



CITY OF MENDOTA HEIGHTS

CITY COUNCIL REGULAR MEETING AGENDA

September 16, 2025 at 6:00 PM

Mendota Heights City Hall, 1101 Victoria Curve, Mendota Heights

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Approval of the Agenda

The Council, upon majority vote of its members, may make additions or deletions to the agenda. These items may be submitted after the agenda preparation deadline.

5. Public Comments - for items not on the agenda

Public comments provide an opportunity to address the City Council on items which are not on the meeting agenda. All are welcome to speak. Individuals should address their comments to the City Council as a whole, not individual members. Speakers are requested to come to the podium and must state their name and address. Comments are limited to three (3) minutes. No action will be taken; however, the Mayor and Council may ask clarifying questions as needed or request staff to follow up.

6. Consent Agenda

Items on the consent agenda are approved by one motion of the City Council. If a councilmember requests additional information or wants to make a comment on an item, the item will be removed from the consent agenda and considered separately. Items removed from the consent agenda will be taken up as the next order of business.

- a. Approve Minutes from the September 2, 2025, City Council Meeting
- b. Approve Minutes from the August 19, 2025, City Council Meeting
- c. Approve Minutes from the August 19, 2025, City Council Work Session Meeting
- d. Approve Minutes from the September 3, 2025, City Council Work Session Meeting
- e. Approve a Massage Therapist License
- f. Approve Purchase of Twelve Radar Feedback Speed Limit Signs
- g. Adopt Resolution 2025-61 Calling for an Assessment Hearing on the Friendly Hills Neighborhood Improvements

- h. Approve an Interim Management Agreement for the Courtyard by Marriott to Allow the Sale of Intoxicating Liquor
- i. Approve Claims List

7. Presentations

8. Public Hearings

9. New and Unfinished Business

- a. Fiscal Year 2026 Preliminary Budget and Levy
- b. Ordinance No. 602 - Short Term Home Rental Ordinance Updates

10. Community / City Administrator Announcements

11. City Council Comments

12. Adjourn

Next Meeting

October 7, 2025 at 6:00PM

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CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY
STATE OF MINNESOTA

DRAFT Minutes of the Regular Meeting
Held Tuesday, September 2, 2025

Pursuant to due call and notice thereof, the regular meeting of the City Council, City of Mendota Heights, Minnesota, was held at 6:00 p.m. at City Hall, 1101 Victoria Curve, Mendota Heights, Minnesota.

CALL TO ORDER

Acting Mayor Mazzitello called the meeting to order at 6:00 p.m. Councilors Lorberbaum, Maczko, and Paper were also present. Mayor Levine arrived at 6:16 p.m.

PLEDGE OF ALLEGIANCE

Council, the audience, and staff recited the Pledge of Allegiance.

AGENDA ADOPTION

Acting Mayor Mazzitello presented the agenda for adoption. Councilor Lorberbaum moved adoption of the agenda.

Councilor Paper seconded the motion.

Ayes: 4

Nays: 0

PUBLIC COMMENTS

No one from the public wished to be heard.

CONSENT AGENDA

Acting Mayor Mazzitello presented the consent agenda and explained the procedure for discussion and approval. Councilor Paper moved approval of the consent agenda as presented, pulling items B, C, E, F, and G.

- a. Approval of August 13, 2025, Council Work Session Minutes
- ~~b. Approval of August 19, 2025, City Council Minutes~~
- ~~e. Approval of August 19, 2025, Council Work Session Minutes~~
- d. Acknowledge Minutes of the July 22, 2025, Planning Commission Meeting
- ~~e. Authorize Signer for Solid Waste Abatement Grant from Dakota County~~
- ~~f. Accept Parks and Recreation Commissioner Resignation and Authorize the Advertisement of the Commission Opening~~
- ~~g. Approve the Promotion of James Walrath from Police Cadet to Police Officer~~

- h. Authorize Installation of Garage Door at Public Works Facility
- i. Approve Resolution 2025-54 to Accept Bids and Award Contract for the 2025 Sanitary Sewer Cleaning and Televising Project
- j. Approve Resolution 2025-55 to Accept Bids and Award Contract for the 2025 Sanitary Sewer Rehabilitation Project
- k. Approve Reimbursement for Storm Sewer Relocation at 1770 Dodd Road
- l. Adopt Resolution 2025-53 Providing for the Issuance and Sale of \$2,820,000 in General Obligation Improvement Bonds, Series 2025A
- m. Approve July 2025 Treasurer's Report
- n. Approval of Claims List

Councilor Lorberbaum seconded the motion.

Ayes: 4

Nays: 0

PULLED CONSENT AGENDA ITEMS
B) APPROVAL OF AUGUST 19, 2025, CITY COUNCIL MINUTES

Councilor Maczko commented that he was not present on August 19th and therefore will abstain from the votes relating to minutes from that day.

Acting Mayor Mazzitello commented that he was also absent on that date and suggested that the minutes from the 19th be tabled.

Councilor Maczko moved to table AUGUST 19, 2025, CITY COUNCIL MINUTES.

Councilor Lorberbaum seconded the motion.

Ayes: 4

Nays: 0

C) APPROVAL OF AUGUST 19, 2025, COUNCIL WORK SESSION MINUTES

Councilor Maczko moved to table AUGUST 19, 2025, COUNCIL WORK SESSION MINUTES.

Councilor Lorberbaum seconded the motion.

Ayes: 4

Nays: 0

E) AUTHORIZE SIGNER FOR SOLID WASTE ABATEMENT GRANT FROM DAKOTA COUNTY

Councilor Maczko recognized that Mendota Heights would become a fiscal agent in 2026. He stated that this topic is part of the 2026 budget discussions and suggested that this item not be acted on at this time, and instead, the current fiscal agent should apply for the grant. He stated that if the City becomes the fiscal agent in 2026, the proper items could be transferred.

Parks and Assistant Public Works Director Meredith Lawrence stated that this item was discussed at the work session on August 13th and it was acknowledged that a decision would need to be made on this

item before the budget is adopted. She stated that the grant to the County is due on October 1st and if they do not submit the grant, they would potentially lose out on the grant, which would adversely affect the other cities in the JPA. She stated that at the August 13th meeting, there was support for staff to move forward on this item and asked that the Council consider approval of this item tonight.

Acting Mayor Mazzitello asked if the City would become the fiscal agent by accepting the grant.

Parks and Assistant Public Works Director Meredith Lawrence explained that the funds awarded to all the cities in the JPA would be received by Mendota Heights, and the funds would be paid through those grant funds. She stated that the disbursement of funds would be spelled out as the process moves forward. She recognized that this may seem a bit out of order, but the grant application is due by October 1st.

Councilor Maczko commented that he does not believe that anything would prevent the current method from continuing, with West St. Paul applying this year, and if Mendota Heights agrees to the changed process, things could transfer over in 2026.

Parks and Assistant Public Works Director Meredith Lawrence replied that the city of West St. Paul is not intending to submit the grant application, as, after the last work session, she met with their staff and informed them that the Council was in favor of moving forward with the change. She stated that if this is not approved, there would be a delay and setback with a related loss of funds that would come from the grant. She stated that all five cities need to submit a grant by October 1st.

Councilor Maczko asked if Mendota Heights is being held hostage in that if they do not accept being the fiscal agent, West St. Paul will no longer act in that manner, and no funds will be received.

Parks and Assistant Public Works Director Meredith Lawrence stated that West St. Paul has been a great partner to the City through the JPA. She stated that she has not had a discussion with West St. Paul as to what would happen if Mendota Heights does not apply. She guessed that West St. Paul would then apply, but explained that it would significantly change the scope of the grant. She stated that when they spoke last, the decision was for Mendota Heights to submit the grant and for West St. Paul to not submit.

Councilor Maczko commented that he does not like that they are procedurally getting ahead of budget decisions made at the December public hearing. He stated that if the rest of the Council supports this, that is fine, but he will be opposing this item.

Acting Mayor Mazzitello commented that while he agrees that it is slightly out of order, he also recognizes that the grant has a due date. He noted that this item was discussed in the work session, and the direction from the Council was to move forward in this manner.

Councilor Paper moved to authorize SIGNER FOR SOLID WASTE ABATEMENT GRANT FROM DAKOTA COUNTY.

Councilor Lorberbaum seconded the motion.

Ayes: 3

Nays: 1 (Maczko)

F) ACCEPT PARKS AND RECREATION COMMISSION RESIGNATION AND AUTHORIZE THE ADVERTISEMENT OF THE COMMISSION OPENING

Councilor Lorberbaum recognized the work of Dan Sherer on the Parks and Recreation Commission over the past five years.

Councilor Lorberbaum moved to accept PARKS AND RECREATION COMMISSION RESIGNATION AND AUTHORIZE THE ADVERTISEMENT OF THE COMMISSION OPENING. Councilor Maczko seconded the motion.

Further discussion: Acting Mayor Mazzitello commented that Dan Sherer has provided great value to the Commission throughout the years he has served.

Ayes: 4

Nays: 0

G) APPROVE THE PROMOTION OF JAMES WALRATH FROM POLICE CADET TO POLICE OFFICER

Councilor Lorberbaum recognized the great plan of the department to have a cadet in place to complete training and then have the opportunity to be hired as an Officer. She asked for more information on the hiring process.

Police Chief Kelly McCarthy replied that the cadet program is a pipeline process and provided more information on that program.

Councilor Lorberbaum moved to approve THE PROMOTION OF JAMES WALRATH FROM POLICE CADET TO POLICE OFFICER.

Councilor Maczko seconded the motion.

Ayes: 4

Nays: 0

Mayor Levine arrived. It was confirmed that Acting Mayor Mazzitello would continue to chair the meeting.

PRESENTATIONS

No items scheduled.

PUBLIC HEARING

No items scheduled.

NEW AND UNFINISHED BUSINESS

A) TRAFFIC REVISION AT 750 MAIN STREET

Public Works Director Ryan Ruzek introduced the applicant for this case.

Brian Smith, Happy Joe's, introduced himself and stated that they have identified a potential first location for the business in Mendota Heights. He stated that they do require a pick-up window to assist customers in winter conditions.

Public Works Director Ryan Ruzek explained that the Council was being asked to consider approval of a traffic revision at 750 West Main Street in the Village/Town Centre and provided additional information on the request.

Councilor Lorberbaum asked if the Medicine Shop window would be taken down.

Public Works Director Ryan Ruzek replied that it would remain and noted that space is currently vacant.

Councilor Lorberbaum recognized that this is a traffic change application, and her vote will be strictly related to the traffic change. She stated that this is also an opportunity for the applicant to provide additional information on his business. She was shocked to find that the business exists in many states already and asked for more information.

Mr. Smith stated that the business also exists in Egypt and provided background information on the history of the business. He stated that the business/foundation is family-owned and recognized that the menu options vary based on the location. He confirmed that the business is community-centered.

Councilor Lorberbaum commented that it seems that this would be a wonderful addition to the neighborhood and asked if the applicant is aware that there are existing pizza and ice cream businesses.

Mr. Smith commented that he is aware of the two businesses and had a lot of discussion with the property owner on that topic before choosing this location.

Councilor Lorberbaum asked why Mr. Smith chose Mendota Heights for his business.

Mr. Smith replied that Mendota Heights is centrally located to many nearby attractions, and the location has high accessibility. He stated that Mendota Heights has a strong community feeling, which makes Happy Joe's a good fit.

Councilor Paper asked about the timeline for the business.

Mr. Smith anticipated seven to eight months.

Councilor Paper asked if the landlord was not cautious about potentially cannibalizing two of its existing businesses.

Mr. Smith replied that the existing pizza business is on borrowed time. He stated that ice cream for Happy Joe's is only about five percent of the sales, and therefore, they do not see that as real competition for the existing ice cream shop.

Councilor Paper recognized that the pizza shop would then essentially be replaced with this new business.

Councilor Mazzitello commented that he is a traditional Italian and hoped for some traditional menu options.

Councilor Paper moved to approve a traffic revision at 750 Main Street in the Village/Town Centre. Councilor Maczko seconded the motion.

Ayes: 5

Nays: 0

B) RESOLUTION 2025-56 SUPPORTING REMOVAL OF THE DORSET ROAD CONNECTION TO DELAWARE AVENUE AND CONSTRUCTION OF A CUL-DE-SAC ALONG DORSET ROAD

Assistant City Engineer Lucas Ritchie provided a brief background on this item. The Council was being asked to consider Resolution 2025-56 supporting the removal of the Dorset Road connection to Delaware Avenue and the construction of a cul-de-sac along Dorset Road.

Councilor Maczko asked if there had been any crash history or problems in that stretch of roadway.

Assistant City Engineer Lucas Ritchie replied that there are no known or reported accidents in the intersection. He noted that residents in that neighborhood spoke at the public hearing about incidents with vehicles in their yards during winter conditions.

Councilor Maczko stated that he has never heard of this being an issue, noting that he was a member of the Fire Department for 39 years. He asked about the length of the cul-de-sac that would be created.

Assistant City Engineer Lucas Ritchie replied that the cul-de-sac would be 600 to 620 feet in length.

Councilor Maczko asked if this option would require the purchase of right-of-way.

Assistant City Engineer Lucas Ritchie confirmed that it would require right-of-way acquisition and explained that the County would go through that process. He stated that this project, regardless of the alternative chosen, would include right-of-way acquisition. He stated that the acquisition would be at the cost of the County and provided more information on the project JPA. He stated that under the JPA, the City would pay 7.5 percent of the total project cost, and the City would use the MSA funds for its portion of the project costs.

Councilor Paper stated that in the plan, it appears land acquisition is only required from one property, while the other properties already have the necessary right-of-way provided.

Public Works Director Ryan Ruzek provided additional information on the right-of-way that was previously vacated. He noted that the map shows the street curb line and not the right-of-way.

Councilor Paper stated that when people are traveling east on Dorset and want to make a left turn onto Delaware, it can be challenging because of the sight lines.

Councilor Lorberbaum stated that she drove through this area recently, and the change makes sense in this case because of the opportunity with the larger road and trail project.

Assistant City Engineer Lucas Ritchie confirmed that this is a unique situation based upon the circumstances, related project and it would not be precedent-setting.

Councilor Lorberbaum commented that during the public hearing, a number of neighbors spoke about people speeding and asked for input from the Police Chief as to why the City does not use speed bumps.

Police Chief Kelly McCarthy stated that, as the engineering staff attested at the public hearing, speed bumps create issues for plows, noise, and environmental reasons. She commented that emergency vehicles also do not go over speed bumps well.

Mayor Levine asked for more information on the vacated parcel and home that would be removed.

Assistant City Engineer Lucas Ritchie identified the vacated parcel, noting that the property had been listed for sale, and as they vetted challenges, the County took the opportunity to acquire the property through sale. He explained that the home would be demolished, and once the project is completed, the County would sell the remainder of the lot, which would allow a single-family home to be built on the property with access to Beebe.

Mayor Levine acknowledged the need for that property as the proposed trail would almost touch the existing garage.

Public Works Director Ryan Ruzek commented that the lot is about ½ an acre and the County only needs about two feet off of Delaware and the area for the trail on the southern portion of the lot; therefore, the remainder of the lot would remain buildable.

Councilor Paper asked how the County's land acquisition is proceeding along Delaware.

Assistant City Engineer Lucas Ritchie stated that he is not sure how each property is progressing, but the process is progressing as expected. He noted that some properties are more challenging than others, and therefore, there are individual conversations with each property owner.

Acting Mayor Mazzitello asked and received confirmation that the County is designing this alternative as part of the Delaware project, will acquire the right-of-way, and will bid and oversee the construction of this part of the Delaware project. He stated that right-of-way acquisition is not something Mendota Heights typically does, but in this situation, because of the safety concerns and uniqueness, he can understand why this concept is being considered. He asked about the disposition of the no longer used Dorset Road right-of-way.

Assistant City Engineer Lucas Ritchie replied that it would be a turfed slope that would ideally remain within right-of-way, unless there are concerns with keeping the right-of-way.

Acting Mayor Mazzitello asked if the length and need for the cul-de-sac would be consistent with the City Code.

Community Development Manager Sarah Madden confirmed that the cul-de-sac would be warranted based on the current slope.

Acting Mayor Mazzitello invited any residents who wish to speak to step forward.

Mary Kirby, 3 Dorset Road, stated that she and her husband are in favor of the proposal. She stated that her largest concern is with the slope and runoff. She stated that she would have an interest in what is done with the vacated parcel and to learn of the management plans for the turf, noting that she would prefer more natural plantings.

Councilor Paper moved to adopt RESOLUTION NO. 2025-56 SUPPORTING REMOVAL OF THE DORSET ROAD CONNECTION TO DELAWARE AVENUE AND CONSTRUCTION OF A CUL-DE-SAC ALONG DORSET ROAD.

Councilor Lorberbaum seconded the motion.

Further discussion: Councilor Maczko stated that he has a challenge with this, related to consistency and how the City has approached cul-de-sacs within the city. He noted a recent development where lengths of cul-de-sacs were discussed in detail and recognized the preference for through streets in the community. He commented that the road does not seem as steep as it is stated in the report, and the road has existed in this manner for more than 74 years. He commented that the road has been reconstructed multiple times since that time, and this option has never been discussed. He stated that there are no documented issues at the intersection. He stated that this seems to be inconsistent with the City's desire for connectivity and not to have cul-de-sacs of this length. He stated that the trail placement would seem to alleviate the sight concerns at the intersection. He recognized that MSA funds would be used by the City for its share of the project costs, but noted that those funds could be used in ways other than property acquisition. He stated that he would not want to see the City spend any money for right-of-way acquisition and feels that this request is inconsistent with the documented position of the City related to cul-de-sacs.

Councilor Paper referenced the right-of-way and trail on the west side of Delaware, which would seem to change the slope to make it steeper if the road remained and they did not pursue the cul-de-sac option.

Assistant City Engineer Lucas Ritchie provided more information on how the slope would be shifted to the west. He stated that funds would be spent in either scenario, whether the cul-de-sac is constructed or the 185 feet to Delaware is reconstructed, and provided additional information on MSA funds.

Councilor Paper stated that if they proceed with the cul-de-sac, the trail connection serves a lot of purposes in connecting to what will be a nice trail along Delaware.

Councilor Lorberbaum stated that she understands the position of Councilor Maczko, and generally, she also opposes cul-de-sacs for the reasons expressed by Councilor Maczko. She stated that she also

understands the need to make this improvement because of the opportunity brought by the County and with the trail.

Mayor Levine stated that she is generally in favor, although she does share some concerns with the cost, as she would not want to put the burden on taxpayers. She stated that Dorset does not come in at a right angle, and they generally do not like streets connecting where there is not a right angle. She stated that this alternative would seem to create a safer environment and remove a steep grade that approaches a busy street.

Councilor Maczko commented that he has seen steeper streets and does not see the need for this. He commented that the City should never be in a position where it could lose MSA funds because they were not spent as they could be used on other road projects.

Public Works Director Ryan Ruzek explained that the City has purposely been saving MSA funds for the Delaware Avenue project to prepare for this expense.

Assistant City Engineer Lucas Ritchie added that the only current project that is part of an MSA route would be Decorah Lane as part of the Friendly Hills project, noting that 100 percent of those costs were already allocated from the MSA funds. He stated that they are unable to utilize all the MSA funding each year based on the availability of staff and the need to plan for future improvement projects.

Councilor Maczko commented that this would be one of the only cities in Minnesota to state they have trouble spending allocated funds, but recognized that it is a good position to be in.

Acting Mayor Mazzitello stated that, from the County's perspective, this includes two City intersections to the west, which are extremely close together, and recognized the County's desire to see one of those removed. He noted that Dorset comes in from the west and Moreland from the east, which is also not desirable for the County. He stated that it is then likely that the County would like to see the intersection removed, so alternatives were explored.

Assistant City Engineer Lucas Ritchie confirmed that it is correct.

Acting Mayor Mazzitello recognized that they would be removing the access to Dorset and Delaware, and a cul-de-sac is being pursued, as the residents in that neighborhood would still need emergency access. He referenced language within the City Code stating that cul-de-sacs shall not normally be longer than 500 feet, and it has been determined that the regulation is not enforceable, and cul-de-sacs longer than 500 feet have been approved; therefore, this would be consistent with prior City actions. He stated that cul-de-sacs are warranted where topographical conditions would preclude a through street. He recognized that 13.5 percent is larger than the allowed six percent; therefore, that topographic condition warrants a cul-de-sac. He stated that he is also very concerned with emergency access and prefers through streets but noted that there is an opportunity that the trail could be designed to accommodate an emergency vehicle, if it were necessary. He provided the steepness of other areas for comparison and asked others to consider driving up and down that slope in the winter conditions to get to their home. He believed that this is a fantastic solution to the issue and will be a great value to the City at a lower cost through the JPA and County-led project. He recognized that the City is holding MSA funds for large projects in the future where the City will be required to cost-share.

Ayes: 4

Nays: 1 (Maczko)

C) RESOLUTION 2025-57 APPROVING A MISSISSIPPI RIVER CORRIDOR CRITICAL AREA (MRCCA) PERMIT FOR 1867 HUNTER LANE (PLANNING CASE 2025-12)

Community Development Manager Sarah Madden provided a brief background on this item. The Council was being asked to consider a MRCCA Permit for M&M Home Contractors to allow for the construction of a new single-family home on the property located at 1867 Hunter Lane.

Councilor Maczko asked and received confirmation that the request fully complies with the City regulations related to the MRCCA process with no requested variances or areas of noncompliance.

Acting Mayor Mazzitello stated that there is no need for a variance or any Conditional Use Permit (CUP) required related to the Corridor Critical Area Ordinance.

Community Development Director Sarah Madden stated that the applicant will be submitting a CUP for the building height of the home, which is on track to go before the Planning Commission at its September meeting.

Acting Mayor Mazzitello referenced condition four and asked if that should be updated.

Community Development Director Sarah Madden replied that language is found within the findings of fact and not the draft resolution, but could be removed as described.

Councilor Paper asked for more information on the use of “low intensity” as used in number two on that same page of the staff report.

Community Development Director Sarah Madden replied that language is intended to acknowledge the distance between the boundaries of the primary conservation area and proposed improvements.

Councilor Maczko moved to approve RESOLUTION NO. 2025-57 APPROVING A MISSISSIPPI RIVER CORRIDOR CRITICAL AREA (MRCCA) PERMIT TO M&M HOME CONTRACTORS AND FOR THE PROPERTY LOCATED AT 1867 HUNTER LANE, WITH THE AMENDED LANGUAGE TO NUMBER FOUR AS DISCUSSED.

Councilor Lorberbaum seconded the motion.

Further discussion: Councilor Paper commented that it looks like this will be a nice home. He stated that it appears that this home will be 9,000 square feet, and while the report states that this home will be consistent with existing homes, this home would be double the size of existing homes. He asked about the height of the proposed retaining walls.

Public Works Director Ryan Ruzek commented that there are no walls higher than four feet. He stated that the wall along the northern property line would be two to three feet.

Councilor Paper commented that there is an issue with the proposed pitch of the roof.

Community Development Manager Sarah Madden replied that the applicant has indicated that there will be revised plans for the roof. She stated that the Building Code uses an averaging of heights between the two neighboring properties for a newly constructed home, and that was not caught during the initial review, so that will be discussed at a future request for a Conditional Use Permit.

Ayes: 5

Nays: 0

COMMUNITY ANNOUNCEMENTS

City Administrator Cheryl Jacobson announced upcoming community events and activities.

COUNCIL COMMENTS

Mayor Levine thanked Acting Mayor Mazzitello for conducting the meeting, as she came to the meeting straight from the airport. She expressed sympathy to the neighbors in southern Mendota Heights who experience low-flying planes on the current flightpath. She hoped that all students would experience a happy school year.

Councilor Lorberbaum commented that the noise continues from the airport as the runway is being repaired. She noted that improvement should be completed by September 26th, and the noise should be lessened at that time. She acknowledged the great work of Townsquare Television and the awards the organization recently received. A video clip was played highlighting the Cops and Bobbers event. She thanked the parks and recreation staff and the Police for a great event.

Councilor Maczko stated that as they reach the ceremonial end of summer, he reminded residents that kids are back in school, and it will get darker earlier in the day. He encouraged drivers to be alert for pedestrians and not become distracted while driving. He asked pedestrians to wear reflective clothing in the evening.

Councilor Paper thanked Dan Sherer for his time on the Park and Recreation Commission, recognizing that he was a great link between the Commission and the athletic association. He encouraged interested residents to apply for the vacant position on the Commission.

Acting Mayor Mazzitello stated that this is the first time since 2016 that a seated Mayor has not opened a meeting, which shows the dedication of the elected officials of Mendota Heights.

Mayor Levine acknowledged that she only missed the Consent Agenda and was present for the remainder of the meeting.

Acting Mayor Mazzitello commented on the recent football game he attended at TCO Stadium, noting that it was a great atmosphere and encouraged residents to support high school football. He stated that Labor Day is a recognition of those who labored to build this country, noting that most of the infrastructure in the early 1900s was built by immigrants. He stated that it has been 24 years since the

horrible day of September 11, 2001, and commented that it should never be forgotten or how the country united in the aftermath. He offered heartfelt condolences to the families, students, facilities, and staff of Annunciation School of Minneapolis. He commented on the need to stop energizing hate.

ADJOURN

Mayor Levine moved to adjourn.
Councilor Paper seconded the motion.
Ayes: 5
Nays: 0

Acting Mayor Mazzitello adjourned the meeting at 7:48 p.m.

Stephanie B. Levine
Mayor

ATTEST:

Nancy Bauer
City Clerk

CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY
STATE OF MINNESOTA

DRAFT Minutes of the Regular Meeting
Held Tuesday, August 19, 2025

Pursuant to due call and notice thereof, the regular meeting of the City Council, City of Mendota Heights, Minnesota, was held at 6:00 p.m. at City Hall, 1101 Victoria Curve, Mendota Heights, Minnesota.

CALL TO ORDER

Mayor Levine called the meeting to order at 6:00 p.m. Councilors Lorberbaum and Paper were also present. Councilors Mazzitello and Maczko were absent.

PLEDGE OF ALLEGIANCE

Council, the audience, and staff recited the Pledge of Allegiance.

AGENDA ADOPTION

Mayor Levine presented the agenda for adoption. Councilor Lorberbaum moved adoption of the agenda. Councilor Paper seconded the motion.

Ayes: 3

Nays: 0

PRESENTATIONS

A) SWEARING IN CEREMONY FOR MENDOTA HEIGHTS FIREFIGHTERS

Fire Chief Dan Johnson commented on the process that firefighters complete, including the in-house fire academy, all certifications, and their 12-month probationary period, as well as continued training.

Training Captain Becky Johnson introduced new firefighters Brandon Rebhan, Joe Fabiano and their guests who attended the meeting. They were then sworn in.

B) RECOGNITION AND PRESENTATION OF LIFE-SAVING AWARD

Police Captain Wayne Wegener provided information on a situation that took place on June 2nd when the department received a call related to a person in crisis attempting to jump from the Mendota bridge. Officers responded and, with the help of others, were able to rescue the individual and bring them to safety. The Officers and residents who responded were presented with Life-Saving Awards.

PUBLIC COMMENTS

No one from the public wished to be heard.

CONSENT AGENDA

Mayor Levine presented the consent agenda and explained the procedure for discussion and approval. Councilor Paper moved approval of the consent agenda as presented.

- a. Approval of August 6, 2025, City Council Minutes
- b. Approval of August 6, 2025, Council Work Session Minutes
- c. Acknowledge the June Par 3 Financial Report
- d. Approve the 2025-2026 Seasonal Compensation Pay Matrix
- e. Approve Resolution 2025-51 for a Joint Powers Agreement with the Bureau of Criminal Apprehension Financial Crimes Task Force
- f. Approve Resolution 2025-52 for a Joint Powers Agreement with Dakota County for Social Services Embedded Social Worker
- g. Award a Professional Services Contract for the Cherry Hill Pond Improvements
- h. Approve 2025 June Treasurer's Report
- i. Approval of Claims List

Councilor Lorberbaum seconded the motion.

Ayes: 3

Nays: 0

PUBLIC HEARING

No items scheduled.

NEW AND UNFINISHED BUSINESS

A) METROPOLITAN COUNCIL DISTRICT 15 REPRESENTATIVE VICTOR OBISAKIN INTRODUCTION

Victor Obisakin, the Metropolitan Council representative for District 15, introduced himself and provided information on his committee assignments and the Metropolitan Council. He noted that he plans to meet with mayors, commissioners, City development staff and will maintain open lines of communication to bring Metropolitan Council resources to the communities he serves.

The Council welcomed Victor Obisakin and looked forward to working with him.

COMMUNITY ANNOUNCEMENTS

City Administrator Cheryl Jacobson announced upcoming community events and activities.

COUNCIL COMMENTS

Councilor Lorberbaum thanked all heroes who were recognized tonight for saving a life. She also congratulated and thanked the two new firefighters and their families for their commitment to the

community. She commented on Heights Fest, which included wonderful events. She commented that a number of people attended the most recent Coffee with the Council.

Councilor Paper commented that Mendota Heights has amazing people in its community, which is part of what makes the city great. He stated that he is eager to work with Mr. Obisakin and looks forward to working with him.

Mayor Levine thanked the two new firefighters, recognizing their commitment to the community. She also recognized the four Officers and two community members who stepped in when someone needed help. She thanked City staff for their work on Heights Fest, noting that the food truck fest was her favorite event. She hoped to see residents at the concert in the park the following night, which will feature a local group from Mendota Heights. She commented that she received a letter from the League of Minnesota Cities, stating that Senator Matt Klein was recognized as a 2025 Legislator of Distinction.

Councilor Lorberbaum noted that typically the City sponsors the concerts in the park, but this week the event is sponsored by the Mendota Heights Community Foundation and thanked the organization.

ADJOURN

Councilor Paper moved to adjourn.

Councilor Lorberbaum seconded the motion.

Ayes: 3

Nays: 0

Mayor Levine adjourned the meeting at 6:37 p.m.

Stephanie B. Levine
Mayor

ATTEST:

Nancy Bauer
City Clerk

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CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY
STATE OF MINNESOTA

DRAFT Minutes of the City Council Work Session
Tuesday, August 19, 2025

Pursuant to due call and notice thereof, a work session of the Mendota Heights City Council was held at Mendota Heights City Hall, 1101 Victoria Curve, Mendota Heights, Minnesota.

CALL TO ORDER

Mayor Levine called the work session to order at 4:30 p.m. Councilors Lorberbaum and Paper were in attendance. Councilors Maczko and Mazzitello were absent.

Others present included: City Administrator Cheryl Jacobson, Assistant City Administrator Kelly Torkelson, Finance Director Kristen Schabacker, Public Works Director Ryan Ruzek, Community Development Manager Sarah Madden, Police Captain Wayne Wegener, Park and Recreation Director/Assistant Public Works Director Meredith Lawrence, and City Clerk Nancy Bauer.

Also in attendance was Scott Buell of Buell Consulting.

CELL TOWER ANTENNA PROPOSAL – WENTWORTH PARK

Public Works Director Ruzek reported that the city was approached by a representative from a third-party consultant to install a new cellular antenna at Wentworth Park. Buell Consulting later joined in to work on the proposal. The consultants represent Vertical Bridge, which is a partner of Verizon Wireless, and they construct cellular tower antennas and then lease the space back to Verizon Wireless.

Public Works Director Ruzek stated that the last cell tower antenna application the city received was in 2007 for Wentworth Park and City Hall. The applicant was T-Mobile, and the application was withdrawn due to public engagement during the process.

Public Works Director Ruzek reviewed the map that was included in the packet, showing two possible locations at Wentworth Park for a proposed cell tower antenna. The impacts on park activity, potential rent and terms of a lease agreement were highlighted.

S. Buell stated he is with Buell Consulting, which has been in business since 1991 and is local to the area, and then explained his company's role in locating and negotiating the installation of cellular towers.

Mayor Levine asked how cellular service works. S. Buell explained that devices connect through cell tower antennas and that coverage can be affected by obstacles and antenna placement.

Mayor Levine asked about cell phone connections. S. Buell reported that voice data is also digital data and uses similar frequencies. For digital voice, you do need a constant connection.

Public Works Director Ruzek explained that cell tower antennas require fiber optic lines underground to work. He also noted that the shape of the land, such as valleys like near Valley Park, can affect cell coverage.

Director Ruzek asked if coverage maps were available. S. Buell said coverage maps are considered proprietary information. He added that open-source data online may show coverage gaps.

Mayor Levine asked what area would benefit from the new antenna. S. Buell said it would mainly serve the north end of the city and relieve pressure on nearby overused towers.

Councilor Lorberbaum said she spoke with a resident in the Avenues and asked if that resident would notice an improvement. Director Ruzek responded that the new antenna would make a major improvement.

Councilor Lorberbaum asked if the property owners were aware of this discussion. Public Works Director Ruzek stated not directly since a formal proposal had not been received.

Councilor Lorberbaum asked how tall the cell tower antenna could be. S. Buell responded as tall as would be allowed.

Mayor Levine asked how tall the existing trees were by the proposed sites. Public Works Director Ruzek responded 60 to 80 feet tall.

Councilor Lorberbaum asked if other consultants were being considered. Director Ruzek said no and noted that a cell tower antenna is not critical to providers' networks.

Councilor Paper thanked S. Buell and said the project addresses a major coverage gap in the north end. He noted concerns from Avenues residents about cell service and stated the antenna will be a significant benefit for the community. He emphasized that the antenna is needed more by the community than by the cell companies and described the project as a major benefit for the city.

Councilor Paper asked about moving the proposed antenna closer to the Williams property and what space is needed for installation. S. Buell said the full 75x75 feet may not be required but could be needed during construction.

Councilor Paper asked about an estimated timeline for the project. S. Buell stated that if the project goes as planned, the Verizon equipment would be installed in early 2027.

Councilor Paper asked what was needed to complete the project. S. Buell stated the first step would be to have a fully negotiated lease agreement.

Councilor Paper asked what could stop the project. S. Buell replied that it could be stopped if a lease agreement could not be negotiated.

Councilor Paper asked when other carriers would be approached to locate on the cell tower antenna. S. Buell stated that it usually happens when the site is ready for construction and explained how that would work.

Councilor Paper asked if small cell tower antennas would be placed on the proposed cell tower antenna. S. Buell stated he did not think they would be needed.

Councilor Paper asked if the proposed antenna would help with coverage in Valley Park. S. Buell stated he did not know if it would. Public Works Director Ruzek stated that a post coverage map would be beneficial.

Mayor Levine stated that this is a Council priority.

City Administrator Jacobson asked if the difference between a monopole and a monopine pole could be described. Images were shown of the different types of poles. S. Buell described the differences between the two types of poles and offered locations where they could be seen nearby. He also stated that a monopine pole is more expensive to construct.

The different pole types were discussed along with the advantages and disadvantages of each.

Mayor Levine asked if Wentworth Park was the best spot to install a new cell tower antenna. S. Buell stated that after studying the area, it was determined to be the best spot and fit. It would be located on city property, on a large parcel, and it would not be too close to any owner's property lines.

Mayor Levine stated that it seemed to be the consensus to move forward in good faith and to prepare for the next step.

City Administrator Jacobson asked about rent, pole type, and the lease. S. Buell explained the lease would be with Vertical Bridge (Towers LLC), the proposed tower owner, with Verizon as the first tenant paying rent and encouraging others to join.

It was discussed what type of pole was preferred. It was the consensus to use a monopole, but more discussion was needed as two council members were absent.

Councilor Paper asked if notices sent to residents regarding this issue could be extended beyond the 350 feet. Public Works Director Ruzek stated that it could and has been done in the past.

Councilor Paper asked if notices set at 1250 feet would reach First Avenue. Different boundary lines were shown on a map to show the intended recipients of the notices.

S. Buell explained the initial terms of the agreement and stated that carriers prefer lower annual rent increases, around 1.5%, as higher rates over time make sites harder to sustain. Councilor Paper asked if 2% was unrealistic for an annual increase. S. Buell responded that it was not unrealistic.

ADJOURNMENT

Councilor Paper made a motion to adjourn the work session, and the motion was seconded by Councilor Lorberbaum. Motion carried 3-0. The meeting adjourned at 5:37 p.m.

Stephanie B. Levine, Mayor

ATTEST:

Nancy Bauer, City Clerk

CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY
STATE OF MINNESOTA

DRAFT Minutes of the City Council Work Session
Tuesday, September 3, 2025

Pursuant to due call and notice thereof, a work session of the Mendota Heights City Council was held at Mendota Heights City Hall, 1101 Victoria Curve, Mendota Heights, Minnesota.

CALL TO ORDER

Mayor Levine called the work session to order at 4:00 p.m. Councilors Lorberbaum, Maczko, Mazzitello and Paper were in attendance.

Others present included: City Administrator Cheryl Jacobson, Assistant City Administrator Kelly Torkelson (arrived at 5:10 pm), Finance Director Kristen Schabacker, Public Works Director Ryan Ruzek, Parks and Recreation Director/Assistant Public Works Director Meredith Lawrence, Police Chief Kelly McCarthy (left at 4:44 pm) and City Clerk Nancy Bauer.

CITY HALL/POLICE DEPARTMENT BUILDING

Also in attendance from ICS were Project Development Director Chris Ziemer, Project Development Director Kristen Duerr, and Project Development Specialist Karen Klein.

C. Ziemer reviewed the deficiencies of the current Mendota Heights City Hall and Police Department. He further stated a recent meeting was held with staff to review the wants versus the needs for the space. His presentation showed areas and pricing that could be eliminated. A revised design eliminated 7,500 square feet for the Police Department. A major cut was to 10 secured vehicle bays. City Hall requires minimal amount of additional space. The Police Department does need more space as there is no patrol room.

Mayor Levine asked if some of the spaces could be shared by City Hall employees and the Police Department. C. Ziemer stated the workout facilities could be shared as they are now. Police Chief McCarthy stated that because of privacy laws police areas would need to be secure and separate from City Hall.

Councilor Maczko asked if conference rooms could be shared if they were separated by locked doors. C. Ziemer said that it could be possible. A potential new conference room was discussed to be used as a classroom and for absentee voting.

C. Ziemer showed three facility options: 1. Renovating the existing building with additions (\$19,741,305), 2. Building a new police department building and renovating city hall (\$23,220,335), or 3. Construction of new facility that includes both police department and city hall (\$26,211,085).

Mayor Levine asked for clarification regarding the limitations for renovating compared to building a new building. C. Ziemer stated that a renovation would be limited by the existing structure constraints. A new building could be designed for the needs that are needed on day one.

Mayor Levine stated that the costs look to be less to renovate. C. Ziemer stated that what is not captured in the numbers are some things that need to be eliminated because of the fixed walls that are already existing. The renovations would need to be worked into the existing footprint plus adding any additional space.

Councilor Lorberbaum stated that some of the existing systems that would not change would cost more later. C. Ziemer stated that the roof would not be replaced if there was a remodel, but the roof would need to be replaced at a future time. The mechanical systems would be replaced with a remodel.

Councilor Maczko stated there would be efficiencies if the City Hall and Police Department were built one on top of the other. C. Ziemer stated that was correct and it would have a smaller site impact. There would still be inefficiencies that exist today such as who would have access to what areas in the building.

C. Ziemer stated that these discussions follow a five-phase process. The first two processes of a space needs study and facility assessment have been completed. The next steps are community engagement, optional election, and project implementation. There is a role of a Project Oversight Committee (POC) from planning through construction to help monitor scope (staff) and help with the process that flows up to the City Council.

C. Ziemer continued that there are three important components to a project: the need (scope), political and financial components that need to be considered before moving forward. The City Council and administration make the decisions in the best interests for the community, ensure that the taxpayers are receiving good value for the investment in the facilities, and the city is listening to community feedback.

In terms of community engagement, a thought exchange could be done with citizens. It would be a non-scientific study meant to be a quick high-level way to get to know the desire of the community. This has been effective when done in other communities. Based on that survey, a scientific survey could then be conducted. This survey would be data driven. Step three would be opening the building for tours and showing the challenges of the current building. This would also communicate a need to the community.

Mayor Levine asked about a task force. C. Ziemer stated that there would be a task force down the road with city staff and one or two councilors.

Councilor Maczko asked if community members would be on the task force. C. Ziemer stated that it could be a possibility.

Mayor Levine asked where the task force fits into this. C. Ziemer stated that it could be fit in a couple of different places. The difference between the Project Oversight Committee and Task Force were discussed.

Councilor Mazzitello stated that community feedback is valuable for the information received as someone else may see something that we do not. Councilor Lorberbaum agreed with the statement.

Councilor Maczko stated that he agreed that community feedback is valuable and work would need to be done to convince community members to be engaged.

C. Ziemer stated that the proposed timeline is for September to conduct the community thought exchange, and then in October that feedback would be discussed at work session. After that discussion the scientific survey would be conducted, with a decision to proceed with design by the end of December.

Councilor Mazzitello asked how the thought exchange survey would be conducted. C. Ziemer stated with a QR code on the website, flyers, and use of an email list. Other ways to promote the survey were discussed.

Councilor Maczko asked about the surveys being too open ended. C. Ziemer stated that the surveys will be conducted to gather the information that is needed.

Councilor Paper asked when a project would be ready to build or renovate. C. Ziemer stated if a decision was made in December, that bidding would be next year midfall and construction the following spring.

Councilor Lorberbaum asked if there was a referendum when would it be held. C. Ziemer stated that it would be at the November election next year.

Finance Director Schabacker asked if any funds needed to be added to the 2026 budget. She stated that right now there is about \$425,000 in the budget. C. Ziemer stated he would get back to her on an amount.

Councilor Maczko stated that a process that makes it clear and understandable for the community is the right and wisest thing to do.

FY2026 PROPOSED BUDGET REVIEW

City Administrator Jacobson stated that the preliminary budget approval needs to be at the September 16, 2025, City Council meeting. She recapped previous budget meetings that had been held and listed the budget item requests that had been declined. Staff had been directed to run numbers that were discussed at previous meetings. The consensus was to raise the level of 5% but no more than 5.25% and to maintain the 75% in the General Fund Balance per the Fund Balance Policy.

Finance Director Schabacker handed out spreadsheets with four budget scenarios and supporting documentation. She recapped the four scenarios, what was included in the budget request, and how the items would be paid for.

Councilor Paper asked about the proposed used water tanker truck replacement for the Fire Department and what it was used for. City Administrator Jacobson stated that at a previous budget work session it had been requested to purchase a new tanker truck. It was then the consensus to purchase a used water tanker truck.

Councilor Paper asked why it was being requested to be replaced. City Administrator Jacobson replied that it is a 2013 water tanker truck. Public Works Director Ruzek replied that it is hard to find new parts for the existing water tanker truck.

Mayor Levine asked about the payment received from Sunfish Lake for fire services. Finance Director Schabacker explained how their payment for fire services was calculated.

Councilor Mazzitello asked for the rate increase for the levy increase for the proposed scenarios. Finance Director Schabacker explained the scenarios showed a 4.94% increase in the levy. To get to 5.25% it could be increased about \$42,000. Councilor Mazzitello proposed adding \$25,000 to the building fund for the Police Department and City Hall.

Franchise fees were discussed, and it was the consensus to have a future discussion regarding franchise fees before the 2027 budget discussions.

City Administrator Jacobson discussed potential funding sources such as charitable gambling. Councilor Lorberbaum also said that sponsorships should be discussed.

Councilor Maczko stated he was uncertain of the additional hours for recycling, the Joint Powers Agreement, and asked why West St. Paul was no longer applying for the grant funds from Dakota County.

Parks and Recreation Director/Assistant Public Works Director Lawrence responded that Mendota Heights is taking on funding an additional eight hours for the position to help with Mendota Heights' sustainability efforts. All other hours are funded through the grant. Every city in Dakota County is required to comply with the ordinances Dakota County has in place.

Councilor Maczko stated that he thought that the Par 3 generator was unnecessary even though it is funded through the Par 3 funds. Parks and Recreation Director/Assistant Public Works Director Lawrence stated she believed that the generator was necessary, and the funds would come out of the Par 3 fund.

Councilor Maczko asked about the Fund Balance Policy. City Administrator Jacobson gave background information on the policy and how it affects the city bond rating and city's cash flow. The Fund Balance Policy states that the General Fund should be 75%.

Councilor Paper stated he thought that the Fund Balance Policy was going to be discussed at a work session. City Administrator Jacobson stated that it could be a topic for a work session.

The various budget scenarios that were presented were discussed. The Fire Department parking lot cost was discussed and whether it could be added to an Engineering project.

It was the consensus to use scenario two for the preliminary budget and add the fire station parking lot at \$80,000 and reduce the fire water tanker truck replacement amount to \$250,000 which would leave an additional \$30,000 cushion beyond the fund balance requirement.

Finance Director Schabacker summarized the results of the budget discussion and stated the levy will be at 4.94%. The net property tax impact will be about a \$111 increase for a \$550,000 home. Two things that have changed since the budget sheets were first handed out were the Police Department prosecutions costs increased by \$11,500 and one debt payment was reduced by \$38,500.

ADJOURNMENT

Councilor Mazzitello made a motion to adjourn the work session, and the motion was seconded by Councilor Paper. Motion carried. The meeting adjourned at 6:57 p.m.

Stephanie B. Levine, Mayor

ATTEST:

Nancy Bauer, City Clerk

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REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: September 16, 2025

AGENDA ITEM: Approve a Massage Therapist License

ITEM TYPE: Consent Item

DEPARTMENT: Administration

CONTACT: Nancy Bauer, City Clerk

ACTION REQUEST:

Approve a massage therapist license pending a successful background check.

BACKGROUND:

Lisa Grossman has submitted a massage therapist license to work at Hush Therapeutic Massage in Mendota Heights. She has completed the massage therapist license application. The Mendota Heights Police Department is currently processing the background check on the applicant.

The issuance of the massage therapist license will be dependent on the successful completion of the background check.

FISCAL AND RESOURCE IMPACT:

N/A

ATTACHMENTS:

None

CITY COUNCIL PRIORITY:

Economic Vitality & Community Vibrancy, Premier Public Services & Infrastructure

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REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: September 16, 2025

AGENDA ITEM: Approve Purchase of Twelve Radar Feedback Speed Limit Signs

ITEM TYPE: Consent Item

DEPARTMENT: Engineering

CONTACT: Lucas Ritchie, Assistant City Engineer
Ryan Ruzek, Public Works Director

ACTION REQUEST:

Approve the purchase of twelve radar feedback speed limit signs.

BACKGROUND:

Radar feedback speed limit signs are an effective tool for communicating vehicle speeds and reinforcing posted speed limits. The City of Mendota Heights has installed seven of these signs in recent years in response to neighborhood concerns about excessive speeding. Two signs are located on Marie Avenue, two on 1st Avenue, one near Two Rivers High School on Marie Avenue, and two on Emerson Avenue.

City staff have identified twelve additional priority locations for new radar feedback signs along Municipal State Aid (MSA) routes. Proposed locations include Emerson Avenue near Somerset Elementary School, Lake Drive near Saint Thomas Academy and Visitation School, Huber Drive and Mendota Heights Road near Friendly Hills Middle School, Victoria Road, and Wachtler Avenue. These routes often connect County Roads and State Highways where higher posted speeds can carry over into local streets, contributing to elevated traffic speeds.

The new signs will provide drivers with additional speed limit reminders while also collecting traffic data that can be analyzed to identify long-term speeding patterns. This information will help staff evaluate opportunities for future traffic calming measures and potential speed limit changes during roadway reconstruction projects.

FISCAL AND RESOURCE IMPACT:

Staff received a quote from Traffic Logix for radar feedback speed limit signs consistent with those already in use in the City to maintain uniformity. The cost is \$2,655 per sign, with a total of \$31,862 for twelve signs. Staff have consulted with MnDOT and confirmed the signs are eligible for 100% funding through Municipal State Aid (MSA) funds, resulting in no direct cost to the City's general fund.

ATTACHMENTS:

1. Traffic Logix Quote
2. Radar Feedback Sign Locations

CITY COUNCIL PRIORITY:

Premier Public Services & Infrastructure



Traffic Logix Corporation
 3 Harriett Lane
 Spring Valley, NY 10977 USA
Tel: (866) 915-6449
Fax: (844) 405-6449
www.trafficlogix.com

Quote Number QUO-48359-H5W8F5
 Created Date 9/3/2025
 Expiration Date 10/3/2025
 Prepared by Jim Entwistle

QUOTATION

Contact: Lucas Ritchie

City of Mendota Heights

Phone: 651-452-1366

Email: lritchier@mendotaheightsmn.gov

Shipping Address:

1101 Victoria Curve
 Mendota Heights, Minnesota 55118
 United States

Standard Features (Included) – Evolution Signs

- The Evolution radar feedback signs come with 1 year* of unlimited SafePace Cloud access. SafePace Cloud is renewable annually with bundling and multi-year term discounts available.
- Sign powers down when no traffic present
- Programmable Speed Violator Flashing Strobe Light
- Ambient Light Sensor and Automatic Brightness adjustment
- Banding Mount Bracket
- Bluetooth

** The 12-month trial period for SafePace Cloud begins upon shipment of the product(s) and is reserved for new Traffic Logix customers or for Traffic Logix customers who are renewing the Cloud service.*

Special Notes

Solar/Battery Power (lead acid) Universal Mounting Bracket, yellow faceplate (white also available at same cost).

Quote Line Items – All Prices shown are in \$ US Dollar

Product	Product Code	Quantity	Sales Price	Total Price
First Year Cloud Access-Radar Signs-LVL1-1Y	WD-RFS-L1-1Y	12.00000	\$0.00	\$0.00
Universal Mounting Bracket Assembly	SP1BK2	12.00000	\$167.00	\$2,004.00
Web Director "GSM/GPS Combo"- Global	SPGSMGPS-4G	12.00000	\$0.00	\$0.00
Evolution 12 English Yellow Solar w/Lead Acid Bat	EV12EYL-SOLLA	12.00000	\$2,414.00	\$28,968.00



Traffic Logix Corporation
 3 Harriett Lane
 Spring Valley, NY 10977 USA
Tel: (866) 915-6449
Fax: (844) 405-6449
www.trafficlogix.com

Quote Number QUO-48359-H5W8F5
 Created Date 9/3/2025
 Expiration Date 10/3/2025
 Prepared by Jim Entwistle

Totals

Subtotal:	\$30,972.00
Freight:	\$890.00
Sales Tax (if applicable):	\$0.00
Grand Total:	\$31,862.00

Terms: 1% - 10 days – Net 30

Payment: MC, VISA, AMEX. Credit card payments over \$10K will include an additional 2% fee.

Tax: IF TAX EXEMPT, Please Provide Tax Exempt Certificate with Order.

Freight: Freight quotation is valid for a period of 21 days after it is issued. Beyond that, freight quotations will require confirmation or adjustment.

Changes/Returns: 30% for standard orders and 50% on custom orders.

Delivery Requirements

Please Indicate the availability of the following as this determines the freight costs:

1. Do You have a Loading Dock? - Yes/No
2. Do you have a Fork Lift and Pallet Jack to unload? - Yes/No
3. Can access be gained by a 53 foot truck for delivery? - Yes/No
4. Is the delivery address a Construction site? - Yes/No
5. Is the delivery address a Military site? - Yes/No
6. If shipping to Military site, is a U.S. Driver required? - Yes/No

Quote Acceptance Information

Signature _____
 Name _____
 Title _____
 Date _____

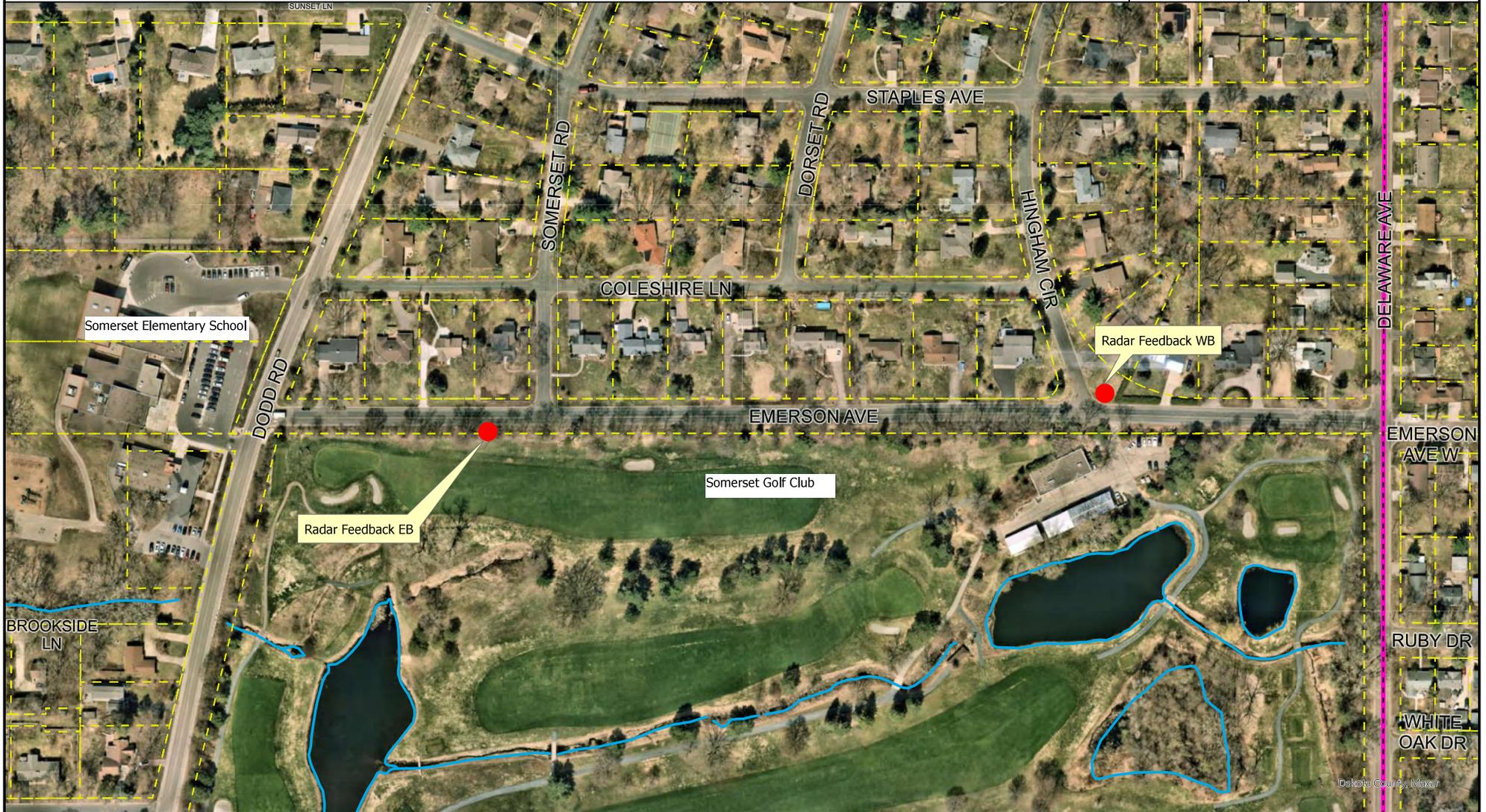
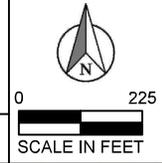
Thank you for choosing Traffic Logix. Please sign and return to:

jentwistle@trafficlogix.com
 Jim Entwistle
 Territory Manager
 +12177411639

Please complete to set up new account: <https://trafficlogix.com/business-application-form/>

Radar Feedback Layout - Emerson Avenue MSAS 112

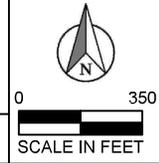
Date: 7/24/2025



Dakota County, Maxer

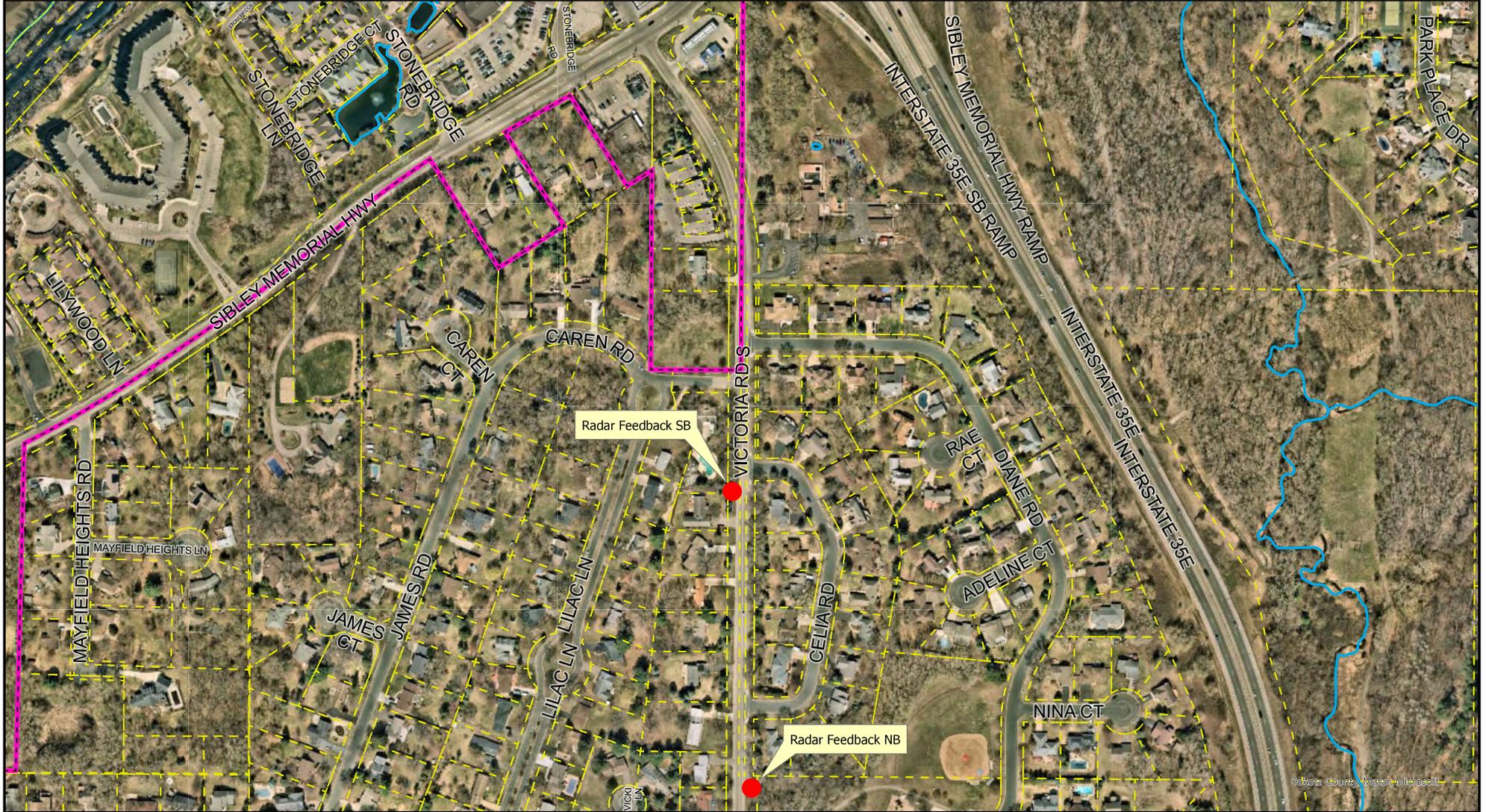
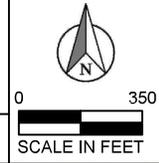
Radar Feedback Layout - Lake Drive MSAS 111

Date: 7/24/2025



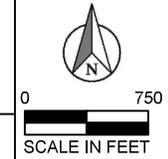
Radar Feedback Layout - Victoria Road S MSAS 107

Date: 7/24/2025



Radar Feedback Layout - Wachtler Avenue CR 8

Date: 7/24/2025



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REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: September 16, 2025

AGENDA ITEM: Adopt Resolution 2025-61 Calling for an Assessment Hearing on the Friendly Hills Neighborhood Improvements

ITEM TYPE: Consent Item

DEPARTMENT: Engineering

CONTACT: Lucas Ritchie, Assistant City Engineer

ACTION REQUEST:

Adopt Resolution 2025-61 calling for an assessment hearing on the Friendly Hills Neighborhood Improvements project

BACKGROUND:

On September 17, 2024, the City Council adopted Resolution 2024-49 ordering the Friendly Hills Neighborhood Improvements and directing staff to prepare plans and specifications for this street rehabilitation project. The plans were approved and authorized for bidding on February 4, 2025, and a construction contract was awarded to Bituminous Roadways, Inc. in the amount of \$6,989,882.00 on March 18, 2025.

The Friendly Hills Neighborhood Improvements are being financed by Special Assessments, Municipal Bonds, Saint Paul Regional Water Services Funds, Park Funds, Franchise Fees, and Utility Funds. The project costs are further expanded to include indirect costs for administration, engineering, finance, legal, etc.:

Project Total	2025 Estimated Costs	2026 Estimated Costs	Total Estimated Costs (2025 and 2026)
Street Improvements	\$1,533,948.17	\$1,588,074.30	\$3,122,022.47
Indirect Costs for Street Improvements (20%)*	\$306,789.63	\$317,614.86	\$624,404.49
Total Costs for Street	\$1,840,737.80	\$1,905,689.16	\$3,746,426.96

Improvements			
Park Improvements	\$141,572.51	\$59,606.25	\$201,178.76
Indirect Costs Park Improvements (20%)*	\$28,314.50	\$11,921.25	\$40,235.75
Total Costs for Park Improvements	\$169,887.01	\$71,527.50	\$241,414.51
Storm Sewer Improvements	\$396,777.73	\$338,144.60	\$734,922.33
Watermain Improvements	\$5,454.00	\$15,756.00	\$21,210.00
Sanitary Sewer Improvements	\$743,584.40	\$80,515.00	\$824,099.40
Total Cost for Utility Improvements	\$1,145,816.13	\$434,415.60	\$1,580,231.73
Saint Paul Regional Water Service Watermain Replacement	\$1,235,732.15	\$708,744.90	\$1,944,477.05
Indirect Costs for SPRWS (15%)*	\$185,359.82	\$106,311.74	\$291,671.56
Total Cost for SPRWS Improvements	\$1,421,091.97	\$815,056.64	\$2,236,148.61
Total Improvement Cost	\$4,057,068.96	\$2,790,841.05	\$6,847,910.01
Total Indirect Costs*	\$520,463.96	\$435,847.85	\$956,311.80
Total Cost	\$4,577,532.92	\$3,226,688.90	\$7,804,221.81
Rounded Total Cost	\$4,577,533.00	\$3,226,689.00	\$7,804,222.00

*Indirect costs include legal, engineering, administration, and finance

Funding Source	Project Total
Municipal Levy	\$1,348,553.48
Park Fund (Municipal Levy)	\$218,375.46

Total Municipal Levy	\$1,566,928.94
Park Fund (Utility Franchise Fee)	\$23,039.05
City Assessment (Utility Franchise Fee)**	\$112,906.02
Municipal State Aid Funds (Roadway)	\$524,660.00
Municipal State Aid Funds (Storm Sewer)	\$68,822.30
Residential Assessments (50%)**	\$1,760,307.46
Utility Fund - Storm Sewer	\$666,100.03
Utility Fund - Sanitary	\$824,099.40
Utility Fund - Water	\$21,210.00
Saint Paul Regional Water Services	\$2,236,148.61
Total	\$7,804,221.81

FISCAL AND RESOURCE IMPACT:

None at this time. Project costs will be refined and updated as part of the special assessment hearing, scheduled for October 21, 2025. All properties within the project limits will be included in this assessment hearing, regardless of whether construction occurs adjacent to the property in 2025 or 2026.

ATTACHMENTS:

1. Resolution 2025-61 Calling for an Assessment Hearing on the Friendly Hills Neighborhood Improvements

CITY COUNCIL PRIORITY:

Premier Public Services & Infrastructure

**CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 2025-61

**RESOLUTION CALLING FOR AN ASSESSMENT HEARING ON THE FRIENDLY
HILLS NEIGHBORHOOD IMPROVEMENTS**

WHEREAS, the City Council, approved Resolution 2024-49 Ordering Plans for the Friendly Hills Neighborhood Improvements; and

WHEREAS, the plans for the Friendly Hills Neighborhood Improvements were approved and authorized for an advertisement for bids under Resolution 2025-09; and

WHEREAS, the City Council accepted the bids and authorized and approved a contract with Bituminous Roadways, Inc under Resolution 2025-14 for their low bid of \$6,989,882.00; and

WHEREAS, the City Council desires to specially assess the benefitting properties following the Mendota Heights Street Reconstruction and Assessment Policy; and

NOW THEREFORE, BE IT RESOLVED, the Mendota Heights City Council will consider the special assessments, and an assessment hearing shall be held on such proposed assessments on the twenty-first day of October, 2025, before the City Council in the Mendota Heights City Hall located at 1101 Victoria Curve at 6:00 p.m.

The City Clerk is hereby directed to give published, posted, and mailed notice of such hearing as required by law including total project costs and assessment amounts

Adopted by the City Council of the City of Mendota Heights this sixteenth day of September, 2025.

**CITY COUNCIL
CITY OF MENDOTA HEIGHTS**

BY _____
Stephanie B. Levine, Mayor

ATTEST

BY _____
Nancy Bauer, City Clerk

licensee. No person other than the licensee or an employee of the licensee shall be permitted to manage or operate an establishment licensed under this chapter until the City Council has reviewed and approved the management agreement and any amendments thereto.

The city clerk has received the Interim Management Agreement and presents it for city council approval. Once executed by the seller and buyer, the Interim Management Agreement allows the new owner to continue the sale of intoxicating liquor for 90 days, while completing their full licensing application with the State and the City.

The city attorney has reviewed the agreement for compliance with city code.

FISCAL AND RESOURCE IMPACT:

N/A

ATTACHMENTS:

1. Interim Management Agreement Courtyard by Marriott Minneapolis St. Paul Airport

CITY COUNCIL PRIORITY:

Economic Vitality & Community Vibrancy, Inclusive and Responsive Government

**INTERIM MANAGEMENT AGREEMENT
COURTYARD BY MARRIOTT MINNEAPOLIS ST. PAUL AIRPORT**

THIS INTERIM MANAGEMENT AGREEMENT (“**Agreement**”) is made as of this ___ day of _____, 20___ (“**Effective Date**”) by and between Courtyard Management LLC, a Delaware limited liability company (“**Licensee**”), Hi-Tech Hospitality (“**Manager**”), and Maverick Investment Group (“**New Owner**”).

WHEREAS, Licensee has been issued one or more licenses (collectively the “**Liquor License**”) by the City of Mendota Heights, a Minnesota municipal corporation (“**City**”), authorizing Licensee to sell and serve alcoholic beverages at certain portions (the “**Facilities**”) of the real property and improvements commonly known as the Courtyard Minneapolis St. Paul Airport located at 1352 Northland Drive, Mendota Heights, Minnesota 55120 (the “**Property**”);

WHEREAS, concurrently with the execution and delivery of this Agreement, the Property is being sold, assigned and transferred by CBM Two Hotels Limited Partnership to New Owner;

WHEREAS, New Owner desires to grant to Licensee the right to continue to operate all liquor-related operations at the Facilities until such time as Manager, or its affiliate, is issued a Retail On-Sale Intoxicating Liquor License by the City, for the operation of the Facilities (“**New Liquor License**”);

WHEREAS, Licensee desires to engage the Manager to manage and control the Facilities during the Interim Period (defined below), subject to the terms and conditions hereinafter set forth; and

WHEREAS, Manager desires to operate the Facilities during the time period between the Effective Date and the earlier of (a) such time as Manager, or its affiliate, is issued the New Liquor License or (b) the day which is ninety (90) days after the Effective Date (the “**Interim Period**”), subject to the terms and conditions hereinafter set forth.

NOW, THEREFORE, for Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Recitals. The recitals set forth above are true and correct and are incorporated herein by reference.
2. Grant of Concession. New Owner hereby grants to Licensee the concession to conduct the operation of the Facilities during the Interim Period on the terms and conditions set forth in this Agreement.
3. Rent. In consideration of New Owner's granting Licensee the right to operate the Facilities, Licensee agrees to pay Manager rent (the "Rent") in the amount of Ten dollars (\$10.00) per thirty (30) day period of the Term, payable within five (5) business days

after the earlier of the final day of the applicable thirty (30) day period or termination of this Agreement, which amount shall be prorated if applicable.

4. Sales Tax. During the Interim Period, Licensee shall be responsible for and pay any and all sales and/or liquor taxes (hereafter "sales taxes") related to the Alcohol Operations at the Facilities during the Interim Period. Manager shall timely deliver to Licensee complete and correct accountings showing all relevant sales transactions and calculations of said sales taxes. All sales tax collected by Manager related to the Alcohol Operations at the Facilities shall be remitted to Licensee no later than the fifth (5th) day of each month so that Licensee may timely remit the same to the appropriate governmental authorities. Licensee agrees to remit such sales tax in accordance with all legal requirements and file all appropriate tax returns. Should any penalties or interest arise due to Manager's failure to timely submit tax information to Licensee, such penalties and interest will be the responsibility of the Manager. Repeated delays in remittance of sales taxes to Licensee will result in closure of applicable sales tax accounts with the governmental authorities. Additionally, Manager shall immediately inform Licensee via email at MBS.SalesTax@Marriott.com when this Agreement is no longer required.

5. Engagement of Manager and Duties. Licensee hereby engages the Manager to conduct the daily operations of the Facilities during the Interim Period.

6. Alcoholic Beverage License; Compliance with Laws. Immediately upon completion of the sale, assignment, or transfer of the Property to the New Owner, the New Owner shall apply for a Retail On-Sale Intoxicating Liquor License from the City of Mendota Heights. At all times during the term of this Agreement, New Owner, Manager and Licensee shall comply with any and all relevant ordinances, laws, statutes and other requirements imposed by the City and by the State of Minnesota with respect to the Liquor License and shall keep the Liquor License in full force and effect and in good standing, provided that Licensee shall not be deemed to be in default under this Agreement if the Liquor License is revoked, terminated, suspended or not renewed as a result of Manager's operation, control and management of the Facilities or its use, or the result of its use, of the Liquor License hereunder.

7. Operating Expenses. All ongoing expenditures incurred during the ordinary course of business necessary to maintain and continue the Licensee's business including, but not limited to sales taxes, the cost of alcoholic beverages and other fees directly related to the Licensee's Business (collectively, "Operating Expenses"), shall be paid by Licensee from the Business's Operating Account; provided, however, that if Licensee's License shall require payment of renewal fees during the term of this Agreement or while any temporary permit is outstanding, Manager shall pay the renewal fees from its account. Upon execution of the Agreement, the parties will, in good faith, negotiate the exact cost allocation and method of accounting to be employed to fulfill the intent of this Section 7.

8. Insufficient Sales. Manager shall look exclusively to revenues from the sale of alcoholic beverages at the Hotel for payment of any Operating Expense, the Management Fee, or other cost or fee hereunder.

9. Management Fee. In consideration of Manager's performance of its obligations under this Agreement, Licensee shall pay to Manager for the management of Licensees business a fee equal to ten dollars (\$10.00) per each thirty (30) day period (each a "Period") of the Term (the "Management Fee"), payable within five (5) business days after the earlier of the final day of the applicable Period or termination of the Agreement, which amount shall be prorated for any partial period.

10. Insurance.

a) New Owner shall carry and maintain at its own cost and expense the following during the term of this Agreement:

i) Workers' compensation insurance that complies with the applicable workers' compensation laws governing the Manager and all employees working for Manager and employers' liability insurance with a minimum limit of \$1,000,000 (ONE MILLION DOLLARS and 00/100) each accident and disease.

ii) Comprehensive general liability insurance including liquor liability, contractual liability and liability for bodily injury or property damage, with a combined single limit of not less than \$1,000,000 (ONE MILLION DOLLARS AND 00/100) for each occurrence. Such insurance shall name Marriott International, Inc., Licensee, and Manager as an additional insured.

iii) Automobile liability insurance covering all owned, non-owned, and hired vehicles used in conjunction with the Services for bodily injury or property damage with a combined single limit of not less than \$1,000,000 (ONE MILLION DOLLARS and 00/100) each occurrence. Such insurance shall name Marriott International, Inc., Manager, and Licensee as an additional insured.

iv) Umbrella excess liability insurance that follows the form of the insurance coverages required in sections (ii) (including liquor liability coverage) and (iii) of this Insurance section, in amount of not less than \$50,000,000 (FIFTY MILLION DOLLARS AND 00/100). Such insurance shall name Marriott International, Inc., Manager, and Licensee as an additional insured.

b) All policies shall be specifically endorsed to provide that (1) the coverages obtained by virtue of this Agreement will be primary and (2) any insurance carried by Licensee or its affiliates shall be excess and non-contributory. All policies shall be specifically endorsed to provide that such coverage shall not be canceled or materially reduced without at least thirty (30) days prior written notice to Licensee. New Owner shall deliver certificates of insurance to the City upon execution of this Agreement. New Owner, upon twenty-four (24) hours notice by Licensee, shall deliver certificates of insurance and any renewals thereof to Licensee and to the City, which evidences the required coverages.

c) Licensee shall continue to carry and maintain liability insurance as the named insured as required by Minn. Stat. 340A.409 during the Interim Period.

11. Indemnification.

a) New Owner and Manager shall indemnify and hold harmless Licensee, its officers, directors, shareholders, employees, subsidiaries, agents, and affiliates (individually, "Indemnitee," or, collectively, "Indemnitees") from and against any and all damages, costs, losses, expenses, unpaid operating expenses, obligations, suits, claims or liabilities of every kind and description including allegations of negligence by Indemnitees and including reasonable attorneys' fees ("Damages") sustained by any of the Indemnitees to the extent that such Damages arise from or are related to: (i) the Licensee's Business; (ii) the operation of the Hotel; (iii) the sale or provision of alcoholic beverages, other beverages or food by any person to any person in or around the Hotel; (iv) the employment or use of any employee, agent, or independent contractor by the New Owner and/or Manager; and (v) any action or inaction by any entity or person on or in either the Hotel or any property owned, leased, or under the exclusive or shared control of the New Owner and/or Manager.

b) Upon discovery by the New Owner and/or Manager of facts giving rise to a claim for indemnity under the provisions of this Agreement ("Claim"), including receipt of notice of any demand, assertion, claim, action or proceeding, judicial or otherwise by any person or entity, the New Owner and/or Manager will give prompt notice thereof in writing to the Licensee. Upon receipt of such notice, Indemnitees shall make written demand for indemnification under this Agreement.

c) Indemnitees shall have the right, through counsel of its choice, subject to New Owner and/or Manager's approval, not to be unreasonably withheld, conditioned or delayed and at the New Owner's and/or Manager's expense, to control the defense or response to any such action if it could affect the interests of any Indemnitee, and such undertaking by an Indemnitee shall not diminish the New Owner's and Manager's obligations to Indemnitees hereunder, in any manner or form. Under no circumstances shall any Indemnitee be required or obligated to seek recovery from third parties or otherwise mitigate its losses in order to maintain a claim under this indemnification and against the New Owner and/or Manager, and the failure of any Indemnitee to pursue such recovery or mitigate loss will in no way reduce the amounts recoverable by any Indemnitee from New Owner and/or Manager. New Owner and/or Manager shall have the right to approve any settlement in excess of fifty thousand dollars (\$50,000.00) reached during the course of any such action, and New Owner's and/or Manager's approval of such settlement shall not be unreasonably withheld, conditioned or delayed.

d) The New Owner and Manager acknowledge that Indemnitees and their officers are principals in several entities holding permits and licenses for the sale of alcoholic beverages ("Permitted Operations"), and that any violation of any rule or

regulation governing the License may have an adverse effect on such other permits and licenses and the holding of same. The New Owner and Manager further acknowledge its full responsibility for conducting the Licensee's Business pursuant to Licensee's direction and in accordance with this Agreement, and agree that the New Owner and Manager shall pay to Indemnitees the amount of any Damages to which Indemnitees may become entitled by reason of the provisions of this Agreement, such payment to be made within thirty (30) calendar days after any such amount of Damages is finally determined either by mutual agreement of the parties hereto or otherwise pursuant to this Agreement. Said Damages shall include any and all loss that Indemnitees shall suffer to any Permitted Operations and the results thereof.

e) New Owner and Manager specifically acknowledge and agrees that (i) Licensee enjoys significant goodwill with both the public as well as governmental agencies exercising jurisdiction over the Licensed Premises; and (ii) any enforcement action or administrative sanction imposed or threatened to be imposed upon the License will cause substantial and incalculable harm to both Licensee's goodwill and reputation generally, resulting in undeterminable economic damage to Licensee. New Owner and Manager agree, therefore, that New Owner and Manager will pay to Licensee an amount equal to fifty thousand dollars (\$50,000.00) if New Owner and/or Manager receives notice from any governmental agency that such agency has imposed or may impose against either Licensee or the License any administrative sanction or other penalty.

f) The obligations of the New Owner and Manager under this Section 11 shall survive the termination or expiration of this Agreement.

12. Termination. This Agreement shall automatically terminate upon the expiration of the Interim Period.

13. Entire Agreement. This Agreement supersedes any agreements made between the parties relating to its subject matter. There are no other understandings or agreements between them relating to the subject matter hereof.

14. Governing Law and Venue. This Agreement shall be construed in accordance with and governed by the laws of the State of Minnesota.

15. Binding Effect. The provisions of this Agreement shall be binding upon and inure to the benefit of both parties and their respective legal representatives, successors and assigns.

16. Power. Each of Licensee, Manager and New Owner represents that it has the legal power, right and authority to enter into this Agreement and the instruments referenced herein, and to consummate the transactions contemplated hereby.

17. Authority. Each of the individuals executing this Agreement and the instruments referenced herein on behalf of Licensee, Manager and/or New Owner represents that he or she has the legal right, power and authority to bind the party on whose behalf such individual is executing this Agreement and such other instruments to the terms and conditions hereof and thereof.

18. Validity. This Agreement is and shall a valid, legally binding obligation of and enforceable against Licensee, Manager and New Owner in accordance with its terms, subject only to applicable laws affecting or limiting the rights of contracting parties generally.

19. Severability. If any provision of this Agreement should be determined to be invalid for any reason, the remaining provisions shall remain in effect for life of the Agreement.

20. Attorney's Fees. In the event of any litigation, mediation, or arbitration in connection with or with respect to this Agreement, the prevailing party shall be awarded all costs, including, without limitation, reasonable attorney's fees.

21. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, and all of which, taken together, shall constitute one and the same agreement.

22. City Approval of Agreement. The Licensee, Manager and New Owner acknowledge that this Agreement must be approved by the City Council of the City of Mendota Heights prior to the Manager engaging in any activities or obligations related to the Liquor License at the Facilities or on the Property as provided in this Agreement.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement as of the Effective Date.

MANAGER:

Hi-Tech Hospitality

By: _____
Name: _____
Title: _____

LICENSEE:

Courtyard Management, LLC a Delaware limited liability company

By: _____
Name: _____
Title: _____

NEW OWNER:

Maverick Investment Group

By: _____
Name: _____
Title: _____



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: September 16, 2025
AGENDA ITEM: Claims List Summary
ITEM TYPE: Consent Agenda
FROM: Kristen Schabacker, Finance Director *KMS*

BACKGROUND

Significant Claims

Met Council Environmental Services – September Sewer Service	\$ 120,291.59
US Bank – Monthly Purchases	\$ 19,868.53
Inspectron – July 2025 Building Inspections	\$ 79,963.55
Bituminous Roadways – Friendly Hills Street Improvement Project	\$ 679,703.91
Campbell Knutson – July Legal Services	\$ 14,495.11
Dukes Roots Control – Sewer Operating Supplies	\$ 4,809.17
Everlast Rehab – Sewer/Storm Sewer Repair	\$ 6,900.00
Kimley-Horn & Associates – Friendly Hills Street Project Services	\$ 44,199.45
LMCIT – Insurance Claim	\$ 7,527.35
Mid Northern Services – Street Light LED Upgrade	\$ 45,000.00
NAC Mechanical & Electric – Fire Station Building Maintenance	\$ 5,138.97
Northfield Solar – July Utilities	\$ 12,399.59
Target Solutions Learning – Fire Department Software	\$ 4,722.60

Manual Checks Total	\$ 224,423.67
System Checks Total	\$ 943,900.66

Total of the list of claims for September 16, 2025 City Council meeting \$1,168,324.33

RECOMMENDATION

Staff recommends the Mendota Heights City Council approve the list of claims for Sept 16, 2025.

CITY OF MENDOTA HEIGHTS

Claims List
MANUAL CHECKS
08/31/25 MAN

Account	Comments	DEPT Descr	Amount
METRO COUNCIL ENVIRONMENT SVC			
E 15-4449-060-60	SEPT SEWER SERVICE	Utility Enterprise	\$120,291.59
METRO COUNCIL ENVIRONMENT SVC			\$120,291.59
MISSION SQUARE (ICMA RETIREMENT)			
G 01-2073	8/29/25 PAYROLL		\$150.00
G 01-2072	8/29/25 PAYROLL		\$4,150.00
MISSION SQUARE (ICMA RETIREMENT)			\$4,300.00
U. S. BANK			
E 01-4300-020-20	OFFICE SUPPLIES - PD	Police	\$103.63
E 01-4300-050-50	OFFICE SUPPLIES - PW	Road & Bridges	-\$175.97
E 15-4300-060-60	OFFICE SUPPLIES - PW	Utility Enterprise	-\$175.98
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$306.20
E 01-4330-215-70	TRASH CANS - PARKS	Parks & Recreation	\$779.10
E 01-4300-070-70	OFFICE SUPPLIES - PW	Parks & Recreation	\$165.95
E 01-4300-050-50	OFFICE SUPPLIES - PW	Road & Bridges	\$165.95
E 01-4330-215-70	PLAYGROUND MAT - PARKS	Parks & Recreation	\$1,196.94
E 01-4300-050-50	OFFICE SUPPLIES - PW	Road & Bridges	\$33.19
E 01-4300-020-20	OFFICE SUPPLIES - PD	Police	\$9.58
E 01-4300-020-20	OFFICE SUPPLIES - PD	Police	\$144.99
E 01-4301-020-20	COMPUTER HARDWARE/SOFT	Police	\$69.99
E 01-4305-030-30	OPERATING SUPPLIES - FIRE	Fire	\$19.85
E 01-4490-109-09	MTG SUPPLIES - CITY COUNCI	City Council	\$139.60
E 15-4300-060-60	OFFICE SUPPLIES - PW	Utility Enterprise	\$165.94
E 01-4300-050-50	OFFICE SUPPLIES - PW	Road & Bridges	\$175.97
E 01-4300-050-50	OFFICE SUPPLIES - PW	Road & Bridges	\$50.66
E 15-4300-060-60	OFFICE SUPPLIES - PW	Utility Enterprise	\$50.65
E 15-4400-060-60	PESTICIDE SAFETY RECERT - R	Utility Enterprise	\$145.00
E 29-4330-000-00	EQUIP REPAIR - STORMWATER	Spec Fds	\$703.31
E 15-4305-060-60	OPERATING SUPPLIES - UTILIT	Utility Enterprise	\$53.40
E 01-4300-070-70	OFFICE SUPPLIES - PW	Parks & Recreation	-\$175.97
E 01-4300-070-70	OFFICE SUPPLIES - PW	Parks & Recreation	\$175.97
E 15-4300-060-60	OFFICE SUPPLIES - PW	Utility Enterprise	\$33.20
E 15-4300-060-60	OFFICE SUPPLIES - PW	Utility Enterprise	\$175.98
E 01-4305-070-70	OPERATING SUPPLIES - PW	Parks & Recreation	\$139.11
E 01-4305-050-50	OPERATING SUPPLIES - PW	Road & Bridges	\$139.11
E 15-4305-060-60	OPERATING SUPPLIES - PW	Utility Enterprise	\$139.12
E 01-4300-070-70	OFFICE SUPPLIES - PW	Parks & Recreation	\$33.19
E 01-4435-200-70	8/6/25 SWANK MOTION PICTU	Parks & Recreation	\$765.00
E 01-4330-215-70	PARK MAINTENANCE	Parks & Recreation	\$66.00
E 01-4305-050-50	OPERATING SUPPLIES - PW	Road & Bridges	\$23.43
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$54.39
E 01-4333-075-75	SUPPLIES - NATURAL RESOUR	Natural Resources	\$22.79
E 01-4300-110-10	OFFICE SUPPLIES - ADMIN	Administration	\$514.90
E 01-4333-075-75	SUPPLIES - NATURAL RESOUR	Natural Resources	\$575.18
E 01-4333-075-75	SUPPLIES - NATURAL RESOUR	Natural Resources	\$32.59
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$15.00
E 01-4305-070-70	OPERATING SUPPLIES - PW	Parks & Recreation	\$23.43
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$41.52
E 15-4305-060-60	OPERATING SUPPLIES - PW	Utility Enterprise	\$23.43
E 01-4305-070-70	OPERATING SUPPLIES - PW	Parks & Recreation	\$288.10
E 29-4490-000-00	STORMWATER	Spec Fds	\$68.10

CITY OF MENDOTA HEIGHTS

Claims List
MANUAL CHECKS
08/31/25 MAN

Account	Comments	DEPT Descr	Amount
E 01-4305-070-70	OPERATING SUPPLIES - PW	Parks & Recreation	\$14.48
E 01-4305-050-50	OPERATING SUPPLIES - PW	Road & Bridges	\$14.48
E 15-4305-060-60	OPERATING SUPPLIES - PW	Utility Enterprise	\$14.48
E 01-4490-109-09	MTG SUPPLIES - CITY COUNCI	City Council	\$205.52
E 01-4333-075-75	SUPPLIES - NATURAL RESOUR	Natural Resources	\$175.61
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$44.96
E 01-4490-109-09	MTG SUPPLIES - CITY COUNCI	City Council	\$113.57
E 01-4400-105-15	TRAINING - K. SPREITER	Engineering Enterprise	\$500.00
E 01-4333-075-75	TREE PLANTING - NATURAL RE	Natural Resources	\$12.88
E 01-4400-110-10	CLERKS ACADEMY - N. BAUER	Administration	\$325.00
E 01-4490-110-10	EMPLOYEE PICNIC	Administration	\$154.96
E 01-4333-075-75	SUPPLIES - NATURAL RESOUR	Natural Resources	\$56.90
E 08-4280-000-00	WASTE DISPOSAL - CITY HALL	Spec Fds	\$4.07
E 01-4333-075-75	SUPPLIES - NATURAL RESOUR	Natural Resources	\$31.47
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$40.70
E 01-4333-075-75	SUPPLIES - NATURAL RESOUR	Natural Resources	\$54.98
E 01-4333-075-75	SUPPLIES - NATURAL RESOUR	Natural Resources	\$60.33
E 08-4280-000-00	WASTE DISPOSAL - CITY HALL	Spec Fds	\$10.20
E 01-4333-075-75	SUPPLIES - NATURAL RESOUR	Natural Resources	\$90.79
E 01-4305-030-30	NIGHT TO UNITE SUPPLIES - F	Fire	\$89.59
E 45-4334-045-45	COURSE MAINT - PAR 3	Golf Course	\$86.44
E 45-4334-045-45	MAINTENANCE - PAR 3	Golf Course	\$10.68
G 45-2035	CONCESSIONS - PAR 3		-\$3.20
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$49.70
E 01-4435-200-70	PARKS CELEBRATION - REC	Parks & Recreation	\$119.99
E 01-4435-200-70	PARKS CELEBRATION - REC	Parks & Recreation	\$19.99
E 01-4300-070-70	OFFICE SUPPLIES - PW	Parks & Recreation	\$50.66
E 45-4435-200-45	WOMENS LEAGUE - PAR 3	Golf Course	-\$15.18
E 45-4435-200-45	WOMENS LEAGUE BANQUET -	Golf Course	\$444.63
E 01-4435-200-70	PARKS CELEBRATION - REC	Parks & Recreation	\$65.86
E 45-4435-200-45	WOMENS LEAGUE - PAR 3	Golf Course	\$136.40
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$178.30
E 01-4435-200-70	SAFETY CAMP - REC	Parks & Recreation	\$24.97
E 45-4334-045-45	MAINTENANCE - PAR 3	Golf Course	-\$43.19
E 45-4334-045-45	MAINTENANCE - PAR 3	Golf Course	\$58.28
E 01-4435-200-70	PARKS CELEBRATION - REC	Parks & Recreation	\$46.89
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$44.80
E 01-4490-020-20	SQUAD CLEANING SUPPLIES -	Police	\$27.13
E 01-4318-020-20	POSTAGE - PD	Police	\$10.48
E 01-4305-020-20	OPERATING SUPPLIES - PD	Police	\$160.24
E 01-4301-020-20	FURN/EQUIP - PD	Police	\$189.00
E 01-4490-175-20	EMPLOYEE WELLNESS - PD	Police	\$1,000.00
E 01-4300-020-20	OFFICE SUPPLIES - PD	Police	\$210.00
G 45-2035	MAINTENANCE - PAR 3		-\$0.69
E 45-4335-045-45	BUILDING MAINT - PAR 3	Golf Course	\$84.62
E 01-4435-200-70	SUPPLIES - REC	Parks & Recreation	\$10.77
G 45-2035	BLDG MAINT - PAR 3		-\$8.26
E 45-4335-045-45	BLDG MAINT - PAR 3	Golf Course	\$128.43
E 01-4435-200-70	PARKS CELEBRATION - REC	Parks & Recreation	\$35.90
E 45-4335-045-45	MAINTENANCE - PAR 3	Golf Course	\$2.61
E 01-4435-200-70	PARKS CELEBRATION - REC	Parks & Recreation	\$40.03
E 01-4435-200-70	MARKETING - REC	Parks & Recreation	\$7.69
G 45-2035	BUILDING MAINT - PAR 3		-\$5.44

CITY OF MENDOTA HEIGHTS

Claims List
MANUAL CHECKS
08/31/25 MAN

Account	Comments	DEPT Descr	Amount
E 01-4435-200-70	TWIN CITIES INFLATABLES - S	Parks & Recreation	\$301.76
E 45-4435-200-45	WOMENS LEAGUE BANQUET -	Golf Course	\$69.99
E 01-4435-200-70	TOUR DE REC	Parks & Recreation	\$43.98
G 45-2035	OPERATING SUPPLIES - PAR 3		-\$8.12
E 45-4305-045-45	OPERATING SUPPLIES - PAR 3	Golf Course	\$126.23
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	-\$78.11
E 45-4335-045-45	BLDG MAINT - PAR 3	Golf Course	-\$245.82
E 45-4300-045-45	OFFICE SUPPLIES - PAR 3	Golf Course	\$20.74
E 01-4435-200-70	MARKETING - REC	Parks & Recreation	\$10.00
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$128.43
E 45-4335-045-45	BLDG MAINT - PAR 3	Golf Course	\$38.19
E 01-4435-200-70	SUPPLIES - REC	Parks & Recreation	\$12.64
E 01-4223-020-20	JULY 2025 TRANSUNION	Police	\$121.10
E 01-4435-200-70	SUPPLES - PARK CELEBRATION	Parks & Recreation	\$70.55
E 01-4400-200-70	APWA CONFERENCE - M. LAWR	Parks & Recreation	\$1,656.00
E 01-4490-175-20	EMPLOYEE WELLNESS - PD	Police	\$1,000.00
E 01-4404-030-30	NFPA MEMBERSHIP - J. KING	Fire	\$225.00
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$53.88
E 01-4220-110-10	AED CABINET - PARKS	Administration	\$1,195.00
E 01-4435-200-70	PARKS CELEBRATION - REC	Parks & Recreation	\$76.48
E 01-4435-200-70	ACME MAGIC FACTORY - TOUR	Parks & Recreation	\$425.00
E 45-4334-045-45	COURSE MAINTENANCE - PAR	Golf Course	\$804.31
E 01-4435-200-70	SUPPLIES - REC	Parks & Recreation	\$9.58
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$110.81
E 45-4335-045-45	BLDG MAINT - PAR 3	Golf Course	\$322.20
E 01-4435-200-70	PARKS CELEBRATION - REC	Parks & Recreation	\$235.67
E 01-4435-200-70	PARKS CELEBRATION - REC	Parks & Recreation	\$63.96
E 01-4435-200-70	PROGRAM SUPPLIES - REC	Parks & Recreation	\$87.50
E 01-4435-200-70	SAFETY CAMP - REC	Parks & Recreation	\$38.12
E 01-4435-200-70	SAFETY CAMP - REC	Parks & Recreation	\$95.91
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$151.70
E 01-4435-200-70	SENIOR PROGRAMMING - REC	Parks & Recreation	\$78.99
E 45-4335-045-45	BLDG MAINT - PAR 3	Golf Course	\$15.11
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$126.73
U. S. BANK			\$19,868.53
			\$144,460.12

Claims List
MANUAL CHECKS
09/10/25 MAN

Account	Comments	DEPT Descr	Amount
INSPECTRON INC			
E 01-4231-040-40	JULY 2025 INSPECTIONS	Code Enforcement/Inspe	\$79,963.55
INSPECTRON INC			\$79,963.55
			<u>\$79,963.55</u>

CITY OF MENDOTA HEIGHTS

Claims List
SYSTEM CHECKS
09/16/25 PAY

Account	Comments	DEPT Descr	Amount
AAA CREDIT SCREENING SERVICE			
E 01-4220-030-30	SCREENING SERVICES - FIRE	Fire	\$99.00
			<hr/>
			\$99.00
ALL CITY ELEVATOR, INC.			
E 08-4335-000-00	SEPT MAINTENANCE - CITY HA	Spec Fds	\$228.29
			<hr/>
			\$228.29
ALLIED MEDICAL TRAINING			
E 01-4400-030-30	EMR SKILLS TRAINING - FIRE	Fire	\$3,222.00
			<hr/>
			\$3,222.00
ASPEN MILLS			
E 01-4410-030-30	UNIFORMS - FIRE	Fire	\$1,268.00
E 01-4410-030-30	UNIFORMS - FIRE	Fire	\$14.85
E 01-4410-030-30	UNIFORMS - FIRE	Fire	\$24.00
			<hr/>
			\$1,306.85
ASPEN WASTE SYSTEMS INC.			
E 01-4280-310-50	SEPT 2025 RUBBISH SERVICE	Road & Bridges	\$307.70
E 01-4220-085-85	SEPT 2025 ORGANIC RECYCLIN	Recycling	\$1,070.71
E 45-4280-045-45	SEPT 2025 RUBBISH SERVICE -	Golf Course	\$165.24
E 01-4280-310-70	SEPT 2025 RUBBISH SERVICE	Parks & Recreation	\$307.70
E 15-4280-310-60	SEPT 2025 RUBBISH SERVICE	Utility Enterprise	\$307.70
E 08-4280-000-00	SEPT 2025 RUBBISH SERVICE -	Spec Fds	\$438.09
E 01-4280-315-30	SEPT 2025 RUBBISH SERVICE	Fire	\$251.24
			<hr/>
			\$2,848.38
AT & T			
E 01-4220-020-20	SERVICES - PD	Police	\$95.00
			<hr/>
			\$95.00
AXON ENTERPRISE (TASER INTL)			
E 01-4301-020-20	AXON LICENSE BUNDLE - PD	Police	\$207.00
			<hr/>
			\$207.00
BAYCOM INC			
E 01-4330-440-20	EQUIP REPAIR - PD	Police	\$2,989.00
			<hr/>
			\$2,989.00
BITUMINOUS ROADWAYS			
E 27-4460-807-00	FRIENDLY HILLS IMPROVEMEN	Spec Fds	\$679,703.91
			<hr/>
			\$679,703.91
BLUE CROSS BLUE SHIELD			
G 01-2074	OCT 2025 HEALTH INSURANCE		\$1,637.09
G 01-2071	OCT 2025 HEALTH INSURANCE		\$692.26
E 01-4131-050-50	OCT 2025 HEALTH INSURANCE	Road & Bridges	\$5,355.68
E 01-4131-070-70	OCT 2025 HEALTH INSURANCE	Parks & Recreation	\$3,849.65
			<hr/>
			\$11,534.68
CAMPBELL KNOTSON			
E 01-4222-120-20	AUGUST PROSECUTION SERVI	Police	\$5,943.24
E 01-4220-120-80	AUGUST PLANNING LEGAL SER	Planning	\$234.00
E 01-4220-120-20	AUGUST GENERAL LEGAL SERV	Police	\$143.27

CITY OF MENDOTA HEIGHTS

Claims List
SYSTEM CHECKS
09/16/25 PAY

Account	Comments	DEPT Descr	Amount
E 01-4220-120-80	AUGUST MCMILLAN ESTATES L	Planning	\$4,330.80
E 01-4220-120-20	AUGUST POLICE LEGAL SERVIC	Police	\$450.00
E 01-4220-120-40	AUGUST CODE LEGAL SERVICE	Code Enforcement/Inspe	\$1,998.00
E 01-4220-120-10	AUGUST MEETING LEGAL SERV	Administration	\$1,341.80
E 01-4220-120-50	AUGUST PUBLIC WORKS LEGAL	Road & Bridges	\$54.00
CAMPBELL KNOTSON			\$14,495.11
CJ SPRAY, INC.			
E 01-4330-490-50	EQUIP REPAIR - STREET	Road & Bridges	\$194.32
CJ SPRAY, INC.			\$194.32
COMCAST BUSINESS			
E 45-4210-045-45	SEPT 8-OCT 7 SERVICE - PAR 3	Golf Course	\$210.83
E 01-4268-030-30	SEPT 7-OCT 6 SERVICE - FIRE	Fire	\$34.86
COMCAST BUSINESS			\$245.69
COMCAST RIGHT OF WAY			
R 01-3257	REFUND ROW PERMIT # 5750		\$453.50
COMCAST RIGHT OF WAY			\$453.50
CRAWFORD DOOR			
E 01-4335-310-70	BLDG MAINT - PW	Parks & Recreation	\$105.68
E 01-4335-310-50	BLDG MAINT - PW	Road & Bridges	\$105.68
E 15-4335-310-60	BLDG MAINT - PW	Utility Enterprise	\$105.69
E 01-4335-310-70	BLDG MAINT - PW	Parks & Recreation	\$156.00
E 01-4335-310-50	BLDG MAINT - PW	Road & Bridges	\$156.00
E 15-4335-310-60	BLDG MAINT - PW	Utility Enterprise	\$156.00
CRAWFORD DOOR			\$785.05
DAKOTA COUNTY FINANCIAL SERVIC			
E 01-4275-030-30	AUG 2025 RADIO SUBSCRIBER	Fire	\$839.88
E 01-4200-610-15	AUG 2025 RADIO SUBSCRIBER	Engineering Enterprise	\$69.99
E 01-4200-610-50	AUG 2025 RADIO SUBSCRIBER	Road & Bridges	\$186.64
E 01-4275-020-20	AUG 2025 RADIO SUBSCRIBER	Police	\$933.20
E 01-4200-610-70	AUG 2025 RADIO SUBSCRIBER	Parks & Recreation	\$139.98
E 15-4200-610-60	AUG 2025 RADIO SUBSCRIBER	Utility Enterprise	\$23.33
DAKOTA COUNTY FINANCIAL SERVIC			\$2,193.02
DAKOTA COUNTY TECHNICAL COLLEG			
E 01-4400-020-20	TRAINING - PD	Police	\$700.00
DAKOTA COUNTY TECHNICAL COLLEG			\$700.00
DUKES ROOTS CONTROL, INC.			
E 15-4330-490-60	SEWER ROOT CONTROL - UTIL	Utility Enterprise	\$4,809.17
DUKES ROOTS CONTROL, INC.			\$4,809.17
EARL F. ANDERSEN, INC			
E 01-4420-050-50	SIGNS - STREET	Road & Bridges	\$65.00
E 01-4420-050-50	SIGNS - STREET	Road & Bridges	\$549.50
E 01-4420-050-50	SIGNS - STREET	Road & Bridges	\$240.95
E 01-4420-050-50	SIGNS - STREET	Road & Bridges	\$164.95
E 01-4420-050-50	SIGNS - STREET	Road & Bridges	\$1,497.50
E 01-4420-050-50	SIGNS - STREET	Road & Bridges	\$1,001.95
EARL F. ANDERSEN, INC			\$3,519.85

CITY OF MENDOTA HEIGHTS

Claims List
SYSTEM CHECKS
09/16/25 PAY

Account	Comments	DEPT Descr	Amount
EATI (EMERGENCY AUTOMOTIVE TECH)			
E 01-4330-440-20	EQUIP REPAIR - PD	Police	-\$428.40
E 01-4330-440-20	EQUIP REPAIR - PD	Police	\$1,250.00
EATI (EMERGENCY AUTOMOTIVE TECH)			<u>\$821.60</u>
ECSI SYSTEM INTERGRATORS			
E 01-4335-315-30	BLDG MAINT - FIRE	Fire	\$385.00
ECSI SYSTEM INTERGRATORS			<u>\$385.00</u>
EVERLAST REHAB			
E 29-4337-000-00	STORM WATER UTILITY	Spec Fds	\$3,900.00
E 15-4330-490-60	EQUIP REPAIR - UTILITY	Utility Enterprise	\$1,500.00
E 15-4330-490-60	EQUIP REPAIR - UTILITY	Utility Enterprise	\$1,500.00
EVERLAST REHAB			<u>\$6,900.00</u>
FIRE EQUIPMENT SPECIALTIES			
E 01-4305-030-30	OPERATING SUPPLIES - FIRE	Fire	\$590.84
FIRE EQUIPMENT SPECIALTIES			<u>\$590.84</u>
FIRST NET / AT&T MOBILITY			
E 01-4210-070-70	CELL SERVICE - PARKS	Parks & Recreation	\$90.82
E 01-4210-020-20	CELL SERVICE - PD	Police	\$927.59
E 01-4210-020-20	AIR CARDS - PD	Police	\$688.14
E 01-4210-030-30	CELL SERVICE - FIRE	Fire	\$160.10
E 01-4210-030-30	CELL SERVICE - FIRE	Fire	\$83.64
E 01-4490-640-12	IPAD SERVICE - ELECTIONS	Elections	\$39.66
E 45-4210-045-45	IPAD SERVICE - PAR 3	Golf Course	\$38.23
E 15-4210-060-60	CELL SERVICE - UTILITY	Utility Enterprise	\$45.41
E 01-4210-110-10	IPAD SERVICE - ADMIN	Administration	\$19.83
E 01-4490-075-75	CELL SERVICE - NATURAL RES	Natural Resources	\$19.83
E 01-4210-070-70	IPAD SERVICE - REC	Parks & Recreation	\$38.23
E 01-4210-050-50	CELL SERVICE - STREET	Road & Bridges	\$136.23
E 15-4210-060-60	IPAD SERVICE - UTILITY	Utility Enterprise	\$38.23
E 01-4210-105-15	CELL SERVICE - ENGINEERING	Engineering Enterprise	\$90.82
E 01-4210-070-70	CELL SERVICE - REC	Parks & Recreation	\$141.31
E 01-4490-080-80	CELL SERVICE - PLANNING	Planning	\$45.41
E 01-4210-070-70	IPAD SERVICE - PARKS	Parks & Recreation	\$38.23
E 01-4490-109-09	CELL SERVICE - CITY COUNCIL	City Council	\$45.41
FIRST NET / AT&T MOBILITY			<u>\$2,687.12</u>
FLEET SERVICES			
E 01-4200-610-20	JULY SQUAD LEASES - PD	Police	\$4,472.51
FLEET SERVICES			<u>\$4,472.51</u>
FOREUP GOLF SOFTWARE			
E 45-4305-045-45	8/28/25-9/27/25 TEE TIME SO	Golf Course	\$320.00
FOREUP GOLF SOFTWARE			<u>\$320.00</u>
GOPHER STATE ONE CALL			
E 01-4210-040-40	AUG 2025 SERVICE	Code Enforcement/Inspe	\$352.35
GOPHER STATE ONE CALL			<u>\$352.35</u>
GRAINGER			
E 01-4335-315-30	BLDG MAINT - FIRE	Fire	\$5.64

CITY OF MENDOTA HEIGHTS

Claims List
SYSTEM CHECKS
09/16/25 PAY

Account	Comments	DEPT Descr	Amount
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$40.00
E 01-4335-315-30	BLDG MAINT - FIRE	Fire	\$4.39
GRAINGER			\$50.03
HELPING HANDS HOME SERVICES			
E 01-4335-315-30	AUG 2025 BLDG MAINT - FIRE	Fire	\$1,000.00
HELPING HANDS HOME SERVICES			\$1,000.00
IMPERIAL DADE (DALCO)			
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$761.36
IMPERIAL DADE (DALCO)			\$761.36
INNOVATIVE OFFICE SOLUTIONS			
E 01-4305-030-30	OPERATING SUPPLIES - FIRE	Fire	\$65.00
E 01-4300-020-20	OFFICE SUPPLIES - PD	Police	\$140.68
E 01-4300-110-10	OFFICE SUPPLIES - ADMIN	Administration	\$28.94
G 45-2035	OFFICE SUPPLIES - PAR 3		-\$1.69
E 45-4300-045-45	OFFICE SUPPLIES - PAR 3	Golf Course	\$26.29
INNOVATIVE OFFICE SOLUTIONS			\$259.22
JSN ENGINEERING			
E 24-4620-000-00	GARAGE DOOR STRUCTURAL D	Spec Fds	\$1,500.00
JSN ENGINEERING			\$1,500.00
KIMLEY-HORN AND ASSOCIATES, INC.			
E 27-4220-807-00	FRIENDLY HILLS ST. PROJ.	Spec Fds	\$44,199.45
KIMLEY-HORN AND ASSOCIATES, INC.			\$44,199.45
L M C I T1			
E 01-4481-110-10	LMCIT CLAIM# LMC GL 000000	Administration	\$7,527.35
L M C I T1			\$7,527.35
LAWSON PRODUCTS, INC			
E 15-4305-060-60	OPERATING SUPPLIES - UTILIT	Utility Enterprise	\$55.72
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$55.71
E 01-4305-050-50	OPERATING SUPPLIES - STREE	Road & Bridges	\$55.71
LAWSON PRODUCTS, INC			\$167.14
LOCAL UNION NO. 70			
G 01-2075	SEPT 2025 UNION DUES		\$994.00
LOCAL UNION NO. 70			\$994.00
M T I DISTRIBUTING COMPANY			
E 01-4330-490-70	EQUIP REPAIR - PARKS	Parks & Recreation	\$466.58
E 01-4330-490-70	EQUIP REPAIR - PARKS	Parks & Recreation	\$321.86
E 01-4330-490-70	EQUIP REPAIR - PARKS	Parks & Recreation	\$684.18
M T I DISTRIBUTING COMPANY			\$1,472.62
MACQUEEN EMERGENCY			
E 01-4305-156-30	OPERATING SUPPLIES - FIRE	Fire	-\$29.40
E 01-4305-156-30	OPERATING SUPPLIES - FIRE	Fire	\$291.40
MACQUEEN EMERGENCY			\$262.00
MENARDS			
E 15-4305-060-60	OPERATING SUPPLIES - UTILIT	Utility Enterprise	\$19.95

CITY OF MENDOTA HEIGHTS

Claims List
SYSTEM CHECKS
09/16/25 PAY

Account	Comments	DEPT Descr	Amount
E 01-4424-050-50	STRIPING - STREET	Road & Bridges	\$64.67
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$29.94
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$23.88
E 15-4305-060-60	OPERATING SUPPLIES - UTILIT	Utility Enterprise	\$0.20
E 29-4330-000-00	EQUIP REPAIR - STORM WATE	Spec Fds	\$31.36
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$10.44
MENARDS			\$180.44
METRO SALES			
E 01-4220-110-10	AUG COPIER/PRINTER LEASE	Administration	\$1,429.48
E 01-4200-610-20	AUG COPIER/PRINTER LEASE	Police	\$287.94
E 01-4330-030-30	RICOH P502 PRINTER LEASE -	Fire	\$258.00
E 01-4330-490-70	AUG COPIER/PRINTER LEASE	Parks & Recreation	\$10.85
E 01-4330-490-50	AUG COPIER/PRINTER LEASE	Road & Bridges	\$10.85
E 15-4330-490-60	AUG COPIER/PRINTER LEASE	Utility Enterprise	\$10.86
E 01-4300-030-30	AUG COPIER/PRINTER LEASE	Fire	\$119.33
E 45-4305-045-45	AUG PAR 3 SCORE CARD PRIN	Golf Course	\$26.97
METRO SALES			\$2,154.28
MID NORTHERN SERVICES			
E 28-4620-000-00	LED STREETLIGHT UPGRADE	Spec Fds	\$45,000.00
MID NORTHERN SERVICES			\$45,000.00
MINNESOTA OCCUPATIONAL HEALTH			
E 01-4220-030-30	TESTING - FIRE	Fire	\$134.00
MINNESOTA OCCUPATIONAL HEALTH			\$134.00
MINUTEMAN PRESS			
E 01-4305-030-30	OPERATING SUPPLIES - FIRE	Fire	\$240.00
MINUTEMAN PRESS			\$240.00
MN LAW ENFORCEMENT WELLNESS SUMMIT			
E 01-4400-020-20	MN LAW ENFORCEMENT WELL	Police	\$250.00
MN LAW ENFORCEMENT WELLNESS SUMMIT			\$250.00
NAC MECHANICAL & ELECTRIC			
E 01-4335-315-30	BLDG MAINT - FIRE	Fire	\$5,138.97
NAC MECHANICAL & ELECTRIC			\$5,138.97
NORTHFIELD SOLAR LLC			
E 15-4211-310-60	JULY 2025 ELECTRIC UTILITIE	Utility Enterprise	\$508.90
E 08-4211-000-00	JULY 2025 ELECTRIC UTILITIE	Spec Fds	\$4,550.51
E 15-4211-400-60	JULY 2025 ELECTRIC UTILITIE	Utility Enterprise	\$1,486.12
E 28-4211-000-00	JULY 2025 ELECTRIC UTILITIE	Spec Fds	\$2,517.35
E 01-4211-420-50	JULY 2025 ELECTRIC UTILITIE	Road & Bridges	\$271.56
E 45-4211-047-45	JULY 2025 ELECTRIC UTILITIE	Golf Course	\$39.33
E 01-4211-320-70	JULY 2025 ELECTRIC UTILITIE	Parks & Recreation	\$539.47
E 01-4211-315-30	JULY 2025 ELECTRIC UTILITIE	Fire	\$1,468.55
E 01-4211-310-70	JULY 2025 ELECTRIC UTILITIE	Parks & Recreation	\$508.90
E 01-4211-310-50	JULY 2025 ELECTRIC UTILITIE	Road & Bridges	\$508.90
NORTHFIELD SOLAR LLC			\$12,399.59
OXYGEN SERVICE CO			
E 15-4200-610-60	CYLINDER RENTAL - PW	Utility Enterprise	\$137.11
E 01-4200-610-70	CYLINDER RENTAL - PW	Parks & Recreation	\$137.10

CITY OF MENDOTA HEIGHTS

Claims List
SYSTEM CHECKS
09/16/25 PAY

Account	Comments	DEPT Descr	Amount
E 01-4200-610-50	CYLINDER RENTAL - PW	Road & Bridges	\$137.10
OXYGEN SERVICE CO			\$411.31
PIONEER SECURESHRED			
E 01-4490-110-10	AUG SHREDDING	Administration	\$53.33
E 01-4490-020-20	AUG SHREDDING	Police	\$96.67
PIONEER SECURESHRED			\$150.00
PUBLIC EMPL INS PROGRAM			
E 01-4131-020-20	OCT 2025 HEALTH INSURANCE	Police	\$13,328.16
E 01-4131-110-10	OCT 2025 HEALTH INSURANCE	Administration	\$9,224.66
G 01-2071	OCT 2025 HEALTH INSURANCE		\$681.98
E 08-4131-000-00	OCT 2025 HEALTH INSURANCE	Spec Fds	\$608.46
E 01-4131-105-15	OCT 2025 HEALTH INSURANCE	Engineering Enterprise	\$4,338.84
E 01-4131-070-70	OCT 2025 HEALTH INSURANCE	Parks & Recreation	\$1,825.38
E 01-4131-050-50	OCT 2025 HEALTH INSURANCE	Road & Bridges	\$608.46
E 01-4131-030-30	OCT 2025 HEALTH INSURANCE	Fire	\$889.52
E 01-4131-020-20	OCT 2025 HEALTH INSURANCE	Police	\$18,577.24
G 01-2074	OCT 2025 HEALTH INSURANCE		\$1,284.60
PUBLIC EMPL INS PROGRAM			\$51,367.30
SAVATREE			
E 01-4500-075-75	TREE SERVICES - NATURAL RE	Natural Resources	\$2,046.00
SAVATREE			\$2,046.00
SCHLOMKA SERVICES, LLC			
E 29-4337-000-00	STORM SEWER VAC - STORM	Spec Fds	\$945.00
SCHLOMKA SERVICES, LLC			\$945.00
SHERWIN WILLIAMS			
E 01-4424-050-50	STRIPING - STREETS	Road & Bridges	\$578.93
E 01-4424-050-50	STRIPING - STREETS	Road & Bridges	\$1,010.05
SHERWIN WILLIAMS			\$1,588.98
SIR LINES-A-LOT			
E 01-4424-050-50	STRIPING - STREETS	Road & Bridges	\$2,838.00
SIR LINES-A-LOT			\$2,838.00
SPRWS			
E 01-4425-310-70	SEPT 2025 SERVICE - 2431 LEX	Parks & Recreation	\$29.18
E 01-4425-070-70	SEPT 2025 SERVICE - 2627 CO	Parks & Recreation	\$789.99
E 01-4425-310-50	SEPT 2025 SERVICE - 2431 LEX	Road & Bridges	\$29.18
E 01-4425-070-70	SEPT 2025 SERVICE - 2171 DO	Parks & Recreation	\$875.09
E 15-4425-310-60	SEPT 2025 SERVICE - 2431 LEX	Utility Enterprise	\$29.19
E 01-4425-315-30	SEPT 2025 SERVICE - 2121 DO	Fire	\$197.66
E 08-4425-000-00	SEPT 2025 SERVICE - 1101 VIC	Spec Fds	\$407.91
E 03-4460-000-00	INSTALL WATER SERVICE CON	Spec Fds	\$300.00
SPRWS			\$2,658.20
ST. PAUL PIONEER PRESS			
E 36-4220-000-00	AUG LEGAL NOTICES	Spec Fds	\$38.50
E 39-4220-000-00	AUG LEGAL NOTICES	Spec Fds	\$38.50
E 15-4240-060-60	AUG LEGAL NOTICES	Utility Enterprise	\$145.20
E 27-4240-808-00	AUG LEGAL NOTICES	Spec Fds	\$77.00
E 01-4240-080-80	AUG LEGAL NOTICES	Planning	\$59.95

CITY OF MENDOTA HEIGHTS

Claims List
SYSTEM CHECKS
09/16/25 PAY

Account	Comments	DEPT Descr	Amount
ST. PAUL PIONEER PRESS			\$359.15
STREICHERS			
E 01-4306-020-20	UNIFORMS - PD	Police	\$119.98
E 01-4306-020-20	UNIFORMS - PD	Police	\$11.99
E 01-4306-020-20	UNIFORMS - PD	Police	\$1,998.80
STREICHERS			\$2,130.77
TARGET SOLUTIONS LEARNING			
G 01-1215	SOFTWARE 1/1/26-9/30/26 - FI		\$3,541.95
E 01-4301-030-30	SOFTWARE 10/1/25-12/31/25 - Fire	Fire	\$1,180.65
TARGET SOLUTIONS LEARNING			\$4,722.60
TIME SAVER OFF SITE SEC. SVC.			
E 01-4220-110-10	8/19/25 CITY COUNCIL MINUT	Administration	\$172.00
E 01-4220-080-80	8/26/25 PLANNING COMMISSI	Planning	\$212.50
TIME SAVER OFF SITE SEC. SVC.			\$384.50
TRUCK REPAIR & EQUIPMENT			
E 01-4330-490-30	EQUIP REPAIR - PD	Fire	\$2,594.27
TRUCK REPAIR & EQUIPMENT			\$2,594.27
VERIZON WIRELESS			
E 01-4210-030-30	CELL SERVICE	Fire	\$110.03
E 01-4210-050-50	CELL SERVICE	Road & Bridges	\$38.38
E 01-4210-070-70	CELL SERVICE	Parks & Recreation	\$35.01
E 45-4210-045-45	CELL SERVICE	Golf Course	\$40.01
VERIZON WIRELESS			\$223.43
VESTIS (ARAMARK)			
E 01-4200-610-50	MAT SERVICE - PW	Road & Bridges	\$15.29
E 15-4200-610-60	MAT SERVICE - PW	Utility Enterprise	\$15.29
E 01-4200-610-70	MAT SERVICE - PW	Parks & Recreation	\$15.29
E 01-4410-050-50	UNIFORM - PW	Road & Bridges	\$12.52
E 15-4200-610-60	MAT SERVICE - PW	Utility Enterprise	\$21.03
E 01-4200-610-50	MAT SERVICE - PW	Road & Bridges	\$21.02
E 01-4200-610-70	MAT SERVICE - PW	Parks & Recreation	\$21.02
E 08-4335-000-00	MAT SERVICE - CITY HALL	Spec Fds	\$115.50
E 01-4410-050-50	UNIFORM - PW	Road & Bridges	\$16.52
VESTIS (ARAMARK)			\$253.48
WAGMAN, ERIC			
E 01-4410-020-20	UNIFORM REIMBURSEMENT - E	Police	\$494.98
WAGMAN, ERIC			\$494.98
ZAHL-PETROLEUM MAINT. CO.			
E 01-4335-310-70	BLDG MAINT - PW	Parks & Recreation	\$102.67
E 15-4335-310-60	BLDG MAINT - PW	Utility Enterprise	\$102.66
E 01-4335-310-50	BLDG MAINT - PW	Road & Bridges	\$102.67
ZAHL-PETROLEUM MAINT. CO.			\$308.00
ZEROREZ			
E 08-4335-000-00	8/29/25 CARPET CLEANING - C	Spec Fds	\$575.00
ZEROREZ			\$575.00
			\$943,900.66



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: September 16, 2025

AGENDA ITEM: Fiscal Year 2026 Preliminary Budget and Levy

ITEM TYPE: New and Unfinished Business

DEPARTMENT: Finance

CONTACT: Cheryl Jacobson, City Administrator
Kristen Schabacker, Finance Director

ACTION REQUEST:

Adopt a preliminary budget and proposed levy for Fiscal Year 2026:

- Resolution 2025-58 Approving Proposed 2025 Levy Collectible in 2026
- Resolution 2025-59 Adopting 2026 Preliminary Budget
- Resolution 2025-60 Approving Final 2025 Tax Levy for Special Taxing District No. 1 Collectible in 2026

BACKGROUND:

The City's operating budget is the budget used to finance the day-to-day operations and obligations of the city. The operating budget is also called the General Fund budget. The budget development began in June, with staff preparing budget requests and proposals. The council reviewed the requests and proposals over the course of three council work sessions.

The preliminary budget focuses on the following city council strategic priorities:

- Economic Vitality and Community Vibrancy
- Environmental Sustainability and Stewardship
- Premier Public Services and Infrastructure
- Inclusive and Responsive Government

The budget process requires that the city adopt the preliminary budget and property tax levy for 2026 and certify it to Dakota County by September 30.

FISCAL AND RESOURCE IMPACT:

The proposed General Fund budget for 2026 is \$13,964,834, an increase of 6.46% or \$847,465 over 2025. The proposed preliminary levy for 2026 is \$14,264,753, which reflects an increase of 4.94% or \$671,372 over 2025 and consists of the following:

	2025 Final	2026 Preliminary
General Fund	\$10,617,020	\$11,163,849
Emergency Preparedness	\$25,000	\$25,000
Fire Relief	\$270,000	\$288,000
Equipment Reserve	\$180,000	\$148,000
Oheyawahe	\$20,000	\$10,000
Legal & Contingency	\$40,000	\$40,000
General Fund Levy	\$11,152,020	\$11,674,849
Improvement Bonds	\$1,418,633	\$1,590,900
Tax Abatement Bonds	\$173,097	\$170,108
Fire Station Levy	\$620,393	\$623,123
Equipment Certificates	\$136,238	\$132,773
Streetlight District	\$93,000	\$73,000
Total Tax Levy	\$13,593,381	\$14,264,753

Tax Impact on Residential Properties

The value of residential properties in Mendota Heights increased by an average of 3.15% from 2025 to 2026. The median market value for a residential home in Mendota Heights is \$551,000, which increased 2.69% from last year. The proposed levy will increase the city portion of property taxes on the median home value from \$2,084 in 2025 to \$2,195 in 2026. This represents a 5.34% increase in the city portion of property taxes.

ATTACHMENTS:

1. Res. 2025-58 Approving Proposed 2025 Levy Collectible 2026
2. Res. 2025-59 Adopting Preliminary 2026 Budget
3. Res. 2025-60 Approving Final 2025 Tax Levy for Special Taxing District 1 Collectible in 2026
4. 2026 Preliminary Budget Sheets Sept 2025
5. BIP Summary List 2026 Sept 2025
6. 2026 mhts tax rate calc prelim
7. 2026 prelim tax rate analysis

CITY COUNCIL PRIORITY:

Economic Vitality & Community Vibrancy, Environmental Sustainability & Stewardship, Premier Public Services & Infrastructure, Inclusive and Responsive Government

**CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION 2025-58
RESOLUTION APPROVING PROPOSED 2025 LEVY COLLECTIBLE IN 2026**

WHEREAS, the state law requires the City of Mendota Heights to certify a tentative tax levy for 2026 prior to September 30, 2025; and

WHEREAS, the levy may be adjusted prior to December 30, 2025, to an amount not to exceed the adopted tentative levy.

NOW, THEREFORE, BE IT RESOLVED, that the City Council adopt the following tentative levy for tax against all taxable property in the City of Mendota Heights for collection in the year 2026:

2026 Preliminary

General Fund	11,163,849
Emergency Preparedness	25,000
Fire Relief	288,000
Equipment Reserve	148,000
Oheyawahe	10,000
Legal & Contingency Levy	40,000
Net General Tax Levy	\$11,674,849

Special Debt Levies

Improvement Bonds	1,590,900
Tax Abatement Bonds	170,108
Fire Station Levy	623,123
Equipment Certificates	<u>132,773</u>
Net Levy Debt Service	\$2,516,904

Street Light District **73,000**

Preliminary Levy Certified **\$14,264,753**

BE IT FURTHER RESOLVED that the debt levies for Series 2014B and 2020A have been reduced because sufficient funds exist in the debt service fund for the payment of the debt service levy.

BE IT FURTHER RESOLVED that the levy shall be amended following budget hearings to reflect the adopted city budget.

BE IT FURTHER RESOLVED that the City Council will hold a hearing on Tuesday, December 2, 2025, at 6:00 P.M. at their regularly scheduled council meeting for the purpose of considering the proposed budget and levy. The public is invited to attend the meeting and speak to the final budget and levy.

Adopted by the City Council of the City of Mendota Heights, this 16th day of September 2025.

**CITY COUNCIL
CITY OF MENDOTA HEIGHTS**

Stephanie B. Levine, Mayor

ATTEST

Nancy Bauer, City Clerk

**CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION 2025-59

RESOLUTION ADOPTING 2026 PRELIMINARY BUDGET

WHEREAS, State Statute requires City Council adoption of a proposed budget for 2026 on or before September 30, 2025; and

WHEREAS, the City Council has received and reviewed the City Administrator's proposed 2026 budget; and

WHEREAS, the Council recognized that the budget document was prepared on the basis of a preliminary levy; and

WHEREAS, the final budget and levy will be considered at a Council meeting set for December 2, 2025.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mendota Heights, that the City Administrator's proposed 2026 budget appropriates expenditures in a manner consistent with service level needs and preliminary levy funding.

BE IT FURTHER RESOLVED, that Council hereby adopts the City Administrator's proposed 2026 budget subject to amendment following budget and levy hearings and adoption of a final levy. The 2026 proposed budget reflects \$22,376,132 of expenditures for all budgeted funds.

Adopted by the City Council of the City of Mendota Heights, this 16th day of September, 2025.

**CITY COUNCIL
CITY OF MENDOTA HEIGHTS**

Stephanie B. Levine, Mayor

ATTEST:

Nancy Bauer, City Clerk

**CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION 2025-60

**RESOLUTION APPROVING FINAL 2025 TAX LEVY FOR
SPECIAL TAXING DISTRICT NO. 1 COLLECTIBLE IN 2026**

WHEREAS, the City of Mendota Heights has, by Resolution No. 87-91, authorized the levy of taxes within Special Tax District No. 1 for the purpose of paying operating costs of the street lighting system established with said district; and

WHEREAS, the City of Mendota Heights has determined that the sum of \$73,000 will be required in 2026 for the purpose of paying such operating costs.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Mendota Heights adopt the following levy against all taxable property within said Special Taxing District No. 1.

Operation and Maintenance costs \$73,000

BE IT FURTHER RESOLVED, that any tax exempt property within said district be billed for services at a comparable rate computed on the assessor's market value of such property.

Adopted by the City Council of the City of Mendota Heights this 16th day of September, 2025.

**CITY COUNCIL
CITY OF MENDOTA HEIGHTS**

Stephanie B. Levine, Mayor

ATTEST

Nancy Bauer, City Clerk

BUDGET AND REVENUE SUMMARY

CITY OF MENDOTA HEIGHTS						
2026 BUDGET						
BUDGET AND REVENUE SUMMARY						
	2023	2024	2024	2025	2026	
BUDGET	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	% CHANGE
GENERAL FUND	\$10,874,160	\$12,217,106	\$12,331,671	\$13,117,369	\$13,964,834	6.46%
GENERAL FUND CONTINGENCY	\$34,751	\$84,424	\$40,000	\$40,000	\$40,000	0.00%
UTILITY FUND	\$2,022,128	\$2,051,309	\$2,307,523	\$2,510,133	\$2,966,269	18.17%
STORM WATER UTILITY FUND	\$447,434	\$397,508	\$752,826	\$836,270	\$863,749	3.29%
PAR THREE FUND	\$317,890	\$292,602	\$287,327	\$344,058	\$379,029	10.16%
CITY HALL FUND	\$240,745	\$275,964	\$306,303	\$346,258	\$280,522	-18.98%
EMERGENCY PREPAREDNESS FUND	\$15,299	\$73,257	\$49,700	\$46,700	\$46,700	0.00%
FACILITY/INFRASTRUCTURERESERVE FUND	\$56,776	\$97,952	\$300,000	\$0	\$300,000	100.00%
FIRE RELIEF FUND	\$347,157	\$390,369	\$378,000	\$410,000	\$440,000	7.32%
SPECIAL PARK FUND	\$577,159	\$372,106	\$246,830	\$2,000	\$97,125	4756.25%
DEBT FUND	\$2,216,460	\$2,383,030	\$2,383,030	\$2,348,361	\$2,516,904	7.18%
EQUIPMENT RESERVE FUND	\$923,948	\$703,451	\$157,000	\$180,000	\$408,000	126.67%
STREETLIGHT MAINTENANCE FUND	\$93,359	\$81,060	\$53,000	\$93,000	\$73,000	-21.51%
TOTAL BUDGET	\$18,167,266	\$19,420,139	\$19,593,210	\$20,274,149	\$22,376,132	10.37%
REVENUE						
GENERAL FUND	\$12,449,650	\$13,682,695	\$12,331,671	\$13,117,369	\$13,964,834	6.46%
GENERAL FUND CONTINGENCY	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	0.00%
UTILITY FUND	\$2,537,142	\$2,625,119	\$2,414,979	\$2,558,585	\$2,846,050	11.24%
STORM WATER UTILITY FUND	\$503,582	\$519,174	\$571,850	\$615,350	\$770,350	25.19%
PAR THREE FUND	\$302,105	\$326,205	\$265,450	\$307,000	\$362,000	17.92%
CITY HALL FUND	\$216,940	\$269,228	\$260,000	\$260,000	\$260,000	0.00%
EMERGENCY PREPAREDNESS FUND	\$32,942	\$33,005	\$25,000	\$25,000	\$25,000	0.00%
FACILITY/INFRASTRUCTURERESERVE FUND	\$52,050	\$106,721	\$0	\$0	\$300,000	0.00%
FIRE RELIEF FUND	\$345,838	\$409,806	\$378,000	\$410,000	\$440,000	7.32%
SPECIAL PARK FUND	\$510,115	\$34,557	\$5,000	\$5,000	\$5,000	0.00%
DEBT FUND	\$2,216,460	\$2,383,030	\$2,383,030	\$2,348,361	\$2,516,904	7.18%
EQUIPMENT RESERVE FUND/RESERVES	\$1,117,271	\$713,683	\$157,000	\$180,000	\$408,000	126.67%
STREETLIGHT MAINTENANCE FUND	\$80,666	\$83,022	\$85,000	\$93,000	\$73,000	-21.51%
TOTAL REVENUE	\$20,404,761	\$21,226,244	\$18,916,980	\$19,959,665	\$22,011,138	10.28%

TAX LEVY SUMMARY

CITY OF MENDOTA HEIGHTS					
2026 BUDGET					
TAX LEVY SUMMARY					
	2023	2024	2025	2026	% CHANGE
GENERAL FUND	\$9,380,964	\$10,104,289	\$10,617,020	\$11,163,849	5.15%
EMERGENCY PREPAREDNESS	\$25,000	\$25,000	\$25,000	\$25,000	0.00%
FIRE RELIEF	\$200,000	\$252,000	\$270,000	\$288,000	6.67%
EQUIPMENT RESERVE	\$0	\$0	\$180,000	\$148,000	-17.78%
OHEYAWAHE	\$0	\$0	\$20,000	\$10,000	-50.00%
LEGAL AND CONTINGENCY	\$40,000	\$40,000	\$40,000	\$40,000	0.00%
GENERAL FUND LEVY	\$9,645,964	\$10,421,289	\$11,152,020	\$11,674,849	4.69%
IMPROVEMENT BONDS	\$1,259,807	\$1,428,946	\$1,418,633	\$1,590,900	12.14%
TAX ABATEMENT BONDS	\$173,615	\$170,731	\$173,097	\$170,108	-1.73%
FIRE STATION LEVY	\$623,543	\$622,283	\$620,393	\$623,123	0.44%
EQUIPMENT CERTIFICATES - DUMP TRUCK	\$27,300	\$26,775	\$0	\$0	0.00%
EQUIPMENT CERTIFICATES - FIRE TRUCK	\$132,195	\$134,295	\$136,238	\$132,773	-2.54%
TOTAL SPECIAL LEVY	\$2,216,460	\$2,383,030	\$2,348,361	\$2,516,904	7.18%
STREETLIGHT TAXING DISTRICT	\$85,000	\$85,000	\$93,000	\$73,000	-21.51%
TOTAL TAX LEVY	\$11,947,424	\$12,889,319	\$13,593,381	\$14,264,753	4.94%

GENERAL FUND EXPENDITURE SUMMARY

GENERAL FUND						FUND 01
DEPARTMENT	2023 ACTUAL	2024 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	% CHANGE
CITY COUNCIL	\$42,821	\$48,868	\$58,966	\$60,371	\$57,420	-4.89%
ADMINISTRATION	\$1,387,853	\$1,550,427	\$1,509,469	\$1,747,875	\$1,863,450	6.61%
ELECTIONS	\$81,524	\$128,915	\$133,420	\$64,201	\$126,594	97.18%
IT	\$183,889	\$324,456	\$327,325	\$384,688	\$316,694	-17.68%
POLICE	\$4,605,430	\$5,149,911	\$5,162,353	\$5,512,151	\$5,958,961	8.11%
FIRE	\$667,578	\$759,854	\$758,206	\$787,891	\$797,893	1.27%
CODE ENFORCEMENT	\$403,589	\$547,458	\$335,125	\$344,625	\$347,625	0.87%
PUBLIC WORKS-STREETS	\$1,306,578	\$1,160,441	\$1,346,077	\$1,338,974	\$1,369,827	2.30%
PUBLIC WORKS-PARKS	\$1,291,808	\$1,249,219	\$1,202,146	\$1,326,115	\$1,391,303	4.92%
RECREATION	\$77,905	\$89,972	\$112,800	\$120,850	\$132,900	9.97%
NATURAL RESOURCES	\$0	\$373,366	\$447,942	\$478,319	\$510,748	6.78%
COMMUNITY DEVELOPMENT	\$195,972	\$197,556	\$200,838	\$198,578	\$228,977	15.31%
RECYCLING	\$8,130	\$6,443	\$47,600	\$54,600	\$126,548	131.77%
ENGINEERING	\$621,084	\$630,220	\$689,404	\$698,131	\$735,894	5.41%
TOTAL GENERAL FUND	\$10,874,160	\$12,217,106	\$12,331,671	\$13,117,369	\$13,964,834	6.46%
GENERAL FUND CONTINGENCY	\$34,751	\$84,424	\$40,000	\$40,000	\$40,000	0.00%

GENERAL FUND REVENUE SUMMARY

GENERAL FUND						FUND 01
REVENUE SOURCE	2023 ACTUAL	2024 ACTUAL	2024 BUDGET	2025 BUDGET	2026 BUDGET	% CHANGE
TAXES						
CURRENT TAX LEVY	\$9,364,985	\$10,153,171	\$10,104,289	\$10,617,020	\$11,163,849	5.15%
LICENSES AND PERMITS						
CIGARETTE LICENSES	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	0.00%
RUBBISH LICENSES	\$1,390	\$1,535	\$1,200	\$1,400	\$1,400	0.00%
LIQUOR LICENSES	\$33,000	\$37,350	\$30,000	\$33,000	\$33,000	0.00%
BUILDING PERMITS	\$451,834	\$606,180	\$300,000	\$350,000	\$375,000	7.14%
HEATING PERMITS	\$42,152	\$67,818	\$40,000	\$40,000	\$42,000	5.00%
PLUMBING PERMITS	\$28,066	\$27,314	\$25,000	\$25,000	\$26,000	4.00%
RIGHT OF WAY PERMITS	\$10,945	\$23,913	\$10,000	\$10,000	\$10,000	0.00%
MASSAGE PERMITS	\$3,400	\$3,379	\$2,000	\$3,000	\$3,000	0.00%
TOTAL LICENSES AND PERMITS	\$572,587	\$769,289	\$410,000	\$464,200	\$492,200	6.03%
FINES AND FORFEITS						
COURT FINES	\$63,463	\$60,557	\$70,000	\$65,000	\$65,000	0.00%
FALSE ALARMS FINES	\$3,075	\$4,640	\$2,000	\$2,500	\$2,500	0.00%
DOG IMPOUNDING	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL FINES AND FORFEITS	\$66,538	\$65,197	\$72,000	\$67,500	\$67,500	0.00%
CHARGES FOR SERVICES						
RECREATION PROGRAMS	\$33,030	\$25,265	\$35,000	\$35,000	\$35,000	0.00%
PARK USE FEES		\$0	\$7,500	\$7,500	\$7,500	0.00%
FIELD USE FEES	\$18,957	\$20,472	\$10,500	\$10,500	\$10,500	0.00%
SOFTBALL LEAGUES	\$5,974	\$6,289	\$5,975	\$6,200	\$6,100	-1.61%
PLANNING FEES	\$15,842	\$10,342	\$10,000	\$10,000	\$10,000	0.00%
FIRE CONTRACTS	\$192,521	\$215,372	\$215,789	\$235,334	\$227,498	-3.33%
LILYDALE POLICING	\$331,080	\$335,016	\$344,865	\$361,541	\$388,494	7.46%
MENDOTA POLICING	\$73,824	\$69,720	\$71,769	\$73,774	\$79,274	7.46%
POLICE SECURITY (OFF DUTY OT)	\$5,969	\$8,261	\$12,000	\$10,000	\$10,000	0.00%
STREET MAINT. CHARGES	\$1,400	\$650	\$1,500	\$1,500	\$1,500	0.00%
ENGINEERING CHARGES	\$40,213	\$111,890	\$35,000	\$40,000	\$40,000	0.00%
FILING FEES	\$0	\$15	\$20	\$0	\$20	100.00%
LEASE MAINTENANCE CHARGES	\$7,619	\$6,886	\$5,000	\$6,000	\$4,000	-33.33%
TOTAL CHARGES FOR SERVICES	\$726,429	\$810,178	\$754,918	\$797,349	\$819,886	2.83%

GENERAL FUND REVENUE SUMMARY

INTERGOVERNMENTAL						
MSA MAINTENANCE	\$169,407	\$183,631	\$175,000	\$170,000	\$170,000	0.00%
POLICE STATE AID	\$707,720	\$239,625	\$190,000	\$195,000	\$210,000	7.69%
SCHOOL RESOURCES OFFICER	\$0	\$0	\$0	\$0	\$0	0.00%
FEDERAL AND STATE GRANTS	\$73,277	\$58,599	\$50,000	\$50,000	\$50,000	0.00%
DAKOTA COUNTY GRANT	\$0	\$25,214	\$10,000	\$10,000	\$10,000	0.00%
PEACE OFFICER INSUR REIMBURSE	\$167,322	\$174,167	\$50,000	\$160,000	\$160,000	0.00%
ELECTION REIMBURSEMENT	\$12,067	\$14,732	\$0	\$0	\$0	0.00%
TOTAL INTERGOVERNMENTAL	\$1,129,792	\$695,968	\$475,000	\$585,000	\$600,000	2.56%
MISCELLANEOUS REVENUE						
SUNDRY REVENUE	\$35,490	\$174,528	\$20,000	\$20,000	\$20,000	0.00%
DONATIONS	\$25,380	\$51,805	\$0	\$0	\$0	0.00%
CELL TOWER REVENUE	\$51,226	\$54,821	\$50,000	\$90,000	\$90,000	0.00%
INTEREST	\$419,418	\$464,243	\$20,000	\$50,000	\$50,000	0.00%
TOTAL MISCELLANEOUS	\$531,514	\$745,397	\$90,000	\$160,000	\$160,000	0.00%
DAKOTA COUNTY						
WASTE MANAGEMENT	\$10,255	\$13,901	\$27,914	\$28,750	\$93,849	226.43%
TOTAL DAKOTA COUNTY	\$10,255	\$13,901	\$27,914	\$28,750	\$93,849	226.43%
OTHER REVENUE						
UNAPPROPRIATED FUND TRANSFER	\$47,550	\$47,550	\$47,550	\$47,550	\$47,550	0.00%
UTILITY FRANCHISE FEE	\$0	\$382,044	\$350,000	\$350,000	\$520,000	48.57%
TOTAL OTHER REVENUE	\$47,550	\$429,594	\$397,550	\$397,550	\$567,550	42.76%
TOTAL GENERAL FUND REVENUE	\$12,449,650	\$13,682,695	\$12,331,671	\$13,117,369	\$13,964,834	6.46%

CITY COUNCIL
DEPARTMENT 9

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	CITY COUNCIL						
4110	SALARIES-REGULAR	\$22,344	\$22,682	\$22,500	\$22,500	\$22,500	0.00%
4133	WORKERS COMPENSATION	\$176	\$178	\$195	\$100	\$50	-50.00%
4135	FICA	\$1,709	\$1,735	\$1,721	\$1,721	\$1,721	0.00%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$99	100.00%
	TOTAL HUMAN RESOURCES	\$24,229	\$24,595	\$24,416	\$24,321	\$24,370	0.20%
4220	PROFESSIONAL SERVICES	\$0	\$234	\$3,000	\$3,000	\$2,000	-33.33%
4400	TRAINING	\$785	\$1,080	\$1,000	\$2,500	\$2,500	0.00%
4490	TELEPHONE	\$542	\$544	\$550	\$550	\$550	0.00%
4490	FIREWORKS	\$15,000	\$20,225	\$25,000	\$25,000	\$25,000	0.00%
4490	MISCELLANEOUS	\$2,264	\$2,190	\$5,000	\$5,000	\$3,000	-40.00%
	TOTAL OTHER CHARGES	\$18,591	\$24,273	\$34,550	\$36,050	\$33,050	-8.32%
4600	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$42,821	\$48,868	\$58,966	\$60,371	\$57,420	-4.89%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				

ADMINISTRATION
DEPARTMENT 10

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	ADMINISTRATION						
4110	SALARIES-REGULAR	\$679,728	\$801,172	\$758,196	\$902,658	\$991,645	9.86%
4115	SALARIES-OVERTIME	\$85	\$690	\$0	\$0	\$0	0.00%
4131	INSURANCE	\$129,741	\$137,231	\$160,306	\$180,194	\$195,180	8.32%
4133	WORKERS COMPENSATION	\$13,410	\$13,707	\$15,000	\$11,000	\$6,125	-44.32%
4134	PERA	\$52,118	\$55,929	\$56,865	\$67,699	\$73,676	8.83%
4135	FICA	\$55,552	\$58,711	\$58,002	\$69,054	\$75,861	9.86%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$4,363	100.00%
4137	EMPLOYEE ASSISTANCE PROGRAM	\$1,795	\$1,918	\$1,800	\$2,020	\$2,500	23.76%
	TOTAL HUMAN RESOURCES	\$932,429	\$1,069,358	\$1,050,169	\$1,232,625	\$1,349,350	9.47%
4200	RENTALS AND LEASES	\$205	\$218	\$10,600	\$1,000	\$1,000	0.00%
4209	CITY HALL RENT	\$65,000	\$78,000	\$78,000	\$92,500	\$101,750	10.00%
4210	TELEPHONE	\$1,198	\$459	\$2,500	\$2,000	\$2,000	0.00%
4220	CITY ATTORNEY	\$18,279	\$19,534	\$27,000	\$27,000	\$30,000	11.11%
4220	AUDITOR	\$29,834	\$27,798	\$28,000	\$32,000	\$35,350	10.47%
4220	ARCHITECTURAL SERVICES	\$47,062	\$0	\$0	\$0	\$0	0.00%
4220	CODIFICATION SERVICES	\$500	\$898	\$5,500	\$5,500	\$7,500	36.36%
4220	PROF SERVICES - HR COMP	\$18,917	\$10,056	\$5,000	\$5,000	\$5,000	0.00%
4220	SAFETY TRAINING	\$8,133	\$8,735	\$8,000	\$12,800	\$12,800	0.00%
4220	HR TESTING	\$580	\$1,446	\$4,000	\$1,500	\$1,500	0.00%
4220	COUNCIL RECORDING SERVICES	\$4,961	\$5,284	\$6,000	\$6,000	\$6,000	0.00%
4220	MISCELLANEOUS	\$25,968	\$17,665	\$21,000	\$21,000	\$21,000	0.00%
4220	ADA TRANSITION PLAN	\$0	\$0	\$0	\$35,000	\$0	-100.00%
4240	LEGAL PUBLICATIONS	\$2,577	\$2,447	\$2,200	\$2,500	\$2,500	0.00%
4250	LIABILITY AND AUTO INSURANCE	\$123,781	\$148,023	\$146,000	\$152,200	\$169,650	11.47%
4268	NEWSLETTER	\$22,448	\$23,274	\$23,650	\$25,000	\$20,000	-20.00%
	TOTAL CONTRACTUAL SERVICES	\$369,443	\$343,836	\$367,450	\$421,000	\$416,050	-1.18%
4300	OFFICE SUPPLIES	\$7,368	\$7,910	\$8,000	\$5,500	\$5,500	0.00%
4306	RECRUITMENT COSTS	\$65	\$83	\$2,000	\$2,000	\$2,000	0.00%
4318	POSTAGE	\$1,736	\$1,897	\$2,500	\$2,500	\$3,000	20.00%
4320	FUEL	\$2,677	\$3,298	\$2,500	\$2,700	\$3,000	11.11%
4330	EQUIPMENT REPAIR	\$1,032	\$1,203	\$3,000	\$3,000	\$3,000	0.00%
4331	MISCELLANEOUS FURNITURE/EQUIP	\$0	\$0	\$1,000	\$1,000	\$1,000	0.00%
	TOTAL COMMODITIES	\$12,877	\$14,391	\$19,000	\$16,700	\$17,500	4.79%
4400	TRAINING	\$4,000	\$6,006	\$7,500	\$10,000	\$8,000	-20.00%
4402	BOOKS AND SUBSCRIPTIONS	\$0	\$0	\$1,000	\$1,000	\$500	-50.00%
4404	MEMBERSHIP DUES	\$18,477	\$21,575	\$23,500	\$24,000	\$27,500	14.58%
4415	MILEAGE AND AUTO ALLOWANCE	\$3,062	\$3,114	\$3,800	\$3,500	\$3,500	0.00%
4437	CREDIT CARD FEES	\$2,145	\$2,679	\$1,000	\$3,000	\$5,000	66.67%
4480	CONTINGENCY	\$35,201	\$84,424	\$30,000	\$30,000	\$30,000	0.00%
4490	MISCELLANEOUS	\$7,719	\$4,369	\$5,000	\$5,000	\$5,000	0.00%
4490	ARC PER DIEM	\$2,500	\$675	\$1,050	\$1,050	\$1,050	0.00%
	TOTAL OTHER CHARGES	\$73,104	\$122,843	\$72,850	\$77,550	\$80,550	3.87%
4600	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$1,387,853	\$1,550,427	\$1,509,469	\$1,747,875	\$1,863,450	6.61%
	CAPITAL OUTLAY ITEMS	REQUESTED					

ELECTIONS
DEPARTMENT 12

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	ELECTIONS						
4110	SALARIES-REGULAR	\$28,874	\$34,430	\$32,836	\$35,085	\$37,499	6.88%
4115	SALARIES-OVERTIME	\$2,109	\$5,501	\$5,000	\$0	\$5,000	100.00%
4125	SALARIES-ELECTION JUDGES	\$16,170	\$49,193	\$49,500	\$0	\$35,000	100.00%
4131	INSURANCE	\$6,092	\$8,001	\$8,001	\$8,001	\$8,400	4.99%
4134	PERA	\$842	\$2,936	\$2,838	\$2,631	\$3,187	21.13%
4135	FICA	\$1,220	\$4,739	\$2,895	\$2,684	\$3,251	21.13%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$187	100.00%
	TOTAL HUMAN RESOURCES	\$55,306	\$104,799	\$101,070	\$48,401	\$92,524	91.16%
4220	CONSULTING FEES	\$315	\$198	\$1,000	\$0	\$200	100.00%
4220	ABSENTEE/EARLY VOTING	\$0	\$0	\$0	\$4,500	\$5,555	23.44%
4240	LEGAL PUBLICATIONS	\$152	\$146	\$750	\$0	\$200	100.00%
	TOTAL CONTRACTUAL SERVICES	\$467	\$344	\$1,750	\$4,500	\$5,955	32.33%
4300	OFFICE SUPPLIES	\$357	\$2,734	\$6,500	\$0	\$4,500	100.00%
4318	POSTAGE	\$668	\$4,207	\$4,000	\$0	\$600	100.00%
4330	BALLOT COUNTER MAINTENANCE	\$1,724	\$0	\$3,500	\$3,500	\$2,000	-42.86%
4330	ELECTRONIC POLL BOOKS	\$0	\$1,314	\$4,000	\$4,000	\$1,315	-67.13%
4330	ELECTRONIC POLL BOOK MAINTENANC	\$5,230	\$5,308	\$4,900	\$2,800	\$1,200	-57.14%
4330	ELECTION EQUIPMENT	\$0	\$0	\$0	\$0	\$11,000	100.00%
	TOTAL COMMODITIES	\$7,979	\$13,563	\$22,900	\$10,300	\$20,615	100.15%
4415	MILEAGE AND AUTO ALLOWANCE	\$60	\$219	\$500	\$0	\$250	100.00%
4490	MISCELLANEOUS	\$2,897	\$8,763	\$6,200	\$0	\$6,200	100.00%
4490	IPADS, MISC EQUIPMENT	\$14,814	\$1,228	\$1,000	\$1,000	\$1,050	5.00%
	TOTAL OTHER CHARGES	\$17,771	\$10,209	\$7,700	\$1,000	\$7,500	650.00%
4600	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$81,524	\$128,915	\$133,420	\$64,201	\$126,594	97.18%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				

INFORMATION TECHNOLOGY
DEPARTMENT 14

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	IT						
4110	SALARIES-REGULAR	\$0	\$0	\$0	\$0	\$0	0.00%
4115	SALARIES-OVERTIME	\$0	\$0	\$0	\$0	\$0	0.00%
4110	IT STAFF POSITION	\$0	\$0	\$0	\$0	\$0	0.00%
4131	INSURANCE	\$0	\$0	\$0	\$0	\$0	0.00%
4134	PERA	\$0	\$0	\$0	\$0	\$0	0.00%
4135	FICA	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL HUMAN RESOURCES	\$0	\$0	\$0	\$0	\$0	0.00%
4210	IPT	\$28,860	\$46,136	\$35,830	\$33,405	\$39,275	17.57%
4220	WEBSITE COSTS	\$0	\$0	\$1,000	\$1,200	\$0	-100.00%
	LOGIS SUPPORT	\$56,823	\$91,901	\$62,866	\$70,900	\$58,000	-18.19%
	WEB SERVICES	\$0	\$4,423	\$8,846	\$8,846	\$8,846	0.00%
	STATE OF MN LINE FEES (FIBER FEE)	\$1,332	\$1,332	\$3,000	\$3,000	\$1,332	-55.60%
	SERVER HOSTING	\$41,250	\$45,108	\$44,790	\$48,375	\$48,375	0.00%
	FIBER MANAGEMENT (LOGIS)	\$1,260	\$10,382	\$9,877	\$10,476	\$3,177	-69.67%
	TOTAL CONTRACTUAL SERVICES	\$129,525	\$199,282	\$166,209	\$176,202	\$159,005	-9.76%
4301	COMPUTER SOFTWARE AND HARDWARE						
	MICROSOFT LICENSES & CALS	\$0	\$51,679	\$41,500	\$47,359	\$51,870	9.53%
	COMPUTER REPLACEMENT	\$6,750	\$5,446	\$17,080	\$17,810	\$17,028	-4.39%
	MISC HARDWARE & SOFTWARE	\$13,298	\$10,692	\$13,537	\$54,470	\$3,000	-94.49%
	LASERFICHE MAINTENANCE	\$12,559	\$22,201	\$22,211	\$31,414	\$10,783	-65.67%
	SOFTWARE MAINTENANCE/RENEWALS	\$14,442	\$24,238	\$52,191	\$52,683	\$66,008	25.29%
	SERVER REPLACEMENT AND MAINTENANCE	\$4,824	\$0	\$0	\$0	\$0	0.00%
	FIREWALL	\$0	\$8,087	\$9,847	\$0	\$0	0.00%
	DOOR ACCESS SYSTEM MAINTENANCE	\$2,491	\$2,831	\$4,000	\$4,000	\$5,000	25.00%
	TOTAL COMMODITIES	\$54,364	\$125,174	\$160,366	\$207,736	\$153,689	-26.02%
4400	TRAINING	\$0	\$0	\$750	\$750	\$0	-100.00%
4490	MISCELLANEOUS	\$0	\$0	\$0	\$0	\$4,000	100.00%
	TOTAL OTHER CHARGES	\$0	\$0	\$750	\$750	\$4,000	433.33%
4600	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$183,889	\$324,456	\$327,325	\$384,688	\$316,694	-17.68%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				

POLICE DEPARTMENT
DEPARTMENT 20

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
POLICE							
4110	SALARIES-REGULAR/PATROL	\$1,532,846	\$1,440,633	\$1,557,070	\$1,574,617	\$1,785,251	13.38%
4110	SALARIES-REGULAR/ADMINISTRATION	\$794,836	\$1,011,992	\$940,950	\$983,372	\$1,098,976	11.76%
4110	SALARIES - CADET	\$0	\$45,970	\$0	\$0	\$0	0.00%
4115	SALARIES-OVERTIME/PATROL	\$34,521	\$37,235	\$80,946	\$80,946	\$80,946	0.00%
4130	SALARIES-TEMPORARY	\$5,414	\$4,481	\$10,400	\$10,400	\$10,400	0.00%
4131	INSURANCE	\$584,275	\$617,101	\$689,880	\$669,920	\$732,000	9.27%
4133	WORKERS COMPENSATION	\$165,803	\$169,502	\$185,510	\$210,000	\$116,650	-44.45%
4134	PERA/PATROL	\$273,939	\$249,520	\$289,929	\$293,035	\$330,317	12.72%
4134	PERA/ADMINISTRATION	\$121,000	\$160,457	\$151,237	\$157,339	\$171,998	9.32%
4135	FICA/PATROL	\$25,872	\$24,282	\$24,547	\$24,801	\$27,856	12.32%
4135	FICA/ADMINISTRATION	\$19,338	\$26,294	\$22,951	\$24,421	\$29,624	21.31%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$13,093	100.00%
	TOTAL HUMAN RESOURCES	\$3,557,845	\$3,787,467	\$3,953,420	\$4,028,851	\$4,397,111	9.14%
4200	RENTALS AND LEASES	\$97,083	\$102,540	\$133,000	\$250,000	\$300,000	20.00%
4209	CITY HALL RENT	\$76,803	\$92,000	\$92,000	\$92,000	\$101,200	10.00%
4210	TELEPHONE	\$21,217	\$22,699	\$26,000	\$26,500	\$26,500	0.00%
4220	PROFESSIONAL SERVICES/LICENSES/FEES	\$16,888	\$4,545	\$13,200	\$13,200	\$13,200	0.00%
4222	PROSECUTIONS	\$70,996	\$71,032	\$75,000	\$75,000	\$106,500	42.00%
4225	ANIMAL IMPOUNDING FEES	\$2,078	\$1,343	\$2,500	\$2,500	\$2,500	0.00%
4223	OTHER CONTRACTUAL SERVICES	\$151,457	\$177,952	\$208,433	\$253,000	\$250,000	-1.19%
4275	DISPATCH ANNUAL FEE	\$272,816	\$279,823	\$283,300	\$295,500	\$288,350	-2.42%
	TOTAL CONTRACTUAL SERVICES	\$709,337	\$751,935	\$833,433	\$1,007,700	\$1,088,250	7.99%
4300	OFFICE SUPPLIES	\$3,315	\$3,111	\$6,000	\$6,000	\$6,000	0.00%
4301	COMPUTER SOFTWARE/HARDWARE	\$38,300	\$9,977	\$22,000	\$56,100	\$56,100	0.00%
4305	OPERATING SUPPLIES	\$14,038	\$40,352	\$40,000	\$40,000	\$40,000	0.00%
4305	POLICE RESERVES	\$1,694	\$23,744	\$4,000	\$6,000	\$6,000	0.00%
4306	RECRUITMENT COSTS	\$19,087	\$37,854	\$15,000	\$15,000	\$15,000	0.00%
4318	POSTAGE	\$301	\$487	\$2,000	\$4,000	\$4,000	0.00%
4320	GAS AND OIL	\$63,219	\$56,355	\$70,000	\$70,000	\$70,000	0.00%
4330	EQUIPMENT REPAIR/GENERAL	\$52,733	\$70,244	\$30,000	\$30,000	\$30,000	0.00%
4330	EQUIPMENT REPAIR/CAR SET UP	\$15,103	\$110,408	\$45,000	\$90,000	\$90,000	0.00%
4331	MISCELLANEOUS FURNITURE/EQUIP	\$21,397	\$10,355	\$11,000	\$11,000	\$11,000	0.00%
	TOTAL COMMODITIES	\$229,188	\$362,889	\$245,000	\$328,100	\$328,100	0.00%
4400	TRAINING	\$40,135	\$46,712	\$45,000	\$50,000	\$50,000	0.00%
4402	BOOKS AND SUBSCRIPTIONS	\$152	\$198	\$500	\$500	\$500	0.00%
4404	MEMBERSHIP DUES	\$31,826	\$41,269	\$58,000	\$50,000	\$48,000	-4.00%
4410	CLOTHING AND EQUIPMENT	\$33,567	\$53,509	\$20,000	\$40,000	\$40,000	0.00%
4430	CAR WASHES	\$0	\$0	\$1,000	\$1,000	\$1,000	0.00%
4490	MISC - WELLNESS	\$0	\$1,205	\$0	\$0	\$0	0.00%
4490	MISCELLANEOUS	\$2,124	\$5,122	\$5,000	\$5,000	\$5,000	0.00%
4490	SHREDDING	\$1,257	\$1,241	\$1,000	\$1,000	\$1,000	0.00%
	TOTAL OTHER CHARGES	\$109,060	\$149,256	\$130,500	\$147,500	\$145,500	-1.36%
4610	CAPITAL OUTLAY	\$0	\$98,364	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$98,364	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$4,605,430	\$5,149,911	\$5,162,353	\$5,512,151	\$5,958,961	8.11%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				
	ASSET MANAGEMENT SYSTEM	\$12,325	\$12,325				

FIRE DEPARTMENT
DEPARTMENT 30

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	FIRE						
4110	SALARIES-REGULAR/ADMIN	\$55,194	\$100,790	\$96,757	\$100,905	\$106,761	5.80%
4110	SALARIES-REGULAR/FIREFIGHTERS	\$224,587	\$207,636	\$199,027	\$204,998	\$216,673	5.70%
4131	INSURANCE	\$11,300	\$16,191	\$17,145	\$17,145	\$18,000	4.99%
4132	INSURANCE-LONG TERM DISABILITY	\$2,924	\$3,817	\$3,000	\$3,000	\$3,000	0.00%
4133	WORKERS COMPENSATION	\$57,300	\$58,582	\$64,115	\$39,000	\$21,675	-44.42%
4134	PERA/ADMIN	\$5,916	\$7,568	\$7,257	\$7,568	\$8,007	5.80%
4135	FICA/ADMIN	\$4,241	\$7,530	\$7,402	\$7,719	\$8,167	5.80%
4135	FICA/FIREFIGHTERS	\$5,742	\$4,178	\$2,886	\$2,972	\$3,142	5.72%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$1,423	100.00%
	TOTAL HUMAN RESOURCES	\$367,204	\$406,291	\$397,589	\$383,307	\$386,848	0.92%
4200	RENTALS AND LEASES	\$12	\$13	\$500	\$500	\$250	-50.00%
4210	TELEPHONE	\$3,686	\$4,921	\$4,000	\$4,500	\$4,250	-5.56%
4211	ELECTRICAL SERVICE	\$16,541	\$14,137	\$15,000	\$15,000	\$15,000	0.00%
4212	GAS SERVICE	\$15,858	\$11,928	\$20,000	\$20,000	\$18,000	-10.00%
4213	SOLAR LEASE	\$4,156	\$4,147	\$4,200	\$4,651	\$4,675	0.52%
	PROFESSIONAL SERVICES						
4220	LOGIS - IT SERVICES	\$13,703	\$5,329	\$8,000	\$10,370	\$6,000	-42.14%
4220	AUDIT	\$10,000	\$11,100	\$10,000	\$10,000	\$12,000	20.00%
4220	LEGAL	\$0	\$0	\$1,500	\$1,750	\$1,250	-28.57%
4220	OTHER PROFESSIONAL SERVICES	\$3,930	\$17,137	\$1,000	\$9,000	\$10,000	11.11%
4240	LEGAL PUBLICATIONS	\$0	\$0	\$500	\$500	\$250	-50.00%
4244	MEDICAL EXAMS	\$12,538	\$6,073	\$10,000	\$10,500	\$10,500	0.00%
4268	SNOWPLOW FIREFIGHTER DRIVEWAYS	\$7,015	\$3,815	\$11,000	\$11,000	\$10,000	-9.09%
4268	DEPARTMENT REPORT PRINTING	\$4,279	\$4,397	\$4,500	\$4,500	\$4,000	-11.11%
4268	STATIC TESTING	\$8,188	\$9,823	\$12,000	\$12,750	\$11,500	-9.80%
4275	DISPATCH ANNUAL FEE	\$17,243	\$18,682	\$18,000	\$20,000	\$33,270	66.35%
4280	RUBBISH COLLECTION	\$2,635	\$2,822	\$2,750	\$2,900	\$3,000	3.45%
	TOTAL CONTRACTUAL SERVICES	\$119,784	\$114,324	\$122,950	\$137,921	\$143,945	4.37%
4300	OFFICE SUPPLIES	\$632	\$2,741	\$2,000	\$2,000	\$2,000	0.00%
4301	COMPUTER SOFTWARE	\$5,344	\$8,923	\$10,500	\$13,000	\$14,000	7.69%
4301	COMPUTER HARDWARE	\$3,653	\$6,694	\$21,750	\$29,263	\$4,000	-86.33%
4305	OPERATING SUPPLIES						
	BOOTS/BUNKERPANTS/COATS	\$28,916	\$42,498	\$45,517	\$48,500	\$49,000	1.03%
	HOSE/NOZZELS/FITTINGS	\$5,702	\$3,611	\$11,000	\$13,000	\$13,000	0.00%
	MISCELLANEOUS OPERATING SUPPLIES	\$22,256	\$14,707	\$19,000	\$21,000	\$21,000	0.00%
	FIRE PREVENTION	\$2,829	\$3,413	\$7,500	\$7,750	\$7,750	0.00%
4318	POSTAGE	\$177	\$183	\$150	\$150	\$150	0.00%
4320	GAS AND OIL	\$9,140	\$8,936	\$8,000	\$9,000	\$9,000	0.00%
4330	EQUIPMENT REPAIR						
	COPIER MAINTENANCE	\$2,031	\$224	\$1,000	\$1,000	\$1,000	0.00%
	RADIO REPAIRS AND MAINTENANCE	\$3,150	\$1,356	\$1,500	\$1,750	\$2,250	28.57%
	APPARATUS REPAIRS AND MAINTENANCE	\$12,806	\$36,751	\$29,000	\$30,000	\$31,000	3.33%
	SCBA SERVICE	\$1,385	\$1,103	\$1,500	\$1,500	\$1,500	0.00%
	OTHER REPAIRS AND MAINTENANCE	\$12,205	\$11,447	\$7,000	\$8,500	\$10,000	17.65%
4331	MISC FURNITURE/EQUIPMENT	\$0	\$0	\$0	\$0	\$0	0.00%
4335	BUILDING MAINTENANCE	\$40,829	\$46,132	\$30,000	\$35,000	\$55,000	57.14%
	TOTAL COMMODITIES	\$151,053	\$188,719	\$195,417	\$221,413	\$220,650	-0.34%

FIRE DEPARTMENT
DEPARTMENT 30

4400	TRAINING	\$9,341	\$25,367	\$18,250	\$18,750	\$19,000	1.33%
4402	BOOKS AND SUBSCRIPTIONS	\$905	\$3,180	\$2,000	\$2,500	\$3,500	40.00%
4403	TRAINING EXPENSES	\$4,772	\$4,612	\$5,500	\$5,500	\$5,500	0.00%
4404	MEMBERSHIP DUES	\$1,849	\$1,461	\$2,250	\$2,250	\$2,250	0.00%
4410	UNIFORMS	\$8,771	\$9,811	\$10,500	\$12,500	\$12,500	0.00%
4415	MILEAGE	\$0	\$51	\$250	\$250	\$200	-20.00%
4425	WATER SERVICE	\$3,370	\$2,176	\$3,000	\$3,000	\$3,000	0.00%
4490	MISCELLANEOUS	\$530	\$3,862	\$500	\$500	\$500	0.00%
	TOTAL OTHER CHARGES	\$29,537	\$50,520	\$42,250	\$45,250	\$46,450	2.65%
4630	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$667,578	\$759,854	\$758,206	\$787,891	\$797,893	1.27%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				
	PARKING LOT PAVING	\$100,000	\$80,000				
	SEAL WALL PENETRATIONS	\$10,000	\$10,000				
	TENDER 10	\$425,000	\$250,000				
	CHIEF 1 VEHICLE	\$85,000	\$85,000				

BUILDING OFFICIAL

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	BUILDING OFFICIAL						
4110	SALARIES-REGULAR	\$0	\$0	\$0	\$0	\$0	0.00%
4115	SALARIES-OVERTIME	\$0	\$0	\$0	\$0	\$0	0.00%
4131	INSURANCE	\$0	\$0	\$0	\$0	\$0	0.00%
4133	INSURANCE-WORKERS COMPENSATION	\$0	\$0	\$0	\$0	\$0	0.00%
4134	PERA	\$0	\$0	\$0	\$0	\$0	0.00%
4135	FICA	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL HUMAN RESOURCES	\$0	\$0	\$0	\$0	\$0	0.00%
4209	CITY HALL RENT	\$12,000	\$14,500	\$14,500	\$0	\$0	0.00%
4210	TELEPHONE	\$3,239	\$3,351	\$4,000	\$4,000	\$4,000	0.00%
4220	PROFESSIONAL SERVICES	\$557	\$558	\$500	\$500	\$500	0.00%
	CITY ATTORNEY	\$700	\$1,746	\$1,000	\$1,000	\$1,000	0.00%
	CITY ENGINEER/GOPHER ONE	\$0	\$0	\$500	\$500	\$500	0.00%
4231	CONTRACTED INSPECTIONS	\$370,710	\$507,607	\$300,000	\$319,000	\$322,000	0.94%
	TOTAL CONTRACTUAL SERVICES	\$387,205	\$527,762	\$320,500	\$325,000	\$328,000	0.92%
4300	OFFICE SUPPLIES	\$1,006	\$352	\$1,250	\$1,250	\$1,250	0.00%
4305	OPERATING SUPPLIES	\$970	\$1,692	\$500	\$500	\$500	0.00%
4318	POSTAGE	\$2,252	\$2,415	\$1,500	\$2,500	\$2,500	0.00%
	TOTAL COMMODITIES	\$4,228	\$4,459	\$3,250	\$4,250	\$4,250	0.00%
4400	TRAINING	\$0	\$0	\$500	\$500	\$500	0.00%
4402	BOOKS AND SUBSCRIPTIONS	\$0	\$0	\$250	\$250	\$250	0.00%
4404	MEMBERSHIP DUES	\$0	\$0	\$125	\$125	\$125	0.00%
4490	MISCELLANEOUS	\$0	\$55	\$500	\$500	\$500	0.00%
4437	CREDIT CARD FEES	\$12,156	\$15,183	\$10,000	\$14,000	\$14,000	0.00%
	TOTAL OTHER CHARGES	\$12,156	\$15,238	\$11,375	\$15,375	\$15,375	0.00%
4620	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$403,589	\$547,458	\$335,125	\$344,625	\$347,625	0.87%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				
	ASSET MANAGEMENT SYSTEM	\$ 21,308	\$ 21,308				

STREETS
DEPARTMENT 50

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
PW - STREETS							
4110	SALARIES-REGULAR	\$434,915	\$429,762	\$452,104	\$470,115	\$494,097	5.10%
4115	SALARIES-OVERTIME	\$13,831	\$19,858	\$22,375	\$22,375	\$22,375	0.00%
4130	SALARIES-TEMPORARY	\$0	\$670	\$8,000	\$8,000	\$8,000	0.00%
4131	INSURANCE	\$93,126	\$116,594	\$122,072	\$122,072	\$128,160	4.99%
4133	WORKERS COMPENSATION	\$67,055	\$68,554	\$75,030	\$42,000	\$23,350	-44.40%
4134	PERA	\$33,008	\$33,387	\$35,586	\$36,937	\$38,735	4.87%
4135	FICA	\$35,021	\$35,941	\$36,910	\$38,287	\$40,122	4.79%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$2,308	100.00%
	TOTAL HUMAN RESOURCES	\$676,956	\$704,767	\$752,077	\$739,786	\$757,147	2.35%
4200	RENTALS AND LEASES	\$3,417	\$4,530	\$5,500	\$5,000	\$5,000	0.00%
4210	TELEPHONE	\$3,294	\$2,450	\$4,000	\$4,000	\$4,000	0.00%
4211	ELECTRICAL-STREET LIGHTS	\$25,252	\$23,705	\$25,000	\$26,000	\$26,000	0.00%
4211	ELECTRICAL-PUBLIC WORKS GARAGE	\$914	-\$320	\$3,000	\$2,500	\$2,500	0.00%
4211	ELECTRICAL-TRAFFIC SIGNALS	\$3,452	\$3,348	\$4,000	\$4,000	\$4,000	0.00%
4212	GAS SERVICE	\$4,844	\$2,855	\$10,000	\$9,000	\$7,500	-16.67%
4213	SOLAR LEASE	\$2,261	\$2,362	\$2,400	\$2,588	\$2,580	-0.31%
4220	PROFESSIONAL SERVICES	\$8,494	\$9,815	\$7,500	\$7,500	\$10,000	33.33%
4220	CITY ATTORNEY	\$0	\$1,317	\$1,000	\$1,000	\$1,000	0.00%
4240	LEGAL PUBLICATIONS	\$405	\$61	\$500	\$500	\$500	0.00%
4280	RUBBISH REMOVAL	\$3,659	\$3,760	\$3,000	\$4,000	\$4,000	0.00%
	TOTAL CONTRACTUAL SERVICES	\$55,991	\$53,883	\$65,900	\$66,088	\$67,080	1.50%
4300	OFFICE SUPPLIES	\$1,618	\$1,195	\$1,000	\$1,000	\$1,500	50.00%
4305	OPERATING SUPPLIES	\$12,070	\$15,090	\$18,000	\$18,000	\$18,000	0.00%
4306	RECRUITMENT COSTS	\$0	\$10	\$500	\$500	\$500	0.00%
4318	POSTAGE	\$0	\$108	\$50	\$50	\$50	0.00%
4320	GAS AND OIL	\$41,533	\$24,043	\$45,000	\$45,000	\$45,000	0.00%
4330	EQUIPMENT REPAIR	\$97,756	\$87,165	\$85,000	\$90,000	\$90,000	0.00%
4331	MISC OFFICE/COMPUTER EQUIPMENT	\$0	\$0	\$1,500	\$1,500	\$1,500	0.00%
4335	PUBLIC WORKS GARAGE MAINTENANCE						
	BUILDING MAINTENANCE	\$9,469	\$12,830	\$11,500	\$11,500	\$15,000	30.43%
4336	SNOW REMOVAL DAMAGE REPAIR	\$7,090	\$960	\$4,000	\$4,000	\$4,000	0.00%
	TOTAL COMMODITIES	\$169,537	\$141,402	\$166,550	\$171,550	\$175,550	2.33%
4400	TRAINING	\$5,016	\$7,057	\$7,500	\$7,500	\$7,500	0.00%
4404	MEMBERSHIP DUES	\$0	\$0	\$300	\$300	\$300	0.00%
4410	CLOTHING AND EQUIPMENT	\$5,352	\$5,913	\$5,500	\$5,500	\$6,000	9.09%
4415	MILEAGE AND AUTO ALLOWANCE	\$0	\$240	\$250	\$250	\$250	0.00%
4420	STREET SIGNS AND POSTS	\$6,657	\$12,782	\$12,000	\$12,000	\$15,000	25.00%
4421	SAND AND SALT	\$85,914	\$75,640	\$125,000	\$125,000	\$100,000	-20.00%
4422	STREET MAINTENANCE MATERIAL	\$78,651	\$38,470	\$40,000	\$40,000	\$50,000	25.00%
4423	CRACK SEALING/CHIP SEALING	\$75,634	\$59,514	\$100,000	\$100,000	\$115,000	15.00%
4424	STREET SWEEPING AND STRIPING	\$52,500	\$59,893	\$70,000	\$70,000	\$75,000	7.14%
4425	WATER SERVICE-PUBLIC WORKS	\$409	\$353	\$500	\$500	\$500	0.00%
4490	MISCELLANEOUS	\$105	\$527	\$500	\$500	\$500	0.00%
4500	TREE REMOVAL	\$93,855	\$0	\$0	\$0	\$0	0.00%
	TOTAL OTHER CHARGES	\$404,094	\$260,389	\$361,550	\$361,550	\$370,050	2.35%
4620	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$1,306,578	\$1,160,441	\$1,346,077	\$1,338,974	\$1,369,827	2.30%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				
	APRONS & BULLARDS	\$16,667	\$16,667				
	PW DOOR ACCESS	\$6,667	\$6,667				
	TRUCK MOUNTED MESSAGE BOARD	\$15,000	\$15,000				
	WHEEL LOADER	\$220,000	\$0				
	ASSET MANAGEMENT SOFTWARE	\$9,600	\$9,600				

PARKS
DEPARTMENT 70

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	PW - PARKS						
4110	SALARIES-REGULAR	\$525,737	\$557,961	\$533,437	\$613,837	\$638,461	4.01%
4115	SALARIES-OVERTIME	\$3,878	\$4,050	\$15,000	\$30,500	\$15,000	-50.82%
4130	SALARIES-TEMPORARY	\$42,700	\$46,042	\$50,000	\$50,000	\$50,000	0.00%
4131	INSURANCE	\$133,929	\$135,884	\$141,046	\$153,848	\$161,520	4.99%
4133	WORKERS COMPENSATION	\$26,815	\$27,412	\$30,000	\$33,000	\$18,350	-44.39%
4134	PERA	\$38,826	\$41,880	\$41,133	\$48,325	\$48,582	0.53%
4135	FICA	\$46,261	\$50,398	\$45,780	\$53,117	\$53,815	1.31%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$3,095	100.00%
4138	UNEMPLOYMENT	\$1,792	\$0	\$0	\$0	\$0	0.00%
	TOTAL HUMAN RESOURCES	\$819,938	\$863,627	\$856,396	\$982,627	\$988,823	0.63%
4200	RENTALS AND LEASES	\$22,274	\$23,419	\$29,000	\$29,000	\$29,000	0.00%
4210	TELEPHONE	\$4,247	\$3,216	\$4,000	\$4,000	\$4,000	0.00%
4211	ELECTRICAL-PW/WARMING HOUSES	\$914	-\$320	\$3,500	\$3,000	\$3,000	0.00%
4211	ELECTRICAL-COMF. STAT./AERATOR	\$5,861	\$3,803	\$6,000	\$6,000	\$6,000	0.00%
4212	GAS SERVICE	\$5,251	\$3,415	\$10,000	\$9,000	\$7,500	-16.67%
4213	SOLAR LEASE	\$2,261	\$2,362	\$2,400	\$2,588	\$2,580	-0.31%
4220	PROFESSIONAL SERVICES						
	CITY ATTORNEY	\$2,887	\$3,366	\$2,000	\$2,500	\$3,000	20.00%
	TESTING/COMMISSION MINUTES	\$2,553	\$4,049	\$6,000	\$5,000	\$5,000	0.00%
	BIKE/PED PLAN - VALLEY FOREST	\$7,500	\$25,214	\$0	\$0	\$0	0.00%
	CITY ENGINEERING	-\$257	\$540	\$0	\$0	\$500	100.00%
	OTHER PROFESSIONAL SERVICES	\$68	\$1,315	\$0	\$0	\$500	100.00%
4240	LEGAL PUBLICATION	\$423	\$324	\$750	\$750	\$750	0.00%
4280	RUBBISH REMOVAL	\$3,649	\$3,760	\$3,000	\$4,000	\$4,000	0.00%
	TOTAL CONTRACTUAL SERVICES	\$57,630	\$74,462	\$66,650	\$65,838	\$65,830	-0.01%
4300	OFFICE SUPPLIES	\$2,995	\$1,706	\$1,750	\$2,000	\$2,000	0.00%
4305	OPERATING SUPPLIES	\$18,451	\$20,922	\$20,000	\$20,000	\$20,000	0.00%
4306	RECRUITMENT COSTS	\$226	\$10	\$500	\$500	\$500	0.00%
4318	POSTAGE	\$454	\$506	\$350	\$500	\$500	0.00%
4320	GAS AND OIL	\$19,434	\$16,518	\$25,000	\$25,000	\$25,000	0.00%
4330	EQUIPMENT REPAIRS AND MAINTENANCE						
	EQUIPMENT REPAIRS/MAINTENANCE	\$37,757	\$44,115	\$46,500	\$46,500	\$46,500	0.00%
	PARKS MAINTENANCE SUPPLIES	\$35,019	\$36,335	\$60,000	\$60,000	\$50,000	-16.67%
	CHEMICALS AND FERTILIZER	\$6,475	\$0	\$14,000	\$14,000	\$10,000	-28.57%
	PARK MAINTENANCE COSTS	\$48,177	\$65,123	\$31,000	\$31,000	\$50,000	61.29%
	ERADICATE INVASIVE PLANTS	\$42,615	\$0	\$0	\$0	\$0	0.00%
	TOWN CENTRE LANDSCAPE MAINT.	\$0	\$2,100	\$9,000	\$9,000	\$9,000	0.00%
	INFIELD MAINTENANCE	\$28,163	\$8,010	\$10,000	\$10,000	\$15,000	50.00%
	TREE SALE	\$9,332	\$0	\$0	\$0	\$0	0.00%
	NATIVE PLANTINGS	\$3,113	\$0	\$0	\$0	\$0	0.00%
	TREE CITY USA DESIGNATION	\$5,786	\$0	\$0	\$0	\$0	0.00%
4331	MISC OFFICE/COMPUTER EQUIP	\$0	\$1,355	\$1,500	\$1,500	\$1,500	0.00%
4335	BUILDING MAINTENANCE						
	BUILDING MAINTENANCE	\$10,019	\$12,922	\$11,500	\$11,500	\$15,000	30.43%
	TOTAL COMMODITIES	\$268,015	\$209,621	\$231,100	\$231,500	\$245,000	5.83%

PARKS
DEPARTMENT 70

4400	TRAINING	\$1,489	\$3,935	\$7,000	\$5,000	\$5,000	0.00%
4404	MEMBERSHIP DUES	\$615	\$450	\$1,000	\$1,000	\$1,000	0.00%
4410	CLOTHING AND EQUIPMENT	\$488	\$3,835	\$5,500	\$5,500	\$6,000	9.09%
4415	MILEAGE AND AUTO ALLOWANCE	\$105	\$0	\$400	\$400	\$400	0.00%
4425	WATER SERVICE						
	PUBLIC WORKS	\$409	\$351	\$500	\$500	\$500	0.00%
	PARKS	\$28,949	\$12,438	\$30,000	\$30,000	\$30,000	0.00%
4490	MISCELLANEOUS	\$754	\$1,106	\$1,500	\$1,500	\$1,500	0.00%
4490	COMMISSIONER PER DIEM	\$2,250	\$1,625	\$2,100	\$2,250	\$2,250	0.00%
4500	TREE REMOVAL	\$48,053	\$0	\$0	\$0	\$0	0.00%
	TOTAL OTHER CHARGES	\$83,111	\$23,739	\$48,000	\$46,150	\$46,650	1.08%
4600	CAPITAL OUTLAY	\$63,115	\$77,770	\$0	\$0	\$45,000	0.00%
	TOTAL CAPITAL OUTLAY	\$63,115	\$77,770	\$0	\$0	\$45,000	0.00%
	TOTAL EXPENDITURES	\$1,291,808	\$1,249,219	\$1,202,146	\$1,326,115	\$1,391,303	4.92%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				
	APRONS & BOLLARDS	\$16,667	\$16,667				
	PW DOOR FOB ACCESS	\$6,667	\$6,667				
	JOHN DEERE GATOR	\$35,000	\$0				
	ASSET MANAGEMENT SOFTWARE	\$9,600	\$9,600				
	WENTWORTH HOCKEY BOARDS	\$45,000	\$45,000				
	VALLEY PARK PLAYGROUND/PAVILLION	\$210,000	\$150,000				

RECREATION
DEPARTMENT 70

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	RECREATION						
4435	SOFTBALL LEAGUES	\$4,786	\$5,408	\$8,500	\$5,500	\$6,000	9.09%
4435	TENNIS LESSONS	\$3,278	\$164	\$4,000	\$4,000	\$3,000	-25.00%
4435	SUMMER CONCERTS	\$8,444	\$7,475	\$18,000	\$15,000	\$15,000	0.00%
4435	WINTERFEST	\$7,262	\$9,359	\$8,000	\$8,500	\$9,000	5.88%
4435	SAFETY CAMP	\$1,677	\$3,051	\$1,700	\$2,000	\$3,500	75.00%
4435	SPECIAL EVENTS/PROGRAMMING	\$6,179	\$2,548	\$7,000	\$5,000	\$6,000	20.00%
4435	TRICK OR TEEING	\$0	\$3,743	\$0	\$5,000	\$5,500	10.00%
4435	TOUCH A TRUCK	\$0	\$0	\$0	\$3,000	\$2,750	-8.33%
4435	TOUR DE REC	\$0	\$741	\$1,000	\$1,000	\$1,200	20.00%
4435	WORKOUTS IN THE PARK	\$0	\$335	\$500	\$1,000	\$700	-30.00%
4435	CONTRACTED PROGRAMS	\$9,886	\$7,434	\$11,250	\$11,250	\$10,750	-4.44%
4435	SENIORS PROGRAMMING	\$413	\$233	\$4,500	\$4,500	\$4,000	-11.11%
4435	PROGRAM SUPPLIES/EQUIPMENT	\$3,053	\$3,498	\$6,000	\$6,000	\$6,000	0.00%
4435	FIELD TRIPS	\$877	\$1,077	\$4,000	\$4,000	\$2,000	-50.00%
4435	RECREATION OFFICE SUPPLIES	\$0	\$246	\$600	\$600	\$1,000	66.67%
4435	KIDS FISHING DERBY	\$1,477	\$682	\$1,750	\$1,750	\$1,750	0.00%
4435	YOUTH AND STAFF SHIRTS	\$1,522	\$894	\$3,250	\$3,250	\$3,250	0.00%
4435	SCHOLARSHIP PROGRAM	\$0	\$0	\$2,500	\$2,000	\$1,250	-37.50%
4435	PARK CELEBRATION EVENTS	\$7,636	\$9,469	\$9,000	\$10,000	\$10,000	0.00%
4435	MARKETING & COMMUNICATIONS	\$8,280	\$11,555	\$8,000	\$10,000	\$12,500	25.00%
4435	NATURE BASED PROGRAMMING	\$0	\$0	\$0	\$0	\$1,000	100.00%
4435	MISCELLANEOUS	\$3,655	\$14,034	\$1,500	\$2,500	\$5,000	100.00%
4436	ONLINE REGISTRATION FEES	\$2,865	\$2,739	\$2,750	\$3,000	\$3,250	8.33%
4400	TRAINING/CONFERENCES	\$6,617	\$4,076	\$7,500	\$7,500	\$9,000	20.00%
4400	SEASONAL STAFF TRAINING	\$0	\$409	\$0	\$3,000	\$1,500	-50.00%
4400	MEMBERSHIPS/SUBSCRIPTIONS	\$0	\$803	\$1,500	\$1,500	\$2,000	33.33%
4400	TUITION REIMBURSEMENT	\$0	\$0	\$0	\$0	\$6,000	100.00%
	TOTAL RECREATION CHARGES	\$77,905	\$89,972	\$112,800	\$120,850	\$132,900	9.97%
	BUDGET IMPROVEMENT REQUESTS	REQUESTED	APPROVED				

NATURAL RESOURCES

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	NATURAL RESOURCES						
4110	SALARIES-REGULAR		\$96,504	\$94,035	\$100,248	\$109,982	9.71%
4130	SALARIES - TEMP		\$0	\$0	\$0	\$10,000	100.00%
4131	INSURANCE		\$22,860	\$22,860	\$22,860	\$24,000	4.99%
4134	PERA		\$7,238	\$7,053	\$7,519	\$8,249	9.71%
4135	FICA		\$7,383	\$7,194	\$7,669	\$9,179	19.69%
	MN PAID LEAVE		\$0	\$0	\$0	\$528	100.00%
	TOTAL HUMAN RESOURCES	\$0	\$133,985	\$131,142	\$138,296	\$161,938	17.10%
4333	VALLEY PARK POLLINATOR CORRIDOR		\$0	\$14,430	\$15,000	\$15,000	0.00%
4333	VALLEY PARK FOREST ENHANCEMENT - NORTH		\$0	\$34,070	\$0	\$0	0.00%
4333	VALLEY PARK FOREST ENHANCEMENT - SOUTH CENTRAL		\$1,962	\$18,437	\$11,183	\$2,580	-76.93%
4333	VALLEY PARK NW FOREST ENHANCEMENT		\$4,150	\$21,165	\$10,000	\$0	-100.00%
4333	VALLEY PARK E FOREST ENHANCEMENT		\$10,650	\$8,235	\$15,252	\$1,220	-92.00%
4333	VALLEY PARK S OAK/ASPEN KNOLL ENHANCEMENT		\$0	\$3,663	\$0	\$0	0.00%
4333	COPPERFIELD POND ISTHMUS ENHANCEMENT		\$0	\$0	\$0	\$25,870	100.00%
4333	FRIENDLY MARSH TURF TO PRAIRIE		\$0	\$0	\$0	\$4,400	100.00%
4333	ROGERS LAKE - SAVANA/FOREST AND SHORELINE ENHANCEMENT		\$5,114	\$0	\$34,518	\$18,040	-47.74%
4333	NATURAL RESOURCE MAINTENANCE		\$26,287	\$40,000	\$37,670	\$40,500	7.51%
4333	PILOT KNOB RESTORATION		\$15,000	\$15,000	\$15,600	\$16,000	2.56%
4333	TREE SALE		\$9,626	\$10,000	\$10,000	\$10,250	2.50%
4333	TREE CANOPY PROGRAM		\$16,835	\$25,000	\$27,000	\$27,600	2.22%
4500	TREE REMOVAL		\$134,543	\$125,000	\$100,000	\$110,000	10.00%
4333	TREE PLANTING		\$2,645	\$0	\$10,000	\$10,250	2.50%
4333	TREE CARE (PRUNING, WATERING, DISEASE PREVENTION, MULCH, TRE		\$8,140	\$0	\$52,000	\$53,300	2.50%
4333	CLIMATE ACTION AND RESILIANCY PLAN		\$0	\$0	\$0	\$5,000	100.00%
4333	LANDSCAPE ORDINANCE DEVELOPMENT		\$0	\$0	\$0	\$7,000	100.00%
	TOTAL CONTRACTUAL SERVICES	\$0	\$234,952	\$315,000	\$338,223	\$347,010	2.60%
4490	MISCELLANEOUS		\$3,204	\$0	\$0	\$0	0.00%
4490	COMMISSIONER PER DIEM		\$1,225	\$1,800	\$1,800	\$1,800	0.00%
	TOTAL OTHER CHARGES	\$0	\$4,429	\$1,800	\$1,800	\$1,800	0.00%
	TOTAL EXPENDITURES	\$0	\$373,366	\$447,942	\$478,319	\$510,748	6.78%

COMMUNITY DEVELOPMENT
DEPARTMENT 80

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	COMMUNITY DEVELOPMENT						
4110	SALARIES-REGULAR	\$37,350	\$110,785	\$117,349	\$117,124	\$125,467	7.12%
4131	INSURANCE	\$3,630	\$22,860	\$22,860	\$22,860	\$24,000	4.99%
4134	PERA	\$951	\$8,309	\$8,801	\$8,784	\$9,410	7.13%
4135	FICA	\$1,844	\$8,191	\$8,978	\$8,960	\$9,598	7.12%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$552	100.00%
	TOTAL HUMAN RESOURCES	\$43,774	\$150,145	\$157,988	\$157,728	\$169,027	7.16%
4220	PROFESSIONAL SERVICES						
	CONSULTING PLANNER	\$139,683	\$20,771	\$10,000	\$10,000	\$10,000	0.00%
	COMP PLAN	\$0	\$0	\$500	\$500	\$9,500	1800.00%
	CITY ATTORNEY	\$2,660	\$15,011	\$10,000	\$10,000	\$10,000	0.00%
	OPEN TO BUSINESS - DAKOTA COUNTY	\$2,800	\$3,000	\$3,000	\$3,000	\$3,000	0.00%
	PLANNING COMMISSION-MINUTES	\$1,594	\$2,196	\$3,500	\$3,500	\$3,500	0.00%
	RESOLUTION FILING WITH COUNTY	\$99	\$609	\$2,000	\$2,000	\$2,000	0.00%
	OTHER PROFESSIONAL SERVICES	\$0	\$0	\$500	\$500	\$500	0.00%
4222	PROSECUTIONS	\$0	\$0	\$0	\$0	\$10,000	100.00%
4240	LEGAL PUBLICATIONS	\$1,250	\$1,162	\$2,000	\$2,000	\$2,000	0.00%
	TOTAL CONTRACTUAL SERVICES	\$148,085	\$42,749	\$31,500	\$31,500	\$50,500	60.32%
4300	OFFICE SUPPLIES	\$374	\$366	\$2,500	\$1,000	\$1,000	0.00%
4318	POSTAGE	\$597	\$472	\$1,500	\$1,000	\$1,000	0.00%
	TOTAL COMMODITIES	\$970	\$838	\$4,000	\$2,000	\$2,000	0.00%
4400	TRAINING	\$0	\$835	\$2,000	\$2,000	\$2,000	0.00%
4402	BOOKS AND SUBSCRIPTIONS	\$0	\$0	\$500	\$500	\$500	0.00%
4404	MEMBERSHIP DUES	\$355	\$492	\$750	\$750	\$850	13.33%
4415	MILEAGE AND AUTO ALLOWANCES	\$0	\$30	\$100	\$100	\$100	0.00%
4490	PLANNING COMMISSION PER DIEM	\$1,950	\$1,650	\$3,000	\$3,000	\$3,000	0.00%
4490	MISCELLANEOUS	\$837	\$817	\$1,000	\$1,000	\$1,000	0.00%
	TOTAL OTHER CHARGES	\$3,142	\$3,824	\$7,350	\$7,350	\$7,450	1.36%
4600	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$195,972	\$197,556	\$200,838	\$198,578	\$228,977	15.31%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				

RECYCLING
DEPARTMENT 85

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	RECYCLING						
4110	SALARIES-REGULAR	\$0	\$0	\$0	\$0	\$80,387	100.00%
4115	SALARIES-OVERTIME	\$0	\$0	\$0	\$0	\$500	100.00%
4131	INSURANCE	\$0	\$0	\$0	\$0	\$24,000	100.00%
4133	WORKERS COMPENSATION	\$0	\$0	\$0	\$0	\$0	0.00%
4134	PERA	\$0	\$0	\$0	\$0	\$6,067	100.00%
4135	FICA	\$0	\$0	\$0	\$0	\$6,188	100.00%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$356	100.00%
	TOTAL HUMAN RESOURCES	\$0	\$0	\$0	\$0	\$117,498	100.00%
4220	RECYCLING EVENTS/SUPPLIES	\$6,897	\$6,239	\$10,000	\$10,000	\$7,500	-25.00%
4220	SHARED RECYCLING POSITION	\$0	\$0	\$36,000	\$42,000	\$0	-100.00%
	TOTAL CONTRACTUAL SERVICES	\$6,897	\$6,239	\$46,000	\$52,000	\$7,500	-85.58%
4300	OFFICE SUPPLIES	\$133	\$0	\$500	\$500	\$200	-60.00%
4318	POSTAGE	\$0	\$0	\$500	\$500	\$100	-80.00%
	TOTAL COMMODITIES	\$133	\$0	\$1,000	\$1,000	\$300	-70.00%
4415	MILEAGE AND AUTO ALLOWANCE	\$0	\$0	\$100	\$100	\$250	150.00%
4490	MISCELLANEOUS	\$1,100	\$203	\$500	\$1,500	\$1,000	-33.33%
	TOTAL OTHER CHARGES	\$1,100	\$203	\$600	\$1,600	\$1,250	-21.88%
4600	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$8,130	\$6,443	\$47,600	\$54,600	\$126,548	131.77%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				

ENGINEERING
FUND 5 DEPARTMENT 15

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	ENGINEERING						
4110	SALARIES-REGULAR	\$391,750	\$397,886	\$424,168	\$429,798	\$454,777	5.81%
4115	SALARIES-OVERTIME	\$13,927	\$8,528	\$10,000	\$10,000	\$10,000	0.00%
4130	SALARIES-TEMPORARY	\$0	\$0	\$10,000	\$10,000	\$10,000	0.00%
4131	INSURANCE	\$75,713	\$78,340	\$82,525	\$83,439	\$87,600	4.99%
4133	WORKERS COMPENSATION	\$7,199	\$7,359	\$8,055	\$5,500	\$3,050	-44.55%
4134	PERA	\$29,051	\$31,243	\$32,563	\$32,985	\$34,858	5.68%
4135	FICA	\$31,086	\$33,824	\$33,978	\$34,409	\$36,320	5.55%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$2,089	100.00%
	TOTAL HUMAN RESOURCES	\$548,726	\$557,180	\$601,289	\$606,131	\$638,694	5.37%
4200	RENTALS AND LEASES	\$795	\$866	\$900	\$900	\$1,000	11.11%
4209	CITY HALL RENT	\$49,329	\$59,000	\$59,000	\$59,000	\$64,900	10.00%
4210	TELEPHONE	\$556	\$1,088	\$4,000	\$4,000	\$2,500	-37.50%
4220	PROFESSIONAL SERVICES	\$0	\$145	\$2,000	\$2,000	\$2,000	0.00%
4220	CITY AUDIT	\$4,144	\$3,979	\$3,865	\$4,200	\$4,550	8.33%
	TOTAL CONTRACTUAL SERVICES	\$54,823	\$65,078	\$69,765	\$70,100	\$74,950	6.92%
4300	OFFICE SUPPLIES	\$1,396	\$1,878	\$2,000	\$2,000	\$2,000	0.00%
4305	OPERATING SUPPLIES	\$1,534	\$414	\$1,200	\$1,500	\$1,500	0.00%
4318	POSTAGE	\$68	\$427	\$300	\$300	\$500	66.67%
4320	GAS AND OIL	\$1,742	\$2,910	\$3,500	\$3,500	\$3,500	0.00%
4330	EQUIPMENT REPAIR	\$333	\$0	\$1,500	\$1,500	\$1,500	0.00%
4331	MISC OFFICE/COMPUTER EQUIPMENT	\$9,135	\$0	\$5,000	\$5,000	\$5,000	0.00%
	TOTAL COMMODITIES	\$14,207	\$5,630	\$13,500	\$13,800	\$14,000	1.45%
4400	TRAINING	\$2,005	\$1,885	\$2,500	\$5,000	\$5,000	0.00%
4402	BOOKS AND SUBSCRIPTIONS	\$0	\$0	\$100	\$100	\$0	-100.00%
4404	MEMBERSHIP DUES	\$925	\$0	\$500	\$1,000	\$1,000	0.00%
4410	CLOTHING AND EQUIPMENT	\$0	\$93	\$500	\$750	\$750	0.00%
4415	MILEAGE AND AUTO ALLOWANCE	\$58	\$354	\$1,000	\$1,000	\$1,000	0.00%
4490	MISCELLANEOUS	\$340	\$0	\$250	\$250	\$500	100.00%
	TOTAL OTHER CHARGES	\$3,327	\$2,332	\$4,850	\$8,100	\$8,250	1.85%
4620	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$621,084	\$630,220	\$689,404	\$698,131	\$735,894	5.41%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				
	ENGINEERING TRUCK	\$48,000	\$48,000				
	ASSET MANAGEMENT SOFTWARE	\$9,600	\$9,600				

UTILITY FUND
REVENUE SUMMARY

UTILITY FUND					FUND 15	
	REVENUES					
	2023	2024	2024	2025	2026	
REVENUE SOURCE	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	% CHANGE
SEWER RENTAL	\$2,477,424	\$2,537,860	\$2,402,129	\$2,522,235	\$2,798,000	10.93%
SEWER PERMITS	\$2,100	\$2,190	\$1,500	\$1,500	\$2,000	33.33%
LILYDALE LIFT STATION MAINT.	\$3,019	\$7,111	\$2,500	\$6,000	\$7,200	20.00%
MISCELLANEOUS INCOME	\$23,221	\$31,035	\$10,000	\$20,000	\$20,000	0.00%
INTERST INCOME	\$51,528	\$83,273	\$10,000	\$20,000	\$30,000	50.00%
UNAPPROPRIATED TRANSFER	-\$20,150	-\$36,350	-\$11,150	-\$11,150	-\$11,150	0.00%
TOTAL UTILITY FUND REVENUE	\$2,537,142	\$2,625,119	\$2,414,979	\$2,558,585	\$2,846,050	11.24%

UTILITY
FUND 15 DEPARTMENT 60

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	SEWER UTILITY						
4110	SALARIES-REGULAR	\$169,607	\$187,852	\$170,005	\$179,683	\$191,521	6.59%
4115	SALARIES-OVERTIME	\$2,416	\$3,630	\$5,000	\$5,000	\$5,000	0.00%
4130	SALARIES-TEMPORARY	\$6,050	\$2,508	\$8,000	\$8,000	\$8,000	0.00%
4131	INSURANCE	\$26,870	\$28,388	\$43,205	\$43,205	\$45,360	4.99%
4133	WORKERS COMPENSATION	\$15,718	\$16,071	\$17,590	\$10,000	\$5,550	-44.50%
4134	PERA	\$12,526	-\$1,502	\$13,125	\$13,851	\$14,739	6.41%
4135	FICA	\$13,991	\$15,125	\$14,000	\$14,740	\$15,646	6.15%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$900	100.00%
4139	OPEB	\$0	\$8,390	\$0	\$0	\$0	0.00%
	TOTAL HUMAN RESOURCES	\$247,180	\$260,461	\$270,925	\$274,479	\$286,716	4.46%
4200	RENTALS AND LEASES	\$1,789	\$2,063	\$7,000	\$4,000	\$4,000	0.00%
4209	CITY HALL RENT	\$6,904	\$8,250	\$8,250	\$8,250	\$9,075	10.00%
4210	TELEPHONE	\$6,704	\$1,300	\$8,000	\$7,500	\$5,000	-33.33%
4211	ELECTRIC SERVICE						
	PUBLIC WORKS GARAGE	\$914	-\$320	\$3,000	\$2,500	\$2,500	0.00%
	LIFT STATIONS	\$8,566	\$7,624	\$15,000	\$12,000	\$10,000	-16.67%
4212	GAS SERVICE						
	PUBLIC WORKS GARAGE	\$4,844	\$2,855	\$10,000	\$9,000	\$7,500	-16.67%
	LIFT STATIONS	\$2,370	\$2,470	\$3,500	\$3,500	\$3,500	0.00%
4213	SOLAR LEASE	\$2,261	\$2,362	\$2,400	\$2,588	\$2,580	-0.31%
4220	PROFESSIONAL SERVICES						
	CITY ENGINEER	\$2,442	\$3,509	\$0	\$0	\$5,000	100.00%
	CITY AUDIT	\$3,867	\$3,706	\$3,600	\$4,000	\$4,325	8.13%
	TRAINING	\$0	\$1,000	\$1,500	\$1,500	\$1,500	0.00%
	OTHER PROFESSIONAL SERVICES	\$1,133	\$3,820	\$15,000	\$15,000	\$5,000	-66.67%
4240	LEGAL PUBLICATIONS	\$125	\$0	\$250	\$250	\$250	0.00%
4250	LIABILITY AND AUTO INSURANCE	\$8,478	\$10,139	\$10,000	\$10,500	\$11,700	11.43%
4280	RUBBISH REMOVAL	\$3,649	\$3,760	\$3,000	\$4,000	\$4,000	0.00%
	TOTAL CONTRACTUAL SERVICES	\$54,047	\$52,537	\$90,500	\$84,588	\$75,930	-10.24%
4300	OFFICE SUPPLIES	\$1,896	\$1,721	\$2,000	\$2,000	\$2,000	0.00%
4305	OPERATING SUPPLIES	\$18,523	\$21,446	\$15,000	\$20,000	\$25,000	25.00%
4318	POSTAGE	\$4,830	\$7,354	\$6,000	\$6,000	\$8,000	33.33%
4320	GAS AND OIL	\$5,797	\$5,654	\$7,500	\$7,500	\$7,500	0.00%
4330	EQUIPMENT REPAIRS AND MAINTENANCE						
	SEWER CLEANING/TELEVISIONING	\$26,563	\$62,259	\$62,000	\$62,000	\$75,000	20.97%
	SEWER LINING	\$19,615	\$0	\$250,000	\$250,000	\$250,000	0.00%
	ROOT CHEMICALS	\$6,557	\$6,816	\$10,000	\$10,000	\$10,000	0.00%
	HYDRANT MARKERS	\$0	\$0	\$750	\$750	\$750	0.00%
	SOFTWARE SUPPORT	\$840	\$840	\$2,000	\$1,000	\$10,000	900.00%
	LIFT STATIONS MAINTENANCE	\$23,885	\$38,853	\$15,000	\$25,000	\$30,000	20.00%
	MISCELLANEOUS EQUIPMENT REPAIRS	\$20,255	\$43,309	\$35,000	\$35,000	\$40,000	14.29%
4331	FURNITURE/EQUIPMENT	\$19,058	\$0	\$1,200	\$1,200	\$1,500	25.00%
4335	PUBLIC WORKS GARAGE MAINTENANCE						
	BUILDING MAINTENANCE	\$14,121	\$12,698	\$11,500	\$11,500	\$15,000	30.43%
	TOTAL COMMODITIES	\$161,942	\$200,950	\$417,950	\$431,950	\$474,750	9.91%

UTILITY
FUND 15 DEPARTMENT 60

4400	TRAINING	\$1,454	\$994	\$2,500	\$2,500	\$2,500	0.00%
4404	MEMBERSHIP DUES	\$10	\$10	\$500	\$500	\$500	0.00%
4410	CLOTHING AND EQUIPMENT	\$1,080	\$1,308	\$1,250	\$1,250	\$1,500	20.00%
4415	MILEAGE AND AUTO ALLOWANCE	\$24	\$34	\$250	\$250	\$250	0.00%
4425	WATER SERVICE	\$409	\$353	\$400	\$450	\$450	0.00%
4437	CREDIT CARD FEES	\$3,162	\$7,617	\$3,500	\$3,000	\$8,500	183.33%
4449	MWCC CHARGES	\$1,347,343	\$1,314,748	\$1,314,748	\$1,443,499	\$1,889,173	30.87%
4490	MISCELLANEOUS	\$5,769	\$5,606	\$5,000	\$5,000	\$6,000	20.00%
4491	DEPRECIATION	\$199,707	\$206,692	\$200,000	\$200,000	\$220,000	10.00%
	TOTAL OTHER CHARGES	\$1,558,959	\$1,537,361	\$1,528,148	\$1,656,449	\$2,128,873	28.52%
4600	CAPITAL OUTLAY	\$0	\$0	\$0	\$62,667	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$62,667	\$0	-100.00%
	TOTAL EXPENDITURES	\$2,022,128	\$2,051,309	\$2,307,523	\$2,510,133	\$2,966,269	18.17%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				
	APRONS & BOLLARDS	\$16,667	\$16,667				
	PW DOOR FOB ACCESS	\$6,667	\$6,667				
	ASSET MANAGEMENT SOFTWARE	\$14,506	\$14,506				

STORM WATER UTILITY
FUND 29 DEPARTMENT

STORM WATER UTILITY					FUND 29	
	REVENUES					
	2023	2024	2024	2025	2026	
REVENUE SOURCE	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	% CHANGE
STORM WATER UTILITY FEES	\$589,829	\$647,637	\$580,000	\$615,000	\$750,000	21.95%
MISCELLANEOUS INCOME	\$17,414	\$31,435	\$0	\$0	\$15,000	100.00%
INTEREST INCOME	\$37,998	\$46,359	\$1,500	\$10,000	\$15,000	50.00%
UNAPPROPRIATED TRANSFER	-\$141,659	-\$206,258	-\$9,650	-\$9,650	-\$9,650	0.00%
TOTAL STORM UTILITY FUND REVENUE	\$503,582	\$519,174	\$571,850	\$615,350	\$770,350	25.19%

STORM WATER UTILITY
FUND 29 DEPARTMENT 29

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	STORM WATER UTILITY						
4110	SALARIES-REGULAR	\$25,537	\$27,823	\$27,224	\$28,904	\$30,676	6.13%
4131	INSURANCE	\$4,397	\$4,654	\$7,087	\$7,087	\$7,440	4.98%
4134	PERA	\$1,895	-\$607	\$2,042	\$2,168	\$2,301	6.13%
4135	FICA	\$1,920	\$2,093	\$2,083	\$2,211	\$2,347	6.15%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$135	100.00%
4139	OPEB	\$0	\$1,378	\$0	\$0	\$0	0.00%
	TOTAL HUMAN RESOURCES	\$33,750	\$35,341	\$38,436	\$40,370	\$42,899	6.26%
4209	CITY HALL RENT	\$6,904	\$8,250	\$8,250	\$8,250	\$9,075	10.00%
4220	PROFESSIONAL SERVICES						
	CITY AUDIT	\$1,326	\$1,277	\$1,240	\$1,500	\$1,625	8.33%
	ENGINEERING FEES	\$23,389	\$9,268	\$35,000	\$30,000	\$30,000	0.00%
	RAIN GARDEN DESIGN/CONSTRUCTION	\$113	\$3,524	\$35,000	\$50,000	\$50,000	0.00%
	SURFACE WATER TREATMENT	\$6,668	\$5,802	\$10,000	\$10,000	\$10,000	0.00%
	OTHER PROFESSIONAL SERVICES	\$30,689	\$12,378	\$30,000	\$100,000	\$30,000	-70.00%
4240	LEGAL PUBLICATIONS	\$0	\$0	\$250	\$250	\$250	0.00%
	TOTAL CONTRACTUAL SERVICES	\$69,089	\$40,498	\$119,740	\$200,000	\$130,950	-34.53%
4300	OFFICE SUPPLIES	\$0	\$103	\$250	\$250	\$250	0.00%
4318	POSTAGE	\$143	\$1	\$25	\$150	\$150	0.00%
4330	EQUIPMENT REPAIR	\$6,394	\$6,637	\$10,000	\$10,000	\$10,000	0.00%
4337	STORM SEWER MAINTENANCE	\$33,980	\$27,950	\$50,000	\$50,000	\$50,000	0.00%
4339	POND MAINTENANCE	\$55,000	\$144,428	\$100,000	\$100,000	\$191,000	91.00%
	TOTAL COMMODITIES	\$95,517	\$179,119	\$160,275	\$160,400	\$251,400	56.73%
4404	MEMBERSHIP DUES	\$26,698	\$27,896	\$28,875	\$30,000	\$30,000	0.00%
4460	CONSTRUCTION COSTS	\$166,515	\$56,885	\$350,000	\$350,000	\$350,000	0.00%
4490	MISCELLANEOUS	\$458	\$498	\$500	\$500	\$500	0.00%
4491	DEPRECIATION	\$55,407	\$57,271	\$55,000	\$55,000	\$58,000	5.45%
	TOTAL OTHER CHARGES	\$249,079	\$142,550	\$434,375	\$435,500	\$438,500	0.69%
4600	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$447,434	\$397,508	\$752,826	\$836,270	\$863,749	3.29%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				
	ASSET MANAGEMENT SOFTWARE	\$22,706	\$22,706				

PAR THREE
REVENUE SUMMARY

PAR 3						
	REVENUES					
	2023	2024	2024	2025	2026	
REVENUE SOURCE	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	% CHANGE
GREEN FEES	\$209,668	\$231,340	\$177,000	\$220,000	\$256,000	16.36%
RECREATION PROGRAMS	\$50,923	\$42,880	\$54,000	\$50,000	\$51,000	2.00%
CONCESSIONS	\$36,090	\$46,478	\$34,000	\$36,000	\$51,500	43.06%
SUNDRY REVENUE	\$146	\$296	\$0	\$0	\$0	0.00%
INTEREST	\$5,278	\$5,211	\$450	\$1,000	\$3,500	250.00%
TOTAL PAR THREE FUND REVENUE	\$302,105	\$326,205	\$265,450	\$307,000	\$362,000	17.92%

PAR THREE
FUND 45 DEPARTMENT 45

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
PAR 3							
4110	SALARIES-ADMIN	\$31,614	\$36,597	\$34,358	\$69,821	\$72,156	3.34%
4115	SALARIES-OVERTIME(HOLIDAY)	\$1,969	\$1,416	\$1,600	\$2,200	\$2,200	0.00%
4110	SALARIES-CLUBHOUSE	\$43,659	\$50,073	\$46,000	\$46,000	\$48,000	4.35%
4110	SALARIES - MAINTENANCE	\$22,833	\$26,239	\$27,000	\$27,000	\$28,000	3.70%
4131	INSURANCE	\$7,187	\$7,544	\$7,544	\$18,517	\$19,440	4.98%
4133	WORKERS COMPENSATION	\$3,054	\$3,124	\$3,420	\$1,900	\$1,050	-44.74%
4134	PERA	\$3,752	\$6,672	\$6,027	\$10,043	\$10,419	3.74%
4135	FICA	\$6,429	\$7,135	\$8,335	\$11,094	\$11,502	3.68%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$662	100.00%
4138	UNEMPLOYMENT	\$2,416	\$2,072	\$0	\$2,000	\$2,000	0.00%
	TOTAL HUMAN RESOURCES	\$122,914	\$140,871	\$134,284	\$188,575	\$195,429	3.63%
4200	RENTALS AND LEASES	\$6,432	\$6,679	\$8,000	\$8,000	\$7,500	-6.25%
4210	TELEPHONE	\$4,812	\$5,306	\$5,000	\$5,200	\$4,500	-13.46%
4211	ELECTRIC SERVICE						
	CLUBHOUSE	\$553	\$890	\$875	\$875	\$975	11.43%
	MAINTENANCE	\$3,033	\$499	\$3,350	\$3,350	\$3,350	0.00%
4212	GAS SERVICE	\$714	\$793	\$1,200	\$1,200	\$1,200	0.00%
4213	SOLAR LEASE	\$2,082	\$2,175	\$2,183	\$2,383	\$2,375	-0.34%
4220	PROFESSIONAL SERVICES						
	CITY AUDIT	\$3,304	\$3,171	\$3,080	\$3,500	\$3,775	7.86%
	SYSTEM INSPECTIONS	\$61	\$1,196	\$1,000	\$3,000	\$3,000	0.00%
	DEPT OF AG LICENSE	\$0	\$25	\$100	\$100	\$100	0.00%
4250	LIABILITY AND AUTO INSURANCE	\$4,070	\$4,867	\$4,800	\$5,000	\$5,525	10.50%
4268	CONTRACT SERVICES						
	IRRIGATION SYSTEM SERVICES	\$0	\$0	\$4,500	\$4,500	\$4,500	0.00%
	IRRIGATION SOFTWARE	\$0	\$2,784	\$2,750	\$2,750	\$3,300	20.00%
4280	RUBBISH REMOVAL	\$1,169	\$1,303	\$1,250	\$1,300	\$1,400	7.69%
	TOTAL CONTRACTUAL SERVICES	\$26,229	\$29,689	\$38,088	\$41,158	\$41,500	0.83%
4300	OFFICE SUPPLIES	\$391	\$600	\$800	\$800	\$800	0.00%
4301	FORE UP TEE TIME SOFTWARE	\$0	\$0	\$0	\$0	\$4,250	100.00%
4305	GOLF SUPPLIES	\$859	\$151	\$4,500	\$4,500	\$2,500	-44.44%
4310	CONCESSIONS	\$8,553	\$8,970	\$6,000	\$9,000	\$10,500	16.67%
4320	GAS AND OIL	\$2,292	\$2,187	\$3,000	\$3,000	\$3,500	16.67%
4330	REPAIRS AND MAINTENANCE						
	GROUNDKEEPING EQUIPMENT REPAIR	\$8,685	\$3,213	\$12,000	\$12,000	\$12,000	0.00%
	REEL SHARPENING	\$1,946	\$2,831	\$2,250	\$2,250	\$3,000	33.33%
4331	MISC FURNITURE/EQUIPMENT	\$14,187	\$17,546	\$500	\$2,500	\$4,000	60.00%
4334	COURSE MAINTENANCE						
	MISCELLANEOUS	\$0	\$1,684	\$3,500	\$3,500	\$3,500	0.00%
	CHEMICALS AND FERTILIZER	\$20,826	\$17,891	\$22,500	\$24,000	\$24,000	0.00%
	IRRIGATION SYSTEM REPAIR	\$5,678	\$2,007	\$5,500	\$6,500	\$6,500	0.00%
	COURSE BEAUTIFICATION	\$3,902	\$22,890	\$3,000	\$3,500	\$4,000	14.29%
	SOIL/SAND	\$1,288	\$618	\$1,500	\$1,750	\$1,750	0.00%
4335	BUILDING MAINTENANCE	\$39,272	\$23,107	\$8,000	\$9,000	\$15,000	66.67%
	TOTAL COMMODITIES	\$107,879	\$103,693	\$73,050	\$82,300	\$95,300	15.80%
4400	TRAINING	\$0	\$0	\$2,000	\$2,000	\$2,000	0.00%
4404	MEMBERSHIP DUES	\$255	\$255	\$500	\$500	\$750	50.00%
4410	CLOTHING AND EQUIPMENT	\$6,334	\$2,577	\$5,000	\$5,500	\$5,750	4.55%
4415	MILEAGE	\$0	\$0	\$0	\$0	\$1,000	100.00%
4435	RECREATION PROGRAM SUPPLIES	\$600	\$962	\$3,000	\$3,000	\$2,000	-33.33%
4425	WATER SERVICE	\$399	\$394	\$480	\$500	\$500	0.00%
4427	SEWER SERVICE	\$1,582	\$1,762	\$1,675	\$1,675	\$1,850	10.45%
4436	ONLINE REGISTRATION FEE	\$3,033	\$2,928	\$3,000	\$3,100	\$3,200	3.23%
4437	CREDIT CARD FEES	\$8,158	\$9,190	\$7,000	\$8,500	\$10,000	17.65%
4490	MISCELLANEOUS	\$442	\$282	\$2,250	\$2,250	\$2,250	0.00%
4500	TREE REMOVAL	\$2,779	\$0	\$5,000	\$5,000	\$5,000	0.00%
	TOTAL OTHER CHARGES	\$23,581	\$18,349	\$29,905	\$32,025	\$34,300	7.10%
4620	CAPITAL OUTLAY	\$37,288	\$0	\$12,000	\$0	\$12,500	0.00%
	TOTAL CAPITAL OUTLAY	\$37,288	\$0	\$12,000	\$0	\$12,500	0.00%
	TOTAL EXPENDITURES	\$317,890	\$292,602	\$287,327	\$344,058	\$379,029	10.16%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				
	BACK UP GENERATOR	\$12,500	\$12,500				

CITY HALL
FUND 8 DEPARTMENT 0

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	CITY HALL						
4110	SALARIES-REGULAR	\$75,599	\$77,989	\$79,664	\$82,056	\$84,927	3.50%
4115	SALARIES-OVERTIME	\$664	\$924	\$0	\$0	\$0	0.00%
4131	INSURANCE	\$20,844	\$21,572	\$22,860	\$22,860	\$24,000	4.99%
4133	WORKERS COMPENSATION	\$8,051	\$8,232	\$9,010	\$7,500	\$4,150	-44.67%
4134	PERA	\$5,643	-\$4,179	\$5,975	\$6,154	\$6,370	3.51%
4135	FICA	\$6,365	\$6,769	\$6,094	\$6,277	\$6,496	3.49%
	MN PAID LEAVE	\$0	\$0	\$0	\$0	\$374	100.00%
4139	OPEB	\$0	\$6,257	\$0	\$0	\$0	0.00%
	TOTAL HUMAN RESOURCES	\$117,166	\$117,564	\$123,603	\$124,847	\$126,317	1.18%
4211	ELECTRIC SERVICE	\$20,283	\$19,037	\$26,000	\$24,000	\$24,000	0.00%
4212	GAS SERVICE	\$10,230	\$6,922	\$14,000	\$13,000	\$12,000	-7.69%
4213	SOLAR LEASE	\$4,576	\$4,780	\$4,800	\$5,411	\$5,180	-4.27%
4220	PROFESSIONAL SERVICES						
	ARCHITECTURAL SERVICES	\$0	\$0	\$15,000	\$15,000	\$0	-100.00%
	MISC PROFESSIONAL SERVICES	\$0	\$500	\$1,000	\$1,000	\$1,000	0.00%
4250	LIABILITY AND AUTO INSURANCE	\$5,935	\$7,097	\$7,000	\$7,300	\$8,125	11.30%
4280	RUBBISH SERVICE	\$4,790	\$5,086	\$4,500	\$4,800	\$5,500	14.58%
	TOTAL CONTRACTUAL SERVICES	\$45,814	\$43,422	\$72,300	\$70,511	\$55,805	-20.86%
4331	FURNITURE/EQUIPMENT	\$0	\$13,181	\$5,000	\$5,000	\$5,000	0.00%
4335	BUILDING MAINTENANCE	\$32,414	\$50,556	\$40,000	\$40,000	\$40,000	0.00%
	TOTAL COMMODITIES	\$32,414	\$63,737	\$45,000	\$45,000	\$45,000	0.00%
4404	MEMBERSHIP DUES	\$0	\$0	\$50	\$50	\$50	0.00%
4415	MILEAGE	\$0	\$0	\$100	\$100	\$100	0.00%
4425	WATER SERVICE	\$7,027	\$2,753	\$5,000	\$6,000	\$6,000	0.00%
4480	CONTINGENCY/RESERVE	\$1,941	\$0	\$10,000	\$10,000	\$10,000	0.00%
4490	MISCELLANEOUS	\$60	\$0	\$250	\$250	\$250	0.00%
4491	DEPRECIATION	\$36,324	\$35,778	\$40,000	\$37,000	\$37,000	0.00%
	TOTAL OTHER CHARGES	\$45,352	\$38,530	\$55,400	\$53,400	\$53,400	0.00%
4600	CAPITAL OUTLAY	\$0	\$12,711	\$10,000	\$52,500	\$0	-100.00%
	TOTAL CAPITAL OUTLAY	\$0	\$12,711	\$10,000	\$52,500	\$0	-100.00%
	TOTAL EXPENDITURES	\$240,745	\$275,964	\$306,303	\$346,258	\$280,522	-18.98%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				
	CITY HALL LIGHTING UPGRADE	\$27,500	\$0				

EMERGENCY PREPAREDNESS
FUND 7 DEPARTMENT 0

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	EMERGENCY PREPAREDNESS						
4110	SALARIES-REGULAR	\$0	\$0	\$0	\$0	\$0	0.00%
4115	SALARIES-OVERTIME	\$0	\$0	\$0	\$0	\$0	0.00%
4130	SALARIES-TEMPORARY	\$0	\$0	\$0	\$0	\$0	0.00%
4131	INSURANCE	\$0	\$0	\$0	\$0	\$0	0.00%
4133	WORKERS COMPENSATION	\$0	\$0	\$0	\$0	\$0	0.00%
4134	PERA	\$0	\$0	\$0	\$0	\$0	0.00%
4135	FICA	\$0	\$0	\$0	\$0	\$0	0.00%
4138	UNEMPLOYMENT	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL HUMAN RESOURCES	\$0	\$0	\$0	\$0	\$0	0.00%
4211	ELECTRIC SERVICE	\$0	\$0	\$0	\$0	\$0	0.00%
4220	PROFESSIONAL SERVICES	\$0	\$0	\$9,000	\$9,000	\$9,000	0.00%
	TOTAL CONTRACTUAL SERVICES	\$0	\$0	\$9,000	\$9,000	\$9,000	0.00%
4305	OPERATING SUPPLIES	\$154	\$0	\$1,500	\$1,500	\$1,500	0.00%
4330	REPAIRS AND MAINTENANCE						
	SIREN MAINTENANCE AGREEMENT	\$0	\$3,225	\$5,000	\$5,000	\$5,000	0.00%
	PHSYICALS	\$0	\$0	\$3,000	\$3,000	\$3,000	0.00%
	DAKOTA COUNTY SPECIAL OPS	\$0	\$0	\$3,000	\$3,000	\$3,000	0.00%
	EOC SUPPLIES	\$0	\$0	\$1,000	\$1,000	\$1,000	0.00%
	TOTAL COMMODITIES	\$154	\$3,225	\$13,500	\$13,500	\$13,500	0.00%
4400	AMEM ANNUAL CONFERENCE	\$0	\$0	\$1,200	\$1,200	\$1,200	0.00%
4400	DAKOTA COUNTY EMER. PREP. CMTE.	\$15,144	\$15,127	\$14,000	\$11,000	\$11,000	0.00%
4490	MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL OTHER CHARGES	\$15,144	\$15,127	\$15,200	\$12,200	\$12,200	0.00%
4620	CAPITAL OUTLAY	\$0	\$54,905	\$12,000	\$12,000	\$12,000	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$54,905	\$12,000	\$12,000	\$12,000	0.00%
	TOTAL EXPENDITURES	\$15,299	\$73,257	\$49,700	\$46,700	\$46,700	0.00%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				

FIRE RELIEF ASSOCIATION
FUND 6

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	FIRE RELIEF						
4110	SALARIES-REGULAR	\$0	\$0	\$0	\$0	\$0	0.00%
4115	SALARIES-OVERTIME	\$0	\$0	\$0	\$0	\$0	0.00%
4130	SALARIES-TEMPORARY	\$0	\$0	\$0	\$0	\$0	0.00%
4131	INSURANCE	\$0	\$0	\$0	\$0	\$0	0.00%
4133	WORKERS COMPENSATION	\$0	\$0	\$0	\$0	\$0	0.00%
4134	PERA	\$0	\$0	\$0	\$0	\$0	0.00%
4135	FICA	\$0	\$0	\$0	\$0	\$0	0.00%
4138	UNEMPLOYMENT	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL HUMAN RESOURCES	\$0	\$0	\$0	\$0	\$0	0.00%
4200	RENTALS AND LEASES	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CONTRACTUAL SERVICES	\$0	\$0	\$0	\$0	\$0	0.00%
4300	OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL COMMODITIES	\$0	\$0	\$0	\$0	\$0	0.00%
4490	FIRE AID	\$138,052	\$151,179	\$125,000	\$140,000	\$152,000	8.57%
4490	CITY CONTRIBUTION	\$209,105	\$239,190	\$252,000	\$270,000	\$288,000	6.67%
4490	SUPPLEMENTAL BENEFIT ADMIN	\$0	\$0	\$1,000	\$0	\$0	0.00%
	TOTAL OTHER CHARGES	\$347,157	\$390,369	\$378,000	\$410,000	\$440,000	7.32%
4600	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$347,157	\$390,369	\$378,000	\$410,000	\$440,000	7.32%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				

SPECIAL PARK FUND
FUND 10 DEPARTMENT 0

CAT	OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
			ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
		SPECIAL PARK						
	4110	SALARIES-REGULAR	\$0	\$0	\$0	\$0	\$0	0.00%
	4115	SALARIES-OVERTIME	\$0	\$0	\$0	\$0	\$0	0.00%
	4130	SALARIES-TEMPORARY	\$0	\$0	\$0	\$0	\$0	0.00%
	4131	INSURANCE	\$0	\$0	\$0	\$0	\$0	0.00%
	4133	WORKERS COMPENSATION	\$0	\$0	\$0	\$0	\$0	0.00%
	4134	PERA	\$0	\$0	\$0	\$0	\$0	0.00%
	4135	FICA	\$0	\$0	\$0	\$0	\$0	0.00%
	4138	UNEMPLOYMENT	\$0	\$0	\$0	\$0	\$0	0.00%
		TOTAL HUMAN RESOURCES	\$0	\$0	\$0	\$0	\$0	0.00%
	4220	PROFESSIONAL SERVICES	\$1,250	\$77,102	\$0	\$0	\$0	0.00%
	4220	CITY AUDIT	\$1,425	\$1,369	\$1,330	\$1,500	\$1,625	8.33%
		TOTAL CONTRACTUAL SERVICES	\$2,675	\$78,472	\$1,330	\$1,500	\$1,625	8.33%
	4300	OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0	0.00%
		TOTAL COMMODITIES	\$0	\$0	\$0	\$0	\$0	0.00%
	4460	ADJUSTABLE HOOPS	\$0	\$0	\$5,000	\$0	\$0	0.00%
	4460	CONSTRUCTION COSTS	\$53,695	\$39,536	\$5,000	\$0	\$0	0.00%
	4490	MISCELLANEOUS	\$0	\$0	\$500	\$500	\$500	0.00%
		TOTAL OTHER CHARGES	\$53,695	\$39,536	\$10,500	\$500	\$500	0.00%
	4620	CAPITAL OUTLAY	\$520,788	\$254,099	\$235,000	\$0	\$95,000	0.00%
		TOTAL CAPITAL OUTLAY	\$520,788	\$254,099	\$235,000	\$0	\$95,000	0.00%
		TOTAL EXPENDITURES	\$577,159	\$372,106	\$246,830	\$2,000	\$97,125	4756.25%
		CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				
		WENTWORTH BASKETBALL COURT EXPANSION	\$45,000	\$45,000				
		VALLEY PARK PLAYGROUND/PAVILLION	\$100,000	\$50,000				
		BOCCE COURTS	\$40,000	\$0				

DEBT SERVICE

CITY OF MENDOTA HEIGHTS					
2026 BUDGET					
DEBT SUMMARY					
IMPROVEMENT BONDS	2023 LEVY	2024 LEVY	2025 LEVY	2026 LEVY	END DATE
2014 Refunding	\$67,512	\$66,661	\$65,148	\$30,000	2/1/2027
2014	\$79,150	\$78,389	\$76,824	\$25,157	2/1/2035
2015 Refunding	\$138,324	\$134,859	\$131,394	\$127,929	2/1/2028
2015	\$48,800	\$48,545	\$48,290	\$47,773	2/1/2036
2016	\$79,823	\$79,380	\$78,726	\$78,072	2/1/2037
2017	\$95,616	\$94,878	\$94,140	\$88,152	2/1/2030
2018	\$103,267	\$105,427	\$107,377	\$103,867	2/1/2030
FIRE STATION	\$623,543	\$622,283	\$620,393	\$623,123	2/1/2035
2019	\$269,631	\$274,466	\$227,591	\$232,989	2/1/2031
2020	\$174,538	\$171,703	\$174,119	\$176,429	2/1/2032
2021	\$203,146	\$202,606	\$104,951	\$107,403	2/1/2034
2022	\$0	\$172,033	\$171,609	\$170,923	2/1/2033
2023	\$0	\$0	\$138,464	\$139,191	2/1/2034
2024	\$0	\$0	\$0	\$263,015	2/1/2035
TOTAL	\$1,883,350	\$2,051,229	\$2,039,026	\$2,214,023	
TAX ABATEMENT BONDS	2023 LEVY	2024 LEVY	2025 LEVY	2026 LEVY	END DATE
2020 TAX ABATEMENT BONDS	\$173,615	\$170,731	\$173,097	\$170,108	2/1/2032
EQUIPMENT CERTIFICATES	2023 LEVY	2024 LEVY	2025 LEVY	2026 LEVY	END DATE
DUMP TRUCK	\$27,300	\$26,775	\$0	\$0	2/1/2025
FIRE TRUCK	\$132,195	\$134,295	\$136,238	\$132,773	2/1/2034
GRAND TOTAL	\$2,216,460	\$2,383,030	\$2,348,361	\$2,516,904	

STREETLIGHT MAINTENANCE
FUND 28 DEPARTMENT 0

OBJ	DESCRIPTION	2023	2024	2024	2025	2026	%
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	CHANGE
	STREET LIGHT MAINTENANCE						
4110	SALARIES-REGULAR	\$0	\$0	\$0	\$0	\$0	0.00%
4115	SALARIES-OVERTIME	\$0	\$0	\$0	\$0	\$0	0.00%
4130	SALARIES-TEMPORARY	\$0	\$0	\$0	\$0	\$0	0.00%
4131	INSURANCE	\$0	\$0	\$0	\$0	\$0	0.00%
4133	WORKERS COMPENSATION	\$0	\$0	\$0	\$0	\$0	0.00%
4134	PERA	\$0	\$0	\$0	\$0	\$0	0.00%
4135	FICA	\$0	\$0	\$0	\$0	\$0	0.00%
4138	UNEMPLOYMENT	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL HUMAN RESOURCES	\$0	\$0	\$0	\$0	\$0	0.00%
4211	ELECTRICAL SERVICES	\$5,700	\$9,719	\$17,500	\$17,500	\$12,500	-28.57%
4220	PROFESSIONAL SERVICES	\$0	\$0	\$500	\$500	\$500	0.00%
	TOTAL CONTRACTUAL SERVICES	\$5,700	\$9,719	\$18,000	\$18,000	\$13,000	-27.78%
4330	REPAIRS AND MAINTENANCE	\$87,659	\$11,841	\$35,000	\$75,000	\$60,000	-20.00%
	TOTAL COMMODITIES	\$87,659	\$11,841	\$35,000	\$75,000	\$60,000	-20.00%
4490	MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL OTHER CHARGES	\$0	\$0	\$0	\$0	\$0	0.00%
4620	CAPITAL OUTLAY	\$0	\$59,500	\$0	\$0	\$0	0.00%
	TOTAL CAPITAL OUTLAY	\$0	\$59,500	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES	\$93,359	\$81,060	\$53,000	\$93,000	\$73,000	-21.51%
	CAPITAL OUTLAY ITEMS	REQUESTED	APPROVED				

**City of Mendota Heights
Capital Requests Summary Fiscal Year 2026**

Capital Item	Funding Source: Fund Balance	
Park AED's	\$ 10,000	
OpenGov Asset Management Software	\$ 62,433	
Valley Park Shelter Refresh & Playground Replacement	\$ 150,000	
Fire Station Parking Lot	\$ 80,000	
Water Tanker Replacement	\$ 250,000	
Garage Door Aprons & Bollards - Public Works	\$ 33,333	
Public Works Door Fobs	\$ 13,333	
Building Fund	\$ 200,000	
Depreciation	\$ 203,300	
TOTAL	\$ 1,002,399	
Capital Item	Funding Source: 2026 Levy	
Engineering Pickup Truck	\$ 48,000	Equipment Reserve
Truck Mounted Message Board	\$ 15,000	Equipment Reserve
Chief Fire Vehicle	\$ 85,000	Equipment Reserve
Equipment Reserve	\$ 148,000	
Oheyawahe Interpretive Plan - Phase IV	\$ 10,000	Oheyawahe
Oheyawahe	\$ 10,000	
TOTAL	\$ 158,000	
Capital Item	Funding Source: Other Funds	
OpenGov Asset Management Software	\$ 37,212	Sewer/Storm Utility Funds
Wentworth Basketball Court Expansion	\$ 45,000	Special Park Fund
Valley Park Shelter Refresh & Playground Replacement	\$ 50,000	Special Park Fund
Par 3 Maintenance Garage Standby Generator	\$ 12,500	Par 3 Fund
Garage Door Aprons & Bollards - Public Works	\$ 16,667	Sewer Utility Fund
Public Works Door Fobs	\$ 6,667	Sewer Utility Fund
TOTAL	\$ 168,046	

City of Mendota Heights

Net Tax Capacity

	Pay 2025 Actual	Pay 2026 Preliminary	
Tax Capacity Value	38,138,135	39,653,470	3.97%
Tax Increment	(435,272)	(420,608)	-3.37%
Fiscal disparities Contribution	<u>(3,826,055)</u>	<u>(4,111,466)</u>	7.46%
Net Tax Capacity	<u>33,876,808</u>	<u>35,121,396</u>	3.67%

Tax Capacity Rate

	Estimate		
Tax levy	13,500,381	14,191,753	5.12%
Fiscal disparities	<u>(494,954)</u>	<u>(517,743)</u>	4.60%
Net tax levy	13,005,427	13,674,010	5.14%
Net Tax Capacity	33,876,808	35,121,396	3.67%
Tax Capacity Rate	0.38400	0.38942	1.41%

Market Value for Residential Properties Increased an Average of 3.15% from 2025 to 2026

Home Value	Total 2025 Tax	2026 City Tax	Difference	% Change
\$ 310,230	\$ 1,191.28	\$ 1,246.14	\$ 54.86	4.61%
\$ 320,000	\$ 1,582.18	\$ 1,655.04	\$ 72.86	4.60%
\$412,025	\$2,084.04	\$2,195.36	\$ 111.32	5.34%
\$425,000	\$2,777.40	\$2,920.65	\$ 143.25	5.16%
\$534,175				
\$551,000				
\$678,625				
\$700,000				

Tax Rates for Mendota Heights

2006	28.027		
2007	26.398		
2008	24.142		
2009	26.165		
2010	28.061		
2011	29.733		
2012	32.057		
2013	34.479		
2014	34.737		
2015	34.964	0.0001511	2015 referendum rate
2016	35.247	0.0001284	2016 referendum rate
2017	37.487	0.0001297	2017 referendum rate
2018	37.826	0.0001207	2018 referendum rate
2019	39.294	0.0001146	2019 referendum rate
2020	38.315	0.0001061	2020 referendum rate
2021	37.849	0.0001011	2021 referendum rate
2022	39.741	0.0000711	2022 referendum rates
2023	36.889	0.0000000	Referendum complete
2024	37.256		
2025	38.400		
2026	38.942		

The percentage change increases as the valuations of the property increases over \$500,000.
 Property taxes are calculated at 1% on the first \$500,000 of the valuation.
 The calculation increases to 1.25% on the value over \$500,000.

0.384
 0.38942



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: September 16, 2025

AGENDA ITEM: Ordinance No. 602 - Short Term Home Rental Ordinance Updates

ITEM TYPE: Ordinance

DEPARTMENT: Community Development **CONTACT:** Sarah Madden, Community Development Manager

ACTION REQUEST:

Adopt Ordinance No. 602 - Short Term Home Rental Ordinance

BACKGROUND:

The City Council adopted Ordinance No. 591: Short Term Rentals on December 3, 2024, which went into full force and effect on January 1st, 2025. Since that time staff has implemented the Short Term Rental licensing provisions and proceeded with providing information to those interested in operating a short term rental about the licensing requirements on a reoccurring basis.

To date, City Staff has received three Short Term Rental license applications. One was determined to not be needed, one was denied, and one is still under review for completeness.

During the implementation timeline of the ordinance, staff has determined that for clarity of the information contained in the ordinance, some minor "clean-up" changes are needed. Attached is the proposed Ordinance No. 602, with redlined changes illustrating sections to be removed with a ~~strikethrough~~ and sections to be added with an underline.

Due to the length of the proposed ordinance amendment, the City Council is also asked to consider authorizing the publication of a Summary Ordinance, which requires 4/5ths of the Council's votes to succeed. Staff recommends that the City Council approve the ordinance amendments within Ordinance No. 602, the Short Term Home Rental ordinance, and may make an additional motion for the consideration of summary ordinance publication, as noted below:

- (1) Adopt Ordinance No. 602, Amending Title 3 of the City Code, Chapter 5A: Short Term Rentals; and
- (2) Authorize Publication of a Summary Ordinance of Ordinance No. 602

FISCAL AND RESOURCE IMPACT:

n/a

ATTACHMENTS:

1. Ordinance No. 602 - Short Term Home Rental
2. Summary of Ordinance No. 602

CITY COUNCIL PRIORITY:

Economic Vitality & Community Vibrancy

**CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. 602

AMENDING TITLE 3: BUSINESS AND LICENSE REGULATIONS, CHAPTER 5: RENTAL HOUSING, ARTICLE A: SHORT TERM RENTALS

The City Council of the City of Mendota Heights does ordain:

Section 1. City Code Title 3 – BUSINESS AND LICENSE REGULATIONS is hereby amended by adding the underlined and removing the ~~striked~~ language within Chapter 5: RENTAL HOUSING, Article A: SHORT TERM RENTALS as follows:

ARTICLE A. SHORT TERM HOME RENTALS

SECTION:

3-5A-1: Purpose And Scope

3-5A-2: Definitions

3-5A-3: Authorization And General Licensing Provisions

3-5A-4: Conditions Of License

3-5A-5: Enforcement

3-5A-6: Exemptions

3-5A-7: No Warranty By City

3-5A-1: PURPOSE AND SCOPE:

It is the purpose of this chapter to assure that short-term home rental of dwelling units in the City's ~~R-1 one-family~~ residential zoning districts ~~is~~are conducted, operated, and maintained so as not to become a nuisance to the surrounding neighborhood or an influence that fosters blight and deterioration or creates a disincentive to reinvest in the community. The City recognizes that short-term rentals provide an opportunity for residents to use their property to generate supplemental income; and, when properly managed, short-term rentals have a minimal impact on surrounding properties. When not properly managed, short-term rentals have the capacity to generate noise, traffic, and trash beyond what is typically present in a residential neighborhood creating a nuisance. These issues can be especially acute when the owner of the property does not reside in the home. In order to promote the health, safety, general welfare, aesthetics, and image of the community, the City facilitates and regulates the use of residential properties for short-term rentals by requiring the licensure of short-term rentals. (Ord. 591, 12-3-2024)

3-5A-2: DEFINITIONS:

For the purpose of this chapter, the following terms shall be defined as set forth below:

BEDROOM: A habitable room within a single-family dwelling which is used, or intended to be used, primarily for the purpose of sleeping, but shall not include any kitchen or dining room. The room shall have a method of egress in addition to the primary entry door to the room in accordance with the Minnesota Residential Building Code.

DWELLING: A building or one or more portions thereof occupied or intended to be occupied for residential purposes; but not including rooms in motels, hotels, nursing homes, boarding houses, tents and recreational vehicles, or attached multiple-family dwellings.

DWELLING UNIT: A residential accommodation located within a dwelling that includes permanently installed cooking, sleeping, and sanitation facilities, designed or intended for use as living quarters for a single family. Dwelling units subject to this chapter are defined as being detached dwelling units in the R-1 one-family zoning district.

OCCUPANT: A person who lives or sleeps in a dwelling unit.

OPERATOR: either an owner or an occupant renting their primary residence as a short term home rental.

OWNER: Any person having a legal or equitable interest who is the recorded or unrecorded owner, or otherwise has control, of the dwelling unit.

PRIMARY RESIDENCE: A dwelling unit where the property owner occupant lives in the property for more than six months a year; ~~qualifies for Homestead tax classification as defined by MN Statutes 273.124 and as determined by the Dakota County Assessor.~~

RENT: To permit occupancy of a dwelling unit by a person other than the legal owner thereof, pursuant to a written or unwritten agreement, whether or not a fee is required by the agreement.

SHORT TERM HOME RENTAL: The furnishing for consideration of lodging to tourist or transient guests in a dwelling or dwelling unit, where the renting or letting for occupancy is for a temporary period of time that is thirty (30) consecutive calendar days or less.

SHORT TERM HOME RENTAL GUEST: Any person who, at their own expense or at the expense of another, exercises occupancy or possession, or is entitled to occupancy or possession, by reason of any rental agreement, concession, permit, right of access, option to purchase, license, time-sharing arrangement, or any other type of agreement for a period of thirty (30) consecutive calendar days or less. (Ord. 591, 12-3-2024)

3-5A-3: AUTHORIZATION AND GENERAL LICENSING PROVISIONS:

A. Authorization. Rental of all or a portion of a primary residence as a short term home rental by an owneroperator to a short term home rental guest is allowed as provided by this Section 3-5A, following the issuance of a license as set forth herein.

B. General Licensing Provisions.

1. License Required:

a. No property shall be used as a ~~short-term~~short term home rental without a license issued by the City. The license once issued shall be valid for a period of one year from the date of issuance and must be renewed annually. This requirement applies to short term home rentals unless exempted pursuant to Section 3-5A-6 .

2. License Application:

a. Application for a license shall be made to the City upon a form furnished by the City. ~~An operator~~person who has been issued a rental license shall give notice, in writing, to the city administrator, within five (5) business days of any change in the information contained on the license application.

3. License Fees:

a. Licensing fees shall be prescribed as set forth in the City's fee schedule, and maintained on file in the office of the city administrator. The required fees shall be submitted along with the application for a new or renewal license. Applications for a renewal license submitted after the license term expiration are subject to a penalty fee.

4. License Terms:

a. All short term home rental licenses shall be valid for a period of one calendar year, except as otherwise provided herein or in cases of suspension or revocation.

b. In order to be issued a license the applicant must submit the following application materials:

(A) Name and address of the short term home rental property, the operator, and the property owner.

(B) Either a signed statement that the operator is the owner of the property or a signed statement from the owner attesting that the operator has authorization to operate the property as a short term home rental.

~~(C)~~ (C) Name, address, and phone number of a local agent authorized to be the emergency contact for the property and accessible at all times, and to make or order repairs or services for the property if in violation of City or State Codes, if the person is different than the ~~owner~~operator.

~~(C)~~ (D) Number of bedrooms.

~~(D)~~ (E) Maximum number of occupants.

~~(E)~~ (F) Signed agreement that the City has permission to access exterior areas of the property when responding to a reported violation of the standards in this section in order to ascertain if a violation has occurred.

~~(F)~~ (G) Verification that there are not any unresolved Code Enforcement or Property Maintenance cases.

~~(G)~~ (H) Affidavit Evidence of Residency to verify primary residence: Applicants for short term home rental licenses are required to submit evidence and sign an affidavit of residency

attesting that the home is ~~their~~used as a primary residence and acknowledging that subsequent discovery of non-residency shall be ground for immediate revocation of the license. Evidence of residency must be in writing and may include homestead tax status, a lease agreement, a mortgage statement, or similar.

~~(H)~~ (I) Listing services where the short term home rental is advertised.

~~(I)~~ (J) Such other and further information as the City Council may require if applicable.

~~5. Initial License: Owners currently operating a short term home rental within the City shall obtain a license as provided in this Section 3-5A within 45 days from the effective date of this ordinance.~~

~~65.~~ License Issuance: The City shall issue a short term home rental license if real estate taxes and municipal utility bills for the dwelling unit have been paid, and the City has no record of unresolved complaints regarding the property subject to the short term home rental license. The short term home rental license must be in compliance with all standards of this Chapter.

~~76.~~ Renewal Of License: ~~An operator licensee~~ may continue to rent a dwelling unit after the expiration date of the rental license provided that the ~~owner operator~~ has filed with the city administrator, on or before the expiration date, the appropriate renewal license application and license fee, and provided that the City has no record of unresolved complaints regarding the property subject to the rental license.

~~87.~~ Transfer Of License: A short term home rental license shall not be transferable to another person or to another dwelling unit. Each license shall automatically terminate upon the sale or other conveyance of the property to an unlicensed person or entity. (Ord. 591, 12-3-2024)

3-5A-4: CONDITIONS OF LICENSE:

All ~~short-term~~ short term home rental unit owners and operators must comply with the following:

A. Performance Standards:

1. The short term home rental dwelling unit shall have a maximum of five (5) bedrooms. Only one (1) bedroom may be larger 280 square feet in size.

2. The maximum occupancy within the short term home rental dwelling unit shall be two (2) persons per bedroom in bedrooms less than 280 square feet in size. For a bedroom that is larger than 280 square feet, the maximum occupancy may be up to four (4) persons.

3. Short term home rental reservations must have a minimum two (2) night stay.

4. The maximum number of vehicles that may be parked overnight on the property shall be consistent with the Property Maintenance Code. Vehicles in garages shall not be counted towards total number of vehicles.

5. The ~~owneroperator~~ of a ~~short-term~~ short term home rental dwelling unit must provide sufficient waste collection containers and service for the short term home rental dwelling unit in order to meet the demand of the unit's occupants, including both primary residents and short

term home rental guests. The ~~owner operator~~ shall be solely responsible for ensuring that waste is properly collected, stored, and made available for regular collection. Waste may not be stored outside of approved containers. All waste containers must be stored, screened, and collected in accordance with Section 12-5-8 of this Code.

6. Listings advertising the property's availability for rent must state the license number, maximum occupancy permitted by the license, and the maximum number of vehicles that may be parked overnight on the property.

7. Ensure that all short term home rental dwelling units have working smoke detectors and carbon monoxide alarm(s) installed in accordance with Minnesota Statutes Sections 299F.362 and 299F.51, and in accordance with the Minnesota Residential Building Code and Minnesota State Fire Code. Additionally, each unit shall have at least one properly maintained and charged fire extinguisher located in an easily-accessible location which is clearly marked and which is made known to the temporary occupants.

8. Provide and post the following information in a conspicuous place within each ~~short-term~~ short term home rental dwelling unit:

- a. Emergency contact information for the short term home rental dwelling unit ~~owneroperator~~;
- b. Emergency contact information for the short term home rental dwelling ~~operator-local agent, or if~~ applicable;
- c. The street address of the short term home rental dwelling unit;
- d. A Floor Plan of the short term home rental dwelling unit indicating exits, escape routes, and the location of all fire extinguishers;
- e. The maximum occupancy limits of the short term home rental dwelling unit; and
- f. A parking map showing all allowable parking locations serving the property.

9. An ~~owneroperator~~ must, as a continuing obligation, maintain a current register of short term home rental guests that includes the following information: a record of the dates the unit was rented, the number of short term home rental guests during the rental periods, and the amount of rent paid by the short term home rental guests in connection with the rental of the short term home rental dwelling unit. This record shall be kept by the ~~owneroperator~~ for at a minimum of one year. In the license application or any application for license renewal, the owner must designate the name, address, and telephone number of the person or persons who will have possession of the register, and must notify the City Administrator or designee of any change in the identity(ies), address(es), or telephone number(s) of such person or persons. The register must be available for inspection by the City Administrator or designee at all reasonable times and in the case of an emergency.

10. No short term home rental dwelling unit may be rented to any person who is under the age of 25. The person who rents the unit must provide a telephone number to the ~~owner of~~ operator and must be accessible to the ~~owner of~~ operator by telephone during the short term home rental period.

11. If the short term home rental dwelling unit includes a swimming pool, spa, or hot tub, the owner or operator must obtain licensing from the Minnesota Department of Health.~~post a sign near the pool, spa, or hot tub indicating that it is not licensed or inspected by the Ste, the county or the City.~~

12. The short term home rental dwelling unit must have a visible house number that can be easily seen from a public street during the day and at night.

13. ~~The short term home rental dwelling unit must comply~~Comply with all applicable city, state, and federal laws, statutes, ordinances, rules and regulations.

14. The operator shall Remit all applicable local, state, and federal taxes, including, but not limited to applicable lodging tax.

15. The city must be provided with accurate and up to date information regarding the name and contact information for the short term home rental dwelling unit ~~owner and~~ operator and local agent, if applicable. If the operator's contact information changes, updates must be filed with the city within 30 days of the date of the change.

B. Conduct On Licensed Premises: Disorderly Conduct: It is the responsibility of the owneroperator to ensure that persons occupying the licensed premises conduct themselves in such a manner so as not to cause the premises to be disorderly or constitute a nuisance. The ~~owner or~~ operator of the ~~short term~~short term home rental dwelling unit is responsible to ensure that the property remains in compliance with the City's nuisance regulations. (Ord. 591, 12-3-2024)

3-5A-5: ENFORCEMENT:

The application for a short term home rental license will be reviewed by the City Administrator or their designee.

A. Inspections: The City Administrator or their designee shall conduct inspections of the short term home rental dwelling unit to determine the compliance with the applicable provisions of this code. An inspection is required prior to the initial issuance of the license. The City may conduct inspections of the short term home rental dwelling unit upon submittal of a license renewal application. The code official or designated representative may enter, examine, and survey at all reasonable times all short term home rentals dwelling units and premises after obtaining consent from an owner or occupant of the premises.

B. Violations:

1. It shall be unlawful for a person, firm or corporation to be in conflict with or in violation of any of the provisions of this Section or other provisions of this Code.

2. The code official shall serve a notice of violation on the ~~licensee~~operator and property owner. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the termination of the unlawful occupancy of the structure in violation of the provisions of this chapter or of the order or direction made pursuant thereto.

3. A short term home rental license may be revoked or suspended for violations of this section.

4. The imposition of the penalties herein prescribed shall not preclude the city attorney from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building in violation of this section, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

5. The operator and property owner of record shall be jointly responsible for any city costs in enforcing the provisions of this chapter including inspection fees, or other fees, charges or penalties that are imposed as permitted by law.

C. License Suspension Or Revocation, Or Refusal To Renew:

1. In the event of any potential health or safety violations, the code official may suspend the license until the violation is corrected.

2. If a property with a short term home rental receives three notices of violation within a 365-day period, its short term home rental license shall be revoked. The license may be revoked after a single violation if the violation is not immediately corrected pursuant to a notice of violation.

3. No person who has had a permit revoked under this Section shall be issued a short term home rental license for one year from the date of revocation.

D. Appeal: The licenseeoperator or property owner may appeal the occupancy limit, parking limit, denial, suspension, or revocation to the City Council. The licenseeperson appealing to the City Council must file with the city clerk a notice of appeal within ten days of ~~an issuance, denial, suspension, or revocation~~ the action being appealed. The Council shall consider the appeal at a regularly scheduled council meeting on or after 15 days from service of the notice of appeal upon the City Clerk ~~by the licensee~~. Hearing on the appeal shall be open to the public, ~~and t~~ The licenseeoperator or property owner shall have the right to appear and be represented by legal counsel and to offer evidence in behalf of licensure. At the conclusion of the hearing, or as soon thereafter as practicable, the Council may order:

1. The denial, suspension, or revocation of the license.

2. The denial, suspension, or revocation by the code official be lifted and the license be issued or returned to the ~~licenseeowner or operator~~.

3. Additional terms, conditions and stipulations to be imposed on the license to mitigate problems. (Ord. 591, 12-3-2024)

3-5A-6: EXEMPTIONS:

This Chapter does not apply to:

A. Hotels, motels, bed and breakfasts, nursing homes, or state licensed residential care facilities.

B. Individual sleeping rooms within an otherwise owner-occupied residence, or rentals where the owner is present for the duration of the rental. (Ord. 591, 12-3-2024)

3-5A-7: NO WARRANTY BY CITY:

By adopting and undertaking to enforce this Chapter 3-5A, neither the city, nor its elected officials, employees, consultants, contractors, or agents warrant or guaranty the safety, fitness, or suitability of any rental dwelling or rental dwelling unit in the city. Owners and short term home rental guests should take appropriate steps to protect their interests, possessions, health, safety, and welfare. (Ord. 591, 12-3-2024)

Section 2. Effective date.

This ordinance shall be effective immediately following adoption and publication according to law.

ADOPTED this 16th day of September, 2025 by the City Council for the City of Mendota Heights.

**CITY COUNCIL
CITY OF MENDOTA HEIGHTS**

Stephanie B. Levine, Mayor

ATTEST:

Nancy Bauer, City Clerk

**CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY, MINNESOTA**

SUMMARY ORDINANCE NO. 602

**AN ORDINANCE AMENDING TITLE 3: BUSINESS AND LICENSE REGULATIONS,
CHAPTER 5: RENTAL HOUSING, ARTICLE A: SHORT TERM RENTALS**

NOTICE IS HEREBY GIVEN that, on September 16, 2025, Ordinance No. 602 was adopted by the City Council of the City of Mendota Heights, Minnesota.

NOTICE IS FURTHER GIVEN that, because of the lengthy nature of Ordinance No. 602, the following summary of the ordinance has been prepared for publication.

NOTICE IS FURTHER GIVEN that the ordinance adopted by the City Council amends Title 3: Business and License Regulations, Chapter 5: Rental Housing, Article A: Short Term Rentals, to modify language improving clarity and cohesiveness of the ordinance provisions, and update terminology.

A printed copy of the whole ordinance is available for inspection by any person during the City’s regular office hours at the office of the City Administrator/City Clerk or on the City’s website.

PASSED, ADOPTED and APPROVED FOR PUBLICATION by the City Council of the City of Mendota Heights, Minnesota, this 16th day of September 2025.

CITY COUNCIL OF MENDOTA HEIGHTS
/S/Stephanie B. Levine, Mayor
Attest
/s/Nancy Bauer, City Clerk