



City Council Meeting Agenda

June 02, 2026 at 5:30 PM

St. James City Hall – Council Chambers

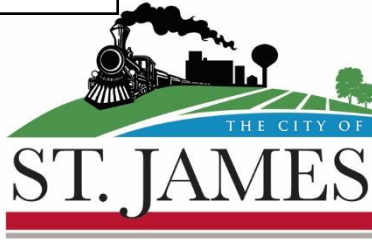
1. **CALL TO ORDER**
2. **ROLL CALL:** Mayor Christopher Whitehead, Councilpersons: Susan Craig, Kathleen Hanson, Paul Harris, Stephen Lindee, Mary Shupe
3. **DETERMINATION OF QUORUM**
4. **APPROVAL OF MINUTES**
 - A. Consideration to Approve Minutes - 05.19.2026 Council Work Session Minutes
 - B. Consideration to Approve Minutes – 05.19.2026 Council Meeting
5. **CONSENT ITEMS**
 - A. Payment of Claims and ACH Payments
6. **SCHEDULED BID LETTING**
7. **SCHEDULED PUBLIC HEARINGS**
8. **ADMINISTRATIVE APPEALS**
9. **FINANCIAL REPORTS**
10. **LICENSES AND PERMITS**
11. **OLD BUSINESS**
12. **NEW BUSINESS**
 - A. Consideration to Approve Resolution 06.26.01 - Declaring Abandoned and Surplus Property and Ordering the Disposal
 - B. Consideration to Approve Resolution 06.26.02 - Granting Special Use Permit to Allow for an Auto Salvage Yard in a I-2 General Industrial District
 - C. Consideration to Approve Resolution 06.25.03 - Adopting the City of St. James Active Transportation Plan
 - D. Consideration to Approve Resolution 06.26.04 - Accepting Bid, Project No. 26X.143591, 2026 Sealcoating
 - E. Consideration to Discussion Ad Hoc Working Group Report & Identified Action Items
13. **REPORT OF BOARDS, COMMISSIONS AND DEPARTMENT HEADS**
14. **ADJOURNMENT**

June 2, 2026

ITEM: Approval of Minutes – 05.19.2026 Council Work Session Minutes

BACKGROUND: The Minutes of May 19, 2026, City Council Work Session are attached for review and approval.

STAFF RECOMMENDATION: Approve/Deny Minutes.



City Council Work Session Minutes

May 19, 2026 at 4:30 PM

St. James City Hall – Council Chambers

1. CALL TO ORDER

Meeting called to order at 4:30 p.m.

2. ROLL CALL: Mayor Christopher Whitehead, Councilpersons: Susan Craig, Kathleen Hanson, Paul Harris, Stephen Lindee, Mary Shupe

PRESENT: Mayor Christopher Whitehead, Councilpersons Sue Craig, Kathleen Hanson, Stephen Lindee, Mary Shupe

ABSENT:

STAFF PRESENT: City Manager Amanda Knoll, City Attorney Mike Kircher

3. DETERMINATION OF QUORUM

4. DISCUSSION ITEMS

A. Request to St. James, MN City Council, Jacob Wegner. Jacob Wegner submitted an agenda request relating to food trucks near a residential area. Discussion took place regarding the concerns presented at the April 21, 2026, City Council Meeting. Council discussed concerns related to food trucks operating within the downtown/business district, including complaints regarding generator noise. Staff noted that the food trucks are operating on private property with property owner permission and are located within areas where such use is permitted under current ordinance. Council discussed the existing noise ordinance and acknowledged that generators currently fall within allowable noise standards. Following discussion, council did not recommend any ordinance amendments or direct staff to pursue additional action at this time. Staff will continue to monitor generator noise concerns moving forward.

5. ADJOURNMENT

Meeting Adjourned

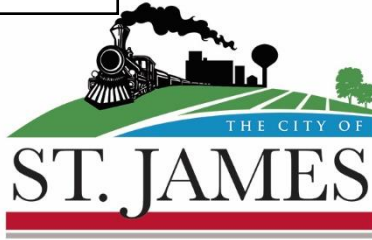
Amand Knoll, City Manager

June 2, 2026

ITEM: Approval of Minutes – 05.19.2026 Council Minutes

BACKGROUND: The Minutes of May 19, 2026, City Council Meeting are attached for review and approval.

STAFF RECOMMENDATION: Approve/Deny Minutes.



City Council Meeting Minutes

May 19, 2026 at 5:30 PM

St. James City Hall – Council Chambers

1. CALL TO ORDER

Meeting called to order at 5:30 p.m.

2. ROLL CALL: Mayor Christopher Whitehead, Councilpersons: Susan Craig, Kathleen Hanson, Paul Harris, Stephen Lindee, Mary Shupe

PRESENT: Mayor Christopher Whitehead, Councilpersons Sue Craig, Kathleen Hanson, Stephen Lindee, Mary Shupe

ABSENT: Councilperson Paul Harris

STAFF PRESENT: City Manager Amanda Knoll, City Clerk-Treasurer Kris Hurley, City Attorney Mike Kircher

3. DETERMINATION OF QUORUM

4. APPROVAL OF MINUTES

A. Consideration to Approve Minutes – 05.05.2026 Council Meeting

Motion made by Lindee, Seconded by Craig.

Voting Yea: Craig, Hanson, Lindee, Shupe

Upon voice vote, it was unanimously approved.

5. CONSENT ITEMS

A. Payment of Claims and ACH Payments

Payment of Claims totaling \$513,703.81 is as follows: \$513,703.81 Check No. 706405 and 706412 - 706491 as listed in the check register.

Motion made by Hanson, Seconded by Craig.

Voting Yea: Craig, Hanson, Lindee, Shupe

Upon voice vote, it was unanimously approved.

6. SCHEDULED BID LETTING

7. SCHEDULED PUBLIC HEARINGS

8. ADMINISTRATIVE APPEALS

9. FINANCIAL REPORTS

10. LICENSES AND PERMITS

A. Consideration to Approve Special Event Permit - Music in the Park

A special event permit application was submitted by the City of St. James and Watonwan County Library for Music in the Park. The 2026 dates slated for the Music in the Park are June 10th, June 24th, July 8th and July 22nd. The staff has reviewed and approved the permit application.

Motion made by Hanson, Seconded by Lindee.

Voting Yea: Craig, Hanson, Lindee, Shupe

Upon voice vote, it was unanimously approved.

11. OLD BUSINESS

12. NEW BUSINESS

- A. Consideration to Approve Resolution 05.26.02 - Declaring Abandoned and Surplus Property and Ordering the Disposal

Resolution 05.26.02 is being requested to declare approximately 60 double arm light pole attachments as excess property and authorize the disposal of the light pole attachments. The light pole attachments have not been in use since the early 2000's.

Motion made by Craig, Seconded by Shupe to approve. Upon hand vote, the following voted:

Voting Yea: Craig, Hanson, Lindee, Shupe

Whereupon Mayor Christopher Whitehead declared Resolution 05.26.02 duly passed 4-0.

- B. Consideration to Approve Resolution 05.26.03 - Authorizing the City Manager to Enter into the Customer Support Agreement for Engines with Ziegler Power Systems

Resolution 05.26.03 authorizes the City Manager to enter into a three-year customer support agreement for multiple City engines with Ziegler Power Systems.

Motion made by Lindee, Seconded by Hanson to approve. Upon hand vote, the following voted:

Voting Yea: Craig, Hanson, Lindee, Shupe

Whereupon Mayor Christopher Whitehead declared Resolution 05.26.03 duly passed 4-0.

- C. Consideration to Approve Resolution 05.26.04 - Accepting Financial Gift from the Eagles Aerie #3420

Resolution 05.26.04 accepts a financial gift from the Eagles Aerie #3420, in the amount of \$1000.00 for fireworks.

Motion made by Craig, Seconded by Lindee to accept. Upon hand vote, the following voted:

Voting Yea: Craig, Hanson, Lindee, Shupe

Whereupon Mayor Christopher Whitehead declared Resolution 05.26.04 duly passed 4-0.

- D. Consideration to Approve Resolution 05.26.05 - Accepting Bid for Depot Window Replacement Project

Resolution 05.26.05 accepts the low bid in the amount of \$84,343.00 from Hoffman Weber Construction for replacement of the windows at the depot. The Park Board met on Wednesday, May 13, 2026, to review the project bids and recommended moving forward with the lowest bidder.

<u>Bidder</u>	<u>Amount</u>
Hoffman Weber Construction	\$84,343.00
Wilcon Construction	\$109,551.00
Wilcon Construction Alternate	\$113,605.00

Motion made by Craig, Seconded by Hanson to accept the bid from Hoffman Weber Construction. Upon hand vote, the following voted:
 Voting Yea: Craig, Hanson, Shupe
 Voting Nay: Lindee

Whereupon Mayor Christopher Whitehead declared Resolution 05.26.05 duly passed 3-1.

- E. Consideration to Approve Resolution 05.26.06 - Accepting Bids for Project No. 26X.142373 for the Airport Airfield Pavement Maintenance Project

Resolution 05.26.06 accepts the low bid in the amount of \$202,695.96 from Fahrner Asphalt Sealers of Eau Claire, Wisconsin for Project No. 26X.142373 Airport Airfield Pavement Maintenance Project.

<u>Bidder</u>	<u>Amount</u>
Fahrner Asphalt Sealers	\$202,695.96
American Road Maintenance	\$203,826.90
Gee Asphalt Systems	\$204,997.04
Asphalt Surface Technologies Corp	\$216,449.54

Motion made by Lindee, Seconded by Craig to accept the bid from Fahrner Asphalt Sealers.
 Voting Yea: Craig, Hanson, Lindee, Shupe

Whereupon Mayor Christopher Whitehead declared Resolution 05.26.06 duly passed 4-0.

- F. Consideration to Approve Purchase Request - Light Department Fleet Equipment

The Light Department is requesting permission to purchase a 2026 International HV507 SFA 4x4. The price is \$378,542.49. This purchase is within the 2026 light department budget.

Motion made by Craig, Seconded by Shupe to approve the purchase.
 Voting Yea: Craig, Hanson, Lindee, Shupe

Upon voice vote, it was unanimously approved.

- G. Consideration to Approve Roof Repair Proposal - Shawn Boyle, Schwickert's Tecta America

Shawn Boyle, representing Schwickert's Tecta America, presented proposals regarding roof repairs at the Light and Water Department facility following a recent roof audit conducted to accommodate solar panels. The roof audit identified several maintenance concerns and recommended repairs necessary to maintain roof performance and ensure continued watertight protection of the building. Completion of the project is also necessary to address deterioration and long-term maintenance concerns and to maintain compliance requirements associated with the solar panel grant received by the City.

Light Department repair costs \$123,760.00

Water Department repair costs \$24,590.00

Motion made by Craig, Seconded by Lindee to approve the roof repair costs for both the Light and Water Departments.

Voting Yea: Craig, Hanson, Lindee, Shupe

Whereupon Mayor Christopher Whitehead declared motion duly passed 4-0.

13. REPORT OF BOARDS, COMMISSIONS AND DEPARTMENT HEADS

14. ADJOURNMENT

Motion made by Hanson, Seconded by Craig.

Voting Yea: Craig, Hanson, Lindee, Shupe

All Yea - motion carried. The meeting adjourned at 6:02 p.m.

Kristin Hurley, City Clerk-Treasurer

June 2, 2026

ITEM: New Business – Resolution No. 06.26.01: Declaring Abandoned and Surplus Property and Ordering the Disposal

BACKGROUND: The attached resolution declares the 1994 Ford L800 Dump Truck #34, Water Department, and the Katolight Emergency Generator, Water Department as excess property and authorizes the disposal.

STAFF RECOMMENDATION: Approve/Deny Resolution.

**State of Minnesota
County of Watonwan**

RESOLUTION NO. 06.26.01

**RESOLUTION DECLARING ABANDONED AND SURPLUS PROPERTY
AND ORDERING THE DISPOSAL**

WHEREAS, the City of St. James owns certain property that is no longer needed for public use and has been declared surplus; and

WHEREAS, under Minnesota Statutes §471.3459, the City is authorized to dispose of surplus property through public auction or other approved means.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF ST. JAMES, MINNESOTA:**

1. The property listed below has been declared as surplus property that has been deemed abandoned:
 - 1994 Ford L8000 Dump Truck #34
 - Katolight Emergency Generator (water tower)
2. City staff are hereby authorized to dispose of surplus property.
3. Proceeds from the sale shall be deposited into the appropriate city fund as determined by the City Manager.

Adopted by the City Council this 2nd day of June 2026.

Christopher Whitehead, Mayor

ATTEST:

Kristin Hurley, City Clerk-Treasurer

June 2, 2026

ITEM: New Business – Resolution No. 06.26.02: Granting Special Use Permit to Allow for an Auto Salvage Yard in a I-2 General Industrial District

BACKGROUND: The attached resolution grants the Special Use Permit recommended by the Planning Commission to allow a salvage yard within I-2 General Industrial District.

STAFF RECOMMENDATION: Approve/Deny Resolution.

**State of Minnesota
County of Watonwan**

RESOLUTION NO. 06.26.02

**RESOLUTION GRANTING SPECIAL USE PERMIT TO ALLOW FOR AN AUTO
SALVAGE YARD IN A I-2 “GENERAL INDUSTRIAL DISTRICT”**

WHEREAS, 4 Sons Properties LLC C/O Mark Anderson (“Applicant”) submitted an application requesting approval of a special use permit to allow for use of an auto salvage yard on a Property owned by the Applicant located at 73384 345th Street which is legally described as:

EXHIBIT A

WHEREAS, a public hearing before the St. James Planning Commission was held May 26, 2026 for the purpose of hearing the request for a special use permit at the property located in a I-2 “General Industrial District”; and

WHEREAS, the Applicant desires to operate an auto salvage yard at the Property; and

WHEREAS, based upon the factual findings, the Planning Commission has come to the following conclusion:

1. It was the finding of the Planning Commission that the special use permit should be granted.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF ST. JAMES, MINNESOTA:**

1. The City of St. James is hereby granting a special use permit for a salvage yard is hereby at the Property located at 73384 345th Street in St. James, Minnesota.

Adopted by the City Council this 2nd day of June 2026.

Christopher Whitehead, Mayor

ATTEST:

Kristin Hurley, City Clerk-Treasurer

EXHIBIT A

That part of Government Lots 3 and 6, Section 18, Township 106 North, Range 31 West, Watonwan County, Minnesota, described as follows:

1. Beginning at the Southeast corner of said Lot 6, Section 18, Township 106 North, Range 31 West; thence Westerly, along the South line of said Government Lot 6, a distance of 4.80 chains; thence Northerly, at right angles to said South line of Lot 6, a distance of 18.78 chains to the South line of the right-of-way of the Chicago, St. Paul, Minneapolis and Omaha Railway Company; thence Northeasterly, along said South right-of-way line, to the East line of Lot 3, Section 18; thence Southerly, along the East line of said Lots 3 and 6, a distance of 21.03 chains to the point of beginning. EXCEPTING THEREFROM that part of the above-described tract lying North of the North boundary of the creek running through said property.

2. That part of Government Lot 6, Section 18, Township 106 North, Range 31 West of the Fifth Principal Meridian, City of St. James, Watonwan County, Minnesota, described as follows: Commencing at the Southeast corner of said Government Lot 6; thence West, along the South line of said Lot 6, a distance of 316.80 feet to the point of beginning of the tract to be described; thence North, at right angles to said South line of Government Lot 6, a distance of 639 feet, more or less, to the Southeasterly boundary of St. James Creek; thence Southwesterly, along said Southeasterly boundary of St. James Creek, a distance of 766 feet, more or less, to a point on said South line of Government Lot 6; thence East, along said South line, a distance of 411 feet, more or less, to the point of beginning.

AND

That part of Government Lots 2, 3, 6, and 7, Section 18, Township 106 North, Range 31 West, City of St. James, Watonwan County, Minnesota, described as follows: Commencing at the Southeast corner of said Government Lot 6; thence on an assumed bearing of South 90 degrees 00 minutes West, along the South line of said Government Lot 6, a distance of 794.80 feet to the point of beginning of the tract to be described; thence North 0 degrees 00 minutes East, a distance of 982.30 feet to the Southeasterly right-of-way line of a railroad; thence North 63 degrees 31 minutes East, along said Southeasterly right-of-way line, a distance of 1,137 feet, more or less, to the Southeasterly boundary of St. James Creek; thence Southwesterly, along said Southeasterly boundary of St. James Creek, a distance of 1,774 feet, more or less, to the South line of said Government Lot 6; thence South 90 degrees 00 minutes West, along said South line, a distance of 67 feet, more or less, to the point of beginning.

Subject to a utility, drainage, and access easement in favor of the City of St. James over the West 50 feet thereof.

EXCEPTING THEREFROM: That part of Government Lots Two (2) and Seven (7), in Section Eighteen (18), Township One Hundred Six (106) North, Range Thirty-one (31) West, Watonwan County, Minnesota, described as follows: Commencing at the Northwest Corner of Section Eighteen (18); thence North 89 degrees 30 minutes 30 seconds East 2610.17 feet along the North line of Section Eighteen (18) to the Northwest corner of Government Lot Two (2); thence South 0 degrees 9 minutes 14 seconds West along the West line of Government Lot Two (2) a distance of 1,244.64 feet to the southerly right-of-way line of the C.St.P.M.&O. Railroad and the point of beginning; thence continuing South 0 degrees 09 minutes 14 seconds West 646.00 feet to a point on the southerly bank of St. James Creek; thence North 32 degrees 56 minutes 44 seconds East

RESOLUTION NO.: 06.26.02

540.30 feet; thence North 0 degrees 09 minutes 14 seconds East 340.00 feet to the southerly right-of-way line of the C.St.P.M.&O. Railroad; thence South 63 degrees 06 minutes 50 seconds West 328.00 feet to the point of beginning; the four corners of which tract are marked by judicial landmarks.

ST. JAMES PLANNING COMMISSION

TO: Planning Commission Members

FROM: Brianna Sanders, Zoning Administrator

DATE: May 26, 2026

RE: Special Use Permit – 73384 345th St

Applicant

MARK ANDERSON
 ADDRESS – 73384 345TH ST

Request

The applicant is requesting a special use permit to allow for an auto salvage yard in the General Industrial District (I-2).

Proposal

Applicant desires to continue the use of an auto salvage yard in the General Industrial District. The use is permitted in the City Code through a special use permit. Special use permits are not transferred between property owners.

The property at 73384 345th St was purchased by 4 Sons Properties c/o Mark Anderson on January 1, 2026.

Location

The property located at 73384 345th St legally described as

That part of Government Lots 3 and 6, Section 18, Township 106 North, Range 31 West, Watonwan County, Minnesota, described as follows:

1. Beginning at the Southeast corner of said Lot 6, Section 18, Township 106 North, Range 31 West; thence Westerly, along the South line of said Government Lot 6, a distance of 4.80 chains; thence Northerly, at right angles to said South line of Lot 6, a distance of 18.78 chains to the South line of the right-of-way of the Chicago, St. Paul, Minneapolis and Omaha Railway Company; thence Northeasterly, along said South right-of-way line, to the East line of Lot 3, Section 18; thence Southerly, along the East line of said Lots 3 and 6, a distance of 21.03 chains to the point of beginning. EXCEPTING THEREFROM that part of the above-described tract lying North of the North boundary of the creek running through said property.

2. That part of Government Lot 6, Section 18, Township 106 North, Range 31 West of the Fifth Principal Meridian, City of St. James, Watonwan County, Minnesota, described as follows: Commencing at the Southeast corner of said Government Lot 6; thence West, along the South line of said Lot 6, a distance of 316.80 feet to the point of beginning of the tract to be described; thence North, at right angles to said South line of Government Lot 6, a distance of 639 feet, more or less, to the Southeasterly boundary of St. James Creek; thence Southwesterly, along said Southeasterly boundary of St. James Creek, a distance of 766 feet, more or less, to a point on said South line of Government Lot 6; thence East, along said South line, a distance of 411 feet, more or less, to the point of beginning.

AND

That part of Government Lots 2, 3, 6, and 7, Section 18, Township 106 North, Range 31 West, City of St.

Watonwan County, Minnesota, described as follows: Commencing at the Southeast corner of said Government Lot 6; thence on an assumed bearing of South 90 degrees 00 minutes West, along the South line of said Government Lot 6, a distance of 794.80 feet to the point of beginning of the tract to be described; thence North 0 degrees 00 minutes East, a distance of 982.30 feet to the Southeasterly right-of-way line of a railroad; thence North 63 degrees 31 minutes East, along said Southeasterly right-of-way line, a distance of 1,137 feet, more or less, to the Southeasterly boundary of St. James Creek; thence Southwesterly, along said Southeasterly boundary of St. James Creek, a distance of 1,774 feet, more or less, to the South line of said Government Lot 6; thence South 90 degrees 00 minutes West, along said South line, a distance of 67 feet, more or less, to the point of beginning.

Subject to a utility, drainage, and access easement in favor of the City of St. James over the West 50 feet thereof.

EXCEPTING THEREFROM: That part of Government Lots Two (2) and Seven (7), in Section Eighteen (18), Township One Hundred Six (106) North, Range Thirty-one (31) West, Watonwan County, Minnesota, described as follows: Commencing at the Northwest Corner of Section Eighteen (18); thence North 89 degrees 30 minutes 30 seconds East 2610.17 feet along the North line of Section Eighteen (18) to the Northwest corner of Government Lot Two (2); thence South 0 degrees 9 minutes 14 seconds West along the West line of Government Lot Two (2) a distance of 1,244.64 feet to the southerly right-of-way line of the C.St.P.M.&O. Railroad and the point of beginning; thence continuing South 0 degrees 09 minutes 14 seconds West 646.00 feet to a point on the southerly bank of St. James Creek; thence North 32 degrees 56 minutes 44 seconds East 540.30 feet; thence North 0 degrees 09 minutes 14 seconds East 340.00 feet to the southerly right-of-way line of the C.St.P.M.&O. Railroad; thence South 63 degrees 06 minutes 50 seconds West 328.00 feet to the point of beginning; the four corners of which tract are marked by judicial landmarks.

The property is surrounded by I-2 “General Industrial District” (north, west), and R-1 (south). The property extends outside of the city limits to the east.

Existing Land Use

The property has been used as an auto salvage yard in the past.

Recommendations

Staff recommendation is approval.

Exhibits

Exhibit 1 – Zoning Request Application

Exhibit 2 – Notice of Public Hearing

Exhibit 3 – Property Map

City Code

§ 156.190 PURPOSE.

The I-2 (General Industrial) District is intended for general industrial uses, which, due to their size and nature, would not be appropriate elsewhere.

(Prior Code, § 11.41)

§ 156.191 PERMITTED USES.

The following are permitted uses in the I-2 District:

(A) Any use listed in § [156.171](#);

(B) Welding shops;

ing factories, creameries, and other food product processing facilities;

(D) Contractor's offices and storage yards, storage areas for plumbing, heating, and ventilating, or air conditioning contractors, roofing contractors, lumber yards, masonry manufacturing and storage, electrical contractor, or refrigeration contractor;

(E) Freight terminals;

(F) Bulk fuel sales and storage facilities;

(G) Vehicle repair shops and storage facilities;

(H) Highway maintenance shops and storage yards;

(I) Public service structures, including power substations, gas regulator stations, sewage disposal plants, telephone exchanges, police or fire stations, elevated storage tanks, and waterworks; and

(J) Other manufacturing, or industrial, uses whose operations are inappropriate for any other district, but could be located within this District without causing harm to neighboring uses when complying with the District's standards.

(Prior Code, § 11.41)

§ 156.192 PERMITTED ACCESSORY USES.

The following are permitted accessory uses in the I-2 District: Any use that is clearly incidental to the primary use, and conforms to applicable performance standards listed elsewhere in this chapter.

(Prior Code, § 11.41)

§ 156.193 SPECIAL USES.

The following are special uses in the I-2 District:

(A) The extraction, processing, or storage of sand, gravel, stone, or other like materials;

(B) Retail and service establishments essential to the operation of this District; and

(C) Auto salvage yards.

§ 156.054 SPECIAL USE PERMIT.

(A) *Criteria for granting special use permits.* In granting a special use permit, the Council shall consider the advice, and recommendations, of the Planning and Zoning Commission, and the effect of the proposed use on the comprehensive plan, and upon the health, safety, morals, and general welfare of occupants of the surrounding area. Among other things, the Council shall make the following findings, where applicable:

(1) The use will not create an excessive burden on existing parks, schools, streets, and other public facilities and utilities that serve, or are proposed to serve, the area;

(2) The use will be sufficiently compatible, or separated by distance or screening, from adjacent residentially zoned, or used, land so that existing homes will not be depreciated in value, nor will the use deter development of vacant land;

(3) The structure and site have an appearance that will not have an adverse effect upon adjacent residential properties;

(4) The use is reasonably related to the overall needs of the city, and to the existing land use;

(5) The use is consistent with the purposes of the zoning code, and the purposes of the zoning district in which the applicant intends to locate the proposed use;

use is not in conflict with policies of the city;

(7) The use will not cause traffic hazards or congestion;

(8) The use will not cause air, noise, water, or visual pollution; and

(9) Adequate utilities, access roads, drainage, and necessary facilities have been, or will be, provided.

(B) *Additional conditions.* In addition to the standards and requirements expressly specified in this chapter, the Council may impose additional conditions which it considers necessary to protect the surrounding area, and/or the community as a whole. These conditions may include, but are not limited to, the following:

(1) Increasing the required lot size or yard dimension;

(2) Limiting the height, size, or location of buildings;

(3) Controlling the location, and number, of vehicle access points;

(4) Increasing the street width;

(5) Increasing the number of required off-street parking spaces;

(6) Limiting the number, size, location, or lighting of signs;

(7) Requiring diking, fencing, screening, landscaping, or other facilities to protect adjacent, or nearby, property;

(8) Designating sites for open space;

(9) Imposing time limitations on the use;

(10) Modifications of waste treatment and water supply facilities;

(11) Limitations on period of use, occupancy, and operation;

(12) Imposition of operational controls, sureties, and deed restrictions;

(13) Requirements for construction of channel modifications, compensatory storage, dikes, levees, and other protective measures; and

(14) Flood proofing measures, in accordance with the *State Building Code* and this chapter. The applicant shall submit a plan, or document, certified by a registered, professional engineer, or architect, that the flood proofing measures are consistent with the regulatory flood protection elevation, and associated flood factors for the particular area.

(C) *Procedure.* The procedure for obtaining a special use permit is as follows:

(1) The property owner, or his or her agent, shall meet with the Zoning Administrator to explain the situation, learn the procedures, and obtain an application form;

(2) The applicant shall file the completed application form, together with the required exhibits, with the Zoning Administrator, and shall pay a filing fee as established by the Council. If the application and submittals are complete, this date shall be the official submission date. If the application, or submittals, are not complete, the Zoning Administrator will notify the applicant of the deficiencies within ten days;

(3) The Zoning Administrator shall transmit the application to the Planning and Zoning Commission, and shall notify all property owners within 350 feet of the outer boundaries of the property in question. However, failure of any property owner to receive the notification shall not invalidate the proceedings;

Zoning Administrator shall set the date for a public hearing, and shall have notice of the hearing published at least once in the legal newspaper, not less than ten days, and not more than 30 days, prior to the hearing;

(5) The Planning and Zoning Commission shall hold the public hearing, and then shall study the application to determine possible adverse effects of the proposed special use, and to determine what additional requirements may be necessary (approval, denial, or approval with special conditions) to the Council within 30 to 40 days of the official submission date;

(6) The Council shall take appropriate action on the request for a special use permit within 20 to 30 days of receiving the recommendations by the Planning and Zoning Commission, or, ultimately, within 60 days of the official submission date. If it grants the special use permit, the Council may impose conditions (including time limits) it considers necessary to protect the public health, safety, and welfare, and the conditions may include a time limit for the use to exist, or operate;

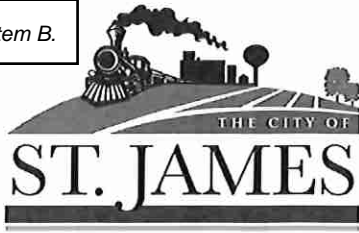
(7) Where a special use permit has been issued pursuant to the provisions of this chapter, the permit shall become null and void without further action by the Planning and Zoning Commission, or the Council, unless work thereon commences within one year of the date of granting the special use. **The special use permit shall not be assignable.** A special use permit shall be deemed to authorize one particular use, and shall expire if the use is discontinued for more than six consecutive months;

(8) In the event that the applicant violates any of the conditions set forth in this permit, the Council shall have the authority to revoke the special use permit;

(9) If an applicant requests that a special meeting be scheduled, the applicant shall bear the full cost for the special meeting. The fee for special meetings shall be set by the Council; and

(10) No application of a property owner for a special use shall be considered by the Planning and Zoning Commission within a one-year period following a denial for such a request, except the Planning and Zoning Commission may permit a new application if, in its opinion, new evidence, or a change in circumstances, warrants it.

(Prior Code, § 11.80)



CITY OF ST. JAMES PLANNING COMMISSION REQUEST

- Application for: Variance \$175.00 plus 3.00 per notice
- Rezoning \$175.00 plus 3.00 per notice
- Ordinance Change \$175.00 plus 3.00 per notice
- Special Use Permit \$175.00 plus 3.00 per notice
- Annexation Petition \$5.00/acre (min \$150 – max \$600)
- Lot Division/Property Split \$175.00 plus 3.00 per notice
- Plat Subdivision – Prelim \$75 plus 3.00 per notice
- Plat Subdivision – Final \$75 plus 3.00 per notice
- Vacation initiated by citizen petitioner \$175.00 plus 3.00 per notice
- Notification billing \$3.00 for each required notice

Applicant: Name: Mark Anderson

Mailing Address: 47440 164th St. Madelia mn 56062

Phone Number: 507-630-0505

Email: _____

Property Address (if different from Applicant's address):
73384 345th St. St. James MN 56081

Parcel ID: R20.018.0900

Description of area affected: property contains salvage yard uses

Present Zone I-2

Present Set-back _____

Present Use Auto Salvage yard

Proposed Zone (if different) _____

Proposed Set-back (if different) _____

Proposed Use (if different) _____

Request

allow for auto salvage yard

Attached drawing of request

The above information and attached drawing of request are true and correct to the best of my knowledge.

9/23/26
Date

Mark W Anderson
Signature of Person Filing Application

HEARING: The Commission will not render a decision unless applicant or a designated representative is present at the hearing. Commission meetings are scheduled on the last Monday of each month. A completed application must be submitted by the second Tuesday of each month to be considered at that month's meeting.

DRAWING: A drawing of the affected area must be attached showing present lot lines and existing buildings and the requested change. Applications will not be accepted without all information. The Zoning Administrator will notify the applicant within 10 business days if the application is incomplete.

FEE: SEE ABOVE. The fee for request is due at the time of this application submittal. The notice fee will be due on or before the public hearing. If the notice fee is not submitted, the public hearing will be cancelled at the applicants cost.



City of St. James

1205 6th Ave S. | PO Box 70 | St. James, MN 56081

P. 507 -375 -3241 | F. 507 -375 -4376 | www.ci.stjames.mn.us

NOTICE OF PUBLIC HEARING ST. JAMES PLANNING COMMISSION

NOTICE IS HEREBY GIVEN, that the St. James Planning Commission will meet on Tuesday, May 26th, 2026 at 5:15 p.m. at the Saint James City Hall located at 1205 6th Avenue South, Saint James, Minnesota, for the following purpose:

To consider a request for a special use permit from 4 Sons Properties LLC C/O Mark Anderson, for the property located at 73384 345th St legally described as

That part of Government Lots 3 and 6, Section 18, Township 106 North, Range 31 West, Watonwan County, Minnesota, described as follows:

1. Beginning at the Southeast corner of said Lot 6, Section 18, Township 106 North, Range 31 West; thence Westerly, along the South line of said Government Lot 6, a distance of 4.80 chains; thence Northerly, at right angles to said South line of Lot 6, a distance of 18.78 chains to the South line of the right-of-way of the Chicago, St. Paul, Minneapolis and Omaha Railway Company; thence Northeasterly, along said South right-of-way line, to the East line of Lot 3, Section 18; thence Southerly, along the East line of said Lots 3 and 6, a distance of 21.03 chains to the point of beginning. EXCEPTING THEREFROM that part of the above-described tract lying North of the North boundary of the creek running through said property.

2. That part of Government Lot 6, Section 18, Township 106 North, Range 31 West of the Fifth Principal Meridian, City of St. James, Watonwan County, Minnesota, described as follows: Commencing at the Southeast corner of said Government Lot 6; thence West, along the South line of said Lot 6, a distance of 316.80 feet to the point of beginning of the tract to be described; thence North, at right angles to said South line of Government Lot 6, a distance of 639 feet, more or less, to the Southeasterly boundary of St. James Creek; thence Southwesterly, along said Southeasterly boundary of St. James Creek, a distance of 766 feet, more or less, to a point on said South line of Government Lot 6; thence East, along said South line, a distance of 411 feet, more or less, to the point of beginning.

AND

That part of Government Lots 2, 3, 6, and 7, Section 18, Township 106 North, Range 31 West, City of St. James, Watonwan County, Minnesota, described as follows: Commencing at the Southeast corner of said Government Lot 6; thence on an assumed bearing of South 90 degrees 00 minutes West, along the South line of said Government Lot 6, a distance of 794.80 feet to the point of beginning of the tract to be described; thence North 0 degrees 00 minutes East, a distance of 982.30 feet to the Southeasterly right-of-way line of a railroad; thence North 63 degrees 31 minutes East, along said Southeasterly right-of-way line, a distance of 1,137 feet,

more or less, to the Southeasterly boundary of St. James Creek; thence Southwesterly, along said Southeasterly boundary of St. James Creek, a distance of 1,774 feet, more or less, to the South line of said Government Lot 6; thence South 90 degrees 00 minutes West, along said South line, a distance of 67 feet, more or less, to the point of beginning.

Subject to a utility, drainage, and access easement in favor of the City of St. James over the West 50 feet thereof.

EXCEPTING THEREFROM: That part of Government Lots Two (2) and Seven (7), in Section Eighteen (18), Township One Hundred Six (106) North, Range Thirty-one (31) West, Watonwan County, Minnesota, described as follows: Commencing at the Northwest Corner of Section Eighteen (18); thence North 89 degrees 30 minutes 30 seconds East 2610.17 feet along the North line of Section Eighteen (18) to the Northwest corner of Government Lot Two (2); thence South 0 degrees 9 minutes 14 seconds West along the West line of Government Lot Two (2) a distance of 1,244.64 feet to the southerly right-of-way line of the C.St.P.M.&O. Railroad and the point of beginning; thence continuing South 0 degrees 09 minutes 14 seconds West 646.00 feet to a point on the southerly bank of St. James Creek; thence North 32 degrees 56 minutes 44 seconds East 540.30 feet; thence North 0 degrees 09 minutes 14 seconds East 340.00 feet to the southerly right-of-way line of the C.St.P.M.&O. Railroad; thence South 63 degrees 06 minutes 50 seconds West 328.00 feet to the point of beginning; the four corners of which tract are marked by judicial landmarks.

The request is to allow for a salvage yard in a I-2 “General Industrial District”.

All persons are invited to attend the May 26, 2026 Public Hearing and to present their views relating to this request either orally or in writing.

Dated May 14, 2026.

Brianna Sanders
Zoning Administrator


Publish May 14, 2026: St. James Plaindealer

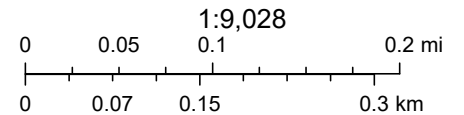
SUP - Auto Salvage Yard

Section 12, Item B.



5/14/2026, 9:09:26 AM

 Parcels



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, Vantor

June 2, 2026

ITEM: New Business – Resolution No. 06.26.03: Adopting the City of St. James Active Transportation Plan

BACKGROUND: The attached resolution adopts the City of St. James Active Transportation Plan.

A diverse Local Planning Team worked together to guide the process, incorporating extensive community engagement including listening sessions, walking and bicycle audits, an action planning workshop, and an online map and survey.

The Active Transportation Action Plan is intended to serve as a living guide for the City of St. James. It establishes clear, evidence-based and action-oriented priorities aimed at improving the safety and accessibility of walking and bicycling throughout the community.

STAFF RECOMMENDATION: Approve/Deny Resolution.

**State of Minnesota
County of Watonwan**

RESOLUTION NO. 06.26.03

**RESOLUTION ADOPTING THE CITY OF ST. JAMES ACTIVE TRANSPORTATION
PLAN**

WHEREAS, the City of St. James recognizes the importance of providing safe, accessible, and connected transportation options for residents, businesses, and visitors of all ages and abilities; and

WHEREAS, the City has undertaken the development of an Active Transportation Plan to guide future investments and improvements related to walking, bicycling, rolling, and other forms of non-motorized transportation throughout the community; and

WHEREAS, the Active Transportation Plan identifies existing conditions, community priorities, recommended infrastructure improvements, and implementation strategies intended to improve safety, mobility, connectivity, health, recreation, and quality of life within the City of St. James; and

WHEREAS, the planning process included opportunities for public engagement, stakeholder input, and coordination with local, regional, and state partners; and

WHEREAS, adoption of the Active Transportation Plan will assist the City in prioritizing projects, pursuing grant funding opportunities, coordinating future transportation improvements, and integrating active transportation considerations into ongoing planning and development activities; and

WHEREAS, the City Council finds that adoption of the Active Transportation Plan is in the best interests of the City of St. James and its residents.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF ST. JAMES, MINNESOTA:**

1. The City of St. James hereby approves adopts the Active Transportation Plan.

Adopted by the City Council this 2nd day of June 2026.

Christopher Whitehead, Mayor

ATTEST:

Kristin Hurley, City Clerk-Treasurer



City of St. James, Minnesota

Active Transportation **ACTION PLAN**



Acknowledgements

Brianna Sanders

Economic Development Director,
City of St. James

Amanda Knoll

City Manager, City of St. James

Chad Stradtman

Street and Park Superintendent,
City of St. James

Brad Nestegard

Police Chief, City of St. James

Adam Jacobs

City Engineer, Bolton & Menk, Inc.

Joel Hanif

Region Nine Development
Commission

Jordan Niles

Statewide Health Improvement
Partnership

Melissa Wilson

St. James HRA

Yasmin Zamampa

La Convivencia Hispana

Mark Plotz

Region Nine Development
Commission

Angela Piltaver

MnDOT District 7

Liam Dawson

ISD840

Jim Branstad

Watonwan County

Annette Larson

MnDOT South Central Toward
Zero Deaths Coordinator



The Action Plan was funded through the Minnesota Department of Transportation's (MnDOT) Active Transportation Program.

Learn more:

www.dot.state.mn.us/active-transportation-program

Contents

1. Introduction

Why an Active Transportation Action Plan, how the Plan was developed, and guiding principles

2. Vision and Goals

Plan vision and goals

3. Where We Are - Our Streets Today

Existing conditions, current plans and policies, and key insights from the planning process

4. Where We're Going - Our Streets Tomorrow

Priority projects and action steps: from quick wins to longer-term projects, policies, programs and practice recommendations

5. Implementation Next Steps - Putting Our Wheels in Motion

Incremental steps to move the Plan into action, framework for measuring progress, and call to action

Executive Summary

The Active Transportation Action Plan is the result of an eight-month collaboration from June 2025 to January 2026. A diverse Local Planning Team came together to set direction, co-create strategy and lead numerous community engagement sessions including listening sessions, a walking audit, bicycle audit, action planning workshop and an online map and survey.

The Action Plan serves as a living guide. It establishes clear, evidence-based and action-oriented priorities to guide future investments in making walking and bicycling safer and more accessible. The Plan identifies priority routes within St. James that are most in need of improvements.

Taking the steps towards a more walkable and bikeable city takes more than simply building sidewalks, trails and marked crosswalks. It depends on sustained and coordinated changes to programs, policies and everyday practices. Education, encouragement, enforcement and ongoing evaluation are essential to improving safety and increasing walking and biking for people of all ages and abilities.

This Plan builds on existing plans, community input, observed conditions and lessons learned from peer communities. Together, these elements inform a set of practical recommendations that help St. James strengthen implementation, align internal processes and support a long-term shift toward safer, more welcoming streets.

PLAN VISION

A safer, more walkable and bikeable St. James where all residents regardless of age, gender, ability, or language can easily access schools, parks, local businesses, and essential services.

GOALS SUMMARY

- All Ages, Genders, Abilities, & Languages
- Health and Quality of Life
- Sustainable and Resilient
- Economic Empowerment
- Community Driven

Executive Summary | Process Overview



WHERE WE ARE - OUR STREETS TODAY

St. James is a compact community with a history of improving sidewalks, crossings, and intersections. There remains great potential to make walking and biking even better! St. James is bordered by roads owned by Watonwan County. The state also owns the city's central north-south artery connecting St. James across a railroad. Residents voiced the desire to walk, bike, and roll but expressed concerns about safety and accessibility.



WHERE WE'RE GOING - OUR STREETS TOMORROW

The planned active transportation network developed through this plan includes recommendations to enhance the active transportation network through corridor and intersection improvements. Priority projects include pedestrian crossing improvements along Armstrong Boulevard, new bikeways and sidewalks along 2nd and 10th Avenue South.



IMPLEMENTATION NEXT STEPS - PUTTING OUR WHEELS IN MOTION

St. James has identified policy, practice, and program actions to support an active transportation network. These actions include steps St. James can take within the first 100 days of plan adoption, as well as over the next one, three and five years. The City will track progress as the plan is implemented to understand and measure community experience, active transportation use, and community benefits.

Executive Summary | Public Engagement

41 community members contributed to the plan via an online survey.

- **63%** of respondents **walk for exercise or leisure at least once or twice a week**, about **39% bike for exercise or leisure at least once or twice a week**.
- On average across all trip purposes, **27% of respondents walk more than once a week** and **19% bike more than once a week**.
- **70%** of respondents **would like to walk, bike** (or ride a bike-like mode) **or use a mobility device around St. James more than once a week**.
- **57%** would like to walk, bike or roll to a park or green space, but are currently unable to.
- **Physical health, mental health and fun** are **top reasons** for walking and biking.
- Top concerns are **being worried about being hit by a car** and **weather or climate**.

Residents took the time to write 9 online comments about where they experience problems and the solutions they would like to see.

Lots of people bike and walk on CR 55, leads to bike trail. Would like separated bike lanes and sidewalk or a pedestrian lane. Fast cars.

Grateful for bike trail around the lake and that it reaches south of Highway 4.

Armstrong lacks curb cuts south of downtown. People pushing strollers in area

Underpass: dangerous, narrow road and obscured views

Key connection: Fair Grounds to 13th Ave S/Heckman Ct (businesses). Would be safer if sidewalk and/or bike lane on 11th St.

Broken and uneven sidewalks (3rd Ave S btw. 9th and 10th St)

10th Ave S is very busy and connects fair grounds and memorial park. Semi-trucks and delivery vehicles. Used by children to access park and by youth fishing.

Chaotic biking through downtown roundabouts with kids.

Executive Summary | Listening Session

One listening session was held with community members in August 2025.



Themes from these conversations include:

Safety Concerns Biking Downtown

Narrow, sidewalk riding, traffic volume

Railroad Crossings at Armstrong

Narrow, sidewalk riding, traffic volume

Corridors for Improvement

10th Avenue South (connections to fields), 10th Avenue North (school routes), Armstrong Boulevard (HRA residents)

Education and Promotion

Need for children and adult bicycle education, building from Bike to School Day 2025 success

Executive Summary

Priority Infrastructure Projects

- 1** **Armstrong Boulevard Intersections at 10th Avenue North and 5th Avenue North** - bump outs, median refuge islands, beacons, high-visibility crosswalks.
- 2** **Armstrong Boulevard Railroad Crossing Surface Improvement** – Improve safety and pavement conditions across railroad tracks.
- 3** **Alternative Bike Lane on 2nd Avenue with Bike Parking** – create dedicated bicycle facilities through potential parking reallocation.
- 4** **10th Avenue South Bikeway and 1st Street Intersection** – Reconstruction to add sidewalks, bicycle facilities, or a multi-use trail.

- 5** **10th Street South Railway Underpass** – Improve pedestrian and bicycle safety using striping, signage, and traffic calming.
- 6** **1st Avenue and 7th Street South Intersection** – Improve pedestrian and bicycle visibility through signage and clear sightlines.





Introduction

SECTION 1

Why an Active Transportation Action Plan?

WALK . BIKE . ROLL .

What is active transportation?

Why is an Active Transportation Action Plan important?

What is the community context for undertaking this work?

The City of St. James Active Transportation Action Plan serves as a roadmap for creating a safe and convenient network for people walking and biking.

The Plan uses the term **walking** and **pedestrian** broadly to include people of all ages and abilities walking or rolling, including people who travel by foot, use wheelchair, stroller or other assisted mobility device. The term **bicycling**, **biking** and **bicyclist** broadly refer to people of all ages and abilities riding bicycles both human-powered and electric-assisted, including devices adapted for use by people with disabilities.

By centering active transportation users, the most vulnerable users, in street design it ensures streets provide safe options for everyone, regardless of transportation choice. **A connected, safe and comfortable active transportation network means all people have equitable access and opportunity to contribute to a vibrant, age-friendly and healthy city.**



Why Active Transportation Matters?



EQUITY

Owning a new car costs roughly **\$12,182 per year** (AAA, 2023). This is a sharp increase from 2022 when the average yearly cost was \$10,728. Car ownership should not be a requirement for getting around safely and efficiently.

AAA Newsroom. (2023, August 30). *Annual new car ownership costs boil over \$12K*. AAA.
<https://newsroom.aaa.com/2023/08/annual-new-car-ownership-costs-boil-over-12k/>



ENVIRONMENT

Minnesota must **reduce** transportation related greenhouse gas emissions to net zero and vehicle miles travelled by **20% per capita** by 2050 to reach its climate goals.

Cycling networks reduce dependence on driving to get around. Less driving provides two-fold benefit – cleaner air and reduced impact on our global climate.

Minnesota State Statute 216H –
<https://www.revisor.mn.gov/statutes/cite/216H>
 MnDOT Statewide Multimodal Transportation Plan
<https://www.dot.state.mn.us/minnesotago/SMTTP.html>



ECONOMY

Active transportation means business; it stimulates local economies through job creation, tourism and business development.

People biking make **more frequent trips** than people driving, spending more money at local businesses.

Cortright, J. (2009). *Walking the walk: How walkability raises home values in U.S. cities*. CEOs for Cities.
https://nacto.org/docs/usdg/walking_the_walk_cortright.pdf
 Schmitt, A. (2012, December 5). *Cyclists and pedestrians can end up spending more each month than drivers*. Bloomberg.
<https://www.bloomberg.com/news/articles/2012-12-05/cyclists-and-pedestrians-can-end-up-spending-more-each-month-than-drivers>

Why Active Transportation Matters? CONTINUED



HEALTH & WELLBEING

Active transportation as part of everyday travel is as effective as structured workouts for improving health. Active commuting is associated with a **11% reduction** in cardiovascular risk.

American Public Health Association. (2010). *The hidden health costs of transportation*. https://www.apha.org/-/media/files/pdf/topics/transport/apha_active_transportation_fact_sheet_2010.pdf



SOCIAL CONNECTION

"Humans are social creatures—we live in community. Individual health and wellbeing is intricately tied to the health of our communities and our interactions with others."

Active transportation provides us more opportunity to interact with our neighbours and community.

Taking Charge of Your Health & Wellbeing. (n.d.). *How do our social networks affect wellbeing?* University of Minnesota. <https://www.takingcharge.csh.umn.edu/how-do-our-social-networks-affect-wellbeing>



HAPPINESS

Researchers at the University of Minnesota have found **bicycling** to be the **happiest form of transportation**.

University of Minnesota. (2018, August 20). *The happiest mode of transportation? That would be cycling*. University of Minnesota. <https://twin-cities.umn.edu/news-events/happiest-mode-transportation-would-be-cycling>

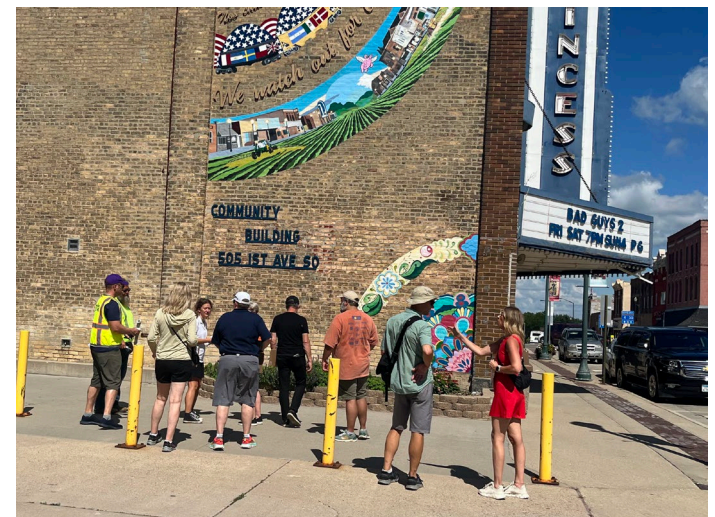
How the Plan was Developed

The St. James Active Transportation Action Plan is the result of a collaborative process led by the St. James Active Transportation Committee. The committee came together to host and participate in:

- **Walking and bicycle audits to assess existing conditions**
- **Action Planning Workshop to define active transportation routes and connections**
- **Online engagement through virtual meetings and use of interactive mapping tools and survey to collect community input**
- **Community listening session**

The Plan builds on existing plans and policies, community and committee participation and evidence-based state and national best practices to identify an active transportation network and action steps to guide future investments in making walking and bicycling safer and more accessible for all.

The City of St. James received planning assistance to develop this Plan, funded by the Minnesota Department of Transportation (MnDOT) Active Transportation Program. The Active Transportation Program aims to increase the number of people walking and biking to destinations.



Plan Guiding Concepts

Active Transportation Principles



Foundational to the Plan are several interrelated concepts and approaches:

- **Complete Streets:** A guiding policy and approach to planning, designing implementing and maintaining streets so they are safe, comfortable and inviting for all transportation users, especially the most vulnerable – people who walk or bike for any reason, including people with disabilities or low incomes, children, older adults and people of color.
- **Safe System Approach:** Traffic-related serious injuries and deaths can be reduced and eliminated. A Safe System Approach focuses on efforts to effectively design for all people and manage vehicle speeds by design through proactive and proven street safety treatments.
- **Active Transportation Principles:** The principles of safety, comfort, coherence, directness and attractiveness and the unique needs of active transportation users inform approaches to network and street design.
- **Transportation Equity:** Policy, design and practices in the built environment and transportation system have led to inequities for underserved communities, especially low-income, people with disabilities and Black, Indigenous and People of Color. Advancing transportation equity requires having a better understanding of how the transportation system, services and decision-making processes help or hinder the lives of people in underserved communities. It also requires underserved communities share in the power of decision-making through engagement and design processes.

Complete Streets

Complete Streets is an approach that integrates people and place in the planning, design, construction, operation and maintenance of streets. A Complete Streets policy helps ensure a comprehensive and connected multimodal transportation system that prioritizes safety over speed, more equitably balances the needs of different modes and supports local land uses, economies, cultures and natural environments.

Complete Streets look different from street to street, place to place. There is no “standard,” rather a holistic and context sensitive approach is taken to address the unique needs of users and characteristics of place. For example, to make biking safer, more accessible and inviting, a “collector” or “arterial” street might include buffered or separated bike lanes to account for higher traffic speeds and volumes. While on a neighborhood residential street people biking and driving might share the lane and mix due to the low traffic speeds and volumes. Over 40 cities and counties in Minnesota have adopted Complete Streets policies as of 2023.

MnDOT’s Complete Streets Policy

“MnDOT must follow a complete streets approach in all phases of planning, project development, operation and maintenance activities.”

One of the four policy goals is to **“increase bicycling and walking as a percentage of all trips.”**

The policy states districts should give higher priority to opportunities to address identified user needs on projects that meet the following criteria:

- **Equity:** Have a higher proportion of people with disabilities, people of color, older adults, children or low-income
- **Mode Shift:** Have a higher probability of increasing the number of people walking, biking or taking transit
- **Safety:** Addresses a significant safety issue for vulnerable users
- **Connectivity:** Addresses a gap or barrier created by prior transportation investments
- **Plan Alignment:** Are identified in a local or regional plan

Transportation Users and Vulnerability

Transportation user's risk level, or vulnerability, for serious injury or death when involved in a motor-vehicle related collision.






User	Description	Relative Vulnerability
	Pedestrian. People of all ages and abilities who walk or use assisted mobility devices like wheelchairs, scooters, skateboards or strollers.	High. Due to the speed and mass of vehicles, people walking are the most vulnerable. Safety of the most vulnerable users must be a priority as they are most at risk.
	Bicyclist. People of all ages and abilities who ride bicycles both human-powered and electric-assisted, including devices adapted for use by people with disabilities.	Medium-High. Less vulnerable than people walking, but more vulnerable than people driving. There is a broad range of age, comfort, experience and speed among bicyclists, which affects the needs and designs for projects.
	Transit. People who ride transit. Transit users often walk or bike to/from transit stops.	High. People taking transit have a similar level of vulnerability as people walking or biking.
	Drivers. People who drive personal vehicles, inclusive of all drivers and trip types.	Low. People driving are less vulnerable than people walking and biking because of the relative safety provided by a vehicle (e.g., seatbelts, airbags).
	Freight. People who drive freight/delivery vehicles.	Low. People driving freight vehicles are less vulnerable than people walking and biking because of the relative safety provided by a vehicle.

Table adapted from *MnDOT Complete Streets Handbook*

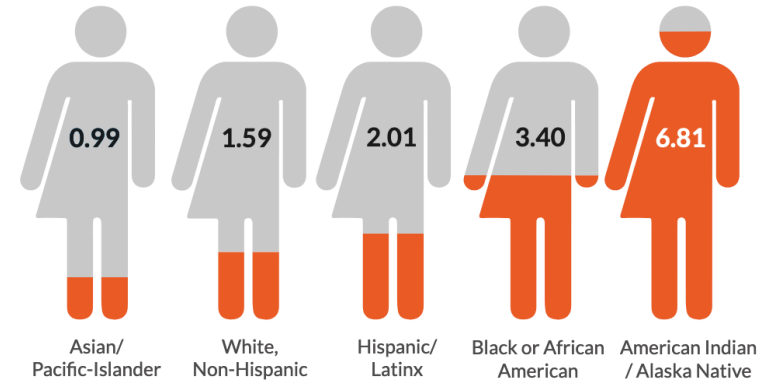
Safety is Not Shared Equally

Traffic-related crashes that kill and injure people are a serious transportation equity and public health concern. Minnesota is seeing a rising share of crashes involving people walking and biking that result in fatal and serious injuries. Nationwide, the number of people struck and killed by drivers while walking increased 45% over the last decade (2010-2019) ([MnDOT 2020 Sustainability and Public Health Report](#)).

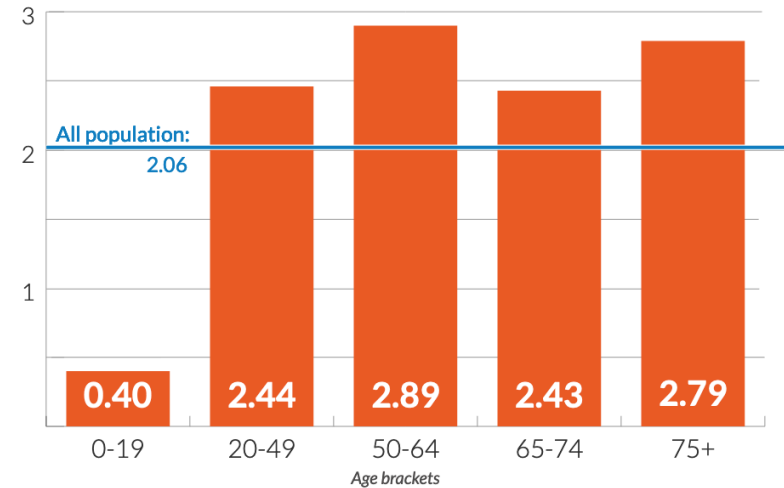
State and national trends show that speed-related crashes have increased. There are differences in equitable access and safety outcomes for all users of the transportation system. Active transportation users are the most vulnerable, specifically older adults, people walking in low-income communities, and American Indian/Alaskan Native, Black/African American, and Hispanic people are at greater risk of being severely injured or killed due to a motor vehicle while walking.

Complete Streets and Safe System Approach can help calm traffic, reduce speeds and improve predictability of movement of all transportation users, especially at crossings and intersections. As a result, streets become safer for all.

U.S. Pedestrian deaths per 100,000 by race & ethnicity (2018-2022)



U.S. Pedestrian fatalities per 100,000 by age (2018-2022)



Source: Dangerous by Design, [Smart Growth America](#), 2024

Safe System Approach

More communities and agencies, including Minnesota Department of Transportation (MnDOT) and U.S. Department of Transportation/Federal Highway Administration (USDOT/ FHWA), are following the Safe System Approach to traffic safety, which aims to eliminate fatal and serious injuries for all road users, including the most vulnerable users – people walking, bicycling and rolling.

The Safe System Approach focuses roadway safety efforts on ways to effectively:

1. **Design for the people in the system**
2. **Manage vehicle speeds by design**
3. **Employ proactive tools to manage risks across an entire roadway network, especially for the most vulnerable users**
4. **Foster integrated, collaborative and coordinated action**

“ [MnDOT] can prevent traumatic life-altering, costly crashes by focusing on creating low-speed environments in population centers and around other destinations where people are likely to walk [and bike].”

- Statewide Pedestrian System Plan



Learn more about the Safe System Approach:
<https://www.transportation.gov/NRSS/SafeSystem>

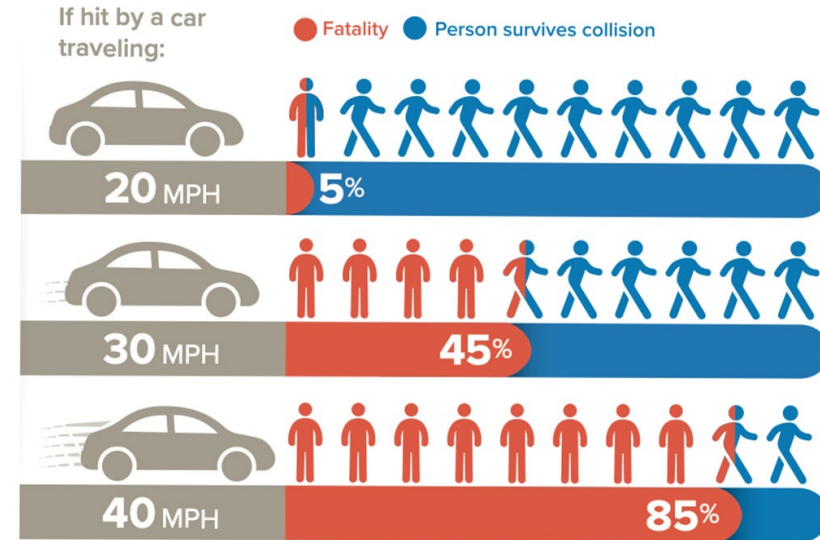
Making Safety a Priority Over Speed

Active transportation users are the most vulnerable transportation user. Reducing driver speeds directly improves the safety of streets and sense of place.

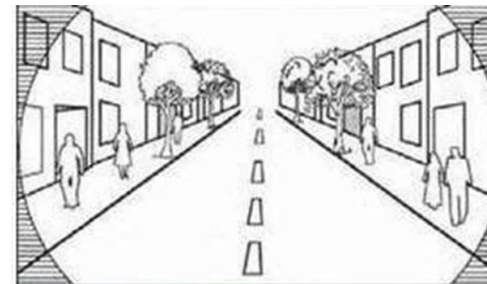
Why Speed Matters

The negative impact of motor vehicle travel speed on crashes that involve people walking and biking is well documented. For example, a person walking has a 95-percent chance of surviving the crash if struck by a person driving at 20 miles per hour (mph). The chances of survival decrease by almost 50 percent when the person driving is traveling only 10 mph faster at 30 mph. **Communities throughout Minnesota are working Toward Zero Deaths as part of the statewide initiative to achieve zero traffic-related serious injuries and deaths, believing they are unacceptable and preventable.**

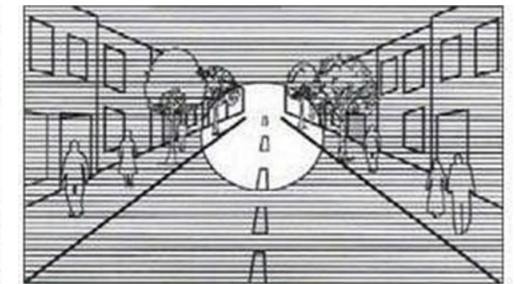
Lower speed streets better support businesses by increasing visibility. At lower speeds, drivers can see more of their surroundings and have more time to react, stop for people crossing, yield to people parking and unparking and to avoid potentially fatal crashes.



National Traffic Safety Board (2017) Reducing Speeding-Related Crashes Involving Passenger Vehicles. Available from: <https://www.nts.gov/safety/safety-studies/Documents/SS1701.pdf>



Field of vision at 15 MPH



Field of vision at 30 to 40 MPH

Designing for Safe Speeds

Street Design Influences Behavior

The design of streets directly influences behavior. Most motorists drive to match the “design speed” of the road, using cues such as lane width, street texture, the distance between buildings, street trees, other edge features and sight-line distances rather than solely relying on the posted speed limit. In turn, **streets should be designed to promote safety by taking a proactive design approach to ensure lower “target” speeds—the speed drivers *should* be going.**

Historically, roadways have been designed by observing the operating speed of the majority of drivers and designing the street for that speed. This has resulted in design speeds that are often higher than the posted speed due to wide turn radii, wider travel lanes, clear zones and more.

Today, more communities are using “target speed,” a proactive approach to multimodal street design, by first identifying the speed they would like drivers to go and then implementing street design treatments to ensure the operating speed of motorists is the target speed. This convention **helps ensure vulnerable users like people walking and biking are considered equitably in the design of the roadway.**

Conventional Street/Highway Design

Operating Speed = Design Speed = Posted Speed

Proactive Multimodal Street Design

Target Speed = Design Speed = Posted Speed

Adapted from NACTO.org

A lower target speed, and thus posted speed, is a key characteristic of streets in walkable, bikeable, mixed use, neighborhoods and commercial areas.

This Action Plan provides starter recommendations on how to start to bring the design speed more in line with safer target speeds of 20-25 mph through narrower lane widths, streetside landscaping, modern roundabouts and other traffic calming tools to create a safer and higher quality environment for all.

Read more on target speed: <https://nacto.org/publication/urban-street-design-guide/design-controls/design-speed/>.

Level of Quality

In the past, streets were designed to meet a certain level of service for people driving, often prioritizing higher traffic speeds. It's time to focus on a different value: level of quality.

Streets designed to support the safety and comfort of people walking and biking, not only create places where people want to be, they also more safely and efficiently manage vehicle traffic. The pictures (on right) are all the same by functional classification, arterials.

A people and place focused street design that supports all transportation users are a win-win for all.

AUTO FOCUSED



PEOPLE & PLACE FOCUSED



Active Transportation Principles

To provide transportation choice, equity and encourage active trips, routes must be:

SAFE

Does the route minimize risk of injury and danger (both traffic and personal safety)?

COMFORTABLE

Does the route appeal to a broad range of age and ability levels and are there user amenities (e.g., places to sit, protection from the weather)?

COHERENT

How easy is it to understand where to go? How to navigate a crossing or an intersection? How connected is the network?

DIRECT

Does the route provide direct and convenient access to destinations?

ATTRACTIVE

Is the route green, well-maintained and celebrate local identity?

These Active Transportation Principles are founded in a Safe System approach. The significance of each principle may vary from route to route and from person to person. For example, people walking or biking to the grocery store often prioritize directness whereas people out for a recreational bike ride value attractiveness and comfort more than a direct route. Regardless of trip type, safety is critical for all users, especially when ensuring children and elders have safe routes to school, parks and other places they want to go.

Who Are We Designing For?

1 OF 3

People walking and biking have unique needs. This Plan seeks to center active transportation users and their needs in future street improvements to ensure all people have safe and reliable access to the places they want and need to go.

People Walking: Everyone is a pedestrian at some point in their day because every trip begins and ends with walking. Walking is a key component of successful public transit, supports vibrant business districts and healthy people, reduces carbon footprint and contributes to safer neighborhoods by putting more eyes on the street.

An average of **22% of all trips** taken within communities are **less than one mile** – a distance that takes the typical person 15 to 20 minutes walking (National Housing Travel Survey, 2017). To encourage more walking trips, it is critical that pedestrians are prioritized in transportation projects and streets are made more welcoming, accessible and safer.



Basic Movement: People in motion require 3-4 feet for strolling width. This accounts for movement such as arm or baggage swing, swaying, pushing a stroller or using a walker. It does not account for people passing one another, moving around or over obstacles.

Who Are We Designing For?

2 OF 3



Social Movement: Two people in motion require more strolling width for walking with others and socializing (6 feet).



- A 6-foot sidewalk provides minimum space for children to walk in a group.
- The landscape boulevard or strip (grass) provides added comfort by creating greater separation between children walking and people driving. The added benefit: kids can be kids, spilling over into a protected space.

Who Are We Designing For?

3 OF 3

People Biking: Biking is a key component of successful business districts, healthy people, carbon reduction, economic vitality and safer neighborhoods.

An average of 46% of all trips taken within communities are less than three miles – a distance that takes the typical person 18 to 20 minutes biking (National Housing Travel Survey, 2017).

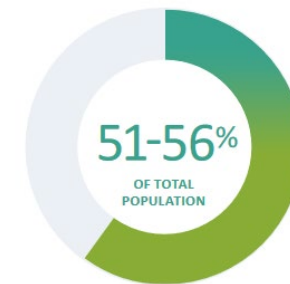
Lack of bike lanes and physical separation from motor vehicles, challenging intersection crossings and snow and ice are just some of the reasons why people do not feel comfortable biking today. Today, most of the city’s bike network caters to the “highly confident” bicyclist who will ride regardless of roadway conditions and bicycle facility. Highly confident riders represent the smallest category of people willing to bike. To make biking, in all its forms, a real option for more people, the Plan establishes the need, and incremental steps, to prioritize the “interested but concerned” type of bicyclist to create a low stress, all ages and abilities network.

Many improvements that prioritize bicyclists also do the same for people walking. The strategies and actions in this Plan often support or are linked to each other.



Low volume, low speed residential streets become nice shared walking and biking streets with traffic calming tools such as neighborhood traffic circles.

INTERESTED BUT CONCERNED BICYCLIST



“This is the bicyclist user profile that MnDOT typically considers when selecting a bicycle facility type.”

- Minnesota Bicycle Facility Design Manual

Comfort Types of Bicyclists

Low Stress Tolerance

High Stress Tolerance



NO WAY
NO HOW

33%

People will not bike out of disinterest or inability to do so.

INTERESTED BUT CONCERNED

51-56%

People in this group would like to bike more, but do not feel safe on busy streets with fast moving traffic nearby. Biking on streets with fewer and slower-moving cars, or a space separated from vehicles, would help them feel more comfortable. National research has found that **over half of the population are interested in bicycling more often** but are **concerned about having to share the road with motor vehicles. They would like lower stress street environments to bike.**

ENTHUSED &
SOMEWHAT CONFIDENT

5-9%

People who have been biking for transportation for some time. They are sometimes comfortable sharing the street with drivers but would prefer to ride on streets with bike lanes or separated paths.

HIGHLY
CONFIDENT

4-7%

People who will ride regardless of roadway conditions and bicycle facility. Highly confident riders represent the smallest category of people willing to bike.

Comfort Types of Bicyclists, CONTINUED

Low Stress Tolerance

High Stress Tolerance



INTERESTED BUT CONCERNED

ENTHUSED & SOMEWHAT CONFIDENT

HIGHLY CONFIDENT

WHAT IS TRAFFIC STRESS?

Bicycle Level of Traffic Stress (LTS) is a way to evaluate the stress a person bicycling may feel when they ride on a road close to traffic. It assigns a stress level to streets and bikeways based on factors such as:

- Traffic speed
- Number of travel lanes
- Number of vehicles
- Frequency of on-street parking turnover
- Ease of intersection crossings
- Presence of bike lanes
- Presence of physical barrier to bike lane

LTS 1

Most children will feel safe bicycling on these streets.

LTS 2

The “interested but concerned” adult population will feel safe bicycling on these streets.

LTS 3

Streets that are tolerable to “enthusiased and confident” riders who still prefer having their own dedicated space.

LTS 4

High stress streets with high-speed limits, multiple travel lanes and limited or non-existent marked bikeways.


LEVEL	DESCRIPTION	HIGHLY CONFIDENT BICYCLIST WILL RIDE	ENTHUSED & SOMEWHAT CONFIDENT BICYCLIST WILL RIDE	INTERESTED BUT CONCERNED BICYCLIST WILL RIDE
<p>LTS 1</p>		<p>YES</p>	<p>YES</p>	<p>YES</p>
<p>LTS 2</p>		<p>YES</p>	<p>YES</p>	<p>Inviting to most adults, but demands more attention than might be expected from children</p>
<p>LTS 3</p>		<p>YES</p>	<p>Often, but more variability in level of comfort</p>	<p>NO</p>
<p>LTS 4</p>		<p>YES</p>	<p>NO</p>	<p>NO</p>

Chart adapted from MnDOT Bicycle Facility Design Guide

Safe System: When to Mix, When to Separate?

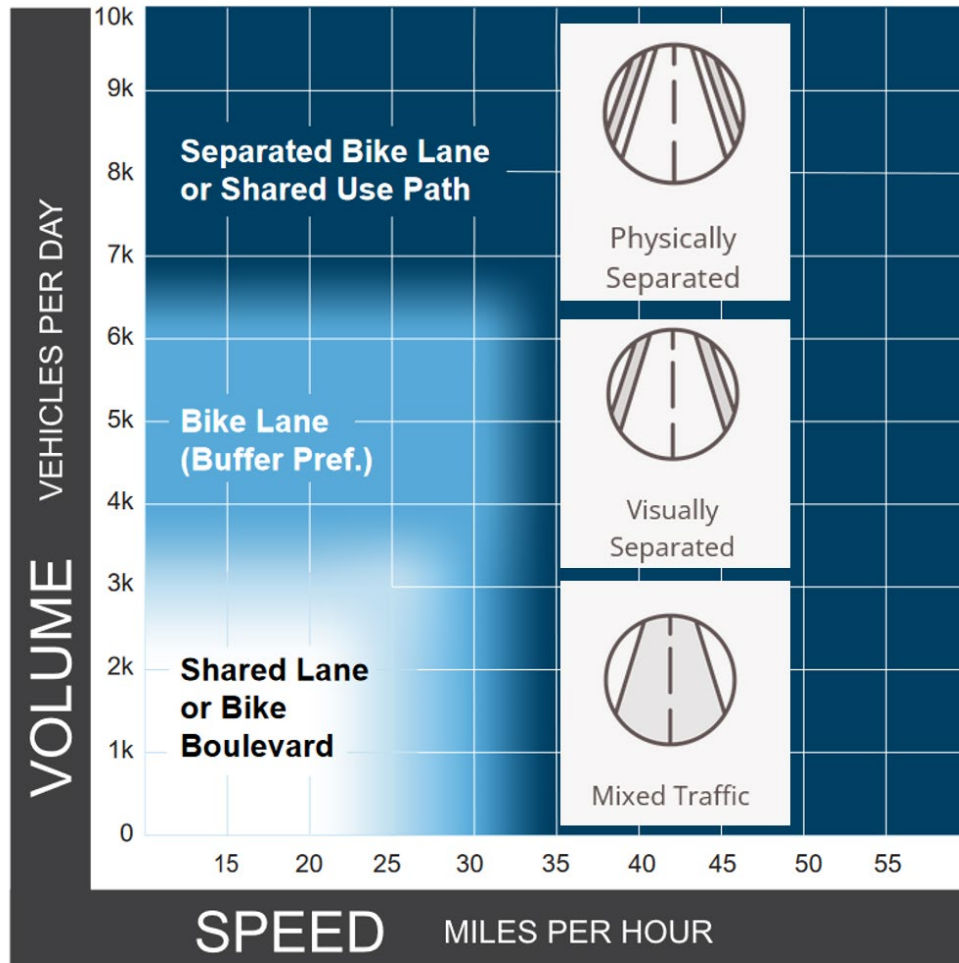


Chart adapted from *Federal Highway Administration Bicycle Selection Guide (2019)*.
 Note: Chart assumes operating speeds are similar to posted speeds. If they differ, operating speed should be used rather than posted speed.

SELECTING BIKEWAY FACILITIES

A key aspect to ensure safer roads by design is **separating users in the street space**.

The **greater the vehicle speed** and the **higher the vehicle traffic**, the **greater the physical separation** needs to be between people driving and people biking (and walking).

Separate and protect people from moving traffic when **vehicle speeds are above 20 mph**. This can be done visually with painted bike lanes or buffered bike lanes or physically with bikeways fully separated by curbs, street trees, on-street parking and more.

A **shared street environment**, where users are mixed, can be created for **people biking and driving** when **target speeds are at or below 20 mph and vehicle volumes are relatively low**. This can be true for people walking, especially in smaller cities or rural communities. This is a common environment on neighborhood residential streets.

Types of Bike Facilities



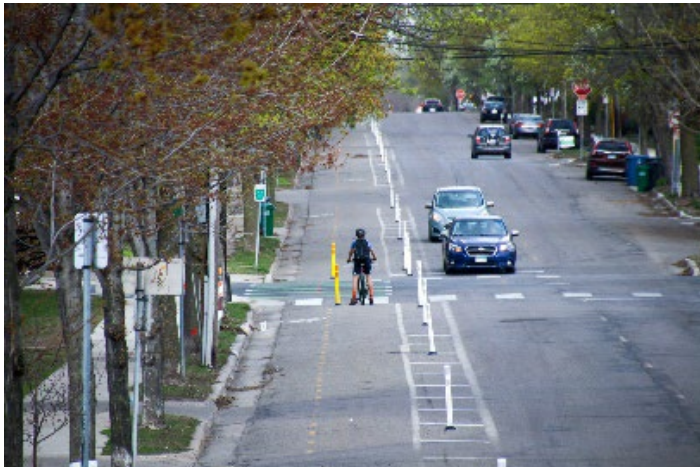
Bicycle Boulevard (traffic calmed local streets that prioritize bicycle travel)



Conventional Bike Lane



Painted Buffered Bike Lane (buffer can be on parked car side, travel lane side or both)



Two-Way Cycle Track (also called protected bike lane or separated bikeway)



Separated Bike Lane



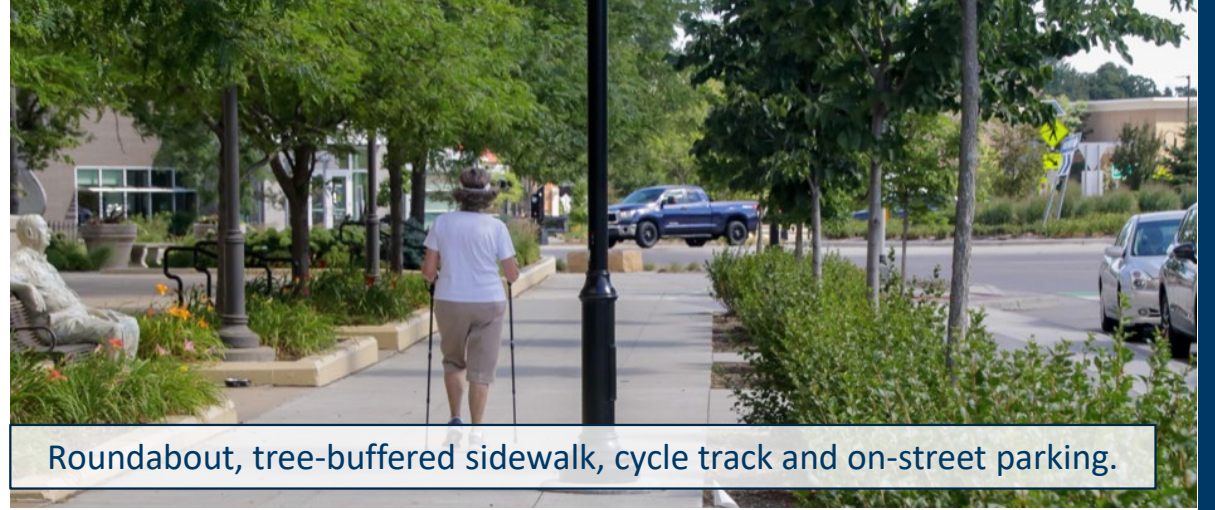
Shared Use Path (also called a paved multiuse trail, some may also be a side path)

Putting It Together

Successful streets that are safe for people walking and biking reduce the frequency and severity of crashes and minimize conflicts between users.

How street space is allocated plays a large part in managing speeds and ensuring streets are safe for all users, especially the most vulnerable. For example, narrowing, removing travel lanes and/or adding curb extensions reduces the amount of time people walking are exposed to potential conflict while crossing the street. Minimizing the crossing distance reduces the amount of time a motorist must stop while waiting for someone to cross. Narrowing and/or removing travel lanes also allows space to be reallocated for bike lanes, buffered bike lanes, fully separated paths or wider sidewalks. Installing intersection treatments like modern roundabouts or neighborhood traffic circles help manage speeds and are proven safety countermeasures, reducing the occurrence and severity of crashes.

Streets that are complete put people first and become even greater community assets. They are places where people want to walk and bike, rather than places where people can walk and bike if they must. In turn, more people choose to walk and bike.



Roundabout, tree-buffered sidewalk, cycle track and on-street parking.



Chicanes provide traffic calming and space for native vegetation.

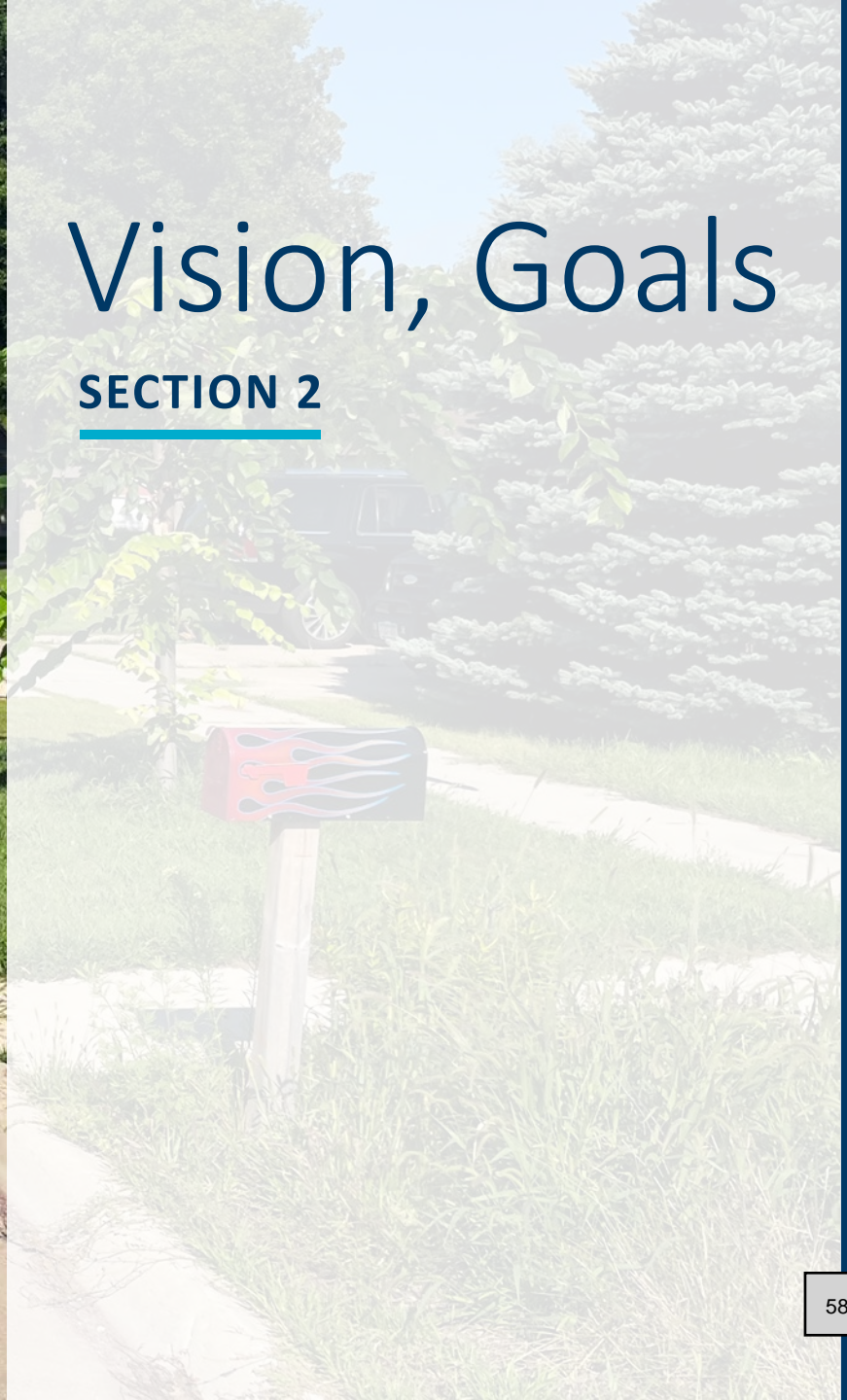


Neighborhood traffic circle in winter.



Vision, Goals

SECTION 2



Plan Vision



VISION

A safer, more walkable and bikeable St. James where all residents regardless of age, gender, ability, or language can easily access schools, parks, local businesses, and essential services.

Plan Goals



GOALS

- **All Ages, Genders, Abilities, & Languages:** Create a safe, accessible, and appealing transportation network for all residents.
- **Health & Quality of Life:** Promote a healthy active lifestyle for residents and improve community health outcomes through a well-connected sidewalk and trail network.
- **Sustainable and Resilient:** Provide a greater variety of transportation options to reduce reliance on single occupancy vehicles and decrease impacts such as noise and pollution.
- **Economic Empowerment:** Support equitable access to economic opportunity through low or no-cost modes of transportation connecting residents and local businesses.
- **Community Driven:** Develop a plan that engages all residents and reflects the diversity of community needs.



Our Streets Today

SECTION 3

What is it Like to Walk and Bike? Policy Framework

COMMUNITY SNAPSHOT

St. James staff, leadership, and community members have energy and enthusiasm to continue forward progress toward community walkability!

However, opportunity remains to improve accessibility for people using mobility devices like wheelchairs and walkers. Community members generally expressed concerns when it comes to traffic, unsafe and unclear crossings, broken or missing sidewalk gaps.

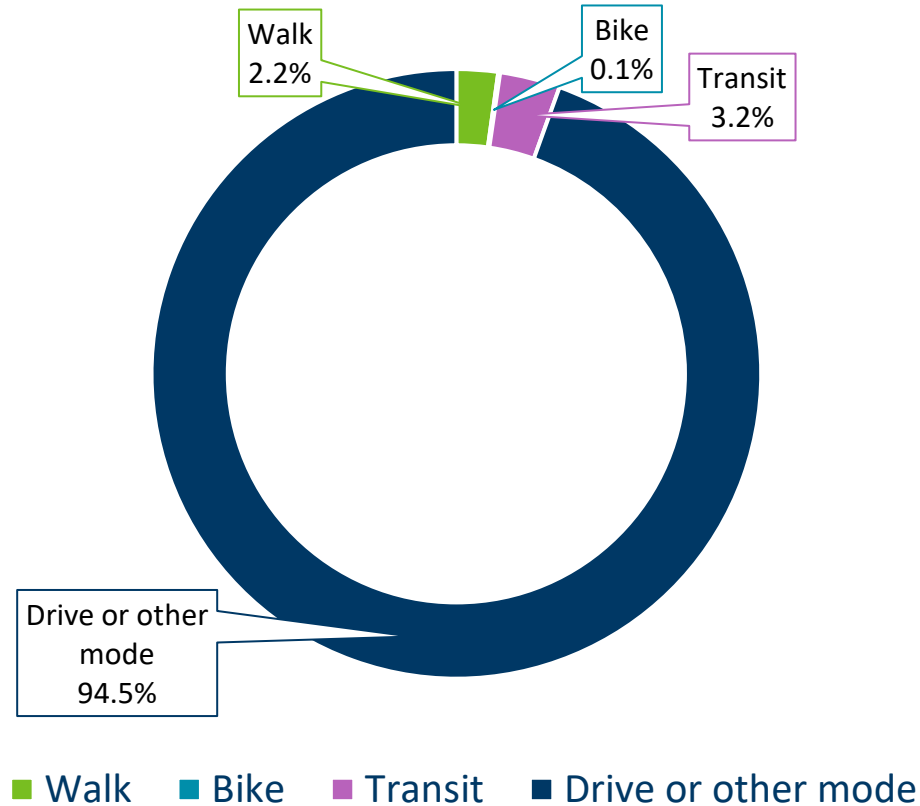
EXISTING PLANS & POLICIES

The **Active Transportation Action Plan** supports and is informed by the following existing plans and policies:

- **2023 City of St. James Land Use Plan** – Provides multiple polices supportive of active transportation. Actions include improving existing conditions, identifying areas for improvement, and generally increasing the number of people walking and biking.
- **2016 St. James Safe Routes to School Plan**– Identifies areas and corridors to improve safety along school routes. Multiple intersections, crossings, and walkways identified have since been improved.
- **2013 Active Living St. James Plan**– Includes recommended actions to improve and promote active transportation and to improve and expand pedestrian and bicycle unfactured.
- **Snow Removal Policy** – Requires building occupants or owners to remove snow and ice from parking lots, sidewalks, and driveways. Also provides means and standards for enforcement.

How are we moving today?

Commuting Mode Share in St. James



2.2% Walk

In St. James, 2.2 percent of commuters walk to work compared to 2.5 percent statewide. ACS, 2023 5-year estimates

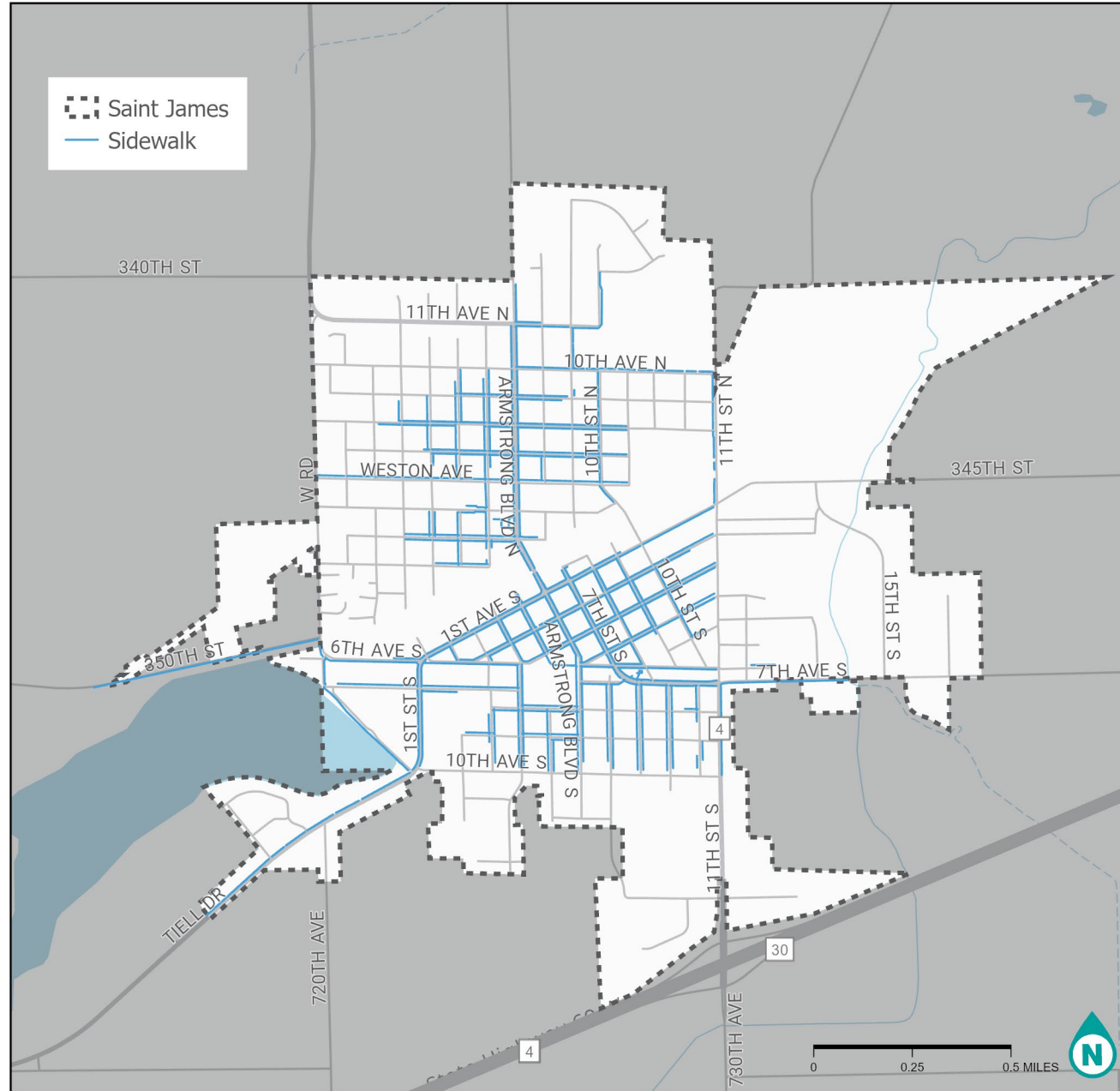
0.1% Bike

In St. James, 0.1 percent of commuters bike to work compared to 0.5 percent statewide. ACS, 2023 5-year estimates

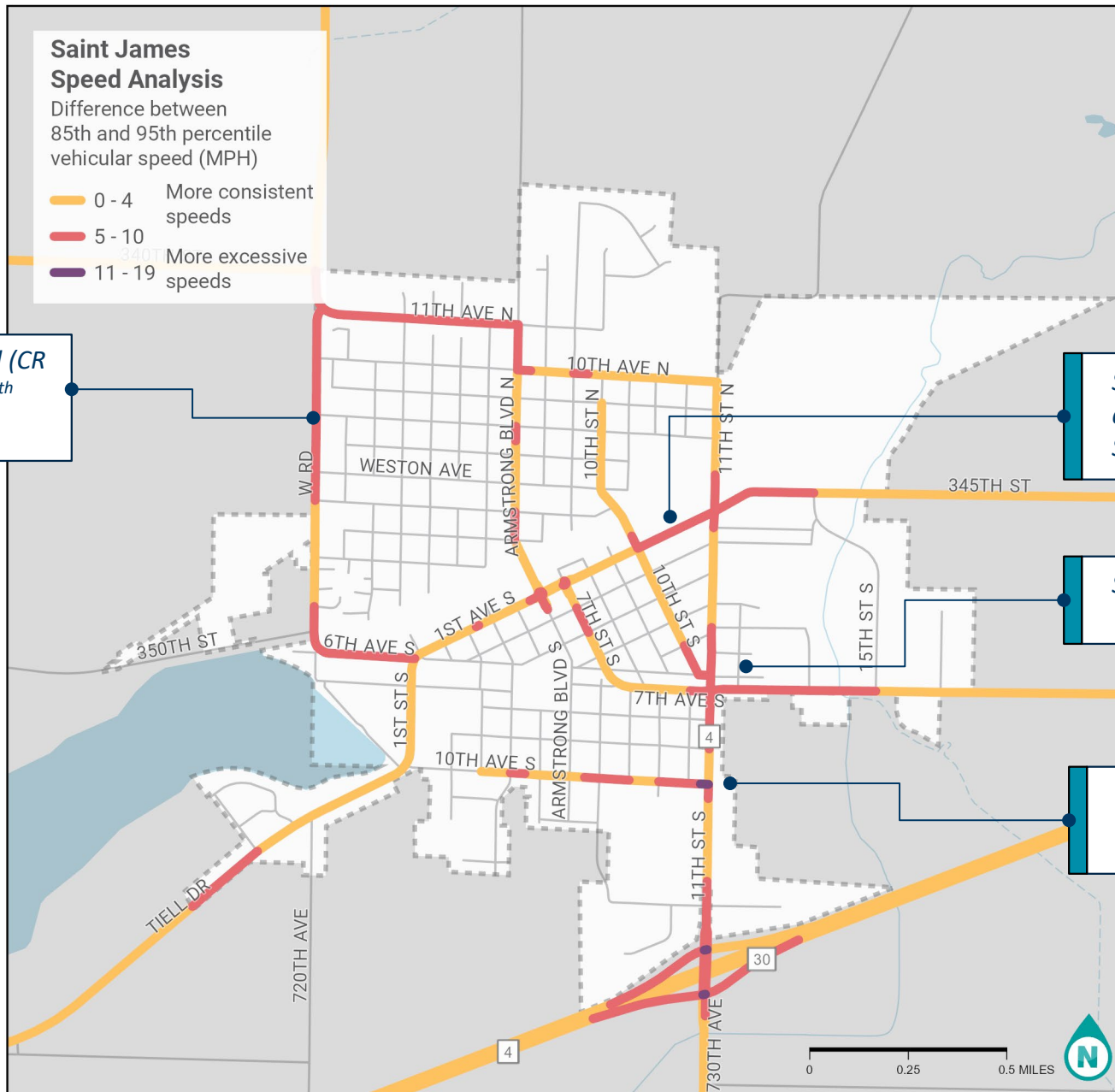
3.2% Transit

In St. James, 3.2 percent of commuters take transit to work compared to 2.1 percent statewide. ACS, 2023 5-year estimates

St. James Existing Conditions Sidewalk Map



Speed Map



Some speeding along West Road (CR 55) and at the intersection of 11th Avenue North

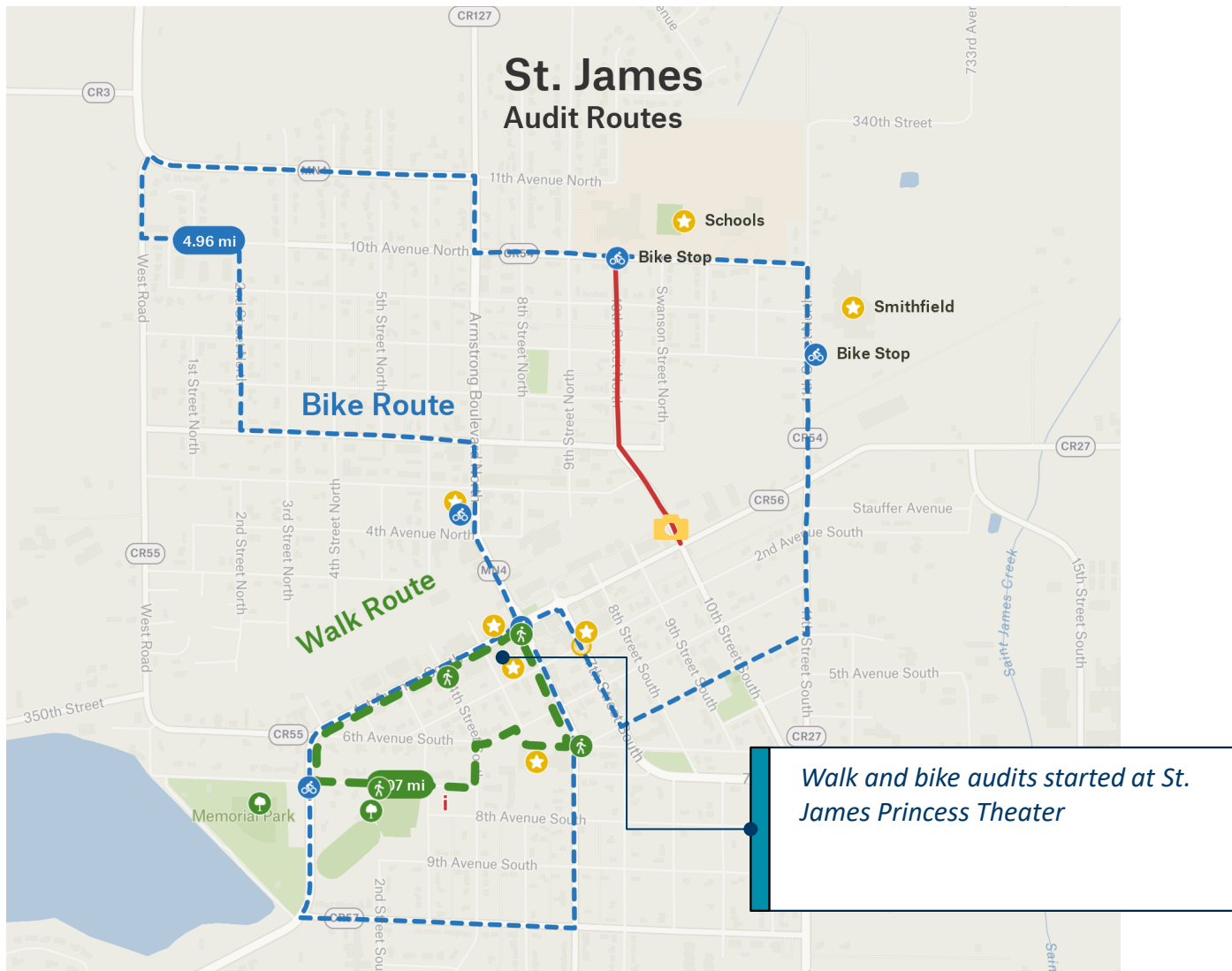
Some speeding on the 1st Avenue approaching downtown east of 10th Street South

Some speeding on 7th Street South

Some excessive speeding at 10th Avenue South and 11th Street South

Speed data shown here highlights where higher speed (greater risk) driver behaviors are more frequent. These areas are opportunities for improved traffic calming and greater vulnerable road user protection. Source: Replica Modelled Speed Data

Walk, Bike, Roll Audits



- August 20th 2025
- 1-mile walk and 4-mile bike ride
- Observed successes and challenges for walking and biking in St. James

A powerful tool for engagement, bringing together people with diverse perspectives and experiences—from city staff and elected leaders to community members— to:

- Observe and deepen understanding of how active transportation users experience a street
- Tap into people’s knowledge of place
- Learn from the physical built environment
- Engage in meaningful dialogue

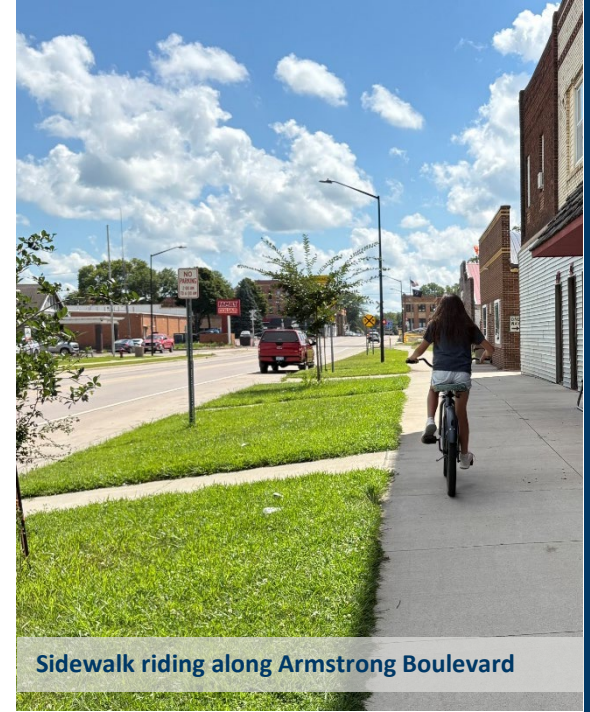
Walking and Biking Audits



St. James community audit team smiles for a group picture!



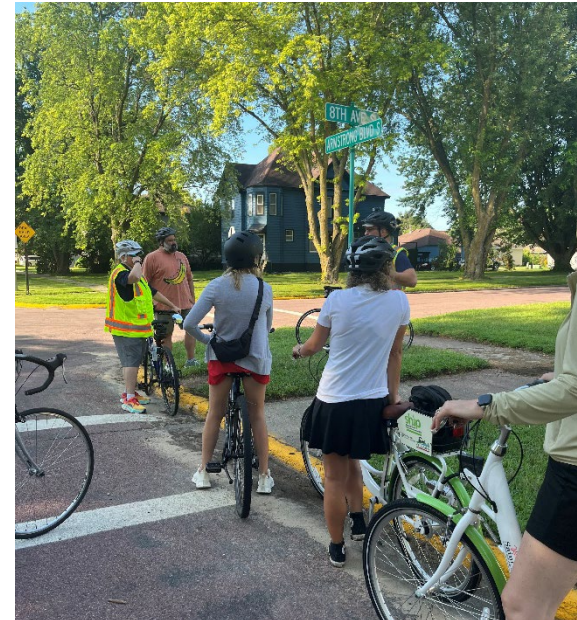
The audit team gathers at Princess Theatre



Sidewalk riding along Armstrong Boulevard



Pedestrians crossing 1st Avenue South



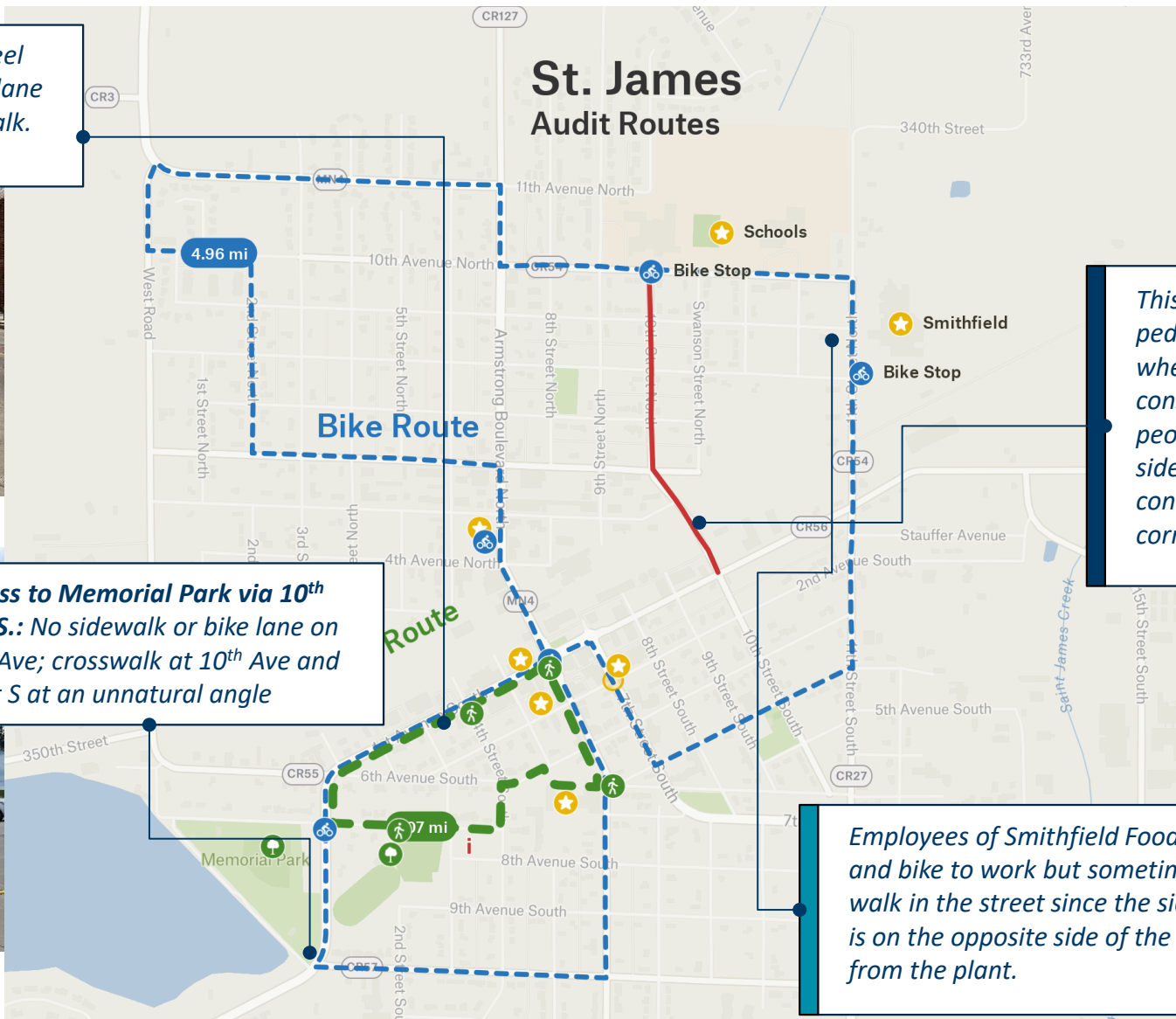
Observing crossing, Armstrong Blvd and 8th Ave



The bike audit team welcomes you to St. James!

Walk and Bike Audit Summary | Barriers and Opportunities

1st Ave S: Participants did not feel comfortable biking in a shared lane with car traffic or on the sidewalk.



This is the only place car, bike, and pedestrian traffic can get through when there's a train coming. It is constrained and can feel unsafe for people walking and biking. The sidewalk and bike lane are not continuous for the length of the corridor.

Access to Memorial Park via 10th Ave S: No sidewalk or bike lane on 10th Ave; crosswalk at 10th Ave and 1st St S at an unnatural angle



Employees of Smithfield Foods walk and bike to work but sometimes walk in the street since the sidewalk is on the opposite side of the street from the plant.



Key Observations: Walking and Biking Audits, 1 OF 4

WALKING AND BIKING AUDIT SUMMARY

The City of St. James has made recent progress toward community walkability, including beginning to conduct a sidewalk and curb ramp inventory. A Safe Routes to School plan was completed in 2016, and a Safe Routes to School project was constructed in 2022 to improve the crossing at 10th Avenue North and 10th Street North. City staff, leadership, and community members have energy and enthusiasm to continue forward progress toward community walkability.

Opportunities for improvement include accessibility challenges for people using mobility devices like wheelchairs and walkers—specifically, there are several corners that lack ADA-compliant curb ramps. Missing or broken sidewalks and the railroad crossing on Armstrong Boulevard North northwest of 1st Avenue South are other barriers.

People riding bicycles downtown face a challenge in the constrained environment without a designated place for bicycling—if they bike on the sidewalk, they face potential conflicts with people walking and business doors opening onto the sidewalk, but many are not comfortable biking in a shared lane with cars.

Generally, there is an opportunity to add or formalize the walking and biking network by adding designated walking and biking infrastructure.

GLOBAL OBSERVATIONS



ADA curb ramps and sidewalk condition

Sidewalks around St. James are missing, in poor condition, and lack ADA-compliant curb ramps. This can be challenging and hazardous for people using mobility devices or pushing strollers or carts, especially older people and young children.

Opportunity to expand bike network

Throughout St. James, wide streets provide an opportunity to allocate space for bike lanes and new shared use paths to create a more formalized, connected bike network, such as on 2nd Avenue South, 10th Street North, and West Road/6th Avenue South.

Key Observations: Walking and Biking Audits, 2 OF 4

AUDIT KEY FINDINGS



Lake/park access via Walking or Biking

Lakeside Memorial Park is a generator of pedestrian and bicycle trips down 10th Avenue South, especially for kids. There is no sidewalk or bike lane on 10th Avenue South, and the crosswalk at 10th Avenue South and 1st Street South is at an angle that does not naturally connect to the path someone walking or biking would take. An RRFB is present.



Bumpy Pedestrian and Bicycle Railroad crossing on Armstrong Boulevard

The railroad crossing on Armstrong Boulevard North northwest of 1st Avenue South is uneven and bumpy for people biking or using a wheeled device on the road or sidewalk. This poses accessibility challenges as the crossing is between the Park Apartments building, where many older adults and people with disabilities live, and downtown St. James, where grocery and other stores are.



Key Observations: Walking and Biking Audits, 3 OF 4

AUDIT KEY FINDINGS, CONTINUED



Providing safe and comfortable bikeways on 1st Avenue South (MN 4)

1st Avenue South is constrained, with more traffic as you get closer to downtown. Participants noted they do not feel comfortable biking in a shared lane with car traffic, and some have expressed concerns about being struck by car doors as they're biking. The sidewalk also does not feel like a safe option, as there are concerns about conflicts with pedestrians and business doors opening onto the sidewalk.



Questions about crossing the southeast leg of the intersection of 1st Avenue South and 7th Street South

There is a limited sightline for drivers and pedestrians around the southwest corner two-story building that has little setback from the road. Crosswalks are set back from the intersection and are faded.

Key Observations: Walking and Biking Audits, 4 OF 4

AUDIT KEY FINDINGS, CONTINUED



10th Street North/South

This is the only passage for all modes of traffic when trains cross town. It is constrained and can be scary for people walking and biking when there is car traffic. There is a sidewalk north of the bridge on the west side which ends at 5th Avenue. Pedestrians are presumed to walk in the striped bike lane under the bridge. The sidewalk begins again south of 3rd Avenue on the east side of the street. Participants noted residents appreciate the sidewalk and bike lane, but the bike lane is not marked or indicated other than the line of paint.



11th Street North

On 11th Street North, there is a sidewalk only on the west side of the street. Employees of Smithfield Foods, a major employer in town, walk and bike to work but sometimes walk in the street since the sidewalk is on the opposite side of the street from the plant. There is not a crosswalk adjacent to the plant, and 11th Street North separates Smithfield from the residential neighborhood to the west.

Online Survey Summary

St. James Active Transportation Survey

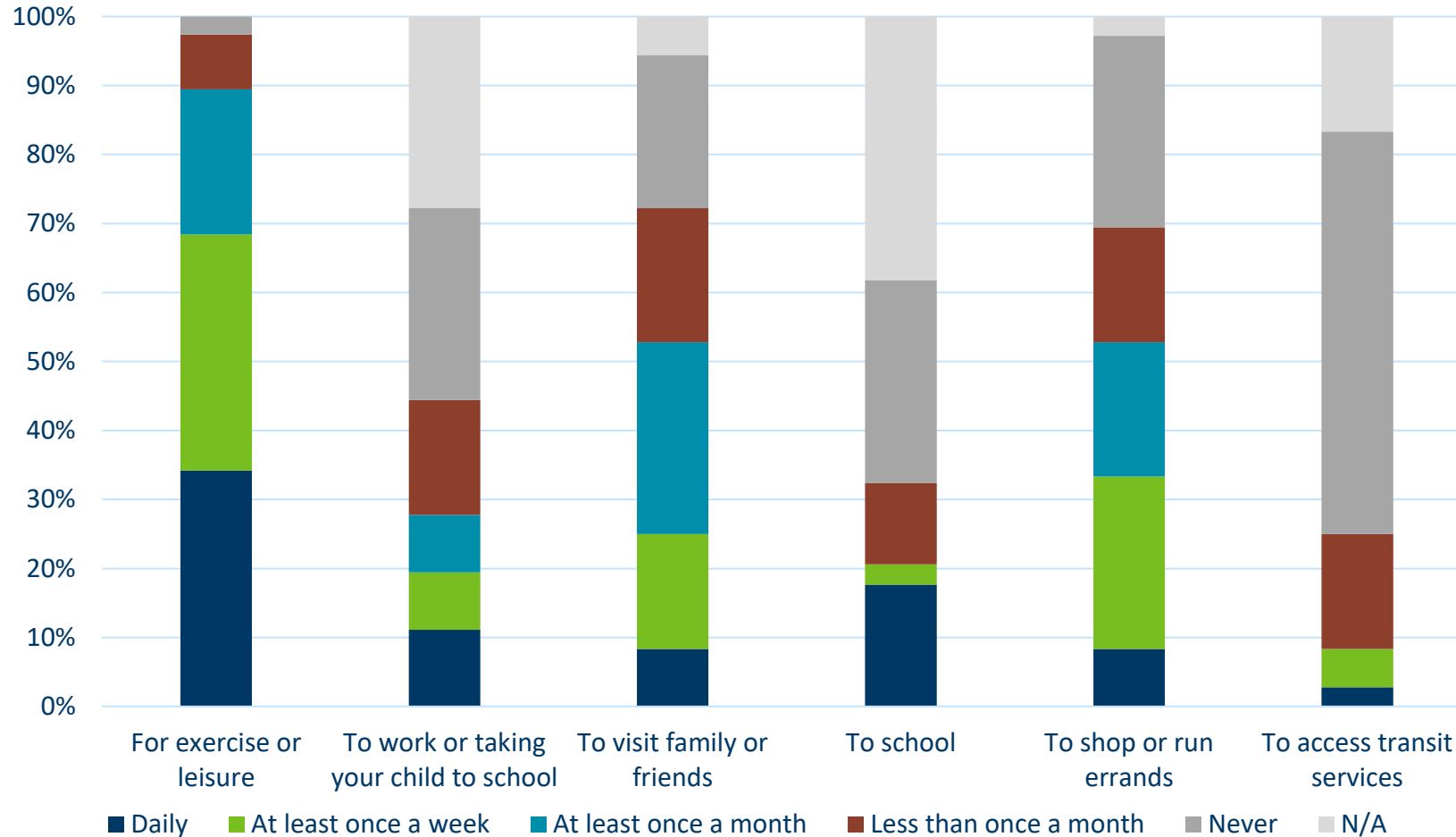
Open: 8/19/25 – 10/14/25

12 Questions

41 Participants

- **68%** of respondents **walk for exercise or leisure once or more per week**, and about **39%** **bike for exercise or leisure once or more per week**.
- On average across all trip purposes, **27%** of respondents **walk more than once a week** and **19%** **bike more than once a week**
- **70%** of respondents **would like to walk, bike** (or ride a bike-like mode) **or use a mobility device around St. James more than once a week**.
- **57%** **would like to walk, bike** (or ride a bike-like mode) **or roll to a park or green space, but are currently unable to**.
- The top three things that **motivate** respondents **to walk or bike** are **physical health, mental health, and fun**.
- The top concerns that **prevent** respondents **from walking or biking** are **being worried about being hit by a car** and **weather or climate**.

How often do you walk for the following purposes? | Online Survey Results



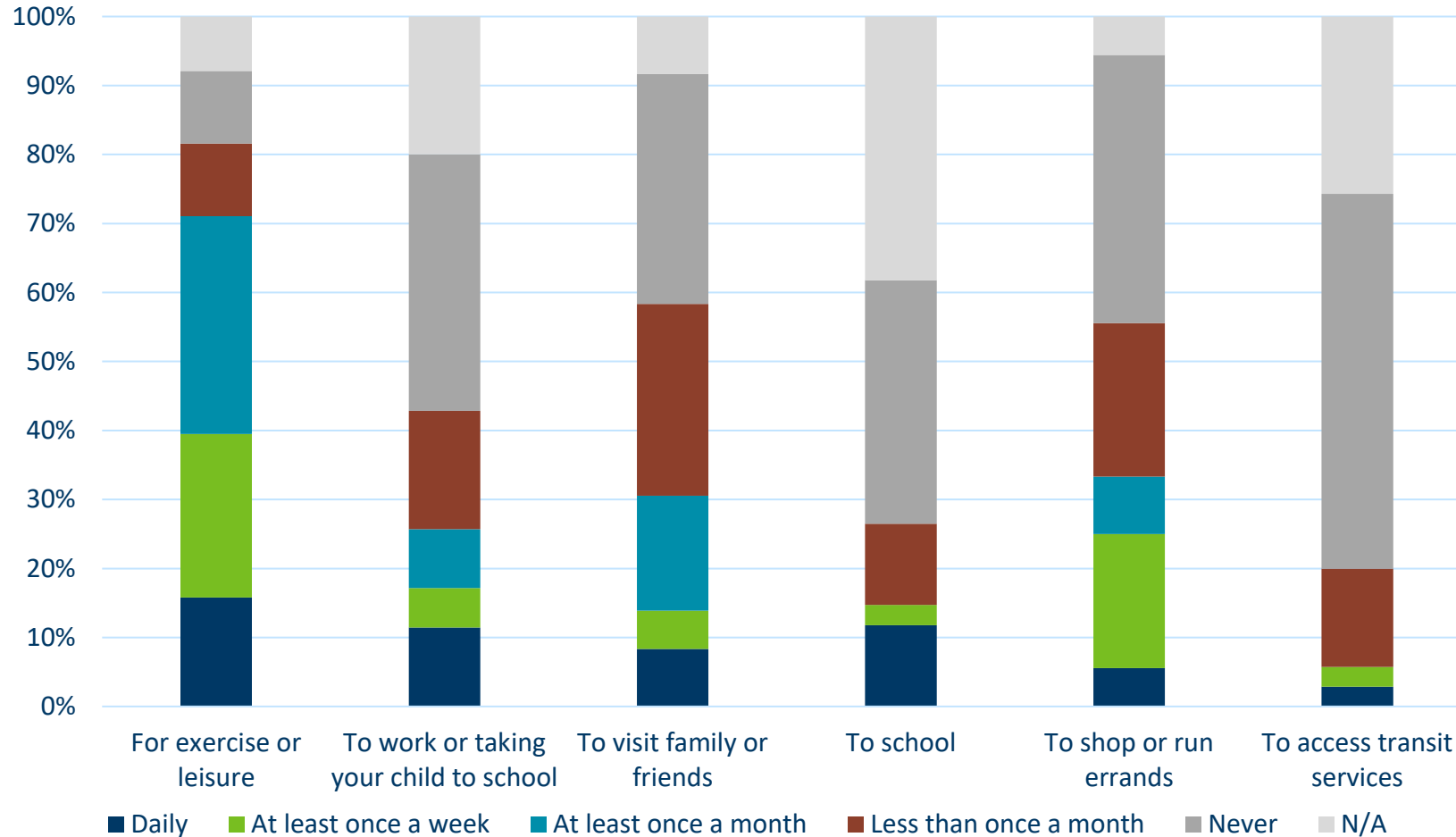
38 responses

68%

of respondents said they walk for exercise or leisure at least once per week.

31% of respondents said they walk to shop or run errands at least once per week.

How often do you bike (or ride a bike-like mode) for the following purposes? | Online Survey Results



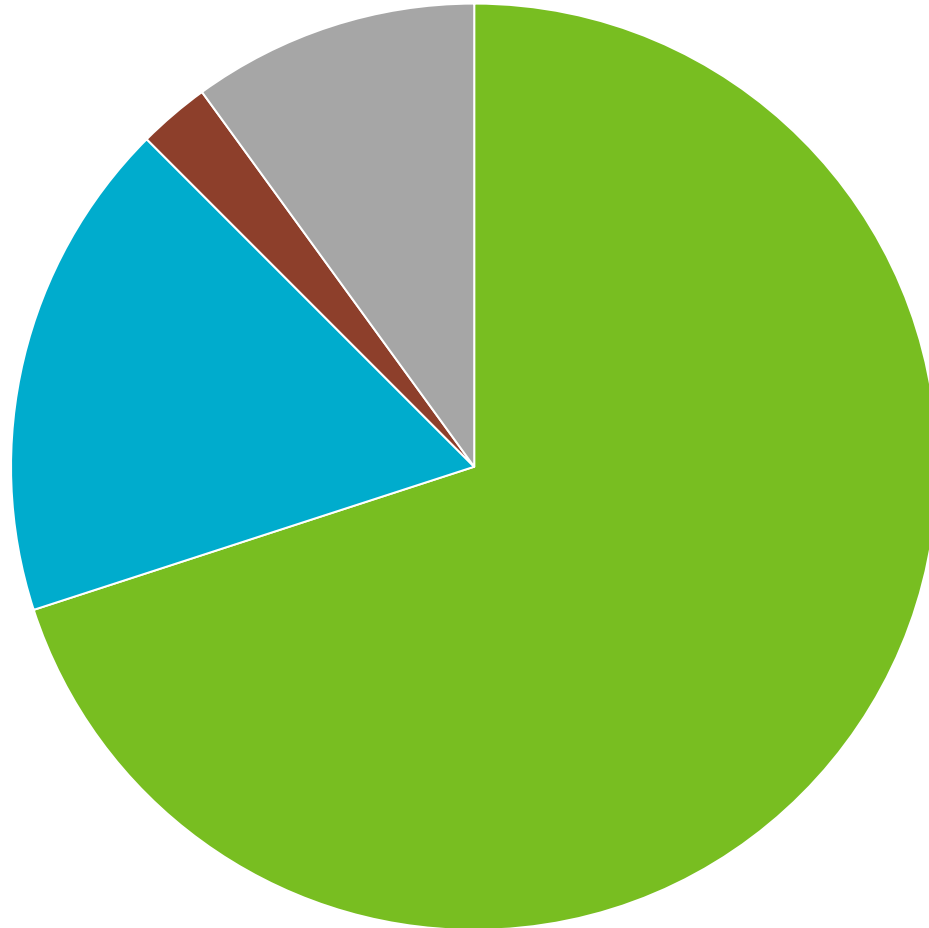
38 responses

39%

of respondents said they bike for exercise or leisure at least once per week.

25% of respondents said they bike to shop or run errands at least once per week.

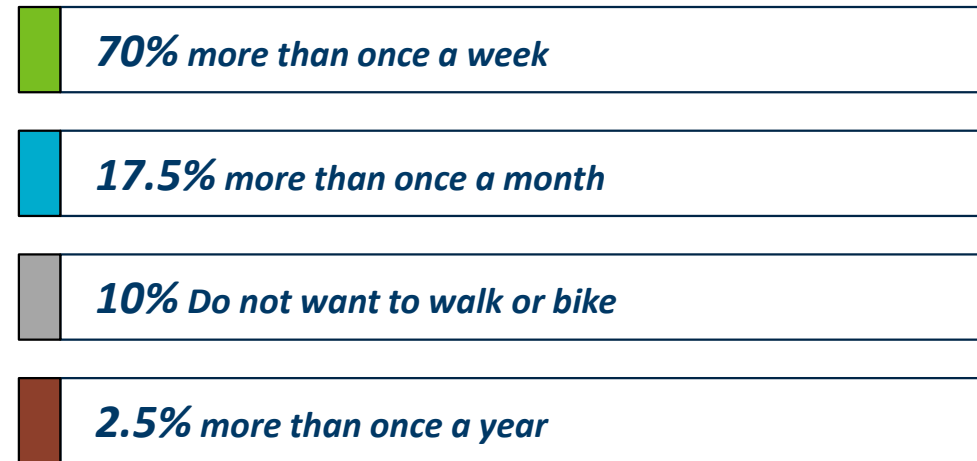
How often would you like to walk, bike (or ride a bike-like mode) | Survey Results



40 Responses

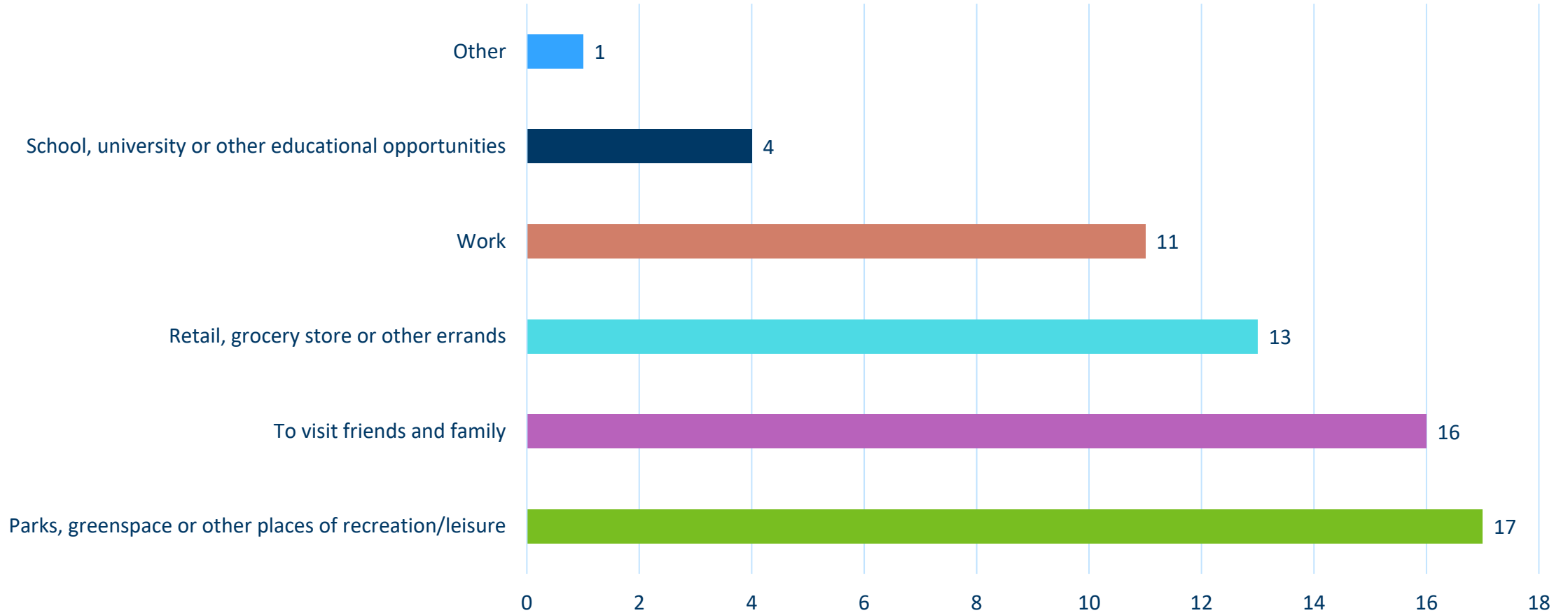
On average across all trip purposes, **27% of respondents currently walk more than once a week** and **19% currently bike more than once a week.**

However, **70% of respondents would like to walk and bike more than once a week.** This indicates respondents are walking and biking less than they would like to per week.

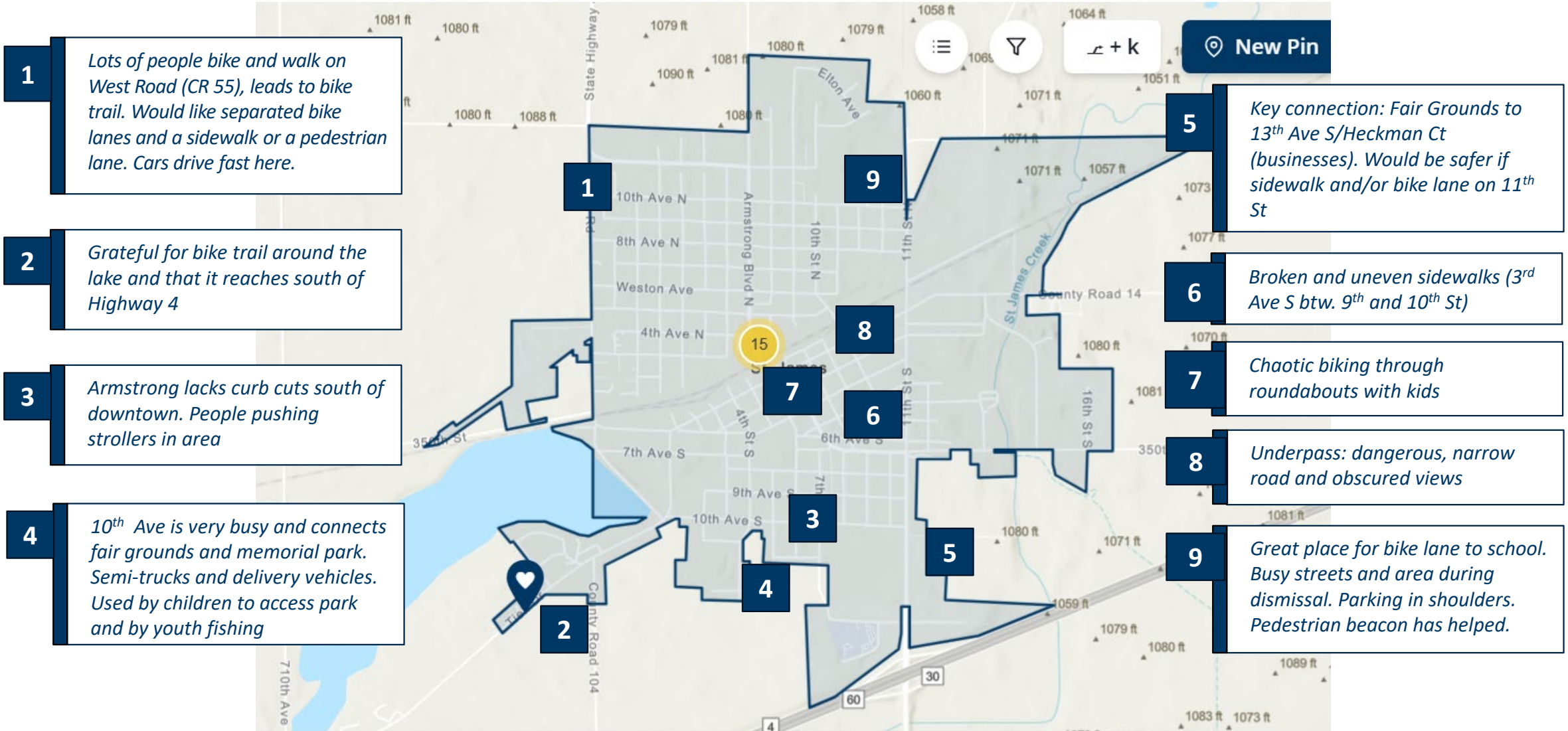


Where would you like to walk, bike (or ride a bike-like mode) or roll to, but are currently unable to? **Online Survey Results**

19 responses (Select all that apply)



Online Interactive Map Summary **Open:** 8/19/25 – 10/14/25 | **16** Comments | **96** Visitors



Community Conversations Summary

Listening Session: August 20th

Safety Concerns Biking Downtown

Narrow, sidewalk riding, traffic volume

Railroad Crossings at Armstrong

Narrow, sidewalk riding, traffic volume

Corridors for Improvement

10th Avenue South (connections to fields), 10th Avenue North (school routes), Armstrong Boulevard (HRA residents)

Education and Promotion

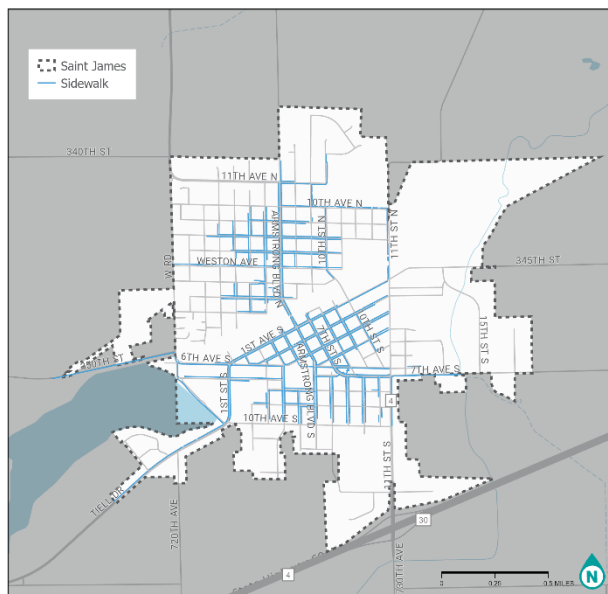
Need for children and adult bicycle education, building from Bike to School Day 2024 success



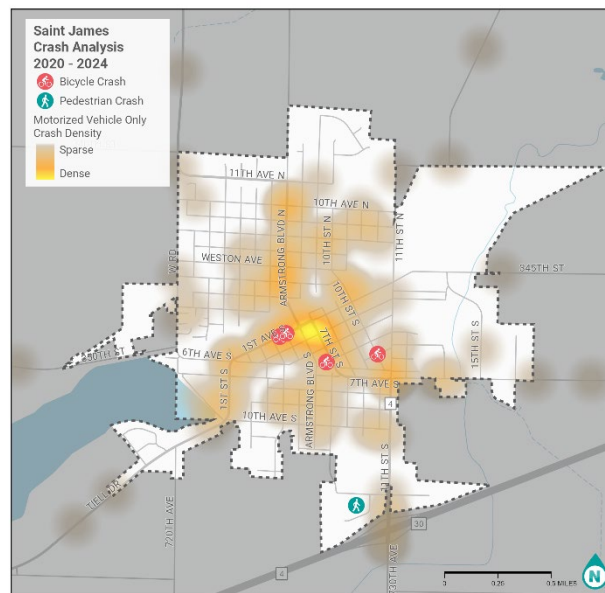
Active Transportation Today

Gaps, Strengths and Opportunities for Action

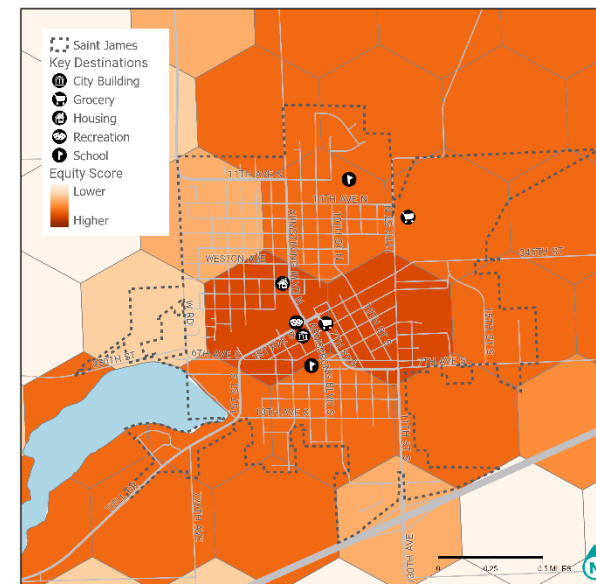
EXISTING NETWORK



SAFETY



EQUITY AND CONNECTIVITY



Community Input Insights ➔

Community input correlated with corridors of high speed, crash density, and lacking pedestrian and bicycle facilities

Opportunities for Action ➔

- Sidewalk improvements and new bicycle facilities identified as community need.
- Creating safer corridors and connections **across** St James (Armstrong, W Rd / CR 55, 10th St S, 10th Ave S)



Where We're Going - Our Streets Tomorrow

SECTION 4

Introduction | Recommended Network and Priority Projects

Public input and technical analysis informed the development of a recommended active transportation network and priority projects to build out the network over time. Network recommendations were developed to connect bike and pedestrian facilities to key destinations for community members and visitors.

Many recommendations will require close coordination with agency partners including MnDOT, the Statewide Health Improvement Partnership (SHIP), and local schools. In some instances, short-term actions are identified to start making progress while longer-term, more resource-intensive improvements are developed.

Recommended Action Types

**Project
Actions**

**Policy
Actions**

**Practice
Actions**

**Program
Actions**



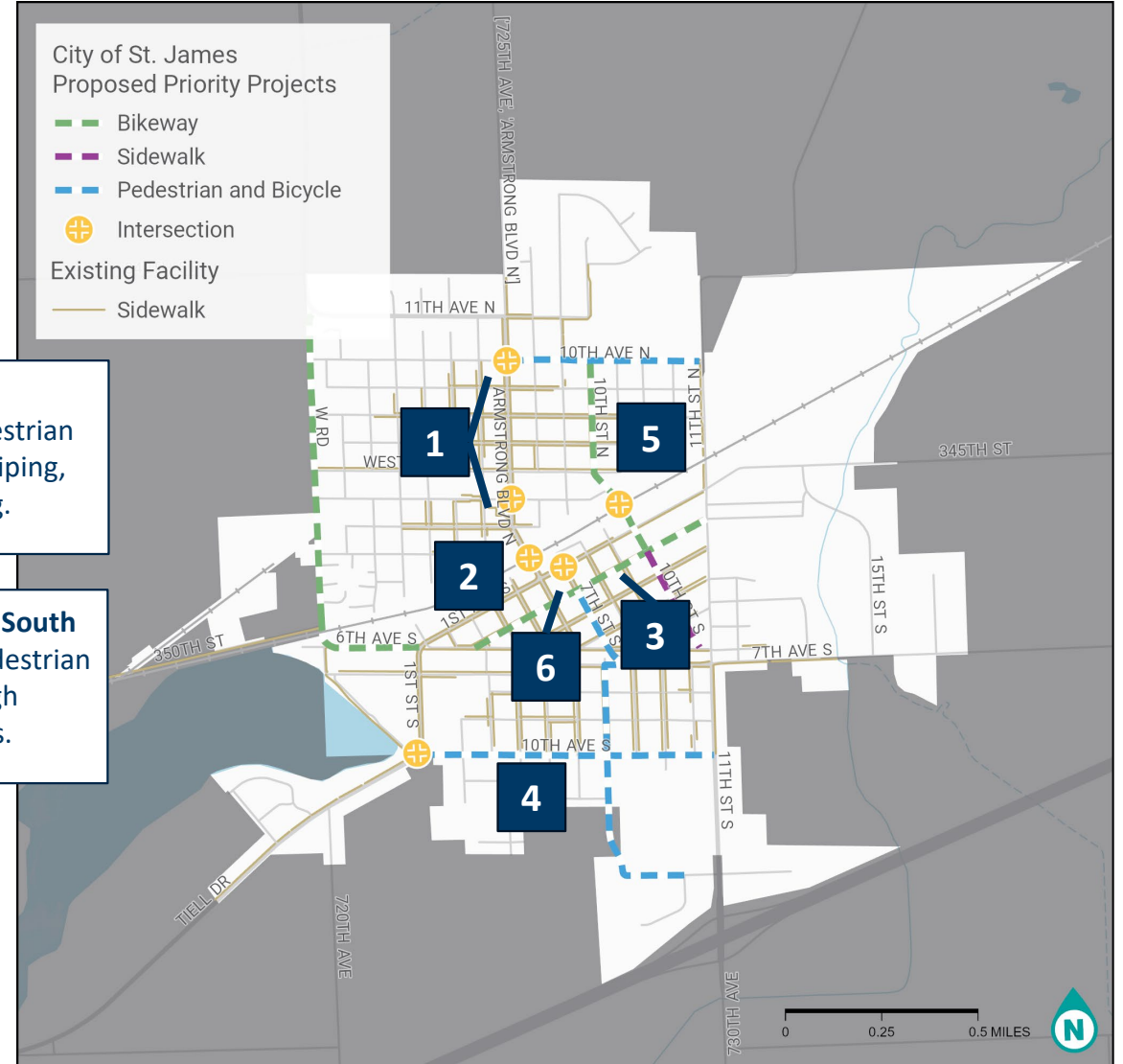
Project Actions

The following project actions will support the implementation of the active transportation network.

Active Transportation Priority Network | Priority Projects

- 1** **Armstrong Boulevard Intersections at 10th Avenue North and 5th Avenue North** - bump outs, median refuge islands, beacons, high-visibility crosswalks.
- 2** **Armstrong Boulevard Railroad Crossing Surface Improvement** – Improve safety and pavement conditions across railroad tracks.
- 3** **Alternative Bike Lane on 2nd Avenue with Bike Parking** – create dedicated bicycle facilities through potential parking reallocation.
- 4** **10th Avenue South Bikeway and 1st Street Intersection** – Reconstruction to add sidewalks, bicycle facilities, or a multi-use trail.

- 5** **10th Street South Railway Underpass** – Improve pedestrian and bicycle safety using striping, signage, and traffic calming.
- 6** **1st Avenue and 7th Street South Intersection** – Improve pedestrian and bicycle visibility through signage and clear sightlines.



Project numeric order based on project prioritization vote completed by local planning team and community members.

Project Actions, PAGE 1 OF 3

The following are priority project actions that will support the implementation of active transportation.

Project	Action: What is being suggested?	Description: What is the project opportunity?	Action Step: What is a next step(s) to take?	Time Period
1) Armstrong Boulevard Intersections at 10th Avenue North and 5th Avenue North	<p>Pursue crossing safety improvements, such as bump outs, median refuge islands, RRFBs (rectangular rapid-flashing beacons), and/or high-visibility crosswalks.</p> <p>Implement a temporary demonstration project installation to test safety improvements using temporary flexible delineator posts and paint. Collect community feedback during and after installation and use findings to inform permanent design, including conducting a bicycle and pedestrian count survey.</p>	<p>These are important intersections for Housing Redevelopment Authority (HRA) residents, school access, and downtown connections. 10th Avenue North is a county road and 5th Avenue North is a city road. Armstrong Boulevard is a state highway.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Coordinate with MnDOT and Watonwan County <input type="checkbox"/> Demonstration project <input type="checkbox"/> Community engagement (before/during demonstration project) <input type="checkbox"/> Bicycle and pedestrian count study (before/during demonstration project) <input type="checkbox"/> Assess demonstration project impact on student travel. <input type="checkbox"/> Identify long-term project funding <input type="checkbox"/> Technical design and construction 	<p>2026-2027 (YEARS 0-1) Demonstration Project</p> <p>2028-2031 (YEARS 2-5) Technical design and construction</p>
2) Armstrong Boulevard Railroad Crossing Surface Improvements	<p>Improve safety and smoothness of railroad crossing surface. Engage Union Pacific Railroad to understand right of way and approvals and investigate available surface and material technology.</p>	<p>This central crossing connects people walking, biking, and rolling through downtown and is one of four railroad crossings in St. James. The current surface and flangeway rail gutters make it difficult for pedestrians to cross.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Stakeholder engagement (railroad) 	<p>2026-2027+ (YEARS 0-1) Railroad Outreach</p> <p>2028+ (Year 3 and beyond) Design and railroad approval</p>

Project Actions, PAGE 2 OF 3

The following are priority project actions that will support the implementation of active transportation.

Project	Action: What is being suggested?	Description: What is the project opportunity?	Action Step: What is a next step(s) to take?	Time Period
3) On-Street Bike Lane on 2nd Avenue South with Bike Parking	Explore adding dedicated bicycle facilities and infrastructure to create an alternative biking route and corridor parallel to 1st Avenue downtown. Consider conducting a parking study to assess parking utilization and alternative uses of roadway space.	Residents do not feel comfortable biking through downtown St. James on 1st Avenue. 2nd Avenue South emerged as a possible alternative route. Residents emphasized that bike parking should be available on 2nd Avenue South so they can lock their bikes and walk to 1st Avenue.	<ul style="list-style-type: none"> <input type="checkbox"/> Conduct community engagement <input type="checkbox"/> Conduct bicycle and pedestrian count and parking study <input type="checkbox"/> Seek funding for technical design <input type="checkbox"/> Explore potential pilot installation using temporary bollards, paint, and parking restrictions. 	2026-2029 (YEARS 0-3)
4) 10th Avenue South Corridor Study and 1st Street South Intersection Improvements	<p>Consider studying sidewalks, crosswalks, bike lane/bikeway, or multiuse trail along 10th Avenue South. Consider improvements to intersection geometry and crossing visibility at 1st Street South intersection.</p> <p>Consider testing a striped bike lane and potential to limit on-street parking to improve visibility for bikes and pedestrians near the intersection. Long-term reconstruction could include multi-use trail design or bikeway.</p>	10th Avenue South is an important east-west corridor across the south side of town for recreation and school access. The 10th Avenue South and 1st Street intersection geometry is challenging for bicyclists and pedestrians to navigate.	<ul style="list-style-type: none"> <input type="checkbox"/> Community Engagement <input type="checkbox"/> Engage and collaborate with Watonwan County (road owner) <input type="checkbox"/> Bicycle/pedestrian count study <input type="checkbox"/> Explore funding possibilities <input type="checkbox"/> Technical design 	2026-2027 (YEARS 0-1) Engagement and short-term improvements (signage, striping) 2028-2031 (Year 2-5) Final Design and Reconstruction

Project Actions, PAGE 3 OF 3

The following are priority project actions that will support the implementation of active transportation.

Project	Action: What is being suggested?	Description: What is the project opportunity?	Action Step: What is a next step(s) to take?	Time Period
5) 10th Street South Railway Underpass	Improve pedestrian and bicycle safety within roadway constraints underneath railway crossing. Consider design options that dedicate space to people walking, biking, and rolling. Also consider ways to improve visibility (improved signage, painted advisory bike lane, improved lighting or flashing pedestrian/bicycle present beacon). Could also study traffic calming at adjacent intersections to slow traffic approaching the underpass.	This intersection is the only crossing available when trains are passing. People must walk, bike, or roll on the street, which can be constrained when traffic is present.	<ul style="list-style-type: none"> <input type="checkbox"/> Demonstration project <input type="checkbox"/> Community engagement (before/during demonstration project) <input type="checkbox"/> Bicycle and pedestrian count study (before/during demonstration project) <input type="checkbox"/> Explore funding possibilities <input type="checkbox"/> Technical design <input type="checkbox"/> Identify bridge replacement timeline and potential for long-term roadway widening 	2026-2027 (YEARS 2-3)
6) 1st Avenue and 7th Street South Intersection	Evaluate options to improve visibility for all modes at this downtown intersection. Explore ways to increase safety using signage, improved striping, and beacons to alert drivers when pedestrians are crossing.	Visibility at this intersection is limited by the building on the Southwest corner. Crosswalks are set back from the intersection, so drivers may not see or expect to see people walking across.	<ul style="list-style-type: none"> <input type="checkbox"/> Consult/coordinate with MnDOT on options 	2026-2028 (YEARS 0-2)

Active Transportation Priority Network | Additional Projects

7

Completing the sidewalk network in the neighborhood near the public schools – Extend sidewalk network and add additional crossing and connections south of the school.

8

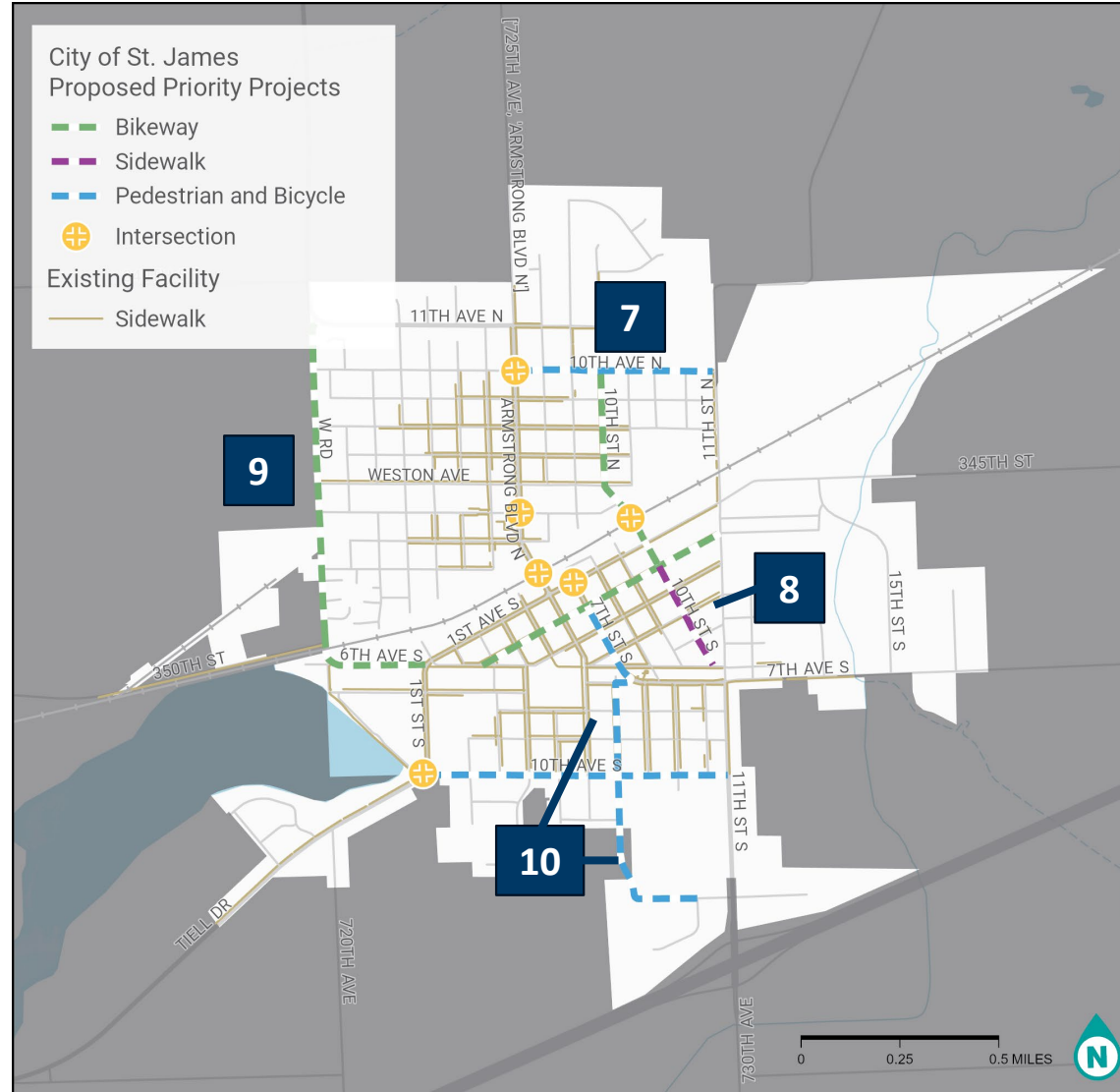
Sidewalk Improvements on and near 10th Street South, St. Paul's School – Fill in gaps in sidewalk network, stripe crossings, retrofit curb cuts.

9

County Road 55 Bike Lane/Multiuse Trail – Create an on-street bike lane and connect adjacent trails.

10

7th Street South Bike Lane / Sidewalk – Create an on-street bike lane or sidewalk on 7th Street South between St. James Medical Center and downtown.



Additional Projects

The following are additional project actions that could be further explored and developed in the future to support active transportation. Each additional project received two or less votes during the Action Planning Summit.

Project	Action: What is being suggested?	Time Period
7) Completing the sidewalk network in the neighborhood near the public schools	The Safe Routes to School project to improve the crossing at 10th Avenue North and 10th Street North helps students safely access the school campus. There are opportunities to improve additional crossings along 10th Avenue North near the school campus and complete the sidewalk network in the surrounding neighborhoods.	Long-term
8) Sidewalk Improvements on and near 10th Street South, St. Paul's School	The sidewalk network is incomplete and inaccessible near St. Paul's Lutheran School. On 4th Avenue South, the parking lot extends all the way to the curb. On 9th Street South, the sidewalk includes a set of steps. On 10th Street South, the sidewalk extends only partway down the block. There is a sidewalk on the other side of the street, but crosswalks are not marked and not all corners have curb ramps.	Long-term
9) County Road 55 Bike Lane/Multiuse Trail	County Road 55 has a bikeable shoulder. Some workshop participants proposed making this a formal bike lane or adding a multiuse trail.	Long-term
10) 7th Street South Bike Lane / Sidewalk	The segment of 7 th Street South below (south) of 10 th Avenue South lacks a sidewalk and become a dirt road between 11 th Avenue South and 13 th Avenue South. Future development is planned along this road and the road connects St. James residents between downtown, St. James Medical Center and other places of work and business on the southeast edge of town. Workers are also known to bike to the medical center and the Super 8. Consider continuing the sidewalk on 7 th Street South and adding an on-street bike lane to connect existing businesses and planned residential development.	Medium to long-term

Policy Actions

The following policy actions will support the implementation of the active transportation network.

Policy Actions, PAGE 1 OF 3

The following are policy actions that will support the implementation of active transportation.

Policy	Action: What is being suggested?	Description: What is the policy?	Action Step: What is a next step(s) to take?	Time Period
Complete Streets Policy	Adopt a Complete Streets policy.	Complete Streets policies are an approach that integrates people and place in the planning, design, construction, operation and maintenance of streets. This helps to ensure streets put safety over speed, balance the needs of different modes and support local land uses, economies, cultures and natural environments. Complete Streets are most often achieved by passing binding ordinances, laws or resolutions, and then putting it into practice by implementing plans like an Active Transportation Plan or during annual re-stripping projects. Ensure the St. James Complete Streets policy applies to all street projects unless by exemption.	<input type="checkbox"/> Assign a staff working group to draft a Complete Streets Policy based on Smart Growth America and the National Complete Streets Coalition guidance: The Complete Streets Policy Framework .	2028-2029 (YEARS 2-3)
Toward Zero Deaths	Make an official and public commitment to a Toward Zero Deaths goal to achieve zero traffic fatalities or severe injuries among all road users within a set timeframe.	<p>Toward Zero Deaths (also called Vision Zero) is a strategy to eliminate all traffic fatalities and severe injuries. A local policy lays out goals, timeline, stakeholders and a commitment to multi-disciplinary cooperation and collaboration, community engagement, transparency and equitable outcomes. Establishing a Toward Zero Deaths goal can help justify other changes in how streets are designed, maintained and operated which improves safety for all.</p> <p>Minnesota Toward Zero Deaths (TZD) is a program and network to support local and statewide traffic fatalities or severe injury reduction goals. Learn more and join the Minnesota TZD network.</p>	<input type="checkbox"/> Educate and advance a Toward Zero Deaths goal for all road users within a set timeframe with the mayor, city council and city manager.	2026-2027 (YEARS 0-1)

Policy Actions, PAGE 2 OF 3

The following are policy actions that will support the implementation of active transportation.

Policy	Action: What is being suggested?	Description: What is the policy?	Action Step: What is a next step(s) to take?	Time Period
Sidewalk Maintenance Policy	Consider updates to the Sidewalk Maintenance and Repair Policy in City Code with a focus on equitable cost recovery options and a resident complaint/response process to support accessibility.	Sidewalk repair is an ongoing maintenance need for cities. Neglecting repairs makes streets less accessible, especially for people who use wheelchairs, canes or walkers. A good sidewalk maintenance policy includes: (1) identification of defective conditions; (2) development of an inspection procedure and schedule; (3) prioritization of replacement and repair; (4) development of equitable cost recovery mechanisms (e.g., city pays in full, assess the costs to property owners, in which case a clear policy and procedure is needed or other options such as shared cost or bill of sale policies); and (5) response process to resident complaints and concerns.	<ul style="list-style-type: none"> <input type="checkbox"/> Staff research sidewalk maintenance and repair best practices <input type="checkbox"/> Develop draft ordinance <input type="checkbox"/> Engage City Council 	2026-2027 (YEARS 0-1)
Community-wide ADA Transition/ Action Plan	Continue St James’s effort to create curb cuts and consider developing a network wide plan to prioritize and coordinate future ADA projects.	An Americans with Disabilities (ADA) Transition Plan (sometimes know as an ADA Action Plans) can be supportive policy to identify and prioritize improvements ensuring accessible facilities in the public right of way. St. James has made progress in retrofitting non-compliant ADA pedestrian facilities, but residents express a need to continue this work to ensure people of all abilities can safely cross the street. A community-wide ADA Transition Plan in St. James could provide a structured method for identifying ADA projects and could support progress reporting as accessibility projects are completed.	<ul style="list-style-type: none"> <input type="checkbox"/> Use existing curb ramp data to identify non-compliant intersections <input type="checkbox"/> Develop community-wide ADA transition plan <input type="checkbox"/> Use plan to support implementation of curb ramp construction and/or retrofit 	2026-2029 (YEARS 0-3)

Policy Actions, PAGE 3 OF 3

The following are policy actions that will support the implementation of active transportation.

Policy	Action: What is being suggested?	Description: What is the policy?	Action Step: What is a next step(s) to take?	Time Period
Bike Parking	Update parking ordinances to ensure bike parking is required in future street and land use projects.	Secure, well located and highly accessible bike parking is necessary for biking to be a viable transportation option. It is a relatively compact and cost-effective parking strategy. Many cities have minimum ordinances for bike parking and bike racks. These requirements can include the number of spaces needed, where to locate them, availability of short- and long-term options and how to install. To encourage installation of bike parking ordinances often apply to new developments, counting toward vehicle parking requirements. <i>Resource: Essentials of Bike Parking, Association of Pedestrian and Bicycle Professionals</i>	<ul style="list-style-type: none"> <input type="checkbox"/> Review current parking and land-use/development ordinances to evaluate bike parking requirements and develop recommendations to increase bike parking. 	2028-2029 (YEARS 2-3)
Land Use, Development Code	Develop and adopt an active transportation-supportive policy for new developments and subdivisions that requires active connections be considered and/or included.	Land use is a big factor in supporting active trips. Compact, mixed-use development with short blocks, pedestrian and bike-only links or trails, buildings that front the street, ample bike parking and minimal to no off-street parking requirements for vehicles allows active transportation (including transit) to work more effectively. Higher housing density located in and near downtowns, town centers or mixed-use commercial districts is key to addressing local housing needs and mode shift. Density can be done well. Many cities are incentivizing Accessory Dwelling Units (ADUs) on residential, single family zoned, properties by eliminating off-street parking requirements to support this incremental development strategy.	<ul style="list-style-type: none"> <input type="checkbox"/> City staff research needs and best practices for including active transportation connections in new developments <input type="checkbox"/> Develop draft updated ordinance <input type="checkbox"/> Engage city council 	2026-2027 (YEARS 0-1)

Practice Actions

The following practice and agency procedure actions will support the implementation of the active transportation network.

Practice Actions, PAGE 1 OF 3

The following are practice or agency procedure actions that will support the implementation of active transportation.

Practice	Action: What is being suggested?	Description: What is the practice?	Action Step: What is a next step(s) to take?	Time Period
Complete Streets Checklist	Develop a Complete Streets checklist to be used by public works and planning.	Complete Streets checklists are used to help put Complete Streets Policies into practice. Checklists are used at the start of any project to summarize data and information about the street and surrounding land use, record details of the project and identify specific improvements that can be incorporated. See an example of a Complete Streets Checklist .	<input type="checkbox"/> Draft a Complete Streets Checklist to use in support of Complete Streets Policy.	2030-2031 (YEARS 4-5)
Design Guidance	Adopt or endorse national or state street design guides.	Rewriting street design guides can be time intensive and cost prohibitive for many communities. To support implementation of Complete Streets and this Action Plan, adopt or endorse state and national design guides to enable the use of best practices and design flexibility. Such as: <ul style="list-style-type: none"> National Association of City Transportation Officials (NACTO) Urban Street Design Guide NACTO Urban Bikeway Design Guide and Designing for Small Things with Wheels (guidance on e-bikes) Federal Highway Administration (FHWA) Small Town and Rural Multimodal Networks MnDOT Bicycle Facility Design Manual 	<input type="checkbox"/> Review and adopt or endorse design guide(s) to be used by city staff and consultants on street projects.	2026-2029 (YEARS 0-3)

Practice Actions, PAGE 2 OF 3

The following are practice or agency procedure actions that will support the implementation of active transportation.

Practice	Action: What is being suggested?	Description: What is the practice?	Action Step: What is a next step(s) to take?	Time Period
Bike Parking	Update bicycle parking practices to expand bicycle racks in the right of way to accommodate the diversity of bike types (e.g., adaptive and cargo bikes, e-bikes, scooters).	Cities have been providing on-street parking, often for free, for vehicles for decades. To help encourage and achieve local mode shift goals and ensure biking is a viable transportation option, future capital street projects should include an approach to reserving curbside or furnishing zone of sidewalks for bike racks. These spaces should include covered, weather protected options, support electric charging needs and accommodate larger bikes (e.g., cargo or adaptive). Bike racks can be customized to reflect the character of the community and serve as a public art element.	<ul style="list-style-type: none"> <input type="checkbox"/> Complete a citywide evaluation of bike rack installations and develop a process to identify locations to add bike racks across the city. <input type="checkbox"/> Install bicycle parking with all capital street projects. 	2026-2027 (YEARS 0-1)
Maintenance Procedures	Establish annual maintenance assessment process and a sufficient annual budget for regular maintenance and minor repairs of active transportation facilities.	Shared use paths, on-street bicycle facilities and sidewalks require regular maintenance. People walking and biking are more susceptible than motor vehicles to pavement irregularities such as cracks, potholes, broken glass and gravel. Establishing an annual process for assessing conditions and determining where repairs are needed, including addressing ADA compliance is an important practice to maintaining active transportation network.	<ul style="list-style-type: none"> <input type="checkbox"/> Complete a condition inventory of sidewalks, multi-use trails or paths and ADA compliance. <input type="checkbox"/> Establish rating system and prioritize repair locations using a data driven approach based on inventory data. <input type="checkbox"/> Confirm location of and fill gaps in the sidewalk network, prioritizing gaps near parks and other public destinations. 	2026-2031 (YEARS 0-5)

Practice Actions, PAGE 3 OF 3

The following are practice or agency procedure actions that will support the implementation of active transportation.

Practice	Action: What is being suggested?	Description: What is the practice?	Action Step: What is a next step(s) to take?	Time Period
Winter Maintenance	Review the winter maintenance policy in city code and consider whether updates or community education are needed to support year-round accessibility.	<p>Maintaining winter access for people walking and biking in the city is critically important. Winter maintenance often requires many people and institutions throughout the city help ensure paths are kept clear and passable.</p> <p>Currently, city ordinance requires property owners to clear the public sidewalk abutting their property within 12 hours of snow ending. Starting at 24 hours after snow ending, the city may begin to remove snow from public sidewalks and will keep a record of the costs. The cost of snow removal will be assessed to abutting property owners and civil action may be taken by the city to recover the funds for snow removal.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Expand education and awareness efforts for residents and businesses on city's sidewalk snow and ice removal ordinance, related standards and responsibilities. <input type="checkbox"/> Establish a city-run corner and transit clearing program. <input type="checkbox"/> Update timeframe of snow and ice clearing of trails and protected bikeways, prioritizing within 24 hours of a snow event. <input type="checkbox"/> Determine best way to ensure existing and future on-street bike lanes and neighborhood greenways or bicycle boulevards have the same quality of snow and ice clearance as trails and bikeways. 	2026-2027 (YEARS 0-1)

Program Actions

The following program actions will support the implementation of the active transportation network.

Program Actions, PAGE 1 OF 3

The following are program actions that will support the implementation of active transportation.

Program	Action: What is being suggested?	Description: What is the program?	Action Step: What is a next step(s) to take?	Time Period
Neighborhood Traffic Calming Program	Create a traffic calming program, including an implementation budget for public works.	Cities of all sizes are creating neighborhood traffic calming programs to ensure a more fair, equitable, transparent and efficient process to support neighborhood safety, citywide speed limit reductions, Toward Zero Deaths traffic safety goals, Complete Streets and/or active transportation plans. Programs typically include: (1) clear guidance on how residents can apply, often with 60% or greater block support; (2) criteria that guides Public Works data collection, design recommendation and project ranking; (3) annual funding to allocate funds based on project ranking; (4) process for public works to implement and keep the neighborhood involved in all the steps; and (5) post-installation data collection and evaluation process.	<input type="checkbox"/> Assign staff to review other communities' traffic calming programs and draft program recommendations.	2028-2029 (YEARS 2-3)
Bicycle Rack and Corral Cost Share Program	Develop a bike rack and corral cost share program.	Cities are instituting bike rack programs that allows businesses and other eligible organizations to request bike racks for the public right of way in front of their property. This includes bike corrals that can store 10-12 bikes , including covered, placed in an on-street parking stall. Minneapolis allows eligible businesses to be reimbursed up to 50% of the bicycle rack or corral cost and 50% of the installation cost. Schools, libraries, parks and other eligible public facilities can request to receive racks at no cost.	<input type="checkbox"/> Assess current bike parking availability and develop recommendations to increase bike parking through a cost share bike rack and corral program.	2028-2029 (YEARS 2-3)

Program Actions, PAGE 2 OF 3

The following are program actions that will support the implementation of active transportation.

Program	Action: What is being suggested?	Description: What is the program?	Action Step: What is a next step(s) to take?	Time Period
Safe Routes to School (SRTS)	Continue to support local Safe Routes to School program efforts.	Safe Routes to School programs improve safety, reduce traffic and improve air quality near schools through a multidisciplinary approach structured around the “6 Es”: evaluation, education, encouragement, equity, engagement and engineering. St. James completed a SRTS plan in 2016 and has completed street projects to increase safety along school routes. St. James should continue to support projects that expand improvements around schools and connect them into a broader city-wide active transportation network. Schools should also continue to provide instruction in safe walking and bicycling skills as per 2023 legislation. <i>Resource: Walk and Bike Safety Education for K-8 Students, MnDOT</i>	<ul style="list-style-type: none"> <input type="checkbox"/> Maintain partnerships with school staff to ensure continue SRTS coordination <input type="checkbox"/> Continue to apply for MnDOT planning, boost or infrastructure grants for remaining 2016 SRTS plan projects. See MnDOT’s Safe Routes to School Grant Funding page. 	2026-2028 (YEARS 0-2)
School Streets and Park & Walk Programs	Pilot School Streets and/or Park & Walk in partnership with neighborhood schools.	School Streets are temporary car-free zones adjacent to or leading up to a school. School Streets help manage traffic and improve safety during school arrival and dismissal by eliminating vehicle congestion in front of schools. This creates an environment that encourages children and caregivers to walk, bike, roll, play and learn before, during and after school. Often School Streets are paired with Park & Walk zones where school buses and/or caregivers drop students at an established location(s) a few blocks from school. School staff, parents and other volunteers walk the kids to/from school.	<ul style="list-style-type: none"> <input type="checkbox"/> Collaborate with school partners and neighborhood residents on a School Street pilot. See MN SRTS Guide on School Streets and Park & Walk and learn from Seattle Department of Transportation School Streets. 	2028-2029 (YEARS 2-3)

Program Actions, PAGE 3 OF 3

The following are program actions that will support the implementation of active transportation.

Program	Action: What is being suggested?	Description: What is the program?	Action Step: What is a next step(s) to take?	Time Period
Open Streets	Pilot an Open Streets event to create a fun way to build community and awareness around active transportation.	Open Streets are programs that temporarily open streets to people walking, biking, scooting and rolling by closing them to cars. These transformations allow for a range of activities that promote economic development, facilitate active transportation and provide new ways for community members to enjoy cultural programming and build community. <i>Resource: Open Streets Toolkit, 8-80 Cities and Street Plans</i>	<input type="checkbox"/> Form an Open Streets coalition or team to lead the effort.	2026-2027 (YEARS 0-1)

State and Federal Funding for Active Transportation, PAGE 1 OF 3

Funding for local bicycle and pedestrian projects often comes from multiple sources and typically requires collaboration among several government partners. Success depends not only on knowing the available funding programs but also on building strong relationships with key stakeholders.

Start with Partnerships:

Engage early and often with the following partners:

- County Engineer
- Regional Development Organization (RDO) or Metropolitan Planning Organization (MPO) Transportation Planner
- MnDOT District Planner
- Statewide Health Improvement Program (SHIP) Coordinators
- Local trail organizations and advocacy groups

These partners can provide technical expertise, help identify funding opportunities, and strengthen your applications. The following pages provide a summary of active transportation funding sources and programs as of 2025, as a starting point. Funding programs can change – the partners listed above can help you identify the most up-to-date programs.

Share Your Vision:

Distribute your **Active Transportation Action Plan** to these partners. This ensures alignment and demonstrates your community’s commitment to expanding active transportation options. A clear plan helps partners advocate for your projects and integrate them into broader regional and state strategies.

Key Takeaways:

- Build relationships before you need funding—collaboration is critical.
- Communicate your goals clearly and consistently.
- Leverage regional and state resources to maximize your chances of success.

State and Federal Funding for Active Transportation, PAGE 2 OF 3

	Funding Program	Funding Source	Max Request	Local Match Required	Purpose
Regional Programs	MnDOT Transportation Alternatives (TA)	Federal	Varies by District	20%	A competitive grant opportunity for local communities and regional agencies to fund projects for pedestrian and bicycle facilities, historic preservation, Safe Routes to School and more.
	MnDOT Carbon Reduction Program (CRP)	Federal	Varies by District	20%	To fund projects that reduce carbon emissions from surface transportation.
	MnDOT Local Partnership Program (LPP)	State	Varies by District	Varies by District	Provide partnership opportunities for local agencies to construct state highway improvements that are mutually beneficial at locations that are not currently programmed.
Statewide Programs	MnDOT Active Transportation Program Infrastructure	State	\$1M	None	Provides grants and technical assistance to construct active transportation infrastructure that improves walking, biking and rolling. Our program aims to increase the number of people walking and biking to destinations and funds consultant assistance in the creation of a local active transportation plan.
	MnDOT Active Transportation Program Planning Assistance	State	N/A	None	To support active transportation planning efforts and quick-build / demonstration projects through planning assistance awards. Successful applicants will receive planning and technical assistance from a statewide planning consultant.
	MnDOT Safe Routes to School (SRTS) Infrastructure	State	Approx. \$1M	None	To construct infrastructure that improves access and safety on prioritized routes to and at schools. Past grants have included sidewalks to schools, trails along state highways, and improved crossings on school walking routes.
	MnDOT Safe Routes to School (SRTS) Planning Assistance	State	N/A	None	To support SRTS plans for K-12 schools across Minnesota through planning assistance awards. Successful applicants will receive planning assistance provided by the Regional Development Organizations or a statewide planning consultant.

State and Federal Funding for Active Transportation, PAGE 3 OF 3

	Funding Program	Funding Source	Max Request	Local Match Required	Purpose
Statewide Programs	MnDOT Safe Routes to School (SRTS) Boost Grants	State	\$50,000	None	Boost grants are intended to help boost Safe Routes to School efforts. These grants support communities with existing Safe Routes to School (SRTS) plans, or other comprehensive SRTS approaches, in advancing non-infrastructure strategies for schools to make it safe, easy and fun for students to walk and bicycle to school.
	MN DNR Federal Recreational Trails Program	Federal	\$200,000	25%	To encourage the maintenance and development of motorized, non-motorized, and diversified trails by providing funding assistance.
	MN DNR Local Trail Connections Program	State	\$250,000	25%	Provides grants to local units of government to promote relatively short trail connections between where people live and desirable locations, not to develop significant new trails.
	Legislative-Citizen Commission on MN Resources	State	None	25% (capital projects)	"For the public purpose of protection, conservation, preservation, and enhancement of the state's air, water, land, fish, wildlife, and other natural resources."
Non-Metro Programs	MN DNR Regional Trail Grant Program	State	\$300,000	25%	To provide grants to local units of government to promote development of regionally significant trails outside the seven-county metropolitan area.
	Greater MN Regional Parks and Trails Commission	State	Varies	Varies	This program has multiple application categories. Projects submitted to this program must have regional trail designation which is achieved through an approved regional trail plan (this Action Plan is does not meet regional trail plan criteria).
National Programs	FHWA Safe Streets and Roads for All (SS4A)	Federal	\$5M for planning, \$25M for implementation	20%	Funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries.
	FHWA Reconnecting Communities Pilot	Federal	\$2M for planning, \$100M for implementation	20%	To provide grants, on a competitive basis, to restore community connectivity by removing, retrofitting, or mitigating highways or other transportation facilities that create barriers to community connectivity, including barriers to mobility, access, or economic development.

Other Potential Funding Sources

- **Local Road Improvement Program (LRIP)**
 - [LRIP - State Aid – MnDOT](#)
 - This program focuses on highways and roads but has potential to fund active transportation facilities as part of a roadway project.
- **State Park Road Account Program (SPRA):**
 - <https://www.dnr.state.mn.us/grants/recreation/parkroads/index.html>
 - This program exists to help local governments improve access to public recreation facilities.



Implementation Next Steps - Putting Our Wheels in Motion

SECTION 5

What can we achieve in **100 DAYS?**



- Confirm Armstrong Boulevard North intersection design and goals for a demonstration project (supported through the MnDOT Active Transportation Planning Assistance Grant).
- Develop partnerships with the railroad, Watonwan County, and MnDOT and identify opportunities to improve partner owned and managed roadways.
- Continue internal city coordination to understand financing considerations for priority projects.

What can we achieve in **1 YEAR?**



- Following the demonstration project, confirm next steps for crossing or corridor improvements. Secure funding and begin design process.
- Work with MnDOT District 7/ Region Nine Development Commission to conduct pedestrian and bicycle count studies to understand current travel patterns and impact of improvements.
- Engage community in bikeway design potentials along 2nd Avenue South.
- Identify design alternatives for 10th Avenue South and secure funding for street reconstruction.
- Evaluate and modify the city's winter maintenance policy to enhance clarity, public understanding, and communication channels.
- Identify partners and event opportunities to pilot an open streets community event in St. James

What can we achieve in **3 YEARS?**



- Initiate a city traffic calming program and secure an implementation budget for public works.
- Draft and adopt a complete streets policy.
- Review and endorse national and state design guidance that fits the context of St. James and the goals of the active transportation network.
- Conduct parking study along 2nd Avenue South to identify bikeway goals and design potentials.
- Support Safe Routes to School programming through partnerships and funding for events promoting active transportation.
- Study alternative street design on 10th Street South below the railroad and confirm funding needs and design feasibility.
- Create and adopt an ADA Transition Plan.

What can we achieve in **5 YEARS?**



- Following the adoption of a complete streets policy, develop a complete streets checklist to support policy implementation.
- Continue to implement ADA accessibility projects to fulfill the St. James ADA Transition Plan.
- Identify future bikeway routes building from a bike lane on 2nd Avenue South.
- Implement intersection improvements at 10th Avenue South and 1st Street South to better connect any corridor improvements made to 10th Avenue South.
- Study and evaluate the feasibility of the identified additional projects and determine project next steps.

How Progress Can Be Measured

Measuring Progress

The Active Transportation Action Plan provides clear, practical measures to help understand whether targeted actions are working, how conditions are changing over time, and what information decision-makers need to take the next step.

Progress will be evaluated across three cross-cutting frames: **Infrastructure and Safety, Community Experience and Use,** and **Capacity and Implementation Readiness.** Together, these frames help track progress toward long-term outcomes using a blend of traditional active transportation measures, quality-of-experience indicators, and implementation readiness metrics.

It is a tool to monitor progress in a way that is focused, meaningful, and aligns with the Plan goals.

Forward Movement: What We Measure & Why

Measurement Frames

1. Infrastructure & Safety

Tracks physical improvements, safety outcomes, and the quality of the walking and biking environment. Measures include motorists' speeds, crash trends, crossing improvements completed, sidewalk gaps closed, and level-of-quality assessments.

2. Community Experience & Use

Tracks how people feel, perceive, and use the active transportation network. Measures include community surveys completed, comfort levels, parent perceptions of kids walking/biking, and observed or counted walking/biking activity.

3. Capacity & Implementation Readiness

Tracks the systems required to sustain active transportation progress. Measures include funding secured, number of partnerships, staff capacity built, policies updated and stakeholder support.

These measures will help evaluate whether:

- **Projects are being delivered**
- **The public feels safer**
- **Infrastructure safety and quality is improving**
- **Funding and partnerships are in place to advance the work**
- **Long-term goals are being met**

How Data Will Be Used

This framework is not just about collecting data. It's about using it to:

- 1. Inform What We Do Next** – The data informs how to:
 - Identify which corridors or projects should be prioritized
 - Determine where safety interventions are needed
 - Shape grant applications with strong supporting evidence
 - Guide long-term capital planning
- 2. Communicate Clearly With Elected Leaders, Partners, and the Greater Community** – The data helps tell a compelling, transparent story:
 - Here's what we built
 - Here's what changed
 - Here's how residents feel
 - Here's where we need to focus next
- 3. Create a Culture of Incremental, Continuous Improvement** – Regular measurement helps staff and partners:
 - Adapt approaches
 - Evaluate effectiveness
 - Celebrate wins
 - Correct course when needed

What We Will Continue Measuring Over Time

Frame	Focus	Measures
Infrastructure Equity & Safety	<i>Are we building safer, higher-quality places for everyone to walk, bike, and roll?</i>	<ul style="list-style-type: none"> • Vehicle speeds on priority corridors • Number of high-risk intersections improved • Miles of new bike/pedestrian infrastructure • Sidewalk/trail/bike gap closures • Facility quality ratings such as level-of-comfort scores • Crash and injury trends (or proxies like driver yield rates at crossings) • Facility distribution: investments are equitably distributed across communities, especially historically underserved or high-need areas
Community Experience & Use	<i>How do people feel about the active transportation network and are they using it?</i>	<ul style="list-style-type: none"> • Public perception of safety and comfort • Parent perception of kids' ability to walk or bike • Walking and biking counts • Awareness of active transportation programs, routes, and resources • Frequency of active transportation for daily trips
Capacity & Implementation Readiness	<i>Are we resourced, supported, and structurally ready to deliver the work?</i>	<ul style="list-style-type: none"> • Funding secured (grants, capital improvement plans, state and federal dollars) • Staff capacity to implement • Updated policies • Stakeholder and partner alignment • Implementation barriers removed

Practice: How We Will Implement the Framework

To make measurement practical and sustainable:

1. **Use existing data sources first** (traffic counts, crash reports, school walk/bike surveys/tallies)
2. **Add low-cost tools gradually** (speed studies, intercept surveys)
3. **Develop an annual “AT Progress Report” summarizing key metrics and progress**
4. **Integrate the measures into grant applications and capital planning**
5. **Revisit the framework every 2-3 years to ensure relevance**

Sample Evaluation Framework

Use the following scoring approach to track and assess annually.

Measure	Baseline	Target (x-x years)	Status	Trend
Bike Counts [on X Street/Road]	TBD	+20%	On track	Variation 
% low-stress segments	35%	60%	Behind	Negative 
Resident satisfaction	48%	65%+	On track	No change 
Grant applications submitted	0	2 per year	On track	Positive 

 Variation (e.g., by location, due to season)
  Positive
  Negative
  No Significant Change

A Call to Action

COMMUNITY CHARGE

Through previous planning efforts and this Active Transportation Action Plan, St. James has positioned itself to develop an active transportation network that is connected, comfortable, and accessible to all. The City and Active Transportation Planning Committee have shown that they are dedicated to achieving the goals and vision laid out in the plan.

Through this plan, St. James has developed a detailed roadmap of projects, policies, programs, and practices to foster safer and more accessible walking, biking, and rolling for all. As St. James works to implement the active transportation plan, the City will continue to build out a cohesive network that benefits all members of the St. James community.

Closing thoughts from the Active Transportation Plan Committee

“Make Active Transportation the easy option”

“Move from plans to practice. Safe streets for all.”

“Every street. Every user.”



June 2, 2026

ITEM: New Business – Resolution No. 06.26.04: Accepting Bid for Project No. 26X.143591, 2026 Sealcoating

BACKGROUND: The attached resolution accepts the lowest responsible bidder, Allied Blacktop Company of Hanover, MN.

STAFF RECOMMENDATION: Approve/Deny Resolution.

State of Minnesota
County of Watonwan

RESOLUTION NO. 06.26.04

**RESOLUTION ACCEPTING BIDS
PROJECT NO. 26X.143591
2026 SEALCOATING**

WHEREAS, pursuant to an advertisement for bids for Project No. 26X.143591, Sealcoating project bids were received, opened, and tabulated according to the law, and

WHEREAS, the following bids were received complying with the advertisement:

Bidder	Bid Amount
Allied Blacktop Company	\$244,070.50
Pearson Bros., Inc.	\$245,709.00

WHEREAS, it appears that Allied Blacktop Company of Hanover, Minnesota is the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ST. JAMES, MINNESOTA, AS FOLLOWS:

- 1) The Mayor and City Manager are hereby authorized and directed to enter into a construction contract with Allied Blacktop Company of Hanover, Minnesota in the name of the City of St. James, Minnesota for the Project No. 26X.143591, 2026 Sealcoating project, according to the plans and specifications therefor approved by the city council and on file in the office of the city clerk.
- 2) The city clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted by the Council this 2nd day of June 2026.

Christopher Whitehead, Mayor

ATTEST:

Kristin Hurley, City Clerk-Treasurer



Real People. Real Solutions.

1960 Premier Drive
Mankato, MN 56001

Phone: (507) 625-4171
Bolton-Menk.com

May 21, 2026

Amanda Knoll
City Manager
City of St. James
1205 6th Avenue S, PO Box 70
St. James, MN 56081

RE: 2026 Seal Coating
City of St. James, MN
BMI Project No. 26X.143591

Dear Ms. Knoll,

Bids were received and opened electronically through QuestCDN at City Hall on Thursday, May 21 at 11:00am for the project referenced above. Two (2) bids were received and the results of the bids are tabulated below:

Bidder	Bid Amount
Allied Blacktop Company	\$244,070.50
Pearson Bros., Inc.	\$245,709.00
 Engineer's Estimate	 \$219,155.00

The low bidder for the project is Allied Blacktop Company, from Hanover, Minnesota. The low bid is approximately 11% above the Engineer's Estimate and the next lowest bid is approximately 1% over the low bid. A detailed bid abstract of all the bids and the engineer's estimate is attached for your review.

Based on past performance on similar projects in previous years, it is our opinion that Allied Blacktop Company is qualified to perform the work required under this contract. If deemed financially feasible, we hereby recommend that Allied Blacktop Company be awarded the contract based on the bid contract amount of \$244,070.50. Please keep their attached submitted documents for your records.

Sincerely,

Bolton & Menk, Inc.

Adam L. Jacobs, P.E.
City Engineer

Enclosure

Section 12, Item D.

OF BIDS

2020 SEAL COATING

CITY OF ST. JAMES, MN

BMI PROJECT NO. 26X.143591

BID DATE: 5/21/2026

TIME: 11:00 AM

ITEM NO.	MNDOT SPEC NO.	ITEM	APPROX. QUANT.	UNIT	Engineer's Estimate Bolton & Menk, Inc.		1 Allied Blacktop Company Maple Grove, MN		2 Pearson Bros., Inc. Hanover, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	2021.501	MOBILIZATION	1	LUMP SUM	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$10,000.00	\$10,000.00
2	2563.601	TRAFFIC CONTROL	1	LUMP SUM	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
3	2356.504	SEAL COAT	132770	SQ YD	\$1.50	\$199,155.00	\$1.65	\$219,070.50	\$1.70	\$225,709.00
TOTAL AMOUNT BID:						\$219,155.00		\$244,070.50		\$245,709.00

BID FORMS

2026 Seal Coating
City of St. James, MN
26X.143591

The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Conditions.

ARTICLE 1—OWNER AND BIDDER

- 1.01 This Bid is submitted to: City of St. James, 1205 6th Avenue S., PO Box 70, St. James, MN 56081. Refer to the Advertisement for Bids for submittal location, format, and deadline for consideration.
- 1.02 This bid form is provided for Bidders reference. The Bid must be submitted to City of St. James electronically through QuestCDN.
- 1.03 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2—ATTACHMENTS TO THIS BID

- 2.01 The following documents are submitted with and made a condition of this Bid:
 - A. Required Bid security;

ARTICLE 3—BASIS OF BID

- 3.01 Unit Price Bids
 - A. Bidder will perform the Work listed in the Bid Schedule at the indicated unit prices.
 - B. Bidder acknowledges that:
 1. Each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and
 2. Estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Work will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 4—TIME OF COMPLETION

- 4.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

ARTICLE 5—BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA

- 5.01 Bid Acceptance Period
 - A. This Bid will remain subject to acceptance for 61 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

5.02 Instructions to Bidders

- A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.

5.03 Receipt of Addenda

- A. Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Addendum Date

ARTICLE 6—BIDDER’S REPRESENTATIONS AND CERTIFICATIONS

6.01 Bidder’s Representations

- A. In submitting this Bid, Bidder represents the following:
 1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
 2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
 4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
 5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
 6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder’s (Contractor’s) safety precautions and programs.
 7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.

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8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
9. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
10. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
11. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

6.02 Bidder's Certifications

A. The Bidder certifies the following:

1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.
3. Bidder has not solicited or induced any individual or entity to refrain from bidding.
4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 6.02.A:
 - a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.
 - b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.
 - c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.
 - d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.
5. By signing this Bid, Bidder certifies under oath that Bidder is in compliance with each of the minimum criteria listed in Minnesota Statute § 16C.285 Subdivision 3, with the exception of clause (7) "RESPONSIBLE CONTRACTOR REQUIREMENT DEFINED", at the time of submitting this bid. Bidder acknowledges that if Bidder's certification is later found to be false, it may result in the termination of a construction contract that has already been awarded. Bidder also acknowledges that Owner is not liable for declining to award a contract or terminating a contract based on a reasonable determination that the contractor falsely verified that it meets the minimum criteria.

BIDDER hereby submits this Bid as set forth above:

Bidder:

Allied Blacktop Company

(typed or printed name of organization)

By:



(individual's signature)

Name: Brent Capistrant

(typed or printed)

Title: President


(typed or printed)

Date: 5/21/2026

(typed or printed)

If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest:



(individual's signature)

Name: Jeremy Swenson

(typed or printed)

Title: Corporate Secretary

(typed or printed)

Date: 5/21/2026

(typed or printed)

Address for giving notices:

10503 89th Ave N.

Maple Grove, MN 55369

Bidder's Contact:

Name: Matt Dolecki

(typed or printed)

Title: Estimator/Project Manager

(typed or printed)

Phone: (763) 425-0575

Email: M.Dolecki@Alliedincmn.com

Address:

10503 89th Ave N.

Maple Grove, MN 55369

Bidder's Contractor License No.: (if applicable) N/A

CITY OF ST. JAMES, MN
 BMI PROJECT NO. 26X.143591

ONLY ONE BIDDING SCHEDULE from each BIDDER shall be considered for the project. When more than one BIDDING SCHEDULE from an individual BIDDER is received only the last submittal meeting the bidding requirements shall be considered and all other copies shall be left unopened.

BIDDER agrees to perform all of the work described in the CONTRACT DOCUMENTS for the following unit prices:

NOTE: BIDS shall include sales tax and all applicable taxes and fees.

BIDDER must fill in unit prices in numerals, make extension for each item, and total.

CY (LV) = Cubic Yards, Loose Volume

CY (CV) = Cubic Yards, Compacted Volume (Measured in Place)

(P)=Planned Quantity Basis of Measurement

ITEM NO.	MNDOT SPEC NO.	ITEM	APPROX. QUANT.	UNIT	UNIT PRICE	AMOUNT
1	2021.501	MOBILIZATION	1	LUMP SUM	\$15,000.00	\$15,000.00
2	2563.601	TRAFFIC CONTROL	1	LUMP SUM	\$10,000.00	\$10,000.00
3	2356.504	SEAL COAT	132770	SQ YD	\$1.65	\$219,070.50
TOTAL AMOUNT BID:						\$ 244,070.50

Submitted Electronically



Bid Bond

Bond No. n/a

CONTRACTOR:
(Name, legal status and address)
Allied Blacktop Company
10503 89th Avenue North
Maple Grove, MN 55369

SURETY: Western Surety Company: South Dakota Corporation
(Name, legal status and principal place of business)
151 N. Franklin Street
17th Floor
Chicago, IL 60606

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

City of St. James

BOND AMOUNT: *Five Percent (5%) of total bid amount*

PROJECT:
(Name, location or address, and Project number, if any)

2026 Seal Coating

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 21st day of May, 2026.

[Signature]
(Witness)

Allied Blacktop Company
(Principal) *[Signature]* *(Seal)*

(Title) Brent Capistrant, President
Western Surety Company

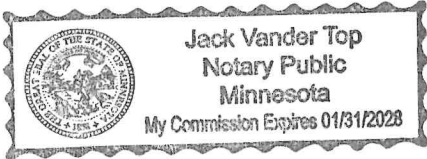
[Signature]
(Witness)

(Surety) *[Signature]* *(Seal)*
(Title) Nicole M. Coty, Attorney-in-fact

CORPORATE ACKNOWLEDGMENT

STATE OF Minnesota
COUNTY OF Hennepin

On the 21st day of May 2026, before me personally appeared, Brent Capistrant to me, who being duly sworn, did depose and say: that s/he resides in Minnesota that s/he is the President of the Allied Blacktop Company the corporation described in and which executed the foregoing instrument; that s/he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation; and that s/he signed her/his name thereto by like order.

(SEAL)  Notary Public *Jack Vander Top*

ACKNOWLEDGMENT OF CORPORATE SURETY

STATE OF MINNESOTA
COUNTY OF Dakota

On the 21st day of May 2026 before me personally appeared, Nicole M. Coty to me known, who being duly sworn, did say: that s/he resides in Minnesota that s/he is the aforesaid officer or attorney in fact of Western Surety Company a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation; and that said instrument as signed and sealed on behalf of said corporation by the aforesaid officer, by authority of its board of directors; and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.

(SEAL)  Notary Public *Sierra McQuoid*

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Kevin Paulson, Amy Miller, Litton E S Field Jr, Chad Christianson, Lori Hilmoe, De Ette J Wurm, Nicole M Coty, Mark Alan Thune, Brenda S Klimstra, Jessica A Olson, Mutya Alvaran Enoksen, Gayle L Thorson, Jeffrey R Skaar, Daschle Larsen, Erin Pohlman, Deb Geislinger, Jacqueline Riley, Leslie Seehusen, Sierra McQuoid, Tyler Johnson, Kelly Quiring, Drew Boehne, Individually

of Mendota Heights, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 25th day of February, 2026.



WESTERN SURETY COMPANY

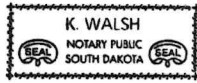
Larry Kasten, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 25th day of February, 2026, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

December 4, 2031



K. Walsh, Notary Public

CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Laws and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 21st day of May, 2026.



WESTERN SURETY COMPANY

Paula Kolsrud, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

“RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company.”

Go to www.cnasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

BID FORMS

2026 Seal Coating
City of St. James, MN
26X.143591

The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Conditions.

ARTICLE 1—OWNER AND BIDDER

- 1.01 This Bid is submitted to: City of St. James, 1205 6th Avenue S., PO Box 70, St. James, MN 56081. Refer to the Advertisement for Bids for submittal location, format, and deadline for consideration.
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- 1.03 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2—ATTACHMENTS TO THIS BID

- 2.01 The following documents are submitted with and made a condition of this Bid:
 - A. Required Bid security;

ARTICLE 3—BASIS OF BID

- 3.01 Unit Price Bids
 - A. Bidder will perform the Work listed in the Bid Schedule at the indicated unit prices.
 - B. Bidder acknowledges that:
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 2. Estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Work will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 4—TIME OF COMPLETION

- 4.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

ARTICLE 5—BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA

- 5.01 Bid Acceptance Period
 - A. This Bid will remain subject to acceptance for 61 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

5.02 Instructions to Bidders

- A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.

5.03 Receipt of Addenda

- A. Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Addendum Date

ARTICLE 6—BIDDER’S REPRESENTATIONS AND CERTIFICATIONS

6.01 Bidder’s Representations

- A. In submitting this Bid, Bidder represents the following:
 1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
 2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
 4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
 5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
 6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder’s (Contractor’s) safety precautions and programs.
 7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.

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8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
9. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
10. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
11. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

6.02 Bidder's Certifications

A. The Bidder certifies the following:

1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.
3. Bidder has not solicited or induced any individual or entity to refrain from bidding.
4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 6.02.A:
 - a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.
 - b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.
 - c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.
 - d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.
5. By signing this Bid, Bidder certifies under oath that Bidder is in compliance with each of the minimum criteria listed in Minnesota Statute § 16C.285 Subdivision 3, with the exception of clause (7) "RESPONSIBLE CONTRACTOR REQUIREMENT DEFINED", at the time of submitting this bid. Bidder acknowledges that if Bidder's certification is later found to be false, it may result in the termination of a construction contract that has already been awarded. Bidder also acknowledges that Owner is not liable for declining to award a contract or terminating a contract based on a reasonable determination that the contractor falsely verified that it meets the minimum criteria.

BIDDER hereby submits this Bid as set forth above:

Bidder:

PEARSON Bros., Inc. (typed or printed name of organization)

By: JACK G Pearson (individual's signature)

Name: JACK PEARSON (typed or printed)

Title: President (typed or printed)

Date: 5/20/20 (typed or printed)

If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest: RW Pearson (individual's signature)

Name: RUSSELL PEARSON (typed or printed)

Title: Vice President (typed or printed)

Date: 5/20/20 (typed or printed)

Address for giving notices:

11079 Lamont Avenue
Hanover, MN 55341

Bidder's Contact:

Name: JACK PEARSON (typed or printed)

Title: president (typed or printed)

Phone: 763-391-6622

Email: office@pearsonbrosmc.com

Address: 11079 Lamont Ave NE
Hanover, MN 55341

Bidder's Contractor License No.: (if applicable)

CITY OF ST. JAMES, MN
 BMI PROJECT NO. 26X.143591

ONLY ONE BIDDING SCHEDULE from each BIDDER shall be considered for the project. When more than one BIDDING SCHEDULE from an individual BIDDER is received only the last submittal meeting the bidding requirements shall be considered and all other copies shall be left unopened.

BIDDER agrees to perform all of the work described in the CONTRACT DOCUMENTS for the following unit prices:

NOTE: BIDS shall include sales tax and all applicable taxes and fees.

BIDDER must fill in unit prices in numerals, make extension for each item, and total.

CY (LV) = Cubic Yards, Loose Volume

CY (CV) = Cubic Yards, Compacted Volume (Measured in Place)

(P)=Planned Quantity Basis of Measurement

ITEM NO.	MNDOT SPEC NO.	ITEM	APPROX. QUANT.	UNIT	UNIT PRICE	AMOUNT
1	2021.501	MOBILIZATION	1	LUMP SUM	\$10,000.00	\$10,000.00
2	2563.601	TRAFFIC CONTROL	1	LUMP SUM	\$10,000.00	\$10,000.00
3	2356.504	SEAL COAT	132770	SQ YD	\$1.70	\$225,709.00
TOTAL AMOUNT BID:						\$ 245,709.00

Submitted Electronically

BID SECURITY FORM

Bidder Name: Pearson Bros., Inc. Address (principal place of business): 11079 Lamont Avenue N.E. Hanover, MN 55341	Surety Name: Merchants Bonding Company (Mutual) Address (principal place of business): P.O. Box 14498 Des Moines, IA 50306-3498
Owner Name: City of St. James Address (principal place of business): 1205 6th Avenue S., PO Box 70 St. James, MN 56081	Bid Project (name and location): 2026 Seal Coating - St. James, MN Bid Due Date: May 21, 2026
Bond Penal Sum: Five Percent of the Total Amount Bid (5%) Date of Bond: May 18, 2026	
Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth in this Bid Bond, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.	
Bidder Pearson Bros., Inc. _____ (Full formal name of Bidder)	Surety Merchants Bonding Company (Mutual) _____ (Full formal name of Surety) (Corporate seal)
By: <u>Jack E. Pearson</u> (Signature)	By: <u>Joshua R Loftis</u> (Signature) (Attach Power of Attorney)
Name: <u>Jack E. Pearson</u> (Printed or typed)	Name: <u>Joshua R Loftis</u> (Printed or typed)
Title: <u>President</u>	Title: <u>Attorney-in-Fact</u>
Attest: <u>Morgan Pearson</u> (Signature)	Attest: <u>Lin Ulven</u> (Signature)
Name: <u>Morgan Pearson</u> (Printed or typed)	Name: <u>Lin Ulven</u> (Printed or typed)
Title: <u>Office Manager</u>	Title: Witness as to Surety
<i>Notes: (1) Note: Addresses are to be used for giving any required notice. (2) Provide execution by any additional parties, such as joint venturers, if necessary.</i>	



1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond will be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder occurs upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation will be null and void if:
 - 3.1. Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2. All Bids are rejected by Owner, or
 - 3.3. Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions does not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action will be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety, and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond will be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder must be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Postal Service registered or certified mail, return receipt requested, postage pre-paid, and will be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond will be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute governs and the remainder of this Bond that is not in conflict therewith continues in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

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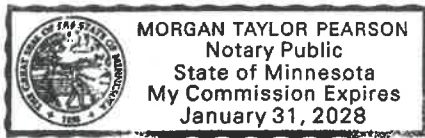
ACKNOWLEDGEMENT OF PRINCIPAL

STATE OF Minnesota)

COUNTY OF Wright)

On this 20th day of May, in the year 2020, before me personally appeared Jack E. Pearson, President of Pearson Bros., Inc., known to me to be the person whose name is subscribed to the instrument, and acknowledge that he/she executed the same.

In WITNESS WHEREOF, I have hereunto set my hands and affixed my official seal, the day and year in this certificate first above written.



[Signature], Notary Public
My Commission Expires: January 31st, 2028

ACKNOWLEDGEMENT OF SURETY

STATE OF Minnesota)

COUNTY OF Hennepin)

On this 18th day of May, in the year 2020, before me personally come(s) Joshua R Loftis, Attorney-in-Fact of Merchants Bonding Company (Mutual), with whom I am personally acquainted, and who, being by me duly sworn, says that he/she is the Attorney-in-Fact of Merchants Bonding Company (Mutual), the company described in and which executed the within instrument; that he/she know(s) the corporate seal of such Company; and that the seal affixed to the within instrument is such corporate seal and that it was affixed by order of the Board of Directors of said Company, and that he/she signed said instrument as Attorney-in-Fact of the said Company by like order.

In WITNESS WHEREOF, I have hereunto set my hands and affixed my official seal, the day and year in this certificate first above written.



[Signature], Notary Public
My Commission Expires: January 31, 2030

MERCHANTS BONDING COMPANY™ POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, and MERCHANTS NATIONAL INDEMNITY COMPANY, an assumed name of Merchants National Bonding, Inc., (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Alissa Cahalan; Anne Crowner; Ashlea McCaughey; Austin Muehlschlegel; Ben Williams; Brian J Oestreich; Brian M Deimerty; Cameron M Burt; Colby D White; Connor Oberg; Dione R Young; Donald E Appleby; Douglas Muth; Ginger Hoke; Grace Rasmussen; Graydon Dotson; Greg Krier; Jamie Gifford; Jay D Freiermuth; Jenni Marino; Jessie Allen; Joe Tiernan; John Cord; Joshua R Loftis; Kate Zanders; Keeton Welch; Kristine M Becks; Lindsey Minutillo; Mark R DeWitt; Mark Sweigart; Melinda C Blodgett; Michelle Morrison; Michelle R Gruis; Nathan Weaver; Nicole Stillings; R C Bowman; Ryan Olivia E Lundy; Sandra M Engstrum; Sara Huston; Sarah C Brown; Seth Rooker; Taylor Fogle; Ted Jorgensen; Tim McCulloh; Todd Bengford; Zach Fuller

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the By-Laws adopted by the Board of Directors of the Companies.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner - Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 2nd day of March, 2026

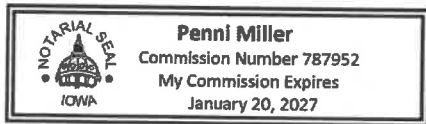


MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
MERCHANTS NATIONAL INDEMNITY COMPANY

By *Larry Taylor*

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 2nd day of March, 2026, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL), MERCHANTS NATIONAL BONDING, INC., and MERCHANTS NATIONAL INDEMNITY COMPANY; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Penni Miller
Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, Elisabeth Sandersfeld, Secretary of MERCHANTS BONDING COMPANY (MUTUAL), MERCHANTS NATIONAL BONDING, INC., and MERCHANTS NATIONAL INDEMNITY COMPANY do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 18th day of May, 2026



Elisabeth Sandersfeld
Secretary

June 2, 2026

ITEM: New Business – Ad Hoc Working Group Report

BACKGROUND: The Ad Hoc Working Group met on Monday, May 18, 2026, to discuss concerns raised by Watonwan County Cares (WCC) related to immigration enforcement activity within the community and the impact those events have on residents.

The goal communicated by representatives of WCC is to increase transparency with the public. It was communicated that 1 in 400 people in Watonwan County were arrested and residents felt targeted.

Immigration enforcement is a federal responsibility, and the City does not have authority over federal immigration law or ICE operations. The City does not have policies requiring proactive cooperation with ICE beyond any legal obligation required under state or federal law.

A significant portion of the discussion centered around community perception, fear, misinformation, and the role communication and social media played during prior immigration enforcement activity. Representatives from WCC expressed interest in the city providing additional public communication intended to reassure residents and clarify the city's role and jurisdiction.

City representatives communicated the importance of maintaining a neutral position focused on public safety, avoiding political escalation, and ensuring the city does not unintentionally create confusion regarding its legal authority or responsibilities.

Two potential action items were identified for possible consideration:

1. Drafting a neutral public statement clarifying that the City is a local government entity and does not enforce federal immigration law.
2. Exploring whether immigration-related resource information should be linked or referenced on the city website.

STAFF RECOMMENDATION: Discussion.