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June 8, 2022

Legislative-Citizen Commission on Minnesota Resources (LCCMR)  
100 Rev. Dr. Martin Luther King Jr. Blvd.  
State Office Building, Room 65  
St. Paul, MN 55155

RE: Emerging Issues Account – Wastewater Renewable Energy Demonstration Grant  
City of Albert Lea Wastewater Treatment Plant – Grant Application Letter

Dear LCCMR,

The City of Albert Lea is excited to apply for a \$1,095,000 grant through the Environment and Natural Resources Trust Fund (ENRTF). The demonstration project to add innovative solar power to the wastewater treatment plant (WWTP) is a critical issue for the city, state, and country. The plant uses large amounts of energy to clean the wastewater making it safe to discharge into the environment. The proposed solar array will be connected directly to the WWTP, and the power will be used only at the plant. Because of the large energy usage, a 750 kW array is being proposed that would not be connected to the grid, but innovatively connected only to the WWTP to help offset energy usage and provide an environmentally friendly sustainable power supply to clean the water. This solar array and the direct connection to the WWTP will provide a number of environmental benefits meeting the goals and objectives of the ENRTF and emerging issues account, including the following:

- Enhance natural resources management
- Reduce carbon footprint
- Maintain a clean environment with clean water discharge
- Avoid disease and other issues associated with untreated wastewater protecting human health

This project is critical to complete at this time as the city's WWTP located near the Shell Rock River will be undergoing significant improvements to upgrade failing equipment and remove large amounts of phosphorus from the environment. By completing this green solar project, the energy usage by the facility can be offset, ultimately reducing fossil fuel consumption while the improved water quality will be discharged to the Shell Rock River. Delaying this project would result in a missed opportunity to add energy reduction measures, potentially making it difficult, wasteful, and more expensive to add in the future when the plant's improvements for higher water quality discharge are already completed.

The funds will be used to complete the estimated \$2.1 million project to add solar panels to the WWTP property. The City of Albert Lea will provide an additional \$1.05M in funds (additional is available for contingencies) to make up the balance of a grant of \$1,095,000 if received. Specifically, the grant funds would be used for the construction of the new power supply that will be uniquely connected only to the WWTP. Since the plant uses significant energy on a daily basis, all power will be utilized onsite allowing the city to start moving toward environmentally friendly technologies while also helping the LCCMR and the State of Minnesota make strides toward an improved environment. The project will lead the way for communities throughout Minnesota in incorporating clean energy sources in WWTPs. These alternative

power sources offset power consumption on a local basis which benefits the community and the surrounding state and country as a whole. The project will result in a completed 750 kW solar array to help power the community's critical wastewater treatment infrastructure.

Enclosed with this letter are the following major items: A Description of the City of Albert Lea, a copy of the city's audit describing its capacity to complete the project, and the budget page. Upon receiving grant funds, the city will implement the solar project according to the following schedule:

Grant Award	Summer 2022
Project Design	Fall/Winter 2022/2023
Bidding of Energy Saving Demonstration Project	Spring 2023
Solar Power Array Construction	Summer/Fall 2023
Power Up and Project Completion	2023/2024

The City of Albert Lea looks forward to completing this advanced energy project and working with LCCMR and the State of Minnesota to inspire other communities to look for environmentally friendly and sustainable ways to improve our precious water resources.

Sincerely,

City of Albert Lea

Vern Rasmussen, Jr.  
Mayor of Albert Lea

cc: Brandon Huston, WWTP Superintendent  
Ian Rigg, City Manager  
Kris Swanson, Bolton and Menk, Inc.

Enclosures:

- Description of the City of Albert Lea
- City's Audit Describing its Capacity to Complete the Project
- Project Budget Spreadsheet

## **Description of the City of Albert Lea, Minnesota**

Albert Lea is a vibrant community dedicated to the environment, as the lakes central to the community are an important part of the residents' daily life. Located at the crossroads of Interstates 35 and 90, the community has approximately 18,000 residents and supports a number of agricultural industries and businesses that impact the entire state and upper Midwest. In addition to energy work at our Wastewater Treatment Plant, the city is committed to Climate Action.

In 2017, the City of Albert Lea was selected by the State of MN to receive technical assistance in developing a Climate Vulnerability Assessment. In 2019, supported through a second grant by the State of Minnesota, the City of Albert Lea engaged paleBLUEdot for the development of a Climate Action Plan outlining strategies and actions to support achieving increased climate resilience as well as reductions in City of Albert Lea City-Wide emissions.

The City has been dedicated to sustainability issues for many years and its focus on these topics has become increasingly strong in recent years. In 2017, Albert Lea achieved "Step 3" in the Greenstep Cities Program. Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals.

"The creation and dedicated implementation of a Climate Action Plan (CAP) is an organized way for a City to contribute to solving the global climate crisis while helping its residents to the current and future impacts and risks of climate change. Climate action can also create investment in innovation, jobs, and actions that save households and businesses money.

The strategies and actions contained in this plan seek to reduce Albert Lea's dependence on fossil fuels, prioritize sustainable uses of land and water, reduce waste, and support equity and livability. The actions outlined in this plan will reduce Albert Lea GHG emissions. In addition to reducing the community's contribution to climate change, this plan strives to identify how climate change will increasingly impact the community. The solar project at the City's WWTP fits directly into this plan and the grant from LCCMR will help make it happen!

**Project Budget Spreadsheet**

**Environment and Natural Resources Trust Fund**

**Legal Citation: M.L. 2021, First Special Session, Chp. 6, Art. 5, Sec. 2, Subd. 10**

**Project Manager: Steven Jahnke, PE Director of Public Works & City Engineer**

**Project Title: Albert Lea WWTP - Solar Array**

**Organization: City of Albert Lea, MN**

**Project Budget: \$2.1 M**

**Project Length and Completion Date: 18-24 Months, Completion by 2023/2024**

**Today's Date: June, 8 2022**



<b>ENVIRONMENT AND NATURAL RESOURCES TRUST FUND BUDGET</b>	<b>Budget</b>	<b>Amount Spent</b>	<b>Balance</b>
<b>BUDGET ITEM</b>			
<b>Personnel (Wages and Benefits)</b>	\$ -	\$ -	\$ -
<p>List who is getting paid to do what and what is the % of full-time employment for each position. List out by position or position type—one row per position/position type. For each, provide details in this column on the inputs: i.e., number of people in the position/position type, estimated \$ allocation toward the position/position type, % dollars toward salary, % dollars toward benefits, time period for position/position type, and breakdown of FTE effort during the time period. Add rows as needed.</p> <p>The Personnel budget is intended to be tracked at an overall level with initial estimates of allocations for each position/position type listed in the details of this column.</p>	Provide \$ Total Personnel Budget Above	Leave Blank	Leave Blank
Example: Position/Position Type 1, \$ Amount (%salary %benefits), %FTE each year for # of years	Leave Blank	Leave Blank	Leave Blank
Example: Position/Position Type 2, \$ Amount (%salary %benefits), %FTE each year for # of years	Leave Blank	Leave Blank	Leave Blank
<b>Professional/Technical/Service Contracts</b>			
<p>List out proposed contracts. Be clear about with whom the contract is to be made and what services will be provided. If a specific contractor is not yet determined, specify the type of contractor sought. List out by contract types/categories - one row per type/category.</p> <p>State how contracts will be selected for example through RFP, competitive or quality based bids, or single-source. Provide additional justification as might be needed per the Guidelines On Allowable Expenses. Add rows as needed.</p>	Total Amount per Contract Type/Category		
Professional engineering services contract for project design, surveying, bidding and construction phases by Bolton & Menk, Inc. Selected through RFP process.	\$ 350,000	\$ -	\$ 350,000
Professional testing services (as needed) for soil and concrete testing.	\$ 25,000	\$ -	\$ 25,000
<b>Equipment/Tools/Supplies</b>			
<p>List out general descriptions of item(s) or category of item/s and their purpose—one row per item(s)/category of item/s. Include estimated quantity of items or list of items in categories and costs for those items. Add rows as needed. If a single piece of equipment will exceed \$5,000, list it under "Capital Expenditures over \$5,000" instead.</p>	Total Amount per Item/s or Category		
None	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
<b>Capital Expenditures Over \$5,000</b>			
List specific item/s (one row per item). Include quantity and cost per item. Add rows as needed.	Total Amount for Item/s		
Contract for construction of 1.7 acre ground-mounted solar system, complete, approximately 750kW output (pre-design value)	\$ 1,725,000	\$ -	\$ 1,725,000
<b>Fee Title Acquisition</b>			
Indicate proposed number of acres, parcels, and name of organization or entity that will hold title.	Total Fee Title Cost		
Example: # of acres, 3 parcels, and name	\$ -	\$ -	\$ -

ENVIRONMENT AND NATURAL RESOURCES TRUST FUND BUDGET	Budget	Amount Spent	Balance
<b>BUDGET ITEM</b>			
<b>Easement Acquisition</b>			
<i>Indicate proposed number of acres, parcels, and name of organization or entity that will hold title.</i>	<i>Total Easement Cost</i>		
<i>Example: # of acres, 3 parcels, and name</i>	\$ -	\$ -	\$ -
<b>Professional Services for Acquisition</b>			
<i>List costs associated with fee title and easement acquisition transactions. Indicate expected number of transactions and average costs per transaction.</i>	<i>Total Acquisition Professional Services Costs</i>		
	\$ -	\$ -	\$ -
<b>Printing</b>			
<i>List types of printing costs anticipated.</i>	<i>Total Printing Costs</i>		
	\$ -	\$ -	\$ -
<b>Travel expenses in Minnesota</b>			
<i>Provide a breakdown of the amount and type of travel expenses being requested. Generally, only in-state travel essential to completing project activities can be included. State as Commissioner's Plan or UMN Policy as required in Guidelines On Allowable Expenses.</i>	<i>Total Cost of Instate Travel</i>		
<i>Example: Travel to, for what, estimated # of trips, and estimated # miles in accordance with Commissioner's Plan or UMN Policy</i>			
<b>Other</b>			
<i>List any additional budget items that do not fit above categories. List by item(s) or category of item type(s). One row per item/s/category. Provide additional justification as might be needed per the Guidelines On Allowable Expenses. Add rows as needed.</i>	<i>Total Amount per Item/s or Category</i>		
	\$ -	\$ -	\$ -
<b>COLUMN TOTAL</b>	\$ 2,100,000	\$ -	\$ 2,100,000

SOURCE AND USE OF OTHER FUNDS CONTRIBUTED TO THE PROJECT	Status	Amount	Spent	Balance
<b>Non-State:</b>				
<i>Indicate any additional non-state cash dollars secured or applied for to be spent on the project during the funding period and how those dollars will be used. Add rows for each source/request.</i>	Indicate Secured or Pending	\$ -	\$ -	\$ -
<b>State:</b>				
<i>Indicate any additional state cash dollars (e.g., bonding, other grants) secured or applied for to be spent on the project during the funding period and how those dollars will be used. Include legal citation, title, and dollar amount for state funds such as OHF and CWF. Add rows for each source/request.</i>	Indicate Secured or Pending	\$ -	\$ -	\$ -
<b>In kind:</b>				
<i>Indicate any in-kind service(s) or goods(s) secured or applied for to be spent on the project during the funding period. Add rows for each source/request.</i>	Indicate Secured or Pending	\$ -	\$ -	\$ -
<b>Other ENRTF APPROPRIATIONS AWARDED IN THE LAST SIX YEARS</b>	<b>Amount legally obligated but not yet spent</b>	<b>Budget</b>	<b>Spent</b>	<b>Balance</b>
<i>Include legal citation, title and dollar amount from any current ENRTF appropriation for any directly related project of the project manager or organization. Add rows for each appropriation.</i>	\$ -	\$ -	\$ -	\$ -
<i>Example: M.L. xxxx Chap. xx Sec. xx Subd. xxx</i>	\$ -	\$ -	\$ -	\$ -

RESOLUTION 22-109

Introduced by Councilor Brooks

RESOLUTION AUTHORIZING APPLICATION TO LEGISLATIVE-CITIZEN COMMISSION ON MINNESOTA RESOURCES

WHEREAS, the Legislative-Citizen Commission on Minnesota Resources (LCCMR) has a grant to encourage solar energy. The City intends to apply for this grant.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA;

Sec. 1. That the City of Albert Lea is hereby applying to the Legislative-Citizen Commission on Minnesota Resources (LCCMR) for the Emerging Issues Account for renewable energy demonstration projects at wastewater treatment facilities program.

Sec. 2. That the City of Albert Lea estimates the amount of the project to be \$2,500,000 or the as-bid cost of the project.

Sec. 3. That the City of Albert Lea has the fiscal capacity to carry out a successful project and ensure proper construction, operation and maintenance of the project for its design life.

The motion for the adoption of the foregoing resolution was duly seconded by Councilor Rasmussen and upon a vote being taken thereon, the following voted in favor thereof: Councilors Murray, Baker, Howland, Olson, Rasmussen, Brooks and Mayor Rasmussen

And, the following voted against the same: None. Mayor Rasmussen declared the resolution passed.

Introduced and passed this 9<sup>th</sup> day of May, 2022

Mayor Vern Rasmussen Jr.

Filed and attested this 10th day of May, 2022

Secretary of the Council