

**CITY OF HOUSTON REGULAR COUNCIL MEETING
AGENDA**

**6:00 P.M., MONDAY, DECEMBER 8, 2025
HOUSTON CITY HALL, COUNCIL CHAMBERS
105 West Maple Street**

Pledge of Allegiance

Regular Meeting

Public Comment Period

Section 1. Business before the Council

- A. Personnel Items**
- B. 6:15 TNT Hearing**
- C. Adopt resolutions certifying delinquent city bills**
- D. Adopt final Budget & Levy**
- E. Consider adoption of Ordinance**

Section 2. Action Items:

- A. Minutes from November 10, 2025, meeting**
- B. Bills**

Section 3. Consent Agenda Items to Be Placed on File

- A. Library minutes, reports, statistics, and policies**

Section 4. Department Reports

- A. Bolton & Menk Written Update**

Adjournment

MEMORANDUM FOR HOUSTON CITY COUNCIL

Council Date: December 8, 2025
Agenda Item: Personnel Items
From: Personnel Committee

2026 COLA for Staff: A 3.5% COLA was factored into the preliminary and final budgets. Locally, COLA increases range between 3 and 7%.

Action Requested: Approve a 3.5% COLA for qualifying staff for 2026.

Employee Health Benefits: It is time to renew benefits offerings. The options which have been extended during the past several years remain available. The plan costs did increase, and the amounts budgeted for employee health coverage are adequate to cover the increases.

Action Requested: Approve renewal of current health benefits plan offerings.

Public Works/Maintenance Superintendent (Department Head): Interviews for the Public Works/Maintenance Superintendent position were held on Monday, December 1, 2025. A single candidate was interviewed.

Action Requested: Appoint Josh Hongerholt to the position of Public Works/Maintenance Superintendent (Department Head) at 5% over the next wage band within the department 5. Upon successful completion of a 6-month probationary period, wage to increase to a total of 10% over the next wage band within the department.

EXPENSES	FINAL 2026 BUDGET
Council Wages & Expenses	8,260
Admin Wages (70% of MQ, 33% of SP)	74,650
Admin Insurance assist	
Admin pediatric dental	
Admin PERA	5,600
Admin FICA & Medicare	5,710
Admin Health and other	10,175
Admin - Paid Other	6,000
Admin Worker's Comp Insurance	1,000
Admin Office Supplies (computers, copier)	10,000
Admin Training	800
Admin Operating Supplies	1,000
Admin EDP Software (Banyon, Website, Computer Services)	3,200
Admin Contract Labor (computer tech)	1,500
Admin Telephone	6,500
Admin Travel	300
Admin - Personal Gear	500
Admin Legal Notices	3,000
Admin General Liability Insurance	7,500
Admin Utilities (Elect, Sewer, Water)	4,750
Admin Repairs/Maintenance	750
Admin Dues and Subscription	500
Admin misc	15
Admin Capital Outlay	
Admin election judges/forms	2,700
Admin Audit	15,000
Admin Legal Fees	7,500
Admin Legal General Liability	
Building Inspector	7,000
Buildings Wages	
Buildings PERA	
Buildings FICA * Medicare	
Buildings Workers Comp Insurance	
Community Center Operating Supplies	1,200
community Center Contract labor	15,000
Community Center Telephone	1,400
Community Center General Liability	4,750
Community Center Utilities	12,000
Community Center Capital Outlay - Roof	7,500
Community Center Repairs	2,000
Community Center Permit	
Police Wages (2 FT, 1 PT)	142,000
Police PERA	25,100
Police Medicare	2,075

Police Insurance	12,900
Police Worker's Comp Ins	12,100
Police Office Supplies	1,000
Police Training	1,500
Police Supplies	1,500
Police Motor Fuels	10,000
Police EDP Software	9,000
Police Legal Fees	12,000
Police Telephone	1,800
Police Travel	1,500
Police Personal Gear	5,000
Police General Liability	5,000
Police Repairs	2,000
Police Dues	900
Police Misc.	600
Police Contract Labor	500
Police Capital Outlay	
Animal Control	
Flood Control - Utility Service (electric for pumping)	4,000
Flood Control - Repairs	1,500
Flood Control - Contract Labor	
Public Works Wages (% RT, %EJ)	59,305
Public Works PERA	3,900
Public Works FICA	4,475
Public Works Insurance	18,500
Public Works Seasonal Wage (included above)	
Public Works Worker's Comp	3,500
Public Works Training	
Public Works Fuel	6,500
Public Works - Shop Supplies	1,000
Public Works - Street Maintenance Material (paint, ped ramp, parts)	12,000
Public Works - Improvement other than building	500
Public Works Personal Gear	1,400
Public Works telephone	180
PW CONTRACT LABOR	1,000
Public Works Utility Services	250
Public Works Repairs	5,000
Public Works General Liability	6,000
Public Works Capital Outlay	30,000
Public Works Misc.	150
Streets Snow	2,500
General Liability	2,000
Street Light repair	750
Street Lights	18,000
Parks - Worker's Comp Insurance Premium	605
Parks - Operating Supplies	800

**RESOLUTION 2025-
PLACEMENT OF DELINQUENT UTILITY BILLS UPON
THE TAXES OF RESPECTIVE PROPERTIES WITHIN THE
CITY OF HOUSTON, HOUSTON COUNTY, MINNESOTA**

WHEREAS, it appears that there are a number of people who have been duly billed for their usage of water, sewer, and garbage utilities in the City of Houston, and;

WHEREAS, the following persons have failed to pay their said utility bill in a timely manner;

Rogeena Hurst	Shane Loken	Sean Lucey
Caiden Olson	Blake & Tricia Parrish	Arlin & Susan Peterson
Carly Rodriquez		

WHEREAS, the City Code allows of the placement of said delinquent bills on the tax rolls.

NOW, THEREFORE BE IT RESOLVED, that the City Administrator be hereby instructed to inform the County Auditor that s/he shall place the following list of delinquent bills upon the taxes levied against the respective properties:

Owners Name:	Parcel #:	Amount:
Carly Rodriquez	24.0235.000	\$4,126.63
Sean Lucey	24.0258.000	\$2,322.77
Caiden Olson	24.0260.000	\$1,956.85
Blake & Tricia Parrish	24.0294.000	\$332.70
Rogeena Hurst	24.0374.000	\$655.95
Arlin & Susan Peterson	24.0407.000	\$258.62
Shane Loken	24.0409.000	\$2,084.06

******CERTIFICATION******

State of Minnesota
County of Houston

I, Michelle Quinn, Clerk/Administrator for the City of Houston, do hereby certify that the above is a true and correct copy of a resolution adopted by the City of Houston at the City Council Meeting on December 8, 2025.

WITNESS my hand and the seal of my office this 8th day of December 2025.

Michelle Quinn, Clerk/Administrator

SEAL

**RESOLUTION 2025-
ADOPTING FINAL 2026 BUDGET AND FINAL TAX LEVY,
COLLECTABLE IN 2026**

Be It Resolved by the city council of the City of Houston, County of Houston, Minnesota, adopts the Final 2026 Budget and that the following sums of money be levied for the current year, collectable in 2026, upon the taxable property in the City of Houston, for the following purposes:

General Fund	208,000
Library Fund	40,500
Ambulance Fund	10,000
Fire Fund	30,000
Park/Rec Fund	2,500
Nature Center Fund	51,000
Vehicle Fund	39,000
Infrastructure Fund	63,250
2016A Ellsworth Street Bond	34,000
2017A Street & Utility Improvement Bond	27,350
2020 MiEnergy Loan	31,500
2020B Lincoln Street Reconstruction Bond	37,100
2020C Community Center Renovation Bond	18,200
2025 Street & Utility (CSAH 13/Spruce Street)	<u>25,000</u>

Total Levy \$617,400

The city administrator is hereby instructed to transmit a certified copy of this resolution to the county auditor of Houston County, Minnesota.

*****CERTIFICATION*****

State of Minnesota
County of Houston

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WITNESS my hand and the seal of my office this 8th day of December 2025.

Michelle Quinn, Clerk/Administrator

SEAL

MEMORANDUM FOR HOUSTON CITY COUNCIL

Council Date: December 8, 2025

Agenda Item: Ordinance Regulating the Use & Operation of Special Vehicles

From: Chief Hurley/Michelle Quinn

If special vehicles are allowed to operate on city streets, Minnesota Statute 169.045 requires the city to permit and regulate them. Houston County recently enacted an ordinance to regulate the same. Houston County Ordinance 17 is the model which the city has mirrored.

The proposed ordinance was posted publicly on November 11, 2025. No comments or inquiries have been received as of the time of packet preparation.

Action Requested: Adopt the Ordinance for Regulating the Use and Operation of Special Vehicles.

CITY OF HOUSTON, MINNESOTA

ORDINANCE NO. _____

AN ORDINANCE FOR REGULATING THE USE AND OPERATION OF SPECIAL VEHICLES ON THE CITY OF HOUSTON ROADS, REQUIRING A LICENSE, AND PROVIDING PENALTIES FOR VIOLATIONS THEREOF.

Section 1. Purpose

This ordinance is adopted pursuant to Minnesota Statute § 169.045 to authorize and regulate the operation of motorized golf carts, all-terrain vehicles (ATVs), and utility task vehicles (UTVs) on certain roadways within the City of Houston, Minnesota, under permit.

Section 2. Definitions

As used in this ordinance:

- **All-terrain vehicle (ATV):** Has the meaning given in Minnesota Statute § 84.92.
- **City:** Means the City of Houston, Minnesota.
- **Utility task vehicle (UTV):** has the meaning given in Minnesota Statute § 169.045 subd. 1(3)
- **Motorized golf cart:** A self-propelled vehicle with four wheels designed for use on a golf course.
- **Special Vehicle:** Means any all-terrain vehicle, golf cart, or utility-task vehicle described under this ordinance.

Section 3. Designation of Roadways

Motorized golf carts, ATVs, and UTVs may be operated on all city streets under the jurisdiction of the City of Houston.

Section 4. Permit Application and Requirements

1. No person shall operate a motorized golf cart, ATV, or UTV on designated roadways without first obtaining a permit issued by the City of Houston.
2. Applicants must complete the City of Houston Special Vehicle Permit Application form.

3. The City Clerk or designated official shall review, and issue permits upon compliance.
4. Permits are valid for up to three (3) calendar years (January 1st- December 31st) and may be renewed unless revoked according to section 4 of this ordinance.
5. The city may revoke any permit if there is evidence the permit holder cannot safely operate the vehicle on designated roadways.
6. Special vehicle permits from other jurisdictions will be recognized in the City of Houston. Recipients of permits from other jurisdictions may file a copy of the permit with the city or provide proof of permit from another jurisdiction within fourteen (14) days of being stopped for not having a City of Houston Special Vehicle Permit. Any permit provided must have been valid when the special vehicle was in use in the City of Houston.

Section 6. Operating Conditions

1. Motorized golf carts must display a **slow-moving vehicle emblem** as provided in Minnesota Statute § 169.522.
2. All operators shall comply with applicable traffic laws under Minnesota Statute Chapter 169, unless such laws cannot reasonably be applied to these vehicles.
3. Every special vehicle operator has all the rights and duties applicable to the driver of any other vehicle under the provisions of Minnesota Statutes Chapter 169, unless those provisions cannot reasonably be applied to special vehicles. The operation of special vehicles shall comply with Minnesota Statutes § 84.92 through § 84.928 and § 169.045, as well as any other Federal State, or local law, rule, or regulation.

Section 7. Restrictions- No person shall operate a special vehicle under this ordinance:

1. Without valid proof of insurance compliant with Minnesota Statute § 65B.48 Subdivision 5.
2. Without a valid driver's license.
3. Except between sunrise and sunset, unless the special vehicle is equipped with original headlights, taillights, and rear facing brake light equipment.
4. In inclement weather, when visibility is impaired by weather, smoke, fog, or other conditions, or at any time when there is insufficient visibility to clearly see persons and vehicles on the roadway at a distance of 500 feet.
5. Without a rear-view mirror as described in Minnesota Statute § 169.70

Section 8. Minors

No minor under the age of 18 may operate a special vehicle under this ordinance without possessing a valid driver's license and completing a Department of Natural Resources ATV safety course. Any minor special-vehicle operator or passenger traveling on a city street shall wear a properly fitted helmet approved by the Commissioner of Public Safety.

Section 8. Insurance

Operators must maintain liability insurance. If it is not available through private insurers, operators may apply through the Minnesota Automobile Insurance Plan.

Section 9. Penalty

Violation of this ordinance shall be a petty misdemeanor and may result in revocation of the permit, a fine of \$75, or both.

Section 12. Effective Date

This ordinance shall become effective upon passage and publication as required by law.

CITY OF HOUSTON SPECIAL VEHICLE PERMIT APPLICATION

(Pursuant to Ordinance No. _____ and Minn. Stat. §169.045)

Applicant Information:

- Full Name: _____
- Address: _____
- Phone: _____ Email: _____
- Date of Birth: _____

Vehicle Information:

- Type: Golf Cart ATV UTV
- Make/Model: _____
- Year: _____ Color: _____
- VIN or Serial Number: _____
- Insurance Company: _____

- Policy Number: _____ Expiration Date: _____

Driver's License Information:

- License #: _____ State: _____
- Expiration Date: _____

Required Documents (Attach Copies):

- Proof of insurance (compliant with MN Stat. §65B.48, Subd. 5)
- Proof of Equipment Compliance

Declaration:

I certify that the information provided is true and complete. I understand and agree to abide by all applicable laws and the provisions of the City of Houston's ordinance related to operation of special vehicles.

Signature: _____ Date: _____

OFFICE USE ONLY

- Application Approved Denied
- Permit #: _____
- Issue Date: _____ Expiration Date: _____
- Authorizing Official: _____

Mayor Scott Wallace called the City Council meeting to order at 6:00 p.m. November 10, 2025, with the Pledge of Allegiance. Council present: Mayor Scott Wallace, Zeb Baumann, Emily Krage, Danny Todd, and Steve Westby. Staff present: Michelle Quinn, Curtis Chapel, Josh Hongerholt, Brett Hurley, Suzie Peterson, Brody Thesing, and Randy Thesing. A list of public members present is on file.

Public Comment: Hearing no public comment, the Mayor moved to the agenda items.

Lifesaving Award: Chad Kuhlman, representative from SE MN EMS, was unaware of the details of the save when he arrived at the meeting. He expressed excitement to be sharing this success story. He provided various statistics related to life saving options. Ambulance Director, Chris Cox, shared comments regarding the save and also commended the mother for her bravery and grace under immense pressure. SE MN EMS, Gundersen/Emplify Tri-State Ambulance and Mayor Wallace presented awards to the following Houston Community Ambulance Crew Members: Mimi Carlson, Chris Cox, Anna Frauenkron, Adrianna Hongerholt, Marty Momsen, Deven VanGundy, and Kendra VanGundy for their heroic actions on September 29, 2025. Lila Christianson and family were present in support of these awards, and to share in their presentation.

Gambling Permit: Byron Frauenkron, representing Just B Caus and Just B Caus Reloaded, was on hand to share information about a charity event being planned in the city. He requested approval of liquor and gambling permits required for the event. The group has made application for the same type of liquor license as Houston Hoedown Days and applied for the appropriate liability insurance. Motion by Todd, seconded by Westby to approve a gambling permits with no waiting period to Just B Caus and Just B Caus Reloaded and for the 1 Day to 4 Day Temporary On-Sale Liquor License for an event to be hosted at the Houston Hoedown Fest Grounds on April 18, 2026, contingent upon obtaining the required liability insurance. Motion carried unanimously.

LRIP Grant Application: Matt Mohs and Quinn have been working to gather data and letters of support for the LRIP Grant Application. As part of the process, Mr. Mohs has requested adoption of a resolution. Motion by Baumann, seconded by Krage to adopt resolution 2025-14 Supporting Pursuit of 2025 Local Road Improvement Program Funding from MN Dot for the Westgate Drive Reconstruction Project. Motion carried unanimously.

Resolution No. 2025-14

RESOLUTION AUTHORIZING THE PURSUIT OF 2025 LOCAL ROAD IMPROVEMENT PROGRAM FUNDING FOR THE WESTGATE DRIVE RECONSTRUCTION PROJECT

WHEREAS, the City of Houston proposes to reconstruct Westgate Drive to provide a paved surface with a 10-ton capacity, improve drainage, provide pedestrian facilities, and connect Cedar Street (TH 16) and West Spruce Street (CSAH 13); and

WHEREAS, Westgate Drive serves as a vital route for local farmers, truck traffic, and the adjacent industrial park, supporting local and regional current and future development; and

WHEREAS, the existing gravel roadway has poor roadway conditions and is insufficient for current transportation demands, resulting in increased maintenance; and

WHEREAS, the proposed project is regionally significant in that it will improve safety, accessibility, and connectivity for residents, businesses, and emergency services, and will support the local and regional long-term economic development goals; and

WHEREAS, the Local Road Improvement Program (LRIP) administered by the Minnesota Department of Transportation makes available up to \$1,500,000 to apply towards projects on local roads that are regionally significant, result in safety improvements, address transportation deficiencies, and contribute to economic development, and

WHEREAS, LRIP requires a city, such as the City of Houston, that is not a State Aid city, to have a county sponsor and the support of the County Board; and

WHEREAS, the proposed year for project construction is 2027.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HOUSTON AS FOLLOWS;
that

1. The City Council hereby supports the reconstruction of Westgate Drive between Cedar Street (TH 16) and West Spruce Street (CSAH 13), and
2. The City Council hereby supports the City's pursuit of LRIP funding and authorizes staff to prepare and submit such applications, and
3. The City Council hereby seeks sponsorship by resolution of Houston County to act as sponsor for the City of Houston's LRIP funding application and the associated Westgate Drive Reconstruction project, and
4. The City Council hereby commits to funding project elements not eligible for LRIP funding, ensuring the project will comply with all LRIP funding requirements, and following the project schedule as presented in the application.

Phosphorous Minimization Plan: Motion by Baumann, seconded by Westby to authorize staff to work with Bolton & Menk to prepare the required phosphorous minimization plan. Motion carried unanimously.

Assistant Chief Reappointment: There are two Assistant Fire Chief positions up for appointment as the term expires December 31, 2025. Brandon Olson applied for his position again while Ken Witt did not. Another application was received for the second position. Interviews were held on Monday, November 3, 2025. Discussion was held regarding compliance with SOG's and NFPA requirements. On the recommendation of the personnel committee, motion by Krage, seconded by Westby to approve the appointment of Brandon Olson and Mitch Seekamp to a 2-year term as Assistant Fire Chief for a term commencing January 1, 2026, and expiring December 31, 2027. Motion carried unanimously.

Public Works Superintendent Retirement: Motion by Krage, seconded by Baumann to accept the notice of retirement of Randy Thesing and thank him for 23+ years of dedicated service to the Houston Community. Motion carried unanimously.

Seasonal Position Posting: Motion by Baumann, seconded by Westby to authorize posting the following: 2026 Summer Recreation Director, Flower Care Attendant, and Seasonal Maintenance/Public Works. Motion carried unanimously.

Ordinance Regulating the Use and Operation of Special Vehicles: Motion by Todd, seconded by Westby to authorizing posting the described ordinance for action at the December 2025 Regular Meeting of the City of Houston Council. Motion carried unanimously.

2026 Meeting Calendar: Motion by Westby, seconded by Baumann to adopt the 2026 meeting calendar as presented. Motion carried unanimously.

Minutes and Bills: Motion by Baumann, seconded by Krage to approve the minutes of October 14, 2025, regular meeting, and bills as presented. Motion carried unanimously.

Items to be Placed on File: Motion by Krage, seconded by Baumann to place the following items on file. Motion carried unanimously.

Library Minutes, Report, and Statistics

Department Head Updates:

Public Works: Randy Thesing introduced the new public works maintenance staff member, Brody. He shared that hanging of the wreaths has been scheduled. Street sweeping continues. The lime pile at the ballfields was spread however, a small pile remains for more focused application. He expressed concern with the condition of Kilborn Street as it is breaking up significantly. He anticipates the spring thaw to further exacerbate the roads deterioration. It was developed with only a single lift. He recommended the pavement be ground completely, the material shaped and packed, laying two new lifts of pavement. Discussion was held. Frost is expected to heave and wreck the road.

Clerk/Administrator: Written update is on file.

Adjourn: Motion by Todd, seconded by Baumann to adjourn the meeting at 6:35 p.m. Motion carried unanimously. The next regular meeting of the Council is scheduled for Monday, December 8, 2025.

By: _____

Scott Wallace, Mayor

Attest: _____

Michelle Quinn, Clerk/Administrator

December 2025

Library Report

1. County contract negotiations: County contract negotiations have still not taken place, despite multiple commitments to schedule a meeting. If an agreement is not reached by the end of the year, the current contract will continue on a month-to-month basis until negotiations are completed.
2. Grants: We received a "Get to Know Libraries" grant from SELS in the amount of \$500 to purchase supplies for adult and teen DIY projects.
3. Building Updates: Shelving on the south side of the building had begun to separate from the wall. City maintenance staff installed shims at the base and re-anchored the tops during the last week of November.
4. Recent & Ongoing Programs
 - Breaker Space (Nov 24): 22 participants. Response was very positive and people want to do it again.
 - Craft Night (Nov 25): 10 participants.
 - Builders Club: Continues to meet every other Tuesday with 25–30 kids attending regularly.
 - Kids' Book Club: Kindergarten and first-grade students visit the library every three weeks for read-aloud sessions.
 - Adult Book Club: Meets monthly with about 10 participants. January will mark its two-year anniversary.
5. Upcoming Programs & Events
 - Holidazzle: December 6
 - Snow Globe Making: December 16
 - Gingerbread Man disguise contest: Throughout December
 - Noon Year's Eve: Tentatively scheduled for December 31
 - Vision Board Presentation with the Friends of the Library: January 10
 - Pet Portraits Program: January (repeat program by patron request)
 - Advanced Directives Presentation: January. A representative from the MN Department of Aging will be presenting the program.
 - After-School Kids' Book Club: Under consideration with a tentative late-January start.
 - Minnesota Author Tour: Expected in January or February
6. Holiday Closures: The library plans to be closed on December 24 and 25, and on January 1.

Circulation statistics attached.

**HOUSTON
PUBLIC
LIBRARY**
2025 Circulation Statistics

GENERAL CIRCULATION (not including ebooks)

	CAL	HOK	HOU	LCR	SG	TOTAL
Jan	1,131	422	1,852	3,430	696	7,531
Feb	992	474	1,895	3,163	768	7,292
Mar	1,225	495	2,041	3,635	818	8,214
April	1,195	486	1,934	3,132	797	7,544
May	1,741	529	2,372	4,210	632	9,484
June	2,141	679	2,025	5,257	956	11,058
July	2,142	884	2,553	5,578	1,066	12,223
Aug	1,729	643	2,250	5,311	1,101	11,034
Sept	1,476	578	2,274	4,799	975	10,102
Oct	1,616	574	2,394	4,874	808	10,266
Nov	1,558	464	2,275	4,523	676	9,496
Dec						0
TOTAL	16,946	6,228	23,865	47,912	9,293	104,244
%	15.02%	5.60%	24.59%	45.55%	9.24%	100%

HOUSTON COUNTY RURAL USAGE

	CAL	HOK	HOU	LCR	SG	TOTAL
Jan:	519	171	1,055	906	243	2,894
Feb:	495	234	997	767	320	2,813
Mar:	594	208	1,124	902	276	3,104
April:	632	257	1,088	661	299	2,937
May:	807	321	1,593	849	238	3,808
June:	957	415	1,328	1,041	409	4,150
July	1,001	532	1,594	1,100	396	4,623
Aug:	755	403	1,366	1,030	432	3,986
Sept:	667	293	1,445	1,002	299	3,706
Oct:	495	335	1,464	964	266	3,524
Nov:	587	227	1,489	869	260	3,432
Dec:						0
TOTAL	7,509	3,396	14,543	10,091	3,438	38,977
%	17.93%	5.91%	36.45%	31.31%	8.40%	100.00%

Overdrive

November	Ebooks:	118	YTD	1361
	Audiobooks:	199		1929
	Total:	317		3290



**BOLTON
& MENK**

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ENGINEERING MEMORANDUM for the 12/8/25 COUNCIL MEETING

Date: December 4, 2025
To: Honorable Mayor and City Council Members
From: Matt Mohs, P.E., City Engineer
Subject: Miscellaneous Project Updates
City of Houston

Westgate Drive Reconstruction – LRIP Application

We are actively working on the Local Road Improvement Program (LRIP) grant application. Staff has been a great help by securing letters of support. B&M staff is finalizing the application, figures, cost estimate, schedule, and all other related and required documentation. The application is due on Friday, December 12th.

PFA Funding for Spruce Street

The draft Intended Use Plan (IUP) has been released and the project is listed as funding eligible for water and sanitary sewer. We are working with Houston County to finish the plans.

Lead Service Line (LSL) Replacement

The City requested to be on the IUP for LSL replacement funding. The draft IUP was issued in November and is currently in a comment period. The City's listed approved IUP Amount is \$525,000 and accounts for 21 known lead or galvanized requiring replacement service lines. Properties listed as "Unknown" did not receive allocated funding. We expect that this means unknown services will need to be confirmed and known before becoming replacement funding eligible. I anticipate presenting a work order for the project in January.

We have gotten minimal feedback from the Mn Department of Health (MDH) on possible program and funding modifications. Based on past discussions and current practices, we anticipate that a funding package will consist of a grant and a forgivable low interest loan. All costs would be reimbursable with the intention of there being no net out of pocket costs. The design will need to start this winter for plan review and PFA certification in the spring. The expectation is that construction could start late summer to fall of 2026.

Cedar Street (TH 16) Improvements – Cooperative Agreement with MnDOT

Staff, with MnDOT, hosted an open house on Tuesday, December 2nd, for consultants interested in the MnDOT design project and wanting to learn more about the City's priorities and perspectives. Representatives from five (5) private consulting firms (including Bolton & Menk) attended the presentation.