

A G E N D A
CITY COUNCIL MEETING
TUESDAY, FEBRUARY 17, 2026
5:30 P.M.
COUNCIL CHAMBERS

Call to Order.

Pledge of Allegiance.

Roll Call.

(mot) 1. Adoption of Agenda

(mot) 2. Approving minutes from February 2, 2026

3. Recognitions and Awards

(mot) 4. *Consent Agenda

Licenses:

Temporary Liquor: LIFE Mower County on May 2, 2026

Exempt Gambling (raffle): Austin Junior All Star Baseball Inc. on June 14, 2026

Tobacco License (transfer): Jolly LLC, dba Cheers Liquor, Austin, MN

Tree Service: Ted Janning Tree Service, Blooming Prairie, MN

Tree Service: Carstens Properties Tree Service, LLC, Austin, MN

Massage Therapist: Melissa Offner Mandler, Austin, MN

Right of Way: S&S Contractor's LLC, Good Thunder, MN

Right of Way: Jordan Drilling Solutions, LLC, Inver Grove Heights, MN

Claims:

a. Pre-list of Bills

b. Credit Card report

PUBLIC HEARINGS:

5. Public hearing on street improvements on 8th Street SE (8th Avenue SE to 15th Avenue SE), Project 25104

(res) a. Resolution ordering improvement, approving plans and specifications and ordering advertisement for bids

6. Public hearing on street improvements on 7th Avenue SW (24th Street SW to 8th Avenue SW), 8th Avenue SW (7th Avenue SW to 27th Street SW), & 26th Street SW (5th Avenue SW to 8th Avenue SW), Project 26101

(res) a. Resolution ordering improvement, approving plans and specifications and ordering advertisement for bids

7. Public hearing on street improvements on 9th Avenue NW (14th Street NW to 11th Street NW), Project 26102

(res) a. Resolution ordering improvement, approving plans and specifications and ordering advertisement for bids

8. Public hearing on street improvements on 5th Street NW(12th Avenue NW to 15th Avenue NW) & 7th Street NW (13th Avenue NW to 15th Avenue NW), Project 26103
(res) a. Resolution ordering improvement, approving plans and specifications and ordering advertisement for bids
9. Public hearing on street improvements on 14th Street NW (8th Avenue NW to 15th Avenue NW), Project 26104
(res) a. Resolution ordering improvement, approving plans and specifications and ordering advertisement for bids

PETITIONS AND REQUESTS:

- (res) 10. Setting public hearings for March 16, 2026 for street improvement project assessments
- (res) 11. Approving the 2025 Mower County Hazard Mitigation Plan
- (res) 12. Approving an amendment to the engineering services for the WWTP levee project
- (res) 13. Approving engineering design services for the Cook Farm lift station, force main relocation study
- (mot) 14. Approving an audit engagement letter with CliftonLarsonAllenLLP
- (res) 15. Approving an aid allocation agreement between the City of Austin and the Austin Part-Time-Firefighters Relief Association
- (res) 16. Approving the 2026 fee schedule (Fire Department New Fees)
- (res) 17. Approving an International Paper grant to the Austin Fire Department
- (res) 18. Accepting donations to the City of Austin

CITIZENS ADDRESSING THE COUNCIL

HONORARY COUNCIL MEMBER COMMENTS

REPORTS AND RECOMMENDATIONS:

City Administrator
City Council

- (mot) Adjourn to **Monday, March 2, 2026** at 5:30 pm in the Council Chambers.

All items listed with an asterisk () are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a council member or citizen so requests in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda.

MINUTES
CITY COUNCIL MEETING
February 2, 2026
5:30 PM
Council Chambers

MEMBERS PRESENT: Mayor King, Council Members Jason Baskin, Michael Postma, Rebecca Waller, Oballa Oballa (5:33 p.m.), Laura Helle and Council Member-at-Large Jeff Austin

MEMBERS ABSENT: Council Member Paul Fischer

STAFF PRESENT: City Administrator Craig Clark, Police Chief David McKichan, Human Resources Director Tricia Wiechmann, Fire Chief Jim McCoy, City Attorney Craig Byram, Public Works Director Steven Lang, Planning and Zoning Director Holly Wallace, Library Director Julie Clinefelter, Park, Recreation and Forestry Director Jason Sehon, Finance Director Emily Burns and City Clerk Brianne Wolf

APPEARING IN PERSON: Honorary Council Member Lindsey Compton, Austin Daily Herald

Mayor King called the meeting to order at 5:30 p.m.

Moved by Council Member Baskin, seconded by Council Member Waller, approving the agenda as amended. Carried.

Moved by Council Member Postma, seconded by Council Member Waller, approving Council minutes from January 20, 2026. Carried.

CONSENT AGENDA

Moved by Council Member Helle, seconded by Council Member Postma, approving the consent agenda as amended.

Licenses:

Temporary Liquor: Austin Area Chamber of Commerce on March 10, 2026

Temporary Liquor: Austin Area Chamber of Commerce on June 9, 2026

Low Potency Hemp Edible Retailer Registration: Austin Tobacco, 1004 18th Avenue NW Ste. C

Low Potency Hemp Edible Retailer Registration: Tobacco Hut, 1402 18th Avenue NW

Tree Service: Austin & Albert Lea Tree Service, Hollandale, MN

Claims:

a. Pre-list of Bills

Carried.

PETITIONS AND REQUESTS

Austin Utilities General Manager Tom Dankert presented a request to Council on behalf of Southern Minnesota Municipal Power Agency (SMMPA) as they are constructing a combustion turbine generation facility fueled by natural gas. SMMPA is requesting the City support an amendment to the Minnesota property tax statutes exempting the Project's electrical generation equipment from personal property taxes, taxing only its real property value based upon the real property tax rate structure.

Mr. Dankert stated the project's preliminary costs are estimated at \$85 million. It would provide electricity for the 17 members of SMMPA including the City of Austin. This project will also be designed to provide backup and emergency power service to the City of Austin in the event of transmission emergencies or outages. The location of the facility would be where the previous Austin Utilities coal plant was located.

Mr. Dankert requests Council approve a resolution of recommendation in favor of the personal property exemption for this power station to be sent to the State of Minnesota. This would be taken up during this legislative session. The goal is to have this power station up and running by 2030.

Moved by Council Member-at-Large Austin, seconded by Council Member Baskin adopting a resolution approving a request for legislative exemption from personal property tax for Southern Minnesota Municipal Power Agency. Carried 6-0.

Public Works Director Steven Lang presented to Council the HomeServe Warranty Program for approval. Mr. Lang stated this agreement was a three-year agreement to allow HomeServe to work in the community and send out informational materials to property owners. HomeServe provides services to private service and plumbing lines.

Mr. Lang stated the program provides two voluntary coverage options with no service fees, deductibles, or annual/lifetime limits. Participation is fully optional, and residents may cancel their coverage at any time. The City would also receive a 10% reimbursement for any memberships HomeServe is to complete during the three-year agreement. The City would allow the City logo to be placed on the informational material being sent out to property owners.

Council Member Baskin asked if we allow any other companies to use the City logo for marketing purposes.

Mr. Lang stated the Public Works department does not but he would not know about other departments.

Council Member Baskin asked how they move forward to ensure the City logo cannot be used by other private businesses if they were to ask for permission.

Council Member-at-Large Austin stated this is an action that Council has taken and by enacting the Point of Sale ordinance it has been requested to use this company and in turn they are going to allow them to use the logo.

Council Member Baskin asked how questions or concerns will be addressed with this company if issues arise. Will City staff deal with this since this is a City endorsed program.

Mr. Lang stated City staff will have to field calls but HomeServe does have a customer service department that will assist with questions and concerns.

City Attorney reiterated the City is not a partner with HomeServe or working with them. They are only allowing for the use of the City logo to be placed on the informational literature. This was a recommendation from the working group to be brought forth as property owners may not be aware of the costs of repairs with services lines to their home. If the property owner chooses to purchase the product, that is up to them.

Mr. Byram stated this program is in place in other cities and is in the neighboring community of Albert Lea. If the City is not satisfied with their services within the first year, the City can give notice and discontinue the contract with HomeServe.

Moved by Council Member Helle, seconded by Council Member Waller, adopting a resolution approving the agreement with HomeServe Warranty Program. Carried 5-1. (Council Member Baskin Nay)

Public Works Director Steven Lang stated the Minnesota Area Transportation Partnership for District 6 provides for Federal Transportation Project Grants for the year 2030. These grants are highly competitive and require the local unit of government to financially participate. In reviewing the grant criteria and projects that have the potential for funding, they have identified 8th Street NE for potential funding.

Mr. Lang stated this project would be a concrete pavement reconstruction project consisting of pavement replacement on 8th Street NE from 10th Avenue NE to 14th Avenue NE. In addition, the project would include the removal of the Crane Lift Station, sanitary sewer replacement, storm sewer replacements and sidewalk & pedestrian ramp replacements. This section of 8th Street NE was previously reconstructed in 1988. The grant submittal date is February 6, 2026, and a Council resolution is required to be submitted with grant application. He is requesting Council approval for the resolution.

Moved by Council Member Oballa, seconded by Council Member Postma adopting a resolution approving a STIP grant application. Carried 6-0.

Public Works Director Steven Lang stated in preparation for the 2026 MnDOT construction project, in which the City is responsible for 10% of the total construction cost, and benefitting properties will be assessed 50% of the City's cost or 5% of the total construction cost, they have prepared a timeline to meet the critical dates required for the assessment process. The initial

step in the process is for Council to request feasibility reports. He requested Council approve the resolution calling for the feasibility reports.

Moved by Council Member Baskin, seconded by Council Member Oballa, adopting a resolution ordering preparation of a feasibility report on I-90 and 4th Street NW (Neighborhood SE of the Intersection) Project 22321. Carried 6-0.

Public Works Director Steven Lang requested Council approve a one-year lease for 2026 to Kevin Finley for farming at the Cook Farm Location.

Moved by Council Member Baskin, seconded by Council Member Waller, adopting a resolution approving a farm lease with Kevin Finley. Carried 6-0.

Mayor King recognized all who have donated to the Austin Flower Basket Program for 2026. He requested that donations be accepted.

Moved by Council Member Helle, seconded by Council Member Oballa, adopting a resolution accepting flower donations to the City of Austin. Carried 6-0.

Moved by Council Member-at-Large Austin, seconded by Council Member Oballa, adopting a resolution updating the 2026 fee schedule with the applicable parking fines. Carried 6-0.

Moved by Council Member Postma, seconded by Council Member Waller, to grant the Planning and Zoning Department the power to contract for the removal of junk and/or illegally stored vehicles at 909 3rd Avenue NW, Greene Property. Carried.

HONORARY COUNCIL MEMBER COMMENTS

Honorary Council Member Lindsey Compton thanked Council for allowing her to attend. She is enjoying her experience.

REPORTS AND RECOMMENDATIONS

City Administrator Craig Clark congratulated the Austin Daily Herald on receiving sixteen awards at the Minnesota Newspaper Association and Eric Johnson took first place in a couple of the categories. He commended him and the local newspaper.

Public Works Director Steven Lang stated the Point of Sale ordinance will go into effect on March 1st. They sent out a mailing to all the local realtors. They will be posting information on Facebook, putting an article in the newspaper and doing a segment with the Wright Here, Right Now podcast. They have also scheduled a meeting with the local plumbers to inform them of the items they are looking for when they are performing the inspections.

Council Member Baskin congratulated the Austin Daily Herald on their incredible work. He wished all the local sports teams good luck as they start their sectional playoffs this week.

Council Member Postma stated Paint the Town Pink is in full swing and kudos to all those who jumped into the lake this past weekend. He thanked City staff that were involved in this event. He encouraged citizens to get out and get involved in the upcoming events.

Council Member Helle encouraged the public to shop local especially those owned by immigrants and refugees. She stated the Parks crew has worked very hard on the outdoor ice this year and she encouraged citizens to utilize these rinks. She stated the Parks, Forestry, and Recreation department will be welcoming conservation corp. staff to the Parks and Rec department on February 17th. Lastly, she stated the Culture and Arts Commission is moving forward with their utility box wraps and will install those once the weather warms up.

Council Member Oballa echoed what Council Member Helle stated about supporting local businesses. He congratulated the Austin Daily Herald and Eric for his work.

Mayor King announced the timeline for the Chief of Police retirement and hiring process.

Council Member Baskin asked who sits in on the interviews.

Mayor King stated the Police Civil Service Commission will do this process.

Council Member Baskin asked if the finalists would be presented to Council.

City Administrator Craig Clark stated he would be the one who would be making the final decision on the candidate.

Mayor King read the February anniversaries.

Moved by Council Member-at-Large Austin, seconded by Council Member Baskin, adjourning the meeting to February 2, 2026. Carried.

Adjourned: 6:11 p.m.

Approved: February 2, 2026

Mayor: _____

City Clerk: _____

City of Austin
500 Fourth Avenue N.E.
Austin, Minnesota 55912-3773



Steven J. Lang, P.E.
City Engineer/P.W. Director
507-437-9950
Fax 507-437-7101
slang@ci.austin.mn.us

Memorandum

To: Mayor & Council
From: Andrew Sorenson, PE
Date: February 17, 2026
Subject: 2026 Street Reconstruction Projects

At this week's council meeting we will be holding hearings on the public improvements for the following street projects:

- 8th Street SE
- 9th Avenue NW
- 5th Street NW & 7th Street NW
- 7th Avenue, 8th Avenue & 26th Street SW Mill & Overlay
- 14th Street NW Mill & Overlay

We held a one-hour open house, to provide people more flexibility to make the meeting. Again, the notices of the open house were included in assessment mailings. Of the **141** properties notified, we had approximately **3** representatives of these properties attend the open house.

In the council packet there are documents with information about each project. The same documents were presented at the open house. They include:

- Project information sheet, with Text Alert sign-up instructions
- Detailed map of the planned work
- Street project FAQs
- Assessment information

If you have any questions, please feel free to contact me.

Street Project FAQ's

Assessment Questions

Q: Why am I being assessed for street reconstruction costs?

A: The City pays for about 60% of street reconstruction costs from the capital improvement fund, which is funded by local taxes. The other 40% of the costs are funded by assessing the property owners adjacent to the projects. This equates to about 20% of the total project cost assessed to each side of the street.

Q: How are the street assessments determined?

A: The City establishes assessment rates for street reconstruction projects each year. These rates are separated into residential and commercial rates the same for each project throughout the city. The rate is then multiplied by the frontage a property has adjacent to the street project. Every residential or commercial property pays the same rate no matter where their property is.

Q: I live on a corner lot; am I being assessed for both sides of my property?

A: For residential properties, our assessment policy states that corner lots will not be assessed for any more than the average length of both sides. For example, if a property has 100' of frontage on the avenue side and 50' of frontage on the street side.

$$\frac{100' + 50'}{2} = 75'$$

The frontage to be assessed would be 75'.

Other properties, such as commercial properties, apartments, schools and churches do not receive the corner lot policy exemption. These properties are assessed for street improvements on both sides of the property.

Q: Why am I being assessed for sidewalk repairs?

A: According to Austin city code, the property owner is responsible for the repair and maintenance of public sidewalks that are adjacent to their property. This includes any sidewalk panels that are in need of replacement. The City is responsible for the replacement of pedestrian ramps at the corners where sidewalks meet the street.

Q: My sidewalk isn't that bad, why is some or all of it planned for removal?

A: The summer prior to each street project, engineering department staff evaluate all sidewalks on the planned project. All sidewalks must meet the Americans with Disabilities Act (ADA) standards. Some examples of what may cause a sidewalk panel to be non-compliant with ADA regulations are: cracked sidewalk, vertical tripping hazards greater than ¼" in height, separation between panels, uneven concrete surface, excessive cross slope, and drainage issues. In some projects the majority of the sidewalks are in poor condition, this will trigger all of the sidewalks on the street to be replaced, no matter the condition.

Q: How do I pay for the assessments?

A: A bill for your assessment will be sent to you in late August. The payment due date is October 31, 2026. There are three options for you to make payment.

1. Pay the full amount by October 31, 2026, without interest.
 2. Pay at least 50% of the amount by October 31, 2026, the remainder would be added to your property taxes over a 15-year period with a 5.357% interest rate.
 3. Make no payment prior to October 31, 2026, the entire amount would be added to your property taxes over a 15-year period with a 5.357% interest rate.
- *This assessment will first show on your taxes in spring 2027.*
 - *If an individual is over the age of 65, financially qualifies, and lives on the property, the assessment may be deferred with interest until the property is sold. Contact the City of Austin Finance Department for more information. 507-437-9940*

Construction Questions

Q: Where can I get updates about the project?

A: We post weekly project updates on the City of Austin website. We also send text message updates. Visit our website to sign up for text message alerts

<http://www.ci.austin.mn.us/public-works/city-construction-projects>

Q: Where will I park my vehicle during construction?

A: Once the project begins, there will be no vehicle access to your property, or parking on your street. You may park your vehicles on the nearest open street. If you have any other vehicles like RV's, boats or trailers that you plan to use while construction is taking place, please move them to another location before the project starts. Any vehicles in the way of the construction may be towed.

Q: Someone in my household has a disability, how will they get to the house?

A: We try to accommodate people with disabilities as much as possible during construction projects. Please contact the Engineering Department at 507-437-9950 to discuss your specific situation.

Q: How will my garbage and recycling get picked up during the project?

A: Garbage cans will be picked up on the nearest open street to your property. Garbage haulers know to empty cans that are placed at intersections near construction projects. We recommend placing your name or address on a piece of duct tape on the can to help you identify your can. Recycling may be taken directly to the Mower County Recycling Center at 1111 8th Avenue NE.

Q: I would like to widen my driveway approach, can that be done during the project?

A: Yes, during a street project is the best time to widen your driveway. Driveways may have a maximum width of 24' for residential and 36' for commercial. If you choose to widen your driveway you will have to pay for the cost of the additional width. Please contact the Engineering Department at 507-437-9950 if you would like to widen your driveway.

Q: Would a street project be a good time to have my sanitary service inspected or replaced?

A: Yes, when the street pavement is removed would be the most cost effective time to make any repairs or replacement of your service. Additionally, if the sanitary sewer main is replaced as part of the reconstruction project, each service would also be replaced up to the property line as part of the project.

Q: Can I have more sidewalk replaced than I am being assessed for?

A: Yes, if you want to have additional sidewalk panels replaced, you will have to pay for the additional sidewalk replacement costs. Please contact the Engineering Department at 507-437-9950 if you would like to replace additional sidewalk.

Q: Can I connect my sump pump discharge line to an underground drainage system?

A: Yes, we will be installing drain tile on the project with a service stub to each property. It is the homeowner's responsibility to make the connection from the service stub to the house. If you have a preferred location for your tile service stub, please contact the Engineering Department at 507-437-9950.

Q: Can I connect my roof downspouts to the drain tile system?

A: No, roof drains cannot be connected to the drain tile system. Roof gutters and downspouts have the potential to allow leaves and other debris to enter the drain tile system and cause a blockage.

Q: I have a sprinkler system in my boulevard, will this be damaged during construction?

A: Sprinkler systems in the boulevard may be damaged by construction activities. It is the property owner's responsibility to move or repair sprinkler lines and heads that are in the way of construction. The City and Contractor are not responsible for any repairs to sprinkler systems.

Q: Why does the City cut down trees on street projects?

A: We try to save as many trees as possible during street reconstruction projects, but some trees do need to be removed. Some reasons for tree removal are: dying or diseased, road widening, in conflict with above or below ground utilities. We also remove all ash trees located on street projects, due to the emerald ash borer infestation.

Q: Will my electric, water or natural gas utility service be impacted by the street project?

A: Many times, Austin Utilities schedules utility maintenance and/or replacement work during street construction projects. In the event Austin Utilities is planning work in your area, they will notify you separately prior to the project outlining the impacts to your residence or business.

8th Street SE (from 8th Ave SE to 15th Ave SE)

Project Scope

Below is the general order of construction on the project:

- Removal of the existing concrete pavement and curb & gutter
- Sanitary manhole replacement and new sewer construction
- Austin Utilities replacement of water main and services
- Storm sewer replacement
- Roadway excavation
- Installation of drain tile and sump pump service stub outs
- Place new aggregate base in the street
- Remove and replace existing sidewalk
- Construct pedestrian ramps where sidewalks meet the street
- Pour new concrete curb and gutter
- Driveway apron replacements
- Asphalt paving – 1st lift in 2026, 2nd lift in Spring/Summer 2027
- Boulevard restoration



Project Schedule and Phasing

- Bid Project in March

Phase	Estimated Start	Estimated Completion
Phase 1 – 13 th Ave to 15 th Ave SE	May 2026	June 2026
Phase 2 – 8 th Ave to 10 th Ave SE	June 2026	July 2026
Phase 3 – 10 th Ave to 13 th Ave SE	July 2026	September 2026

Project Costs

Category	Funding Source	Estimated Cost
Street Improvements	Assessments, Local Tax Levy	\$975,000
Storm Sewer Improvements	Stormwater Utility Fees	\$115,000
Sanitary Sewer Improvements	Wastewater Treatment Utility Fees	\$185,000
	Total	\$1,275,000

Project Updates

Once work begins, weekly project updates are posted on the City of Austin construction website and via text message.

<https://www.ci.austin.mn.us/public-works/city-construction-projects>

For any other questions please contact:

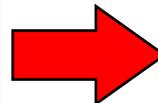
Andrew Sorenson, PE

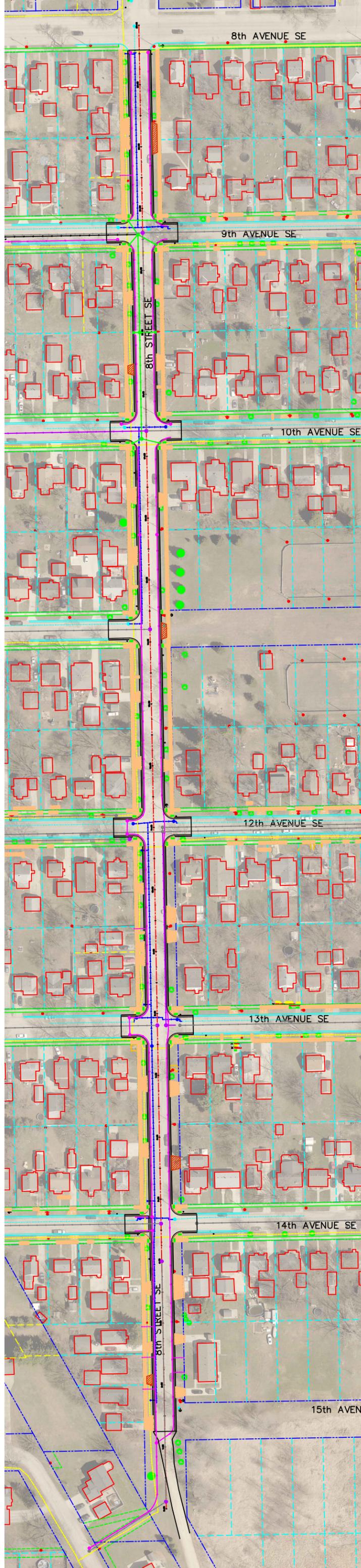
Assistant City Engineer

ASorenson@ci.austin.mn.us

507-437-9950

Scan here to sign up for text alerts or visit the City of Austin construction website





8th AVENUE SE

9th AVENUE SE

10th AVENUE SE

8th STREET SE

12th AVENUE SE

13th AVENUE SE

14th AVENUE SE

8th STREET SE

15th AVEN

RESOLUTION NO.

**RESOLUTION ORDERING IMPROVEMENT,
APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, pursuant to the resolution adopted by the City Council on the 5th day of January, 2026 and upon duly published notice as required by law, a hearing was held on the 17th day of February, 2026, at which time all persons were given an opportunity to be heard on the making of the following improvement:

1) 8th Street SE Project 25104

a. 8th Street SE – 8th Avenue SE to 15th Avenue SE

AND WHEREAS, pursuant to aforesaid resolution, City Engineer Steven Lang has prepared and presented to the City Council the plans and specifications for said improvement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Austin, Minnesota:

1. The foregoing improvement is hereby ordered to be made as proposed in the resolution adopted by the City Council on the 5th day of January, 2026.
2. Plans and specifications prepared by City Engineer Steven Lang pursuant to the Council resolution are hereby approved and shall be filed by the City Clerk.
3. The City Engineer shall prepare and cause to be inserted in the official paper of the City of Austin and in the Construction Bulletin advertisement for the bids on the construction of this improvement, together with other projects pursuant to such approved plans and specifications. This advertisement shall be published as required by law, shall specify the work to be done and shall state when bids will be opened and when it will be considered by the City Council. No bids will be considered unless sealed and filed with the City Clerk and accompanied by a bid bond, cashiers check, or certified check payable to the City of Austin for five percent of the amount of such bid.

Approved by a vote of yeas and nays this 17th day of February, 2026.

Yeas

Nays

ATTEST:

APPROVED:

City Clerk

Mayor

**7th Avenue SW (24th St SW to 8th Ave SW)
 8th Avenue SW (27th St SW to 7th Ave SW)
 26th Street SW (5th Ave SW to 8th Ave SW)**

Project Scope

Below is the general order of construction on the project:

- Mill off top 1.5” of existing asphalt pavement
- Full-depth spot repairs on asphalt pavement
- Asphalt paving
- Boulevard restoration, if necessary



Project Schedule and Phasing

- Bid Project in March

Phase	Start Date	Estimated Completion
7 th Avenue, 8 th Avenue, 26 th Street SW	September 2026	September 2026

Project Costs

Category	Funding Source	Estimated Cost
Street Improvements	Assessments, Local Tax Levy	\$130,000
		\$130,000

Project Updates

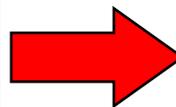
Once work begins, weekly project updates are posted on the City of Austin construction website and via text message.

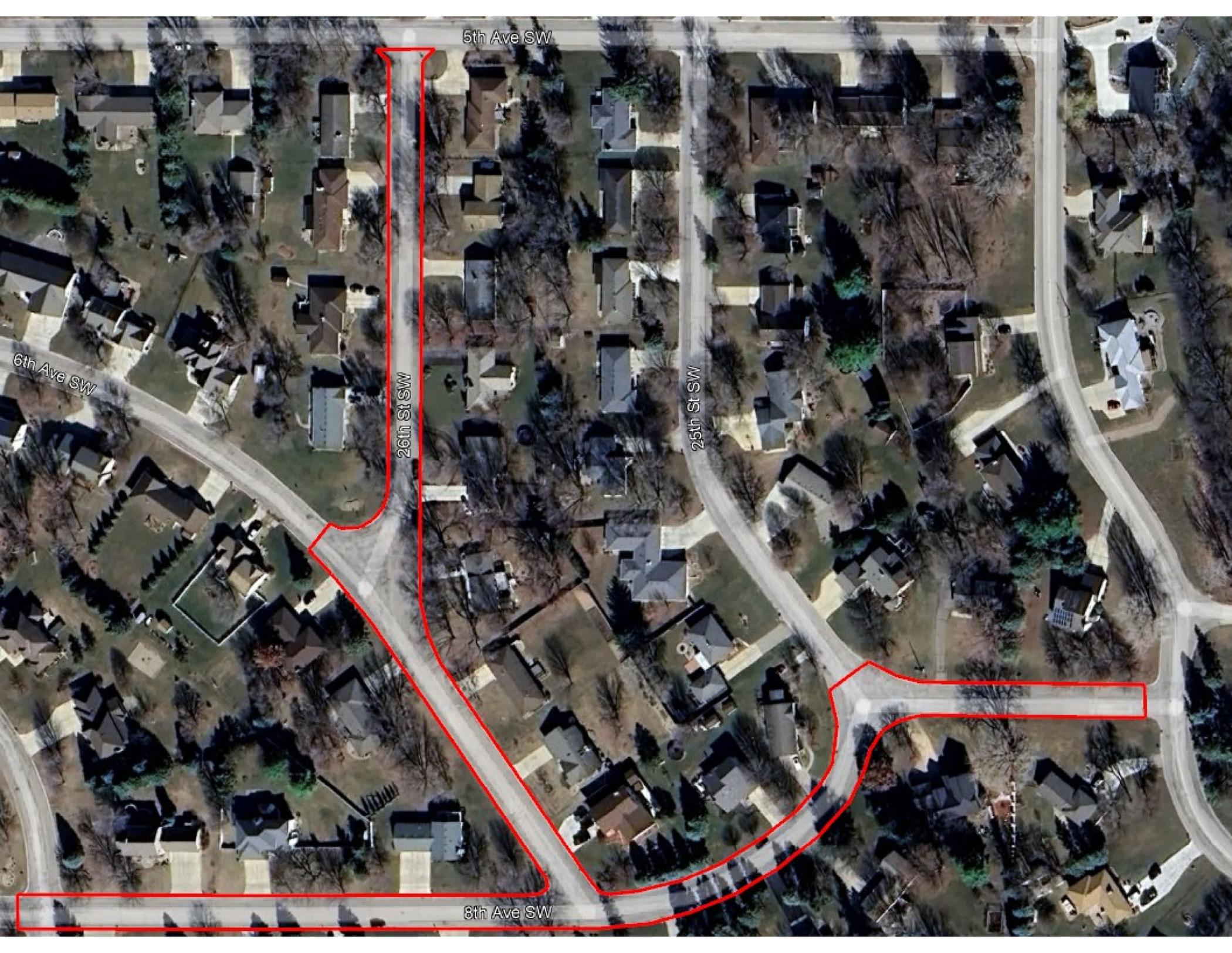
<https://www.ci.austin.mn.us/public-works/city-construction-projects>

For any other questions please contact:

Andrew Sorenson, PE
 Assistant City Engineer
ASorenson@ci.austin.mn.us
 507-437-9950

Scan here to signup
 for text alerts or visit
 the City of Austin
 construction website





5th Ave SW

6th Ave SW

26th St SW

25th St SW

8th Ave SW

RESOLUTION NO.

**RESOLUTION ORDERING IMPROVEMENT,
APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, pursuant to the resolution adopted by the City Council on the 5th day of January, 2026 and upon duly published notice as required by law, a hearing was held on the 17th day of February, 2026, at which time all persons were given an opportunity to be heard on the making of the following improvement:

- 1) **7th Avenue SW, 8th Avenue SW & 26th Street SW Project 26101**
 - a. 7th Avenue SW – 24th St SW to 8th Ave SW
 - b. 8th Avenue SW – 7th Ave SW to 27th St SW
 - c. 26th Street SW – 5th Ave SW to 8th Ave SW

AND WHEREAS, pursuant to aforesaid resolution, City Engineer Steven Lang has prepared and presented to the City Council the plans and specifications for said improvement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Austin, Minnesota:

- 1. The foregoing improvement is hereby ordered to be made as proposed in the resolution adopted by the City Council on the 5th day of January, 2026.
- 2. Plans and specifications prepared by City Engineer Steven Lang pursuant to the Council resolution are hereby approved and shall be filed by the City Clerk.
- 3. The City Engineer shall prepare and cause to be inserted in the official paper of the City of Austin and in the Construction Bulletin advertisement for the bids on the construction of this improvement, together with other projects pursuant to such approved plans and specifications. This advertisement shall be published as required by law, shall specify the work to be done and shall state when bids will be opened and when it will be considered by the City Council. No bids will be considered unless sealed and filed with the City Clerk and accompanied by a bid bond, cashiers check, or certified check payable to the City of Austin for five percent of the amount of such bid.

Approved by a vote of yeas and nays this 17th day of February, 2026.

Yeas

Nays

ATTEST:

APPROVED:

City Clerk

Mayor

9th Avenue NW (from 11th St NW to 14th St NW)

Project Scope

Below is the general order of construction on the project:

- Removal of the existing asphalt pavement and curb & gutter
- Sanitary manhole & sewer replacement
- Austin Utilities replacement of water main and services
- Storm sewer replacement
- Roadway excavation
- Installation of drain tile and sump pump service stub outs
- Place new aggregate base in the street
- Remove and replace existing deficient sidewalk
- Construct pedestrian ramps where sidewalks meet the street
- Pour new concrete curb & gutter
- Driveway apron replacements
- Asphalt paving – 1st lift in 2026, 2nd lift in Spring/Summer 2027
- Boulevard restoration



Project Schedule and Phasing

- Bid Project in March

Phase	Estimated Start	Estimated Completion
9 th Avenue NE	Mid-June 2026	September 2026

Project Costs

Category	Funding Source	Estimated Cost
Street Improvements	Assessments, Local Tax Levy	\$485,000
Storm Sewer Improvements	Stormwater Utility Fees	\$70,000
Sanitary Sewer Improvements	Wastewater Treatment Utility Fees	\$270,000
	Total	\$825,000

Project Updates

Once work begins, weekly project updates are posted on the City of Austin construction website and via text message.

<https://www.ci.austin.mn.us/public-works/city-construction-projects>

For any other questions please contact:

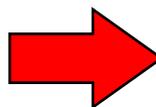
Andrew Sorenson, PE

Assistant City Engineer

ASorenson@ci.austin.mn.us

507-437-9950

Scan here to signup
for text alerts or visit
the City of Austin
construction website



RESOLUTION NO.

**RESOLUTION ORDERING IMPROVEMENT,
APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, pursuant to the resolution adopted by the City Council on the 5th day of January, 2026 and upon duly published notice as required by law, a hearing was held on the 17th day of February, 2026, at which time all persons were given an opportunity to be heard on the making of the following improvement:

1) 9th Avenue NW Project 26102

- a. 9th Avenue NW – Blu Line Flats Apts to 11th Street NW

AND WHEREAS, pursuant to aforesaid resolution, City Engineer Steven Lang has prepared and presented to the City Council the plans and specifications for said improvement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Austin, Minnesota:

1. The foregoing improvement is hereby ordered to be made as proposed in the resolution adopted by the City Council on the 5th day of January, 2026.
2. Plans and specifications prepared by City Engineer Steven Lang pursuant to the Council resolution are hereby approved and shall be filed by the City Clerk.
3. The City Engineer shall prepare and cause to be inserted in the official paper of the City of Austin and in the Construction Bulletin advertisement for the bids on the construction of this improvement, together with other projects pursuant to such approved plans and specifications. This advertisement shall be published as required by law, shall specify the work to be done and shall state when bids will be opened and when it will be considered by the City Council. No bids will be considered unless sealed and filed with the City Clerk and accompanied by a bid bond, cashiers check, or certified check payable to the City of Austin for five percent of the amount of such bid.

Approved by a vote of yeas and nays this 17th day of February, 2026.

Yeas

Nays

ATTEST:

APPROVED:

City Clerk

Mayor

**5th Street NW (from 12th Ave NW to 15th Ave NW)
7th Street NW (from 13th Ave NW to 15th Ave NW)**

Project Scope

Below is the general order of construction on the project:

- Removal of the existing asphalt pavement and curb & gutter
- Sanitary manhole replacement
- Austin Utilities replacement of water main and services
- Storm sewer replacement
- Roadway excavation
- Installation of drain tile and sump pump service stub outs
- Place new aggregate base in the street
- Remove and replace existing deficient sidewalk
- Construct pedestrian ramps where sidewalks meet the street
- Pour new concrete curb & gutter
- Driveway apron replacements
- Asphalt paving – 1st lift in 2026, 2nd lift in Spring/Summer 2027
- Boulevard restoration



Project Schedule and Phasing

- Bid Project in March

Phase	Estimated Start	Estimated Completion
Phase 1 – 5 th Street NW, 13 th to 15 th Ave	July 2026	August 2026
Phase 2 – 7 th Street NW & 5 th Street NE, 12 th to 13 th Ave	August 2026	October 2026

Project Costs

Category	Funding Source	Estimated Cost
Street Improvements	Assessments, Local Tax Levy	\$695,000
Storm Sewer Improvements	Stormwater Utility Fees	\$50,000
Sanitary Sewer Improvements	Wastewater Treatment Utility Fees	\$355,000
	Total	\$1,100,000

Project Updates

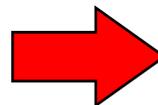
Once work begins, weekly project updates are posted on the City of Austin construction website and via text message.

<https://www.ci.austin.mn.us/public-works/city-construction-projects>

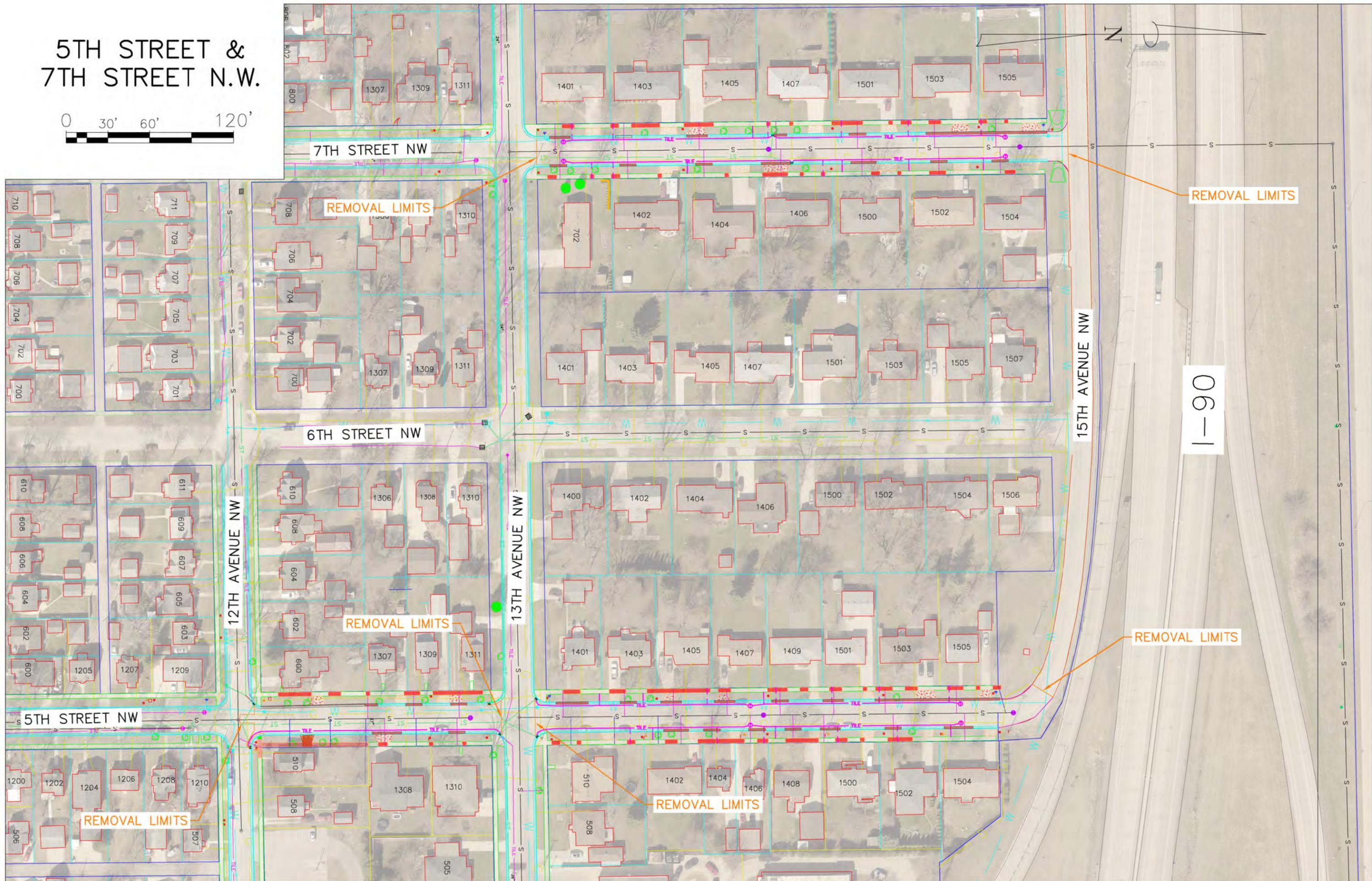
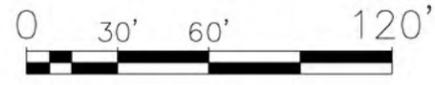
For any other questions please contact:

Andrew Sorenson, PE
Assistant City Engineer
ASorenson@ci.austin.mn.us
507-437-9950

Scan here to signup for text alerts or visit the City of Austin construction website



5TH STREET & 7TH STREET N.W.



RESOLUTION NO.

**RESOLUTION ORDERING IMPROVEMENT,
APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, pursuant to the resolution adopted by the City Council on the 5th day of January, 2026 and upon duly published notice as required by law, a hearing was held on the 17th day of February, 2026, at which time all persons were given an opportunity to be heard on the making of the following improvement:

- 1) **5th Street NW & 7th Street NW Project 26103**
 - a. 5th Street NW – 12th Ave NW to 15th Ave NW
 - b. 7th Street NW – 13th Ave NW to 15th Ave NW

AND WHEREAS, pursuant to aforesaid resolution, City Engineer Steven Lang has prepared and presented to the City Council the plans and specifications for said improvement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Austin, Minnesota:

- 1. The foregoing improvement is hereby ordered to be made as proposed in the resolution adopted by the City Council on the 5th day of January, 2026.
- 2. Plans and specifications prepared by City Engineer Steven Lang pursuant to the Council resolution are hereby approved and shall be filed by the City Clerk.
- 3. The City Engineer shall prepare and cause to be inserted in the official paper of the City of Austin and in the Construction Bulletin advertisement for the bids on the construction of this improvement, together with other projects pursuant to such approved plans and specifications. This advertisement shall be published as required by law, shall specify the work to be done and shall state when bids will be opened and when it will be considered by the City Council. No bids will be considered unless sealed and filed with the City Clerk and accompanied by a bid bond, cashiers check, or certified check payable to the City of Austin for five percent of the amount of such bid.

Approved by a vote of yeas and nays this 17th day of February, 2026.

Yeas

Nays

ATTEST:

APPROVED:

City Clerk

Mayor

14th Street NW (8th Ave NW to 15th Ave NW)

Project Scope

Below is the general order of construction on the project:

- Mill off top 2.0" of existing asphalt pavement
- Full-depth spot repairs on asphalt pavement
- Sanitary sewer and structure replacements near 8th Ave
- Sidewalk and pedestrian ramp replacement
- Asphalt paving
- Boulevard restoration



Project Schedule and Phasing

- Bid Project in March

Phase	Start Date	Estimated Completion
14 th Street NW	September 2026	September 2026

Project Costs

Category	Funding Source	Estimated Cost
Street Improvements	Assessments, Local Tax Levy	\$275,000
Sanitary Sewer Improvements	Wastewater Treatment Utility Fees	\$25,000
		\$300,000

Project Updates

Once work begins, weekly project updates are posted on the City of Austin construction website and via text message.

<https://www.ci.austin.mn.us/public-works/city-construction-projects>

For any other questions please contact:

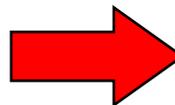
Andrew Sorenson, PE

Assistant City Engineer

ASorenson@ci.austin.mn.us

507-437-9950

Scan here to sign up
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the City of Austin
Construction website





RIVERLAND
COMMUNITY COLLEGE

2026 MNDOT
I-90 BRIDGE CONSTRUCTION LIMITS

14th STREET
MILL & OVERLAY AREA

CONSTRUCTION LIMITS

CONSTRUCTION LIMITS

14TH STREET NW

CONSTRUCTION LIMITS

CONSTRUCTION LIMITS

CONSTRUCTION LIMITS

8TH AVE NW

8TH AVE NW

9TH AVE NW

10TH AVE NW

11TH AVE NW

12TH AVE NW

KWIK TRIP

ANKENY'S
MINI
MART

MCDONALDS

13TH STREET NW

14TH STREET NW MILL & OVERLAY



RESOLUTION NO.

**RESOLUTION ORDERING IMPROVEMENT,
APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, pursuant to the resolution adopted by the City Council on the 5th day of January, 2026 and upon duly published notice as required by law, a hearing was held on the 17th day of February, 2026, at which time all persons were given an opportunity to be heard on the making of the following improvement:

1) 14th Street NW Project 26104

a. 14th Street NW – 8th Ave NW to 15th Ave NW

AND WHEREAS, pursuant to aforesaid resolution, City Engineer Steven Lang has prepared and presented to the City Council the plans and specifications for said improvement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Austin, Minnesota:

1. The foregoing improvement is hereby ordered to be made as proposed in the resolution adopted by the City Council on the 5th day of January, 2026.
2. Plans and specifications prepared by City Engineer Steven Lang pursuant to the Council resolution are hereby approved and shall be filed by the City Clerk.
3. The City Engineer shall prepare and cause to be inserted in the official paper of the City of Austin and in the Construction Bulletin advertisement for the bids on the construction of this improvement, together with other projects pursuant to such approved plans and specifications. This advertisement shall be published as required by law, shall specify the work to be done and shall state when bids will be opened and when it will be considered by the City Council. No bids will be considered unless sealed and filed with the City Clerk and accompanied by a bid bond, cashiers check, or certified check payable to the City of Austin for five percent of the amount of such bid.

Approved by a vote of yeas and nays this 17th day of February, 2026.

Yeas

Nays

ATTEST:

APPROVED:

City Clerk

Mayor

RESOLUTION NO.

RESOLUTION SETTING HEARING ON PROPOSED ASSESSMENTS

WHEREAS, by resolution passed by the council, the city clerk is directed to prepare proposed assessments on the cost of the following projects:

	<u>Project #</u>
1) 8th Street SE • 8 th Street SE – 8 th Avenue SE to 15 th Avenue SE	25104
2) 7th Avenue SW, 8th Avenue SW & 26th Street SW • 7 th Avenue SW – 24 th St SW to 8 th Ave SW • 8 th Avenue SW – 7 th Ave SW to 27 th St SW • 26 th Street SW – 5 th Ave SW to 8 th Ave SW	26101
3) 9th Avenue NW • 9 th Avenue NW – Blu Line Flats Apts to 11th Street NW	26102
4) 5th Street NW & 7th Street NW • 5 th Street NW – 12 th Ave NW to 15 th Ave NW • 7 th Street NW – 13 th Ave NW to 15 th Ave NW	26103
5) 14th Street NW • 14 th Street NW – 8 th Ave NW to 15 th Ave NW	26104

AND, WHEREAS, the city clerk has notified the council that such proposed assessments have been completed and filed in the office for public inspection.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF AUSTIN, MINNESOTA THAT:

1. A hearing shall be held on the 16th day of March, 2026 in the City Hall Council Chambers at 5:30 pm to pass upon such proposed assessment, and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of hearing on proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The city clerk shall cause mail notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may pay his or her assessment at any time prior to certification of the assessment on such property without interest if the entire assessment is paid no later than October 31. He or she may at any time thereafter pay to the city the entire amount of the assessment remaining unpaid with interest accrued to December 31 of the year in which such payment is made.

Passed by a vote of yeas and nays this 17th day of February, 2026.

YEAS

NAYS

ATTEST:

APPROVED:

City Clerk

Mayor

**RESOLUTION NO.
CITY OF AUSTIN, MINNESOTA**

**RESOLUTION TO ADOPT THE 2025 MOWER COUNTY
HAZARD MITIGATION PLAN**

WHEREAS, the City of Austin, recognizes the threat of natural hazards to people and property within the City of Austin; and

WHEREAS, the City of Austin has participated in the development of the 2025 Mower County Hazard Mitigation Plan in accordance with Federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS, the 2025 Mower County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property within the City of Austin from the impacts of future hazards and disasters; and

WHEREAS, by adoption by the City of Austin demonstrates its commitment to hazard mitigation and achieving the goals outlined in the 2025 Mower County Hazard Mitigation Plan,

WHEREAS, approval of the 2025 Mower County Hazard Mitigation Plan by the Federal Emergency Management Agency (FEMA) will make Mower County and participating jurisdictions eligible to apply for FEMA Hazard Mitigation Assistance grants; and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Austin supports the hazard mitigation planning effort and wishes to adopt the 2025 Mower County Hazard Mitigation Plan.

Passed by a vote of Yeas and Nays this 17th day of February, 2026.

YEAS

NAYS

ATTEST:

APPROVED:

City Clerk

Mayor

City of Austin
500 Fourth Avenue N.E.
Austin, Minnesota 55912-3773



Steven J. Lang, P.E.
City Engr./Public Works Dir.
507-437-9949
Fax 507-437-7101
slang@ci.austin.mn.us

Memorandum

To: Mayor & Council
From: Steven Lang, PE
Date: February 4, 2026
Subject: Engineering Construction Services, Amendment No. 5
WWTP Levee, Phase 1

The City of Austin has been working with SEH for the engineering, planning and design related to the WWTP Levee project since 2020. The project has now moved into the construction phases of work planned for 2025-2026.

Recently there was a request to SEH to review the possibility of upsizing the industrial force main from 20-inch to 24-inch. Ultimately the upsizing was not approved, but SEH incurred extra design costs to evaluate and incorporate the design changes.

Attached is Amendment No. 5 to the Engineering Services contract in the amount of \$19,000 for work related to this task. The costs for this work will be covered 100% through the Industrial Budget. It has been reviewed by Hormel Foods and is included in the overall budget for Engineering Services reimbursements. We would recommend Council approval of amendment No. 5.

Please let me know if you have any questions.



Building a Better World
for All of Us®

November 10, 2025

RE: City of Austin
WWTP Flood Mitigation Final Design -
Amendment 5 - Industrial Forcemain
Redesign Services
SEH No. AUSTN 154340 14.00

Mr. Steven Lang, PE
City Engineer / Director of Public Works
City of Austin
500 Fourth Avenue NE
Austin, MN 55912-3773

Dear Mr. Lang:

Short Elliott Hendrickson Inc. submits this amendment request for services beyond the scope of our original agreement dated January 21, 2020. The basis for the request is described within this letter.

Scope: The scope of services for the WWTP Flood Mitigation Design & Bidding as authorized by the Client dated January 21, 2020 is amended to include the following services, referred to as Additional Industrial Forcemain Design Services (24" pipe increase):

A. Additional Industrial Forcemain Design Services

Following the completion and bidding of Phase 1, the City requested that the Industrial Forcemain be increased from a 20" diameter pipe to a 24" diameter pipe. This required design changes and plan revisions, which included the river crossing, valve manholes, and pipe connections/appurtenances.

Payment: The fee for the Industrial Forcemain Redesign Services is hourly estimated to be \$19,000 including labor and expenses. The payment method, basis, frequency and other special conditions are set forth in the original Agreement for Professional Services dated January 21, 2020.

If you have any questions or would like to discuss the details of Amendment 5, please contact Jeremy Walgrave at 612-750-4574 or jwalgrave@sehinc.com.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

A handwritten signature in black ink that reads "Jeremy Walgrave".

Jeremy Walgrave, PE, CFM
Project Manager
(Lic. MN,SD,IA,MO,TX,OK)

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

Mr. Steven Lang, PE
November 10, 2025
Page 2

Accepted this ____ day of _____, 2025

City of Austin

By: _____

Title: _____

c: Brad Woznak, Bob Cohrs, Wayne Wambold
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Basic Component:

Austin WWTP Flood Mitigation - Amendment 5 - Industrial Forcemain Redesign

Deliverables:

Revised plan sheets

Task	Project Manager	Technician	Lead Technician	Wastewater Engineer	Acct Admin
A Industrial Forcemain Redesign	24	20	24	29	2
Total hours	24	20	24	29	2

Project labor cost this phase	\$19,000
Subconsultant	
Expenses	\$0
	\$0
<u>Total project cost this phase</u>	<u>\$19,000</u>

RESOLUTION NO.

**APPROVING ENGINEERING PLANNING AND DESIGN SERVICES FOR
THE WASTEWATER TREATMENT PLANT LEVEE PROJECT AMENDMENT NO. 5**

WHEREAS, the City of Austin has recognized the need to evaluate the potential upsizing of the industrial force main at the Wastewater Treatment Plant to ensure adequate system capacity and reliability; and

WHEREAS, SHE, Inc. was requested to undertake the planning and design of this project to meet the city's infrastructure requirements; and

WHEREAS, SEH, Inc. has submitted a proposal for engineering consulting services totaling \$19,000 for the Wastewater Treatment Plant levee project.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Austin acknowledges the importance of the Wastewater Plant levee project and approves the proposed charges from SEH, Inc. The cost for this work will be funded 100% through the industrial budget.

Passed by a vote of yeas and nays this 17th day of February, 2026.

YEAS

NAYS

ATTEST:

APPROVED:

City Clerk

Mayor

City of Austin
500 Fourth Avenue N.E.
Austin, Minnesota 55912-3773



Steven J. Lang, P.E.
City Engr./Public Works Dir.
507-437-9949
Fax 507-437-7101
slang@ci.austin.mn.us

Memorandum

To: Mayor & Council
From: Steven Lang, PE
Date: February 11, 2026
Subject: Cook Farm Lift Station, Force Main Relocation Study
Engineering Relocation Study

The sanitary sewer collection system is made up of gravity sewer mains and pumping stations (lift stations). Where possible, it is most efficient to convey wastewater through a gravity sewer main. Lift stations are then used to pump wastewater over, under, and around obstructions.

The Cook Farm lift station pumps wastewater south along Hwy 218 where it discharges just north of the Oak Park lift station. Every time the Cook Farm lift station pumps, it then forces the Oak Park lift station to pump. This is not efficient and decreases the service life of the Oak Park lift station.

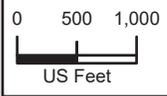
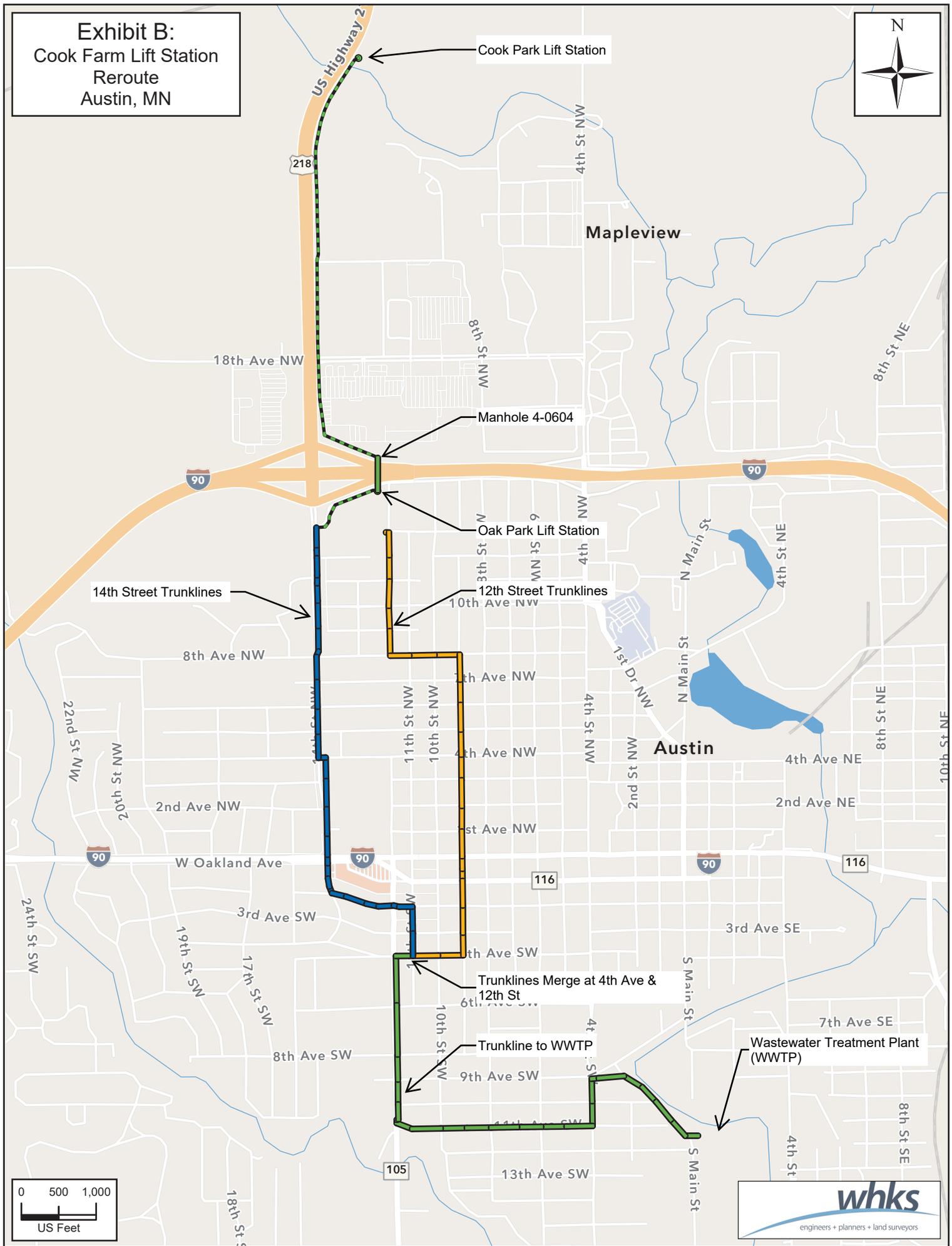
We have received a proposal from WHKS in the amount to \$10,900 to complete the following:

- Evaluate alternate discharge locations for the Cook Farm force main
- Calculate current and future sewer flows in the project area
- Examine the capacities of the trunklines on 12th Street NW and 14th Street NW
- Determine any necessary spot repairs on the proposed route
- Prepare a memo summarizing the findings

This project is currently identified in the Capital Improvement Program (CIP) and is proposed to be funded through the Domestic Fund budget. We would recommend extending a contract with WHKS to complete the sanitary sewer analysis.

Please let me know if you have any questions.

Exhibit B:
Cook Farm Lift Station
Reroute
Austin, MN



RESOLUTION NO.

**APPROVING ENGINEERING PLANNING AND DESIGN SERVICES FOR
THE COOK FARM LIFT STATION**

WHEREAS, the City of Austin recognizes the vital importance of maintaining its sanitary sewer system to ensure public health and community well-being; and

WHEREAS, the Cook Farm lift station has been experiencing significant operational inefficiencies that need to be addressed; and

WHEREAS, WHKS, Inc. has submitted a proposal for \$10,900 for work to include evaluating alternative discharge locations for the Cook Farm force main to improve system efficiency, analyzing existing and projected future sanitary sewer flows within the project area, and reviewing the available capacity of the trunk sewer lines along 12th Street NW and 14th Street NW. The analysis will also identify any necessary spot repairs along the proposed route.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Austin acknowledges the importance of maintaining our subsurface infrastructure and approves the proposed charges from WHKS, Inc. The cost for this work will be funded through the Domestic Fund budget.

Passed by a vote of yeas and nays this 17th day of February, 2026.

YEAS

NAYS

ATTEST:

APPROVED:

City Clerk

Mayor

City of Austin
Emily Burns,
Finance Director



500 Fourth Avenue N.E.
Austin, Minnesota 55912-3773
Phone: 507-437-9959
eburns@ci.austin.mn.us
www.ci.austin.mn.us

MEMO

To: Mayor and City Council Members
From: Emily Burns, Finance Director
Date: February 17, 2026
Subject: 2025 Statement of Work from CliftonLarsonAllen, LLP

CliftonLarsonAllen, LLP (CLA) submitted a Statement of Work to perform the 2025 financial statement audit of the City of Austin as required by state law. The total quote is \$67,670.00 and includes an audit of financial statements, federal, single audit fee per program, Minnesota Legal Compliance, assistance implementing new accounting standards, and an option for CLA to prepare financial statements.

The City of Austin has been with this local CPA firm for many years, and they are recognized in Minnesota as one of the top governmental accounting practices. I would recommend approval of the audit quote from CliftonLarsonAllen LLP for 2025.

I am requesting Council approval of the audit engagement letter, and to authorize the Mayor and Finance Director to sign the engagement letter for the 2025 audit.



February 3, 2026

Statement of Work - Audit Services

This agreement constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated January 11, 2023, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and City of Austin ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended December 31, 2025.

Craig W. Popenhagen is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the financial statements of the governmental activities, business-type activities, each discretely presented component unit, each major fund and the aggregate remaining fund information, which collectively comprise the basic financial statements of City of Austin, and the related notes to the financial statements as of and for the year ended December 31, 2025.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements.

The RSI will be subjected to certain limited procedures, but will not be audited.

We will also evaluate and report on the presentation of the supplementary information other than RSI accompanying the financial statements in relation to the financial statements as a whole.

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of data collection form
- Preparation of adjusting entries, if necessary
- Assistance implementing new accounting standards, if needed

Audit objectives

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion about whether your financial statements are fairly

presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). 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 auditing standards generally accepted in the United States of America (U.S. GAAS) 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 made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express opinions and render the required reports.

We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) other than RSI accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

The objectives of our audit also include:

- Reporting on internal control over financial reporting and on compliance with the 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*.
- Reporting on internal control over compliance related to major programs and expressing an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Uniform Guidance.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our 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 or 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 Uniform Guidance report on internal control over

compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We will issue written reports upon completion of our audit of your financial statements and compliance with requirements applicable to major programs.

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 an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinions on the financial statements or compliance are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements or material noncompliance caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements or an opinion on compliance, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue reports, or withdrawing from the engagement.

As part of our audit, we will also perform the procedures and provide the report required by the Minnesota Legal Compliance Audit Guide for Cities.

It is our understanding that our auditors' report will be included in your annual report which is comprised of introductory section and statistical section and that your annual report will be issued the date of our report on the City's financial statements. Our responsibility for other information included in your annual report does not extend beyond the financial information identified in our opinion on the financial statements. We have no responsibility for determining whether such other information is properly stated and do not have an obligation to perform any procedures to corroborate other information contained in your annual report. We are required by professional standards to read the other information and consider whether a material inconsistency exists between the other information and the financial statements because the credibility of the financial statements and our auditors' report thereon may be undermined by material inconsistencies between the audited financial statements and other information. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS, the standards for financial audits contained in *Government Auditing Standards*, and the Uniform Guidance.

Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements and material

noncompliance, whether due to fraud or error, design and perform audit procedures responsive to those risks, and evaluate whether audit evidence obtained is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement or a material noncompliance resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of the entity and its environment, including the system of internal control, relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on our evaluation of audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management override of controls
- Revenue recognition

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements or noncompliance may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS, *Government Auditing Standards*, and the Uniform Guidance. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not require 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.

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 or on major programs. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly

inconsequential. We will include such matters in the reports required for a single audit.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a 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*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. 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*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred that are required to be communicated under *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards that may have a direct and material effect on each of the entity's major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the "OMB Compliance Supplement" for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs. The purpose of these procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

We will evaluate the presentation of the schedule of expenditures of federal awards accompanying the financial statements in relation to the financial statements as a whole. We will make certain inquiries of management and evaluate the form, content, and methods of preparing the schedule to determine whether the information complies with U.S. GAAP and the Uniform Guidance, the method of preparing it has not

changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We will compare and reconcile the schedule to the underlying accounting records and other records used to prepare the financial statements or to the financial statements themselves.

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.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements, RSI, and the schedule of expenditures of federal awards in accordance with U.S. GAAP. Management is also responsible for identifying all federal awards received, understanding and complying with the compliance requirements, and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the requirements of the Uniform Guidance.

Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management 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 taken as a whole. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for 12 months beyond the financial statement date.

Management is responsible for compliance with applicable laws and regulations and the provisions of contracts and grant agreements, including compliance with federal statutes, regulations, and the terms and conditions of federal awards applicable to the entity's federal programs. Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are responsible for the design, implementation, and maintenance of effective internal control, including internal control over compliance, relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities and safeguarding assets to help ensure that appropriate goals and objectives are met; and that there is reasonable assurance that government programs are administered in compliance with compliance requirements.

You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity 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 entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements, including compliance with federal statutes, regulations, and the terms and conditions of federal awards applicable to the entity's federal programs; identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and grant agreements, including compliance with federal statutes, regulations, and the terms and conditions of federal awards applicable to the entity's federal programs; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered.

You are responsible for taking timely and appropriate steps to remedy any fraud; noncompliance with provisions of laws, regulations, contracts, or grant agreements; or abuse that we may report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings; and to follow up and take prompt corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review.

You are 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, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers), and for ensuring management information and financial information is reliable and properly reported; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance

with the Uniform Guidance; (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 schedule of expenditures of federal awards.

Management is responsible for the preparation and fair presentation of other supplementary information in accordance with U.S. 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 or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for the preparation of other information included in your annual report. You agree to provide the final version of such information to us in a timely manner, and if possible, prior to the date of our auditors' report. If the other information included in your annual report will not be available until after the date of our auditors' report on the financial statements, you agree to provide written representations indicating that (1) the information is consistent with the financial statements, (2) the other information does not contain material misstatements, and (3) the final version of the documents will be provided to us when available, and prior to issuance of the annual report by the entity, so that we can complete the procedures required by professional standards. Management agrees to correct material inconsistencies that we may identify. You agree to include our auditors' report in any document containing financial statements that indicates that such financial statements have been audited by us.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

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 to us of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit 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 engagements or 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.

Responsibilities and limitations related to nonaudit services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial

statements should not be relied on or distributed.

Engagement administration and other matters

We expect to begin our audit on approximately March 2, 2026.

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

At the conclusion of the engagement, we will complete the auditor sections of the electronic Data Collection Form SF-SAC and perform the steps to certify the Form SF-SAC and single audit reporting package. It is management's responsibility to complete the auditee sections of the Data Collection Form. We will create the single audit reporting package PDF file for submission; however, it is management's responsibility to review for completeness and accuracy and electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be electronically submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

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

The audit documentation for this engagement is the property of CLA and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulatory bodies pursuant to authority given to it by law or regulation. If requested, access to such audit documentation will be provided under the supervision of CLA's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to those regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by a regulator. If we are aware that a federal or state awarding agency, pass-through entity, 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.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our audit engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Government Auditing Standards require that we make our most recent external peer review report publicly available. The report is posted on our website at www.CLAconnect.com/Aboutus/.

Fees

Audit of financial statements	\$43,250.00
Federal single audit, fee per audited program	\$4,000.00
Minnesota Legal Compliance	\$1,200.00
Assistance implementing new accounting standards, hourly rate and only if needed	\$220.00
Option for CLA to prepare the City's financial statements (amount not-to-exceed)	\$19,000.00

We will also bill for expenses (including travel, report production, word processing, postage, internal and administrative charges, etc.) plus a technology and client support fee of five percent (5%) of all professional fees billed. Our invoices, including applicable state and local taxes, will be rendered as work progresses and are payable on presentation.

Bill to be mailed on	Amount to be billed
February	\$13,000
March	\$13,000
April	\$13,000

Unexpected circumstances

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Agreement

We appreciate the opportunity to provide the services described in this SOW related to the MSA. All terms and provisions of the MSA shall apply to these services. If you agree with the terms of this SOW, please sign below to indicate your acknowledgement and understanding of, and agreement with, this SOW.

Sincerely,

CliftonLarsonAllen LLP

Response:

This letter correctly sets forth the understanding of City of Austin.

CLA

CLA

Craig W. Popenhagen

Craig W. Popenhagen, Principal

SIGNED 2/4/2026, 8:36:13 AM CST

Client

City of Austin

SIGN:

Steve King, Mayor

DATE:

City of Austin

SIGN:

Emily Burns, Finance Director

DATE:



February 3, 2026

Statement of Work - Audit Services

This agreement constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated February 24, 2023, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and Austin/Mower County Home Ownership Fund ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended December 31, 2025.

Craig W. Popenhagen is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the financial statements of the statement of net position; statement of revenues, expenses and changes in net position; and statement of cash flows, which collectively comprise the basic financial statements of Austin/Mower County Home Ownership Fund, and the related notes to the financial statements as of and for the year ended December 31, 2025.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements.

The RSI will be subjected to certain limited procedures, but will not be audited.

Nonaudit services

We will also provide the following nonaudit services:

- Assistance with implementing new accounting standards, if needed

Audit objectives

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). 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 auditing standards generally accepted in the United States of America (U.S. GAAS) 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 made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS. Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions.

We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance

We will issue a written report upon completion of our audit of your financial statements.

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 an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

As part of our audit, we will also perform the procedures and provide the report required by the Minnesota Legal Compliance Audit Guide for Political Subdivisions.

It is our understanding that our auditors' report will be included in your annual report which is comprised of the organization schedule and that your annual report will be issued the date of our report on your financial statements. Our responsibility for other information included in your annual report does not extend beyond the financial information identified in our opinion on the financial statements. We have no responsibility for determining whether such other information is properly stated and do not have an obligation to perform any procedures to corroborate other information contained in your annual report. We are required by professional standards to read the other information and consider whether a material inconsistency exists between the other information and the financial statements because the credibility of the financial statements and our auditors' report thereon may be undermined by material inconsistencies between the audited financial statements and other information. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS.

Those standards require that we exercise professional judgment and maintain professional skepticism

throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and evaluate whether audit evidence obtained is sufficient and appropriate to provide a basis for our opinion. 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, misrepresentations, or the override of internal control.
- Obtain an understanding of the entity and its environment, including the system of internal control, relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on our evaluation of audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management override of controls
- Revenue recognition

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected.

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 and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance 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.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements and RSI in accordance with U.S. GAAP.

Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management 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 taken as a whole. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for 12 months beyond the financial statement date.

You are responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities and safeguarding assets. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity 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 entity received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations, and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered.

You are 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, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers); (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for the preparation of other information included in your annual report. You agree to provide the final version of such information to us in a timely manner, and if possible, prior to the date of our auditors' report. If the other information included in your annual report will not be available until after the date of our auditors' report on the financial statements, you agree to provide written representations indicating that (1) the information is consistent with the financial statements, (2) the other information does not contain material misstatements, and (3) the final version of the documents will be provided to us when available, and prior to issuance of the annual report by the entity, so that we can complete the procedures required by professional standards. Management agrees to correct material inconsistencies that we may identify. You agree to include our auditors' report in any document containing financial statements that indicates that such financial statements have been audited by us.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Responsibilities and limitations related to nonaudit services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent

to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement administration and other matters

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

The audit documentation for this engagement is the property of CLA and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulatory bodies pursuant to authority given to it by law or regulation. If requested, access to such audit documentation will be provided under the supervision of CLA's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to those regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our audit engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Fees

Our professional fee is \$1,700.00. We will also bill for expenses (including travel, report production, word processing, postage, internal and administrative charges, etc.) plus a technology and client support fee of five percent (5%) of all professional fees billed. This estimate is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered as work progresses and are payable on presentation.

Audit of financial statements	\$1,700.00
GASB 102 – Certain Risk Disclosures, hourly rate and only if needed	\$220.00
Assistance implementing new accounting standards, hourly rate and only if needed	\$220.00

Unexpected circumstances

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Agreement

We appreciate the opportunity to provide the services described in this SOW related to the MSA. All terms and provisions of the MSA shall apply to these services. If you agree with the terms of this SOW, please sign below to indicate your acknowledgement and understanding of, and agreement with, this SOW.

Sincerely,

CliftonLarsonAllen LLP

Response:

This letter correctly sets forth the understanding of Austin/Mower County Home Ownership Fund.

CLA

CLA

Craig W. Popenhagen

Craig W. Popenhagen, Principal

SIGNED 2/4/2026, 8:41:36 AM CST

Client

Austin/Mower County Home Ownership Fund

SIGN:

Steve Leif

DATE:

Austin/Mower County Home Ownership Fund

SIGN:

Emily Burns, Finance Director

DATE:

**James McCoy, Fire Chief
Austin Fire Department**



**122 First Avenue NE
Austin, Minnesota 55912
Phone: 507-433-3405
Fax: 507-433-3525
www.ci.austin.mn.us**

TO: Honorable Mayor and City Council
FROM: Fire Chief Jim McCoy
DATE: February 11, 2026
SUBJECT: 2026 PT FF Relief Payout Increase

It was proposed and approved in the 2026 budget to increase each part-time firefighter's yearly pension amount by \$250. This money is paid to the city as part of the state fire aid program and distributed to the relief association members.

State statute requires the city of Austin to have in place an Aid Allocation Agreement with the Part-time Firefighter Relief Association which allows the city of Austin to use fire aid dollars to offset the full-time pension. The Aid Allocation Agreement is attached for your review and I am requesting approval of the agreement.

During the association's annual meeting, later this month, they will vote for approval of the Aid Allocation Agreement. The deadline for approval and filing with the state is March 1.

Aid Allocation Agreement
Between the City of Austin
And The Austin Part-Time-Firefighters Relief Association
Pursuant to Minnesota Statutes§ 477B.042

This Aid Allocation Agreement made this _____ day of February, 2026, by and between The City of Austin, hereinafter called the "City," and The Austin Part-time Firefighters Relief Association, hereinafter called the "Association."

WITNESSETH:

WHEREAS, the Association receives and manages public money to provide retirement and ancillary benefits for individuals providing the government services of firefighting and emergency first response, and for their beneficiaries, all within and for the City, and

WHEREAS, the City provides funding to the Association for such benefits as described in the preceding paragraph; and

WHEREAS, the City receives Fire State Aid from the State of Minnesota and the City uses said Fire State Aid to fund, in whole or in part its obligations to provide the funding described in the preceding paragraph; and

WHEREAS, Minnesota Statutes§ 477B.042 allows the City to enter into an Aid Allocation Agreement with the Association in order to allocate portions of the Fire State Aid to the Association for the purposes described above.

NOW, THEREFORE, the parties hereto agree as follows:

A. The City hereby allocates, and the Association hereby accepts future receipt of that portion of the City's Fire State Aid as determined under the following formula:

1. For purposes of this formula, the term "City's Full Annual Obligation" shall be the sum of the following amounts for each individual member of the Association as of the date of payment:

<u>Years of Active Firefighter Membership</u>	<u>Amount</u>
0-7 Years	\$2,500.00
8 - 12 Years	\$3,000.00
13 - 15 Years	\$3,500.00
16 - 20 Years and after	\$4,000.00

2. For purposes of this formula, the term "Supplemental Aid" refers to the full amount of Supplemental State Fire Aid received by the City or the Association in the year of payment.

3. For purposes of this formula, the term "Fire State Aid Allocation" shall mean the amount of Fire State Aid to which the City is eligible to receive that the City has hereby allocated to the Association.

4. The formula for determining the Fire State Aid Allocation is as follows:

"City's Full Annual Obligation" LESS "Supplemental Aid"= "Fire State Aid Allocation"
However, if said formula produces a "Fire State Aid Allocation" that exceeds the full amount of Fire State Aid to which the City is eligible, then the "Fire State Aid Allocation" is equal to the full amount of Fire State Aid to which the City is eligible, and the City will contribute to the Association such sums as are necessary to fully fund the City's Full Annual Obligation.

5. Any Fire State Aid to which the City is eligible that is not allocated under the formula described above shall be retained by the City of Austin to be used by the City to offset its public employees police and fire retirement plan contributions for full-time Firefighters.

B. This Aid Allocation Agreement is effective upon approval and endorsement below by the City and Association and the submission of this agreement to the Minnesota State Auditor. This Aid Allocation Agreement shall remain in full force and effect until the earlier of the following:

1. December 31, 2046.
2. The City and Association agree to modify or terminate the aid allocation agreement, provided that the modification or termination is in writing and signed by the parties.
3. If the amount of fire state aid paid to the City by the commissioner changes by an amount greater than 50 percent of the prior year's amount, then either the Association or the City may terminate the agreement by providing written notice of termination to the other party as provided under Minnesota Statutes § 477B.042, Subdivision 4.

IN WITNESS WHEREOF, the City and the Association have caused this contract to be formally approved by their governing bodies and to be executed by their respective representatives below.

CITY OF AUSTIN

By: _____
Steve, King, Mayor

By: _____
Emily Burns, Finance Director

Witness

THE AUSTIN PART-TIME FIREFIGHTERS RELIEF ASSOCIATION

By: _____
President

By: _____
Secretary

By: _____
Treasurer

RESOLUTION NO.

**APPROVING AN AID ALLOCATION AGREEMENT
WITH THE AUSTIN PARTTIME FIREFIGHTERS RELIEF ASSOCIATION**

WHEREAS, the City of Austin receives Fire State Aid from the State of Minnesota and uses said aid to provide retirement and ancillary benefits for those providing firefighting and emergency response aid for the City of Austin; and

WHEREAS, the State of Minnesota is now requiring the City of Austin to provide a written Aid Allocation Agreement under Minnesota Statutes Section 477B.042; and

WHEREAS, the City of Austin and the Austin Parttime Firefighters Relief Association have come to an agreement for the increase of allocation of the aid in the amount of \$250.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Austin approves the aid allocation agreement with the Austin Parttime Firefighters Relief Association and authorizes the Mayor and Finance Director to sign said agreement, and any modifications or amendments thereof.

Passed by a vote of yeas and nays this 17th day of February, 2026.

YEAS

NAYS

ATTEST:

APPROVED:

City Clerk

Mayor

**James McCoy, Fire Chief
Austin Fire Department**



**122 First Avenue NE
Austin, Minnesota 55912
Phone: 507-433-3405
Fax: 507-433-3525
www.ci.austin.mn.us**

TO: Honorable Mayor and City Council
FROM: Fire Chief Jim McCoy
DATE: February 11, 2026
SUBJECT: 2026 Fire Fees

During the 2026 budget discussions, I proposed a suggestion to invoice property owners for structure fires, which would include businesses, residential homes and garages. The fee would be \$500 per occurrence.

I included in my suggested proposal adding a \$150 per hour fee to businesses for fire extinguisher training. Our department provides required fire extinguisher training to businesses within the community who contact us with their request.

I recommend approving these additional fees and amending them to the 2026 fee schedule.

RESOLUTION NO.

ESTABLISHING AND FIXING LICENSE FEES AND MISCELLANEOUS
OPERATIONAL FEES OF THE CITY OF AUSTIN FOR THE YEAR 2026

WHEREAS, pursuant to Austin City Code, Section 6.04 requires that the City Council by resolution fix and determine fee for licenses; and

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the City Council of the City of Austin sets the following license fees to be effective October 6, 2025:

Cab Company	\$ 55.00 each vehicle
Cab Driver	\$ 55.00
Commercial Hauler	\$ 55.00 each vehicle
Community Festival	\$ 100.00 per day
Garbage Hauler	\$ 55.00 each vehicle
Gas Bulk Storage	\$ 85.00
Gasoline Station	\$ 85.00
Junk/Salvage Dealer	\$135.00
Kennel	\$135.00
Lodging Establishment	\$ 85.00
Massage Establishment	\$110.00
Massage Therapist	\$110.00
Movable Business	\$ 85.00
Pawn Shop Investigation Fees	\$100.00 sole proprietor \$200.00 partnership \$300.00 Corporation
Pawn Shop	\$110.00
Right of Way Contractor	\$ 85.00
Sandwich Board sign	\$ 35.00
Sidewalk Café	\$ 85.00

Sign Installer	\$ 85.00
Small Vehicle Passenger Service Owner	\$ 55.00
Small Vehicle Passenger Service Driver	\$ 55.00
Special Vehicle (UTV)	\$ 50.00
Peddler	\$ 10.00 per day \$ 25.00 per week
Temporary Cannabis Event	\$100.00 per day
Theatre	\$110.00
Tobacco	\$175.00
Tree Service	\$ 85.00
Water Conditioning	\$ 55.00
License Investigation fees	\$ 10.00 license \$ 55.00 Cab Company and Cab Driver \$ 55.00 Small Veh. Owner and Driver \$ 55.00 Massage \$ 55.00 Peddler
License Late fees	
First 10 days overdue	10% of license fee
Second 10 days overdue	20% of license fee
Third 10 days overdue	30% of license fee
Over 30 days overdue	40% of license fee

AND, WHEREAS, the City of Austin has certain fees for miscellaneous business operations.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the City Council of the City of Austin sets the following miscellaneous business operational fees to be effective October 6, 2025, and that a copy of this resolution which sets forth the approved fees shall be on file in the office of the City Clerk.

Administrative Citations	\$300 – Building code violations \$300 – MN State Fire code violations \$100 – All other code violations Repeat violations within 24 months 25%, 50% and 100% increased, doubling after the 4 th violation to a maximum of \$2,000
Administrative Billing Fee	\$75.00

(for nuisance type billings)

Air Tank Fill	\$15.00
Airport Hangar Fees	\$.12 per sq. ft annually
Airport T-Hangar Fees	\$185 per unit monthly 2% annual increase for multi-year leases
Animal Impounding Fees	\$25.00 - 1st time \$35.00 - 2nd time \$45.00 - 3rd time \$55.00 - 4 th or more times \$25.00 + per day boarding
Assessment Searches	\$25.00
Auto Extrication or Haz Mat/ Gas Line Strike	\$250.00/hour, Engine/Ladder, one-hour minimum \$125.00/hour, Rescue/Tanker, one-hour minimum \$100.00/hour, Command/Brush/Utility, one-hour minimum Duty fire personnel, one hour minimum Paged fire personnel, two hour minimum
Cat Permanent License	\$15.00 - Spayed/neutered \$25.00 - Not spayed/neutered \$ 5.00 - Replacement
Daycare/Foster Care Inspections	\$50.00
Dog Permanent License	\$15.00 - Spayed/neutered \$25.00 - Not spayed/neutered \$ 5.00 - Replacement
Cannabis Registration Fees	The City of Austin will follow the guidance under Minn. Stat. 342.11 in issuing cannabis registration fees.
Copy Fees	\$.25 - one-sided \$.50 - two-sided \$.50 - 11x17 paper \$.50 - color copies
Code Book	\$150.00
Code Book Supplement	\$25.00
Credit Card Fee	4% on all charges

Fat, Oil, Grease (FOG) Surcharge Fee	\$100.00 per month
Fat, Oil, Grease (FOG) Reinspection Fee	\$100.00 per inspection (in addition to permit fees)
Fat, Oil, Grease (FOG) 2 nd Reinspection Fee	\$100.00
Fat, Oil, Grease (FOG) Exemption Fee	\$100.00
False Alarms (after two false alarms)	\$100.00
Filing Fees	\$25.00 (per City Charter)
Finance Fees	1% unpaid balance per month after 30 days or a minimum of \$10.00 per month
Fire Reports	\$15.00
Fire Watch	Hourly rate billed per each fire fighter
Fireworks Permit	\$100.00
Fire Extinguisher Training	\$150.00 per Hour
Fire Fee – Structure Fires	\$500 per occurrence
Flow Test	\$30.00
Liquor Catering	\$200.00
Maps	\$8.00 4' x 5' (approx. size) \$4.00 2' x 3' (approx. size)
Media Copies	\$10.00 DVD
Moving Permits	\$160.00 Police escort (minimum), if required
Notarial Services	\$1.00 per document
NSF Check Fees	\$40.00
Parking Permit Fees	\$20.00 per month (individual marked spot) \$20.00 per month (rental permit) \$100.00 per year (designated lot)
Parking Violations	\$25 violation of ordinance: 9.02, 9.05, 9.06, 9 .07, 9.30, 9.32, 9.33, 9.36, 9.39, and 9.51 \$50 violation of ordinance: 9.31 (snow emergency)

	\$10 late fee after 10 business days
Pawn Fees Electronic Transactions	\$1.50 per billable transaction
Pawn Fees Manual Transaction	\$2.50 per billable transaction
Police Officer Use Two Hour Minimum	\$126 per hour – Officer \$137.50 per hour – Detective/Sergeant \$154.00 per hour – Lieutenant
Rental Licensing Fees	\$150 Single family property \$120 + \$30 per unit Multifamily property 20% of license fee for late fee \$100 reinspection fee \$500 failure to register fee
Right-of-Way Management Fees	\$85.00 Registration Fee \$60.00 Excavation Permit Fee \$92.50 Hole-Spot Excavation \$0.20/lf Trenching/Directional Boring \$60.00 Lane Closure \$60.00 Overweight/Width Load \$100.00 House Moving \$60.00 Garage Moving \$30.00 Permit Extension
Sanitary Sewer Cleaning Jetter/Vac Rental	\$450.00 1 st hour \$350.00 every hour thereafter \$125.00 disposal \$30.00 per hour additional for overtime \$200.00 per hour televising service
Sanitary Sewer Permit Fee: Residential Equivalent Unit (REU), 1 REU = \$1,500.00	
Residential Property	1 REU per dwelling unit
Non-Residential Property	1 REU per 300 gpd or per 20 fixture units, whichever is greater
Commercial Property	1 REU per 300 gpd or per 20 fixture units, whichever is greater
Industrial Properties	Commercial criteria; and maximum daily Industrial Wastewater for process flow
Sewer Lateral Development Charge:	
Gravity system	\$15,000 per connection
Gravity system/grinder pump combo	\$18,200 per connection
Gravity system w/ lift station	\$15,000 per connection
Sewer Service Charge:	
4" service	\$1,000 per connection
6" service	\$1,200 per connection

Sewer I/I Surcharge	\$100 per month (Sump Pump) \$100 per month (Sewer Service)
Sidewalk Snow Removal	\$.75 per linear foot
Sidewalk Salt/Sand	\$.30 per linear foot
Sign Replacement	\$250.00 sign & post replacement \$125.00 every additional sign
Vacant Property Registration Fee	\$240.00 per property
Vehicle Forfeiture	\$150.00 administration fee \$20.00 per day storage
Wastewater Treatment Plant Disposal	\$2,500 Annual Administration \$250 Sample Collection (per round) \$83.05 Tanker (per 6000 gal.load) \$20.00 RV Dump Station (per visit)
Zoning Fees	\$300.00 Conditional Use Permit \$400.00 Platting(plus \$25.00 per lot) \$300.00 Rezoning \$300.00 Variance \$200.00 Fence Appeal \$200.00 Sign Appeal \$225.00 Interim Use Permit (1-2 years) \$300.00 Interim Use Permit (3-5 years)
Zoning Review Fee	\$20.00
Fence Permits	Linear Feet: 0 to 100 = \$50.00 101 to 150 = \$60.00 151 to 200 = \$70.00 201+ = 80.00
Sign	Square feet: Minimum = 50.00 10 to 50 = \$70.00 51 to 100= \$90.00 101 to 300 = \$110 301 and over = \$130
Decks under 30" (not attached to house)	sq. ft. x \$50.00
Accessory structures under 200 sq. ft.	sq. ft. x \$50.00
Houses/House Additions	
Total sq. ft. main floor/And second floor)	sq. ft. x \$100.00
Total sq. ft. of attached garage	sq. ft. x \$25.00
Basements	
Semi-Finished	sq. ft. x \$22.20

Unfinished	sq. ft. x \$16.55
House Installs (also used for Modular and Pre-Fabricated homes)	sq. ft. x \$50.00
Deck and Unheated Porch additions	sq. ft. x \$25.00
Garage/Garage Additions/Garage Installs/Accessory Buildings	sq. ft. x \$25.00
Carports	sq. ft. x \$17.00
Mobile Home Permits	\$54.50 + \$1.00 s/c + \$20 zoning review = \$75.50
Zoning Compliance Letters	\$30.00 Residential \$100.00 Commercial \$50.00 Rush Fee (2 days)

Passed by a vote of yeas and nays this 17th day of February, 2026.

YEAS

NAYS

ATTEST:

APPROVED:

City Clerk

Mayor

**James McCoy, Fire Chief
Austin Fire Department**



**122 First Avenue NE
Austin, Minnesota 55912
Phone: 507-433-3405
Fax: 507-433-3525
www.ci.austin.mn.us**

TO: Honorable Mayor and City Council
FROM: Fire Chief Jim McCoy
DATE: February 11, 2026
SUBJECT: International Paper Grant

The Austin Fire Department was awarded a 2025 International Paper Grant. Communities, like ours, that have significant employee presence are offered grants from International Paper.

The amount of the grant we were awarded was \$5,000. This grant will be used to purchase firefighting equipment.

I recommend approval in accepting the International Paper Grant. If you have questions, please contact me.

RESOLUTION NO.

ACCEPTING GRANT FROM INTERNATIONAL PAPER

WHEREAS, the Fire Department was awarded a grant in the amount of \$5,000 from International Paper; and

WHEREAS, the grant is to be used for the purchase of firefighting equipment.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Austin accepts the grant award in the amount of \$5,000 from International Paper.

Passed by a vote of yeas and nays this 17th day of February, 2026.

YEAS

NAYS

ATTEST:

APPROVED:

City Clerk

Mayor

RESOLUTION NO.

ACCEPTING DONATIONS TO THE CITY OF AUSTIN

WHEREAS, the City has received the following gift:

<u>Gift</u>	<u>Donor</u>	<u>For</u>
\$ 1,000	VFW	Skating/Winter Recreation

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Austin accepts said gift to the City of Austin.

Passed by a vote of yeas and nays this 17th day of February, 2026.

YEAS

NAYS

ATTEST:

APPROVED:

City Clerk

Mayor