CITY OF SPRINGFIELD
CITY COUNCIL AGENDA
January 28, 2026 - 5:00 PM
SPRINGFIELD AREA COMMUNITY CENTER

Join Microsoft Teams

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Meeting ID: 251 890 833 008 7
Passcode: vG7NP6ey

Citizen's Forum Policy

- **Request to Speak**: Written request must be submitted to the City Clerk **at least 24 hours** in advance of scheduled meeting and must contain **full name, address, topic of discussion.**

Meeting Participation Guidelines:

- **Respectful Feedback**: Disruptive or disrespectful behavior will not be tolerated.
- **No Action on New Request**: Any new requests will **not be acted upon** during the same meeting it was presented.
- **Single Spokesperson:** If a group of individuals or several members of an organization wish to speak on the same topic, the Clerk will request that they select **one spokesperson** to represent their collective view.
- **TIME LIMIT:** Individuals will be allocated **2 minutes,** and a spokesperson will be allocated **4 minutes**.

1. **Call to Order/Pledge of Allegiance/Roll Call/Adopt Agenda**
2. **State of the City – City Manager, Amber Dale**
3. **Citizens' Forum**
4. **Consent Agenda**

a. Minutes
    i. City Council - December 3, 2025 & December 17, 2025
    ii. PUC – October 29, 2025 (Updated) and November 25, 2025
    iii. Library – November 12, 2025 Library Board Minutes
    iv. Charter – January 6, 2025 Minutes
b. Reports
    i. Council Report – January 28, 2026
c. Financial
    i. Auditing Claims & Investment Worksheet
    ii. Authorization for City Manager to Sign OEMS Ambulance AOD Grant Agreement - $39,247.53
    iii. Resolution 26-012804 Acceptance of and Appreciation for the 2025 Donations
d. Licenses & Permits - NONE
e. Communications
    i. Resignation of Randy Haseleu from Public Utilities Commission after 20 years of service.
f. Miscellaneous/Other
    i. Oberloh & Oberloh Ltd. Engagement Letter to Renew Audit Services for 2026 Financials
    ii. Motion to Appoint Sydney Ramirez and Sara Rogotzke to Community Facilities Board
    iii. Motion to Appoint Paul Pieschel to EDA Board
    iv. Motion to Appoint Shawn Rummel to Police Commission
    v. Motion to Appoint Kim Shoen to Public Utilities Commission January 27, 2026.
    vi. Motion to Appoint Mark Brown and Barry Reindl to Public Utilities Commission

5. Old Business

a. Motion to Approve AIP Grant Oversite Risk Assessment Policies effective 10/31/2025
b. First Reading of Ordinance Adopting Library Bylaws
c. Motion to approve AV System Quote from Audio Video Integrations - $97,482.67
d. Motion to Approve Library Flooring Contract

6. New Business

a. Motion to Approve Resolution 26-012801 2026 Annual Resolution

b. Motion to Approve Resolution 26-012802 Declaring Surplus Property and Approving Donation to Comfrey 1st Responders.
c. Motion to Approve Resolution 26-012803 Resolution Adopting Investment Policy
d. Motion to Approve the First Amendment to the Agreement for the Establishment of a Convention and Visitors Bureau
e. Discussion Re: Pool Opening Date
f. Motion to Approve $55/hour duty pay wage for part time officers with 2 or more years of experience during 2026 staff leaves
g. Motion to Approve Purchase of 2026 Ford Explorer Police Squad -$52,700.00
h. Motion to Approve Purchase of Updated Police Duty Weapons - $9,130.30
i. Motion to Approve Purchase of Axon Draft One Program - $6,389.93/year
j. Motion to Approve 2025 Polling Place Accessibility Grant Program Agreement

7. Mayor/City Council/Staff Reports

8. Adjournment

State of the City: Springfield, MN

January 28, 2026 - Covering the period from Jan. 2025-Dec. 2025

Reflecting on Our Challenges
In 2025, Springfield continued to balance the realities of small-city governance with the opportunities that come from growth and investment. Challenges remain—ranging from staffing to infrastructure needs—but Springfield's ability to adapt and stay forward-looking has kept us moving in a positive direction.

Key challenges during 2025 included:

- **Workforce and Staffing:** Recruiting and retaining skilled staff continues to be a focus. The City Council and staff have worked to build a stable team environment with competitive wages, benefits, and professional development opportunities, knowing that quality services depend on dedicated employees. The focused initiative to recruit police officers has proved successful with 2025 bringing a fully staffed department of four. City staff continue to build relationships, cross train, and streamline processes ensuring continuation of services no matter the circumstances. The city has a much stronger team entering 2026 and we are no longer surviving the day-to-day. Staff are moving the needle forward with new ideas and projects to better the community.
- **Financial Stewardship:** With inflation and rising costs affecting city operations, budget planning required careful prioritization. Staff continue to look for ways to get the same or better result while saving money in the budget. A workable plan was developed for the purchase of equipment and building maintenance going forward and a new capital improvement fund will be started to save for future street projects. These changes demonstrate the council's commitment to fiscal responsibility which ensures Springfield can meet today's needs while preparing for tomorrow's uncertainties.
- **Aging Infrastructure:** Like many small communities, we face the challenge of maintaining core facilities, utilities, equipment and transportation systems. Sorting through the aftermath of the collapse of several aged buildings in our downtown area has highlighted the importance of reinvestment in both public and privately owned infrastructure to keep Springfield resilient and prepared for future growth.

Despite these pressures, Springfield remained steady and resilient, focusing on long-term solutions over short-term fixes.

A Future to Look Forward To: Initiatives and Investments

As we look ahead to 2026 and beyond, it is important to reflect briefly on the goals established for the past year and the progress made toward them. In 2025, the City focused on economic development, police department upgrades, marketing the city, and community engagement. Meaningful steps were taken in each area, including continued investment through the EDA,

progress on police facility and operational needs, expanded efforts to promote Springfield as a place to live and do business, and increased opportunities for community involvement through EDA, housing childcare studies, surveys and focus groups. While this work is ongoing, these efforts have helped position Springfield for sustainable growth and thoughtful reinvestment moving forward.

As we look to 2026 and beyond, several initiatives will shape Springfield's growth and community spirit:

1. **Housing Development:** Building on the Region 9 housing study, Springfield continues to seek partnerships to meet community housing needs. Through several grants, the Springfield EDA aims to move the needle forward by initiating and supporting housing projects.
2. **Business Development/Support**: The Economic Development Authority (EDA) will continue to introduce new business programs with proceeds from the sale of the Parkview Apartments as well as grant funding. These programs will work to stimulate local entrepreneurship and attract business and housing development which will stabilize the tax base for the future.
3. **Facility Maintenance:** The city should work to maintain its current infrastructure before proceeding with new amenities as several current buildings are in need of major repair or maintenance. This includes updated police department facilities such as the building roof and evidence room, city hall facilities including roof and office space, etc. These buildings are a pillar of our downtown commercial district and should be maintained appropriately to ensure they continue to stand for many years to come. Recent repairs from the hail claim, pool and campground investments, and grant funded library and community center updates will leave the city in a stable position overall.
4. **Technology Updates:** The city should work to update its technology contracts to continue to provide affordable, reliable services for the residents. I believe several key vendor changes will help to eliminate staff frustrations and create a more streamlined process including changing Managed IT vendors, addressing internet connectivity issues, refreshing AV equipment, etc.

Many city initiatives have been made possible or accelerated through state and federal grant funding. The following sections outline the impacts of grant investments over the past year, including key statistics and a summary of grants that have been awarded, completed, or are currently in progress. The coming years offer exciting opportunities to build a stronger, more vibrant Springfield.

Impacts of Grant funding

From January 2025 to December 2025, the city will benefit from significant financial investments representing a transformative boost to our city's development:

- Approximately $3,463,966 of grants completed in 2025 or awarded and in progress currently.
- $500,000 in federal loans to support business initiatives.
- Annual local government aid of about $1 million annually, not including one time aid payments, small cities assistance, police and fire aid, etc.
- This equates to over $4,963,966 in total state/federal and grant funded support during this period.
- To provide perspective, Springfield collected approximately $1,543,512 in local taxes in 2025.
- With an estimated population of 2040, this breaks down to **$757 per resident annually**, enabling us to maintain essential services, including our streets, parks, pool, police, fire department, library, and more.
- We are administering $3.21 of state, federal, and grant funding for every $1.00 of local taxes collected and leveraging these dollars to improve the city.

The city has successfully secured funding for numerous projects in the past year:

- **Grants/Loans completed (in 2025):**
  - Pieschel Foundation Grants - $1,000 fire pagers, $36,717.29 ambulance power load cots, $9,500 summer reading program and juried arts show.
  - MnDOT Emergency Operations Grant – $14,400 (100% of copay, No Match) Airport hangar roof replacement
  - ARMER Radio Equipment Grant with Brown County - $17,845 towards (4) radios for Fire, EMS, and Police Departments (95/5).
  - SMIF Small Town Grant - full housing and economic development study - $7,600 (80/20)
  - OSHA Safety Grant - $6000 to provide secure entrance to Police department (50/50)
  - MnDOT Aeronautics Equipment Grant - $235,670 – Airport snowblower (95/5)
  - Southern Minnesota Initiative Foundation Literacy Grant – 130 English and 25 Spanish children's books
  - MN DNR - $295,000 to expand campground and bathroom facilities (50/50)
  - Arts Culture and Heritage Fund Grants – $500+ for library programming/events
  - American Legion Post – $1,000 Library Infinity Game Table
  - American Legion Post – $600 Ambulance Burger Feed Supplies
  - Compeer Financial - $4,000 towards new ambulance pacing monitors.
  - Brown County REA - $1,000 towards new ambulance navigation tablets.
  - Redwood Electric - $1,000 towards new ambulance navigation tablets.
  - Centerpoint Energy - $2,500 towards new ambulance navigation tablets.

- **<u>Active Grants/Loans (awarded and in progress)</u>**

- MnDOT Aeronautics - $29,000 Airport rezoning (95/5)
- FEMA Mitigation - $1.4-$1.683 million Storm shelter and concession stand (75/25)
- MnDOT Railroad crossing arms at Burns Ave 100% covered – (No Match)
- SMIF Taylor Childcare Grant - $20,000 towards EDA program to support new daycares (No match)
- MPCA Stormwater Resiliency grant - $233,000 Hoyt Ave and Wildridge Stormwater dry pond which will allow us to develop the area further (90/10, with $5,000 and land donated by developer)
- USDA Rural Economic Development Loan - $500,000 to another local business in the early stages. (Loan)
- FAA Airport Improvement Program - $150,000/year beginning 2025 with NPIAS designation for capital upgrades to the airport – using towards D42 Springfield Municipal Airport, Airfield Electrical Update with an additional 2.5% to be covered by the state $5,787.00. (95/2.5/2.5). A 2026 application is underway to update airport runway lighting.
- Bipartisan Infrastructure Law Grant - $108,000 for D42 Springfield Municipal Airport, Airfield Electrical Update – meaning project is covered at roughly 95% by the federal government and eligible for an additional 2.5% to be covered by the state $2,787.00. (95/2.5/2.5) A 2026 application is underway to update airport runway lighting.
- MN Secretary of State - 2025 Polling Place Accessibility Grant - $4,342.22 for Community Center curbs and polling place signage.
- Office of Emergency Medical Services - Ambulance AOD Grant - $39,247.53 for ambulance operating funds

- **<u>Grants/Loans Awaiting Response (applied and currently under review)</u>**
  - Federal EDA Disaster Supplemental - $13,000,000 – Industrial Park Expansion (80/20)
  - Department of Education Multi-Use Community Facilities Grant – Additional $169,000 may be available for capital upgrades to Springfield Area Community Center and Springfield Public Library (No Match)
  - City staff actively seek new grant opportunities daily for both the city and its local businesses and non-profits.

Closing Thoughts

Springfield enters 2026 stronger and more prepared thanks to the work accomplished in 2025. Together, we have built momentum—investing in infrastructure, supporting public safety,

expanding opportunities through economic development initiatives, and keeping our community connected and engaged.

Our city's future is bright because of the dedication of our residents, volunteers, staff, and council. Springfield's strength continues to lie in its people, and together, we are shaping a community ready to thrive in the years ahead.

Respectfully Submitted,

Amber Dale
City Manager

City Council Workshop MEETING
December 3, 2025
5:00 PM

1. **Call to Order**
   The December 3, 2025 Council Workshop was called to order at 5:00 pm by Mayor Lowell Helget. Council members present include Josh Anderson, Shelley Frantz, Nick Klisch, and Jeanette Pidde and Mayor Lowell Helget. Others present included City Manager Amber Dale, Finance Manager Amy Vogel, Attorney Matt Muske, Community Development Coordinator Heidi Wersal, and City Clerk Justtina Erickson.
2. **Old Business**

   A. **Resolution on Compost Site Rules**
   Dale presented a resolution for compost rules. The recommendation was to make it shorter, to allow all the rules to be posted at compost site.

   B. **AV System Requirements**
   Wersal gave an overview of the AV system upgrades at the community center that are included in the Community Facilities Grant the City received. Wersal requested direction about placement of potential cameras in council rooms to allow for recording and potential streaming of meetings. Council's recommendation was to include one camera in each potential council meeting rooms.

   C. **Ordinance Amending 2026 Fee Schedule**
   Erickson discussed the changes on the 2026 fee schedule. Other discussions included airport hangar rents, seasonal campsite prices, and rental cost for Altermatt Room at Library.
3. **New Business**

   A. **Street CIP Plan and Funding**
   Dale explained the potential start of a 412 fund to go towards future street projects. The plan is to keep the levy steady by putting excess debt service funds to the 412 fund when bonds are paid off. These funds would be used for future street projects.
4. **Mayor/City Council/Staff Reports**

5. **Adjournment**
   Meeting was adjourned at 6:12 pm.

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Lowell Helget, Mayor Justtina Erickson, City Clerk

City Council MEETING
December 17, 2025
5:00 PM

1. **Call to Order/Pledge of Allegiance/Roll Call/Adopt Agenda**

   The December 17, 2025 City Council meeting was called to order at 5:02 pm by Mayor Lowell Helget. Council Members present include Josh Anderson, Jeanette Pidde, Nick Klisch, and Shelley Frantz, and Mayor Lowell Helget. Others present include City Manager Amber Dale, City Attorney Paul Muske, Finance Manager Amy Vogel, City Clerk Justtina Erickson, Ben Luense, John Ryan, Wendy Krier, John Sagan, Sharon Pieschel, Chief of Police John Nicholson, and Officer Alex Esser.

   The Pledge of Allegiance was recited. Motion by Jeanette Pidde, second by Shelley Frantz to adopt agenda. Yes 5, No 0, Abstained 0 Passed.

2. **Citizens' Forum**

3. **Consent Agenda**

   Motion by Josh Anderson, second by Shelley Frantz to approve Consent Agenda.

   A. Minutes

   i. City Council - November 5, 2025 Workshop & November 19, 2025 Minutes

   ii. EDA - October 13, 2025, October 28, 2025, and November 17, 2025 Minutes

   iii. Community Facilities - November 18, 2025 Minutes

   iv. PUC - October 29, 2025 PUC Minutes

   B. Financial

   i. Auditing Claims and Investments Worksheet

   ii. Resolution 25-121704 Resolution Transferring Funds for the Fiscal Year Ended December 31, 2025

   iii. Hoyt/Wild Ridge Pond Project - Pay Request #2 - $11,364.31

iv. **Airfield Electrical Pay Request #1 - $45,392.25**

v. **Resolution 25-121710 A Resolution in Support of MN OEMS Grant to Springfield Ambulance Service**

C. **Licenses and Permits**

i. **Tobacco and Sanitation Licenses for 2026**

D. **Communications**

i. **Resignation of Roger Prechel from Community Facilities Board**

E. **Miscellaneous/Other**

i. **Resolution 25-121701 - A Resolution Designating Polling Place Within the City of Springfield**

ii. **Approve Adjustment to Joint Powers Agreement for Assessment Services by Brown County**

iii. **Notification to Broker & Certification By Broker 4M & Moreton Capital**

iv. **Simply Clean 2026 Cleaning Contract**

v. **Brighter Homes Community Center Flooring Contract**

vi. **Council Report - November 17th, 2025**

4. Old Business

A. **Motion to Approve Ordinance 458 - Amending Fee Schedule**
Motion by Nicholas Klisch, second by Jeanette Pidde to approve Ordinance 458 - Amending Fee Schedule. Yes 5, No 0, Abstained 0 Passed.

5. New Business

A. **CVB 2026 Budget Presentation - Ben Luense**

Ben Luense gave a presentation of the CVB 2026 budget. Luense also updated the council about his retirement. Wendy Krier will be the Microtel's representative, along with Heidi Wersal as the board's chair. Motion by Nicholas Klisch, second by Shelley Frantz to approve CVB's 2026 budget. Yes 5, No 0, Abstained 0 Passed.

B. Board Appointments

i. Motion to Appoint Brian Schwarzrock and Scott Johnson to Zoning Commission.

Motion by Nicholas Klisch, second by Jeanette Pidde to appoint Brian Schwarzrock and Scott Johnson to Zoning Commission. Yes 5, No 0, Abstained 0 Passed.

ii. Motion to Appoint Mike Rothmeier to Economic Development Authority

Motion by Josh Anderson, second by Shelley Frantz to appoint Mike Rothmeier to Economic Development Authority. Yes 5, No 0, Abstained 0 Passed.

iii. Motion to Appoint Three Members to Library Board

Motion by Jeanette Pidde, second by Nicholas Klisch to appoint Denise Reiner, Sarah Boettger, and Mariah Pieteg to Library Board. Yes 5, No 0, Abstained 0 Passed.

C. Hazardous Building Resolutions

Dale explained buildings were inspected by a state licensed inspector, which were deemed hazardous. Muske explained the process of deeming a hazardous building and abatement of hazardous building.

i. Motion to Approve Resolution 25-121705 Resolution Ordering Repair or Removal of Hazardous Building at 20 E Central St.

Motion by Nicholas Klisch, second by Jeanette Pidde to approve Resolution 25-121705 Resolution Ordering Repair or Removal of Hazardous Building at 20 E Central St. Yes 4, No 1(Anderson), Abstained 0 Passed.

ii. Motion to Approve Resolution 25-121706 Resolution Ordering Repair or Removal of Hazardous Building at 512 N Cass Ave.

Motion by Josh Anderson, second by Nicholas Klisch to approve Resolution 25-121707 Resolution Ordering Repair or Removal of Hazardous Building at 512 N Cass Ave. Yes 5, No 0, Abstained 0 Passed.

iii. Motion to Approve Resolution 25-121707 Resolution Ordering Repair or Removal of Hazardous Building at 508 N Cass Ave.

Motion by Josh Anderson, second by Nicholas Klisch to approve Resolution 25-121707 Resolution Ordering Repair or Removal of Hazardous Building at 508 N Cass Ave. Yes 5, No 0, Abstained 0 Passed.

iv. Motion to Approve Resolution 25-121708 Resolution Ordering Repair or Removal of Hazardous Building at 301 N Washington Ave

Motion by Nicholas Klisch, second by Jeanette Pidde to approve Resolution 25-121708 Resolution Ordering Repair or Removal of Hazardous Building at 301 N Washington Ave. Yes 5, No 0, Abstained 0 Passed.

v. Motion to Approve Resolution 25-121709 Resolution Ordering Repair or Removal of Hazardous Building at 207 N Jefferson Ave

Motion by Nicholas Klisch, second by Josh Anderson to approve Resolution 25-121709 Resolution Ordering Repair or Removal of Hazardous Building at 207 N Jefferson Ave. Yes 5, No 0, Abstained 0 Passed.

D. Motion to Approve 2026 Wage Scale with 3% COLA

Dale explained the 3% COLA was built into the 2026 preliminary budget but is still waiting on the police's union contract to determine final figures for union employees. Motion by Nicholas Klisch, second by Shelley Frantz to approve 2026 Wage Scale with 3% COLA for non-union staff. Yes 5, No 0, Abstained 0 Passed.

E. Motion to Approve 2026 Final Budget

Dale discussed the 412 fund that has been added, to fund future street projects.

Motion by Josh Anderson, second by Jeanette Pidde to recess meeting at 5:39 pm. Yes 5, No 0, Abstained 0 Passed. Motion by Nicholas Klisch, second by Jeanette Pidde to open meeting at 6:00 pm. Yes 5, No 0, Abstained 0 Passed. Motion by Nick Klisch, second by Josh Anderson to approve 2026 Final Budget. Yes 5, No 0, Abstained 0 Passed.

F. Motion to Approve Resolution 25-121702 EDA Tax Levy

Motion by Nicholas Klisch, second by Jeanette Pidde to approve Resolution 25-121702 EDA Tax Levy. Yes 5, No 0, Abstained 0 Passed.

G. Motion to Approve Resolution 25-121703 Property Tax Levy

Motion by Josh Anderson, second by Jeanette Pidde to approve Resolution 25-121703 Property Tax Levy. Yes 5, No 0, Abstained 0 Passed.

6. Truth in Taxation - Begins no earlier than 6PM

A. Truth in Taxation Presentation

Erickson played a video explaining the property tax process. Dale recapped her written report which was submitted to the council and public. The report summarized that the local property tax levy has

increased by 3.97% over the prior year, however because Springfield's taxable property has increased, many residents will see a reduction in the city portion of their property taxes.

B. Public Comment Period

Motion by Josh Anderson, second by Nicholas Klisch to open public comment period at 6:24 pm. Yes 5, No 0, Abstained 0 Passed. No comments were made. Motion by Nicholas Klisch, second by Shelley Frantz to close public comment period at 6:24pm. Yes 5, No 0, Abstained 0 Passed.

7. Mayor/City Council/Staff Reports

8. Adjournment

Motion by Shelley Frantz, second by Jeanette Pidde to adjourn at 6:28pm. Yes 5, No 0, Abstained 0 Passed.

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Lowell Helget, Mayor Justtina Erickson, City Clerk

PUBLIC UTILITIES COMMISSION
October 29, 2025
8:30 AM

The October 29, 2025, PUC meeting was called to order by Chair Randy Haseleu at 8:30 AM. Those present include Randy Haseleu, Jim Miesen, Mark Brown, Barry Reindl, Tim Gramentz, Superintendent Scott Johnson, City Clerk Justtina Erickson, City Manager Amber Dale, Jay Anderson and Emily Buchanan from CMPAS.

Motion by Gramentz, second by Reindl to approve September 23, 2025 PUC meeting minutes. All ayes.

No delinquent accounts were presented.

Investments were reviewed, one CD due is on automatic rollover. Motion Gramentz, second by Reindl to approve Scott Johnson and Amy Vogel to select terms and rates for 4M CD. All ayes.

Next meeting is Tuesday, November 25, 2025 at 8:30 AM.

Jay Anderson and Emily Buchanan, CMPAS, discussed generation projects including solar and the deadline to government tax credits, along with the Bigham Lake Wind Project contract negotiations currently taking place. Motion by Miesen, second by Reindl to approve the move of one megawatt from RUGBY to Bigham Lake Wind Project. All ayes.

Johnson explained the purpose for AMI Meter Refusal form. This would charge customers fees for having to manually read meters. Motion by Gramentz, second by Miesen to approve the AMI Meter Refusal form and fees and to start this process January 2, 2026. All ayes.

Johnson gave an update stating the PFAS results were within acceptable limits and no special treatment of biosolids is needed.

Johnson discussed the grants available to replace lead pipes for property owners. Johnson recommended approving Bolten & Menk to apply for these grants. Motion by Gramentz, second by Reindl to approve Bolton & Menk to apply for these grants at the estimated cost of $1500. All ayes.

There was no update on the AMI System.

Johnson discussed the potential of adding a paper bill fee.

Erickson discussed the Salvation Army's HeatShare Program. This would allow the PUC to take donations at City Hall for the program and promote the program for families in need.

Motion by Gramentz, second by Reindl to approve Nick Fast and Scott Johnson to attend the MMUA T and O Conference. All ayes. Motion by Miesen, second by Gramentz to approve Scott Johnson to attend Minnesota Powers Systems Conference. All ayes.

Other items discussed was the 2027 Central St. Project. The purchase of an Owl for virtual meetings. Motion by Gramentz, second by Reindl to approve the purchase of Meeting Owl. All ayes. Also discussed was the MN Paid Leave that will be starting January 2026.

Motion by Miesen, second by Gramentz to approve payment of the audited claims. All ayes.

Motion by Gramentz, second by Reindl to close the meeting at 9:45 AM. All ayes.

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Randy Haseleu, Chair

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Justtina Erickson, City Clerk

PUBLIC UTILITIES COMMISSION
November 25, 2025
8:30 AM

The November 25, 2025, PUC meeting was called to order by Chair Randy Haseleu at 8:30 AM. Those present include Randy Haseleu, Jim Miesen, Mark Brown, Tim Gramentz, Superintendent Scott Johnson, and City Clerk Justtina Erickson.

Motion by Miesen, second by Gramentz to approve October 29, 2025 PUC meeting minutes. All ayes.

Delinquent accounts were presented. Motion by Gramentz, second by Miesen to send account 02-01075-05 for $159.43 to collections. All ayes.

Investments were reviewed, no action taken.

Next meeting is Tuesday, December 23, 2025 at 8:30 AM.

Johnson explained the upcoming 2027 street project. This project will replace infrastructure in the remaining Central St and Cass Ave north to Hwy 14. The project will coincide with Brown County's replacing the street, curb and side-walks.

Johnson discussed the potential of a solar project and upcoming meetings with companies to discuss details.

Johnson updated the Commission on the Federal Economic Development Grant. The grant has been submitted and first around of approvals will have this month.

There was no update on the AMI System.

Erickson discussed the changes made to the personnel policy to comply with MN Paid Leave Law that starts January 1, 2026. Motion by Brown, second by Miesen to approve the Personnel Policy. All ayes.

Other items discussed included CMPAS obtaining the Wind Project in Bingham Lake and overview of a conference Johnson attending about data centers.

Motion by Miesen, second by Brown to approve payment of the audited claims. All ayes.

Motion by Brown, second by Gramentz to close the meeting at 9:35 AM. All ayes.

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Randy Haseleu, Chair Justtina Erickson, City Clerk

Springfield Library Board Meeting
November 12, 2025
12 noon at Community Center

Present: Board Members: Dotty d., Sharon P, Deb B, Denise R., John S; Mary G., Wendy K
Also present: Shelly Frantz (Rep. from City Council), Justtina E from the city and Erin , library director
Absent: Claire T and Tina H.

Agenda:

- Call to Order by Sharon P.
- M/S/C (Wendy & Dotty) to approve the agenda.
- **Financials:**
  - M/S/C, (John & Denise) to approve the September and October bills as well as approving the September and October Income and Disbursements
  - CD Report: John presented the CD Report. Written reports were provided. There are no CDs coming due before the January 2026 meeting. New CD for $100,000.00 opened at F & M, New CD opened at 4M for $50,000.00 and new CD opened at F & M for $25,000.00. These CDs were approved at the last meeting for renewal finding the best rate. John reported he and Amy V from the city work very well together. Our CD balance is $753,014.31. M/S/C (Deb & Wendy).

  - **Old Business:**
    M/S/C, (Dotty & Mary) to approve the minutes of the September 10, 2025 meeting with a correction in Old Business*: The project appears to be costing around $17.000.00,* and striking the rest of that sentence.

  - Altermatt Room Quote: M/S/C, (John & Dotty) to approve the remodel of the Altermatt kitchen with the funds needed to complete it coming out of our cash account #210-20301. This will be appx. $17,000.00 Derick Krebs got the low bid and Erin will submit both of the bids to Amber at the city. Erin hopes the project can start in January 2026 if approved by the city council.
  - The Art Show winners were paid out with the exception of one artist who refused the prize money.
  - Landscaping is complete and $17,848.00 was spent on this project.

New Business:

- Bylaw Review. After much discussion upon reviewing the Bylaws, (which John mentioned began two years ago) the board came up with the following additions or correction. Erin and Justtina will see to it that the city makes note of these as follows: 12.21: after three year term (add*: " recommended to the city council by the library board and for approval by the city council" and strike out "reside in Brown County with fifteen miles of the library ".* 12.22: In the 4th paragraph take out " by September 1". 12.23: Take out Financial Reporter and/or Investment Advisor and replace with *Library Treasurer and CD Advisor.* 12.24: First line should read" held "*at least" or as otherwise determined". Special meeting held as deemed necessary".* 12.27: This is new and okeyed by the library board as reads.
- Wendy would like a group picture of the board.
- It was noted that Clair Thorston and Mary Glaseman are going on the board. The board thanked Mary for her many years of service and dedication. Erin mentioned there have been several people interested in the board positions.
- Grant Update: Erin and Heidi will present the flooring bid to the city council for approval before we can start with the project.

- Erin is getting new shelving quotes. This project does not have to be approved by the city council. She will order it soon. This grant (flooring and shelving) needs to be complete by 12-31-2026.

Director's Report:

1. Story hour
    a. September- Chief Nicholson- special story hour reader
    b. October- Story hour at the Fire station
    c. December- Lowell Helget doing a 4:30pm Santa Story hour- date to be determined.
2. Comic Book workshop put on with an ACHF grant- we had the 1-6th graders here from St Raphael.
3. Oct 18th we had John DeSanto here to speak. There were 27 guests.
4. Juried art show- 33 artists with 58 pieces of art.
5. Lauren and I went to a book fixing class in Mankato on Oct 17th.
6. The public school elementary came on Halloween for a scavenger hunt. Each child got a treat from the library. 1 Volunteers from the grocery store came and packed up 50 treat bags to hand out for trick or treat. A thank you was sent to Michelle for donating the treat bags. We had 51 kids trick or treat.
7. We have relabeled all Pic books, Jr Fiction/Nonfiction so they have the reading levels and AR levels on each book. We also were able to relabel those books for when the new shelving comes.
8. Received $9675.30 check from the Brown County Library meeting (county semi-annual payment)
9. We would like to open up 2 Saturday mornings a month starting in January.
10. 4 boxes of books that have been culled as being donated to the Food Shelf where they are very much welcomes and appreciated by the children that are served there.
11. Dotty and Deb will work on getting all the older art work cleaned out of the closet in the Altermatt Room before the remodeling starts. We will offer to the public and a free will donation made if the purchaser choses to do so. We will not/cannot charge money for these.

The next meeting is set for January 14, 2026

Meeting adjourned at 1:16 pm.

Respectfully submitted,

Deb Beyer, Secretary

Charter Commission

January 6, 2025

Springfield Area Community Center

1. **Call Meeting to Order**

   The January 6, 2025 Charter Commission meeting was called to order by Kim Shoen at 5:00 p.m. Members present include Kim Shoen, Jim Rogotzke, Tyler Lang, Donna Woidylla, Sherry Beadell, Shari Loomis, and Justtina Erickson; others Mary Glaeseman. Members absent include Deb Beyer.

   Justtina Erickson welcomed the newest member of the Charter, Mary Glaeseman, but paperwork still needs to be filed with the county before Glaeseman can be a voting member.

2. **Approve Minutes**

   1. **December 3, 2024 Charter Commission Minutes**

      Motion by Sherry Beadell, second by Tyler Lang to approve the December 3, 2025 Charter Commission Minutes. Yes 7, No 0, Abstained 0. Passed.

3. **New Business**

   1. **Motion to Recommend Approval of Larry Pederson to Police Commission**

      Motion by Jim Rogotzke, second by Donna Woidylla to approve Larry Pederson to the Police Commission. Yes 7, No 0, Abstained 0. Passed.

   2. **Motion to Recommend Approval of Jim Miesen to Public Utilities Commission**

      Motion by Shari Loomis, second by Tyler Lang to approve Jim Miesen to the Public Utilities Commission.

   3. **Motion to Recommend Approval of Randy Haseleu to Public Utilities Commission**

      Motion by Sherry Beadell, second by Donna Woidylla to approve Randy Haseleu to the Public Utilities Commission. Yes 7, No 0, Abstained 0. Passed.

4. **Adjourn**

   Motion by Justtina Erickson, second by Donna Woidylla adjourn at 5:08 p.m. Yes 7, No 0, Abstained 0. Passed.

Major Grants/Project Status Updates:

Hail Claim: Firehall tin work mostly complete. Crews delayed again due to cold weather.

FEMA Saferoom Project: Appeal information request sent in September 25th - 120 day response time for FEMA. Project otherwise complete.

Hoyt/Wildridge Pond – Pond complete, after final payment is made, reimbursement request and project closeout reports to be submitted.

Airport Electrical (FAA 2025): Neo Electric, site prep work and foundation/boring complete remainder of work will be done in spring after thaw.

Airport Lighting (FAA 2026): Grant preapplications submitted – full grant application due in April.

DNR Tree Grant: Education program/resident grant application development will begin over winter, education sessions and grant to open in Spring 2026.

Dept Ed. Community Center/Library Updates: Grant agreement fully executed, staff ordering materials/completing contracts. New shelving delivered, flooring expected in February after kitchen remodel completed, contract in packet. Community Center flooring underway.

Industrial Park Expansion Grant Application: Application was denied, but committee would like to see amendments and a reapplication. Staff working on if this is feasible.

Housing Trust Fund Grant: Project 1- down payment assistance is underway. Project 2 - supplemental money for Tier II cities grant project below.

Tier II Cities Grant: Grant Awarded, webinar on grant agreements scheduled for February then need to execute final documents. Bid docs for project complete – prevailing wage does apply. EDA will finalize bid documents in February.

PD Facility Upgrades: Office remodel almost complete, interior of entrance and exterior sign still remaining. Have obtained quotes for roofing project budgeted under 411 in 2026.

Department Reports:

Administration/City Hall:
Continuing to work on website update to new provider, changes to streamline accounting and investment practices, grant administration and tracking, PUC automated metering infrastructure upgrade. City Manager/Department heads staff reviews completed. New time card being implemented to replace timeclock system. Starting investments with Moreton – suggested changes to investment policies and procedures (in packet), Managed IT provider change is complete, new computers purchased for those that could not update to Windows 11. City Attorney working on hazardous buildings, notices served. First Paid Leave request received.

Public Works:
Plowing, hauling snow, salting, etc. Assisting library with shelving removal and unloading new shelving, organizing shop, removing dead trees in campground, installing lights on tractor for safety, install door remote on overhead shop door, assisted with unloading flooring for community center project and moving stages/coolers/etc. working on police station new entrance – installed insulation and subflooring, repaired leaking hose at pd, flooded ice rinks, installing locks and more med center repairs, wired library kitchen for remodel, etc.

Police:
Working through scheduling adjustments to reduce OT and provide better coverage, New entrance needs interior finish work, working through HVAC issues and IT change issues. Union negotiations have started, next meeting February 4th. Part time position posted, backgrounding one applicant. John working on end of year reporting to state and LESO program requirements. Working on clearing and returning evidence on past cases. Minor damage to 2020 squad, getting body work quotes. John working to schedule joint trainings with Co attorney/sheriff's office.

Ambulance:
Grants - Zoll monitors on order for trucks, one power lift currently being installed, second install coming up, staff must be trained in before use. Purchasing new navigation tablets for trucks with grant/donation money (Brown County REA: $1,000, Redwood Electric: $1,000, CenterPoint Energy: $2,500). Ambulance moving to old hospital wing.

Library:
Library will begin opening two Saturdays per month the 2nd and 4th Saturday in January from 9am-12pm. Library staff has begun bringing story hours to daycares over winter. Erin working on grants for possible summer music program with Lions club. Working on grant with schools to bring in junior fiction author to speak.

Community Center/Campground:
Working with Redwood Valley Tech on new reservation software for website. Working with CVB on updating trail signs with new camp sites.

EDA:

Finalizing bid docs for tier II cities grant, marketing Appel St and Park Ave lots, searching for other grant opportunities. Heidi working with Springfield CARES and Families First Finance to create a daycare ready space. Two roof repair loan/grants closed, another approved for spring construction, 1 more application approved. Promotion of Down Payment Assistance Program (funded with grant money).

Airport:

Rezoning approval meeting January 28th at 4PM at the community center. Mead & Hunt preparing FFY 2026 AIP and AIG Grant application including engineering, environmental requirements, and bidding of phase 2 of electrical project including replacing the runway edge lights, conduit, cabling, as well as the REIL units at the end of the runway.

Fire Dept:

Grant writing complete - waiting for FEMA grant for turnout gear and truck to open so it can be submitted.

Medical Center:

Working through CIP plan with Allina and capital updates needed. Currently experiencing fire panel issues. Other items of discussion include parking lots, roof, HVAC system controls, etc. Jim completing building maintenance/repairs and assisting with ambulance move.

Pool:

Shower heads/plumbing almost finished waiting for cover plates, Getting quotes on repainting building interior this spring as this was also cited by health inspector, areas of concrete need to be re-caulked as well.

POOLED CASH REPORT-FUND 999

AS OF: JANUARY 31ST, 2026

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
CLAIM ON CASH					
100	10006	GENERAL CLAIM ON POOL INVEST	1,551,243.50	(110,516.72)	1,440,726.78
210	10006	LIBRARY CLAIM ON POOL INVEST	128,506.66	(9,517.14)	118,989.52
210	100061	CLAIM ON POOL INVEST-ALTERMATT	603,764.27	0.00	603,764.27
210	100062	CLAIM ON POOL INVEST-ROTHENBUR	120,010.43	0.00	120,010.43
228	10006	REC COMPL-CLAIM ON POOL INVEST	70,247.50	(798.14)	69,449.36
240	10006	SM CTY 4-CLAIM ON POOL INVEST	6,882.72	138.02	7,020.74
242	10006	SM CTY 4-CLAIM ON POOL INVEST	66,348.82	353.96	66,702.78
250	10006	EDA CLAIM ON POOL INVEST	611,227.33	(2,584.24)	608,643.09
250	100061	EDA USDA-CLAIM ON POOL INVEST	204,654.23	0.00	204,654.23
250	100062	EDA MIF - CLAIM ON POOL INVEST	31,679.53	0.00	31,679.53
251	10006	MED CTR - CLAIM ON POOL INVEST	1,008,956.56	(3,644.43)	1,005,312.13
278	10006	COM CTR - CLAIM ON POOL INVEST	(45,342.06)	4,731.23	(40,610.83)
278	100061	CC SCHNEI-CLAIM ON POOL INVEST	2,643.37	0.00	2,643.37
278	100063	CC FLEISC-CLAIM ON POOL INVEST	101,310.21	0.00	101,310.21
278	100064	CC ROIGER CLAIM ON POOL INVEST	221,353.31	0.00	221,353.31
320	10006	DS CREAM -CLAIM ON POOL INVEST	27,713.07	(102.00)	27,611.07
322	10006	DS 2021B CLAIM ON POOL INVEST	6,241.60	0.00	6,241.60
323	10006	DS 2018 - CLAIM ON POOL INVEST	279,995.87	0.00	279,995.87
324	10006	DS 2021B ST-CLAIM POOL INVEST	342,972.25	0.00	342,972.25
327	10006	DS 2010A ST CLAIM POOL INVEST	50,650.61	0.00	50,650.61
378	10006	TIF 1-4 CLAIM ON POOL INVEST	1,242.91	0.00	1,242.91
407	10006	MP COM FAC GRANT CLAIM ON POOL	(13,830.01)	(24,942.12)	(38,772.13)
408	10006	FEMA SAFE RM CLAIM POOL INVEST	(397,238.44)	0.00	(397,238.44)
411	10006	CAP EQUIP CLAIM POOL INVEST	562,359.84	(8,396.53)	553,963.31
427	10006	25-26 IND PARK CLAIM POOL INVE	343.11	0.00	343.11
608	10006	AMBULANCE CLAIM ON POOL INVEST	(182,744.73)	(22,543.76)	(205,288.49)
608	100061	AMB DONATION CLAIM POOL INVEST	22,736.79	0.00	22,736.79
651	10006	STORM WATER CLAIM POOL INVEST	173,635.81	6,085.05	179,720.86
805	10006	HOUSING TRST CLAIM POOL INVEST	307,063.06	0.00	307,063.06
TOTAL CLAIM ON CASH			5,864,628.12	(171,736.82)	5,692,891.30
CASH IN BANK - POOLED CASH					
999	10001	CHECKING - F&M BANK - CITY	107,399.58	(57,959.88)	49,439.70
999	10008	INVESTMENTS - F&M MM	1,258,004.26	(112,000.00)	1,146,004.26
999	10011	INVESTMENTS - CD'S	1,644,157.21	0.00	1,644,157.21
999	10012	INVESTMENTS - SPFCU	10.16	0.00	10.16
999	10014	INVESTMENTS - MORETON CM	326.08	0.00	326.08
999	10015	INVESTMENTS - 4M FUND MM	2,073,546.30	0.00	2,073,546.30
999	10016	INVESTMENTS - LIBRARY 4M MM	10,433.92	0.00	10,433.92
999	10017	INVESTMENTS - LIBRARY CD'S	770,750.61	(1,776.94)	768,973.67
SUBTOTAL CASH IN BANK - POOLED CASH			5,864,628.12	(171,736.82)	5,692,891.30

POOLED CASH REPORT-FUND 999

AS OF: JANUARY 31ST, 2026

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
WAGES PAYABLE					
TOTAL CASH IN BANK - POOLED CASH			5,864,628.12	(171,736.82)	5,692,891.30
DUE TO OTHER FUNDS - POOLED CASH					
999	20230	DUE TO OTHER FUNDS	5,864,628.12	(171,736.82)	5,692,891.30
TOTAL DUE TO OTHER FUNDS			5,864,628.12	(171,736.82)	5,692,891.30

POOLED CASH REPORT-FUND 999

AS OF: JANUARY 31ST, 2026

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
DUE TO POOLED CASH					
100	20200	AP PENDING (DUE TO POOL)	28,018.00	(28,018.00)	0.00
210	20200	AP PENDING (DUE TO POOL)	3,050.25	(3,050.25)	0.00
228	20200	AP PENDING (DUE TO POOL)	620.21	(620.21)	0.00
250	20200	AP PENDING (DUE TO POOL)	855.00	(855.00)	0.00
251	20200	AP PENDING DUE TO POOL	11,946.35	(11,946.35)	0.00
278	20200	AP PENDING (DUE TO POOL)	3,489.83	(3,489.83)	0.00
407	20200	ACCOUNTS PAYABLE	24,942.12	(24,942.12)	0.00
411	20200	AP PENDING (DUE TO POOL)	8,301.42	(8,301.42)	0.00
608	20200	AP PENDING (DUE TO POOL)	12,739.02	(12,739.02)	0.00
651	20200	AP PENDING (DUE TO POOL)	2,008.00	(2,008.00)	0.00
TOTAL DUE TO POOLED CASH			95,970.20	(95,970.20)	0.00
DUE FROM OTHER FUNDS					
999	13100	DUE FROM OTHER FUNDS	95,970.20	(95,970.20)	0.00
TOTAL DUE FROM OTHER FUNDS			95,970.20	(95,970.20)	0.00
ACCOUNTS PAYABLE - POOLED CASH					
999	20200	AP CONTROL	95,970.20	(95,970.20)	0.00
TOTAL ACCOUNTS PAYABLE POOLED CASH			95,970.20	(95,970.20)	0.00

*** END OF REPORT ***

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	INTERNAL REVENUE SERVICE	FEDERAL W/H	3,829.93
			FEDERAL W/H	2,805.67
			FEDERAL W/H	2,798.32
			FICA	1,607.85
			FICA	1,517.44
			FICA	1,649.38
			MEDICARE	711.28
			MEDICARE	593.29
			MEDICARE	635.02
		MN DEPT OF REVENUE-STATE W/H	STATE W/H	1,868.01
			STATE W/H	1,409.71
			STATE W/H	1,454.48
		VOYA	DEFERRED COMP	242.79
			DEFERRED COMP	247.95
			DEFERRED COMP	245.38
			ROTH	99.47
			ROTH	99.47
			ROTH	99.16
		776600-NCPERS GROUP LIFE INS	LIFE INSURANCE	47.87
		CITY OF SPRINGFIELD-HEALTH INS REIMB	TERM LIFE	42.79
			TERM LIFE	47.19
			TERM LIFE	47.19
			SHORT TERM DISABILITY	84.72
			SHORT TERM DISABILITY	34.15
			SHORT TERM DISABILITY	35.71
			HEALTH INSURANCE	2,184.04
			HEALTH INSURANCE	2,088.79
			HEALTH INSURANCE	2,190.44
			FLEX SECTION 125 DEPENDENT	260.00
			DENTAL INS	160.10
			DENTAL INS	235.86
			DENTAL INS	235.80
			VISION INS	15.38
			VISION INS	17.12
			VISION INS	17.11
			ACCIDENT INS	49.62
			ACCIDENT INS	49.62
		CITY OF SPRINGFIELD-FLEX ACCT	FLEX SECTION 125 DEPENDENT	260.00
		MSCIC	2026 CONF REG-NICHOLSON/CO	300.00
		USABLE LIFE	JAN LIFE INS	117.34
		LAW ENFORCEMENT LABOR SERVICES INC	UNION DUES	219.00
		VOYA-HCSP	HEALTH CARE SAVINGS PLAN	90.00
			HEALTH CARE SAVINGS PLAN	90.00
			HEALTH CARE SAVINGS PLAN	90.00
		MN DEPARTMENT OF REVENUE	DEC SALES & USE TAX	0.39
			NOV SALES & USE TAX	2.62
		PERA	PERA COORDINATED	1,640.67
			PERA COORDINATED	1,651.37
			PERA COORDINATED	1,706.12
			POLICE & FIRE PERA	2,838.81
			POLICE & FIRE PERA	2,072.54
			POLICE & FIRE PERA	2,144.94
		CITY OF SPRINGFIELD	FLEX SECTION 125	38.50
			HEALTH SAVINGS ACCOUNT	561.26
			HEALTH SAVINGS ACCOUNT	608.33
			HEALTH SAVINGS ACCOUNT	608.33

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	44,798.32
SPECIAL PROJECTS	GENERAL FUND	COMPANION LIFE INSURANCE	JAN DENTAL.VISION.STD.TERM	640.87
		CITY OF SPRINGFIELD	WEX HSA 01/05/26	2,153.19
			WEX HSA 01/20/26	2,153.19
			JAN LONGEVITY (BPA)	677.40
			2026 CONTRIBUTION WEX HSA	1,800.00
			2026 CONTRIBUTION BPA VEBA	2,400.00
			TOTAL:	9,824.65
GENERAL GOVERNMENT	GENERAL FUND	NORTHLAND SECURITIES INC	2025 DISSEMINATION AGENT S	550.00
			TOTAL:	550.00
COUNCIL	GENERAL FUND	MN MAYORS ASSN	2026 MAYOR MEMBERSHIP/HELG	30.00
		SOUTHERN MN INITIATIVE FOUNDATION	2026 PLEDGE-CITY	600.00
		INTERNAL REVENUE SERVICE	FICA	86.18
			FICA	86.18
			MEDICARE	20.15
			MEDICARE	20.15
		LEAGUE OF MINNESOTA CITIES	2026 MEMBERSHIP (2016)	2,833.00
		SPRINGFIELD ADVANCE PRESS INC	ORD #459 FEE SCHEDULE	684.00
			TOTAL:	4,359.66
CLERK/REG/ADMINISTRATI	GENERAL FUND	MDRA	DEPUTY 121 2026 DUES	120.00
		SW/WC SERVICE COOPERATIVES	JAN HEALTH INS/CLERK	8,061.72
			JAN HEALTH INS/PUC	16,930.96
		CONVENTION & VISITORS BUREAU	NOV LODGING TAX	1,302.07
		INTERNAL REVENUE SERVICE	FICA	863.16
			FICA	851.64
			FICA	897.45
			MEDICARE	201.86
			MEDICARE	199.16
			MEDICARE	209.89
		USABLE LIFE	FEB LIFE INS	50.30
		LOFFLER COMPANIES INC 131511	DEC OVERAGE/CLERK	79.70
		RIENTS, NICHOLAS	NOV/DEC SNOW REM CLERK	150.00
		RIVER VIEW SANITATION	DEC GARBAGE SERVICE/CLERK	30.63
		SIMPLY CLEAN LLC	DEC CLEANING SERVICE/CLERK	455.00
		AT&T MOBILITY	DEC CELL-MGR	45.49
			DEC CELL-PUC FLIP/TABLETS	93.93
		ELAN FINANCIAL SERVICES	PAPER	159.96
			BINDERS/POST-ITS	36.15
			DUST OFF GAS DUSTERS/CLERK	16.89
			LATE FEE/INTEREST	129.56
			LATE FEE.INTEREST REVERSED	129.65-
		HEALTHIEST YOU INC	JAN TELADOC FEES/CLERK	50.00
		F & M STATE BANK	JAN PAYROLL ACH FEE	25.00
		STOREY KENWORTHY/MATT PARROTT	TAX FORMS/ENVELOPES/CLERK	228.89
		CENTERPOINT ENERGY	8000012979-3 GAS/2 E CENTR	199.62
		PERA	PERA COORDINATED	1,107.71
			PERA COORDINATED	1,127.91
			PERA COORDINATED	1,190.51
		PUBLIC UTILITIES COMMISSION	NOV UTIL CITY HALL	195.84
			NOV UTIL CITY HALL	40.84
			DEC UTIL; CITY HALL	263.26
			DEC UTIL CITY HALL	40.84

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		RUNNING SUPPLY INC	ICE MELT/CLERK	16.99
		SPRINGFIELD ADVANCE PRESS INC	WIND ENVELOPES/CLERK	110.60
		CITY OF SPRINGFIELD	JAN LONGEVITY (BPA)	167.72
			DEC LONGEVITY PAY (BPA)	1,078.24
			WEX HSA 12/22/25	2,005.26
			2026 CONTRIBUTION BPA VEBA	2,280.00
		POSTMASTER	3 ROLLS .78 STAMPS	234.00
			TOTAL:	41,119.10
TECHNOLOGY	GENERAL FUND	NUVERA	JAN PHONE	885.54
			11/17-12/16 LONG DISTANCE	29.21
		CIVICPLUS LLC	CTY WEBSITE 12/2/25-3/1/26	1,146.14
		AT&T MOBILITY	DEC TABLET-PUBLIC WORKS	22.42
		ELAN FINANCIAL SERVICES	IT SPLASHTOP REMOTE SUPPOR	60.00
			IT SPLASHTOP REMOTE SUPPOR	60.00-
		MIDWEST IT SYSTEMS INC	SYSTEMS MGMT ONBOARDING FE	3,138.78
			JAN GUARDIAN PROACTIVE PRO	3,315.00
			JAN 0126 MANAGED LICENSE	343.61
			PC REPLACEMENTS/INSTALL	6,895.67
			TOTAL:	15,776.37
POLICE	GENERAL FUND	MN CHIEFS OF POLICE ASSN	2026 VOTING MEMBER-NICHOLS	270.00
		SW/WC SERVICE COOPERATIVES	JAN HEALTH INS/POLICE	9,889.04
		SIRCHIE ACQUISITION COMPANY LLC	HINGE LIFTER ASS TRANS/POL	28.15
			HINGE LIFTER ASSORTMENT/PO	43.93
		INTERNAL REVENUE SERVICE	FICA	18.60
			FICA	10.08
			MEDICARE	339.62
			MEDICARE	240.78
			MEDICARE	249.28
		EXPRESSWAY-SPRINGFIELD	DEC GAS/POLICE	892.99
		USABLE LIFE	FEB LIFE INS	32.12
		AXON ENTERPRISE INC	TASER HOLSTERS/POLICE	191.20
			UPGRADE TASER TO FULL VR/P	50.59
			TASER HOLSTER/POLICE	86.00
		RIVER VIEW SANITATION	DEC GARBAGE SERVICE/POLICE	35.10
		LENS EQUIPMENT	ROAD COMMANDER FLARES/POLI	465.00
		KODET, ERIN	ICR 2025-275 911 CALL/POLI	18.75
		SPRINGFIELD MARKET	SOAP.SANITIZER.P TOWELS.TI	62.05
			BLACK PENS-POLICE	10.18
		SIMPLY CLEAN LLC	DEC CLEANING SERVICE/POLIC	140.00
		AT&T MOBILITY	DEC CELL.HOTSPOT.CR PT-POL	368.85
		ELAN FINANCIAL SERVICES	CAMERA BAG-POLICE	30.59
			IT SPLASHTOP REMOTE SUPPOR	60.00
		HEALTHIEST YOU INC	JAN TELADOC FEES/POLICE	50.00
		ED'S AUTO & DIESEL SERVICE LLC	2022 FORD R & R BATTERY/PO	61.23
			2015 FORD OIL CHG/REP TIRE	199.25
		GALLS LLC	UNIFORM PANTS/J.N./POLICE	150.88
			BOOTS J.N./POLICE	136.61
		GLEN'S AUTO PARTS	ELECRIC BATTERY/POLICE	5.17
			ELECTRIC BATTERY/POLICE	5.17
			BRSH HEAD/GL CLNR/ CAR WSH	29.73
		LEAGUE OF MINNESOTA CITIES	PATROL SUBSCRIPTIONS-7	630.00
		CENTERPOINT ENERGY	13772962-0 14 N MARSHALL U	702.07
		PERA	PERA COORDINATED	22.50
			PERA COORDINATED	12.19

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			POLICE & FIRE PERA	4,258.20
			POLICE & FIRE PERA	3,108.80
			POLICE & FIRE PERA	3,217.38
		PUBLIC UTILITIES COMMISSION	NOV UTIL POLICE	328.81
			DEC UTIL POLICE	562.89
			DEC UTIL POLICE/OLD AMB SH	70.16
		RUNNING SUPPLY INC	HOSE FITTING-POLICE	1.49
		CITY OF SPRINGFIELD	JAN LONGEVITY (BPA)	193.64
			2026 CONTRIBUTION WEX HSA	1,200.00
			2026 CONTRIBUTION BPA VEBA	1,200.00
			TOTAL:	29,679.07
FIRE DEPARTMENT	GENERAL FUND	INTERNAL REVENUE SERVICE	FICA	18.60
			FICA	18.60
			FICA	18.60
			MEDICARE	4.34
			MEDICARE	4.36
			MEDICARE	4.36
		ACTIVE911 INC	2026 (27) ACTIVEALERT-FIRE	437.40
		LOFFLER COMPANIES INC 131511	DEC OVERAGE/FIRE	6.44
			JAN CONTRACT BASE CHG/FIRE	70.00
		VERNON CENTER FIRE DEPARTMENT	REGIONAL MEETING (5)/FIRE	50.00
		GLEN'S AUTO PARTS	CORN DEICER/FIRE	29.00
		CENTERPOINT ENERGY	8000012979-3 GAS/8 N CASS	538.39
		MN STATE FIRE CHIEFS ASSN	2026 MEMBERSHIP-GARTNER/VE	176.00
		PUBLIC UTILITIES COMMISSION	NOV UTIL FIRE STATION	306.63
			NOV UTIL FIRE STATION	70.00
			DEC UTIL FIRE	310.04
			DEC UTIL FIRE	70.00
		SALONEK CONCRETE & CONSTRUCTION	CEMENT/JACKHAMMER/FIRE	259.40
			CEMENT/FIRE	1,467.00
			TOTAL:	3,859.16
CIVIL DEFENSE	GENERAL FUND	INTERNAL REVENUE SERVICE	FICA	5.82
			FICA	3.88
			FICA	3.88
			MEDICARE	1.36
			MEDICARE	0.90
			MEDICARE	0.90
			TOTAL:	16.74
ANIMAL SHELTER	GENERAL FUND	RIVERSIDE ANIMAL CLINIC	VET SERVICES/ANIMAL SHELTE	84.14
		INTERNAL REVENUE SERVICE	FICA	10.67
			FICA	19.56
			FICA	12.85
			MEDICARE	2.50
			MEDICARE	4.58
			MEDICARE	3.00
		MN DEPARTMENT OF REVENUE	NOV SALES & USE TAX	11.38
		PERA	PERA COORDINATED	12.91
			PERA COORDINATED	23.67
			PERA COORDINATED	15.54
		PUBLIC UTILITIES COMMISSION	NOV UTIL PET SHELTER	202.13
			DEC UTIL PET SHELTER	278.40
		RUNNING SUPPLY INC	KITTY LLITTER/CAT FOOD/AN	43.48
			TOTAL:	724.81

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
STREET DEPARTMENT	GENERAL FUND	SPRINGFIELD WELDING & TRAILER REPAIR	SNOWBLOW SIDES/CUTTING/STR	67.87
		CLEMENTS LUMBER INC-SPFLD	LUMBER/SCREWS/STREET	17.98
			LUMBER/STREET	14.10
		POWERPLAN OIB	SENSOR/SHIPPING/STREET	124.65
			STUDS/WSHRS/SHIPPING/STREE	449.38-
			STUDS/WSHRS/SHIPPING/STREE	449.38
		MN MUNICIPAL UTILITIES ASSN	1ST QTR JOB & SAFETY TRAIN	2,028.75
		SW/WC SERVICE COOPERATIVES	JAN HEALTH INS/STREET	2,929.09
		INTERNAL REVENUE SERVICE	FICA	194.63
			FICA	200.69
			FICA	206.75
			MEDICARE	45.52
			MEDICARE	46.94
			MEDICARE	48.35
		HOLICKY BROS INC	SALT FOR STREETS	1,160.56
		USABLE LIFE	FEB LIFE INS	13.11
		RIENTS, NICHOLAS	NOV/DEC SNOW REM BUMPOUTS	600.00
		FARMWARD COOPERATIVE	175.50 GAL DYED DIESEL-STR	570.38
		RIVER VIEW SANITATION	DEC GARBAGE SERVICE/STREET	29.25
		SCHULTZ WELDING	CARBIDE APP BX BLADE PLATE	249.75
		KAYLA ENTERPRISES LLC	PLOW BLADES/STREET	252.00
		ELAN FINANCIAL SERVICES	TABLET CASE/SCREEN PROTECT	72.13
			GAR DOOR REMOTE/STREET	25.92
			GAR DOOR REMOTE TRANSMITTE	132.51
		HEALTHIEST YOU INC	JAN TELADOC FEES/STREET	15.00
		ED'S AUTO & DIESEL SERVICE LLC	STARGON LARG T/STREET	188.83
		SNAK ATAK	NOV GAS/STREET	228.01
			DEC GAS/STREET	79.40
		NORTH CENTRAL INTERNATIONAL INC	FUEL FILTER/STREET	119.29
		GLEN'S AUTO PARTS	HYD FILTER FOR GRADER/STRE	365.85
			FUEL FILTER 2018 PLOW/STRE	67.62
			SHOE ASSY/STREET	90.80
		CENTERPOINT ENERGY	8000012979-3 GAS/214 E LIN	452.56
			8000012979-3 GAS/121 E LIN	528.19
		PERA	PERA COORDINATED	262.81
			PERA COORDINATED	259.43
			PERA COORDINATED	266.56
		PUBLIC UTILITIES COMMISSION	NOV UTIL STREET	138.87
			NOV UTIL STREET	42.48
			NOV UTIL STREET LIGHTS 1-2	1,757.83
			NOV UTIL STREET LIGHTS 21-	1,749.95
			NOV UTIL STREET LIGHTS 41-	42.29
			DEC UTIL STREET	144.35
			DEC UTIL STREET	46.86
			DEC UTIL STREET LIGHTS 1-2	1,689.52
			DEC UTIL STREET LIGHTS 21-	1,655.48
			DEC UTIL STREET LIGHTS 41-	40.97
		RUNNING SUPPLY INC	CUT OFF WHEELS/STREET	29.14
			RANGE OUTLET/STREET	10.99
			EYEBOLTS/STREET	3.98
			ICE PICK HANDLE/STREET	17.99
			CONTACT CLEANER/STREET	15.99
			CUT OFF WHEEL/STREET	9.19
			ANTIFREEZE/STREET	4.98
		SALONEK CONCRETE & CONSTRUCTION	DUMP TRK RENT SNOW REM/STR	595.00
			DUMP TRK RENTAL 5 HRS/STRE	850.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CITY OF SPRINGFIELD	2026 CONTRIBUTION WEX HSA	300.00
			2026 CONTRIBUTION BPA VEBA	300.00
			TOTAL:	21,401.14
SWIMMING POOL OPERATIO	GENERAL FUND	BROWN COUNTY PUBLIC HEALTH	2026 LICENSE 2119 RENEWAL-	390.00
		ASCAP	2026 MUSIC LICENSE	229.00
		PUBLIC UTILITIES COMMISSION	NOV UTIL POOL	22.56
			DEC UTIL POOL	21.64
		RUNNING SUPPLY INC	BOLT/CEMENT ANCHORS/POOL	47.05
			CEMENT ANCHORS/POOL	1.60
			TOTAL:	711.85
CAMPGROUNDS	GENERAL FUND	BROWN COUNTY PUBLIC HEALTH	2026 LICENSE 2138 RENEWAL-	541.00
		MN DEPARTMENT OF REVENUE	NOV SALES & USE TAX	2.00
		PUBLIC UTILITIES COMMISSION	NOV UTIL SB CON/SAFE ROOM/	4.33
			NOV UTIL CAMPGROUND	106.87
			NOV UTIL CAMPGROUND	110.17
			DEC UTIL SB CONC/SAFE-CAMP	4.46
			TOTAL:	768.83
PARK DEPARTMENT	GENERAL FUND	CLEMENTS LUMBER INC-SPFLD	CEDAR RAIL/POSTS/FENCE CAM	5,889.59
		SW/WC SERVICE COOPERATIVES	JAN HEALTH INS/PARK	2,929.09
		INTERNAL REVENUE SERVICE	FICA	194.62
			FICA	200.69
			FICA	206.76
			MEDICARE	45.51
			MEDICARE	46.92
			MEDICARE	48.35
		RM SHARP-ALL SERVICE	SHARPEN SAW CHAINS/PARK	38.00
		KIBBLE EQUIPMENT LLC	BRAKE PAD/SEAL/OIL SEAL/PA	70.26
		USABLE LIFE	FEB LIFE INS	13.08
		RIENTS, NICHOLAS	NOV/DEC SNOW REM PARK	105.00
		RIVER VIEW SANITATION	DEC GARBAGE SERVICE/PARK	35.10
		HEALTHIEST YOU INC	JAN TELADOC FEES/PARK	15.00
		PERA	PERA COORDINATED	262.80
			PERA COORDINATED	259.43
			PERA COORDINATED	266.57
		PUBLIC UTILITIES COMMISSION	NOV UTIL SB CON/SAFE ROOM/	4.33
			NOV UTIL BROWNS PARK	39.14
			NOV UTIL M ANDERSON PARK	26.18
			NOV UTIL SHELT #4/#3/HORSE	35.39
			NOV UTIL SHELT #4/#3/HORSE	20.25
			DEC UTIL SB CONC/SAFE-PARK	4.46
			DEC UTIL BROWNS PARK	37.41
			DEC UTIL MARTHA ANDERSON P	24.21
			DEC UTIL SHELT #4,#3/HORSE	35.21
		RUNNING SUPPLY INC	FLEX TAPE FOR ICE RINK/PAR	15.69
		CITY OF SPRINGFIELD	2026 CONTRIBUTION WEX HSA	300.00
			2026 CONTRIBUTION BPA VEBA	300.00
			TOTAL:	11,469.04
LIBRARY DEPARTMENT	GENERAL FUND	INTERNAL REVENUE SERVICE	FICA	215.57
			FICA	212.30
			FICA	210.53
			MEDICARE	50.42
			MEDICARE	49.65

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MEDICARE	49.24
		USABLE LIFE	FEB LIFE INS	8.73
		SIMPLY CLEAN LLC	DEC CLEANING SERVICE/LIBRA	612.50
		HEALTHIEST YOU INC	JAN TELADOC FEES/LIBRARY	20.00
		CENTERPOINT ENERGY	8000012979-3 GAS/120 N CAS	394.31
		PERA	PERA COORDINATED	224.35
			PERA COORDINATED	222.83
			PERA COORDINATED	221.36
		PUBLIC UTILITIES COMMISSION	NOV UTIL LIBRARY	480.56
			NOV UTIL LIBRARY	40.84
			DEC UTIL LIBRARY	407.81
			DEC UTIL LIBRARY	40.84
			TOTAL:	3,461.84
AIRPORT	GENERAL FUND	INTERNAL REVENUE SERVICE	FICA	6.37
			MEDICARE	1.49
		FARMWARD COOPERATIVE	215.20 GAL PROPANE-AIRPORT	331.41
			301.20 GAL PROPANE-AIRPORT	463.85
		NUVERA	JAN PHONE	19.95
			JAN PHONE	45.68
		BROWN COUNTY REA	AIRPORT OFFICE ENERGY	192.05
			SRE BLDG ENERGY	65.71
			HANGAR ENERGY	52.00
		PERA	PERA COORDINATED	8.06
			TOTAL:	1,186.57
LIBRARY DEPARTMENT	LIBRARY FUND	DEMCO INC	LABEL PROTECTORS/LIBRARY	77.34
		TRAVERSE DES SIOUX	2026 MEMB & OVERDR FEES/LI	6,286.87
		INGRAM LIBRARY SERVICES	NOV BOOKS (50)	802.78
			DEC BOOKS (46)	656.85
		CENGAGE LEARNING INC	BOOKS (2)/LIBRARY	131.16
			SPASM BOOK	32.79
		NEW ULM PUBLIC LIBRARY	BOOKS (13)/LIBRARY	235.37
		RIVER VIEW SANITATION	DEC GARBAGE SERVICE/LIBRAR	86.01
		LAMBERTON HTG & PLBG INC	UNCLOG DRAIN LABOR/LIBRARY	165.00
		VIKING ELECTRIC SUPPLY LLC	ELEC COMPONENTS(KITCHEN)/L	190.56
			LIGHT SWITCH/LIBRARY	8.14
			LIGHT SWITCH/LIBRARY	8.14
		ELAN FINANCIAL SERVICES	KEURIG/VACUUM/COFFEE/LIB	276.90
			SHIPPING CHARGES CREDITED-	5.81-
			KEURIG COFFEE MAKER-LIBRAR	59.99
			KITCHEN ELECTRICAL INSPECT	136.00
			X-MAS DECOR/LIBRARY	16.00
			PRELIT VERMONT TREE-LIBRAR	215.73
			RETURNED ORGANIZERS-LIBRAR	257.57-
			4 TIER DESK ORGANIZER-LIBR	257.57
			STACKABLE TRAYS.PRIVACY SC	333.39
			JANUARY ACTIVITY PACK-LIBR	7.00
			1ST GRADE CHAPTER.DRAGONSI	65.96
			PAINT STICKS	17.99
		METRO SALES INC	NOV IMAGE CHARGE/LIBRARY	38.19
			DEC CONTRACT IMAGE CHARGE	29.08
		MN DEPARTMENT OF REVENUE	DEC SALES & USE TAX	18.00
			DEC SALES & USE TAX	1.61
			NOV SALES & USE TAX	9.15
			NOV SALES & USE TAX	1.85

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		RUNNING SUPPLY INC	CABLE TIES/LIBRARY	19.58
			MAGIC SLIDERS/LIBRARY	27.99
			TOOL SET/SCREWDRIVER/LIBRA	39.97
			SCREW CONN/STEEL SQUARE/LI	32.41
			CONDUIT/LIBRARY	29.33
		SPRINGFIELD ADVANCE PRESS INC	SUBCRIPTION RENEWAL-LIBRAR	55.00
			TOTAL:	10,106.32
RECREATION COMPLEX DEP	RECREATION COMPLEX	RIVER VIEW SANITATION	DEC GARBAGE SERVICE/REC CO	15.21
		JACK LARSON SEEDS	SLIT SEEDING/TURF MIX/BB F	605.00
		PUBLIC UTILITIES COMMISSION	NOV UTIL SB CON/SAFE ROOM/	8.67
			NOV UTIL BBWTR/TNS CRT/CON	122.01
			NOV UTIL BBWTR/TNS CRT/CON	70.00
			NOV UTIL SOFTBALL FIELD	17.04
			NOV UTIL STICKER FIELD	18.34
			NOV UTIL STICKER FIELD	19.06
			DEC UTIL SB CONC/SAFE-REC	8.93
			DEC UTIL B BALWTR/TNS CRT/	115.58
			DEC UTIL SOFTBALL FIELD	16.99
			DEC UTIL STICKER FIELD	18.10
			DEC UTIL STICKER FIELD	18.33
		RUNNING SUPPLY INC	ANTIFREEZE/REC COMP	22.41
			TOTAL:	1,075.67
NON-DEPARTMENTAL	ECONOMIC DEVELOPME	INTERNAL REVENUE SERVICE	FEDERAL W/H	22.57
			FEDERAL W/H	17.84
			FEDERAL W/H	19.02
			FICA	24.04
			FICA	22.57
			FICA	22.95
			MEDICARE	5.62
			MEDICARE	5.28
			MEDICARE	5.37
		MN DEPT OF REVENUE-STATE W/H	STATE W/H	12.94
			STATE W/H	11.50
			STATE W/H	12.05
		CITY OF SPRINGFIELD-HEALTH INS REIMB	HEALTH INSURANCE	49.08
			HEALTH INSURANCE	55.09
			HEALTH INSURANCE	53.07
			DENTAL INS	4.67
			DENTAL INS	4.14
			DENTAL INS	3.99
		PERA	PERA COORDINATED	32.54
			PERA COORDINATED	32.54
			PERA COORDINATED	32.61
		CITY OF SPRINGFIELD	HEALTH SAVINGS ACCOUNT	59.04
			HEALTH SAVINGS ACCOUNT	77.34
			HEALTH SAVINGS ACCOUNT	74.50
			TOTAL:	660.36
ECONOMIC DEVELOP AUTHO	ECONOMIC DEVELOPME	BOLTON & MENK INC	SPFLD EDA/2025 APPEL ST SU	525.00
		BROWN COUNTY RECORDER	RECORD KRIER LOAN EXTN	46.00
		SOUTHERN MN INITIATIVE FOUNDATION	2026 PLEDGE-EDA	600.00
		INTERNAL REVENUE SERVICE	FICA	24.04
			FICA	22.57
			FICA	22.95

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MEDICARE	5.62
			MEDICARE	5.28
			MEDICARE	5.37
		RIENTS, NICHOLAS	NOV/DEC SNOW REM OPERA HOU	105.00
			NOV/DEC SNOW REM POTTER	75.00
			NOV/DEC SNOW REM SCHUBBE	150.00
		F & M STATE BANK	KRIER DOC PREP LOAN EXTN	45.00
		PERA	PERA COORDINATED	37.55
			PERA COORDINATED	37.55
			PERA COORDINATED	37.63
			TOTAL:	1,744.56
NON-DEPARTMENTAL	MEDICAL CENTER	INTERNAL REVENUE SERVICE	FEDERAL W/H	108.95
			FEDERAL W/H	98.70
			FEDERAL W/H	114.30
			FICA	108.29
			FICA	108.29
			FICA	112.04
			MEDICARE	25.33
			MEDICARE	25.33
			MEDICARE	26.20
		MN DEPT OF REVENUE-STATE W/H	STATE W/H	57.09
			STATE W/H	56.35
			STATE W/H	59.84
		USABLE LIFE	JAN LIFE INS	8.73
		PERA	PERA COORDINATED	109.64
			PERA COORDINATED	109.64
			PERA COORDINATED	113.61
			TOTAL:	1,242.33
MEDICAL CLINIC	MEDICAL CENTER	SPRINGFIELD WELDING & TRAILER REPAIR	SNOWBLOW SIDES/CUTTING/MED	67.88
		MN DEPT OF LABOR & INDUSTRY	ELV-1000006 ELEVATOR ANN O	145.00
			ELV-1010701 ELEVATOR ANN O	145.00
		INTERNAL REVENUE SERVICE	FICA	108.29
			FICA	108.29
			FICA	112.05
			MEDICARE	25.33
			MEDICARE	25.33
			MEDICARE	26.21
		BROTHERS FIRE & SECURITY	SWAP OUT 2 EXTINGUISHERS/M	193.72
		USABLE LIFE	FEB LIFE INS	8.73
		NUVERA	JAN PHONE	255.24
		LOOPNET	JAN PREMIUM PLAN	94.15
		SIMPLY CLEAN LLC	DEC CLEANING SERVICE/MED C	140.00
		MEI TOTAL ELEVATOR SOLUTIONS	2026 SERVICE CONTRACT/MED	707.86
		ELAN FINANCIAL SERVICES	HAND TWLS/MED CTR	44.41
			TRACT TAPE/ADAPT REPL/MED	39.84
			TOILET GASKETS/MED CTR	25.15
			CEILING TILES-MED CTR	67.49
		HEALTHIEST YOU INC	JAN TELADOC FEES/MED CTR	10.00
		MIDWEST IT SYSTEMS INC	SYSTEMS MGMT ONBOARDING FE	538.74
			JAN GUARDIAN PROACTIVE PRO	185.00
			JAN 0126 MANAGED LICENSE	58.97
		ALLEGION ACCESS TECHNOLOGIES LLC	REPAIRED FRONT DOOR/MED CT	1,619.61
		CENTERPOINT ENERGY	6402272762-8 625 N JACKSON	527.61
			11302387-3 625 N JACKSON/M	2,867.60

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			11302387-3 625 N JACKSON G	4,373.18
		PERA	PERA COORDINATED	126.50
			PERA COORDINATED	126.50
			PERA COORDINATED	131.09
		PUBLIC UTILITIES COMMISSION	NOV UTIL CLINIC/HOSPITAL	8,134.20
			NOV UTIL CLINIC/HOSPITAL	286.65
			DEC UTIL CLINIC/HOSPITAL	5,219.88
			DEC UTIL CLINIC/HOSPITAL	395.23
			DEC UTIL CLINIC/HOSPITAL	50.00
		RUNNING SUPPLY INC	BOLTS/MED CTR	13.08
			TOTAL:	27,003.81
NON-DEPARTMENTAL	COMMUNITY CENTER F	INTERNAL REVENUE SERVICE	FEDERAL W/H	86.87
			FEDERAL W/H	68.65
			FEDERAL W/H	76.70
			FICA	109.36
			FICA	102.90
			FICA	132.26
			MEDICARE	25.58
			MEDICARE	24.06
			MEDICARE	30.93
		MN DEPT OF REVENUE-STATE W/H	STATE W/H	49.79
			STATE W/H	44.24
			STATE W/H	48.59
		CITY OF SPRINGFIELD-HEALTH INS REIMB	HEALTH INSURANCE	188.90
			HEALTH INSURANCE	212.02
			HEALTH INSURANCE	214.04
			DENTAL INS	17.95
			DENTAL INS	15.95
			DENTAL INS	16.10
		USABLE LIFE	JAN LIFE INS	8.73
		PERA	PERA COORDINATED	142.86
			PERA COORDINATED	142.05
			PERA COORDINATED	159.07
		CITY OF SPRINGFIELD	HEALTH SAVINGS ACCOUNT	227.21
			HEALTH SAVINGS ACCOUNT	297.66
			HEALTH SAVINGS ACCOUNT	300.50
			TOTAL:	2,742.97
COMMUNITY CENTER	COMMUNITY CENTER F	SW/WC SERVICE COOPERATIVES	JAN HEALTH INS/COMM CTR	3,124.36
		INTERNAL REVENUE SERVICE	FICA	109.36
			FICA	4.13
			FICA	4.13
			FICA	102.90
			FICA	132.26
			MEDICARE	25.58
			MEDICARE	0.97
			MEDICARE	0.97
			MEDICARE	24.06
			MEDICARE	30.93
		COCARD MERCHANT SERVICE	DEC CC FEES	33.74
		JOHANNECK WATER CONDITIONING INC	SOLAR SALT/MILEAGE/COMM CT	51.00
			SOLAR SALT/MILEAGE/COMM CT	65.00
		SAW WORKS CONSTRUCTION LTD	SNOW REMOVAL 11/29/25/COMM	53.20
			SNOW REMOVAL 12/8,12/29/CO	106.40
		BROTHERS FIRE & SECURITY	ANNUAL MONITORING/COMM CTR	550.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		USABLE LIFE	FEB LIFE INS	8.73
		RIVER VIEW SANITATION	DEC GARBAGE SERVICE/COMM C	262.22
		ASCAP	2026 MUSIC LICENSE	229.00
		NUVERA	JAN PHONE	132.38
			11/17-12/16 LONG DISTANCE	5.17
		ELAN FINANCIAL SERVICES	HAND TOWELS/COMM CTR	61.01
			POPCORN/TR BAGS/FLY SWAT/C	103.53
		HEALTHIEST YOU INC	JAN TELADOC FEES/COMM CTR	10.00
		VESTIS	NPKNS/TBLCVRS/COMM CTR	61.35
			MOPS/TWLS/COMM CTR	31.55
			MOPS/TWLS/COMM CTR	31.55
			MOPS/TWLS/COMM CTR	31.55
			MOPS/TWLS/COMM CTR	31.55
		MIDWEST IT SYSTEMS INC	SYSTEMS MGMT ONBOARDING FE	538.74
			JAN GUARDIAN PROACTIVE PRO	255.00
			JAN 0126 MANAGED LICENSE	58.97
			PC REPLACEMENTS/INSTALL	1,849.51
		CENTERPOINT ENERGY	8000012979-3 GAS/33 S CASS	1,079.91
		PERA	PERA COORDINATED	164.83
			PERA COORDINATED	163.89
			PERA COORDINATED	183.54
		PUBLIC UTILITIES COMMISSION	NOV UTIL COMM CTR	1,025.89
			NOV UTIL COMM CTR	120.99
			DEC UTIL COMM CTR	943.70
			DEC UTIL COMM CTR	121.54
		RUNNING SUPPLY INC	X-MAS LIGHTS	59.98
		CITY OF SPRINGFIELD	2026 CONTRIBUTION WEX HSA	600.00
			TOTAL:	12,585.07
ECONOMIC DEVELOP AUTHO	2021A GO TAX ABATE	DEED	2021A GO TAX ABATE PRINCIP	3,982.98
			2021A GO TAX ABATE INTERES	869.02
			TOTAL:	4,852.00
LIBRARY	MULTI-PURP COM FAC	DEMCO INC	SHELVING/SHIPPING/LIBRARY	19,950.00
		JONTI-CRAFT	SHELVES/TOWER/BROWSER/LIB	13,830.01
		EVERON	CAMERAS/LABOR/LIBRARY	4,992.12
			TOTAL:	38,772.13
TECHNOLOGY	CAPITAL EQUIP PROJ	MIDWEST IT SYSTEMS INC	SWITCHES.WIRELESS ACCESS.F	14,468.24
			CABLES/SURGE PROTECTORS	95.11
			TOTAL:	14,563.35
AIRPORT	CAPITAL EQUIP PROJ	MEAD & HUNT INC	TO2023-1 NOV AF VAULT & DE	3,268.00
			TO2023-2 NOV D42 NEW RWY L	526.00
			D42 TO 2018-5 AIRPORT UPDA	7,887.22
			D42 AIRFIELD ELEC VAULT	414.20
		NEO ELECTRICAL SOLUTIONS LLC	AIG AIRFIELD ELEC EQUIP PR	855.00
			AIP AIRFIELD ELEC EQUIP PR	42,267.64
			TOTAL:	55,218.06
NON-DEPARTMENTAL	SPFLD COMM AMBULAN	INTERNAL REVENUE SERVICE	FEDERAL W/H	80.05
			FEDERAL W/H	53.09
			FEDERAL W/H	61.67
			FICA	259.05
			FICA	283.21
			FICA	305.44

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MEDICARE	62.29
			MEDICARE	66.91
			MEDICARE	72.76
		MN DEPT OF REVENUE-STATE W/H	STATE W/H	86.66
			STATE W/H	60.99
			STATE W/H	79.82
		VOYA	DEFERRED COMP	7.21
			DEFERRED COMP	2.05
			DEFERRED COMP	4.62
			ROTH	0.53
			ROTH	0.53
			ROTH	0.84
		776600-NCPERS GROUP LIFE INS	LIFE INSURANCE	0.13
		CITY OF SPRINGFIELD-HEALTH INS REIMB	TERM LIFE	0.97
			HEALTH INSURANCE	1.37
			HEALTH INSURANCE	0.61
			HEALTH INSURANCE	1.22
			DENTAL INS	8.20
			DENTAL INS	0.11
			DENTAL INS	0.17
			VISION INS	0.02
			VISION INS	0.02
			VISION INS	0.03
		PERA	PERA COORDINATED	18.16
			PERA COORDINATED	0.65
			PERA COORDINATED	1.06
			POLICE & FIRE PERA	13.75
			POLICE & FIRE PERA	5.56
			POLICE & FIRE PERA	10.32
			TOTAL:	1,550.07
AMBULANCE SERVICES	SPFLD COMM AMBULAN	MN AMBULANCE ASSOCIATION	2026 MEMBERSHIP-SPFLD AMBU	478.80
		BOUND TREE MEDICAL LLC	RTN C4 MIDAZOLAM/AMB	57.24-
			RTN DIPHENHYDRAMINE/CLNS/A	72.73-
			RTN HAND RINSE/AMB	22.92-
			SMRT BATTERY/AMBULANCE	839.99
			TEST STRIPS/CURAPLEZ HNDL/	294.54
			MASKS/SUCTION CANISTER/AMB	192.33
			CURAPLEX IV/AMBULANCE	184.50
		ZOLL MEDICAL CORPORATION	DEFIBRILLATORS (2)/AMBULAN	7,128.00
		INTERNAL REVENUE SERVICE	FICA	259.05
			FICA	283.21
			FICA	305.44
			MEDICARE	62.29
			MEDICARE	66.91
			MEDICARE	72.76
		EXPRESSWAY-SPRINGFIELD	OCT GAS/AMBULANCE	64.90
		METRO-BILLING SERVICES	CLAIMS SUBMITTED (30)/AMB	750.00
			CLAIMS SUBMITTTED (26)/AMB	650.00
		ACTIVE911 INC	2026 (28) ACTIVEALERT-AMBU	453.60
		NUVERA	JAN PHONE	22.90
			11/17-12/16 LONG DISTANCE	3.85
		ALLIED MEDICAL TRAINING	EMT TRAIN/KS/JE/AG/DE/AMB	500.00
		CENTRACARE HEALTH	AMBULANCE RESPONSE L.S.	200.00
			AMBULANCE RESPONSE L.S. BA	200.00
		ALLINA HEALTH SYSTEM	NOV SUPPORT	732.00

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-City of Springfield
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 1/01/2025 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 12/16/2025 THRU 1/26/2026

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

12/22, 01/05, 01/20
01-28-26 Council meeting

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: C O U N C I L R E P O R T
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			NOV COORDINATOR	10,473.98
		AT&T MOBILITY	DEC CELL.HOTSPOT-AMBULANCE	110.40
		AUTHNET GATEWAY	AMB COLLECTIONS PORTAL	30.10
		ELAN FINANCIAL SERVICES	HOMEBASE SCHEDULING/AMB	288.00
		STERICYCLE INC	NOV SUBSTANCE/HAZARD DISP/	187.77
		TELEFLEX LLC	EZ-10 NEEDLE/AMBULANCE	185.00
			15MM NEEDLES/25MM NEEDLES/	740.00
		AMERICAN AMBULANCE ASSOCIATON	2026 MEMBERSHIP SPFLD COMM	322.92
		FUELMAN	DEC GAS-AMBULANCE	513.06
			DEC GAS DISCOUNT-AMBULANCE	1.28-
		BLUE CROSS & BLUE SHIELD OF MN	WELTER PAY IN ERROR #15777	735.84
			BAUER PAY IN ERROR #182782	696.88
		CM2 SUPPLY	OXYGEN CYL RENT/AMB	83.87
		CPR HEART GUARD	EMR INIT ISAAC/EMR REF CAT	1,300.00
		MIDWEST IT SYSTEMS INC	SYSTEMS MGMT ONBOARDING FE	538.74
			JAN GUARDIAN PROACTIVE PRO	170.00
			JAN 0126 MANAGED LICENSE	58.97
		MN DEPARTMENT OF REVENUE	2025 MN CARE TAX	450.00
		PERA	PERA COORDINATED	20.95
			PERA COORDINATED	0.75
			PERA COORDINATED	1.23
			POLICE & FIRE PERA	20.63
			POLICE & FIRE PERA	8.34
			POLICE & FIRE PERA	15.48
		RUNNING SUPPLY INC	COMMAND STRIPS/TAPE/AMB	31.49
		CITY OF SPRINGFIELD	AMBULANCE LEASE TO MED CTR	9,000.00
			TOTAL:	39,575.30
NON-DEPARTMENTAL	STORMWATER UTILITY	BOLTON & MENK INC	SPFLD/WILD RIDGE POND IMPR	2,008.00
			TOTAL:	2,008.00
NON-DEPARTMENTAL	POOLED CASH	F & M STATE BANK	TRANSFER TO MONEY MARKET	370,000.00
			TOTAL:	370,000.00

FUND TOTALS				
100	GENERAL FUND	189,707.15	+ 98836.20	288543.35
210	LIBRARY FUND	10,106.32		
228	RECREATION COMPLEX FUND	1,075.67		
250	ECONOMIC DEVELOPMENT AUTH	2,404.92	+ 838.14	3243.06
251	MEDICAL CENTER	28,246.14	+ 4051.28	32297.42
278	COMMUNITY CENTER FUND	15,328.04	+ 4291.37	19619.41
320	2021A GO TAX ABATE-CREAME	4,852.00		
407	MULTI-PURP COM FAC GRANT	38,772.13		
411	CAPITAL EQUIP PROJECTS	69,781.41		
608	SPFLD COMM AMBULANCE SERV	41,125.37	+ 12347.06	53472.43
651	STORMWATER UTILITY	2,008.00		
999	POOLED CASH	370,000.00		
	GRAND TOTAL:	773,407.15	+ 120,364.05	893,771.20

TOTAL PAGES: 13

STATE OF MINNESOTA
GRANT CONTRACT AGREEMENT

This grant contract agreement is between the State of Minnesota, acting through its Director of Emergency Medical Services, 335 Randolph Ave, St. Paul, MN 55102 ("STATE") and City of Springfield, Springfield Ambulance Service, 2 E Central St., Springfield, MN 56087 ("GRANTEE").

Recitals

1. Under Minnesota Legislature Laws 2025, Special Session, Chapter 3, Article 5, Section 4 the State is empowered to enter into this grant contract agreement.
2. The State is in need of an eligible ambulance service capable of maintaining operational capacity and financial stability necessary to provide reliable emergency medical services within their designated primary service areas.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract agreement to the satisfaction of the State. Pursuant to Minnesota Statutes §16B.98 Subd.1, the Grantee agrees to minimize administrative costs as a condition of this grant contract agreement.

Grant Contract Agreement

1 Term of Grant Contract Agreement

1.1 ***Effective date:***
January 15, 2026, or the date the State obtains all required signatures, whichever is later.

Per Minnesota Statutes § 16B.98, Subd. 5, the Grantee must not begin work until this Grant Contract Agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minnesota Statutes § 16B.98 Subd. 7, no payments will be made to the Grantee until this Grant Contract Agreement is fully executed.

1.2 ***Expiration date:***
March 31, 2027, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 ***Survival of Terms.***
The following clauses survive the expiration or cancellation of this Grant Contract Agreement: Liability; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2 Specifications, Duties, and Scope of Work

2.1 ***Grant Management.***
Grantee will comply with required grants management policies and procedures set forth through Minnesota Statutes §16B.97 Subd. 4 (a) (1). Compliance under this paragraph includes, but is not limited to, participating in monitoring and financial reconciliation as required by the Office of Grants Management (OGM) Policy 08-10.

2.2 ***Duties.***
Grantee will perform the services specified in the approved Budget and Work Plan which is attached and incorporated into this contract as Attachment A.

2.3 ***Grant Progress Reports.***
Grantee shall submit grant progress reports to the State on an annual basis. The grant progress report shall summarize activities and outcomes for the given period, and may include, but are not limited to goals, objectives, activities, outcomes, challenges, lessons learned and financial information. Grantee shall submit a progress report to the State according to the following schedule using the OEMS AOD Progress Report form which is attached and incorporated into this contract as Attachment B.

- December 15, 2026

3 Time

Grantee must comply with all the time requirements described in this Grant Contract Agreement. In the performance of this Grant Contract Agreement, time is of the essence and failure to meet a deadline date may be a basis for a determination by the State's Authorized Representative that the Grantee has not complied with the terms of the Grant Contract Agreement. The Grantee is required to perform all the duties cited within clause two "Specifications, Duties, and Scope of Work" within the grant period. The State is not obligated to extend the grant period.

4 Consideration and Terms of Payment

The consideration for all services performed by the Grantee pursuant to this Grant Contract Agreement shall be paid by the State as follows:

4.1 *Compensation*

The total obligation of the State under this Grant Contract Agreement, including all compensation and reimbursements, is not to exceed **$39,247.53** which shall be paid in accordance Attachment A: Budget and Work Plan, which is attached and incorporated into this Grant Contract Agreement.

4.2 *Administrative Costs*

Grantee administrative costs must be necessary and reasonable.

4.3 *Travel Expenses*

Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee because of this Grant Contract Agreement will not exceed $0.00. The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

The Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current Commissioner's Plan promulgated by the Commissioner of Minnesota Management and Budget.

4.4 *Modification of Budget Line Items:*

i) No more than ten percent (10%) of the funds identified in the budget line items in Attachment A may be transferred to other lines or used for any other purpose without prior written approval of the State.

ii) Modifications of less than ten percent (10%) of the funds identified in the budget line items in Attachment A require STATE approval and GRANTEE must record the budget change on a form provided by STATE.

iii) This modification refers to ten percent (10%) of the full value of the Grant Contract Agreement.

4.5 *Invoices*

Payments shall be made by the State after the Grantee's presentation of invoices for services satisfactorily performed and the written acceptance of such services by the State's Authorized Representative.

Invoices shall be submitted timely, in a form prescribed by the State, including supporting documentation, with additional details as requested by the State. Invoices with the required supporting documentation is due on a quarterly basis and according to the following schedule:

- April 15, 2026
- July 15, 2026
- October 15, 2026
- January 15, 2027
- April 15, 2027

4.6 ***Unexpended Funds.***

The Grantee must promptly return to the State any unexpended funds that have not been accounted for in a financial report to the State.

5 Conditions of Payment

All services provided by the Grantee under this Grant Contract Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Contracting and Bidding Requirements.

6.1 The Grantee is required to comply with Minnesota Statutes § 471.345, Uniform Municipal Contracting Law.

6.2 The Grantee and any subrecipients must comply with prevailing wage rules per Minnesota Statutes §§ 177.41 through 177.50, as applicable.

6.3 The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government: Suspended and Debarred Vendors, Minnesota Office of State Procurement.

6.4 The Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

7 Authorized Representative

7.1 ***The State's Authorized Representatives:***

(a) The Program Manager is Dylan Ferguson, Director, OEMS, 335 Randolph Avenue, St. Paul, MN 55012, (651) 201-2806, dylan.ferguson@state.mn.us, or their successor or delegate, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this Grant Contract Agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

(b) The Fiscal Manager is Melanie Riddle, Grants and Financial Manager, OEMS, 335 Randolph Avenue, St. Paul, MN 55012 (651) 201-2809, melanie.q.riddle@state.mn.us, or their successor or delegate, and has the responsibility to monitor the Grant Contract Agreement, receive invoices and approve payments to the Grantee.

7.2 ***The Grantee's Authorized Representatives:***

(a) The Grantee's representative for executing the contract is Amber Dale, City Manager, Amber.dale@springfieldmn.org, 2 E Central St., Springfield, MN 56087, 507-723-3524, or their successor or delegate.

(b) The grantee's representative for management of the grant is Amy Vogel, Amy.vogel@springfieldmn.org, 2 E Central St., Springfield, MN 56087, 507-723-3500, or their successor or delegate.

(c) If the Grantee's Authorized Representatives changes at any time during this grant contract agreement, the Grantee must immediately notify the State.

7.3 The Grantee must clearly post on the Grantee's website the names of, and contact information for, the Grantee's leadership and the employee or other person who directly manages and oversees this Grant Contract Agreement on behalf of the Grantee.

8 Assignment Amendments, Waiver, and Grant Contract Agreement Complete

8.1 ***Assignment***

The Grantee shall neither assign nor transfer any rights or obligations under this grant contract

agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant contract agreement, or their successors in office.

8.2 ***Amendments***

Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

8.3 ***Waiver***

If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

8.4 ***Contract Complete***

This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

9 Subcontracting and Subcontract Payment

9.1 A subrecipient is a person or entity that has been awarded a portion of the work authorized by this Grant Contract Agreement by Grantee. The Grantee must document any subaward through a formal legal agreement. The Grantee must provide timely notice to the State of any subrecipient(s) prior to the subrecipient(s) performing work under this Grant Contract Agreement.

9.2 The Grantee must monitor the activities of the subrecipient(s) to ensure the subaward is used for authorized purposes; is in compliance with the terms and conditions of the subaward, Minnesota Statutes §16B.97, Subd.4 (a) 1, and other relevant statutes and regulations; and that subaward performance goals are achieved.

9.3 During this Grant Contract Agreement, if a subrecipient is determined to be performing unsatisfactorily by the State's Authorized Representative, the Grantee will receive written notification that the subrecipient can no longer be used for this Grant Contract Agreement.

9.4 No subagreement shall serve to terminate or in any way affect the primary legal responsibility of the Grantee for timely and satisfactory performances of the obligations contemplated by the Grant Contract Agreement.

9.5 The Grantee must pay any subrecipient in accordance with Minnesota Statutes §16A.1245.

9.6 The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government.

10 Liability

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

11 State Audits

Under Minnesota Statutes § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract agreement or transaction are subject to examination by the Commissioner of Administration, by the State granting agency and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

12 Government Data Practices and Intellectual Property Rights

12.1 ***Government Data Practices***

The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch.

13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

13 Workers Compensation

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

14 Governing Law, Jurisdiction, and Venue

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

15 Termination

15.1 ***Termination by the State***

(a) Without Cause

The State may terminate this grant contract agreement without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

(b) With Cause

The State may immediately terminate this grant contract agreement if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

15.2 ***Termination by The Commissioner of Administration***

The Commissioner of Administration may immediately and unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

15.3 ***Termination for Insufficient Funding***

The State may immediately terminate this grant contract agreement if:

(a) It does not obtain funding from the Minnesota Legislature

(b) The State may immediately terminate this Grant Contract Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services addressed within this Grant Contract Agreement. Termination must be by written notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that dedicated funds are available.

(c) In the event of temporary lack of funding or appropriation, the State may pause its obligations under this Grant Contract Agreement without terminating it. This pause will be for the duration

of the lack of funding or appropriation and shall not be considered a termination of the Grant Contract Agreement. The Grantee will be notified in writing of the temporary pause, and the Grantee's ability to provide services may be temporarily suspended during this period. The State will provide reasonable notice to the Grantee of the lack of funding or appropriation and shall notify the Grantee once funding is restored or appropriated, at which point the provision of services under the Grant Contract Agreement may resume.

(d) The State will not be assessed any penalty if the Grant Contract Agreement is terminated due to insufficient funding. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving notice.

16 Publicity and Endorsement

16.1 ***Publicity***

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

16.2 ***Endorsement***

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

17 Data Disclosure

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

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15

Signed: Nga Branchini Digitally signed by Nga Branchini

Date: Date: 2026.01.06 09:01:06 -06'00'

SWIFT Contract/PO No(s). 195426/43691/300-0172

2. GRANTEE

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

By: _____

Title: _____

Date: _____

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

Distribution:
Agency
Grantee
State's Authorized Representative

Attachment "A"

Budget

Operating Deficit Grant Budget
Springfield Ambulance Service

MINNESOTA
OFFICE OF EMERGENCY MEDICAL SERVICES

Budget Line Items: Goals/Objectives		Grant Period (1/15/2026-3/31/2027)
Operational Expenses	**$**	**39,247.53**
Personnel	$	39,247.53
Capital Expenses	**$**	**-**
TOTAL	**$**	**39,247.53**

MINNESOTA
OFFICE OF EMERGENCY MEDICAL SERVICES

Operating Deficit Work Plan

Expense Category: Goal/Objective	Description of Tasks, Duties, and Deliverables	Evaluation Plan	Expected Outcomes	Timeline
Operational Expenses: day-to-day operations of an ambulance service				
Personnel	Maintain 24/7 coverage of the ambulance service by hiring additional EMR/EMT volunteers	We will hire additonal volunteers and monitor scheduled shifts to ensure we have filled the schedule.	Greater coverage and less unfilled shifts.	Jan-Dec 2026

MINNESOTA OFFICE OF EMERGENCY MEDICAL SERVICES	**OEMS AOD Grant Recipient Progress Report**			
Ambulance Service		**Grant Amount**		
Contract #		**Grant Start Date**		
Reporting Period (SFY)	2026-2027	**Grant End Date**		
Report Submitted By		**OEMS Reviewed By**		
Date		**Date**		
Work Plan Goal/Objective	**Work Plan Status**	**Work Plan Barriers**	**Work Plan Successes**	**Work Plan Notes/Comments**

CITY OF SPRINGFIELD
RESOLUTION 26-012804
RESOLUTION ACCEPTANCE OF AND APPRECIATION FOR THE 2025 DONATIONS

WHEREAS, the City of Springfield is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts; and

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth which includes the donor name, amount, and project: and

Ambulance

Farmward	$	600.00
Land O'Lakes	$	600.00
Eileen Vogel	$	10.00
John Mueller	$	20.00
Joanne Pieschel	$	250.00
Carol Johnson	$	100.00
Pieschel Foundation - Auto Load Cots	$	36,717.29
American Legion	$	600.00
Schult Home - Pride Team	$	100.00

Animal Shelter

Isla Hagert	$	50.00

Community Center

Schneider Trust	$	2,300.00
Anonymous	$	20.00
Angela & Bradford Ames Memorial	$	70.00
Tamara Bockhold - Bob Sturm Memorial	$	20.00
Jill Vogel	$	100.00
Deb Beyer	$	25.00
Donna Krueger	$	50.00
Sharon Pieschel	$	500.00

Fire Department

Steven Lindstrom	$	50.00
Farmward	$	600.00
Land O'Lakes	$	600.00
Sleepy Eye Sportsmen Club	$	500.00

	Christensen Farms	$	500.00
	Carol Johnson	$	100.00
	Linda Fredin	$	500.00
	Pieschel Foundation - Fire Pagers	$	1,000.00

Library	**In Memory Of**		
Laura Morris	Jan Larson	$	50.00
Heather Holles	Jan Anderson	$	500.00
American Legion Auxiliary	Kathleen Anderson	$	25.00
Tim and Jill Vogel	Nany Anderson's Father	$	25.00
American Legion Auxiliary	Audrey Little	$	25.00
Jim and Deb Miesen	Pearl Ziegenhagen	$	25.00
Salli Meyer	Pearl Ziegenhagen	$	20.00
Brenda Anderson	Betsy Rogotzke	$	20.00
Brenda Anderson	Ardella Wisterman	$	20.00
Brenda Anderson	Shirley Webber	$	20.00
David Little or Colleen Little	Audrey Little	$	20.00
Connie Augustin	Larry Potter	$	10.00
American Legion Auxiliary	Rose Salonek	$	25.00
American Legion Auxiliary	Loretta Tostenrud	$	25.00
Karen Cameron	Audrey Lehrer	$	25.00
Char Bast	Audrey Lehrer	$	20.00
Char Bast	Roger Lindmeier	$	20.00
American Legion Auxiliary	Elaine Polzin	$	25.00
Darlene Trapp	Floyd Rogotzke	$	20.00
John Sagen	Floyd Rogotzke	$	50.00

Rio Grande	GAMES	$	304.75
Play Monster	GAMES	$	67.00

Library - Art Show

Pieschel Foundation		$	8,000.00

Library - Summer Reading Program

Sons of American Legion		$	1,000.00
Pieschel Foundation		$	1,500.00

General Government

	Anonymous	$	800.00
	Sterling Travel	Office Furniture	
	US Charitable Ron & Sharon Sturm	$	100.00

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to graciously accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRINGFIELD, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts for each donation at the request of the donor.
3. No goods or services were exchanged for these donations.

Passed by the City Council of Springfield, Minnesota this 28th day of January 2026.

(Seal)

By: _____
Mayor Lowell Helget

Attested:

_____
City Clerk Justtina Erickson

TO WHOM IT MAY CONCERN —

IT'S WITH MY DEEPEST REGRETS THAT I AM INFORMING YOU THAT I WILL BE RESIGNING MY POSITION ON THE PUC COMMISSION AT THE CONCLUSION OF THE JAN. 27TH MEETING. IT HAS BEEN A GREAT PLEASURE TO HAVE SERVED ON THE COMMISSION FOR THE PAST 25 YEARS. IT WAS A GREAT GROUP OF GUYS TO WORK WITH OVER THE YEARS. I AM VERY PROUD OF ALL OF THE THINGS WE WERE ABLE TO ACCOMPLISH WITH NOT ONLY MAINTAINING BUT UPGRADING OUR SYSTEMS ALONG THE WAY. A LOT OF THAT CREDIT GOES TO SCOTT FOR BEING PRO UPGRADING AND JUST PLAIN STAYING ON TOP OF THINGS IN GENERAL. I'M ALSO PROUD OF THE FACT THAT DURING ALL THIS TIME WE WERE ABLE TO BUILD OUR FUND BALANCES AS WELL. THANKS FOR LETTING ME BE PART OF IT.

SINCERELY,

Randy Haselton

Dennis E. Oberloh, CPA
Sara J. Oberloh, CPA

Oberloh & Oberloh, Ltd.
CERTIFIED PUBLIC ACCOUNTANTS

P.O. Box 186
530 West Park Road
Redwood Falls, MN 56283
507-644-6400
www.oberlohcpa.com

December 24, 2025

City of Springfield
2 East Central Street
Springfield, Minnesota

We are pleased to confirm our understanding of the services we are to provide City of Springfield, Minnesota for the year ended December 31, 2025.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business type activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of City of Springfield, Minnesota as of and for the year ended December 31, 2025. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Springfield, Minnesota's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Springfield, Minnesota's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedule of Revenues, Expenditures and Changes in Fund Balances Budget and Actual
3. Pension Reporting Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies City of Springfield, Minnesota's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

1. Combining and Individual Fund Financial Statements
2. Summary Financial Report

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether the financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objective also includes reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Auditor's Responsibilities for the Audit of the Financial Statements
We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of City of Springfield, Minnesota and other procedures we consider necessary to enable us to express such opinions. As par of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even through the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

1. Management override of internal controls is the intervention of managers in the approval and/or processing of transactions that is contrary to an entity's internal control system.

2. Improper revenue recognition is when revenue has been improperly or incorrectly recognized due to error or fraud.

We may, from time to time an depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentially and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis of our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Springfield, Minnesota's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud, or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Other Services

We will also assist in preparing the financial statements and related notes of City of Springfield, Minnesota in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under Government Auditing Standards and such services will not be conducted in accordance with Government Auditing Standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating and individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City of Springfield; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Oberloh & Oberloh, Ltd. and constitutes confidential information. However, subject to applicable laws or regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Minnesota Office of the State Auditor or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Oberloh & Oberloh, Ltd. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Minnesota Office of the State Auditor. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Sara J. Oberloh is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately April 1, 2026 and to issue our reports no later than June 30, 2026.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed $28,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of the termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of City of Springfield, Minnesota's financial statements. Our report will be addressed to management and those charged with governance of City of Springfield, Minnesota. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that City of Springfield, Minnesota is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to City of Springfield, Minnesota and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us. You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2024 peer review report accompanies this letter.

Very truly yours,

Oberloh & Oberloh, Ltd.
Oberloh & Oberloh, Ltd.
Redwood Falls, Minnesota

RESPONSE:

This letter correctly sets forth the understanding of City of Springfield, Minnesota.

Signature: _____

Title: _____

Date: _____

CLIENT NAME: CITY OF SPRINGFIELD
ENGAGEMENT LETTER ATTACHMENT
YEAR-END DATE: DECEMBER 31, 2025

	Document the understanding regarding the:			Does the client agree, and is the client able, to perform the following functions for each nonattest service: YES OR NO			
Nonattest service to be provided	**Engagement Objectives**	**Firm responsibilities for the nonattest service**	**Limitations, if any, on the nonattest services to be provided**	**Assume all management responsibilities?**	**Oversee services by designating an individual with suitable SKE? (Indicate name and title)**	**Evaluate the adequacy and results of the service?**	**Accept responsibility for the results of the service?**
Financial statement preparation	Assist the client in preparing GAAP basis financial statements	Prepare financial statements in accordance with GAAP and applicable professional standards	The service does not constitute an audit under GAAS and such services are not conducted in accordance with GAAS	Yes	Amy Vogel, Finance Director	Yes	Yes
Preparing reconciliations and journal entries other than audit adjustments	Assist client in preparing reconciliations and recording journal entries needed to create an accrual trial balance	Assist client in reconciliations and adjusting books of accounts	The service does not constitute an audit under GAAS and such services are not conducted in accordance with GAAS	Yes	Amy Vogel, Finance Director	Yes	Yes
Prepare Office of State Auditor 2025 State Reporting Form	Assist client in the preparation of the 2025 state reporting for the Office of the State Auditor	Assist client in the preparation of the 2025 state report	The service does not constitute an audit under GAAS and such services are not conducted in accordance with GAAS	Yes	Amy Vogel, Finance Director	Yes	Yes

CLIENT NAME: CITY OF SPRINGFIELD
ENGAGEMENT LETTER ATTACHMENT
YEAR-END DATE: DECEMBER 31, 2025

	Document the understanding regarding the:			Does the client agree, and is the client able, to perform the following functions for each nonattest service: YES OR NO			
Nonattest service to be provided	**Engagement Objectives**	**Firm responsibilities for the nonattest service**	**Limitations, if any, on the nonattest services to be provided**	**Assume all management responsibilities?**	**Oversee services by designating an individual with suitable SKE? (Indicate name and title)**	**Evaluate the adequacy and results of the service?**	**Accept responsibility for the results of the service?**
Assist the client in calculating and recording capital assets and depreciation	Assist the client in calculating and recording of capital assets and related depreciation	Assist the client in recording capital assets and calculating related depreciation	The service does not constitute an audit under GAAS and such services are not conducted in accordance with GAAS	Yes	Amy Vogel, Finance Director	Yes	Yes

BradyMartz

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

December 12, 2024

To the Partners of
Oberloh & Oberloh, Ltd
and the Peer Review Committee of the Minnesota Society
of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Oberloh & Oberloh, Ltd (the firm) in effect for the year ended May 31, 2024. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Oberloh & Oberloh, Ltd in effect for the year ended May 31, 2024, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Oberloh & Oberloh, Ltd has received a peer review rating of *pass*.

Brady Martz and Associates, P.C.
Grand Forks, North Dakota

CITY OF SPRINGFIELD

2 EAST CENTRAL STREET, SPRINGFIELD, MINNESOTA 56087 TEL. 507-723-3500 Fax 507-723-6210

BOARD/COMMITTEE APPLICATION FORM

The City of Springfield welcomes you as an applicant for a position on one of our advisory or governing boards/committees. Your application will be considered along with others seeking the board/committee position in which you are interested. Please return this completed form to: Justtina Erickson, City Clerk, 2 E Central Street, Springfield, MN 56087 or Justtina.erickson@springfieldmn.org

NAME: Sara Rogotzke

ADDRESS: 210 Ray Ave Springfield, MN 56087

PHONE: 507-822-5502 **EMAIL:** jsrogotzke@hotmail.com

APPLICATION DATE: 1-7-26 **BOARD/COMMITTEE:** Comm. Center

Please list any background, education, training, work or volunteer experience you believe is relevant to the board/committee position for which you are applying.

Born and raised in Springfield, Graduated from Springfield public in ~~1990~~ 1990. Returned to Springfield after obtaining my nursing degree. I worked at local clothing stores and waitressed in high school. I enjoyed being a working family member of St. Johns NW for 13 yrs and our Springfield Clinic for 25 yrs.

over –

What do you hope to accomplish as a member of this board/committee?

I hope to participate in collaborating with local businesses, local communities to create growth and success for our Communities. I believe in Small town Strong. I want to see rural community thrive and by serving on this Committee it allows me the opportunity to make an impact.

Sara Rogotzke
(Signature)

I served as an EMT for our local Ambulance Service for 3 yrs. I enjoy participating in our yearly Christmas Open House serving goodies to members of our local communities as an Allina Employee. I decorate a tree yearly at our Museum. I have also been on my church's Decorating Committee and served for 9 yrs.

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NAME: Sydney Ramirez

ADDRESS: P.O. Box 257 Sanborn MN 56083

PHONE: 507-227-5968 **EMAIL:** Sydneyraek@gmail.com

APPLICATION DATE: 12/16/25. **BOARD/COMMITTEE:** Community center

Please list any background, education, training, work or volunteer experience you believe is relevant to the board/committee position for which you are applying.

Active member in community. Born & raised in springfield. Currently work in Springfield at St. John's Lutheran home as a dayshift nurse. Apart of the St. Raphaels parish. Also have had events at the community center from family christmas to wedding / bridal shower.

What do you hope to accomplish as a member of this board/committee?

I would hope to bring a voice for the younger generation. Offer input to hopefully improve others experiance at the community center. Also to volunteer more in my community.

Sydney Ramirez

(Signature)

CITY OF SPRINGFIELD

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NAME Paul Fitzsche

ADDRESS: 310 N Spring Ave, Springfield

PHONE: _____ **EMAIL:** _____

APPLICATION DATE: _____ **BOARD/COMMITTEE:** EDA

Please list any background, education, training, work or volunteer experience you believe is relevant to the board/committee position for which you are applying.

I have served on our local EDA for over 25 years. My position as President of 1st MN Bank provides the EDA with a Banking perspective. The local Banks work in tandem with EDA to better our community

What do you hope to accomplish as a member of this board/committee?

I would like to see our EDA continue to help make our community a better place to do Business & live.

(Signature) 1/14/20

Rec. 9/23/2025
Charter Commission

CITY OF SPRINGFIELD

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NAME: Shawn Michael Rummel

ADDRESS: 123 N. Bagen Ave. Springfield, MN. 56087

PHONE: 507-430-6146 **EMAIL:** Shawn.rummel@kooziegroup.com

APPLICATION DATE: Sept. 23, 2025 **BOARD/COMMITTEE:** Police Commission

Please list any background, education, training, work or volunteer experience you believe is relevant to the board/committee position for which you are applying.

As a member of the Police Commission, I hope to leverage my unique background in law enforcement, corporate safety leadership, and human resources to strengthen accountability, fairness, and trust in public safety. Having served as a Police Officer in this department, I understand the day-to-day challenges officers face, as well as the responsibility to serve with integrity and professionalism. In my current role as a Senior Safety Manager, I oversee policies and procedures for more than 1,600 employees across multiple facilities, balancing compliance, operational efficiency, and employee well-being. I also have extensive experience in budgeting and resource management, ensuring that programs are both sustainable and effective. Additionally, my history of working in Human Resources and Recruiting has given me valuable insight into workforce development, fair hiring practices, and the importance of cultivating an organizational culture that supports both accountability and employee success.

By combining these experiences, I aim to contribute to policies that equip our officers with the tools, training, and resources they need to succeed, while also ensuring the community feels protected, respected, and heard.

What do you hope to accomplish as a member of this board/committee?

As a member of the Police Commission, I hope to strengthen the relationship between our community and law enforcement by ensuring transparency, accountability, and fairness in the way public safety is both delivered and received. My goal is to help foster trust by supporting policies that emphasize both officer safety and community well-being.

CITY OF SPRINGFIELD
2 EAST CENTRAL STREET, SPRINGFIELD, MINNESOTA 56087 TEL. 507-723-3500 Fax 507-723-6210

I also want to contribute to making sure our police department has the resources, training, and oversight needed to operate effectively and responsibly. This includes advocating for community input, modern training in areas specific to Law Enforcement, and maintaining clear performance standards.

(Signature)

Recd 10/8/2025
Charter

CITY OF SPRINGFIELD

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NAME: Ashley Cook

ADDRESS: 417 N Jackson Ave, Springfield, MN 56087

PHONE: 507-822-7920 **EMAIL:** allarson3@hotmail.com

APPLICATION DATE: 10/08/2025 **BOARD/COMMITTEE:** Police Commission

Please list any background, education, training, work or volunteer experience you believe is relevant to the board/committee position for which you are applying.

Although I am formally trained as a math teacher, much of my experience can apply to a position on the Police Commission. If any budgeting or numbers are discussed, I will have an understanding of the math that I will be able to explain to others in a way they can also understand. I have experience being productive in a limited amount of time, so I can be relied upon to have any materials or research ready for a meeting. Throughout my extensive schooling including a masters degree, I have learned to quickly and accurately read documents and summarize them. As a teacher, I also understand that people have more going on in their lives than what I can see in the short time I am with them. I can empathize with people who are balancing more than just work, and I can see how compromises need to be made in order for people to be productive while also happy and fulfilled.

I have experience reading city documents and preparing information for Planning and Zoning and City Council meetings, and I am familiar with how the meetings work as shown with my attendance at multiple meetings. I check all City Council agenda packets on the city website when they are posted to keep informed of what is happening in our city, and I am familiar with searching through them to find important information.

I personally know multiple law enforcement officers, so I know the struggles they face and can help amplify their voices when issues arise. As a resident of the City of Springfield, I also am concerned with how decisions made by any city committee or official affect the lives of myself, my family, and my neighbors, so I will be able to see all sides of issues and how they can positively or negatively impact all involved.

CITY OF SPRINGFIELD

2 EAST CENTRAL STREET, SPRINGFIELD, MINNESOTA 56087 TEL. 507-723-3500 Fax 507-723-6210

What do you hope to accomplish as a member of this board/committee?

As a member of the Police Commission, I would like to bring more unity and understanding to those serving as our police officers, leading our community, and residing in Springfield. I hope to have a positive impact on the Springfield community through my participation and dedication to the committee.

Ashley Cook

(Signature)

Kim Shoen
102 S. Range Road
Springfield, MN 56087

Scott Johnson
PUC Superintendent
City of Springfield Public Utilities
2 E Central St
Springfield, MN 56087

Scott,

I am writing to express my interest in serving as a Commissioner for the Public Utilities Commission. With a strong background in insurance, public service, and community-focused leadership, I feel I could be an assest to the Commission.

I care deeply about our community and would welcome the opportunity to be involved in decisions that impact the people who rely on our public utilities. Thank you for considering my interest. Please let me know if you need any additional information.

Sincerely,



Kim Shoen

11/24/25

To Springfield Charter

I would like to continue to serve as a Public Utilities Commissioner for another term.

Thank you for your time,

Mark Brown

Mark Brown

Recd 10/23/25
Charter

CITY OF SPRINGFIELD

2 EAST CENTRAL STREET, SPRINGFIELD, MINNESOTA 56087 TEL. 507-723-3500 Fax 507-723-6210

BOARD/COMMITTEE APPLICATION FORM

The City of Springfield welcomes you as an applicant for a position on one of our advisory or governing boards/committees. Your application will be considered along with others seeking the board/committee position in which you are interested. Please return this completed form to: Justtina Erickson, City Clerk, 2 E Central Street, Springfield, MN 56087 or Justtina.erickson@springfieldmn.org

NAME: __Barry Reindl_____

ADDRESS: __623 W. Central_____507-304-2102_____ **PHONE:**_____ **EMAIL:** barkmr7@gmail.com_____

APPLICATION DATE: ___10/15/25_____ **BOARD/COMMITTEE:** ____Public Utilities Commission, commissioner_____

Please list any background, education, training, work or volunteer experience you believe is relevant to the board/committee position for which you are applying.

_____I wish express my interest in reappling for another 3yr. term as commissioner. I have years of experience in the electrical field and an understanding in electrical distribution._____

_____

_____

_____

_____

What do you hope to accomplish as a member of this board/committee?

_____To help in the supply and distribution of utilities to the residents of Springfield at the best possible rates._____

_____

_____

Barry Reindl

FAA - AIP Grant Oversight Risk Assessment Policies

Section 1 – Sponsor Policies and Procedures

Procurement

1. The City of Springfield, a Minnesota Municipal Corporation, is responsible for administering Procurement Procedures for federal grants for the Springfield Municipal Airport.
2. As the responsible government unit for Procurement for the Airport, the City of Springfield has established a Purchasing Policy under Ordinance 452. The plan is available on request.

Grant Oversight

1. Grant Application

   The AIP planning process is undertaken annually in conjunction with the Capital Improvement Program planning process. Potential projects are identified by Springfield Municipal Airport Commission in cooperation with the FAA and MnDOT. Long-term projections and needs analyses play a pivotal role in determining the priorities for funding.

   a) On an annual basis, the City of Springfield oversees development of its CIP Plan and its AIP Plan. Airport needs and projects designed to meet those needs over the foreseeable future are requested from the Springfield Municipal Airport Commission. The City Manager in conjunction the Airport Consultant, summarizes those projects on a five-year CIP plan for the review and approval by the City of Springfield Council (**City Council**).

   b) The City Manager works with the Airport Consultant to develop cost estimates as well as a projected timeline for completion. This information is used to update the Capital Improvement Program on an annual basis.

   c) The City Manager and representatives of the Springfield Municipal Airport Commission meet annually with MnDOT and the FAA District Office to review the CIP to determine the eligibility of proposed projects for FAA funding. A five-year AIP plan is then developed for the Springfield Municipal Airport for submission to and approval of the FAA.

   d) AIP Grant applications are submitted annually for those projects identified in the approved ACIP. The City Manager along with the Airport Consultant are responsible for preparing all grant applications and meeting all FAA submission deadlines. Formwork submitted with the grant application includes:
      - FAA Form 5100-100/101 Application for Federal Assistance
      - Project Scope/Narrative
      - Cost Estimate
      - Project Timeline
      - Internal Approvals
      - Environmental Documentation

2. Managing Grant Funds

The **City Manager & City Clerk** are responsible for supervising the acceptance of the FAA's grant offer. (The FAA designates and structures the offer as a "Grant Agreement" document to be accepted by **City Council**).

a) The **City Manager** shall initiate acceptance of the Grant Offer by submitting an agenda request to the City Council.

b) The **City Manager** coordinates with **City Council** in securing all necessary signatures.

c) Once the Grant Agreement is executed, the **City Manager** will assure that copies of the accepted Grant Agreement will be disseminated to the **City Council.**

The **City Manager & Finance Manager** are responsible for administration of the grant funds once awarded. Some of the grant management tasks include:

a) Submittal of Quarterly Progress Reports for each open grant. The reports will summarize any updates to the overall schedule as well as any special circumstances impacting the established schedule for the project.

b) The **City Manager and Finance Manager** track all active AIP Grants to assure grant reimbursement requests are submitted to MnDOT and FAA and reimbursed on a timely basis. Grant reimbursement requests shall include outlay reports, invoices, and schedules of value and expenditures reports.

c) **The City Manager and Airport Consultant** review all contractor invoices to determine allowable costs.

d) **The City Manager and Airport Consultant** review all progress reports for the project.

e) The **City Manager and City Clerk** in conjunction with the **Airport Consultant** review and monitor grant assurance items such as project completion schedule, wage rate verification, and disadvantaged business enterprise goal compliance.

3. Grant Closeout

The **City Manager and City Clerk** oversee grant closeout processes for all AIP Grants. Problems or issues in this stage should be brought to the **City Manager's** attention for assistance in resolution.

a) The **City Manager and City Clerk** in conjunction with the **Airport Consultant** are responsible for preparation of FAA-required final reports.

b) **The City Manager and City Clerk** in conjunction with the **Airport Consultant** are responsible for reconciling the financial information in the draft final report with **City of Springfield** official accounting records for the Airport.

c) **The City Manager and City Clerk** in conjunction with the **Airport Consultant** prepare a draft final report in accordance with FAA requirements. The FAA has different requirements for construction grants, planning grants, and equipment acquisition grants. A draft is submitted to MnDOT and FAA for review and resolution of any issues prior to completion of the final report.

d) **The City Manager** reviews and signs the Final closeout report.

e) The **City Manager and City Clerk** in conjunction with the **Airport Consultant** are responsible for submission of the Final closeout report to the District FAA office. Submission and approval of the final report to the FAA is the basis upon which a final request for reimbursement can be paid.

f) The **City Manager and City Clerk** in conjunction with the **Airport Consultant** prepare the final credit application and obtains appropriate signatures. The **City Manager and City Clerk** review the documents for accuracy and then the **City of Springfield** submits it to the FAA.

g) **FAA** makes final reimbursement, upon approval of the final project report. The final settlement also involves recovering overpayments.

h) The **FAA** notifies the **City Manager and City Clerk** when the grant is closed.

4. Grant Records Management

The **City Manager and City Clerk** in conjunction with the **Airport Consultant** track the AIP project progress, project documentation, the status of grant reimbursement requests, identify any new conditions that may require a grant amendment, and identify any obstacles to timely completion and closeout.

a) The **City Manager and City Clerk** in conjunction with the **Airport Consultant** prepare the final credit application and obtain appropriate signatures. The **City Manager and City Clerk** review the documents for accuracy and then the City of Springfield submits it to the FAA.

b) The **City Manager and City Clerk** in conjunction with the **Airport Consultant** prepare the Construction Management Plan in accordance with project specifications.

c) The **City Manager and City Clerk** in conjunction with the **Airport Consultant** retain project invoices and receipts, progress reports, time schedules, completed quantities and documentation pertinent to the project. As a matter of efficiency, this information is digitized wherever possible.

d) The **City Manager and City Clerk** in conjunction with the **Airport Consultant** and with approval of the **City Council,** complete the substantial completion form which starts the warranty period on the project.

e) The **City Manager and City Clerk** in conjunction with the **Airport Consultant** create a punch list and closes out all items, including test results.

f) The **City Manager and City Clerk** in conjunction with the **Airport Consultant** develop As-Built drawings, final engineering report, revised or updated ALP (as-needed) to the **FAA Airports Office**.

g) The **City Manager and City Clerk** in conjunction with the **Airport Consultant** schedule a final inspection with the **FAA Airports Office**, and provide the FAA with the project test results to review on request.

h) The **City Manager and City Clerk** in conjunction with the **Airport Consultant** completes all required close-out documentation.

Several items associated with **Grant Oversight** are typically included and completed as part of the consultants' scope of work for various Federal and State Projects and are documented in the professional services agreements executed between the City of Springfield and the **Airport Consultant.**

Disbursement

The **City Manager and City Clerk**, and MnDOT are responsible for initiating and tracking disbursement of the AIP grant funds.

1. Disbursement Process.

a) The **City Manager and Finance Manager** develop separate CIP budget programs for the AIP grant amount and Airport sponsor share as well as for any state funded work.

b) The **Airport Consultant** develops and submits a cost estimate and or invoice for the project based on the work completed to date.

c) Contractor/consultant pay requests are first reviewed and considered by the **City Manager and City Clerk.**

d) Pay requests found to be within project scope and budget are signed and submitted first to the **City Manager or City Clerk** for review and recommended approval. If approved, the pay requests are added to the **City Council** agenda for review and approval for payment.

e) Once approved by Council the City Manager processes the pay request for payment the City Finance Department and are paid if within project budget.

f) City Finance Department prepares and submits credit applications to seek reimbursement for the State and /or Federal share of funds expended on an approved project

2. Disbursement Authorization.

a) The **Airport Consultant** and/or Contractor submits pay request(s) to **City Manager and City Clerk**.

b) The **City Manager or City Clerk** submits pay request to **City Council** for approval.

c) Approved requests by **City Council** are processed for payment by **AP/Payroll Clerk and Finance Manager.**

d) **City Manager or Finance Manager** submits request for reimbursement through MnDOT Credit Application procedure.

e) MnDOT is a channeling state and as such makes the draw on the AIP grant through the Delphi System and disburses the approved funds for reimbursement back to the City.

3. Procedure for Reconciliation

a) The **City Manager and City Clerk** develop separate CIP budget programs for tracking AIP grant amounts.

b) The **City Manager and Finance Manager** review the reports as provided by MnDOT preceding and following each disbursement of the grant. The reports are reviewed for consistency with City budget programs.

c) If discrepancies are discovered, the **City Manager and Finance Manager** shall work cooperatively with MnDOT and FAA to determine a resolution to the discrepancy and reconcile as appropriate.

Business Continuity

The **City of Springfield** has a Business Continuity or Emergency Preparedness Plan. The plan is available on request.

Section 2 – Sponsor Information Technology Infrastructure

The City of Springfield uses a combination of electronic and manual methods to conduct business. This is accomplished by:

a) The **City Clerk** keeps all new documentation in City digital network system which is periodically archived via digital methods. Past documents are kept in manual paper filing systems.

b) It is the City of Springfield Policy to use electronic email and attachments for communications.

c) The City of Springfield is equipped and uses web conferencing for online meetings when appropriate.

ORDINANCE NO. _____
CITY OF SPRINGFIELD, BROWN COUNTY, MINNESOTA
AN ORDINANCE ADOPTING BYLAWS FOR OPERATION OF THE SPRINGFIELD PUBLIC LIBRARY

The City Council of the City of Springfield, Minnesota does ordain:

That the City Code shall be amended to include Sections 12.20 through 12.27, as follows:

12.20 – Name and Authorization: The Springfield Public Library Board is established under the Charter of the City of Springfield and shall make operational recommendations for the Library under the direction and control of the City Manager and the City Council.

12.21 – Membership of the Board: The Library Board shall consist of up to nine (9) members, each serving a three (3) year term and appointed by the City Council. Members shall be residents of the City of Springfield; provided that up to two (2) members may be non-residents; provided that such non-residents reside within fifteen (15) miles of the Library and are users of the Library and its services.

Any Member who misses three consecutive meetings may be removed and replaced upon recommendation of the Library Board. New Members shall be appointed by the City Council. The Library Board may recommend new members for consideration by the City Council.

The City Council shall appoint a City Council member to serve as an ex officio, non-voting Member of the Board. In addition, the City Manager, City Treasurer, and additional City Council members may attend any meeting of the Board and shall have a voice but no vote at any meeting so attended.

12.22 – Responsibilities of the Library Board: The Library Board shall recommend policies for the management and operation of the Library, subject in each instance to the oversight of the City Manager and the City Council, and all applicable Minnesota State laws applicable to the Library.

The Board shall recommend written policies governing Library activities and services, including policies for the selection of library materials and the use of library materials and facilities, in each case subject to the approval of the City Manager.

The Library Board shall adopt rules of order, set a regular meeting schedule, and appoint subcommittees as it sees fit in accordance with City rules and policies.

The Library Board shall submit to the City Manager by September 1 of each year a proposed programming budget for the ensuing year. The City Manager and City Council may approve or modify the budget as part of its normal budgeting process.

12.23 – Officers: Library Board officers shall consist of a President, Vice President, and Secretary elected annually by the Library Board from among its members and may also designate board members as Financial Reviewer and/or Investment Representative. The Library Director, working through the Secretary, shall maintain minute books for the Board and provide copies to the City Clerk. The City Clerk shall be responsible for posting notice of all regular and special meetings of the Board. The City Treasurer shall be responsible for all designated Library funds and make investments as designated by the Library Board in accordance with the City Charter and rules and policies of the City. The Library Board may recommend appropriate investments for funds given to the City for the benefit of the Library.

12.24 – Meetings: Regular meetings shall be held every other month at a time to be selected by the Library Board. Special Meetings of the Library Board may be called by the President, providing proper notice is given. Board members may attend by electronic means.

There shall be a prepared agenda which may include: Call to Order, Approval of minutes of previous meetings, Financial Reports, Old Business, New Business, Committee Reports, Library Director's Report, and such other business as deemed necessary by the President.

12.25 – Collective Authority of the Board:

All decisions of the Board are made by the Board as a collective body. No individual Member may make decisions, act or speak for the Board unless specifically authorized to do so by a vote of the Board.

12.26 – Library Director: The Library Director shall have charge of the administration of the Library under the direction of the Board of Directors, the City Manager and the City Council. As an employee of the City, the Library Director shall report to the City Manager and subject to the rules and policies for City employees.

12.27 – Donated Funds: Funds donated to the City and accepted by the City Council for the benefit of the Library, and earnings thereon, shall be expended only for Library purposes.

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

_____
Lowell Helget, Mayor

ATTEST:

_____
Justtina Erickson, City Clerk

City of Springfield
Request for Council Action

Meeting Date:	1-28-2026	**Agenda Item Number:**	
Agenda Section:	New Business	**Originating Department:**	Pool/Community Center
Resolution:	N/A	**Prepared By:**	Heidi Wersal
Ordinance:	N/A		
Number of Attachments:	2	**Presented By:**	Heidi Wersal
Item:	AV Equipment		

City Clerk's Proposed Action:
Motion by _____ Second by _____ to approve the Motion to approve AV System Quote from Audio Video Integrations - $97,482.67

Board/Commission Recommendation:
N/A

Overview:
Budget: $125,000
Library Cameras $ -(5,000) = $120,000 remaining

Bids were received from Marco and Audio Video Integrations
Marco $89,993.32
+ $3,948.09 (4K projector)
+ $6,400 – $9,500 Service Plan
$100,341.41 – 103,441.41

Audio Video Integrations
$97,482.67 (includes the 4K Projector and a one-year service plan)

Both quotes include adding an 85" t.v. with technology to the Conference Room as well.

My recommendation is to accept the bid from **Audio Video Integrations**.

Audio Video Integrations is a smaller firm, which I believe will result in a more responsive and collaborative working relationship should any issues arise during installation or after project completion.

Additionally, Audio Video Integrations initially submitted a bid that included higher-quality equipment. In contrast, Marco's original proposal reflected lower-grade equipment, and adjustments were required to ensure both bids were evaluated on an "apples-to-apples" basis.

For these reasons, I believe Audio Video Integrations represents the best overall value and the strongest partner for this project.

Primary Issues/Alternatives to Consider:

Budgetary/Fiscal Issues:
Grant funded

Attachments:
Quote AV Integrations
Quote Marco

AUDIO VIDEO INTEGRATIONS
27071 Mueller Pl Ste 3
Sioux Falls, SD 57108-8158
(605) 274-3633
jeremy.r@avicentral.com

Estimate

ADDRESS
Springfield Community Center
33 S. Cass Ave.
Springfield, MN 56087 USA

SHIP TO
Springfield Community Center
33 S. Cass Ave.
Springfield, MN 56087 USA

ESTIMATE	1249
DATE	12/23/2025
EXPIRATION DATE	12/31/2025

SALES REP
Taylor Hoffmeyer

ACTIVITY	QTY	RATE	AMOUNT
AI-CPT1-N AC Infinity CLOUDPLATE T1 Quiet Rack Cooling Fan System (1 RU, Intake)	1	189.00	189.00T
MOUNT AVI Projector Mounts	3	390.00	1,170.00T
TSW-1070-B-S Crestron 10.1 in. Wall Mount Touch Screen, Black Smooth	3	1,983.28	5,949.84T
CEN-IO-COM-102 Crestron Wired Ethernet Module with 2 COM Ports - Compact design, wired I/O module (Crestron IFE micro form factor) - Two (2) RS-232 COM ports - Powered via PoE	2	316.16	632.32T
AM-3200-WF Crestron AirMedia® Receiver 3200 with Wi-Fi® Network Connectivity	1	1,578.72	1,578.72T
DM-NVX-E30 Crestron DM NVX® 4K60 4:4:4 HDR Network AV Encoder	1	929.76	929.76T
DM-NVX-D30 Crestron DM NVX® 4K60 4:4:4 HDR Network AV Decoder	4	929.76	3,719.04T
DM-NVX-E20-2G-W-T Crestron DM NVX® 4K60 4:2:0 Network AV Encoder, Wall Plate, White Textured	3	780.00	2,340.00T
EB1 Middle Atlantic Products EB1 Flanged Steel Rack Panel - 1U	2	19.99	39.98T
BR1 Middle Atlantic Products BR1 1U Brush Grommet Panel	1	19.99	19.99T
5439 Monoprice USB-A to USB-B 2.0 Cable - 28/24AWG Gold Plated Black 10ft	2	6.99	13.98T
5438 Monoprice USB-A to USB-B 2.0 Cable - 28/24AWG Gold Plated Black 6ft	2	4.99	9.98T
42676 Monoprice 8K Certified Ultra High Speed HDMI Cable - 8K@60Hz, 4K@120Hz, 48Gbps, HDR, VRR, CL2 In-Wall Rated, 15ft, Black	3	22.99	68.97T

42673 Monoprice 8K Certified Ultra High Speed HDMI Cable - 8K@60Hz, 4K@120Hz, 48Gbps, HDR, VRR, CL2 In-Wall Rated, 3ft, Black	4	13.99	55.96T
42674 Monoprice 8K Certified Ultra High Speed HDMI Cable - 8K@60Hz, 4K@120Hz, 48Gbps, HDR, VRR, CL2 In-Wall Rated, 6ft, Black	4	16.99	67.96T
27468 Monoprice SlimRun Cat6A Ethernet Patch Cable - Snagless RJ45, Stranded, S/STP, Pure Bare Copper Wire, 36AWG, 3ft, Black	4	7.99	31.96T
27484 Monoprice Cat6A Ethernet Patch Cable - SlimRun, Snagless RJ45, Stranded, S/STP, Pure Bare Copper, 36AWG, 5ft, Black	4	8.99	35.96T
27502 Monoprice Cat6A Ethernet Patch Cable - SlimRun, Snagless RJ45, Stranded, S/STP, Pure Bare Copper, 36AWG, 10ft, Black	4	13.99	55.96T
27511 Monoprice Cat6A Ethernet Patch Cable - SlimRun, Snagless RJ45, Stranded, S/STP, Pure Bare Copper, 36AWG, 14ft, Black	4	14.99	59.96T
27432 Monoprice Cat6A Ethernet Patch Cable - SlimRun, Snagless RJ45, Stranded, S/STP, Pure Bare Copper, 36AWG, 1ft, Black	5	9.99	49.95T
GSM4230PX-100NAS Netgear AV Line M4250 GSM4230PX 24-Port Gigabit PoE+ Compliant Managed Network Switch with SFP+ (480W)	1	1,785.96	1,785.96T
ZU707T Optoma Technology ZU707T 5900-Lumen WUXGA Laser DLP Projector	3	3,999.00	11,997.00T
NC-12x80 QSC Q-SYS NC Series NC-12X80 - conference camera	2	4,054.05	8,108.10T
I/O-USB-BRIDGE QNC Q-Sys Poe Bridging Endpoint For Av-To-Usb Bridging Delivers Driverless Usb 20 Connection	1	1,801.80	1,801.80T
CORE 24F QNC Q-SYS Core Processor with 24 local audio I/O channels, 160x160 total network I/O channels with 8x8	1	4,686.59	4,686.59T
SLDAN-32-P QNC Q-Sys Software-Based Dante 32x32 Channel License, Perpetual	1	768.00	768.00T
DD-BTN44 RDL DD-BTN44 Wallmount Bidirectional Line-Level and Bluetooth Audio Dante Interface (White)	1	1,259.00	1,259.00T
MXWNDX8G Networked Docking Stations that can charge 8 MXW neXt transmitters without removing the battery. Compatible with MXW neXt gooseneck boundary transmitters only.	1	1,540.00	1,540.00T
MXW8X=-Z10 The MXW8X is a desktop base transmitter compatible with the Microflex® Wireless neXt system. With a stylish, compact design it complements any conference setting. The MXW8X accepts Microflex modular gooseneck microphones available in multiple lengths with polar pattern and LED options. All MXW neXt transmitters deliver pristine audio quality, reliable wireless performance, encrypted transmission, and advanced rechargeability for conferencing and presentation applications.	10	693.00	6,930.00T
MXWAPX8=-Z10 The MXWAPX 8 is an 8-channel wireless access point for Shure's Microflex Wireless neXt series. The MXWAPX 8 includes built-in IntelliMix DSP, Dante, USB, and analog	1	4,029.96	4,029.96T

I/O.

MXWNDX4G Shure MXWNDX4G Networked 4-Bay Charging Station for MXW neXt Boundary & Gooseneck Transmitters	1	1,100.00	1,100.00T
MXWAPX4=-Z10 Shure MXWAPX4 Access Point Transceiver for MXW neXt 4 Wireless Conferencing System (1.9 GHz)	1	2,970.00	2,970.00T
MX415LP/C Shure MX415LP/C 15" Microflex Cardioid Gooseneck Microphone with Bottom LED	10	276.00	2,760.00T
SR-SHELF-FIXED-1U Strong™ Fixed Rack Shelf - Standard Depth - 1U	2	69.99	139.98T
K85XR70 Sony - 85" class BRAVIA 7 Mini LED QLED 4K UHD Smart Google TV (2024)	1	2,399.00	2,399.00T
SAN-VXT7-B2 Sanus 40-110" Tilt Wall Mount (VXT7-B2)	1	249.99	249.99T
AVI Silver Tier Care Package Covers all labor required for incidental failures, accidental damage, failure of components (replacement labor) and workmanship for one (1) year.	1	9,685.00	9,685.00T
Cable Pulls $125 per cable pull	12	125.00	1,500.00T
Final Installation Labor for Final Installation of Equipment	44.50	150.00	6,675.00T
LABOR2 Programming for (1) One Programmer per hour	29.50	200.00	5,900.00T
Management /Design/PM Labor Labor to design system - Project Management	5	200.00	1,000.00T
Audio Calibration Calibrate - Tune Audio System	5	200.00	1,000.00T
TRIP CHARGE Travel Time	18	65.00	1,170.00T
Mileage Charge 2025 Mileage Charge (Federal Rate - $0.70 / mile)	1,440	0.70	1,008.00T

EQUIVIALENT QUOTE

Payment Terms:
Project Down Payment: 65% of project total due upon acceptance of the bid.
Major Completion Rights: Audio Video Integrations reserves the right to request 25% partial payment upon major project completion.
Project Closing Payment: Upon completion of the project, the remaining 35% is due. In the case of a Major Completion payment having been made, AVI may only require a remaining 10% payment.

SUBTOTAL	97,482.67
TAX	0.00
TOTAL	**$97,482.67**

87,797.67

Accepted By

Accepted Date

January 14, 2026

PROPOSAL FOR

CITY OF SPRINGFIELD

HEIDI WERSAL

Prepared By:

Erin VanderVeen
Technology Advisor
320-241-3505
erin.nelson@marconet.com

Quote Number: 194502


Managed Services


Copiers & Printers


Audio Visual


Business IT Services

IT - Community Service Center AV Project -- City of Springfield

Prepared by:

Marco - Sioux Falls

Erin VanderVeen
320-241-3505
erin.nelson@marconet.com

Prepared for:

City of Springfield

2 E. Central St.
Springfield, MN 56087
Heidi Wersal
507.723.3517
heidi.wesal@springfieldmn.org

Quote Information:

Quote #: 194502

Version: 10
Date Issued: 01/14/2026
Expiration Date: 01/31/2026
Special Pricing Program:
PLEASE SELECT

Event Rooms

Description	One-Time	Qty	Ext. One-Time
Panasonic - compact and lightweight WUXGA 3LCD laser projector, ideal for clear and vibrant presentations in well-lit corporate or educational environments.	$4,659.66	3	$13,978.98
Chief - Ceiling Mount for Projector - Black - 50 lb Load Capacity - Steel	$245.13	3	$735.39
QSC - Q-SYS PoE Camera for AV-to-USB Bridging 12x Optical Zoom 80° Horizontal FOV	$3,896.25	2	$7,792.50
Crestron - AirMedia® Receiver 3200 with Wi-Fi® Network Connectivity	$1,515.00	1	$1,515.00
Crestron - AirMedia® Series 3 Connect Endpoint	$655.00	1	$655.00
Crestron - AirMedia® Series 3 Connect Adaptor (Puck)	$600.00	1	$600.00
Crestron - DigitalMedia 4K60 4:4:4 HDR Network AV Encoder	$938.44	1	$938.44
Crestron - DM NVX 4K60 4:2:0 Network AV Decoder with Scaler	$938.44	3	$2,815.32
Crestron - DM NVX 4K60 4:2:0 Network AV Encoder, Wall Plate, White Textured	$787.50	3	$2,362.50
Audio Equipment			
Owner Furnished Equipment - Ceiling Speakers		20	
Owner Furnished Equipment - Audio Amplifiers		2	
Shure - Desktop Based Gooseneck Transmitter	$617.50	10	$6,175.00
Shure - Access Point Transceiver with 4 Wireless Audio Channels for use with MXW neXt Wireless Transmitters.	$2,645.75	1	$2,645.75
Shure - Access Point Transceiver with 8 Wireless Audio Channels for use with MXW neXt Wireless Transmitters.	$3,625.44	1	$3,625.44

QSC - Q-SYS PoE Bridging Endpoint for AV-to-USB Bridging - Delivers Driverless USB 2.0 Connection - Includes Dual LAN Connections and HDMI Output	$1,732.50	1	$1,732.50
RDL - Dante Networked Audio Wall Plate - 2 Gang - 3.5mm I/O, RCA In, Bluetooth, POE Powered	$1,009.04	1	$1,009.04
QSC - Q-SYS Network + Analog I/O Processor	$4,050.00	1	$4,050.00
QSC - Q-SYS Software-based Dante 32x32 Channel License, Perpetual	$738.75	1	$738.75
Control Equipment			
Cisco - Catalyst 1300 Series-48FP-4G - 48-Port Gigabit PoE+ Managed Switch - 24 x 10/100/1000 (PoE+) + 4 x Gigabit SFP - Layer 3 Supported - 1U Rackmount-	$1,848.34	1	$1,848.34
Crestron - 7 in. Wall Mount Touch Screen, Black Smooth	$1,299.38	3	$3,898.14
Crestron - 4-Series Control System with Dedicated Management Network - Control Engine with Integrated Control Ports - 1U	$2,021.25	1	$2,021.25
Rack Equipment	**$433.75**	**1**	**$433.75**
Owner Furnished Equipment - Rack		1	
Middle Atlantic - NEXSYS™ 9 Outlet, 15 Amp Rackmount Power with Multi-Stage Surge Protection		1	
Middle Atlantic - Mounting Rackshelf, 1 RU, 10" D		2	
Middle Atlantic - 1U Rackmount Steel Blank Panel		2	
Middle Atlantic - Brush Grommet Panel, 1 RU		1	
Velcro® Brand - 1/2" Black FR Lineal VELCRO Brand ONE-WRAP on 25 Yard Roll		1	
Cables and Miscellaneous Installation Materials	**$4,239.79**	**1**	**$4,239.79**
FSR - WB-TSC-SM-7 2-gang Wall Box with Locking Cover and Clear Window for Touchscreens - White		3	
Liberty - Keystone Single Gang 1-port Smooth Faceplate (White)		3	
Liberty - Category 6A U/UTP 180 Degree Keystone Insert - Black		3	
Liberty - 6ft USB 3.1 Cable with Durable Construction and Versatile Compatibility Features		1	
Liberty - Cat6 Twisted Pair Cable BOX - Unshielded - Plenum Rated - Black		1	
Liberty - Black Serial Digital RG6 Dual Shield 4.5 GHz Plenum Coaxial Cable Reel		1	

Liberty - C-Tec2 RG6 BNC Plugs for Plenum Single, Dual, Tri or Quad Shield formats Bag		6	
Liberty - Commercial Grade 16 AWG 2-Conductor Unshielded Plenum Cable - Black		1	
Liberty - Black Audio and Control 22 AWG 1 Pair Shielded Plenum Reel		1	
C2G - 3ft (0.9m) Plus Series Select High Speed HDMI		4	
C2G - 6ft (0.9m) Plus Series Select High Speed HDMI		4	
C2G - 3ft Cat6 Snagless Unshielded (UTP) Ethernet Network Patch Cable - Black - Patch cable - RJ-45 (M) to RJ-45 (M) - 3 ft - CAT 6 - Molded, Snagless - Black		4	
C2G - Patch Cable - Shielded Twisted Pair (STP) - Male Left Gender - Male Right Gender - RJ-45 Right Connector - RJ-45 Left Connector - Length: 5 Length - Black - PVC - American Wire Gauge (AWG): 26 American Wire Gauge (AWG) - Cat6 Performance Level - Lif		4	
C2G - Patch Cable - Unshielded Twisted Pair (UTP) - Male Left Gender - Male Right Gender - RJ-45 Right Connector - RJ-45 Left Connector - 7feet Length - Black - PVC - 24 AWG American Wire Gauge (AWG) - Cat6 Performance Level - Lifetime		4	
C2G - Patch Cable - Unshielded Twisted Pair (UTP) - Male Left Gender - Male Right Gender - RJ-45 Right Connector - RJ-45 Left Connector - 15feet Length - Black - PVC - Not include - 24 AWG American Wire Gauge (AWG) - CAT6 Performance Level - Lifetime		4	
C2G - Patch Cable - Unshielded Twisted Pair (UTP) - Male Left Gender - Male Right Gender - RJ-45 Right Connector - RJ-45 Left Connector - 25feet Length - Black - PVC - Not include - 24 AWG American Wire Gauge (AWG) - CAT6 Performance Level - Lifetime		4	
Liberty - Molded USB 2.0 Cable - USB-A Male to USB-B Male - Black - 10'		2	
Liberty - Molded USB 2.0 Cable - USB-A Male to USB-B Male - Black - 6'		2	
Maxblox - DB9 Female to Terminal Block Connector		1	
Maxblox - DB9 Male to Terminal Block Connector		1	
Extron - HDMI Ultra Series - Premium High Speed Ultra-flexible HDMI Cable - 15 ft		3	
Installation Materials		1	

Subtotal: **$63,810.88**

4k Projector

** Optional Section*

Description	One-Time	Qty	Ext. One-Time
Panasonic - low-maintenance 1-Chip DLP laser projector at 4K UHD (3840 x 2160) resolution.	*$5,730.56*	*3*	*$17,191.68*
Chief - RPA Universal and Custom Ceiling Projector Mount - Black - 50 lb Load Capacity	*$245.13*	*3*	*$735.39*

* Optional Subtotal: **$17,927.07**

Professional Services Labor - Event Rooms

Description	One-Time	Qty	Ext. One-Time
Marco Professional Services - Fixed Fee - Installation - Progress Billed Monthly	$22,214.30	1	$22,214.30

Subtotal: **$22,214.30**

Conference Room- Presentation

Description	One-Time	Qty	Ext. One-Time
Video Equipment			
Sharp - Digital Signage Display - 85.60" LCD - Advanced Super Dimension Switch (ADS) - 16 Hours/ 7 Days Operation - 3840 x 2160 - 16:9 - 350 Nit - 2160p - HDMI - USB - SerialEthernet - Energy Star	$1,994.11	1	$1,994.11
Chief - Fusion Series X-Large Tilting Wall Mount - Micro-adjustable - Universal Interface Bracket - Black	$353.39	1	$353.39
Chief - Metal Stud Anchor Kit - 4 Anchors	$23.15	1	$23.15
Crestron - AirMedia® Receiver 3200 with Wi-Fi® Network Connectivity	$1,515.00	1	$1,515.00
Crestron - AirMedia® Series 3 Connect Adaptor (Puck)	$600.00	1	$600.00
Cables and Miscellaneous Installation Materials	**$123.95**	**1**	**$123.95**
Liberty - Cat6 Twisted Pair Cable - Unshielded - Plenum Rated - Black		1	
C2G - 3ft 4K HDMI Cable with Ethernet - High Speed - In-Wall CL-2 Rated - M/M - Type A Male, Centronics Male - 6ft - Beige"		2	

C2G - 10ft 4K HDMI Cable with Ethernet - High Speed - In-Wall CL-2 Rated - HDMI for Home Theater System, Audio/Video Device - 1.28 GB/s - 10 ft - 1 x HDMI (Type A) Male Digital Audio/Video - 1 x HDMI (Type A) Male Digital Audio/Video - Gold Plated Connect		1	
C2G - Patch Cable - Unshielded Twisted Pair (UTP) - Male Left Gender - Male Right Gender - RJ-45 Right Connector - RJ-45 Left Connector - 5feet Length - Black - PVC - 24 AWG American Wire Gauge (AWG) - Cat6 Performance Level - Lifetime		1	
Crestron - USB-C Data Transfer Cable - 9 ft USB-C Data Transfer Cable for Notebook, Tablet, Smartphone - First End: 1 x USB 3.2 (Gen 2) Type C - Male - Second End: 1 x USB 3.2 (Gen 2) Type C - Male - 5 Gbit/s		1	

Subtotal: **$4,609.60**

Professional Services Labor - Conference Room - Presentation

Description	One-Time	Qty	Ext. One-Time
Marco Professional Services - Fixed Fee - Milestone 1 - Progress Billed Monthly	$2,508.00	1	$2,508.00

Subtotal: **$2,508.00**

Flex Service Plan - $6,400

** Optional Section*

Description	One-Time	Qty	Ext. One-Time
Flex Service Plan Product Agreement			
Total Contract Value: $6400		*1*	
Marco - Flex Service Plan (FSP) Prepaid	*$6,400.00*	*1*	*$6,400.00*

* Optional Subtotal: **$6,400.00**

Flex Service Plan - $10,000

** Optional Section*

Description	One-Time	Qty	Ext. One-Time
Flex Service Plan Product Agreement			
Total Contract Value: $10000		*1*	
Marco - Flex Service Plan (FSP) Prepaid	*$9,500.00*	*1*	*$9,500.00*

* Optional Subtotal: **$9,500.00**

Discounts

Description	One-Time	Qty	Ext. One-Time
One-Time Product Discount	($1,130.46)	1	($1,130.46)
One-Time Service Discount	($2,019.00)	1	($2,019.00)
End of the year hardware and service discount offered through December 31, 2025.			

Subtotal: **($3,149.46)**

Quote Summary - One-Time Expenses

Description	Amount
Event Rooms	$63,810.88
Professional Services Labor - Event Rooms	$22,214.30
Conference Room- Presentation	$4,609.60
Professional Services Labor - Conference Room - Presentation	$2,508.00
Discounts	($3,149.46)
Total:	**$89,993.32**

*One-Time * Optional Expenses*

Description	One-Time
4k Projector	*$17,927.07*
Flex Service Plan - $6,400	*$6,400.00*
Flex Service Plan - $10,000	*$9,500.00*
Optional Subtotal:	***$33,827.07***

Payment Options

Description	Payments	Interval	Amount
One-Time Payment			
One-Time Payment	**1**	**One-Time**	**$89,993.32**

Summary of Selected Payment Options

Description	Amount
One-Time Payment: One-Time Payment	

AGREEMENT
SPRINGFIELD PUBLIC LIBRARY FLOORING PROJECT
CITY OF SPRINGFILED, MINNESOTA

THIS AGREEMENT is dated as of the _____ day of _____, 2026, by and between the CITY OF SPRINGFIELD, MINNESOTA (hereinafter called OWNER), and RIVER BEND FLOORING, (hereinafter called CONTRACTOR).

OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

ARTICLE 1. WORK

CONTRACTOR shall provide all labor, equipment, supervision, and all other things to install new flooring throughout the Springfield Public Library located at 120 North Cass Avenue, Springfield, Minnesota, as specified in the attached Exhibit A, but not including any materials or supplies.

ARTICLE 2. OWNER'S REPRESENTATIVE

Owner's Library Director will assume all duties and responsibilities and have the right and authority to direct and oversee the performance by CONTRACTOR in connection with completion of the Work in accordance with the specifications.

ARTICLE 3. CONTRACT TIME

3.1 The Contract STARTING DATE shall be January 28, 2026.

3.2 All work shall be completed by May 1, 2026.

3.3 Damages. OWNER and CONTRACTOR recognize that time is of the essence of this Agreement and that OWNER will suffer financial loss if work is not completed within the times specified in paragraphs 3.1 and 3.2 above. Contractor will be liable for the actual loss suffered by OWNER if the Work is not completed on time, except that CONTRACTOR shall not be liable for any delays caused by OWNER'S failure to provide necessary materials and supplies.

ARTICLE 4. CONTRACT PRICE

4.1 OWNER shall pay CONTRACTOR for completion of the Work the total sum of Twenty-seven Thousand Seven Hundred Eighty-five and 00/100 Dollars ($27,785.00).
In the event conditions are discovered that require additional labor or materials, Contractor shall immediately notify owner, and upon confirmation by Owner, Contractor shall proceed to supply such additional work and Owner will compensate Contractor as specified in a change order.

CONTRACTOR agrees to perform all the floor preparation and flooring installation work described in the Contract Plans as described above for the lump sum specified above.

CONTRACTOR will be responsible for removal and disposal of materials and debris.

ARTICLE 5. CONTRACTOR'S REPRESENTATIONS

In order to induce OWNER to enter into this Agreement, CONTRACTOR makes the following representations:

5.1 CONTRACTOR has familiarized itself with the nature and extent of the Construction Plans, Work, site, locality, and all local conditions and Laws and Regulations that in any manner may affect cost, progress, performance or furnishings of the Work

5.2 CONTRACTOR has carefully measured the floor area and is responsible for providing all necessary labor to complete the project.

5.3 CONTRACTOR has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all such examinations, investigations, explorations, tests, reports and studies which pertain to the physical conditions at the site which may affect the cost, progress, performance or furnishing of the work as CONTRACTOR considers necessary for the performance or furnishing of the work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Construction Plans; and no additional examinations, investigations, explorations, tests, reports, studies or similar information or data are or will be required by CONTRACTOR for such purposes.

5.4 CONTRACTOR shall perform the work in compliance with all applicable Minnesota laws, and complete, execute, and deliver to owner Attachment A in compliance with Minn. Stat. §16.285, Subd. 7.

ARTICLE 6. CONTRACT DOCUMENTS

The Contract Documents which comprise the entire agreement between OWNER and CONTRACTOR concerning the Work consist of the following:

6.1 This Agreement.

6.2 Plans as specified on Exhibit A.

6.3 Certificate of Insurance.

There are no Contract Documents other than those listed above in this Article 6. The Contract Documents may only be amended, modified or supplemented by mutual agreement of OWNER and CONTRACTOR.

ARTICLE 7. MISCELLANEOUS

7.1 CONTRACTOR shall not be required to provide a performance bond. CONTRACTOR shall provide proof of liability insurance for personal injury and property damage with liability limits of at least $500,000.00.

7.2 No assignment by a party hereto of any rights under or interest in the Contract Documents will be binding on another party hereto without the written consent of the

party sought to be bound; and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

7.3 OWNER and CONTRACTOR each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect of all covenants, agreements and obligations contained in the Contract Documents.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have signed this Agreement in triplicate.

This Agreement will be effective on the date executed by both parties.

OWNER:
CITY OF SPRINGFIELD
SPRINGFIELD, MINNESOTA

By: _____

Date: _____

Address for giving notices:
2 East Central Street
Springfield, MN 56087

CONTRACTOR:
RIVER BEND FLOORING

By: _____
License No. _____

Date: _____

Address for giving notices:

Exhibit A

RIVER BEND FLOORING

Trusted craftsmanship with over two decades of experience in commercial & residential flooring installation, serving Greater Mankato area and beyond.
To connect with us reach out via email to: riverbendfloors@gmail.com

Quote For: Springfield Community LIBRARY	**Project Name: Springfield Community LIBRARY**
Contact Information: Erin	
Date: revised version 11/13/25	**Prepared By:** Christina

Scope Summary & Notes

Comprehensive removal and replacement of existing flooring materials, including clean removal of damaged or compromised surfaces, repair and leveling of subfloors, patching, and preparation as needed. Installation of new broadloom carpet wrapping, carpet tile and luxury vinyl plank (LVP) flooring will be completed to meet site specifications and ensure a smooth, durable finish.This estimate is revised from the original to include floor preperation to install LVP over ceramic tile.

Description	Unit	Quantity	Unit Price	Line Total
FLOOR PREPERATION: CLEAN, REMOVE IMPERFECTIONS, PATCH, AND LEVEL FLOORS		1.00	$5,000.00	$5,000.00
SCRAPE AWAY MACHINE USE	HOUR	20.00	$100.00	$2,000.00
INSTALLATION OF TRANSISTIONS	LF	90.00	$1.00	$90.00
INSTALLATION:LVP'SPARROW' IN BACK HALLWAY, BREAK ROOM, BACK STORAGE AREAS, ALTERMAT ROOM, KITCHEN, BATHROOMS, ENTRY INTO HALLWAY AND LIBRARY ENTRANCE AREA	SF	3600.00	$2.25	$8,100.00
RAMPING TO CERAMIC / LVT AREA		1.00	$500.00	$500.00
DISMANTLE AND MOVE BOOKSHELVES AND RESET AFTER INSTALLATION	EA	15.00	$200.00	$3,000.00
INSTALLATION CARPET TILE	SF	6300.00	$0.65	$4,095.00
TEAR OUT AND DISPOSAL OF EXISTING CARPET	SF	9000.00	$0.50	$4,500.00
BROADLOOM WRAPPING WINDOW SEATS	EA	2.00	$250.00	$500.00
				$0.00

Subtotal	$27,785.00
Tax (%)	0.00%
Discount ($)	$0.00
Total	$27,785.00

Payment Terms

30 % of total amount due prior to beginning project. Invoices are issued weekly for work completed and are due by the following Friday unless otherwise agreed in writing.

Disclaimer

River Bend Flooring is not responsible for any damage to existing furniture, shelving, or equipment that occurs during moving, removal, or installation. Floor preparation costs are based on visible conditions at the time of inspection and may be subject to change if unforeseen issues are discovered once work begins. Any additional work or costs will be discussed and approved by the customer prior to proceeding. All measurements are based upon retailer's order of material. Customer to be billed for exact amount of material laid.

Approved by (Signature): _____ Date: _____

FOR ANY QUESTIONS OR CONCERNS CALL: BRADY: 507-414-2233 or CHRISTINA: 507-720-2949

CITY OF SPRINGFIELD
RESOLUTION #26-012801
2026 ANNUAL RESOLUTION

WHEREAS, The State Statures of Minnesota require municipalities to formally address a number of items, such as the naming of an acting mayor, naming official depositories and identifying official newspaper at their first regular meeting of the calendar year; and

WHEREAS, The Springfield City Council seeks to fully comply with the requirements of state statutes as well as to annually outline the basic policies and procedures the Council desires to use to govern the operations of the City;

NOW THEREFORE, BE IT RESOLVED that the City Council hereby adopts the following designations, appointments, policies, and procedures for the calendar year of 2026:

City Attorney
Muske, Muske, & Surhoff, Ltd.

City Manager
Amber Dale

City Treasurer
Amy Vogel

City Clerk
Justtina Erickson

Deputy Clerk
Alan Barnes

City Engineer
Bolton & Menk, Inc.

City Airport Engineer
Mead & Hunt

City Assessor
Brown County Assessor

City Auditor
Oberloh & Oberloh, Ltd. of Redwood Falls

City Depositories/Financial Institutions
Farmers & Merchants Bank in Springfield
MidCountry in Springfield
SouthPoint Credit Union in Springfield
4M Fund (League of Minnesota Cities)
Moreton Capital Markets

Official Newspaper

Springfield Advance-Press

Official Meeting Posting Place

City Hall-South/West Window

City Council Meeting Dates, Times, and Locations

Regular Council Meetings shall be on the third Wednesday of every month at the Springfield Community Center, 33 S Cass Ave, starting at 5:00pm unless otherwise noted.

Wednesday, January 28, 2026
Wednesday, February 18, 2026
Wednesday, March 18, 2026
Wednesday, April 15, 2026 (Eq. & Appeals)
Wednesday, May 20, 2026
Wednesday, June 17, 2026
Wednesday, July 15, 2026
Wednesday, August 19, 2026
Wednesday, September 16, 2026
Wednesday, October 21, 2026
Wednesday, November 18, 2026
Wednesday, December 16, 2026 (TnT)

Regular Council Workshops shall be on the first Wednesday of every month at the Springfield Community Center, 33 S Cass Ave, starting at 5:00pm unless otherwise noted. These will be non-voting unless posted in advance as a special meeting.

NO WORKSHOP in January 2026
Wednesday, February 4, 2026
Wednesday, March 4, 2026
Wednesday, April 1, 2026
Wednesday, May 6, 2026
Wednesday, June 3, 2026
NO WORKSHOP in July 2026
Wednesday, August 5, 2026
Wednesday, September 2, 2026 (BUDGET)
Wednesday, October 7, 2026
Wednesday, November 4, 2026
Wednesday, December 2, 2026 (BUDGET)

City/Council Representative Appointments	**Voting Representative(s)**	
Economic Development Board/ Kickstart Springfield	Josh Anderson	Nick Klisch
Personnel Committee	Josh Anderson	Shelley Frantz
Rec Complex	Shelley Frantz	Lowell Helget
Zoning Commission	Jeanette Pidde	
Convention and Visitors Bureau	Heidi Wersal	

Weed Inspector	Nick Klisch	
	Non-Voting Liaison(s)	
Airport Commission	Josh Anderson	Nick Klisch
Community Facilities Board	Jeanette Pidde	Shelley Frantz
Library Board	Shelley Frantz	Jeanette Pidde
Police Commission	Shelley Frantz	Jeanette Pidde

Recognized Holidays (8-hour holiday and office closure unless noted otherwise)

Date	**Holiday**	**Closed**
Thursday, January 1, 2026	New Year's Day	Full Day
Monday, January 19, 2026	Martin Luther King Jr. Day	Full Day
Monday, February 16, 2026	President's Day	Full Day
Friday, April 3, 2026	Good Friday	Half Day (4 hour)
Monday, May 25, 2026	Memorial Day	Full Day
Friday, June 19, 2026	Juneteenth	Full Day
Friday, July 3, 2026	Independence Day	Full Day
Monday, September 7, 2026	Labor Day	Full Day
Wednesday, November 11, 2026	Veterans Day	Full Day
Thursday, November 26, 2026	Thanksgiving Day	Full Day
Friday, November 27, 2026	Friday after Thanksgiving	Full Day
Thursday, December 24, 2026	Christmas Eve	Half Day (4 hour)
Friday, December 25, 2026	Christmas Day	Full Day

Election Polling Place Designation

Springfield Community Center	33 S Cass Ave

Adopted this 28th day of January, 2026.

_____

Lowell Helget, Mayor

Attest:

_____

Justtina Erickson, City Clerk

CITY OF SPRINGFIELD
RESOLUTION 26-012802
A RESOLUTION DECLARING EQUIPMENT OR PROPERTY AS SURPLUS AND AUTHORIZING THE SALE OF THE SAME.

WHEREAS, the City Council of the City of Springfield, Minnesota has been advised by staff that the following item(s) or equipment are no longer needed for current or future municipal operations:

Department	Item	Approx. Value
Ambulance	*Stryker cot - Model#6082 MX-PRO R3*	*$1,500*
Library	*Typewriters (3)*	*$40/each*
Library	*Elo Screen*	*$800*

AND WHEREAS, the value of this/these item(s) is estimated to be less than $25,000,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRINGFIELD, AS FOLLOWS:

1. The council declares the property listed above as surplus.
2. The council authorizes the disposal of said property by advertising it for sale on the open market pursuant to Minn. Stat. 471.345. The city will sell this property on https://www.springfieldmn.org/ using an electronic selling process where purchasers compete for the highest price in an open and interactive environment. The minimum bid will be posted at $1 and the items will be posted for a minimum of two weeks.
3. Pursuant to Minn. Stat. 15.054, the property will not be sold to a city officer or employee who is directly involved in the auction or process pertaining to the administration and collection of sealed responses. An employee may purchase no more than one motor vehicle from the city at any one auction.
4. All sales shall be final, and the property is to be sold in "as-is" condition.
5. City staff may allow donation of the surplus equipment pursuant to the policy adopted under Resolution #25-071602.

NOW THEREFORE, BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRINGFIELD, that the Stryker cot valued at $1,500 shall be donated to the Comfry First Responders.

Adopted this 28th day of January, 2026.

_____
Lowell Helget, Mayor

Attest:

_____
Justtina Erickson, City Clerk

CITY OF SPRINGFIELD, MINNESOTA

RESOLUTION NO. 26-012803

A RESOLUTION ADOPTING AN INVESTMENT POLICY FOR THE CITY OF SPRINGFIELD, MINNESOTA

WHEREAS, the City of Springfield is a home rule charter city organized and operating under the Constitution and laws of the State of Minnesota; and

WHEREAS, Minnesota Statutes, Chapter 118A, authorizes municipalities, including home rule charter cities, to invest public funds pursuant to a written investment policy adopted by the governing body; and

WHEREAS, the City Council recognizes its fiduciary responsibility to safeguard public funds and to ensure that City investments are made with primary regard for the safety of principal, liquidity, and yield; and

WHEREAS, the City Council desires to establish a formal Investment Policy to provide guidance to City officials and staff responsible for the investment of City funds and to ensure compliance with Minnesota law and generally accepted public finance practices; and

WHEREAS, the City Council has reviewed the proposed Investment Policy and finds that it is prudent, appropriate, and in the best interest of the City;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Springfield, Minnesota, as follows:

1. **Adoption of Investment Policy.**
   The Investment Policy included is hereby adopted as the official Investment Policy of the City of Springfield.
2. **Designation of Investment Officer.**
   Pursuant to Minnesota Statutes, Chapter 118A, and the City Charter, the City Council hereby designates the Finance Manager/City Treasurer as the City's Investment Officer, authorized to invest City funds in accordance with the adopted Investment Policy and applicable law.
3. **Effective Date.**
   This resolution shall take effect immediately upon its adoption.
4. **Repeal of Inconsistent Actions.**
   Any prior resolutions or policies relating to the investment of City funds that are inconsistent with this resolution are hereby repealed to the extent of such inconsistency.

CITY OF SPRINGFIELD

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 of Springfield and Public Utilities Commission (further referred to as the "City"). Investment policies must be

well founded and uncompromisingly applied in their legal and administrative aspects to protect the City funds being invested.

A. 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 Finance Manager to invest city funds to attain a market rate of return while meeting the daily cash flow demands of the city and preserving and protecting the capital of the overall portfolio. Investments will be made, based on statutory constraints, in safe, low risk instruments.

B. Scope

Except for cash in certain restricted and library funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping, and administration. Also, per SEC Rule 15B (Municipal Advisor Rule), the City will keep unspent bond proceeds separate from invested pooled cash to ensure compliance with all regulations.

Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

C. General Objectives

The primary objectives of the investment activities for the City of Springfield shall be:

1. *Safety:* Safety of principal is of critical importance to the investment program. The investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

a. Credit Risk: The risk of loss due to failure of the security issuer or backer will be minimized by:
   - Limiting investments to the type of securities listed in Section G of this policy.
   - Diversifying the investment portfolio so that the impact of potential losses from any type of security or from any one individual issuer will be minimized.

b. Interest Rate Risk: The risk that the market value of securities in the portfolio will fall due to change in market interest rates will be minimized by:
   - Structuring the investment portfolio so that the securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
   - Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the portfolio in accordance with the policy (Section I)

2. *Liquidity:* The City's investment portfolio will remain sufficiently liquid to enable the city to meet all operating requirements which might be reasonably anticipated. The portfolio will be structured so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active

secondary or resale markets (dynamic liquidity). Alternatively, a portion of the portfolio may be placed in money market mutual funds or local government investment pools which offer same day liquidity for short-term funds.

3. *Return of Investment:* The City's investment portfolio shall be designed with the objective of attaining a market rate of return. throughout budgetary and economic cycles, considering the City's investment risk constraints and cash flow characteristics of the portfolio. The core of investments is limited to low-risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal.
- A security swap would improve the quality, yield, or target duration in the portfolio.
- Liquidity needs of the portfolio require that the security be sold.

D. Standards of Care

1. *Prudence*

Investments shall be made with judgment and care - under circumstances then prevailing - which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing the overall portfolio. Investment officers acting in accordance with written procedures, the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes; provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse situations. Investment procedures developed for the City of Springfield must be complied with by those with access to and management responsibilities for City investments.

2. *Ethics and Conflicts of Interest*

Officers and employees involved in the investment process shall refrain from personal business activity which could conflict, or give the appearance of a conflict, with the impartial administration 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.

3. *Delegation of Authority*

The investment program shall be operated in conformance with federal, state, and other legal requirements. Authority to manage the City’s investment program is derived from the following:

- Minnesota Statutes 118A, Municipal Funds

- The designations within this policy as adopted

Management responsibility for the investment program is hereby delegated to the Finance Manager, who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of other staff, and their procedures. In the absence of the Finance Manager, the City Clerk shall be responsible for these duties.

The Finance Manager, with assistance from other administrative staff, monitors performance of the investment portfolio and ensures that proper internal controls are developed to safeguard investments assets.

The Finance Manager shall establish written policy procedures for the operations of the investment program consistent with this policy. Procedures should include references to safekeeping, investment accounting, wire transfer agreements, collateral/depository agreements, and banking service contracts. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. In the absence of the Finance Manager, this responsibility will be assumed by the City Clerk.

No person may engage in an investment transaction except as provided under the terms of this Policy and the procedures established by the Finance Manager.

E. Authorized Institutions and Financial Dealers

The Finance Manager shall certify, by Resolution, all bank depositories annually or when updates are needed to the City Council. In selecting depositories, the creditworthiness, experience, and past performance shall be considered.

The City of Springfield will conduct investment transactions only with authorized broker/dealers that have met the following criteria:

1. They function as primary or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1(Uniform Net Capital Rule)
2. Submit annually to the Finance Manager a Minnesota State Auditor Broker Certification Form.

F. Safekeeping and Custody

All trades of marketable securities will be executed by delivery vs payment (DVP) to ensure that securities are deposited in an eligible custody account prior to the release of funds.

Securities will be held by an independent third-party custodian selected by the entity as with all securities held in the City of Springfield's name. The safekeeping institution shall annually provide a copy of their most recent report on internal controls (Statement of Auditing Standards No. 70, or SAS 70).

The Finance Manager shall establish a system of internal controls, which shall be documented in writing. The internal controls shall be reviewed annually with the independent auditor. The controls shall be designed to prevent the loss of public funds arising from fraud, employee error,

misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the City of Springfield.

G. Suitable and Authorized Investments

Minnesota Statute, Section 118A.04, provides authorization for cities to invest idle public funds in certain specified obligations and to make interest-bearing deposits of such funds in state or national banks, savings and loan associations, or credit unions.

Within Minnesota Statute, Section 118A.04, the City authorizes the following investments:

1. Direct U.S Government obligations:
   a. Treasury Bills
   b. Certificates of Indebtedness
   c. Treasury Notes
   d. Treasury Bonds
2. Federal Agency Issues (Not directly guaranteed by the U.S. Government)
   a. Federal Home Loan Banks
   b. Federal National Mortgage Associations
   c. Federal Home Loan Mortgage Corporation
   d. Federal Farm Credit System Wide Bonds
3. General obligation bonds of state or local governments rated A or better by a national bond rating agency.
4. Savings accounts or Certificates of deposit in designated depositories which are fully insured or collateralized.
5. Money Market Mutual Funds which are rated Aa or higher by at least one nationally recognized statistical rating organization and do not have a floating Net Asset Value (NAV)
6. 4M Fund is a cash management and investment program for Minnesota public funds that was created in 1987 by the League of Minnesota Cities.

H. Collateralization

Collateralization will be required on the following types of investments:

1. Certificates of Deposits (Time Deposits) / Demand Deposits > $250,000
2. Bank Deposit held over $250,000 in each institution

In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 110% of market value of principal and accrued interest. The underlying securities will be subject to periodic (monthly) market valuations to ensure there is no market exposure. If a letter of credit is used for collateral, it shall be issued to the city at a minimum of 100% of the value over the FDIC insurance values.

For cash deposits on hand, collateral will always be held by an independent third party with whom the entity has a current custodial agreement. Clearly marked evidence of ownership (safekeeping receipt) must be supplied by the entity and retained.

I. Diversifications and Maturities

It is the policy of the City of Springfield to diversify its investment portfolio. Investment funds shall be diversified to eliminate the risk of loss resulting from over-concentration of assets at a specific maturity.

To the extent possible, the city will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the city will not directly invest in securities maturing more than (5) years from the date of purchase or in accordance with governing legislation. For the purpose of making the maximum amount of funds available for investment, the cash for all City funds is pooled in an investment account.

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.

J. Reporting

The Finance Manager will submit a report each quarterly to the City Council summarizing the investment activity.

An annual report on investments shall be presented to the City Council in the annual financial report.

K. Designation of Depositories

The City Council shall designate depositories at the first regular meeting of January.

Adopted by the Springfield City Council on this 28th day of January, 2026.

_____
Lowell Helget, Mayor

ATTEST:

_____
Justtina Erickson, City Clerk

FIRST AMENDMENT TO AGREEMENT FOR THE ESTABLISHMENT OF A CONVENTION AND VISITORS BUREAU BETWEEN THE CITY OF SPRINGFIELD AND THE SPRINGFIELD AREA CHAMBER OF COMMERCE

THIS FIRST AMENDMENT TO AGREEMENT, made and entered into this _____ day of _____, 2026, by and between the City of Springfield, a municipal corporation (hereinafter "City") and the Springfield Area Chamber of Commerce (hereinafter "Chamber of Commerce") conducting and operating a division of the Chamber of Commerce known as the Convention and Visitors Bureau (hereinafter "CVB").

WHEREAS, the Parties desire to amend certain terms contained in the original agreement as hereafter set forth. Now therefore, the Parties agree that Paragraph C of Section 1 of the agreement and Section III of the agreement shall be amended to read in their entirety as follows:

Section I, Paragraph C

C. CVB Board.

1. General Powers. The affairs of the CVB and the control and management of its property and business shall be managed by the CVB Board consistent with the By-Laws of the Chamber of Commerce. Budget, policy decisions, and the annual audit must be approved by the Chamber of Commerce Board of Directors.

2. Number, Tenure, and Qualifications. The CVB Board shall consist of one voting Representative from each lodging facility, three voting representatives from the Chamber of Commerce membership, and one voting member appointed by the Springfield Economic Development Authority. Ex-official advisors shall be determined and selected by the CVB Board as needed.

3. Term of Office. The regular term of office of CVB Board members shall be three years. Members may serve for an unlimited number of consecutive terms.

4. Meetings. Regular meetings of the CVB Board shall be held quarterly at such place and hour as the CVB Board may determine.

5. Quorum. A majority of the voting members of the CVB Board shall constitute a quorum for the transaction of business at any meeting of the CVB Board.

Section III

III. Finances

A. All money received shall be placed in a special operating fund of the Chamber of Commerce and shall be designated for the operation and activities of the CVB. The Chamber of Commerce shall establish and maintain separate books, records, and bank accounts for the operation and activities of the CVB. The CVB shall not commingle its funds with the Chamber of Commerce or any other entity. The fiscal year shall begin January 1 and end December 31. All bank instruments must be co-signed by the CVB Chairperson and Secretary. In the event the Chairperson is not available, bank instruments may be signed by the Vice Chairperson in lieu of the Chairperson.

B. The financial affairs of the CVB shall be audited annually by an independent public accountant selected by City and an audit report provided to City, Chamber of Commerce, and CVB Board.

CITY OF SPRINGFIELD

By: _____
Justtina Erickson
Its: City Clerk

By:_____
Lowell Helget
Its: Mayor

STATE OF MINNESOTA)
)ss
COUNTY OF BROWN)

On this _____ day of _____, 2026, before me, a notary public, within and for said county and state, personally appeared Justtina Erickson and Lowell Helget, the City Clerk and Mayor of the City of Springfield, a municipal corporation, under the laws of Minnesota, on behalf of the City of Springfield.

_____

SPRINGFIELD AREA CHAMBER OF COMMERCE

By :_____

Its: _____

By :_____

Its: _____

STATE OF MINNESOTA)
)ss
COUNTY OF BROWN)

On this _____ day of_____, 2026, before me, a notary public, within and for said county and state, personally appeared _____ and _____, the _____ and _____ of the Springfield Area Chamber of Commerce, under the laws of Minnesota, on behalf of the Springfield Area Chamber of Commerce.

_____

City of Springfield
Request for Council Action

Meeting Date:	1-28-26	**Agenda Item Number:**	
Agenda Section:	New Business	**Originating Department:**	Pool/Community Center
Resolution:	N/A	**Prepared By:**	Heidi Wersal
Ordinance:	N/A		
Number of Attachments:	1	**Presented By:**	Heidi Wersal
Item:	Pool Opening Date		

City Clerk's Proposed Action:
Motion by _____ Second by _____

Board/Commission Recommendation:
N/A

Overview:

I would like to discuss the possibility of moving the pool opening date to the weekend AFTER Memorial Day as it is difficult to schedule lifeguard training, the weather is typically still cold, and we need to schedule painting of the pool house and caulking repairs of the pool deck this spring before opening per the county health inspector.

	Electric	Water	Income in May	
2024				
May	$ 931.22	$ 1,967.33	$ 524.00	
June	$ 1,218.25	$ 656.02		
July	$ 1,135.72	$ 2,101.16		
2025				
May	$ 26.60	$ 2,950.41	$ -	Resurfacing in May
June	$ 1,816.08	$ 1,024.42		
July	$ 1,884.08	$ 884.39		

Primary Issues/Alternatives to Consider:
Campers would need to be notified so there are no issues with bookings expecting the pool to be open.

Budgetary/Fiscal Issues:
A one-week delay will reduce staffing and heating costs of the pool.

Attachments:

City of Springfield
Request for Council Action

Meeting Date:	1-28-2026	**Agenda Item Number:**	
Agenda Section:	New Business	**Originating Department:**	Police
Resolution:	N/A	**Prepared By:**	Amber Dale
Ordinance:	N/A		
Number of Attachments:	0	**Presented By:**	Amber Dale
Item:	Part Time Police Wage		

City Clerk's Proposed Action:
Motion by _____ Second by _____ to approve $55/hour duty pay wage for part-time police officers with 2 or more years of experience during 2026 scheduled officer leaves.

Board/Commission Recommendation:
N/A

Overview:
The City has two upcoming police officer leaves scheduled in 2026. We would like to have authorization to reinstate the $55/hour wage utilized last year during officer leaves. This would apply only to officers on the part-time roster that have 2 years of full time experience. This will not apply to any training hours to get them reinstated on the roster, only duty hours will be paid under this higher wage. The City is expecting a leave February-mid April as well as another starting in June.

Primary Issues/Alternatives to Consider:

Budgetary/Fiscal Issues:
During upcoming leaves, officers will likely be paid most of their salary by the states new laws, giving us some room in the budget to allocate to additional wages.

Attachments:
N/A

Preview Order 5454 - K8A - Police Inter Utility AWD: Order Summary Time of Preview: 12/13/2025 11:21:02 Receipt: NA

Dealership Name: Chuck Spaeth Ford, Inc. **Sales Code :** F58668

Dealer Rep.	Izaac Brown	**Type**	Fleet	**Vehicle Line**	Explorer	**Order Code**	5454
Customer Name	Cityspringfie	**Priority Code**	B4	**Model Year**	2026	**Price Level**	615

DESCRIPTION	MSRP	DESCRIPTION	MSRP
K8A0 POLICE INTER UTILITY AWD	$48550	50 STATE EMISSIONS	$0
.119 INCH WHEELBASE	$0	REAR AUXILIARY LIFTGATE LIGHTS	$400
TOTAL BASE VEHICLE	$48550	SPOT LAMP LED DUAL - WHELEN	$880
AGATE BLACK METALLIC	$0	NOISE SUPPRESSION BOND STRAPS	$100
CLOTH BUCKETS/VINYL REAR SEATS	$0	SIDE MARKER LIGHTS SKULL CAPS	$490
ONYX INTERIOR	$0	CARGO VAULT	$270
EQUIPMENT GROUP 500A	$0	FRONT HEADLAMP LIGHT SOLUTION	$0
.FM STEREO	$0	REAR DR HNDL AND LOCKS INOPR	$0
3.0L ECOBOOST V6 ENGINE	$2850	DEFLECTOR PLATE	$340
10-SPEED AUTO TRANSMISSION	$0	PRICE CONCESSION INDICATOR	$0
READY FOR THE ROAD PACKAGE	$4050	REMARKS TRAILER	$0
.HID PLUNG W/R HNDL INOPERABLE	$0	FRONT LICENSE PLATE BRACKET	$0
.100 WATT SIREN / SPEAKER	$0	SPECIAL DEALER ACCOUNT ADJUSTM	$0
.TAIL LAMP LIGHTING SOLUTION	$0	SPECIAL FLEET ACCOUNT CREDIT	$0
.REAR LIGHTING SOLUTION	$0	FUEL CHARGE	$0
.REAR CONSOLE MOUNTING PLATE	$0	NET INVOICE FLEET OPTION (B4A)	$0
FORD FLEET SPECIAL ADJUSTMENT	$0	PRICED DORA	$0
FRONT WARNING AUX LIGHT	$580	ADVERTISING ASSESSMENT	$0
ENGINE BLOCK HEATER	$190	DESTINATION & DELIVERY	$1695

Cost #52,700.00

	MSRP
TOTAL BASE AND OPTIONS	$60395
DISCOUNTS	NA
TOTAL	$60395

ORDERING FIN: QK585 **END USER FIN:** QK585 **PO NUMBER:** 5454

INCENTIVES DISCOUNTS:

Acc. Code ID :10 Contract/Ref # :14-057T Bid Date :03/28/25State : MN $-3100.00

Customer Name: Customer Email:

Sales Quote

KIESLER POLICE SUPPLY
2802 SABLE MILL RD
JEFFERSONVILLE, IN 47130

Bill-to Customer
SPRINGFIELD POLICE DEPARTMENT - MN
16 N. MARSHALL AVE
SPRINGFIELD , MN 56087

Ship-to Address
SPRINGFIELD POLICE DEPARTMENT - MN
Alex Esser 507-723-3514
16 N. MARSHALL AVE
SPRINGFIELD , MN 56087

Your Reference	
Bill-to Customer No.	L76202
Tax Registration No.	
No.	Q164027
Document Date	January 23, 2026
Due Date	February 22, 2026
Payment Terms	
Payment Method	
Tax Identification Type	Legal Entity
Shipment Method	Standard

Salesperson	KJELL BJORGEN
Email	
Home Page	
Phone No.	

Alex Esser
507-723-3514
alex.esser@springfieldmn.org
john.nicholson@springfieldmn.org

No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
GLOCPA475S302MOS6H1	GLOCK 47MOS6 GEN5 9MM PISTOL, BLACK, FRONT SERRATIONS, AMERIGLO BLACK OUTLINE TRITIUM FRONT SIGHT, NON-TRITIUM REAR SIGHT, HOLOSUN 509T RD, 5.5LB --AGENCY DROPSHIP ONLY -- HKCHA - DS	10	EACH	852.67	8,526.70
STRE69424	STREAMLIGHT TLR-7X MULTI-FUEL TACTICAL WEAPON LIGHT, 500 LUMENS, 5,000 CANDELA, AMBI HIGH/LOW PADDLE SWITCHES, BLACK, INCLUDES KEY KIT & CR123A LITHIUM BATTERY MULTI-FUEL: WILL ACCEPT CR123A BATTERY OR SL-BP RECHARGEABLE BATTERY 6 PER MASTER PACK, PRICED INDIVIDUALLY CCKAO - STOCK	10	EACH	132.69	1,326.90
PART NUMBER	SAFARILAND 6360RDS GLOCK 47 TLR-7 STX PLN BLK RH P#6360RDS-89727-411 CAEAK - K	10	EACH	156.42	1,564.20
KIESLER NOTE	TRADE IN GLOCK 22 GEN 4 W/NIGHT SIGHTS	10	EACH	-240.00	-2,400.00
SHIPPING	SHIPPING CHARGE FOR (10)G22 GEN 4 SHIPPING LABEL WILL BE PROVIDED	1	EACH	32.50	32.50
SHIPPING	SHIPPING CHARGE	1	EACH	80.00	80.00
KIESLER DISCLAIMER	THIS QUOTE/ORDER IS BASED ON CURRENT MARKET CONDITIONS AND TARIFF RATES AS OF THE DATE LISTED ON QUOTE. WE RESERVE THE RIGHT TO ADJUST THE FINAL PRICE	1	EACH	0.00	0.00

No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
	TO REFLECT ANY UNFORESEEN CHANGES IN TARIFFS OR OTHER APPLICABLE TAXES THAT MAY OCCUR BETWEEN THE DATE OF THIS QUOTE AND THE DATE OF DELIVERY. WE WILL NOTIFY YOU OF ANY SUCH PRICE ADJUSTMENTS AS SOON AS POSSIBLE.				
FORMAT SADIE	QUOTED BY SADIE SMITH KIESLER POLICE SUPPLY 2802 SABLE MILL ROAD JEFFERSONVILLE, IN 47130 THIS QUOTE IS VALID FOR 30 DAYS. SSMITH@KIESLER.COM	1	EACH	0.00	0.00
KIESLER SIGNATURE	SIGN/DATE TO APPROVE PURCHASE X_____ SIGNATURE REQUIRED X_____ DATE X_____ PHONE# FOR FED X QUESTIONS	1	EACH	0.00	0.00

Amount Subject to Sales Tax	0.00	**Subtotal**	**9,130.30**
Amount Exempt from Sales Tax	9,130.30	Total Tax	0.00
		Total $ Incl. Tax	**9,130.30**
		Tax Amount	**0.00**

KIESLER POLICE SUPPLY FFL# 4-35-019-11-7M-08220

RETURNED GOODS POLICY

No returned goods will be accepted without prior consent. Any packages returned without properly displaying a return authorization number will be refused. Returns subject to up to 25% restocking fee

DEFECTIVE MERCHANDISE POLICY

We are not a warranty repair station for any manufacturer. Returns of defective merchandise must be made directly to the manufacturer for repair or replacement.

DAMAGED GOODS POLICY

Claims of shortages or damaged shipments must be made immediately upon receipt of shipment.

City of Springfield
Request for Council Action

Meeting Date:	1-28-2026	**Agenda Item Number:**	
Agenda Section:	New Business	**Originating Department:**	Police
Resolution:	N/A	**Prepared By:**	Amber Dale
Ordinance:	N/A		
Number of Attachments:	0	**Presented By:**	Amber Dale
Item:	Axon Draft One		

City Clerk's Proposed Action:
Motion by _____ Second by _____ to approve purchase of Draft One software from Axon

Board/Commission Recommendation:
N/A

Overview:
Axon Draft One is an AI-assisted report writing program designed specifically for law enforcement. It automatically generates initial police report drafts using authorized data sources such as body-worn camera audio and officer inputs. Officers review, edit, and approve all reports before submission, ensuring accuracy and accountability.

Draft One significantly reduces the amount of time officers spend writing reports by automating routine narrative drafting. This allows officers to complete documentation faster, return to patrol sooner, and spend more time on proactive policing and community engagement. By reducing administrative workload, the program also helps address staffing constraints and overtime pressures while maintaining report quality and consistency.

Primary Issues/Alternatives to Consider:
Draft one has been the subject of news stories as the Hennepin County attorney has refused to accept reports created with the program. Our county and city attorneys have no issue with the program.

Budgetary/Fiscal Issues:
2026 - $6,389.93
2027- $6,389.93
2028 - $6,389.93
2028 - $6,389.93

Attachments:
N/A

Axon Enterprise, Inc.
17800 N 85th St
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic:(800) 978-2737
International: +1.800.978.2737

Q-796650-46042JB

Issued: 01/20/2026

Quote Expiration: 01/30/2026

Estimated Contract Start Date: 02/01/2026

Account Number: 110284

Payment Terms: N30

Mode of Delivery: UPS-GND

Credit/Debit Amount: $0.00

SHIP TO	BILL TO
Springfield Police Department - MN 16 N Marshall Ave Springfield, MN 56087-1519 USA	Springfield Police Department - MN 16 N Marshall Ave Springfield MN 56087-1519 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Jonah Brownell Phone: Email: jbrownell@axon.com Fax:	John Nicholson Phone: (507) 723-3514 Email: john.nicholson@springfieldmn.org Fax: (507) 723-4311

Quote Summary

Program Length	53 Months
TOTAL COST	$25,559.78
ESTIMATED TOTAL W/ TAX	$25,559.78

Discount Summary

Average Savings Per Year	$0.00
TOTAL SAVINGS	$0.00

Payment Summary

Date	Subtotal	Tax	Total
Jan 2026	$6,389.93	$0.00	$6,389.93
Jan 2027	$6,389.95	$0.00	$6,389.95
Jan 2028	$6,389.95	$0.00	$6,389.95
Jan 2029	$6,389.95	$0.00	$6,389.95
Total	**$25,559.78**	**$0.00**	**$25,559.78**

Quote Unbundled Price:	**$25,559.78**
Quote List Price:	**$25,559.78**
Quote Subtotal:	**$25,559.78**

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
A la Carte Software									
102815	AXON BODY - LICENSE CONNECTED CAMERA	5	53		$5.36	$5.36	$1,420.40	$0.00	$1,420.40
100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	4	53		$26.79	$26.79	$5,679.48	$0.00	$5,679.48
101283	AXON RECORDS - DRAFT ONE - AI-ASSISTED REPORT WRITING	5	53		$69.66	$69.66	$18,459.90	$0.00	$18,459.90
Total							**$25,559.78**	**$0.00**	**$25,559.78**

Delivery Schedule

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	4	02/01/2026	06/30/2030
A la Carte	101283	AXON RECORDS - DRAFT ONE - AI-ASSISTED REPORT WRITING	5	02/01/2026	06/30/2030
A la Carte	102815	AXON BODY - LICENSE CONNECTED CAMERA	5	02/01/2026	06/30/2030

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	16 N Marshall Ave	Springfield	MN	56087-1519	USA

Payment Details

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	4	$1,419.87	$0.00	$1,419.87
Annual Payment 1	101283	AXON RECORDS - DRAFT ONE - AI-ASSISTED REPORT WRITING	5	$4,614.96	$0.00	$4,614.96
Annual Payment 1	102815	AXON BODY - LICENSE CONNECTED CAMERA	5	$355.10	$0.00	$355.10
Total				**$6,389.93**	**$0.00**	**$6,389.93**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	4	$1,419.87	$0.00	$1,419.87
Annual Payment 2	101283	AXON RECORDS - DRAFT ONE - AI-ASSISTED REPORT WRITING	5	$4,614.98	$0.00	$4,614.98
Annual Payment 2	102815	AXON BODY - LICENSE CONNECTED CAMERA	5	$355.10	$0.00	$355.10
Total				**$6,389.95**	**$0.00**	**$6,389.95**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	4	$1,419.87	$0.00	$1,419.87
Annual Payment 3	101283	AXON RECORDS - DRAFT ONE - AI-ASSISTED REPORT WRITING	5	$4,614.98	$0.00	$4,614.98
Annual Payment 3	102815	AXON BODY - LICENSE CONNECTED CAMERA	5	$355.10	$0.00	$355.10
Total				**$6,389.95**	**$0.00**	**$6,389.95**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	4	$1,419.87	$0.00	$1,419.87
Annual Payment 4	101283	AXON RECORDS - DRAFT ONE - AI-ASSISTED REPORT WRITING	5	$4,614.98	$0.00	$4,614.98
Annual Payment 4	102815	AXON BODY - LICENSE CONNECTED CAMERA	5	$355.10	$0.00	$355.10
Total				**$6,389.95**	**$0.00**	**$6,389.95**

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at https://www.axon.com/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Exceptions to Standard Terms and Conditions

Rewrite Estimates

Estimated Amounts and Contract Terminations. Any amounts stated as due under existing or terminated contracts — including contract transfer balances carried forward to new or pending contracts — are estimates based on payments received as of the calculation date. These estimates may be adjusted if new contracts are not executed on the anticipated dates or if expected payments are not made.

Refresh Shipment Timing

Technology Assurance Plan (TAP) Refresh Prior to Renewal. For Customers with expiring agreements that include TAP refresh rights, Axon may, in its discretion, ship refresh hardware under the existing contract while renewal or replacement agreements are in progress. Any such shipments will be deemed made under the terms of the existing contract until the new contract is fully executed, after which any applicable updates, fees, or adjustments will apply.

Shipment Timing

Shipment Variance. Estimated shipment dates are provided for planning purposes only and are not guarantees. Axon may ship hardware before or after the estimated shipment date, and failure to meet an estimated shipment date will not, by itself, constitute a breach, provided Axon uses commercially reasonable efforts to meet estimated shipment dates.

Signature

Date Signed

1/20/2026



SPRINGFIELD POLICE DEPARTMENT

DRAFT ONE PROGRAM UPDATE

Enhancing Efficiency & Accuracy with AI-Assisted Reporting

50-70% **Reduction in Report Writing Time**

Allowing officers to spend significantly more time in the field serving the community.

AI-Assisted Report Drafting

Automatically drafts high-quality narratives directly from body-worn camera audio transcripts, ensuring accuracy and saving critical officer time.

Officer Ownership & Control

Mandatory human review ensures every report is verified, edited, and signed off by the officer. AI handles the drafting; officers handle the approval.

Unified Ecosystem

Seamlessly integrates with Axon Evidence and Records for a streamlined workflow from incident to final report submission.

FEATURES & PROCESS

Draft One: AI-Assisted Report Writing Workflow

50-70% REDUCTION IN REPORT TIME

1 INPUT

RAPID AUTO-DRAFTING

Generates narrative drafts from BWC audio transcripts within ~5 minutes of incident completion.

MULTI-SOURCE SYNTHESIS

Combine transcripts from multiple officers' cameras into a single comprehensive report draft.

2 REVIEW

MANDATORY HUMAN REVIEW

Officers must review, edit, and sign off. AI drafts text, but officer retains full ownership.

VERIFICATION VIEW

Side-by-side view of generated draft vs. original transcript/video for rapid fact-checking.

3 OUTPUT

CUSTOMIZABLE OUTPUT

Adjustable draft lengths and optional third-person formatting to match agency standards.

SEAMLESS INTEGRATION

Works in Axon Evidence, exports to RMS, and features one-click Axon Records insertion.

ENTERPRISE-GRADE SECURITY | Data secured within encrypted Axon Network. Full audit trails of all drafts and edits. Incident type restrictions available.

FINANCIAL OVERVIEW

Quote Summary & Investment Breakdown

SOFTWARE & LICENSING

	TOTAL
Draft One - AI-Assisted Report Writing — 5 Licenses	$18,459.90
Axon Evidence - Conversion Basic to Pro — 4 Conversions	$5,679.48
Axon Body - Connected Camera License — 5 Licenses	$1,420.40

CONTRACT INFORMATION

CONTRACT TERM
53 Months

ESTIMATED DATES
02/01/2026 — 06/30/2030

QUOTE REFERENCE
Q-796650-46042JB

PAYMENT TERMS
Net 30

Quote Issued: 01/20/2026 **Valid Until:** 01/30/2026 **Account:** Springfield PD (110284)

PAYMENT SCHEDULE

DUE DATE	AMOUNT
January 2026 UPCOMING	$6,389.93
January 2027	$6,389.95
January 2028	$6,389.95
January 2029	$6,389.95

**Tax estimated at $0.00 at time of quote*

TOTAL PROGRAM COST

$25,559.78

53-Month Term Total

0000195436 E

281694

STATE OF MINNESOTA
2025 POLLING PLACE ACCESSIBILITY GRANT PROGRAM AGREEMENT

This Agreement (hereinafter "Agreement") is made between the State of Minnesota, (hereinafter, "State", or "Grantor") acting through its Secretary of State, Veterans Service Building, Suite 210, 20 W 12th Street, Saint Paul, MN 55155 ("State") and City of Springfield, 2 E Central St. Springfield, MN 56087 ("Grantee").

Recitals

1 Under Minnesota Laws 2023, Chapter 62, Article 1, section 6, Grantor is authorized to distribute funds to counties and municipalities to improve access to polling places for individuals with disabilities and to provide the same opportunity for access and participation in the electoral process, including privacy and independence, to voters with disabilities as that which exists for voters with no disabilities. Funds may be used to purchase equipment or to make capital improvements to government-owned facilities. Grantee is a county or municipality in the State and thus empowered to apply for the funds requested in this Agreement. Grantee submitted a grant application and State is empowered to enter into this grant.

2 Grantee represents that it is duly qualified and agrees to perform all services described in this Agreement to the satisfaction of State and in accordance with all federal and state laws authorizing this grant. Pursuant to Minn.Stat.§16B.98, Subd.1, Grantee agrees to minimize administrative costs as a condition of this grant.

3 Grantee is responsible for the administration of elections in the area under their jurisdiction.

Agreement

1 ***Effectiveness of Agreement***

1.1 ***Effective date*:** December 1, 2025, or the date all required signatures, including those required by Minnesota Statutes, § 16B.98, Subd. 5, have been affixed to the agreement by Grantee and State, whichever is later. Grantee agrees to apply for reimbursement of costs only for those costs identified in the grant application ("Approved Expenses"), attached here as Exhibit A. Per Minnesota Statutes §16B.98 Subd. 7, no payments will be made to Grantee until this Agreement is fully approved and executed; Grantee has been notified by State's Authorized Representative that they are in compliance with the terms of this Agreement; and Grantee submits appropriate documentation of the expenses incurred in furtherance of the Approved Expenses.

1.2 ***Expiration date*:** June 30, 2027, or until all funds have been expended, whichever is later.

1.3 ***Survival of Terms.*** The following clauses survive the fulfillment of this Agreement: 2.5. Reporting Requirements; 4. Consideration and Payment; 8. Liability; 9. Audits and Reports; 10. Government Data Practices; 12. Property and Casualty Insurance; 13. Governing Law, Jurisdiction, and Venue; and 14. Data Disclosure.

2 ***Grantee's Duties***

2.1 ***Activities.*** Grantee, who is not a state employee, will comply with required grants management policies and procedures set forth through Minn.Stat.§16B.97, Subd. 4 (a) (1) and will apply for reimbursement of funds only for expenses in furtherance of the Approved Expenses, which are set forth in Exhibit A of this Agreement. The Chief Election Official of Grantee is responsible for fulfilling all requirements of Grantee under this agreement.

2.2 ***Award.*** Grantee is hereby allocated up to $4,342.22 for reimbursement of expenses in furtherance of the Approved Expenses.

2.3 ***Expenditures.*** Grantee will apply for reimbursement only for expenses in furtherance of the Approved Expenses. Expenses must be incurred no later than October 31, 2026.

2.5 ***Reporting Requirements.*** Grantee shall report to the State's Authorized Representative as specified in this Agreement.

2.5.1 Reimbursement. Grantee shall submit receipts and invoices in the format determined by the State that show the amounts paid for the expenses for which they are requesting reimbursement and the specific goods and services purchased, which shall be in furtherance of the Approved Expenses. Grantee shall submit with those receipts and invoices a sworn statement attesting to the specific Approved Expenses to which the receipts and invoices relate. Reimbursement requests must be submitted within 60 days after the final project expenses are incurred, but no later than December 30, 2026.

2.5.2 Other Requirements. Grantee must maintain financial records for each grant as outlined in Section 2.6 and must transmit those records to the secretary of state within two business days upon request of the secretary of state.

2.5.3 Evaluation. State shall have the authority to conduct any evaluation of the performance of Grantee that the State deems necessary in its sole discretion, including, but not limited to, site visits, interviews with grantee program staff, and obtaining and reviewing all documentation related to the grant.

2.5.4 Requirement Changes. State may modify or change all reporting forms at their discretion.

2.6 ***Accounting Requirements - Fiscal Control and Accounting Procedures.*** Grantee's fiscal control and accounting procedures must be sufficient to:

a) Permit preparation of reports required by this Agreement,
b) Permit the tracing of funds to a level of expenditures adequate to determine that funds have not been used in violation of this agreement, and
c) Support accounting records through source documents, such as: cancelled checks, invoices and paid bills, agreement and sub award documents, and records sufficient to detail history of procurements.

3 ***Time***

Grantee must comply with all the time requirements described in this Agreement.

4 ***Consideration and Payment***

4.1 Consideration. The State will make an award to Grantee under this Agreement as follows:

(1) ***Grant Award.*** Grantee will be awarded the amount listed in paragraph 2.2 of this Agreement.
(2) ***Total Obligation.*** The total obligation of State to Grantee under this Agreement will not exceed the amount listed in paragraph 2.2 of this Agreement.

4.2 ***Fiscal Requirements.*** Grantee shall report to the State as provided by paragraph 2.5 of this Agreement.

4.2.1 Financial Guidelines. Grantee's eligible expenditures under this Agreement must be specifically incurred by Grantee. Grantee will report on all expenditures pertaining to this Agreement as provided in paragraph 2.5.

4.2.2 Records. Grantee must retain all financial records for a minimum of six (6) years after all funds have been expended, or until completion of an audit which has commenced before the expiration of this six-year period, or until any audit findings and/or recommendations from prior audit(s) have been

resolved between the Grantee and State, whichever is later, and comply with all other retention and access requirements for records provided in the jurisdiction's retention schedules. In addition, Grantee must maintain records sufficient to report expenditures made during the term of this Agreement upon request of the State.

4.3 ***Payment Invoices.*** State will reimburse expenses that have been documented in accordance with Section 2 in furtherance of the Approved Expenses to an account of Grantee within 30 days after the state receives and approves the reimbursement.

4.4 ***Conditions.*** Grantee is responsible for compliance with all requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by Grantee's failure to comply with statutory or Agreement requirements.

5 ***Satisfaction***

All duties required of and agreements or assurances provided by Grantee in this Agreement must be performed to State's satisfaction, as determined at the sole discretion of State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations.

6 ***Authorized Representative***

State's Authorized Representative is Paul Linnell, Director of Elections, Veterans Service Building, Suite 210, 20 W 12th Street, Saint Paul, MN 55155, 651-556-0647, or his successor, and has the responsibility to monitor Grantee's performance and compliance with this Agreement.

Grantee's Authorized Representative is Justtina Erickson, City Clerk, 2 E Central St. Springfield, MN 56087, or their successor.

Grantee must be registered as a vendor in the SWIFT system, or must provide a W-9 form with this executed agreement, in order for State to register Grantee in the SWIFT system.

If Grantee's Authorized Representative changes at any time before the funds provided for in this Agreement are fully expended, Grantee must immediately notify the State.

7 ***Assignment Amendments, Waiver, and Agreement Complete***

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

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

7.3 Waiver. If State fails to enforce any provision of this Agreement, that failure does not waive the provision or State's right to enforce it.

7.4 Agreement Complete. This Agreement contains all negotiations and agreements between State and Grantee. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

8 ***Liability***

Grantee must indemnify, save, and hold State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by State, arising from the expenditures of the funds provided by

this Agreement by Grantee or Grantee's agents or employees. Grantee agrees to hold State harmless and to pay any fines or penalties, should the expenditures of Grantee be found to be improper in an audit of any kind.

9 ***Audits and Reports***

Under Minnesota Statutes, § 16C.05, subd. 5, and 16B.98, subd. 8, Grantee's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the expenditure of all funds provided under this Agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. In addition, Grantee must report expenditures made during the term of this Agreement upon request of the State, and must make the reports described in this agreement stating expenditures during the current or most recently ended periods as directed by State.

10 ***Government Data Practices***

Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes, Ch. 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this Agreement. The civil remedies of Minnesota Statutes, § 13.08 apply to the release of the data referred to in this clause by either Grantee or State.

11 ***Workers' Compensation***

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

12 ***Property and Casualty Insurance***

Grantee is required to maintain a property and casualty insurance policy covering "All Risk" (or equivalent) of direct physical loss or damage, including, but not limited to, the perils of transit (if applicable), theft, and flood for devices or systems acquired using funds provided under the Agreement. The insurance limit shall be equal to the replacement cost of any equipment purchased with funds from this Agreement. Any deductible shall be the sole responsibility of Grantee.

13 ***Governing Law, Jurisdiction, and Venue***

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

14 ***Data Disclosure***

Under Minnesota Statutes, § 270.66, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring Grantee to file state tax returns and pay delinquent state tax liabilities, if any, or pay other state liabilities.

15 ***Termination.***

State may immediately terminate this Agreement with or without cause, upon 30 days' written notice to Grantee. Grantee may terminate this agreement upon 30 days written notice to State. Reporting requirements will continue as necessary to complete reporting for the reimbursements requested or paid prior to the

termination of the Agreement.

16 ***Grantee Procurement***

Grantee certifies that it will use the procurement processes applicable in Grantee's jurisdiction in purchasing items or equipment with funds subject to this Agreement.

1. ENCUMBRANCE VERIFICATION

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

Signed: Jennifer Kurz

Date: 1/9/2026

Agreement No. 281694 | PO 5423

2. GRANTEE (Local Jurisdiction)

Grantee certifies that the appropriate person(s) have executed the Agreement t on behalf of Grantee as required by applicable resolutions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. STATE (Office of the Secretary of State)

By: _____
(with delegated authority)

Title: Director of Elections

Date: _____

Distribution: Grantee
State's Authorized Representative

Exhibit A – Approved Expenses

2025 Polling Place Accessibility Grant
Proposal Form

Organization	City of Springfield

Instructions

Please complete the proposal template below, then attach this document to your Foundant application as supporting documentation for your complete application. This information will help the grant committee review your complete request for funds to support improvements to polling places and/or voting services for voters with disabilities, according to
2023 Minnesota Laws, Chapter 62, Article 1, section 6.

Project Description

The City of Springfield is focusing on two primary goals for the 2025 Polling Place Accessibility Grant: (1) improving vehicular access and parking for voters with disabilities, and (2) enhancing signage to clearly notify voters of curbside voting options. To achieve these goals, the City will create two new ADA-accessible parking stalls located as close as possible to the front entrance of the Springfield Area Community Center, the community's designated polling place. This project includes installing two new accessible parking signs, constructing a compliant ramp by removing existing curbs along the sidewalk, and repairing the current ramp and access route to ensure a safe and continuous path into the facility. In addition, the City will increase voter awareness of curbside voting by installing clear, durable signage that informs voters of this available service.

Project Timeline

Step 1: This project will take about two weeks to complete and due to the facility use it will be completed before June 2026.

This Project Addresses the Grant Priority By...

The City of Springfield identified accessibility barriers at the Springfield Area Community Center, its designated polling place, through feedback from voters, election judges, and a site review by city staff. Existing accessible parking is too far from the entrance, and uneven surfaces and deteriorating ramps create challenges for voters with mobility limitations. This project will add two new ADA-accessible parking stalls closer to the entrance, construct a compliant ramp by removing existing curbs, and repair the current ramp and sidewalk to ensure

a safe, continuous route into the facility. In addition, clear signage will be installed to notify voters of curbside voting options. These improvements directly address the community's identified accessibility needs and will allow all voters to reach and enter the polling place safely and independently.

Estimated Budget

(add more rows as needed)

Item #*	Item Descriptions (materials, known project fees, labor cost estimates)	Estimated Costs
1	Construction of ramps: New ramp and repair of current ramps	$8000.00
2	New handicap signs for parking stalls and curbside voting signage	$800.00
		$
		$
		$
		$
		$
	Estimated total cost	$8650.00

*This item # should correspond to the item # listed in section 1A and/or section 1B in your Foundant application

Notification of Discontinuation of Nixle Alert Services

You may have heard that there has been discussion between the council, emergency management, and the police chief about cancelling our Nixle alert service. The city had been using this service for mostly non-emergencies like water main breaks and weather-related alerts, etc. Residents were required to sign up for the service, so in an emergency situation, it may not have been a very effective notification method.

In order to save costs, we will be cancelling our contract with Nixle and the last date to access this system is March 27th, 2026. So, if residents had signed up for these alerts, they will no longer come through after that date, and they should look to other means for these types of notifications.

Any major alerts as far as law enforcement would come through the IPAWS system that Brown County Sheriff's office utilizes. You do NOT need to sign up for that system as it will automatically notify anyone in the area of items such as Amber alerts for missing children, or other uses as the sheriff's office determines necessary.

Extreme weather alerts such as tornado warnings will automatically come through the National Weather Service, Wireless Emergency Alerts (WEA) system to cell phones if this is enabled in your phone's settings. You can also download apps like FEMA, WeatherBug, etc. for more detailed weather notifications.

Residents can look to our city Facebook pages for non-emergency notifications related to road closures, snow plowing, water main breaks, lost pets, city sponsored events, etc.

Thank you,

Amber Dale
City Manager