made a determination that the cemetery board/commission function and capacity no longer serves its intended purpose, and it would be more economical and practical to eliminate the cemetery board/commission and transfer its duties and functions to the park board/commission.

The City Council of Glencoe, Minnesota ordains:

Section 1. Ordinance No. 140 titled "Cemetery Commission" shall be rescinded and eliminated in its entirety.

Section 2. Ordinance No. 125 titled "Park Board" shall be amended as follows:

125.03 Powers and Duties. The Park Board shall make recommendations regarding the administration, maintenance and control of the park(s) system and cemetery in the City of Glencoe, Minnesota including the swimming pool and facilities thereto. The Board shall make recommendations for the purchase of all necessary equipment, apparatus and supplies for the care, preservation and maintenance of the buildings used in connection with said responsibilities. In additions to the powers and duties herein enumerated, said Park Board shall exercise such other necessary and proper powers which may expedite the management and control of said park system and cemetery and which may be consistent with law and in conformity with the provisions of this ordinance. Nothing in this ordinance shall be construed to vest any power in said Board to construct any buildings, said powers to be reserved to the City Council. The Board shall from time to time confer with the City Council on matters of all administrative character.

125.04 Duties of the Park Board.

- a. To determine the park and cemetery needs of the community and to enlist the cooperation of both public and private agencies in developing a park and cemetery program consistent with those needs and to direct the execution and administration of such park and cemetery program.
- b. To prepare and submit to the City Council a monthly report of the activities for the past month.

- c. To make recommendations to the City Council during the budgeting process with the cost estimates to be provided to the city administrator for inclusion in the City of Glencoe budget. Such recommendations shall be submitted no later than August 1 of each year.
- d. The City Council shall have the power to employ such employee or independent contractors, together with such advisors as the council may determine for the efficient operation of the Glencoe Municipal Cemetery established hereby, and to do all other things incident thereto which are necessary to operate said cemetery in a reasonable manner. Except as adopted by a special resolution of the City Council, no funds of the City of Glencoe, except those funds in the cemetery fund, shall be used to pay the cost of the operation of said municipal cemetery.

Section 3: This ordinance shall take effect and be in full force from and after its passage and publication.

Passed by the City Council of Glencoe, Minnesota this _____ day of _____, _____.

Mark Hueser, Mayor

Attested:

Mark Larson, City Administrator



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Phone: (320) 864-5586 Website: www.glencoe.mn.org Email: info@ci.glencoe.mn.us

Date: June 16, 2025

To: Mayor and City Council

From: Mark Larson, City Administrator

RE: Item 7C – Resolution 2025 - 13

Item 7C – It is recommended to approve Resolution 2025-13 regarding the State Companion Grant for the final phase of construction of the Glencoe Terminal Building.

RESOLUTION 2025-13



MnDOT Contract No. 1060227

STATE OF MINNESOTA STATE AIRPORTS FUND GRANT AGREEMENT

This agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and the City of 1107 11th Street East, Suite 107, Glencoe, MN 55336 ("Grantee").

RECITALS

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

AGREEMENT TERMS

- 1 **Term of Agreement, Survival of Terms, and Incorporation of Exhibits**
 - 1.1 **Effective Date.** This agreement will be effective on the date the State obtains all required signatures under [Minn. Stat.§16B.98](#), Subd. 5, whichever is later. As required by [Minn.Stat.§16B.98](#) Subd. 7, no payments will be made to Grantee until this agreement is fully executed. Grantee must not begin work under this agreement until this agreement is fully executed and Grantee has been notified by the State's Authorized Representative to begin the work.
 - 1.2 **Expiration Date.** This agreement will expire on December 31,2029, or when all obligations have been satisfactorily fulfilled, whichever occurs first.
 - 1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this agreement, including, without limitation, the following clauses: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 11. Workers Compensation; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.
 - 1.4 **Plans, Specifications, Descriptions.** Grantee has provided the State with the plans, specifications, and a detailed description of the Project **4301-41**, which are on file with the State's Office of Aeronautics and are incorporated into this Agreement by reference.
 - 1.5 **Exhibits.** **Exhibit 'A'** – Grant Request Letter; **Exhibit 'B'** – Credit Application; **Exhibit 'C'** – Cost Split
- 2 **Grantee's Duties**
 - 2.1 Grantee will complete the Project in accordance with the plans, specifications, and detailed description of the Project, which are on file with the State's Office of Aeronautics. Any changes to the plans or specifications of the Project after the date of this Agreement will be valid only if made by written change order signed by the Grantee and the State. Subject to the availability of funds, the State may prepare an amendment to this Agreement to reimburse the Grantee for the allowable costs of qualifying change orders.
 - 2.2 If the Project involves construction, Grantee will designate a registered engineer to oversee the Project work. If, with the State's approval, the Grantee elects not to have such services performed by a registered engineer, then the Grantee will designate another responsible person to oversee such work.
 - 2.3 Grantee will notify State's Authorized Representative in advance of any meetings taking place relating to the Project.
 - 2.4 Grantee will comply with all required grants management policies and procedures set forth through [Minn.Stat.§16B.97](#), Subd. 4 (a) (1).
 - 2.5 **Asset Monitoring.** If Grantee uses funds obtained by this agreement to acquire a capital asset, the Grantee is required to use that asset for a public aeronautical purpose for the normal useful life of the asset. Grantee may not sell or change the purpose of use for the capital asset(s) obtained with grant funds under this agreement without the prior written consent of the State and an agreement executed and approved by the same parties who executed and approved this agreement, or their successors in office.
 - 2.6 **Airport Operations, Maintenance, and Conveyance.** Pursuant to Minnesota Statutes Section 360.305, subdivision 4 (d) (1), the Grantee will operate the Airport as a licensed, municipally-owned public airport at all

times of the year for a period of 20 years from the date the Grantee receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only. Without prior written approval from the State, Grantee will not transfer, convey, encumber, assign, or abandon its interest in the airport or in any real or personal property that is purchased or improved with State funds. If the State approves such a transfer or change in use, the Grantee must comply with such conditions and restrictions as the State may place on such approval. The obligations imposed by this clause survive the expiration or termination of this Agreement.

3 Time

- 3.1 Grantee must comply with all the time requirements described in this agreement. In the performance of this grant agreement, time is of the essence.

4 Cost and Payment

- 4.1 **Cost Participation.** Costs for the Project will be proportionate and allocated as follows:

<u>Item Description</u>	<u>Federal Share</u>	<u>State Share</u>	<u>Grantee Share</u>
AIG-Construction of Terminal (Arrival Departure) Building	95%	2.5%	2.5%

Federal Committed:	<u>\$68,285.00</u>
State:	<u>\$ 1,796.97</u>
Grantee:	<u>\$ 1,796.97</u>

The federal multiyear amount is an estimate only. These funds are not committed and are only available after being made so by the U.S. Government. Federal funds for the Project will be received and disbursed by the State. In the event federal reimbursement becomes available or is increased for the Project, the State will be entitled to recover from such federal funds an amount not to exceed the state funds advanced for this Project. No more than 95% of the amount due under this Agreement will be paid by the State until the State determines that the Grantee has complied with all terms of this Agreement and furnished all necessary records.

- 4.2 **Travel Expenses.** Blank
- 4.3 **Sufficiency of Funds.** Pursuant to Minnesota Rules 8800.2500, the Grantee certifies that (1) it presently has available sufficient unencumbered funds to pay its share of the Project; (2) the Project will be completed without undue delay; and (3) the Grantee has the legal authority to engage in the Project as proposed.
- 4.4 **Total Obligation.** The total obligation of the State for all compensation and reimbursements to Grantee under this agreement will not exceed **\$1,796.97**.

4.5 Payment

- 4.5.1 **Invoices.** Grantee will submit invoices for payment by Credit Application via email. Exhibit "B", which is attached and incorporated into this agreement, is the form Grantee will use to submit invoices. The State's Authorized Representative, as named in this agreement, will review each invoice against the approved grant budget and grant expenditures to-date before approving payment. The State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices will be submitted timely and according to the following schedule: Monthly basis as needed.

- 4.5.2 **All Invoices Subject to Audit.** All invoices are subject to audit, at State's discretion.

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

- 4.5.4 **Grantee Payment Requirements.** Grantee must pay all contractors under this agreement promptly. Grantee will make undisputed payments no later than 30 days after receiving an invoice. If an invoice is incorrect, defective, or otherwise improper, Grantee will notify the contractor within ten days of discovering the error. After Grantee receives the corrected invoice, Grantee will pay the contractor within 30 days of receipt of such invoice.

- 4.5.5 **Grant Monitoring Visit and Financial Reconciliation.** During the period of performance, the State will make at least annual monitoring visits and conduct annual financial reconciliations of Grantee's

expenditures.

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

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

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

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

4.5.7 **Closeout Deliverables.** At the close of the Project, the Grantee must provide the following deliverables to the State before the final payment due under this Agreement will be released by the State: (1) Electronic files of construction plans as a PDF and in a MicroStation compatible format; and (2) Electronic files of as-builts as a PDF and in a MicroStation compatible format. (3) Electronic files of planning documents (Airport Layout Plans – ALP) and Airport Zoning as a PDF and in a MicroStation compatible format and in GIS.

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

5 Conditions of Payment

All services provided by Grantee under this agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law. In addition, Grantee will not receive payment for Airport's failure to pass periodic inspections by a representative of the State's Office of Aeronautics.

6 Authorized Representatives

6.1 The State's Authorized Representative is:

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

6.2 Grantee's Authorized Representative is:

Mark Larson, City Administrator
(320) 864-5586, mlarson@ci.glencoe.mn.us
1107 11th Street East, Suite 107
Glencoe, MN 55336
, or their successor.

If Grantee's Authorized Representative changes at any time during this agreement, Grantee will immediately notify the State.

7 Assignment Amendments, Waiver, and Grant Agreement Complete

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

7.2 **Amendments.** Any amendments 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. Notwithstanding the foregoing, when FAA issues a Letter Amendment on a federal grant agreement that results in an increase in federal funds beyond the total amount in this grant agreement (i.e., federal amendment), MnDOT's receipt of the Letter Amendment from FAA has the effect of amending the total amount in this grant agreement.

- 7.3 **Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or the State's right to subsequently enforce it.
- 7.4 **Grant Agreement Complete.** This grant agreement contains all negotiations and agreements between the State and Grantee. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.
- 7.5 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.
- 7.6 **Certification.** By signing this Agreement, the Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

8 **Liability**

In the performance of this agreement, and to the extent permitted by law, Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this agreement by Grantee or Grantee's agents or employees. This clause will not be construed to bar any legal remedies Grantee may have for the State's failure to fulfill its obligations under this agreement.

9 **State Audits**

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of Grantee, or other party relevant to this grant agreement or transaction, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

10 **Government Data Practices and Intellectual Property Rights**

10.1 **Government Data Practices.** Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either Grantee or the State. If Grantee receives a request to release the data referred to in this section 10.1, Grantee must immediately notify the State. The State will give Grantee instructions concerning the release of the data to the requesting party before the data is released. Grantee's response to the request shall comply with applicable law.

10.2 **Intellectual Property Rights.**

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

10.2.2 **Obligations**

- 10.2.2.1 **Notification.** Whenever any invention, improvement or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by Grantee, including its employees and subcontractors, in the performance of this agreement, Grantee will immediately give State's Authorized Representative written notice thereof and must promptly furnish State's Authorized Representative with complete information and/or disclosure thereon.
- 10.2.2.2 **Representation.** Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of State and that neither Grantee nor its employees, agents or subcontractors retain any interest in and to the Works and Documents. Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless State, at Grantee's expense, from any action or claim brought against State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorney fees. If such a claim or action arises, or in Grantee's or State's opinion is likely to arise, Grantee must, at State's discretion, either procure for State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of State will be in addition to and not exclusive of other remedies provided by law.

11 Workers Compensation

The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Publicity and Endorsement

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

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

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this agreement. Venue for all legal proceedings out of this agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination; Suspension

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

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

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

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

14.3.2 If funding cannot be continued at a level sufficient to allow for the payment of the services covered

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

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

15 Data Disclosure

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

- 16 **Fund Use Prohibited.** The Grantee will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Grantee from utilizing these funds to pay any party who might be disqualified or debarred after the Grantee's contract award on this Project. For a list of disqualified or debarred vendors, see www.mmd.admin.state.mn.us/debarredreport.asp.

- 17 **Discrimination Prohibited by Minnesota Statutes §181.59.** Grantee will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.

- 18 **Limitation.** Under this Agreement, the State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Grantee, however, the Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.

- 19 **Telecommunications Certification** By signing this agreement, Contractor certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Contractor will not use funding covered by this agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Contractor will include this certification as a flow down clause in any contract related to this agreement.

20 **Title VI/Non-discrimination Assurances.** Grantee agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. Grantee will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. State may conduct a review of the Grantee's compliance with this provision. The Grantee must cooperate with State throughout the review process by supplying all requested information and documentation to State, making Grantee staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by State.

21 **Additional Provisions**
[Intentionally left blank.]

[The remainder of this page has intentionally been left blank.]

MnDOT ENCUMBRANCE VERIFICATION

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

By: _____

Date: _____

SWIFT Contract # _____

SWIFT Purchase Order # _____

COMMISSIONER OF TRANSPORTATION, as delegated

By: _____

Date: _____

MnDOT CONTRACT MANAGEMENT, for form and execution

By: _____

Date: _____

GRANTEE

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

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoe.mn.org Email: info@ci.glencoe.mn.us

February 25, 2025

RE: Glencoe Municipal Airport
FY25 Federal AIG Grant Request

Luke Bourassa
Minnesota Department of Transportation
Office of Aeronautics
395 John Ireland Blvd.
St. Paul, MN 55155-1800

Dear Mr. Bourassa,

Please consider this letter as a formal request from the City of Glencoe for an Airport Improvement Grant (AIG) grant from the Federal Aviation Administration (FAA) for Federal Fiscal Year 2025. This is a companion grant request for reimbursement of the final phase of the construction of the arrival/departure building (6.37% proration). Associated costs with this grant request are as follows:

Item	Project Cost
Construction – Change Orders	
Construction – Change Orders (Federally Eligible)	\$71,879.95
Construction – Change Orders (Federally Ineligible)	\$6,966.77
Total Project Cost	\$78,846.72

In this request, the City of Glencoe is requesting Federal participation using FY25 AIG funding for the federally eligible costs (\$71,879.95) of this phase of the project at 95% (\$68,285.00), MnDOT participation at 2.5% (\$1,797.48), and the City of Glencoe would cover the remaining 2.5% (\$1,797.48).



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Phone: (320) 864-5586 Website: www.glencoemn.org Email: info@ci.glencoe.mn.us

For the federally ineligible portion (\$6,966.77), the City of Glencoe is requesting MnDOT participation at 70% (\$4,876.74), and the City of Glencoe would cover the remaining 30% (\$2,090.03).

Please contact me if you have any questions.

Sincerely,

Mark Larson, City Administrator
City of Glencoe, Minnesota

CC: Adinda Van Espen, SEH
Brian Conklin, MnDOT Office of Aeronautics
Julie Krinke, MnDOT Office of Aeronautics
Sean Johnston, FAA Program Manager
Mark Johnson, FAA Program Manager
Mark Lemen, City of Glencoe, Assistant City Administrator

Enclosure: FY 2025 Federal AIG Grant Request Packet

Airport Name _____

State Project No. _____

Federal Project No. _____

Mn/DOT Agreement No. _____

CREDIT APPLICATION

Itemized statement of cash expenditures for which credit is claimed:

For period beginning _____, 20____; ending _____, 20____.

***FINAL/PARTIAL (CIRCLE ONE)**

Municipality _____

By _____

Title

(Complete Form On Reverse Side)

STATE OF _____

COUNTY OF _____

_____, being first duly sworn, deposes and says that he/she is the
_____ of the Municipality of _____, in the County
of _____, State of Minnesota; that he/she has prepared the foregoing Credit Application,
knows the contents thereof, that the same is a true and accurate record of disbursements made, and that the same is true of his/her own
knowledge; and that this application is made by authority of the municipal council (or board) of said Municipality.

Signature

Subscribed and sworn to before me

this _____ day of _____, 20____.

NOTARY PUBLIC

My Commission Expires: _____

EXHIBIT "C"

Airport: Glencoe GYL
 Sponsor: City of Glencoe
 UEI: EK1QDF5LKRY1
 State Project: A4301-41
 State Agreement #:
 Fed Project: 3-27-0158-17-25
 Description: AIG Terminal Building Construction
 Version: 2/28/2025

Construction	Description	Total	Funding Rates		Federal	State	Local
			Federal	State			
	Construction of Terminal(Arrival Departure) Building	\$ 71,878.95	95%	2.5%	\$ 68,285.00	\$ 1,796.97	\$ 1,796.97
	CONSTRUCTION SUBTOTAL	\$ 71,878.95			\$ 68,285.00	\$ 1,796.97	\$ 1,796.97
Engineering	Description	Total	Federal	State	Federal	State	Local
	ENGINEERING SUBTOTAL	\$ -			\$ -	\$ -	\$ -
Administration	Description	Total	Federal	State	Federal	State	Local
	ADMINISTRATION SUBTOTAL	\$ -			\$ -	\$ -	\$ -
Total (before adjustments)		\$ 71,878.95			\$ 68,285.00	\$ 1,796.97	\$ 1,796.97
Grant Amounts		\$ 71,878.75			\$ 68,285.00	\$ 1,796.87	\$ 1,796.87
Overall Share Percentages					95.00%	2.50%	2.50%

RESOLUTION

AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT FOR AIRPORT IMPROVEMENT EXCLUDING LAND ACQUISITION

It is resolved by the City of Glencoe as follows:

1. That the state of Minnesota Agreement No. 1060227,
"Grant Agreement for Airport Improvement Excluding Land Acquisition," for
State Project No. A4301-41 at the Glencoe Municipal Airport is accepted.
2. That the _____ and _____ are
(Title) (Title)
authorized to execute this Agreement and any amendments on behalf of the
City of Glencoe.

CERTIFICATION

STATE OF MINNESOTA

COUNTY OF _____

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

(Name of the Recipient)

at an authorized meeting held on the _____ day of _____, 20____

as shown by the minutes of the meeting in my possession.

Signature: _____
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

NOTARY PUBLIC

My Commission Expires: _____



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoe.mn.org Email: info@ci.glencoe.mn.us

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Mayor: Mark Hueser City Administrator: Mark D. Larson
Councilors: At-Large - Yodee Rivera, Precinct 1 - Jon Dahlke, Precinct 2 - Scott Maynard,
Precinct 3 - Paul Lemke, Precinct 4 - Cory Neld



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoe.mn.org Email: info@ci.glencoe.mn.us

Date: June 16, 2025

To: Mayor and City Council

From: Mark Larson, City Administrator

RE: Item 7C – Lot Splits

Item 7C – The Planning Commission held a public hearing at their June 12, 2025, meeting pertaining to two Seneca Foods lots that need to be split into two separate lots. Following the Public Hearing, the Planning Commission motioned to make a recommendation to Council for the approval of the lot splits.



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoe.mn.org Email: info@ci.glencoe.mn.us

To: Planning and Industrial Commission

From: Mark Ostlund, City Attorney

Date: June 9, 2025

Re: Public Hearing on Seneca Lots

The Planning Commission needs to hold a public hearing and consider recommendation of a certain minor subdivision request by Revolve Labs and Seneca to split off 2 parcels to complete their transaction. Additionally, portions of those two parcels are situated within the City's road ROW and the City needs to receive those portions (and others) back from Seneca, which requires 2 additional parcels to be created.

So the two parcels situated within the ROW are being deeded back to the City from Seneca once this split is done. The 2 parcels not situated within the ROW will be retained by Seneca, and not part of the Revolve deal.

Staff and City Attorney are recommending that this lot split be approved. It conforms with the City's minor subdivision ordinance, which means there is no need to go through a full platting process.

That being said, it is my understanding that Revolve Labs will replat the entire parcel they are purchasing from Seneca, once this original transaction is closed.

1. The location of the 100' former Chicago, Milwaukee, St. Paul & Pacific Railroad Company Right of Way was determined based on information taken from RLS No. 25 and old un-recorded railroad right of way maps. In general, all railroad right of way lines are ambiguous because when the right of way was taken the conveyance documents did not define a mathematical location of the railroad right of way line tied to Section lines or other fixed boundary line. Based on these issues with this railroad, there is ambiguity as to the location of subject property's boundary line.

FACT B

REGISTERED
SURVEY

LAND TRACT L

A hand-drawn diagram of a five-pointed star. The star is formed by five dashed lines that intersect to create a central pentagonal area. The lines are slightly curved, giving it a stylized appearance.

TRACT MAP

ANY RIGHT OF WAY
EXCEPTION 3 L=389.7
EXCEPTION 1 L=8

WAY
 $\frac{L=389.79}{L=383.80}$ $\frac{L=400.74}{L=394.85}$
 $L=422.80$

POINT OF BEGINNING
Exception 4

PO
BEQ

- SW CORNER - NW 1/4 - SECTION 14-115-28

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CERTIFICATE OF SURVEY

GLENCOE, MINNESOTA



**BOLTON
& MENK**

1960 PREMIER DRIVE
MANKATO, MN 56001
(507) 625-4171

PART OF TRACT B, REGISTERED LAND SURVEY NO. 25
AND PART OF THE SW 1/4 - NW 1/4, SEC. 14, T115N - R 28W

SHEET 1 OF 4 SHEETS
FOR: REVOLVE LABS

JOB NUMBER: 136834

FIELD BOOK:

DRAWN BY: RPS

SEC 14-115-28

H:\REVOLABS PR\24X136834000\CAD\136834V-BNDY2a.dwg 1/15/2025 7:19 AM



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586 Website: www.glencoe.mn.org Email: info@ci.glencoe.mn.us

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CITY OF GLENCOE, MINNESOTA
REQUEST FOR COUNCIL ACTION

Agenda Item Number: Unkown_ Meeting Date: June 16, 2025

Attachments: ☒ Yes ☐ No

Originating Department:
Glencoe Police

Prepared By:
Chief Padilla

Topic:
Community Service Officer (CSO)

Action Requested:
Hire Carter Eiden as CSO

Background/Justification:

The Glencoe Police Department has been running with a community service officer for the last year and a half. Our latest CSO, Tanique Ingram recently graduated from college and accepted a full-time police officer position in ST Cloud.

The CSO position is essential to the police department. The CSO enforces blight all over the city, deals with pet issues, and assists officers with calls for service when authorized. The CSO is also a pathway to full-time employment with Glencoe Police Department as a police officer.

We would like to offer the part-time position CSO position to Carter Eiden. (See attached application) Carter is currently a second-year student at Alexandria Community College and lives in Belle Plaine.

Consideration:

Part-time officers can pick up shifts when we have openings and save money.

Fiscal Impact:

Hourly rate for CSO is \$23.00 an hour

Staff Recommendation:

I recommend the approval of Carter Eiden

Alternatives:

- Option 1 Approve as presented
- Option 2 Table hiring
- Option 3 Deny hiring

Council Action:

Motion to approve, deny, or table

Attachments:

- 1- Application



CITY OF GLENCOE, MINNESOTA
REQUEST FOR COUNCIL ACTION

Agenda Item Number: Unknown Meeting Date: June 16, 2025

Attachments: ☒ Yes ☐ No

Originating Department:
Glencoe Police

Prepared By:
Chief Padilla

Topic:
Part Time Police Officer

Action Requested:
Hire Scott Lindner as Part Time Officer

Background/Justification:

The Glencoe Police Department is authorized 3 part time police officers, and we currently only have one. We attempted to hire a part-time officer last year, but the applicant took a full-time position with another agency.

We would like to offer a part-time position to Scott Lindner who has previous law enforcement. (See attached Resume)

Consideration:

Part-time officers can pick up shifts when we have openings and save money.

Fiscal Impact:

Currently part time officers are paid \$34.01

Staff Recommendation:

I recommend the approval of Scott Lindner

Alternatives:

- Option 1 Approve as presented
- Option 2 Table hiring
- Option 3 Deny hiring

Council Action:

Motion to approve, deny, or table

Attachments:

- 1- Resume

SCOTT LINDNER

21677 BROADWATER DRIVE

PELICAN RAPIDS, MN, 56572

715-501-9490

Lindner0602@gmail.com

Whom it may Concern,
Glencoe Police Department
Hello, Sir or Ma'am,

I am very interested in the position at Glencoe Police Department, and I am very excited to apply for the position. attached to this email you will find my resume which provides you with details of my career history and academic qualifications

I believe I would be the top candidate for the Glencoe Police Department because my perseverance, drive and loyalty. My greatest strengths are my ability to work closely with colleagues and the work community, strictly follow procedures or post orders that are given at the jobsite, successfully conduct patrols of building, grounds, parking ramp and accurately complete administrative procedures. Throughout my life and work history, I have found that my integrity and honesty are amongst the top of my personal values. I also have great passion for working with the community and helping people solve their problems.

I would welcome the opportunity to speak with you to discuss how my background could have a major impact on your organization's success. I look forward to hearing from you and thank you for your time.

Sincerely,

Scott Lindner

SCOTT LINDNER

21677 Broadwater Drive Pelican Rapids, MN 56572 • 715-501-9490 • Lindner0602@gmail.com

Professional Summary

Law Enforcement Officer with four years experience in August of 2024 with the two years with Marshall County Sheriff's Office, in South Dakota, as patrol deputy. Ten months with the Polk County Sheriff's office, along with eight months with Village of Frederic Police department. I have gained experience in communication and de-escalation.

Seasoned Corporate Security Supervisor versed in serving in high threat areas overseas, and in a corporate business setting. Served 4 years in the United States Army as a mechanic and Military Police, including a combat tour to Iraq.

Dedicated team player and expert soldier adept at managing equipment, performing patrols and providing updates to unit leaders. Proficient in assessing risk, maintaining safety gear and evaluating terrain.

Skills

- Crisis intervention training
- Surveillance
- Stationary surveillance
- Background investigations
- Dispatch
- Conflict resolution techniques
- Pepper Ball Instructor
- Weapons training
- Military experience
- Communication skills
- Leadership Experience

Work History

Village of Frederic-

Law Enforcement Officer- 08/2023 to 06/2024

- Investigation- crimes as well as full investigation of potential homicide
- Community orientated Policing- Ate lunch with kids at the schools, Sponsored VFW golf tournament , Trunk or Treat, Sporting Events, Community Events
- Versatility- gained experience working all shifts and changing availability in short amounts of time; also assisted surrounding agencies
- Assist with warrants- assisted Sheriff's office with warrants inside the Village of Frederic

Polk County Sheriff's Office-

Deputy Sheriff- 09/2022-07/2023

- Investigate crimes, interview witnesses, complainants, and victims; gathered evidence and preserved for courts; conducted follow up investigations as needed
- Served warrants, summons, subpoenas, civil, and other official papers
- Respond to emergency calls, such as robberies, burglaries, kidnappings, suicides; and suicide attempts, assaults, and murders, ; and practice safety procedures in answering and responding to calls
- Department Pepper Ball Instructor- conducted training to other Polk County Sheriff's Deputies/ERT, also conducted exposures

Marshall County Sheriff's Office – Britton SD

Deputy Sheriff 08/2020 to 08/2022

- Investigates crimes, interviews witnesses, complainants, and victims; gathered evidence and preserved for courts; conducted follow up investigations as needed
- Served warrants, summonses, subpoenas, civil, and other official papers
- Responds to emergency calls, such as robberies, burglaries, kidnappings, assaults, and murders; and practices safety procedures in answering and responding to calls
- Department Armorer, implements department policy for all fire arm related fields, created department qualification courses for pistols and rifles

Security Officer, 02/2019 to 08/2020

American Security & Investigations – Minnetonka, MN and Minneapolis, MN

- Proactively review both security camera footage and live feeds to spot trespassers and criminal activity
- Provided detailed reports of infractions and criminal acts to law enforcement for trial or hearing procedures
- Inspect parking ramp and areas within the building to uncover suspicious behavior
- Write detailed reports on property damage, theft, presence of unauthorized persons and unusual incidences

Concrete Finisher, 04/2016 to 10/2017

Jensen Decorative Concrete – Norwood Young America, MN

- Shoveled materials such as dirt, gravel and asphalt
- Dug trenches, backfilled holes and compacted earth to prepare for new construction
- Accurately read, understood, and carried out written instructions

- Operated equipment such as Skid loaders and Commercial vehicles
- Remove damaged tile, brick and mortar

Window/Door Installer, 04/2015 to 03/2016

Carpentry Contractors Company – Montrose, MN

- Successfully supervised team members by ensuring safe job sites, and kept job sites free of hazards by maintaining good organizational skills at all stages
- Devoted special emphasis to punctuality and worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately

Security Monitor, 08/2012 to 06/2014

Stanley Security Solutions Inc. – Plymouth, MN

- Remain flexible in rapidly changing environments and adapt to developing situations
- Apply effective communication and interpersonal skills when interacting with all levels of personnel and general public
- Work both independently and collaboratively to resolve urgent issues, including police and fire incidents
- Activate alarms to alert fire, medical or law enforcement personnel for different types of incidents
- Answer alarm signals and investigated disturbances, contacting local law enforcement if needed

Factory Assembler, 03/2011 to 08/2012

Emerson Rosemount – Chanhassen, MN

- Inspect completed products for functionality and quality, alerting supervisors of repeat issues and seeking out root causes
- Identify and corrected defects to bring completed products up to regulation standards
- Train new employees in assembly skills to improve team production levels

Press Operator, 03/2011 to 06/2011

Miller Manufacturing Company – Glencoe, MN

- Promptly remove completed product from press
- Operate Forklift
- Load rubber into hot press
- Load and wrap pallets of complete product

Construction Laborer, 07/2010 to 11/2010

Shultz Homes – Redwood Falls, MN

- Cut openings in structures to accommodate pipes and pipe fittings
- Thoroughly inspected pipes and piping systems to assess quality and condition
- Filled pipe systems with water and air to determine whether system was leaking

Security Guard, 04/2008 to 03/2010

Guardsmark – New Castle, DE

- Prepare regular written logs and incident reports at close of each shift for distribution to the site supervisor.
- Adhered to established procedures and policies and posted orders to include enforcement of company rules, policies and regulations
- Respond to incidents and assessed active situations for security concerns
- Remain flexible in rapidly changing environments and adapted to developing situations
- Answer alarms and investigate disturbances, contacting local law enforcement personnel for escalating crises

Military Enlisted, 06/2004 to 02/2008

United States Army – Ft. Bragg, NC

- Respond to emergencies with speed, efficiency and knowledgeable assistance
- Patrol designated coverage areas and evaluate terrain for defensive use
- Taught personnel to mitigate environmental hazards and properly use personal protective equipment such as chemical gear for battle scenarios
- Team leader while deployed to Iraq 2006-2007

- Combat life saver
- Paratrooper

Education

Normandale Community College - Minneapolis, MN

Associate of Arts: Education with an emphasis in history

Normandale Community College - Minneapolis, MN

Associate of Science: Criminal Justice Law Enforcement,



SMALL CITY & BIG FUTURE

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Page is Blank to Separate Agenda Items

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Date: June 16, 2025
To: Mayor and City Council
From: Mark Larson, City Administrator

RE: Item 7E – City Administrator Employee Agreement – Mark Lemen

Item 7F – It is recommended to approve the City Administrator Employee Agreement between the City of Glencoe and Mark Lemen. During the June 2, 2025, Council meeting Council voted to appoint Mr. Lemen the City Administrator following the official announcement of current Administrator Larsons intention to retire.

EMPLOYMENT AGREEMENT

This Employment Agreement, as approved with Appointments made by Mayor Mark Hueser on June 16, 2025, by and between City of Glencoe, a municipal corporation (hereinafter referred to as the "Employer"), and Mark M. Lemen, Jr (hereinafter referred to as the "Employee")

WITNESSETH:

WHEREAS, the Employer is incorporated as a municipal corporation under the laws of the State of Minnesota; and

WHEREAS, the Employee has the education and other qualifications to serve as City Administrator in the State of Minnesota; and

WHEREAS, it is the desire of the Employer to (1) secure and retain the services of Employee and to provide inducement for him to remain such employment; (2) to make possible full work productivity by assuring Employee's morale and peace of mind with respect to future security; (3) to act as a deterrent against malfeasance or dishonesty for personal gain on the part of the Employee; and (4) to provide a just means for terminating Employee's services at such time as he may be unable fully to discharge his duties due to age or disability or when the Employer may desire to otherwise terminate his employment; and

WHEREAS, the City Council of the Employer has offered employment to the Employee subject to certain terms and conditions hereinafter set forth and the Employee has indicated his willingness to accept such employment.

NOW THEREFORE in consideration of the mutual promises and covenants as hereinafter set forth, the parties hereto agree as follows:

1. **Employment.** The Employer hereby employs the Employee, and the Employee hereby accepts employment with the Employer as City Administrator of the City of Glencoe on the terms and conditions set forth in this Agreement.
2. **Compensation.** For all services rendered by the Employee to the Employer pursuant to this agreement for Employee shall receive the following compensation:
 - a. Current Salary plus applicable Annual Cost of Living Increase for all employees as set by the City Council
 - b. Annual salary schedule to begin June 16, 2025
 - i. Year 1 - \$139,220
 - ii. Year 2 - \$146,954 (plus Annual Cost of Living Increase)
 - iii. Year 3 - \$154,689 (plus Annual Cost of Living Increase)

In the event the Employer at any time during the term of this agreement reduces the salary or other financial benefits of the Employee in a greater percentage than the applicable across-the-board reduction for all employees of the Employer, or in the event the Employer refuses, upon written notice, to comply with any other provision benefiting Employee herein, or the Employer resigns following a suggestion, whether formal or informal, by the consulate that he resign, then, in that event, Employee may, at his option, be deemed to be terminated at the date of such reduction or such refusal to comply with the meaning and context of the herein severance pay provision.

3. **Fringe Benefits.** In addition to the compensation which the Employee shall receive pursuant to paragraph 3 of this Agreement, the Employee shall also receive the following fringe benefits:

- a. All health, life, dental and disability insurance as provided to any other Employer's Employees as part of standard Employee benefits.
- b. Sick leave according to the Employee's personnel policy as may be amended from time to time based upon years of service.
- c. Annual vacation to be used according to Employer's personnel policy based upon years of service.
- d. 40 hours of administrative leave in lieu of any compensation time, to be used according to the Employer's personnel policy as applicable to compensation time.
- e. The Employer shall pay for the following education and/or membership and dues requirements:
 - i. Paid attendance at the annual League of Minnesota Cities conference and other organizational conferences, including vehicle mileage allowance, necessary accommodations, necessary meals, and registration and/or attendance fees.
 - ii. Paid attendance at two National conferences during the period of June 16, 2025, through and including June 16, 2030, including vehicle mileage allowance or transportation costs, necessary accommodations, necessary meals, and registration and/or attendance fees.
 - iii. Paid membership and dues for the Employee to remain a member in good standing associations of the trade not to exceed \$500.00 per year.
 - iv. Continuing education expenses.

4. **Duties.** The Employee shall perform duties for the Employer according to the job description as provided, and amended from time to time, which is incorporated herein by reference and is made a part hereof as if fully set forth. The Employee shall also perform any and all necessary duties as required of a City Administrator pursuant to the City of Glencoe Charter and/or state statute. The Employer shall have the right from time to time to amend the job description when in the Employer's sole discretion such amendment is appropriate and necessary, and upon reasonable notice to the Employee.

5. **Exclusive Service.** The Employee shall devote such time and attention to rendering services on behalf of the Employer as shall be necessary for him adequately to perform his duties during the term of this Agreement. Employee shall not accept other employment without the consent of the Employer. The Employee understands that Employee's hours will not always be regular and will require the performance of duties other than 8:00 o'clock a.m. until 5:00 o'clock p.m., including late afternoons, evenings, and occasional weekends and other necessary times.

6. **Involuntary Termination.** This Agreement shall be deemed to be terminated and the employment relationship between Employer and Employee shall be deemed severed upon the occurrence of any of the following:

(a) The Employee dies during employment. In such event the Employer shall pay to the estate of the Employee the compensation earned by the Employee before his death but not yet paid to him by the Employer.

(b) The imposition of any restrictions or limitations by any governmental authority having jurisdiction over the Employee to such an extent that he cannot engage in the services for which he was employed.

(c) Employee fails to perform the duties of employment pursuant to the provisions of this agreement. In the case of disability this provision shall apply only after 90 days of disability in any one calendar year.

(d) The Employee is terminated because of a criminal conviction for any illegal act involving personal gain to him.

7. **Suspension.** The Employer may suspend the Employee with or without full pay and with or without benefits at any time during the term of this agreement, but only if:

(a) A majority of the City Council of the Employee and the Employee agree; or

(b) After a public hearing, a majority of the council votes to suspend the employee for just cause provided, provided however, that Employee shall have been given written notice setting forth any charge at least 10 days prior to such hearing by the

council members bringing such charges.

8. **Severance Pay.** In the event the Employee is terminated by the council before the expiration of the term of this employment agreement, and during such time Employee is willing and able to perform his duties under this agreement, and the employee has not been terminated involuntarily pursuant to paragraph 8 of this agreement entitled "Involuntary Termination," then in that event Employer agrees to pay Employee a lump sum cash payment equal to one half of the annual salary and continuation of benefits due to the Employee in the year of termination.

9. **Employee's Voluntary Resignation.** In the event the Employee resigns his position with the Employer before the expiration of the term of this employment agreement, the Employee shall give to the Employer one month's advance notice, unless the parties otherwise agree in writing. All compensation due to the Employee shall cease as of the last day of Employee's employment by the Employer, subject to such rights as may be afforded to continued benefits under the Employer's personnel policy.

10. **Performance.** The Employer shall review and evaluate the performance of the Employee at least once annually. Said review and evaluation shall be in accordance with this agreement and Employee's duties and job description. Said criteria may be added to or deleted from as the Employer may from time to time determine, in consultation with the Employee. Further, the Employer shall provide the Employee with a summary written statement of the findings of the Employer and provide an adequate opportunity for the Employee to discuss his evaluation with the Employer.

Annually, the Employer and Employee shall define such goals and performance objectives which they determine necessary for the proper operation of the City of Glencoe and in the attainment of the Employer's policy objectives and shall further establish a relative priority among those various goals and objectives, said goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided.

In effecting the provisions of this paragraph, the Employer and Employee mutually agree to abide by the provisions of applicable law.

11. **Indemnification Coverage.** The Employer shall maintain liability insurance (except motor vehicle) together with errors and omissions insurance covering the Employee against any tort, professional liability claim or error or omission which could arise during the course of Employee's performance of his duties, whether groundless or otherwise. Such coverage shall provide a defense to the Employee in addition to the payment of any settlement or judgment up to the amount of \$500,000 per occurrence.

12. **Bonding.** Employer shall bear the full cost of any fidelity, or any other bonds required of the Employee under state statute, federal law or local ordinance.

13. **Amendments.** This agreement may be amended from time to time by the parties but only in writing and signed by both parties. The parties agree that there are no provisions, terms, covenants or promises not expressly set forth or provided for herein.

14. **Notices.** Any notice required or permitted to be given under this Agreement shall be sufficient if in writing, and if sent by registered or certified mail to the other party's last known address.

15. **Construction.** This Agreement shall be governed by the laws of the State of Minnesota. The waiver by any party hereto of a breach of any of the provisions of this Agreement shall not operate or be construed as a waiver of any subsequent breach by any party. This instrument contains the entire agreement of the parties concerning employment and may not be changed except by written agreement duly executed by the parties hereto. This Agreement shall inure to the benefit of and be binding upon the parties hereto, their successors, heirs and personal representatives. This Agreement shall be not be assignable by the Employee.

16. **Severability.** Each provision of this Agreement shall be considered separable and if for any reason any provision is determined to be invalid, such invalidity shall not impair or otherwise affect the validity of the other provisions of this Agreement. Moreover, the parties agree to replace the invalid provisions with a substitute provision that will satisfy the intent of the parties.

17. **Disputes.** Should a dispute arise between the parties to this Agreement resulting in an action at law, the parties agree that the proper jurisdiction and venue for such action shall be the McLeod County District Court.

In witness whereof, the parties hereto have executed this Agreement on the date first hereinabove set forth.

EMPLOYER
CITY OF GLENCOE

By _____
Its Mayor

EMPLOYEE

By _____
Mark M. Lemen, Jr.



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LET'S TALK HOUSING!

YOUR INPUT MATTERS!

The City of Glencoe is conducting a survey to gather feedback from local residents about housing needs in our community. This valuable data will shape the City's housing study led by CEDA.

[https://tinyurl.com/
GlencoeHousing](https://tinyurl.com/GlencoeHousing)

SCAN
ME!



GLENCOE
SMALL CITY & BIG FUTURE

Be Part of the Plan!

Take the Survey ◀

Take just 10 minutes to complete the survey and make your voice heard! Available now through July 7.

Participate in the Focus Group ◀

Tell us about your housing experience! Fill out this form to let us know you are interested!

Track the Progress on our Website ◀

Check out the planning process at
GlencoeHousing2025.my.canva.site

See the Final Results ◀

A final presentation will be held in September, more information can be found on our website or by contacting City Hall.



Contact City Hall
320-864-5586

Contact CEDA
annie.nichols@cedausa.com





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CITY OF GLENCOE BILLS

JUNE 16, 2025

**** PREPAID PAYROLL & WIRE TRANSFER BILLS ****

<u>VENDOR</u>	<u>DEPARTMENT: DESCRIPTION</u>	<u>TOTAL</u>
WIRE TRANSFER	MULTIPLE DEPTS.: MEDICA INSURANCE PREMIUMS	\$44,526.88
WIRE TRANSFER	MULT DEPTS: STATE SALES TAX	\$17,408.00
WIRE TRANSFER	MULT DEPTS:EMPLOYEE CAFÉ PLAN, ALERUS FEES	\$1,198.70
	TOTAL PREPAID BILLS ----->	<u><u>\$63,133.58</u></u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

JUNE 16, 2025 - PREPAID BILLS

Date: 06/12/2025

Time: 4:42 pm

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BELLBOY CORPORATION	1113	LIQUOR STORE: MERCH FOR RESALE	184592	03/12/2025	<u>2,919.60</u>
				Vendor Total:	<u>2,919.60</u>
BLUE CROSS BLUE SHIELD OF MII	1254	MULT DEPTS: INSURANCE PREMIUMS	184593	03/12/2025	<u>43,568.35</u>
				Vendor Total:	<u>43,568.35</u>
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	184594	03/12/2025	<u>391.50</u>
				Vendor Total:	<u>391.50</u>
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	184595	03/12/2025	<u>656.05</u>
				Vendor Total:	<u>656.05</u>
MORGAN CREEK VINEYARDS	0784	LIQUOR STORE: MERCH FOR RESALE	184596	03/12/2025	<u>201.60</u>
				Vendor Total:	<u>201.60</u>
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	184597	03/12/2025	<u>950.00</u>
				Vendor Total:	<u>950.00</u>
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	184598	03/12/2025	<u>3,742.67</u>
				Vendor Total:	<u>3,742.67</u>
VINOCOPIA, INC.	1353	LIQUOR STORE: MERCH FOR RESALE	184599	03/12/2025	<u>334.50</u>
				Vendor Total:	<u>334.50</u>
WINE COMPANY	2004	LIQUOR STORE: MERCH FOR RESALE	184600	03/12/2025	<u>1,028.33</u>
				Vendor Total:	<u>1,028.33</u>
				Grand Total:	<u>53,792.60</u>
				Less Credit Memos:	<u>0.00</u>
				Net Total:	<u>53,792.60</u>
				Less Hand Check Total:	<u>0.00</u>
				Outstanding Invoice Total :	<u>53,792.60</u>
Total Invoices:		9			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

JUN 16, 2025 - REGULAR BILLS

Date: 06/13/2025

Time: 9:56 am

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
A.H. HERMEL CO.	0573	AQUATIC: MERCH FOR RESALE	0	00/00/0000	2,800.83
				Vendor Total:	2,800.83
AKO ELECTRIC INC	1468	MULT DEPTS: ELECTRICAL REPAIRS & UPGRADES	0	00/00/0000	11,168.62
				Vendor Total:	11,168.62
AMERICAN RED CROSS	1732	AQUATIC: TRAINING	0	00/00/0000	900.00
				Vendor Total:	900.00
ANDREWS, JAMES	2096	AIRPORT: DAMAGE DEPOSIT & RENT REIMB	0	00/00/0000	335.00
				Vendor Total:	335.00
AQUA PRO	1475	ADMIN: SPRINKLER SYSTEM START UP & REPAIR	0	00/00/0000	450.00
				Vendor Total:	450.00
ARNOLD'S OF GLENCOE, INC.	1449	PARK: OIL, FILTER	0	00/00/0000	39.67
				Vendor Total:	39.67
ASPEN MILLS	1527	FIRE: UNIFORM HARDWARE	0	00/00/0000	56.85
				Vendor Total:	56.85
AT&T MOBILITY	1205	MULT DEPTS: PHONE BILL	0	00/00/0000	683.30
				Vendor Total:	683.30
BME LAB AND SCIENCE	2290	WWTP: ANNUAL EQUIPMENT CALIBRATION	0	00/00/0000	440.00
				Vendor Total:	440.00
CARD SERVICES	0330	WWTP, LIQUOR: BAR SUPPLIES, FUEL	0	00/00/0000	309.15
				Vendor Total:	309.15
CENTER POINT LARGE PRINT	1349	LIBRARY: BOOKS	0	00/00/0000	299.64
				Vendor Total:	299.64
CENTERPOINT ENERGY	0204	MULT DEPTS: NATURAL GASS BILLS	0	00/00/0000	7,987.79
				Vendor Total:	7,987.79
CLIFTONLARSONALLEN LLP	2090	ADMIN: AUDITING FEES	0	00/00/0000	8,925.00
				Vendor Total:	8,925.00
COUNTRYSIDE CUSTOM APPAREL	1856	AQUATIC: UNIFORMS	0	00/00/0000	2,220.00
				Vendor Total:	2,220.00
DETTMANN, DAVID	0710	CITY CENTER: DAMAGE DEPOSIT REIMB	0	00/00/0000	200.00
				Vendor Total:	200.00
FASCHING, BRUCE	1537	WWTP: I & I	0	00/00/0000	895.65
				Vendor Total:	895.65
FIEBELKORN, ANDREW	0432	POLICE: FUEL	0	00/00/0000	15.00
				Vendor Total:	15.00
FLAHERTY & HOOD, P.A.	0441	POLICE: LEGAL FEES	0	00/00/0000	437.50
				Vendor Total:	437.50
FLEXIBLE PIPE TOOLS &	0080	WWTP: SENSOR	0	00/00/0000	165.60
				Vendor Total:	165.60
FRANKFURTH, BRANDON	0279	WATER: UNIFORM ALLOWANCE & SAFETY GEAR	0	00/00/0000	317.74
				Vendor Total:	317.74
FRANKLIN PRINTING INC.	0085	AQUATIC, WATER: BINDERS, INK, OFFICE SUPPLIES	0	00/00/0000	63.22
				Vendor Total:	63.22
GACC TOURISM	0168	REIMB: LODGING TAX	0	00/00/0000	38.59
				Vendor Total:	38.59
GILLETTE PEPSI COMPANIES, INC	0496	AQUATIC: MERCH FOR RESALE	0	00/00/0000	1,723.20
				Vendor Total:	1,723.20

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

JUN 16, 2025 - REGULAR BILLS

Date: 06/13/2025

Time: 9:56 am

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
GLENCOE CO-OP ASSN.	1842	MULT DEPTS:FUEL	0	00/00/0000	5,556.45
				Vendor Total:	5,556.45
GLENCOE FIRE RELIEF ASS'N.	0455	FIRE: 2ND HALF FIRE PENSION CONTRIBUTIONS	0	00/00/0000	23,794.00
				Vendor Total:	23,794.00
GLENCOE FLEET SUPPLY	2074	MULT DEPTS: HOSE, CHEMICALS, PAINT, SAFETY EQIP, BLOWER	0	00/00/0000	1,674.57
				Vendor Total:	1,674.57
GOPHER STATE ONE CALL	0482	WATER, WWTP, STORM: LOCATE TICKETS	0	00/00/0000	114.75
				Vendor Total:	114.75
HACH COMPANY	0114	WATER: FLUORIDE PROBE	0	00/00/0000	1,378.10
				Vendor Total:	1,378.10
HAHN, BRANDON	2018	FIRE: ICE BAG REIMB	0	00/00/0000	44.01
				Vendor Total:	44.01
HAWKINS, INC.	1133	WATER, WWTP: CHEMICALS	0	00/00/0000	12,526.40
				Vendor Total:	12,526.40
HERALD JOURNAL PUBLISHING	1442	ADMIN, CITY CENTER, LIQUOR: ADVERTISING, PUBLISHING	0	00/00/0000	716.54
				Vendor Total:	716.54
HILLYARD HUTCHINSON	0122	ADMIN, PARK, AQUATIC: PAPER & CLEANING SUPPLIES	0	00/00/0000	1,693.49
				Vendor Total:	1,693.49
HUSSONG, SAMANTHA	2098	CITY CENTER: DECOR	0	00/00/0000	150.00
				Vendor Total:	150.00
INDEPENDENT EMERGENCY SERV	0969	POLICE: MONTHLY 911 SERVICE	0	00/00/0000	10.77
				Vendor Total:	10.77
JOHNSON CONTROLS FIRE	0874	MULT DEPTS: ANNUAL INSPECTIONS	0	00/00/0000	1,833.12
				Vendor Total:	1,833.12
KDUZ - KARP - KGLB	2248	ADMIN, AQUATIC, LIQUOR: ADVERTISING	0	00/00/0000	1,975.00
				Vendor Total:	1,975.00
KRANZ LAWN & POWER	1155	PARK: MOWER PARTS	0	00/00/0000	162.86
				Vendor Total:	162.86
KWIK TRIP	1653	POLICE: FUEL	0	00/00/0000	2,023.82
				Vendor Total:	2,023.82
LEMKE, DENISE & ROB	0116	CITY CENTER: DECOR	0	00/00/0000	100.00
				Vendor Total:	100.00
LEXIPOL LLC	0180	POLICE: ANNUAL SUBSCRIPTION AND SET UP	0	00/00/0000	16,720.00
				Vendor Total:	16,720.00
LIEN-WILKE, ELLIE &	0691	CITY CENTER: DAMAGE DEPOSIT REIMB.	0	00/00/0000	200.00
				Vendor Total:	200.00
LIGHT & POWER COMMISSION	1484	MULT DEPT: ELECTRICITY, CREDIT CARD & BILLING FEES	0	00/00/0000	31,124.59
				Vendor Total:	31,124.59
MENARDS - HUTCHINSON	2184	WATER: VALVE, PLUG	0	00/00/0000	36.78
				Vendor Total:	36.78
METRO SALES, INC	1066	POLICE, LIBRARY: OFFICE EQUIPMENT LEASE	0	00/00/0000	638.79
				Vendor Total:	638.79
MHSRC-RANGE	1121	POLICE: TRAINING	0	00/00/0000	1,050.00
				Vendor Total:	1,050.00

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

JUN 16, 2025 - REGULAR BILLS

Date: 06/13/2025

Time: 9:56 am

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
MIDWEST RESCUE TOOLS, LLC	1159	FIRE: EXTRICATION UNITS CERTIFICATION	0	00/00/0000	2,780.00
				Vendor Total:	2,780.00
MN DNR ECO-WATERS-RES	2012	WATER: PERMIT	0	00/00/0000	969.43
				Vendor Total:	969.43
MNSPECT	0722	CODE ENFORCE: BUILDING & RENTAL INSPECTIONS	0	00/00/0000	8,347.00
				Vendor Total:	8,347.00
MVTL , INC.	0353	WATER, WWTP: LAB TESTING	0	00/00/0000	1,245.40
				Vendor Total:	1,245.40
NUVERA	2120	MULT DEPTS: PHONE, INTERNET, & IT SUPPORT	0	00/00/0000	2,929.32
				Vendor Total:	2,929.32
OFFICE OF MN. IT SERVICES	1423	POLICE: INTERNET SERVICE	0	00/00/0000	120.92
				Vendor Total:	120.92
OXYGEN SERVICE COMPANY	0653	STREET: WELDING SUPPLIES	0	00/00/0000	19.22
				Vendor Total:	19.22
PIONEERLAND LIBRARY SYSTEMS	0227	LIBRARY, REIMB: CARDS & FINES, BOOKS, FIRST HALF FUNDING	0	00/00/0000	50,093.02
				Vendor Total:	50,093.02
PITNEY BOWES BANK INC	0271	ADMIN: POSTAGE	0	00/00/0000	297.15
				Vendor Total:	297.15
PREMIUM WATERS, INC.	1081	MULT DEPTS: WATER	0	00/00/0000	285.45
				Vendor Total:	285.45
QUILL LLC	1691	LIBRARY: OFFICE SUPPLIES	0	00/00/0000	142.23
				Vendor Total:	142.23
RICE COMPANIES, INC	0639	POLICE: WINDOW REPLACEMENT	0	00/00/0000	14,474.00
				Vendor Total:	14,474.00
RUNNING'S SUPPLY, INC.	1616	WWTP: UNIFORMS	0	00/00/0000	229.95
				Vendor Total:	229.95
SASCS, LLC	0022	FIRE: TRAINING	0	00/00/0000	6,000.00
				Vendor Total:	6,000.00
SEH	1757	MULT DEPTS: ENGINEERING SERVICES	0	00/00/0000	33,485.09
				Vendor Total:	33,485.09
STAR GROUP, L.L.C.	0972	FIRE, STREET, WWTP: BELT, BATTERIES	0	00/00/0000	472.66
				Vendor Total:	472.66
THEIN WELL CO.	1825	WATER: WELL REPAIR, INSTALLED NEW PUMP	0	00/00/0000	46,400.55
				Vendor Total:	46,400.55
THOMSON REUTERS	1260	POLICE: INVESTIGATION SERVICES	0	00/00/0000	191.10
				Vendor Total:	191.10
TRI-COUNTY WATER	1016	STREET, REIMB: WATER	0	00/00/0000	77.00
				Vendor Total:	77.00
VESSCO, INCORPORATED	0584	WWTP: PUMP	0	00/00/0000	4,216.35
				Vendor Total:	4,216.35
VIKING COCA-COLA BOTTLING CC	0494	LIQUOR: MERCH FOR RESALE	0	00/00/0000	664.00
				Vendor Total:	664.00
W.W. GOETSCH ASSOCIATES INC.	0213	AQUATIC: PUMP REPAIR	0	00/00/0000	2,729.00
				Vendor Total:	2,729.00
WM. MUELLER & SONS, INC.	0206	STREET: SAND	0	00/00/0000	342.34
				Vendor Total:	342.34

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

JUN 16, 2025 - REGULAR BILLS

Date: 06/13/2025

Time: 9:56 am

Page: 4

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
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		Grand Total:	320,507.57
		Less Credit Memos:	0.00
Total Invoices:	69	Net Total:	320,507.57
		Less Hand Check Total:	0.00
		Outstanding Invoice Total :	320,507.57

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

JUN 16, 2025 REGULAR BILLS 2

Date: 06/13/2025
Time: 11:52 am
Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
HOLTMEIER CONSTRUCTION, INC	1450	'25 STREET IMPROVEMENT: HENNEPIN AVE. PAYMENT	0	00/00/0000	142,496.95
Vendor Total:					142,496.95
Grand Total:					142,496.95
Less Credit Memos:					0.00
Net Total:					142,496.95
Less Hand Check Total:					0.00
Outstanding Invoice Total :					142,496.95
Total Invoices:		1			