



City Council Meeting Agenda

December 02, 2025 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, Hannah Rushing

3. DETERMINATION OF QUORUM

4. APPROVAL OF MINUTES

A. Consideration to Approve Minutes – 11.18.2025 Council Meeting

5. CONSENT ITEMS

A. Payment of Claims and ACH Payments

6. SCHEDULED BID LETTING

7. SCHEDULED PUBLIC HEARINGS

A. Truth in Taxation Hearing (6:00 PM)

8. ADMINISTRATIVE APPEALS

9. FINANCIAL REPORTS

10. LICENSES AND PERMITS

A. Consideration to Approve Special Event Permit - Winter Carnival

11. OLD BUSINESS

12. NEW BUSINESS

A. Consideration to Accept Agenda Request - Meggie and Erik Munsterman, Molly and Scott Westman, and Bob and Anne Sorensen

B. Consideration to Approve Resolution 12.25.01 - Amending Resolution No. 05.09.01 and Restating the Cash and Investment Policy

C. Consideration to Approve Resolution 12.25.02 - Adding a Depository for City Funds

D. Consideration to Approve Resolution 12.25.03 - Authorizing the Mayor and City Manager to Enter into the Hay Field Lease Agreement with Brian Spitzner

E. Consideration to Approve Resolution 12.25.04 - Approving 2026 License Renewal

F. Consideration to Approve Resolution 12.25.05 - Approving the Preliminary Plat and Final Plat of Jorgensen Subdivision and Approving the Street Name

G. Consideration to Approve Purchase Request - Fire Department Fleet Vehicle

- H. Consideration to Approve First Reading of Proposed Ordinance No. 033, 4th Series - Rezoning Property From R-1, One-and-Two Family Residential District to B4, Highway Commercial Business District
- I. Consideration to Approve First Reading of Proposed Ordinance No. 034, 4th Series - Establishing the Zoning Designation for Annexed Property
- J. Presentation of Final Budget

13. REPORT OF BOARDS, COMMISSIONS AND DEPARTMENT HEADS

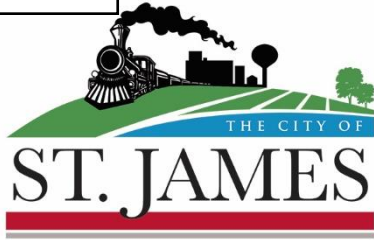
14. ADJOURNMENT

December 2, 2025

ITEM: Approval of Minutes – 11.18.2025 Council Minutes

BACKGROUND: The Minutes of November 18, 2025, City Council Meeting are attached for review and approval.

STAFF RECOMMENDATION: Approve/Deny Minutes.



City Council Meeting Minutes

November 18, 2025 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, Hannah Rushing

PRESENT: Mayor Christopher Whitehead, Councilpersons Kathleen Hanson, Paul Harris, Stephen Lindee, Hannah Rushing

ABSENT: Councilperson Sue Craig

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

STAFF ABSENT: City Clerk-Treasurer Kris Hurley

3. DETERMINATION OF QUORUM

4. APPROVAL OF MINUTES

A. Consideration to Approve Minutes – 11.04.2025 Council Meeting

Motion made by Lindee, Seconded by Hanson.

Voting Yea: Hanson, Harris, Lindee, Rushing

Upon voice vote, it was unanimously approved.

5. CONSENT ITEMS

A. Payment of Claims and ACH Payments

Payment of claims totaling \$397,880.12 is as follows: \$397,880.12 check no.: 705328 - 705404 as listed in the check register.

Motion made by Rushing, Seconded by Harris.

Voting Yea: Hanson, Harris, Lindee, Rushing

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

11. OLD BUSINESS

12. NEW BUSINESS

- A. Consideration to Approve Resolution 11.25.06 - Ordering the Removal of Hazardous Building Located at 50 7th Avenue South

Resolution 11.25.06 determines that the structure located at 50 7th Avenue South is hazardous, dilapidated, unsafe, and a danger to public health, safety, and welfare. This resolution also orders that if the property owner fails to comply with the order to repair or remove the property, the City is authorized to abate the property and assess the cost against the property.

Motion made by Rushing, Seconded by Lindee.

Voting Yea: Hanson, Harris, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 11.25.06 duly passed 4-0.

- B. Consideration to Approve Resolution 11.25.07 - Authorizing the City Manager to Enter into the Farmland Lease Agreement with Bocock Farms

Resolution 11.25.07 approves the lease agreement with Bocock Farms to farm 110 acres surrounding the St. James Municipal Airport at \$275.00 per acre for a contract term of four (4) years. The bid opening was held on Wednesday, November 12, 2025, at 10:00 a.m.

Motion made by Harris, Seconded by Lindee.

Voting Yea: Hanson, Harris, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 11.25.07 duly passed 4-0.

- C. Consideration to Approve Resolution 11.25.08 - Accepting Proposal for Professional Services for the Airport Airfield Pavement Maintenance Project

Resolution 11.25.08 accepts the project proposal for the St. James Municipal Airport allowing repairs to be completed on Runway 15/33, Taxiway A, Apron, Hangar Taxilanes, and the parking lot. The project will be funded by the State at 70% of project costs and City at 30% of project costs.

Motion made by Rushing, Seconded by Hanson.

Voting Yea: Hanson, Harris, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 11.25.08 duly passed 4-0.

- D. Consideration to Approve Resolution 11.25.09 - Accepting Proposal for Professional Services for the Airport Runway 15/33 Clear Zone Acquisition Plan (CZAP) Project

Resolution 11.25.09 accepts the project proposal for the St. James Municipal Airport allowing the completion of a Clear Zone Acquisition Plan (CZAP) which will meet guidelines provided by MnDOT to provide justification for noncompliance while maintaining eligibility for state funding opportunities. The City of St. James owns the land under the clear zones of Runway 15/33 except for Highway 60 and Township Road 116 rights-of-way. The project will be funded by the State at 70% of project costs and City at 30% of project costs.

Motion made by Lindee, Seconded by Harris.

Voting Yea: Hanson, Harris, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 11.25.09 duly passed 4-0.

- E. Consideration to Approve Resolution 11.25.10 - Authorizing the City Clerk-Treasurer to Transfer Funds to Close Fund 444

Resolution 11.25.10 authorizes a transfer of funds in the amount of \$112,162.04 from Fund 610 (EDA Housing) to Fund 444 (EDA 4-Plex). This transfer was approved by the EDA Board at the September 2025 meeting.

Motion made by Rushing, Seconded by Harris.

Voting Yea: Hanson, Harris, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 11.25.10 duly passed 4-0.

- F. Consideration to Approve Resolution 11.25.11 - Accepting Financial Gift from the American Legion Post #33

Resolution 11.25.11 accepts a financial gift from the American Legion Post #33 in the amount of \$500.00 for the Christmas lights in Memorial Park.

Motion made by Hanson, Seconded by Lindee.

Voting Yea: Hanson, Harris, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 11.25.11 duly passed 4-0.

13. REPORT OF BOARDS, COMMISSIONS AND DEPARTMENT HEADS

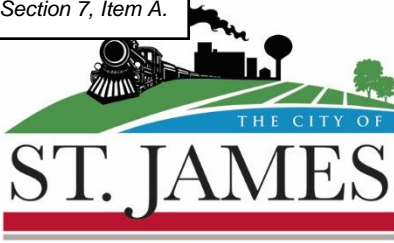
14. ADJOURNMENT

Motion made by Rushing, Seconded by Harris.

Voting Yea: Hanson, Harris, Lindee, Rushing

All Yea - motion carried. The meeting adjourned at 5:41 p.m.

Kristin Hurley, City Clerk-Treasurer



Truth in Taxation Public Hearing

Community Building

December 2, 2025, at 6:00 PM

Respectfully Submitted by: Amanda Knoll, City Manager

The purpose of Truth in Taxation is to discuss the proposed property tax levy for the taxes payable year the proposed budget for the year 2026. This public hearing is held to discuss and seek public comments on the city's proposed 2026 general fund budget and the 2026 property tax levy. The City must certify its final payable 2026 property tax levy to the county auditor no later than December 29, 2026. (MN Statute 275.065).

The following documentation outlines the following:

1. City of St. James 2026 Levy
2. LGA payment from the State of Minnesota
3. 2026 General Fund expenditures and revenue sources

The 2026 general fund budget does balance and the **proposed** 2026 tax levy of \$1,633,753.00 will decreased to **\$1,606,603.00**, which is a 6.05% increase from the 2025 levy amount.

PROPERTY TAXES

	History of Tax Levy	Increase by %
2022	\$1,326,045.87	2.61%
2023	\$1,390,251.74	4.84%
2024	\$1,443,099.00	3.80%
2025	\$1,514,894.00	4.98%
2026	\$1,606,603.00	6.05%

LOCAL GOVERNMENT AID

The following chart includes the history of LGA received by the City of St. James. St. James receives LGA in two equals payments in July and December of each year. The City of St. James is anticipating receiving \$2,268,004.00 for the budget year 2026.

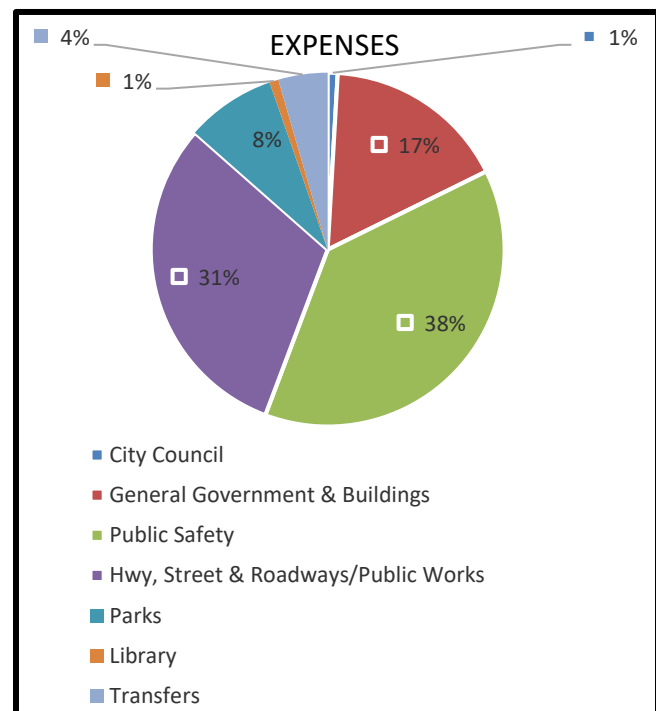
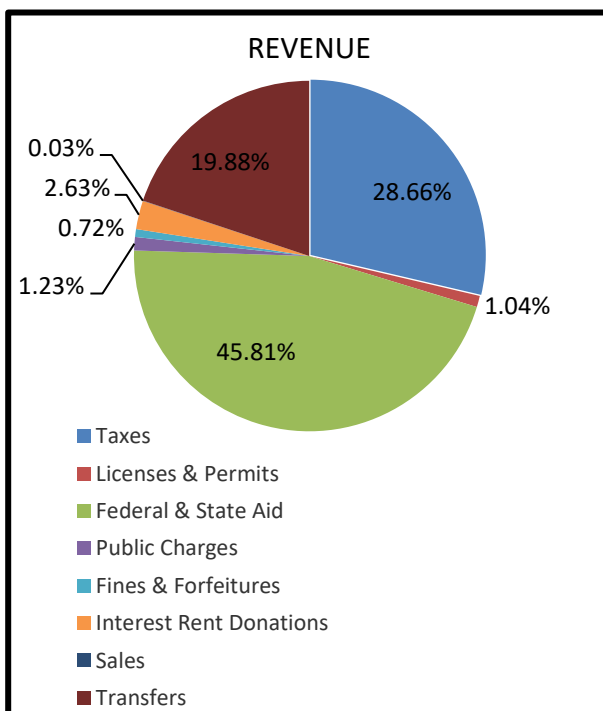
	History of LGA	Increase by %
2022	\$1,956,125.00	1.94%
2023	\$2,043,769.00	4.48%
2024	\$2,260,513.00	10.61%
2025	\$2,263,011.00	.11%
2026	\$2,268,004.00	.22%

2026 GENERAL FUND REVENUES

Revenue Sources:	Preliminary 2026	Final 2026
Taxes	\$1,510,608.00	\$1,488,458.00
Licenses & Permits	\$54,700.00	\$54,700.00
Federal & State Aide	\$2,414,304.00	\$2,414,304.00
Public Charges	\$65,000.00	\$65,000.00
Fines & Forfeitures	\$38,050.00	\$38,050.00
Interest, Rent, & Donations	\$138,600.00	\$138,600.00
Sales	\$1,500.00	\$1,500.00
Transfers	\$1,047,800.00	\$1,057,800.00
Total:	\$5,270,562.00	\$5,258,412.00

2026 GENERAL FUND EXPENDITURES

Department:	Preliminary 2026	Final 2026
City Council	\$47,845.00	\$47,845.00
General Government & Buildings	\$881,185.00	\$883,500.00
Public Safety	\$1,995,150.00	\$1,999,565.00
Hwy, Street & Roadways/Public Works	\$1,633,202.00	\$1,617,487.00
Parks	\$429,540.00	\$430,075.00
Library	\$43,100.00	\$43,100.00
Transfers	\$240,540.00	\$236,840.00
Total:	\$5,270,562.00	\$5,258,412.00



December 2, 2025

ITEM: Licenses and Permits –Special Event Permit: Winter Carnival

BACKGROUND: A special event application has been submitted.

Event Name: Winter Carnival

Date and Time: Saturday, December 13, 2025

Location: Downtown, St. James

Type of Event: Community Event

Purpose of Event: Community Celebration

Anticipated Attendance: 350

Contact Person: Sarah Gustafson

Event Description: The Winter Carnival is a fun family-friendly celebration that brings our community together to enjoy the best of the season with activities, entertainment, and festive cheer for all.

Street Closure: 1st Avenue South to 7th Avenue South and 7th Street South

Equipment Request: Cones, barricades, road closure signs, no parking signs.

STAFF RECOMMENDATION: Approve/Deny Permit.

December 2, 2025

ITEM: New Business – Agenda Request: Meggie and Erik Munsterman, Molly and Scott Westman, and Bob and Anne Sorensen

BACKGROUND: The attached agenda request was submitted on Monday, November 24, 2025, by Meggie and Erik Munsterman, Molly and Scott Westman, and Bob and Anne Sorensen.

ACTION REQUESTED: Approve/Deny Agenda Request.



AGENDA REQUEST FORM

DATE SUBMITTED	11/24/2025
SUBMITTED BY	Meggie, Molly & Bob
DEPARTMENT/COMMITTEE IMPACTED	

ISSUE: zoning designation & annexation

ATTACHMENTS:

JUSTIFICATION: non-conforming structures & uses
previous annexation action

BUDGETARY IMPACT:

ACTION REQUESTED: confirmation/clarification on non-conforming structures & uses
updated annexation process/procedure

OFFICE USE:

Department/Committee Recommendation:

City Manager's Recommendation:

December 2, 2025

ITEM: New Business – Resolution 12.25.01: Amending Resolution No. 05.09.01 and Restating the Cash and Investment Policy

BACKGROUND: The attached resolution amends Resolution No. 05.09.01 and updates the Cash and Investment Policy in its entirety. Resolution No. 05.09.01 amended Resolution 12.94.01 establishing the city's investment policy. The current investment policy cannot be located. The proposed policy ensures compliance with Minnesota Statutes §118A and provides clear, current guidance for the prudent management of public funds.

ACTION REQUESTED: Approve/Deny Resolution.

**State of Minnesota
County of Watonwan**

RESOLUTION NO. 12.25.01

**RESOLUTUION AMENDING RESOLUTION 05.09.01 AND RESTATING THE CASH
AND INVESTMENT POLICY**

WHEREAS, on May 5, 2009, the City Council adopted Resolution No. 05.09.01 amending Resolution No. 12.94.01 Establishing the City's Investment Policy; and

WHEREAS, the City is unable to locate a complete copy of the Investment Policy adopted under Resolution No. 05.09.01, and therefore desires to amend and restate the policy in its entirety; and

WHEREAS, restating the Cash and Investment Policy ensures continued compliance with Minnesota Statutes Chapter §118A and provides clear, current guidance for the prudent management of public funds.

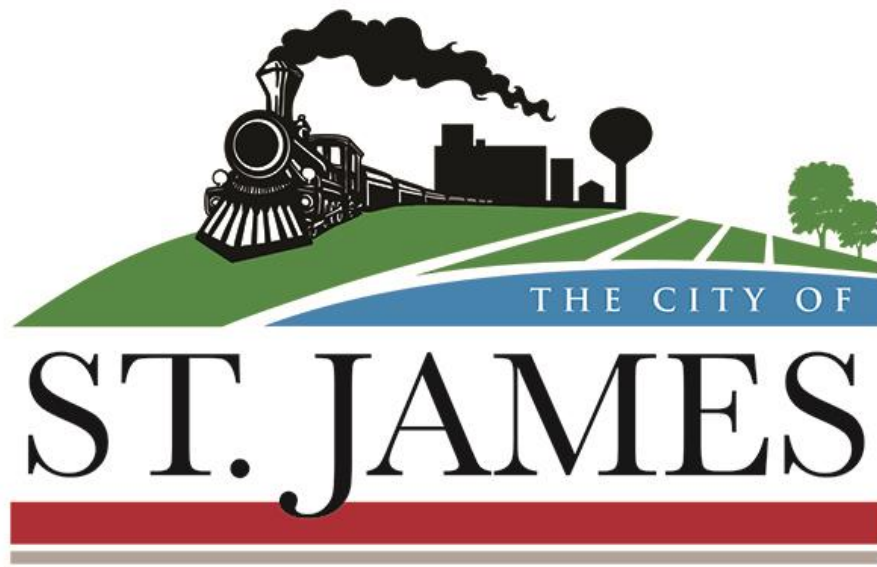
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF ST. JAMES, WATONWAN COUNTY, MINNESOTA, that the City hereby amends Resolution No. 05.09.01 and restates the Cash and Investment Policy. The Cash and Investment Policy shall be filed with the City Clerk-Treasurer.

Adopted by the City Council this 2nd day of December 2025.

Christopher Whitehead, Mayor

ATTEST:

Kristin K. Hurley, City Clerk



FINANCIAL CONTROLS

CASH AND INVESTMENT POLICY

CASH AND INVESTMENTS POLICY.

Effective cash management is essential to good fiscal management. Investment returns on funds not immediately required can provide a significant source of revenue for the City. Investment policies must be well founded and uncompromisingly applied in their legal and administrative aspects in order to protect the City funds being invested.

PURPOSE.

The purpose of this policy is to establish the City's investment objectives and establish specific guidelines that the City will use in the investment of city funds. It will be the responsibility of the City Clerk-Treasurer to invest city funds in order to attain a market rate of return while preserving and protecting the capital of the overall portfolio. Investments will be made, based on statutory constraints, in safe, low risk instruments.

SCOPE.

This policy applies to the investment of all city funds available for investment and not needed for immediate expenditure. The City will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

DELEGATION OF AUTHORITY.

Authority to manage the investment program is granted to the City Clerk-Treasurer who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures should include references to safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements and collateral/depository agreements. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the City Clerk-Treasurer.

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield:

- **Safety.** Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to minimize the risk of market fluctuations, such as credit risk and interest rate risk. Credit risk is the risk that the borrower will be unable to make their debt service payments to the investors. Interest rate risk is the risk that rates will (for example) rise while the investments you hold have lower rates – if the City were to sell their investments prior to maturity in this case, they would have to sell the investments at a loss.

- **Liquidity.** The investment portfolio must remain sufficiently liquid to meet all operating costs that may be reasonably anticipated. The portfolio must be structured so that securities mature concurrent with cash needs to meet anticipated demands. Cash needs will be determined based on cash flow forecasts.
- **Diversification of instruments.** A variety of investment vehicles must be used so as to minimize exposure to risk of loss. The investment portfolio must be diversified by individual financial institutions, government agency, or by corporation (in the case of commercial paper) to reduce the exposure to risk of loss.
- **Diversification of maturity dates.** Investment maturity dates should vary in order to ensure that the city will have money available when needed.
- **Yield.** The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

OVERSIGHT.

The City Manager shall oversee the City's investment program. The City Clerk-Treasurer will maintain a more detailed and comprehensive investment policy based on the principles established by the City Council and consistent with the most current guidelines within the public sector. On at least an annual basis, the City Clerk-Treasurer shall provide a status report to the City Council. Annually, the City Council shall designate depositories for investment purposes.

THE CITY SHALL INVEST IN THE FOLLOWING INSTRUMENTS AS ALLOWED BY MINNESOTA STATUTE §118A.

- **Government Securities.** Direct obligations of the federal government or its agencies, with the principal fully guaranteed by the U.S. Government or its agencies.
- **Certificates of Deposit.** A negotiable nonnegotiable instrument issued by commercial banks and insured up to \$250,000, or the amount set, by the Federal Deposit Insurance Corporation (FDIC).
- **Repurchase Agreement.** An investment that consists of two simultaneous transactions, where an investor purchases securities from a bank or dealer. At the same time, the selling bank or dealer agrees to repurchase the securities at the same price plus interest at some agreed-upon future date. The security purchased is the collateral protecting the investment.
- **Prime Commercial Paper.** An investment used by corporations to finance receivables. A short-term (matures in 270 days or less), unsecured promissory note is issued for maturity specified by the purchaser. Corporations market their paper through dealers who in turn market the paper to investors. The City will only purchase commercial paper issued by U.S. corporations or their Canadian subsidiaries that has been rated highest quality (A1, P1 and F1) by two of three rating agencies.

- **State or Local Government Securities.** Any security that is a General Obligation of any state or local government rated “A” or better by a national bond rating service.
- **Statewide Investment Pools.** Statewide investment pools that invest in authorized instruments according to M.S. §118A.04, such as the Minnesota Municipal Money Market (4M) Fund.
- **Money Market Mutual Funds.** Money market mutual funds that invest primarily in U.S. Government and agency issues and repurchase agreements.

ETHICS AND CONFLICTS OF INTEREST.

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program. Employees and investment officials shall disclose any material interest in financial institutions with which they conduct business or that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City.

INTERNAL CONTROLS, AUDITS, EXTERNAL CONTROLS.

The City Clerk-Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse. Accordingly, compliance with City policies and procedures should be assured by the City Clerk-Treasurer and addressed through the annual audit process.

AUTHORIZED FINANCIAL INSTITUTION AND DEALER.

In accordance with Minnesota Statutes §118.02, the responsibility for conducting investment transactions resides with the City Council. Also, the Council shall be responsible for designating the depositories of the funds. Depositories shall be selected through a banking services procurement process, which shall include a comprehensive review of credit characteristics and financial history by the City Clerk-Treasurer or reliance on selection criteria by an independent third party. In selecting depositories, the creditworthiness of the institutions under consideration shall be examined. The City Council shall designate depositories after a recommendation from staff.

Only approved security broker/dealers authorized in Minnesota Statutes 118A.06 shall be utilized for safekeeping and custody.

All financial institutions and brokers/dealers must supply the following as appropriate:

- Audited financial statements;
- Proof of Financial Industry Regulatory Authority (FINRA) certification;
- Proof of state registration;
- Completed broker/dealer questionnaire for firms who are not major regional or national firms;
- Certification of having read the City’s investment policy.

COLLATERALIZATION.

The City funds must be deposited in financial institutions that provide at least \$250,000 in government insurance protection. At no time will deposits in any one institution exceed the insured amount unless such excesses are protected by pledged securities. Pledged securities, computed at market value, will be limited to the following:

- United States Treasury bills, notes, or bonds that mature within five years;
- Issues of United States government agencies guaranteed by the United States government;
- General obligation securities of any state or local government with taxing powers rated "A" or better, or revenue obligation securities of any state or local government with taxing powers rated AA or better, provided no single issue exceeds \$300,000 with maturities not exceeding five years;
- Irrevocable standby letters of credit issued by Federal Home Loan Banks accompanied by written evidence that the bank's public debt is rated AA or better;
- Time deposits that are fully insured by any federal agency.

In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 110 percent (110%) of the market value of principal and accrued interest. Collateral shall be deposited in the name of the City of Maplewood, subject to release by the City Clerk-Treasurer. All certificates of deposit and repurchase agreements purchased by the City shall be held in third-party safekeeping by an institution designated as primary agent. The primary agent shall issue a safekeeping receipt to the City listing the specific instrument rate maturity and other pertinent information. All deposits will be insured or collateralized in accordance with Minnesota Statutes Chapter 118. No other collateral except as designated above will be authorized for use as collateral for City funds.

DIVERSIFICATION.

It is the policy of the City to diversify its investment portfolios to eliminate the risk of loss resulting from the overconcentration of assets in a specific maturity.

The portfolio, as much as possible, will contain both short-term and long-term investments. The city will attempt to match its investments with anticipated cash flow requirements. Liquidity is necessary to pay for recurring operations. Maturity should not be extended beyond the dates necessary to meet these projected liquidity needs and should be staggered in such a way that avoids overconcentration in a specific maturity sector. Extended maturity may be utilized to take advantage of higher yields; however, no more than 20% of the total investment portfolio should extend beyond five (5) years and in no circumstance should any extend beyond ten (10) years.

The city's investment portfolio shall be invested in certificates of deposit or other instruments through banks or other financial institutions which are designated depositories

by the City Council; provided adequate insurance and conforming pledging is available in conformance with authorized securities.

After the liquidity needs and schedule maturity needs are satisfied, the balance of the funds available for investment may be placed with institutions that offer the greatest safety and highest rate of return consistent with the maturities as determined by the City.

INVESTMENT REPORTING.

The City Clerk-Treasurer will submit a report each month to the City Council summarizing the investment activity. This report should contain details relating to all investment transactions for the period including types of investments, institutions in which funds are invested, interest rates and maturity dates.

INTEREST EARNINGS.

Interest earnings will be credited to all major funds with a positive cash balance at the end of each month, based on the average cash balances during that month. Market value adjustments will be credited to the source of the money invested monthly based on the average cash balances during that month. The city will use the average yield of the one-year Treasury note as a benchmark for performance comparisons.

December 2, 2025

ITEM: New Business – Resolution 12.25.02: Adding a Depository for City Funds

BACKGROUND: The attached resolution adds an additional depository, Moreton Capital Markets, LLC, for public funds. Moreton Capital Markets, LLC works with several municipalities across Minnesota and has knowledge and expertise in investing public funds.

ACTION REQUESTED: Approve/Deny Resolution.

**State of Minnesota
County of Watonwan**

RESOLUTION NO. 12.25.02

RESOLUTION ADDING A DEPOSITORY FOR CITY FUNDS

WHEREAS, Minnesota Statutes §118A.02 requires that each municipality designate one or more official depositories for public funds; and

WHEREAS, the City of St. James desires to a designation of a financial institute to its annual list of official depositories for city funds; and

WHEREAS, Moreton Capital Markets, LLC will serve as an additional depository and option for city investments; and

WHEREAS, Moreton Capital Markets, LLC works with several Minnesota cities and has knowledge and expertise in aiding municipals invest money.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF ST. JAMES, WATONWAN COUNTY, MINNESOTA, as follows:

1. Moreton Capital Markets, LLC is an approved Depository for city funds.
2. The City Manager and City Clerk-Treasurer are authorized to deposit city funds in said institution and make necessary transfers and withdrawals in accordance with applicable laws and city policies.

Adopted by the City Council this 2nd day of December 2025.

Christopher Whitehead, Mayor

ATTEST:

Kristin K. Hurley, City Clerk

December 2, 2025

ITEM: New Business – Resolution 12.25.03: Authorizing the Mayor and City Manager to Enter into the Hay Field Lease Agreement with Brian Spitzner

BACKGROUND: The attached resolution approves the hay field lease agreement at \$200.00 annually for a contract term of four (4) years. The bid opening was held on Wednesday, November 12, 2025, at 10:00 AM.

ACTION REQUESTED: Approve/Deny Resolution.

**State of Minnesota
County of Watonwan**

RESOLUTION NO. 12.25.03

**RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO
ENTER INTO THE HAY FIELD LEASE AGREEMENT WITH BRIAN
SPITZNER**

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

Section 1: The Mayor and the City Manager are hereby authorized and directed to sign the Hay Field Lease Agreement with Brian Spitzner.

Adopted by the City Council this 2nd day of December 2025.

Christopher Whitehead, Mayor

ATTEST:

Kristin Hurley, City Clerk - Treasurer

HAY FIELD LEASE - CASH RENT

THIS AGREEMENT, made December 2, 2025, by and between City of St. James, parties of the first part, LESSORS, and Brian Spitzner, of the County of Watonwan, State of Minnesota, party of the second part, LESSEE;

WITNESSETH, that the said parties of the first part, in consideration of the rents and covenants hereinafter mentioned, do hereby lease and let unto the said party of the second part, and the said party of the second part does hereby hire and take from the said parties of the first part, the following-described premises situated in Watonwan County, Minnesota, as follows:

Airport Hay Ground:

Land which is adjacent to the runway.

Unless otherwise indicated, the LESSORS are the record owners of the real estate. Record owner(s) is/are City of St. James .

To Have and to Hold, the above rented premises just as they are, without any obligation of LESSORS to make any alterations, repairs, or improvements of any kind, unto the said second party, second party's heirs and assigns, subject to the conditions and limitations hereinafter mentioned for and during the full term of four (4) year(s) from and after the 1st day of March, 2026, the term of this Lease ending the last day of December, 2029.

And the said second party agrees to and with the said first parties to pay as rent for the above-mentioned premises, for and during the full term of the Lease, cash rent in the sum of Two Hundred and 00/100 (\$200.00) Dollars per Year. Payment of cash rent is to be made at St. James, Minnesota, once per year on February 1st. _____

<u>Amount Due</u>	<u>Date Due</u>
\$200.00	February 1, 2026
\$200.00	<u>February 1, 2027</u>
\$200.00	February 1, 2028
\$200.00	February 1, 2029

And it is further agreed by and between the parties as follows: That should the second party, hereinafter referred to as the LESSEE, fail to make the payments as specified herein, or to pay any of the rent aforesaid when due, or fail to fulfill any of the covenants contained herein, then and in that case, said first parties, hereinafter referred to as the LESSORS, may re-enter and take possession of the above rented premises, and hold and enjoy

the same without such re-entering working a forfeiture of the rents to be paid by the LESSEE for the full term of this Lease. If the LESSEE remains in possession of said premises after the expiration of the term for which they are hereby leased, such possession shall not be construed to be a renewal of this Lease, unless otherwise provided, but to be a tenancy at the Will of the LESSORS. This tenancy may be terminated upon ten (10) days' notice, given by the LESSORS in writing, either delivered to the LESSEE, or sent to him in a sealed envelope, duly stamped and directed to him at 68678 350th Street, St. James, Minnesota 56081, which is hereby declared by LESSEE to be his usual post office address.

And the LESSEE also covenants and agrees to and with the said LESSORS not to assign this Lease or underlet the above rented premises or any part thereof without first obtaining the written consent of the LESSORS, and that he will, at the expirations of the time as herein recited, quietly yield and surrender the aforesaid premises to the LESSORS, their heirs or assigns, in as good condition and repair as when taken, reasonable wear and tear and damage by the elements alone excepted. The LESSEE also covenants and agrees to cultivate the leased premises in a careful and husbandlike manner, and to maintain and keep up the fences so as to protect all crops from injury and waste, and to protect any fruit and shade trees thereon, and to cut no green trees and to commit no waste or damage on said real estate and to suffer none to be done; and to keep up and maintain in good repair all buildings, bins, cribs, fences and improvements on said farm; and further agrees not to remove any straw or manure from said farm, but to spread upon said premises all manure made thereon.

The LESSEE is also to destroy all Russian thistles, Canada thistles, cockleburrs, and other noxious weeds growing on said land within the times prescribed by law, and shall keep all roadways and other parts of the land, not in crop, mowed and free from growing weeds. **And the LESSORS or their agent shall have the right to enter upon said premises at any time, without injury to the standing crops, for the purpose of making any improvements or repairs, or to prepare for the succeeding crop, or for any other purpose whatsoever.**

And the LESSORS covenant that the LESSEE, on paying the rent and performing the covenants aforesaid, shall peaceably and quietly have, hold and enjoy the said demised premises and the LESSEE agrees to reside in and occupy the buildings thereon, if any are included, for the term aforesaid or that the LESSEE shall provide for the occupation of the said premises by a third party subject to the written consent of the LESSORS which will not be unreasonably withheld. In the event of any rents due hereon being collected by suit, the LESSEE further agrees to pay all expenses which may be incurred thereby, including attorney's fees.

As **security** for the payment of the rents herein specified and the faithful performance and strict fulfillment of all the covenants of the LESSEE in this Lease contained, said LESSEE does hereby grant a landlord's lien under MSA 514.964, Subd. 1, and a security interest under the Uniform Commercial Code to the LESSORS on all crops grown or growing on said premises during the term of this Lease and in products and contract rights with respect thereto and all proceeds of each, and in grain, commodities and cash or its equivalent received or to be received from the U. S. Department of Agriculture or other government agencies as a result of participation of the aforesaid real estate in government farm programs. The LESSEE further assigns to the LESSORS the right to receive all payments of commodities or cash money or its equivalent which LESSEE is or may have become entitled to receive by reason of participation of the leased premises in any government feed grain deficiency and diversion programs during the term of this Lease. LESSEE agrees, upon request from LESSORS, to execute ASCS-36, Assignment of Payment. LESSEE further agrees, if requested by LESSORS, to execute a Minnesota effective FINANCING STATEMENT, form CNS-1, instructing farm product buyers to issue checks jointly both to the seller and the secured party. LESSEE hereby appoints LESSORS as his attorney-in-fact to execute such forms on behalf of LESSEE. Upon any default on the part of the LESSEE in paying said rent or in performing any of the covenants of this Lease, and at any time thereafter, the LESSORS shall have, in addition to the rights and remedies granted hereby, all rights and remedies of a secured party under the Uniform Commercial Code or other applicable law, and said LESSORS may require the LESSEE to assemble said property and make it available to the LESSORS at a place to be designated by the LESSORS and which is reasonably convenient to both parties. Expenses of retaking, holding, preparing for sale, selling and the like shall include the reasonable attorney's fees and legal expenses of the LESSORS.

The LESSEE further covenants and agrees that as long as the LESSEE is operating the leased premises, during the initial term and all extensions, whether by oral or written agreement, extension, or new lease, that the security agreement and the landlord's lien given herein shall apply to all collateral specified herein grown during the extended term just as if said extended term were part of the initial term of this agreement.

ADDITIONAL TERMS

- 1) This lease shall automatically terminate at the end of the first year of the lease if crop restrictions or any FAA rules dealing with the use of the adjacent airport are not followed.

IN TESTIMONY WHEREOF, both parties have hereunto set their hands the day

and year hereinbefore written.

Dated: _____

LANDLORD(S):

LESSOR, Christopher Whitehead, Mayor _ LESSOR, Amanda Knoll, City Manager

For purposes of reporting the rent to the Internal Revenue Service on Form 1099,
the name, address and Federal Identification Number to be used is as follows:

Name: City of St. James
Address: P.O. Box 70
 St. James, MN 56081

TENANT(S):

_ LESSEE, Brian Spitzner

December 2, 2025

ITEM: New Business – Resolution 12.25.04: Approving 2026 License Renewal

BACKGROUND: The attached resolution approves the 2026 license renewal.

ACTION REQUESTED: Approve/Deny Resolution.

**State of Minnesota
County of Watonwan**

RESOLUTION NO. 12.25.04

RESOLUTION APPROVING 2026 LICENSES RENEWAL

NOW, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ST. JAMES, MINNESOTA, approves the following 2026 license renewals as follows:

LICENSE TYPE 1	LICENSE TYPE 2	LICENSE TYPE 3	TOTAL FEES	BUSINESS NAME
On Sale Intoxicating	Sunday Liquor		\$1,100.00	St James American Legion
Tobacco	Off Sale 3.2 Malt Liquor		\$75.00	Casey's Retail #3000
Tobacco	Off Sale 3.2 Malt Liquor		\$75.00	Casey's Retail #1849
Tobacco			\$25.00	Casey's Retail 3002
On Sale Intoxicating	Sunday Liquor		\$1,100.00	Fraternal Order of Eagles
On Sale 3.2 Malt Liquor	On Sale Wine		\$250.00	Jake's Pizza
Tobacco	Off Sale 3.2 Malt Liquor		\$75.00	Steve's Corner
On Sale Intoxicating	Sunday Liquor		\$1,100.00	Plaza Jalisco Co
Plumbing			\$55.00	Bruce's Plumbing & Heating Inc
Tobacco			\$25.00	Collier's Supermarket Inc
Garbage & Refuse Hauler			\$495.00	Waste Management Inc
Garbage & Refuse Hauler			\$495.00	LJP Waste Solution, LLC
Special Sewer & Water			\$55.00	Bryan Nelson Construction
Special Sewer & Water			\$55.00	Drainage Solutions Inc
Special Sewer & Water			\$55.00	JJD Companies LLC
Plumbing			\$55.00	St James Electric Inc
Plumbing			\$55.00	Watson's Plumbing, Htg, Air
Garbage & Refuse Hauler			\$1,375.00	Hometown Sanitation
Garbage & Refuse Hauler			\$55.00	West Central Sanitation
Off Sale 3.2 Malt Liquor			\$50.00	Lake Side Service
On Sale Intoxicating	Sunday Liquor		\$1,100.00	VFW Post 1914
On Sale 3.2 Malt Liquor	Wine		\$250.00	Comes Investments (Pizza Hut)
On Sale 3.2 Malt Liquor	Tobacco		\$75.00	Family Dollar
Special Sewer & Water			\$55.00	WW Blacktopping
On Sale 3.2 Malt Liquor	Off Sale 3.2		\$175.00	Las Americas JJ Smart Savings
On Sale 3.2 Malt Liquor			\$125.00	Band Box

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF ST. JAMES, MINNESOTA, approves the following pending 2026 license renewals and directs city staff to award licenses once all the requirements are met as follows:

LICENSE TYPE 1	LICENSE TYPE 2	LICENSE TYPE 3	TOTAL FEES	BUSINESS NAME
Tobacco			\$25.00	Dollar General
On Sale 3.2 Malt Liquor			\$125.00	St. James Youth Baseball
Tobacco			\$25.00	Twins 1123 Trading LLC
Plumbing			\$55.00	Dave Nelson Plumbing LLC
Special Sewer & Water	Garbage & Refuse Hauler		\$110.00	C & D Services
Plumbing			\$55.00	Vee Plumbing

Adopted by the City Council this 2nd day of December 2025.

Christopher Whitehead, Mayor

ATTEST:

Kristin K. Hurley, City Clerk

December 2, 2025

ITEM: New Business – Resolution 12.25.05: Approving the Preliminary Plat and Final Plat of Jorgensen Subdivision and Approving the Street Name

BACKGROUND: The attached resolution approves the preliminary and final plat for Jorgensen Subdivision. This resolution also approves the street name of 12th Avenue South.

ACTION REQUESTED: Approve/Deny Resolution.

**State of Minnesota
County of Watonwan**

RESOLUTION NO. 12.25.05

**RESOLUTION APPROVING THE PRELIMINARY PLAT AND FINAL PLAT OF
JORGENSEN SUBDIVISION AND APPROVING THE STREET NAME**

WHEREAS, the St. James EDA has submitted requests for Preliminary Plat and Final Plat approval for the property legally described in EXHIBIT A, to be known as Jorgensen Subdivision; and

WHEREAS, the Planning Commission held a public hearing on November 24, 2025, and recommended approval of the Preliminary Plat and Final Plat; and

WHEREAS, the proposed plat is consistent with the City's Land Use Plan and meets all applicable subdivision standards, utility requirements, and zoning regulations; and

WHEREAS, the plat includes the dedication of a new public street, and the City must approve an official street name in accordance with City and County addressing requirements.

NOW, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ST. JAMES, MINNESOTA, hereby approves that:

1. The Preliminary Plat of Jorgensen Subdivision is approved.
2. The Final Plat of Jorgensen Subdivision is approved, subject to:
 - a. All required signatures being obtained,
 - b. Recording of the Plat with Watonwan County,
 - c. Submission of all required title and utility documents,
 - d. Compliance with all conditions recommended by city staff and the Planning Commission.
3. That said plat shall be named: Jorgensen Subdivision
4. That said street designated in said plat shall be named: 12th Avenue South
5. The St. James Mayor, Zoning Administrator, City Clerk-Treasurer, EDA Board Chair and Planning Commission Chair is authorized to sign the final plat on behalf of the City of St. James and to submit the plat for recording to the Watonwan County Recorder.

Adopted by the City Council this 2nd day of December 2025.

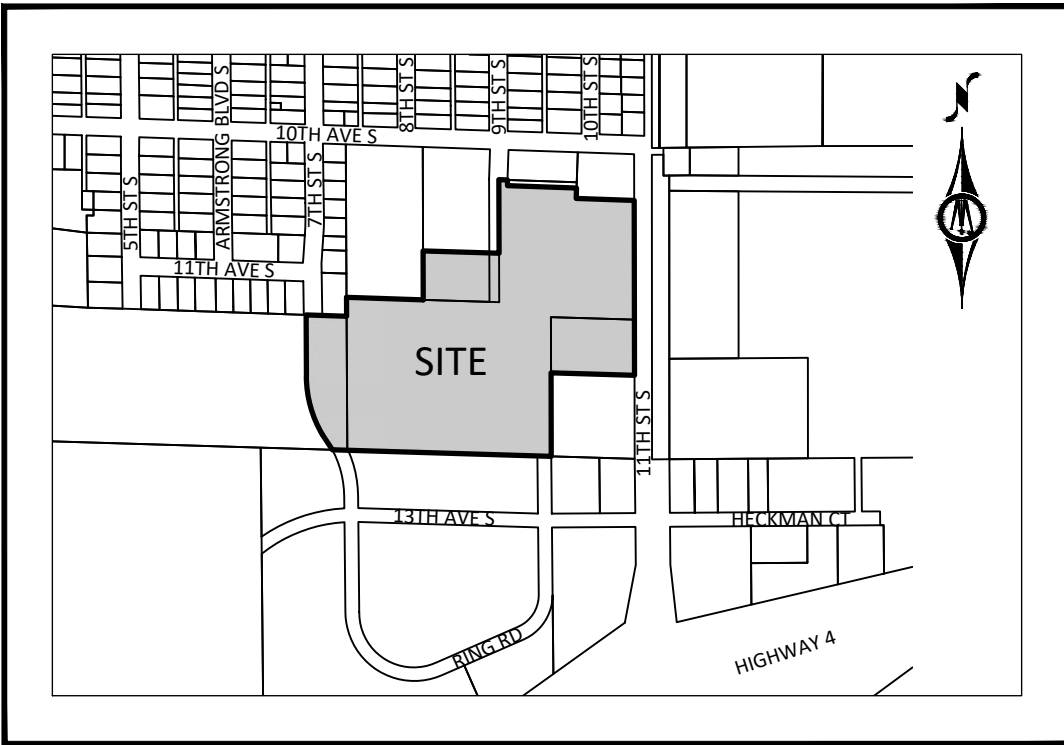
Christopher Whitehead, Mayor

ATTEST:

Kristin K. Hurley, City Clerk

PRELIMINARY PLAT
JORGENSEN SUBDIVISION

VICINITY MAP



LEGAL DESCRIPTION

St. James Economic Development Authority, a municipal corporation under the laws of the State of Minnesota, owners and proprietors of the following described property situated in the County of Watonwan, State of Minnesota, to wit:

That part of the Southwest Quarter of the Northeast Quarter of Section 24, Township 106 North, Range 32 West, Watonwan County, Minnesota, lying south of and adjoining the following described line:

Commencing at the southeast corner of Lot 1, Block 1, Floradale Addition No. 4, according to the recorded plat thereof; thence North 88 degrees 07 minutes 03 seconds West (assumed bearing), along the south line of said Floradale Addition No. 4, a distance of 175.51 feet; thence South 00 degrees 15 minutes 30 seconds East, a distance of 267.94 feet; thence southeasterly 293.80 feet along a tangential curve to the left, having a radius of 489.03 feet and a central angle of 34 degrees 25 minutes 20 seconds; thence southeasterly 49.57 feet along a reverse curve to the right, having a radius of 433.53 feet and a central angle of 06 degrees 33 minutes 03 seconds, to the south line of the Southwest Quarter of the Northeast Quarter of said Section 24, and there terminating.

AND

Lot 1, Block 1, James Square, Watonwan County, Minnesota, EXCEPTING THEREFROM the North 450 feet of Lot 1, Block 1, James Square.

AND

All that part of Ninth Street South, as dedicated on the plat of James Square, on file and of record with the Watonwan County Recorder, which lies southerly of the easterly extension of the south line of the North 450.00 feet of said Lot 1, Block One, James Square.

AND

The South Half of the Southeast Quarter of the Northeast Quarter (S ½ of SE ¼ of NE ¼), and the Northeast Quarter of the Southeast Quarter of the Northeast Quarter (NE ¼ of SE ¼ of NE ¼), EXCEPT those parts platted as Somerset South, Morningside Addition, and Kelly's Acres, Section Twenty-four (24), Township One Hundred Six (106), Range Thirty-two (32), Watonwan County, Minnesota, EXCEPTING THEREFROM Parcel 8 as shown on the State Highway Right of Way Plat No. 83-S; and ALSO EXCEPTING the Ninth Street South right of way as dedicated per the recorded plat of James Square.

ALSO EXCEPTING THEREFROM

That part of the Southeast Quarter of the Northeast Quarter (SE ¼ of NE ¼) of Section Twenty-four (24), Township One Hundred Six (106) North, Range Thirty-two (32) West, City of St. James, Watonwan County, Minnesota, described as follows: Beginning at the southeast corner of Lot One (1) of Somerset South to the City of St. James, according to the recorded plat thereof; thence on an assumed bearing of South 90 degrees 00 minutes West, along the South line of said Lot One (1) of Block One a distance of 300.00 feet to the southwest corner of said Lot One (1) of Block One (1); thence South 0 degrees 00 minutes West a distance of 25.00 feet; thence North 90 degrees 00 minutes East, parallel with the South line of Lot One (1) of Block One (1) of said Somerset South, a distance of 300.00 feet; thence North 0 degrees 00 minutes East a distance of 25.00 feet to the point of beginning.

AND

BMP Investments LLC, a Minnesota Limited Liability Company, owners and proprietors of the following described property situated in the County of Watonwan, State of Minnesota, to wit:

That part of the Southeast Quarter of the Northeast Quarter (SE ¼ of NE ¼) of Section Twenty-four (24), Township One Hundred Six (106) North, Range Thirty-two (32) West, City of St. James, Watonwan County, Minnesota, described as follows: Beginning at the Northwest corner of the plat of Kelly's Acres, according to the recorded plat thereof; thence on an assumed bearing of South 88 degrees 17 minutes 13 seconds East, along the North line of said Kelly's Acres, a distance of 361.58 feet to the Northeast corner of said Kelly's Acres located on the West right of way line of State Highway Right of Way Plat No. 83-S, according to the recorded plat thereof; thence North 0 degrees 01 minutes 43 seconds West, along said West line, a distance of 241.11 feet; thence North 88 degrees 17 minutes 13 seconds West a distance of 361.58 feet; thence South 0 degrees 01 minutes 43 seconds East a distance of 241.11 feet to the point of beginning.

SURVEYOR'S CERTIFICATION

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Janele Fowlds
Janele Fowlds
License Number 26748

10/23/2025
Date

SHEET 1 OF 3

PRELIMINARY PLAT
ST. JAMES, MINNESOTA



**BOLTON
& MENK**

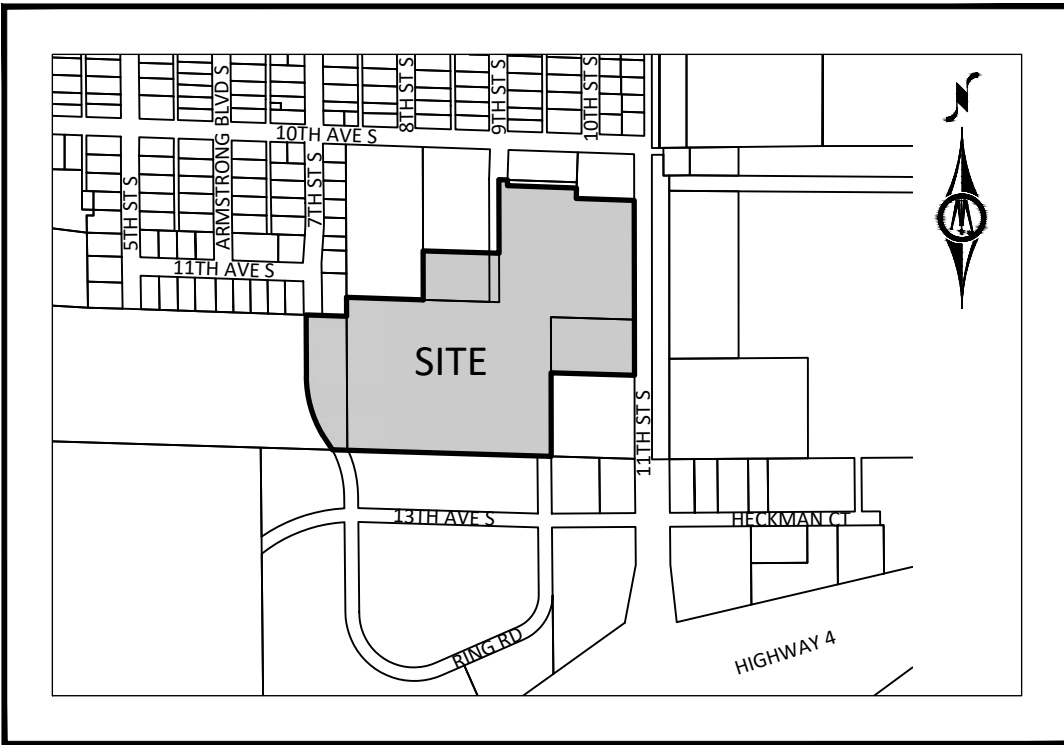
1960 PREMIER DRIVE
MANKATO, MN 56001
(507) 625-4171

PART OF THE NE 1/4 OF SECTION 24,
TOWNSHIP 106 NORTH, RANGE 32 WEST,
WATONWAN COUNTY, MINNESOTA

FOR: ST. JAMES, CITY OF

PRELIMINARY PLAT
JORGENSEN SUBDIVISION

VICINITY MAP



ZONING

ZONING: Subject property - R-2 Multiple Family Residential District

Front	
Main and Accessory Buildings	25 feet
Side	
Main and Accessory Buildings	8 feet
One and Two Family Structures	15 feet
Multiple Family Structures 30 feet in height or less	15 feet
Multiple Family Structures more than 30 feet in height	15 feet

Rear	
Main and Accessory Buildings	30 feet

Height Regulations	45 feet
Lot Coverage	35% maximum lot coverage by any impervious surface

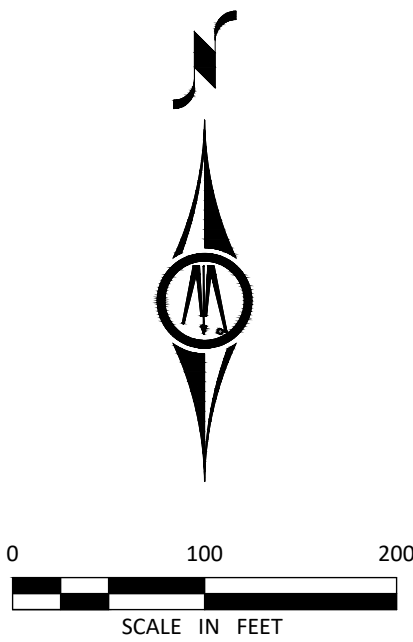
Lot Area (minimum)	10,000 square feet(0.23 acres) for Structures containing up to four units, thereafter add 2,000 square feet per unit
Width requirements (minimum)	80 feet

ZONING: Subject property - B-4 Highway Commercial Business District

Front	
Main and Accessory Buildings	45 feet
Side	
Main and Accessory Buildings	20 feet
Rear	
Main and Accessory Buildings	20 feet

Height Regulations	45 feet
Lot Coverage	50% maximum lot coverage by buildings, or other structures

Lot Area (minimum)	10,000 square feet - 0.23 acres
Width requirements (minimum)	60 feet



LEGEND

	CULVERT END
	FLARED END / APRON
	GUY WIRE ANCHOR
	MONUMENT FOUND
	MAILBOX
	MANHOLE-SANITARY SEWER
	CURB STOP
	PEDESTAL-COMMUNICATION
	POLE-UTILITY
	CATCH BASIN
	TRANSFORMER-ELECTRIC
	SIGN TRAFFIC
	IRON PIPE MONUMENT SET
	POST
	BENCH MARK
	FIRE HYDRANT
	VALVE
	GAS UNDERGROUND
	OVERHEAD ELECTRIC
	SANITARY SEWER
	STORM SEWER
	WATER SYSTEM
	COMMUNICATION UNDERGROUND
	INTERMEDIATE CONTOUR
	INDEX CONTOUR
	EDGE OF TREES
	ELECTRIC UNDERGROUND
	BUILDING SETBACK

LEGEND FOR EXISTING EASEMENTS OF RECORD

E1	INDICATES	40' WIDE EASEMENT FOR UTILITIES TO THE CITY OF ST. JAMES (FILE 131, CARD 2115)
E2	INDICATES	40' WIDE EASEMENT FOR UTILITIES TO THE CITY OF ST. JAMES (FILE 131, CARD 2518)
E3	INDICATES	40' EASEMENT FOR UTILITIES TO CITY OF ST. JAMES (DOC. NO. 195137)
E4	INDICATES	40' EASEMENT FOR UTILITIES TO CITY OF ST. JAMES (DOC. NO. 180857)
E5	INDICATES	50' UTILITY EASEMENT TO CITY OF ST. JAMES (DOC. NO. 165161)
E6	INDICATES	10' UTILITY EASEMENT TO THE CITY OF ST. JAMES (DOC. NO. 219242)
E7	INDICATES	5' EASEMENT TO UNITED TELEPHONE CO. OF MINNESOTA (FILE 123, CARD 370)
E8	INDICATES	10' UTILITY EASEMENT AS DEDICATED ON THE PLAT OF JAMES SQUARE (FILE 127, CARD 566)

SHEET 2 OF 3

PRELIMINARY PLAT
ST. JAMES, MINNESOTA



**BOLTON
& MENK**

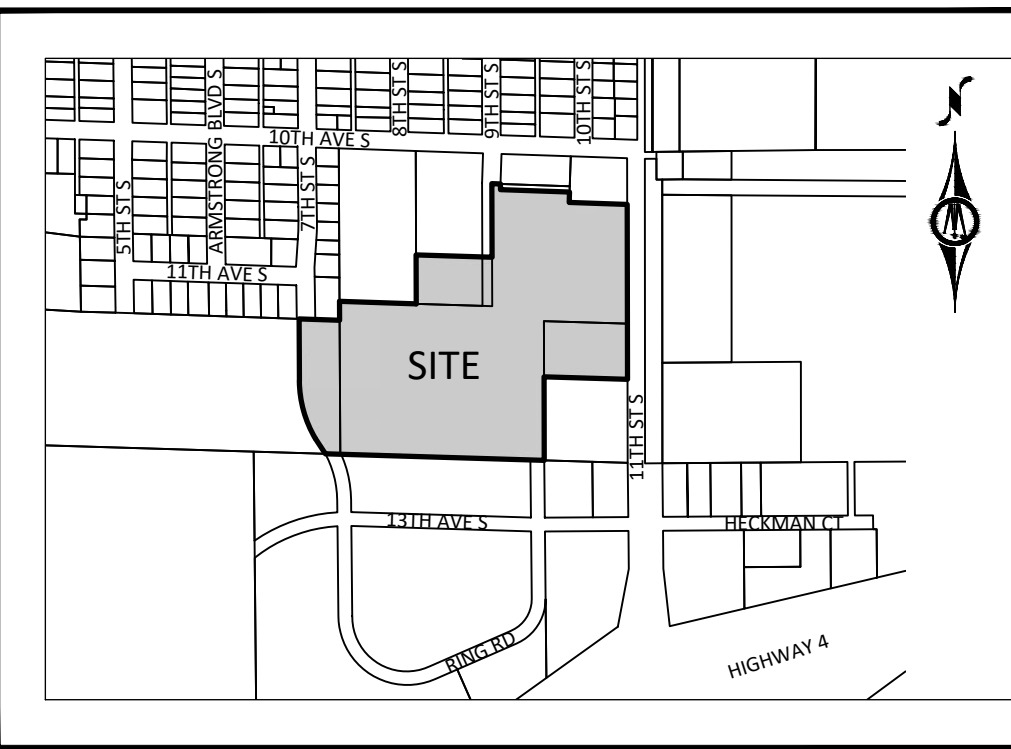
1960 PREMIER DRIVE
MANKATO, MN 56001
(507) 625-4171

PART OF THE NE 1/4 OF SECTION 24,
TOWNSHIP 106 NORTH, RANGE 32 WEST,
WATONWAN COUNTY, MINNESOTA

FOR: ST. JAMES, CITY OF

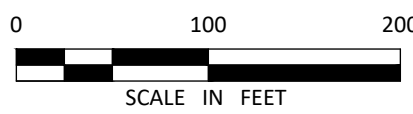
PRELIMINARY PLAT
JORGENSEN SUBDIVISION

VICINITY MAP



LEGEND

- CULVERT
- G — G GAS UNDERGROUND
- OE — OE OVERHEAD ELECTRIC
- S — S SANITARY SEWER
- SS — SS STORM SEWER
- W — W WATER SYSTEM
- C — C COMMUNICATION UNDERGROUND
- I — I INTERMEDIATE CONTOUR
- E — E INDEX CONTOUR
- E — E EDGE OF TREES
- E — E ELECTRIC UNDERGROUND
- B — B BUILDING SETBACK
- FLARED END / APRON
- GUY WIRE ANCHOR
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- CURB STOP
- PEDESTAL-COMMUNICATION
- POLE-UTILITY
- CATCH BASIN
- TRANSFORMER-ELECTRIC
- SIGN TRAFFIC
- IRON PIPE MONUMENT SET
- POST
- BENCH MARK
- FIRE HYDRANT
- VALVE



Horizontal Datum: Watonwan County Coordinate System (2011 Adj.)

Vertical Datum: NAVD 1988 In Feet

SHEET 3 OF 3

PRELIMINARY PLAT
ST. JAMES, MINNESOTA



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

PART OF THE NE 1/4 OF SECTION 24,
TOWNSHIP 106 NORTH, RANGE 32 WEST,
WATONWAN COUNTY, MINNESOTA

FOR: ST. JAMES, CITY OF

JORGENSEN SUBDIVISION

INSTRUMENT OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS: That the St. James Economic Development Authority, a municipal corporation under the laws of the State of Minnesota, owners and proprietors of the following described property situated in the County of Watonwan, State of Minnesota, to wit:

That part of the Southwest Quarter of the Northeast Quarter of Section 24, Township 106 North, Range 32 West, Watonwan County, Minnesota, lying south of and adjoining the following described line:

Commencing at the southeast corner of Lot 1, Block 1, Floradale Addition No. 4, according to the recorded plat thereof; thence North 88 degrees 07 minutes 03 seconds West (assumed bearing), along the south line of said Floradale Addition No. 4, a distance of 175.51 feet; thence South 00 degrees 15 minutes 30 seconds East, a distance of 267.94 feet; thence southeasterly 293.80 feet along a tangential curve to the left, having a radius of 489.03 feet and a central angle of 34 degrees 25 minutes 20 seconds; thence southeasterly 49.57 feet along a reverse curve to the right, having a radius of 433.53 feet and a central angle of 06 degrees 33 minutes 03 seconds, to the south line of the Southwest Quarter of the Northeast Quarter of said Section 24, and there terminating.

AND

Lot 1, Block 1, James Square, Watonwan County, Minnesota, EXCEPTING THEREFROM the North 450 feet of Lot 1, Block 1, James Square.

AND

All that part of Ninth Street South, as dedicated on the plat of James Square, on file and of record with the Watonwan County Recorder, which lies southerly of the easterly extension of the south line of the North 450.00 feet of said Lot 1, Block One, James Square.

AND

The South Half of the Southeast Quarter of the Northeast Quarter (S ½ of SE ¼ of NE ¼), and the Northeast Quarter of the Southeast Quarter of the Northeast Quarter (NE ¼ of SE ¼ of NE ¼), EXCEPT those parts platted as Somerset South, Morningside Addition, and Kelly’s Acres, Section Twenty-four (24), Township One Hundred Six (106), Range Thirty-two (32), Watonwan County, Minnesota, EXCEPTING THEREFROM Parcel 8 as shown on the State Highway Right of Way Plat No. 83-5; and ALSO EXCEPTING the Ninth Street South right of way as dedicated per the recorded plat of James Square.

ALSO EXCEPTING THEREFROM

That part of the Southeast Quarter of the Northeast Quarter (SE ¼ of NE ¼) of Section Twenty-four (24), Township One Hundred Six (106) North, Range Thirty-two (32) West, City of St. James, Watonwan County, Minnesota, described as follows: Beginning at the southeast corner of Lot One (1) of Block One (1) of Somerset South to the City of St. James, according to the recorded plat thereof; thence on an assumed bearing of South 90 degrees 00 minutes West, along the South line of said Lot One (1) of Block One (1) of Block One a distance of 300.00 feet to the southwest corner of said Lot One (1) of Block One (1); thence South 0 degrees 00 minutes West a distance of 25.00 feet; thence North 90 degrees 00 minutes East, parallel with the South line of Lot One (1) of Block One (1) of said Somerset South, a distance of 300.00 feet; thence North 0 degrees 00 minutes East a distance of 25.00 feet to the point of beginning,

AND

That BMP Investments LLC, a Minnesota Limited Liability Company, owners and proprietors of the following described property situated in the County of Watonwan, State of Minnesota, to wit:

That part of the Southeast Quarter of the Northeast Quarter (SE ¼ of NE ¼) of Section Twenty-four (24), Township One Hundred Six (106) North, Range Thirty-two (32) West, City of St. James, Watonwan County, Minnesota, described as follows: Beginning at the Northwest corner of the plat of Kelly’s Acres, according to the recorded plat thereof; thence on an assumed bearing of South 88 degrees 17 minutes 13 seconds East, along the North line of said Kelly’s Acres, a distance of 361.58 feet to the Northeast corner of said Kelly’s Acres located on the West right of way line of State Highway Right of Way Plat No. 83-5, according to the recorded plat thereof; thence North 0 degrees 01 minutes 43 seconds West, along said West line, a distance of 241.11 feet; thence North 88 degrees 17 minutes 13 seconds West a distance of 361.58 feet; thence South 0 degrees 01 minutes 43 seconds East a distance of 241.11 feet to the point of beginning.

Have caused the same to be surveyed and platted as JORGENSEN SUBDIVISION and do hereby donate and dedicate to the public for the public use the public ways and the easements as shown on this plot for drainage and utility purposes only.

IN WITNESS WHERE OF said St. James Economic Development Authority, a municipal corporation under the laws of the State of Minnesota, have hereunto set our hands this ____ day of _____, 20_____.

Steven Jeppson, Chair

County of _____) ss
The foregoing instrument was acknowledged before me, this ____ day of _____, 20_____ by St. James Economic Development Authority.

Notary Public _____County, Minnesota
My Commission Expires_____

IN WITNESS WHERE OF said BMP Investments LLC, a Minnesota Limited Liability Company, have hereunto set our hands this ____ day of _____, 20_____.

Bramer Powers

County of _____) ss
The foregoing instrument was acknowledged before me, this ____ day of _____, 20_____ by BMP Investments LLC.

Notary Public _____County, Minnesota
My Commission Expires_____

SURVEYOR'S CERTIFICATE

I, Janele Fowlds, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet land, as defined in Minnesota Statutes, Section 505.01, Sub. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20_____.

Janele Fowlds, Land Surveyor
Minnesota License Number 26748

NOTARY'S CERTIFICATE
State of Minnesota)
County of Blue Earth) ss

The foregoing instrument was acknowledged before me this ____ day of _____, 20_____ by Janele Fowlds, Land Surveyor, Minnesota License Number 26748.

Nathan P. Myhra, Notary Public
State of Minnesota
My Commission Expires January 31, 2028

CITY REVIEW

Be it known that on the ____ day of _____, 20_____, the Planning Commission of the City of St. James, Minnesota, reviewed the plat of JORGENSEN SUBDIVISION.

Chairman Secretary

CITY APPROVAL

Be it known that on this _____ day of _____, 20_____, the City Council of St. James, Minnesota, did duly approve this plat of JORGENSEN SUBDIVISION. If applicable, the written comments and recommendations of the Commissioner of Transportation and the County Highway Engineer have been received by the City or the prescribed 30 day period has elapsed without receipt of such comments and recommendations, as provided by Minnesota Statutes, Section 505.03, Subd. 2.

Mayor Clerk

COUNTY TREASURER

All current 20 _____ taxes are paid in full as of this ____ day of _____, 20_____.

Watonwan County Treasurer

COUNTY AUDITOR

No delinquent taxes and transfer entered this ____ day of _____, 20_____.

Watonwan County Auditor

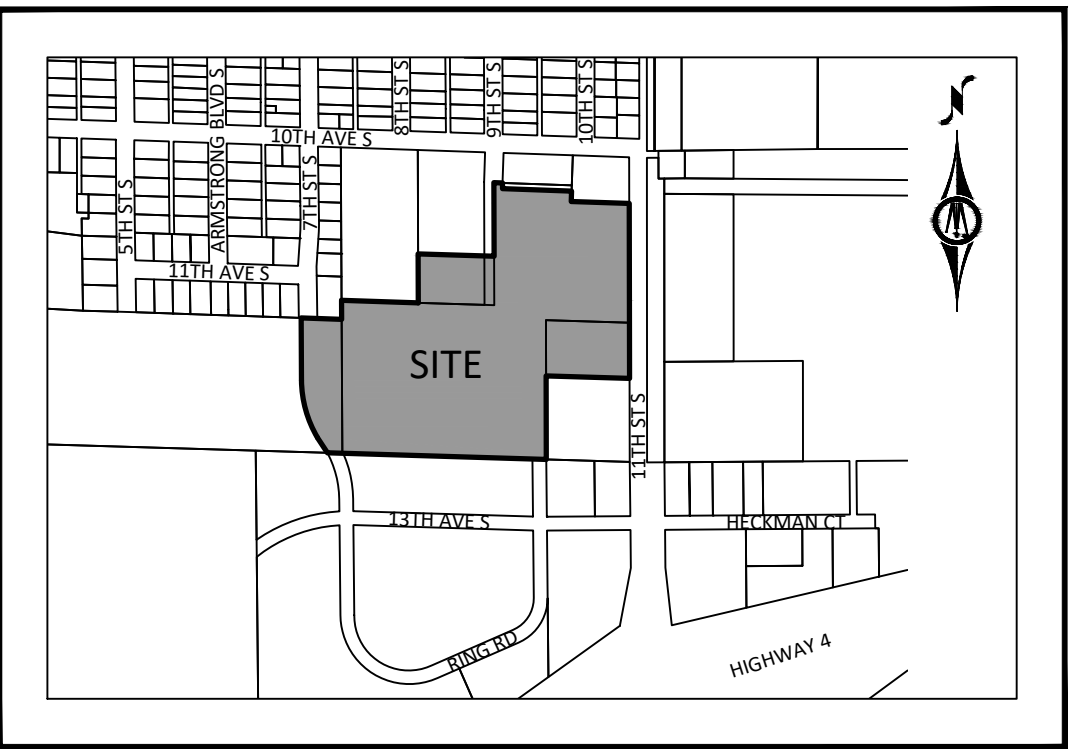
COUNTY RECORDER

I hereby certify that this plat was filed in this office this ____ day of _____, 20_____, at _____ o'clock ____M. and was duly

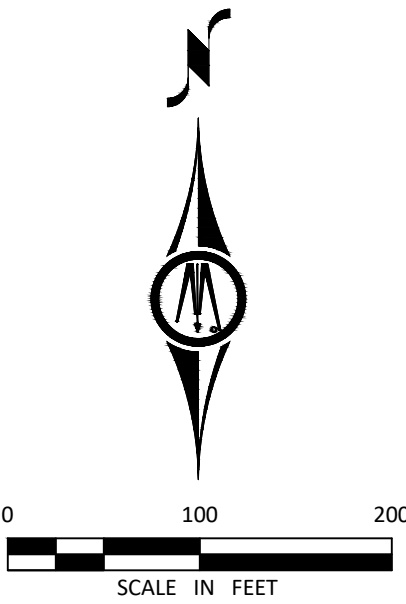
recorded as Document No. _____ File _____ Card _____.

Watonwan County Recorder

JORGENSEN SUBDIVISION



VICINITY MAP
CITY OF SAINT JAMES
NOT TO SCALE



Horizontal Datum: Watonwan County Coordinate System (2011 Adj.)

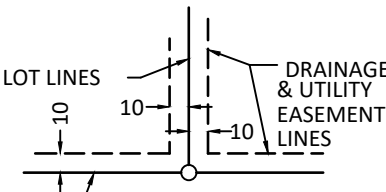
- LEGEND FOR EXISTING EASEMENTS OF RECORD
- E1 INDICATES 40' WIDE EASEMENT FOR UTILITIES TO THE CITY OF ST. JAMES (FILE 131, CARD 2115)
 - E2 INDICATES 40' WIDE EASEMENT FOR UTILITIES TO THE CITY OF ST. JAMES (FILE 131, CARD 2518)
 - E3 INDICATES 40' EASEMENT FOR UTILITIES TO CITY OF ST. JAMES (DOC. NO. 195137)
 - E4 INDICATES 40' EASEMENT FOR UTILITIES TO CITY OF ST. JAMES (DOC. NO. 180857)
 - E5 INDICATES 50' UTILITY EASEMENT TO CITY OF ST. JAMES (DOC. NO. 165161)
 - E6 INDICATES 10' UTILITY EASEMENT TO THE CITY OF ST. JAMES (DOC. NO. 219242)
 - E7 INDICATES 5' EASEMENT TO UNITED TELEPHONE CO. OF MINNESOTA (FILE 123, CARD 370)
 - E8 INDICATES 10' UTILITY EASEMENT AS DEDICATED ON THE PLAT OF JAMES SQUARE (FILE 127, CARD 566)

Angled Calls are "ASSUMED DATUM - DEED BEARINGS"

LEGEND

- 3/4" IRON PIPE MONUMENT SET MARKED BY LIC. NO. 26748
- MONUMENT FOUND

DRAINAGE & UTILITY EASEMENTS ARE SHOWN THUS:



BEING 10 FEET IN WIDTH AND ADJOINING LOT LINES AND BEING 10 FEET IN WIDTH AND ADJOINING RIGHT-OF-WAY LINES, UNLESS OTHERWISE INDICATED ON THE PLAT.

December 2, 2025

ITEM: New Business – Purchase Request: Fire Department Fleet Vehicle

BACKGROUND: The Fire Department is requesting permission to purchase a fleet vehicle – 2026 Ford F350 4X4 Crew Cab Pickup. The requested fleet vehicle will replace the current 1999 Chevy Crew Cab. The state-bid price for the fleet vehicle including off road package and outfitting is \$98,713.22. This purchase is not within the 2025 budget and would need to be funded through the Capital Equipment Fund. The Capital Equipment Fund balance is projected to be approximately \$240,000 as of the end of the year.

Truck 7 has been placed on “out of commission” due to serious safety operating concerns. This truck has been evaluated by the Fire Department and has been determined that the vehicle is no longer safe for use in fire response or departmental operations. The key issues are significant mechanical failures, structural integrity, and safety hazards that cannot be addressed with reasonable repair costs.

ACTION REQUESTED: Approve/Deny Purchase Request.

Chuck Spaeth Quote			
2026 Ford F350 4 X 4 Crew Cab Pickup with 8' box.			
XL Off Road Package with 33" Tires.	State Bid	\$ 51,600.00	
Heiman Quote			
Slide In Unit		\$ 15,995.00	
Brigs and Stratton upgrade		\$ 1,695.00	
300 Gallon Copoly Tank		\$ 475.00	
Electric Reel		\$ 1,560.00	
Roller & Spooler Assembly		\$ 1,420.00	
Additional 50' of 1" Hose		\$ 475.00	
Heiman Total		\$ 21,620.00	
Decals from Sign Pro		\$ 2,000.00	
Lights		\$ 14,136.22	
Extra Light Bar (We have at Hall)			
Radio			
Backseat Conversion Heiman Fire for SCBA Packs w/ install		\$ 5,357.00	
Grille Guard with winch		\$4,000.00	
Grand Total		\$ 98,713.22	
Grille guard and winch might be donated by Westin Automotive or at least discounted.			

December 2, 2025

ITEM: New Business – Proposed Ordinance No. 033, 4th Series: Rezoning Property From R-1, One-And Two-Family Residential District to B-4, Highway Commercial Business District

BACKGROUND: The attached proposed ordinance authorizes the rezoning from R-1, one-and-two family residential district to B-4, highway commercial business district.

First Reading: December 2, 2025

Notice of Proposed Ordinance: December 11, 2025

Second Reading and Final Vote: December 16, 2025

Approval of Publication of Title and Summary of Ordinance by the Council: December 16, 2025

Publication of Title and Summary of Ordinance:

Publication of Entire Text of Ordinance at Watonwan County Library:

Recorded in the Ordinance Book and Available on Website:

Effective Date of Ordinance:

ACTION REQUESTED: Approve/Deny the 1st Reading of Proposed Ordinance.

**State of Minnesota
County of Watonwan**

ORDINANCE 033, 4TH SERIES

**AN ORDINANCE REZONING PROPERTY FROM R-1, ONE – AND TWO- FAMILY
RESIDENTIAL DISTRICT TO B-4, HIGHWAY COMMERCIAL BUSINESS DISTRICT**

BE IT ORDAINED, by the City Council of St. James, Watonwan County, Minnesota as follows:

“EXHIBIT A”

be rezoned from R-1, One- And Two- Family Residential District, To B-4, Highway Commercial Business District.

IT IS FURTHER ORDAINED, the Official zoning map shall hereby be amended to reflect said zoning change.

The effective date of this ordinance shall be effective upon passage and publication.

First Reading: _____

Second Reading: _____

Date of Publication: _____

Date Ordinance Takes Effect: _____

Adopted by the City Council this ____ day of _____, 2025.

Christopher Whitehead, Mayor

ATTEST:

Kristin Hurley, City Clerk

THIS INSTRUMENT WAS DRAFTED BY:

City of St. James
1205 6th Ave South
St. James, MN 56081
507-375-3241

EXHIBIT A

The South Half of the Southeast Quarter of the Northeast Quarter (S ½ of SE¼ of NE¼), and the Northeast Quarter of the Southeast Quarter of the Northeast Quarter (NE ¼ of SE ¼ of NE ¼), **EXCEPT** those parts platted as Somerset South, Morningside Addition, and Kelly's Acres, Section Twenty-four (24), Township One Hundred Six (106), Range Thirty-two (32), Watonwan County, Minnesota.

ALSO EXCEPTING THEREFROM

That part of the Southeast Quarter of the Northeast Quarter (SE ¼ of NE ¼) of Section Twenty-four (24), Township One Hundred Six (106) North, Range Thirty-two (32) West, City of St. James, Watonwan County, Minnesota, described as follows: Beginning at the Northwest corner of the plat of Kelly's Acres, according to the recorded plat thereof; thence on an assumed bearing of South 88 degrees 17 minutes 13 seconds East, along the North line of said Kelly's Acres, a distance of 361.58 feet to the Northeast corner of said Kelly's Acres located on the West right of way line of State Highway Right of Way Plat No. 83-5, according to the recorded plat thereof; thence North 0 degrees 01 minutes 43 seconds West, along said West line, a distance of 241.11 feet; thence North 88 degrees 17 minutes 13 seconds West a distance of 361.58 feet; thence South 0 degrees 01 minutes 43 seconds East a distance of 241.11 feet to the point of beginning, containing 2.00 acres, subject to easements now of record in said County and State.

ALSO EXCEPTING THEREFROM

That part of the Southeast Quarter of the Northeast Quarter (SE ¼ of NE ¼) of Section Twenty-four (24), Township One Hundred Six (106) North, Range Thirty-two (32) West, City of St. James, Watonwan County, Minnesota, described as follows: Beginning at the southeast corner of Lot One (1) of Block One (1) of Somerset South Addition to the City of St. James, according to the recorded plat thereof; thence on an assumed bearing of South 90 degrees 00 minutes West, along the South line of said Lot One (1) of Block One (1), a distance of 300.00 feet to the southwest corner of said Lot One (1) of Block One (1); thence South 0 degrees 00 minutes West a distance of 25.00 feet; thence North 90 degrees 00 minutes East, parallel with the South line of Lot One (1) of Block One (1) of said Somerset South Addition, a distance of 300.00 feet; thence North 0 degrees 00 minutes East a distance of 25.00 feet to the point of beginning, containing 0.172 acres, subject to easements now of record in said County and State.

AND

Lot 1, Block 1, James Square, Watonwan County, Minnesota, **EXCEPTING THEREFROM** the North 450 feet of Lot 1, Block 1, James Square.

AND

All that part of Ninth Street South, as dedicated on the plat of James Square, on file and of record with the Watonwan County Recorder, which lies southerly of the easterly extension of the south line of the North 450.00 feet of said Lot 1, Block One, James Square.

Proposed Rezoning of Jorgensen Subdivision and Proposed Plat Layout



B-4 = Highway Commercial Business District

R-2 = Multiple Family Residential District

Proposed Zoning Designation of Annexation Area



R-1 = One and Two Family Residential District

December 2, 2025

ITEM: New Business – Proposed Ordinance No. 034, 4th Series: Establishing the Zoning Designation for Annexed Property

BACKGROUND: The attached proposed ordinance establishes the zoning designation for annexed property.

First Reading: December 2, 2025

Notice of Proposed Ordinance: December 11, 2025

Second Reading and Final Vote: December 16, 2025

Approval of Publication of Title and Summary of Ordinance by the Council: December 16, 2025

Publication of Title and Summary of Ordinance:

Publication of Entire Text of Ordinance at Watonwan County Library:

Recorded in the Ordinance Book and Available on Website:

Effective Date of Ordinance:

ACTION REQUESTED: Approve/Deny the 1st Reading of Proposed Ordinance.

State of Minnesota
County of Watonwan

ORDINANCE 034, 4TH SERIES

**AN ORDINANCE ESTABLISHING THE ZONING DESIGNATION FOR ANNEXED
PROPERTY**

The City of St. James does ordain as follows:

Section 1. Purpose. This ordinance assigns an initial zoning designation to property recently annexed into the City of St. James. Minnesota law requires that all land within the municipal limits be assigned a zoning district consistent with the City's Zoning Ordinance and Comprehensive Plan.

Section 2. Property. The property subject to this ordinance is legally described in Exhibit A attached hereto and incorporated by reference. The property was annexed into the City by Resolution 11.25.06.

Section 3. Zoning Designation. The property described in Exhibit A is hereby assigned the zoning district of R-1, One- and Two- Family Residential District, in accordance with the St. James Zoning Ordinance.

Section 4. Zoning Map Amendment. The Official Zoning Map of the City of St. James is hereby amended to reflect the zoning designation assigned by this ordinance.

Section 5. Effective Date. The effective date of this ordinance shall be effective upon passage and publication.

First Reading: _____

Second Reading: _____

Date of Publication: _____

Date Ordinance Takes Effect: _____

Adopted by the City Council this ____ day of _____, 2025.

Christopher Whitehead, Mayor

ATTEST:

Kristin Hurley, City Clerk

THIS INSTRUMENT WAS DRAFTED BY:

City of St. James
1205 6th Ave South
St. James, MN 56081
507-375-3241

EXHIBIT A

The South Half of the Southwest Quarter of the Northeast Quarter (S $\frac{1}{2}$ SW $\frac{1}{4}$ NE $\frac{1}{4}$), and the East 33 feet of the South Half of the Southeast Quarter of the Northwest Quarter (S $\frac{1}{2}$ SE $\frac{1}{4}$ NW $\frac{1}{4}$), all in Section 24, Township 106 North, Range 32 West, Watonwan County, Minnesota,

AND

Beginning at the southwest corner of Lot 4 of Block 1 of Sorensen's Fourth Addition to the City of St. James, according to the recorded plat thereof; thence on an assumed bearing of North 0 degrees 26 minutes 12 seconds West, along the west line of said Block 1, a distance of 324.73 feet to the northwest corner of Lot 2 of said Block 1; thence North 82 degrees 56 minutes 12 seconds West a distance of 346.91 feet to an iron monument located on the easterly line of 4th Street South, as platted in Sorensen's Fifth Addition to the City of St. James, according to the recorded plat thereof; thence southwesterly, along said easterly line, along a non-tangential curve, concave to the southeast, having a radius of 273.39 feet, a central angle of 13 degrees 57 minutes 55 seconds, the chord of said curve bears South 6 degrees 28 minutes 49 seconds West, a chord distance of 66.47 feet, an arc distance of 66.64 feet to a plat monument; thence South 0 degrees 35 minutes 42 seconds East, along the easterly line of said 4th Street South, a distance of 238.12 feet to the southeast corner of said 4th Street South, as platted in said Sorensen's Fifth Addition; thence continuing South 0 degrees 35 minutes 42 seconds East, along the east line of said 4th Street as platted in Matthew's Addition to the City of St. James, according to the recorded plat thereof, a distance of 10.12 feet to the northwest corner of Lot 1 of Block 2 of said Matthew's Addition; thence North 89 degrees 25 minutes 55 seconds East, along the north line of said Lot 1, a distance of 140.12 feet to the northeast corner of said Lot 1; thence South 0 degrees 32 minutes 36 seconds East, along the east line of said Lot 1, a distance of 47.05 feet to an iron monument; thence South 87 degrees 58 minutes 47 seconds East a distance of 211.25 feet to the point of beginning, containing 2.60 acres, subject to easements now of record in said county and state.

AND

That part of the Southwest Quarter of the Northeast Quarter and the Southeast Quarter of the Northwest Quarter of Section 24, Township 106 North, Range 32 West, and that part of Lot 4 and that part of the vacated alley in Sorensen's Addition, City of St. James, Watonwan County, Minnesota, described as follows: Commencing at the Southwest corner of Lot 4 of Block 1 of Sorensen's Fourth Addition to the City of St. James, according to the recorded plat thereof; thence on an assumed bearing of North 0 degrees 26 minutes 12 seconds West, along the west line of said Block 1, a distance of 324.73 feet to the Northwest corner of Lot 2 of said Block 1, said Northwest corner being the point of beginning of the tract to be described; thence North 82 degrees 56 minutes 12 seconds West a distance of 346.91 feet to an iron monument located on the easterly line of Fourth Street South, as platted in Sorensen's Fifth Addition to the City of St. James, according to the recorded plat thereof; thence northeasterly, along said easterly line, along a non-tangential curve concave to the southeast, having a radius of 273.39 feet, a central angle of 21 degrees 43 minutes 44 seconds, the chord of said curve bears North 24 degrees 19 minutes 39 seconds East, a chord distance of 103.06 feet, an arc distance of 103.68 feet to a plat monument; thence North 35 degrees 07 minutes 36 seconds East, along the southeasterly line of said Fourth Street South, a distance of 183.63 feet to the Northeast corner of said Fourth Street South as

platted in said Sorensen's Fifth Addition, also being on the south line of Sorensen's Second Addition to the City of St. James, according to the recorded plat thereof; thence South 87 degrees 57 minutes 52 seconds East, along the south line of said Sorensen's Second Addition, a distance of 24.81 feet to the Southeast corner of said Sorensen's Second Addition located on the west line of Lot 6 of Sorensen's addition to the City of St. James, according to the recorded plat thereof; thence South 2 degrees 58 minutes 40 seconds West, along the west line of said Lot 6, a distance of 10.12 feet to the Southwest corner of said Lot 6; thence South 88 degrees 00 minutes 39 seconds East, along the south line of said Lot 6 and along the south line of Lot 5 of said Sorensen's Addition, a distance of 150.00 feet to the Southeast corner of said Lot 5; thence South 0 degrees 25 minutes 05 seconds East, along the west line of an alley as platted in said Sorensen's Addition, a distance of 90.03 feet to the westerly extension of the north line of Lot 4 of said Sorensen's Addition; thence South 88 degrees 10 minutes 40 seconds East, along said westerly extension, a distance of 20.05 feet to the Northwest corner of said Lot 4; thence South 88 degrees 10 minutes 40 seconds East, along the north line of said Lot 4, a distance of 30.00 feet to the east line of the West 30 feet of said Lot 4; thence South 0 degrees 22 minutes 40 seconds East, along the east line of the West 30 feet of said Lot 4, a distance of 80.10 feet to a plat monument located on the north line of Lot 1 of Block 1 of said Sorensen's Fourth Addition; thence South 0 degrees 27 minutes 39 seconds East, along the west line of said Lot 1, a distance of 25.07 feet to a plat monument; thence North 87 degrees 53 minutes 37 seconds West, along the west line of said Lot 1, a distance 30.00 feet to a plat monument; thence South 0 degrees 26 minutes 20 seconds East, along the west line of said Lot 1, a distance of 74.87 feet to the point of beginning, containing 1.70 acres, subject to easement now of record in said county and state.

EXCEPTING THEREFROM THE FOLLOWING:

Matthew's Addition;

AND

Floradale Addition No. 4;

AND

Floradale Addition No. 3;

AND

Sorensen's Fourth Addition;

AND

Sorensen's Addition

December 2, 2025

ITEM: New Business – 2026 Final Budget Presentation

BACKGROUND: The attached 2026 Final Budget Presentation will provide an overview of projected revenues and expenditures.

STAFF RECOMMENDATION: No action.



2026 FINAL BUDGET

2026 BUDGET

BUDGET PROCESS

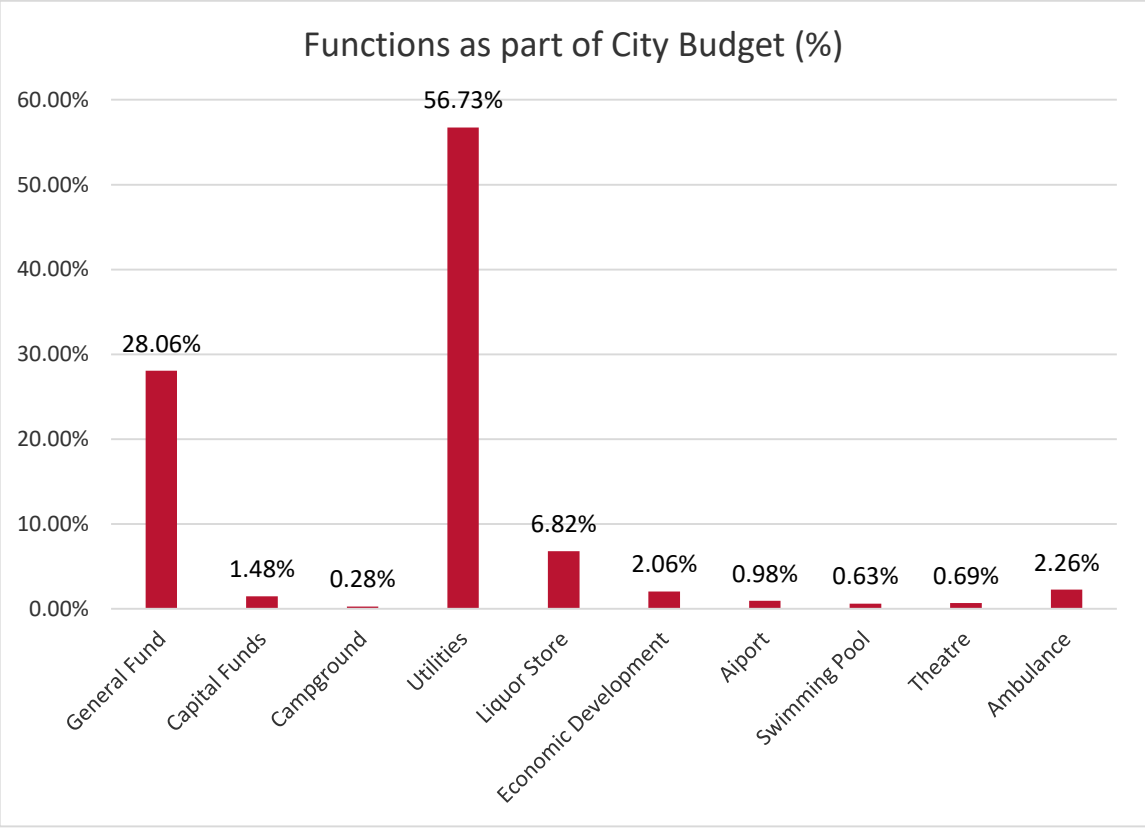
- September 2, 2025
- September 16, 2025
- December 2, 2025
- December 16, 2025

2026 Preliminary Budget Presentation
Approve 2026 Preliminary Levy
Set Truth and Taxation Hearing
Truth and Taxation Hearing
Approve 2026 Final Levy and Budget

2026 BUDGET

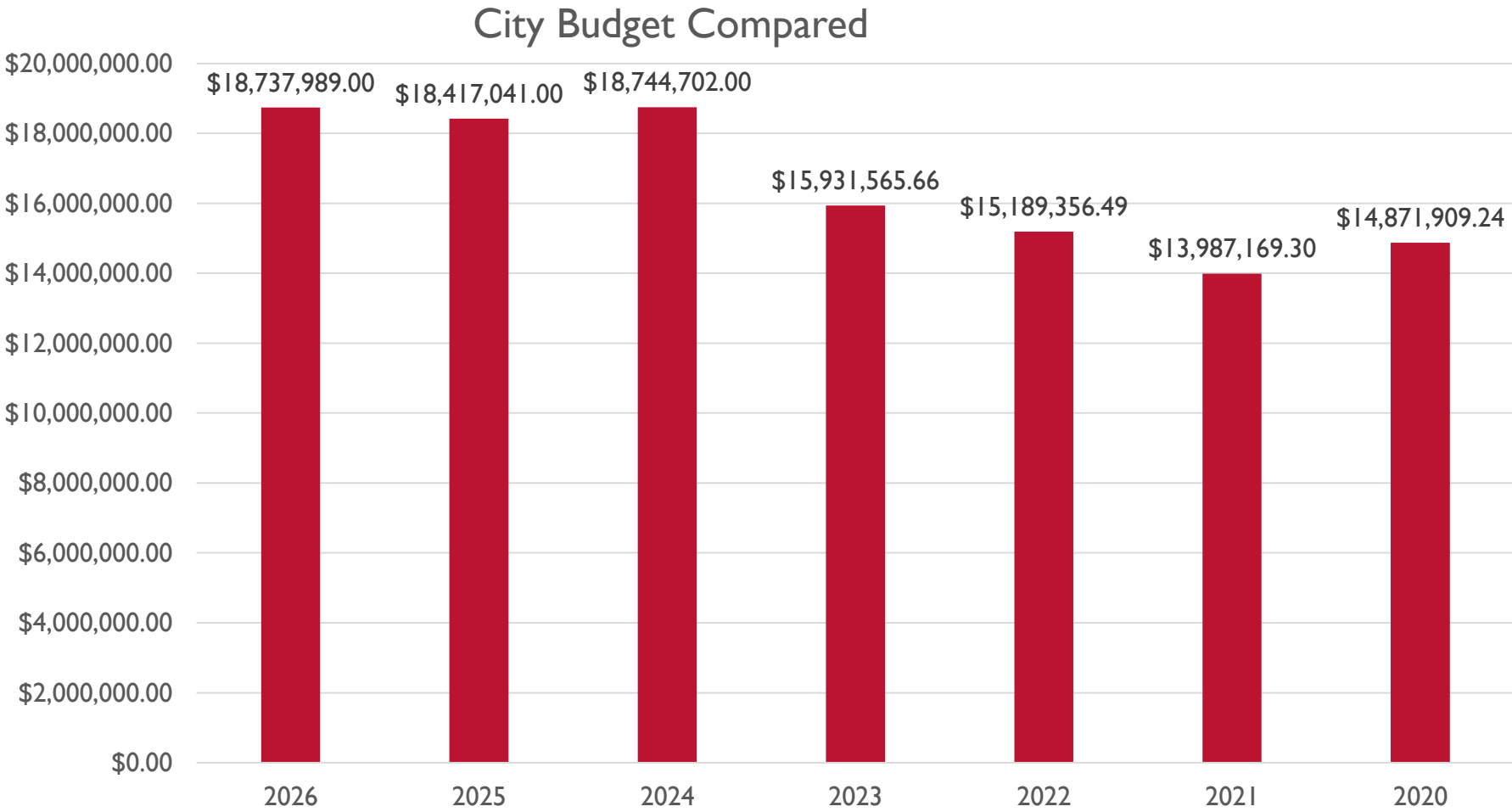
TOTAL BUDGET ALLOCATION

General Fund	\$5,258,412.00
Capital Funds	\$276,800.00
Campground	\$52,575.00
Utilities	\$10,629,487.00
Liquor Store	\$1,278,225.00
Economic Development	\$386,855.00
Airport	\$183,325.00
Swimming Pool	\$118,680.00
Theatre	\$129,655.00
Ambulance	\$423,975.00
TOTAL 2025 BUDGET	\$18,737,989.00



2026 BUDGET

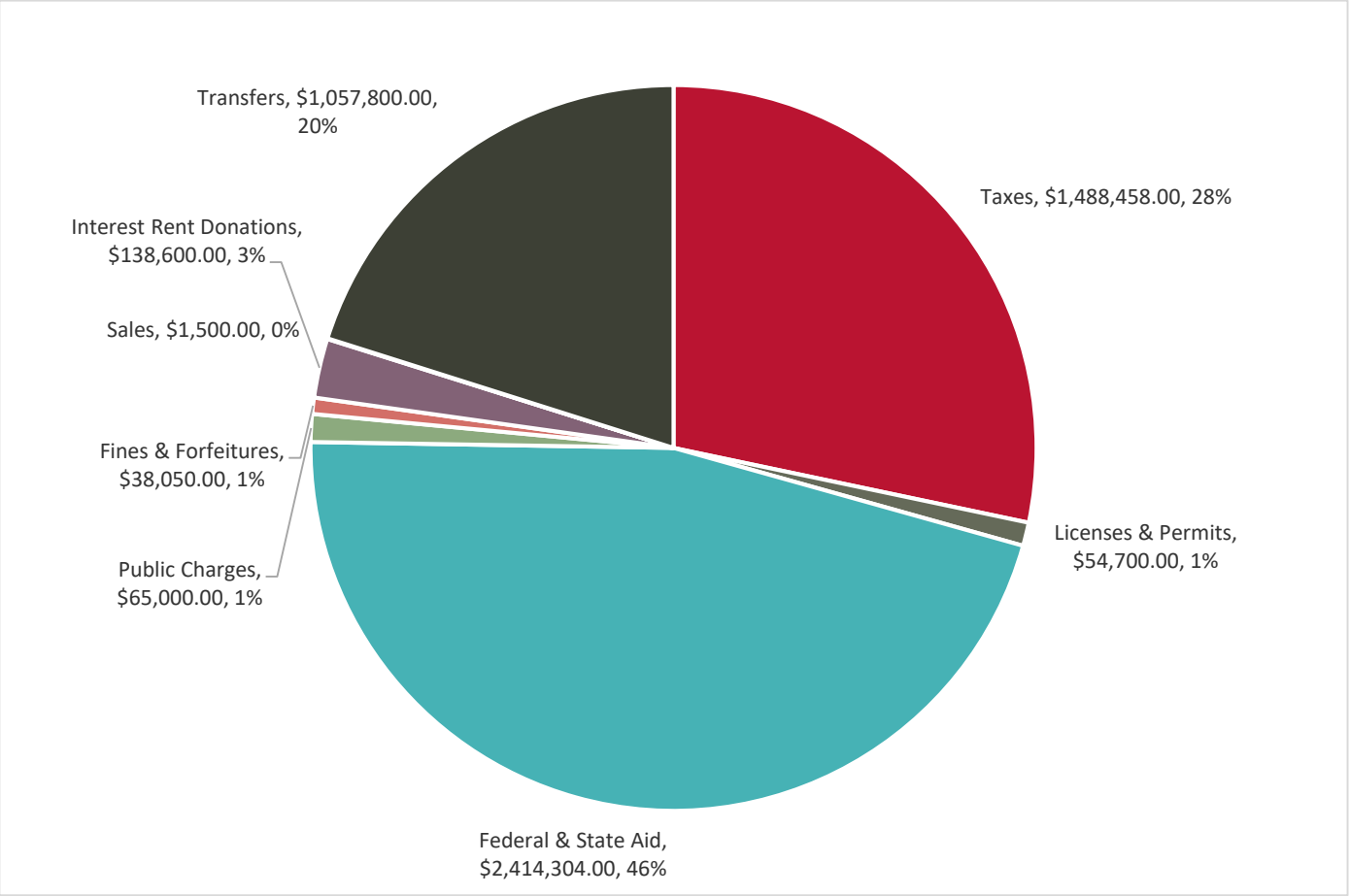
TOTAL 2026 BUDGET: \$18,737,989.00



2026 BUDGET

TOTAL GENERAL FUND REVENUE: \$5,258,412.00

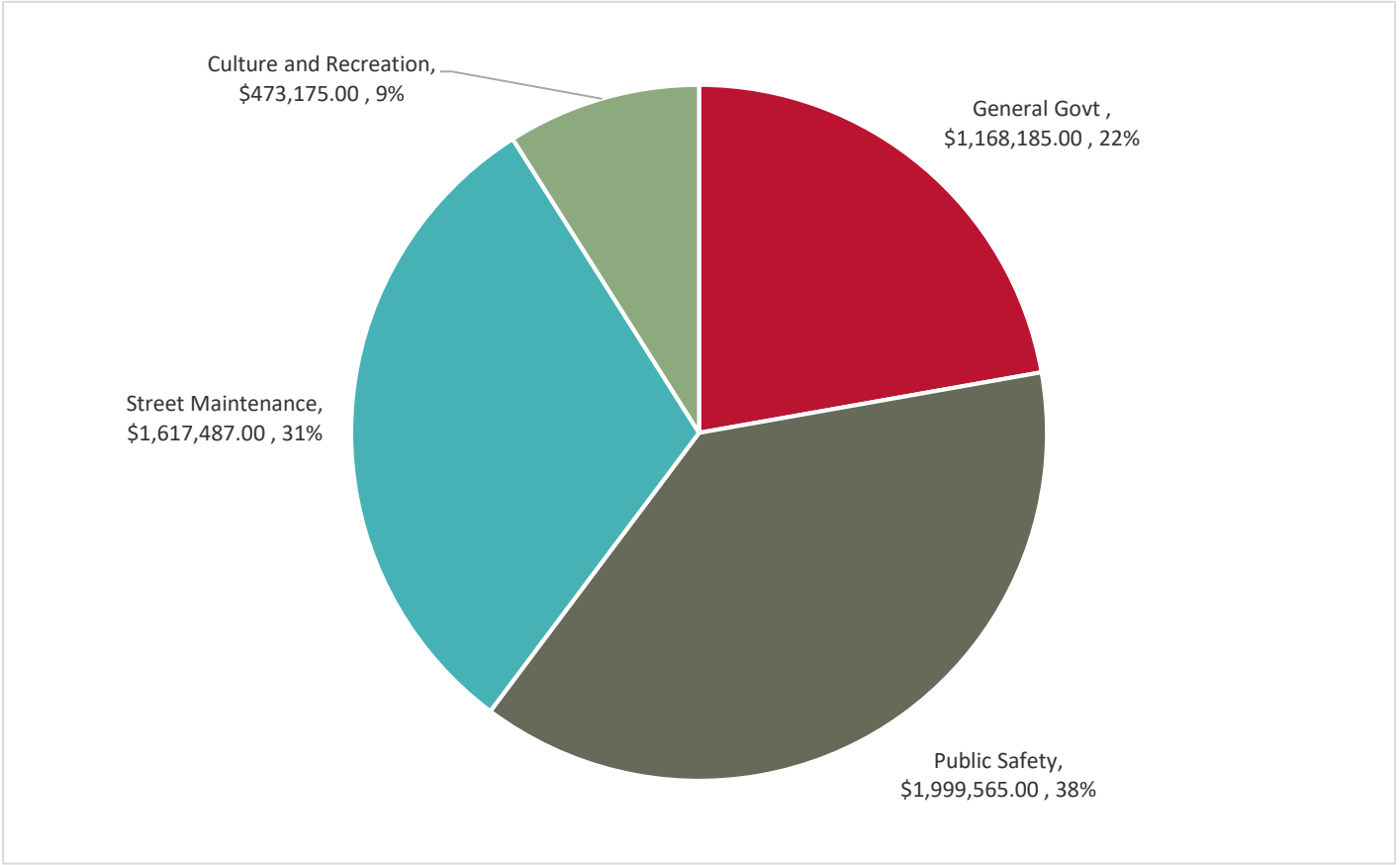
Revenue	2026
Taxes	\$1,488,458.00
Licenses & Permits	\$54,700.00
Federal & State Aid	\$2,414,304.00
Public Charges	\$65,000.00
Fines & Forfeitures	\$38,050.00
Interest Rent Donations	\$138,600.00
Sales	\$1,500.00
Transfers	\$1,057,800.00
TOTAL	\$5,258,412.00



2026 BUDGET

TOTAL GENERAL FUND EXPENSES: \$5,258,412.00

Expenses	2026
General Government	\$1,168,185.00
Public Safety	\$1,999,565.00
Street Maintenance	\$1,617,487.00
Culture and Recreation	\$473,175.00
TOTAL	\$5,258,412.00



2026 BUDGET

GENERAL FUND CAPITAL EXPENSES: \$276,800.00

- Improvements to City Facilities:
 - Purchase Gutters for City Hall
 - Repair Police Station Exterior Wall
 - Repair Street Department Roof
 - Replace Street Department Garage Doors
 - Repair Fire Department Heating System
- Equipment Purchases
 - Street Department Dump Trailer
 - Park Department Mower
- Vehicle Purchases
 - Squad Car for Police Department
 - Fire Truck for Fire Department
- Upgrade City Website to meet new ADA laws
- Transfer to EDA Admin Fund

2026 BUDGET

GENERAL FUND OPERATIONS

• \$5,258,412.00	2026 Budgeted Amount	-0.71%
• \$5,296,274.00	2025 Budgeted Amount	+5.65%
• \$5,013,258.00	2024 Budgeted Amount	+10.98%
• \$4,517,396.61	2023 Budgeted Amount	+15.86%
• \$3,899,099.87	2022 Budgeted Amount	+2.05%
• \$3,820,915.10	2021 Budgeted Amount	-3.89%
• \$3,975,669.00	2020 Budgeted Amount	+4.88%
• \$3,790,809.00	2019 Budgeted Amount	-2.42%
• \$3,884,835.00	2018 Budgeted Amount	+7.70%
• \$3,607,121.00	2017 Budgeted Amount	+20.72%
• \$2,988,047.00	2016 Budgeted Amount	-17.97%

2026 BUDGET

CITY TAX LEVY: \$1,633,753.00

Proposed Tax Levy	2025	2026
General Fund	\$1,264,708.00	\$1,407,758.00
Debt Service – 2022A	\$65,186.00	\$62,850.00
Swimming Pool	\$40,000.00	\$20,995.00
Airport	\$75,000.00	\$75,000.00
Capital Expense	\$50,000.00	\$20,000.00
Housing Demolition	\$20,000.00	\$20,000.00
TOTAL	\$1,514,894.00	\$1,606,603.00

2026 BUDGET

TOTAL 2025 TAX LEVY - \$1,606,603.00

- \$1,407,758.00 General Fund Operations (13.06% ↑) 87.62% of the levy
- \$135,995.00 Special Revenue Funds (23.79% ↓) 8.46% of the levy
- \$62,850.00 Debt Service Levy (3.58% ↓) 3.91% of the levy

Debt Service Levy:

<i>Issuance</i>	<i>Maturity</i>	<i>2026 Levy</i>
2022A 2 nd Ave S Improvement	2042	\$62,850.00
Total 2026 Debt Levy		\$62,850.00

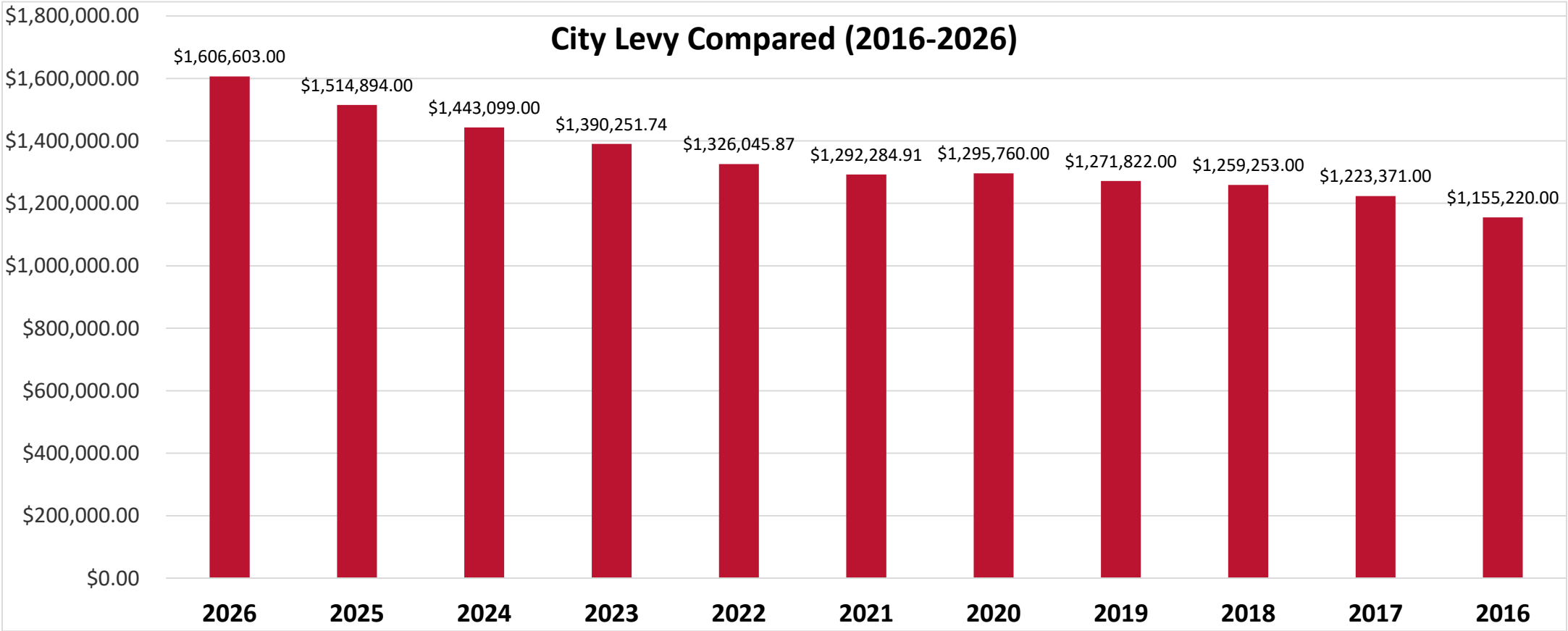
2026 BUDGET

TAX LEVY COMPARED

• \$1,606,603.00	2026 Levy Amount	+6.05%
• \$1,514,894.00	2025 Levy Amount	+4.98%
• \$1,443,099.00	2024 Levy Amount	+3.80%
• \$1,390,251.74	2023 Levy Amount	+4.84%
• \$1,326,045.87	2022 Levy Amount	+2.61%
• \$1,292,284.91	2021 Levy Amount	-.27%
• \$1,295,760.00	2020 Levy Amount	+1.85%
• \$1,271,822.00	2019 Levy Amount	+.99%
• \$1,259,253.00	2018 Levy Amount	+2.85%
• \$1,223,371.00	2017 Levy Amount	+5.57%
• \$1,155,220.00	2016 Levy Amount	+1.75%
• \$1,135,009.00	2015 Levy Amount	-1.24%

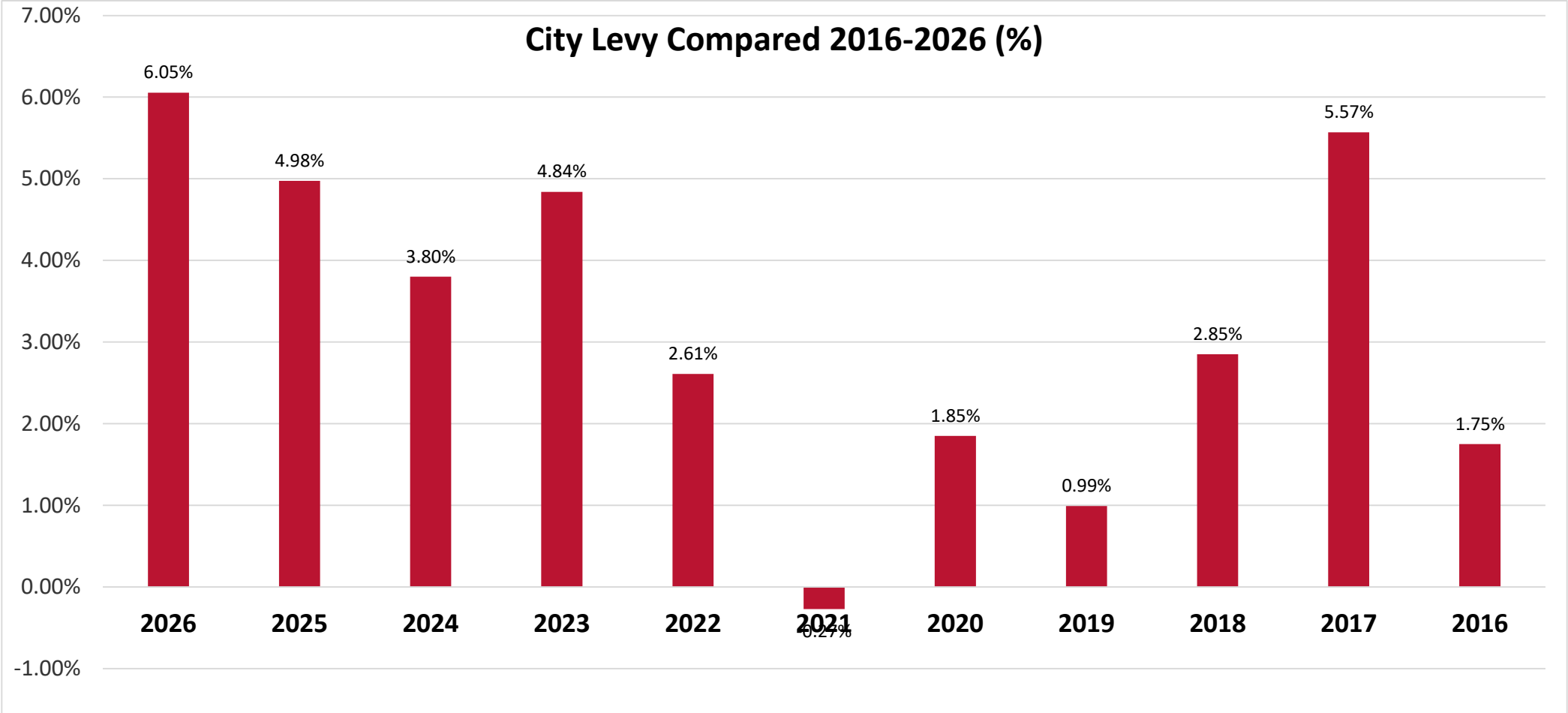
2026 BUDGET

TOTAL 2026 TAX LEVY: \$1,606,603.00



2026 BUDGET

TOTAL 2026 TAX LEVY: 6.05% INCREASE



THANK YOU

QUESTIONS AND COMMENTS WELCOME